



AGENDA

- VISION:** The Washington Elementary School District is committed to achieving excellence for every child, every day, every opportunity.
- DATE:** February 23, 2017
- TIME:** Regular Meeting 7:00 p.m.
Executive Session Following Regular Meeting
- PLACE:** Administrative Center, 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505

**CONSISTENT WITH THE REQUIREMENTS SET FORTH IN ARS 38-431.02,
NOTICES OF THIS PUBLIC MEETING HAVE BEEN APPROPRIATELY POSTED.**

I. REGULAR MEETING – GENERAL FUNCTION

- A. Call to Order and Roll Call
- B. Moment of Silence and Meditation
- C. Pledge of Allegiance
- D. Adoption of the Regular Meeting Agenda

It is recommended that the Governing Board adopt the Regular Meeting Agenda.

Motion _____ Second _____ Vote _____

E. Approval of the Minutes

It is recommended that the Governing Board approve the Minutes of the February 9, 2017 Regular Meeting.

1-6

Motion _____ Second _____ Vote _____

F. Current Events and Acknowledgments: Governing Board and Superintendent

G. Public Participation**

- Members of the public may address the Governing Board during this portion of the agenda in regard to non-agenda items (not to exceed three (3) minutes at chair's discretion). If interpretation services are used, the time shall not exceed six (6) minutes, including interpretation.)

- Additionally, or instead of, members of the public may address the Governing Board during a specific item that is on the agenda (not to exceed three (3) minutes at chair's discretion). If interpretation services are used, the time shall not exceed six (6) minutes, including interpretation.)

H. It is recommended that the Governing Board approve the Consent Agenda.

Motion _____ Second _____ Vote _____

II. **CONSENT AGENDA**

*A. **Approval/Ratification of Vouchers**

The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of materials, equipment, salaries and services.

7

*B. **Personnel Items**

Personnel items include resignations, terminations, requests for retirement or leave, recommendations for employment and position changes.

8 - 12

*C. **Public Gifts and Donations: Acceptance of checks and items to schools and District departments in the amount of \$ 26,679.21 (The Value of Donated Items is Determined by the Donor)**

Donor	School/Department	Amount/Value
Lookout Mountain PTO	Lookout Mountain	\$15,000.00
The Miles Group	Moon Mountain	\$ 1,000.00
AdCap	Mountain Sky Junior High	\$ 1,000.00
Donors Choose	Mountain Sky Junior High	\$ 409.00
	Mountain View	\$ 2,600.00
	Mountain View	\$ 2,600.00
	Mountain View	\$ 400.00
Verizon Foundation	Orangewood School	\$ 1,000.00
Peter Piper, Inc.	Professional Development	\$ 670.21

13

*D. **Out-of County/State Field Trips**

Teacher	School	Location	Date	Amount	Students	Purpose
Sarah Wienand & Michael Durnavich	Palo Verde & Desert Foothills	NAU Flagstaff, Arizona	April 22, 2017	\$2,220.00	70-seventh & eighth graders	To participate in a performance competition.

14 - 17

***E. Out-of-State Travel**

The following individuals are requesting to travel to Out of State.

Name of Traveler	Position	Destination	Cost
Connie Parmenter	Director of Nutrition Services	Hattiesburg, Mississippi	N/A
Samuel Field	Head of School (Private School)	Nashville, Tennessee	\$1,000
Robert Herzog	Director of Transportation	Laughlin, Nevada	\$1,375
Virginia Fish Robert Young-Ham Lori Mora	Supervisor of SPED Transportation Supervisor of Routing Administrator for Special Need		

18 - 21

***F. Policy Review - Approval of Second Reading of Proposed Amended Governing Board Policies in Section A – Foundations and Commitments**

	Policy	Recommended Changes
1.	A - District Mission and Belief Statement	None
2.	AA - School District Legal Status	None
3.	AB - The People and Their School District	None
4.	ABA - Community Involvement in Education	None
5.	ABAA - Parental Involvement	Minor
6.	AC - Nondiscrimination / Equal Opportunity	Minor
7.	ACA Sexual Harassment	Minor
8.	ACF - Interpersonal / Human Relations	Recommend to retire
9.	AD - Educational Philosophy / School District Mission	Minor

22 - 35

III. ACTION/DISCUSSION ITEMS

A. Discussion, Consideration and Possible Approval of the 2017-2018 Employment Calendars

(Mr. Justin Wing, Director of Human Resources)

36 - 46

B. Information, Discussion, and Possible Action Regarding Attending the National School Boards Association (NSBA) Conference

(Mr. Larry Herrera, Governing Board Vice President)

47

C. Possible Rescheduling of the June 8, 2017 and Cancelling of the March 22, 2018 Governing Board Meeting

(Mr. Bill Adams, Governing Board President)

48

IV. INFORMATION/ DISCUSSION ITEMS

A. Overview of the Department of Public Safety Inspection

(Mr. Bert Hertzog, Director of Transportation)

49 - 56

V. FUTURE AGENDA ITEMS

VI. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.5

It is recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Regular Meeting for:

A.5 – Discussions or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the 2016 -2017 Interest-based Negotiation (IBN) process.

Motion _____ Second _____ Vote _____

VII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

A. Call to Order and Roll Call

B. Confidentiality Statement

All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

C. Discussion under A.R.S. §38-431.03 – A.5.

- A.5 – Discussions or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the 2016 -2017 Interest-based Negotiation (IBN) process.

VIII. RECONVENING OF REGULAR MEETING

Motion _____ Second _____ Vote _____

IX. ADJOURNMENT

Motion _____ Second _____ Vote _____

NOTES: As a matter of information to the audience, five days prior to any Governing Board Meeting, Board Members receive the agenda along with the extensive background material which they study individually before action is taken at the meeting. Routine matters will be asterisked and approved as consent agenda items. Any member of the Governing Board may remove items from the consent agenda.

Persons with a disability may request a reasonable accommodation by contacting 602-347-2802. Requests should be made at least 24 hours prior to the scheduled meeting in order to allow time to arrange for the accommodation.

(*) Items marked with an asterisk (*) are designated as Consent Agenda Items. This implies that the items will be considered without discussion. Consent Agenda items may be removed for discussion and debate by any member of the Governing Board by notifying the Board President or the Superintendent twenty-four (24) hours before regular Board meeting or by a majority of the Governing Board members present at the Board Meeting.

(**) Members of the public who wish to address the Board during Public Participation or on an item which is on the agenda may be granted permission to do so by completing a PUBLIC PARTICIPATION SPEAKER COMMENT form and giving it to the Board's Secretary PRIOR TO THE BEGINNING OF THE MEETING. Those who have asked to speak will be called upon to address the Board at the appropriate time. If interpreter services are needed, please contact Angela Perrone at 602-896-6290 at least 24 hours prior to the scheduled Board Meeting in order to allow sufficient time to arrange for an interpreter to be available.

(**) During open session, the Board shall not hear personal complaints against school personnel or any other person connected with the District. Policy KE is provided by the Board for disposition of legitimate complaints including those involving individuals.

(**) The Board may listen but cannot enter into discussion on any item not on the agenda. Depending upon the number of requests to speak to the Board, time limitations may be imposed in order to facilitate accomplishing the business of the District in a timely manner.

**GOVERNING BOARD MINUTES:
REGULAR MEETING**

2016-2017

February 9, 2017

Administrative Center
Governing Board Room
4650 West Sweetwater Avenue
Glendale, AZ 85304-1505

I. REGULAR MEETING – GENERAL FUNCTION

A. Call to Order and Roll Call

Mr. Adams called the Regular meeting to order at 7:02 p.m. Governing Board members constituting a quorum present were: Mr. Larry Herrera, Mr. Aaron Jahneke, and Mrs. Tee Lambert.

B. Moment of Silence and Meditation

Mr. Adams called for a moment of silence and meditation. Mr. Adams asked everyone to continue to keep the family of Ms. Clorinda Graziano in their thoughts.

C. Pledge of Allegiance

Mr. Adams led the Pledge of Allegiance.

D. Adoption of the Regular Meeting Agenda

A motion was made by Mr. Jahneke that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Mrs. Lambert. The motion carried.

4-0

E. Approval of the Minutes

A motion was made by Mr. Herrera that the Governing Board approve the minutes of the January 26, 2017 Special, Regular, and Executive Meeting. The motion was seconded by Mr. Herrera. The motion carried.

4-0

F. Current Events and Acknowledgments: Governing Board and Superintendent

The following announcements and comments were made by Governing Board members and Superintendent :

Mr. Jahneke:

- Acknowledge the amazing Celebration of Life and reception that was held for Clorinda Graziano.

Mrs. Lambert:

- Reminded everyone to stay focused on what is happening down at the capitol regarding education bills and to speak with legislators to remind them that they represent us.

Mr. Herrera:

- Attended a Boy Scout meeting and was struck by the characteristics and how aligned those characteristics were to those we are looking for in a new Board member.

Mr. Adams:

- Attended the Arizona School Boards Association BOLTS training on Friday, January 27, 2017. It was a very good refresher course and Mr. Adams brought back materials to share with his fellow Board members.
- Attended the Celebration of Life for Clorinda Graziano on Saturday, January 28, 2017. Thanked everyone from the District and the Washington Education Foundation for attending showing Clorinda's family support.
- Attended the WESD Bowl-a-thon on Sunday, January 29, 2017. Mr. Adams thanked the Washington Education Foundation for putting on another wonderful event and supporting our teachers.
- Visited Alta Vista School on Wednesday, February 1, 2017.

- Attended the ground breaking on Makerspace at Cholla Middle School on Wednesday, February 1, 2017.
- Visited Cactus Wren on Wednesday, February 8, 2017.
- Attended Terry Kidd's retirement celebration on Thursday, February 9, 2017. Mr. Adams wished her and her family the best.
- Acknowledged the new student artwork on display in the boardroom. Mr. Adams thanked the students and staff at Chaparral; John Jacobs; Ironwood; Lookout Mountain; Moon Mountain; and Shaw Butte.

Superintendent Stanton

- Attended the Celebration of Life for Clorinda Graziano on Saturday, January 28, 2017. Dr. Stanton thanked everyone from the District, Washington District Education Association, and the Washington Education Foundation for assisting Clorinda family and for attending showing their respect.
- Attended the WESD Bowl-a-thon on Sunday, January 29, 2017. Dr. Stanton thanked the Washington Education Foundation for organizing a wonderful event.
- Attended the Makerspace at ground breaking at Cholla Middle School on Wednesday, February 1, 2017. Dr. Stanton thanked Kathleen McKeever and Phil Garitson and his staff for organizing a wonderful event. Dr. Stanton also thanked the Arizona Science Center for partnering with the District on the Makerspace project. Dr. Stanton said he is excited about hands on learning experience that students will experience and is looking forward to expanding these opportunities across the District.
- Attended an event at the Arizona Science Center on Saturday, February 4, 2017.
- Attended the Arizona Business Coalition Quarterly Meeting on Thursday, February 9, 2017.
- Attended the Robotics Skills Challenge at Orangewood School.
- Thanked Mr. Wing and his staff for organizing a wonderful retirement event for Mrs. Terry Kidd.
- Reminded everyone of the 19th North Street Clean Up even on Saturday, February 11, 2017 followed by the Love Your Community Street Fair were WESD will be represented.

G. Showcase

Cross Country Program

Mrs. Natalie McWhorter, Director of Curriculum, Ms. Sydney Knight, Teacher at Desert Foothills, and Ms. Kara Zahanades a senior at Greenway High School provided the Board with an overview of the 2016-2017 Cross Country program and how skills learned within the program assist students throughout their life.

Mrs. McWhorter showed a video narrated by Ms. Sydney Knight called "How to Win the Race of Life".

Mrs. McWhorter left the Board with the following take-a-ways regarding the WESD Cross Country program:

- WESD provides opportunities for student to participate in physical activity for health, enjoyment, challenge, self-expression and social interaction.
- 27 school participated in cross country during the 2016-2017 season.
- During the 2016-2017 cross country season, 900 students participated at 22 meets with the assistance and encouragement of 31 coaches and mentors.

Mrs. McWhorter acknowledged Mrs. Roseanne Knight for all of her hard work running the cross country program and the track and field events. Mrs. McWhorter presented Mrs. Knight with flowers.

Learning Management System (LMS)

Mrs. Courtney Stevens, Director of Accountability provided the Board with an overview of the

Learning Management System (LMS) and its usage within Washington Elementary School District.

Mrs. Stevens presented the following information to the Board:

LMS is a customizable digital platform that will allow WESD teachers:

- to digitize our curriculum and resources
- to provide online access to professional development
- to deliver online content to students
- to collaborate and share
- to deliver online assessment

Mrs. Stevens shared that the District chose Ogment by EvoText as the vendor for the LMS platform.

Mrs. Stevens shared with the Board that WESD has brought on board a pilot group of 53 teachers. The goal of the pilot group is to:

- Help us learn the product through the eyes of teachers
- Help us develop professional development
- Help us customize the product for WESD
- Help us begin to build out course content
- Help us identify systems of support that will be necessary for success
- Inform our roll out plan
- Help us figure out what we don't know that we don't know!!!

Mrs. Stevens left the Board with the following take-a-ways:

Ogment provides a digital platform for:

- teachers to utilize with their students for instruction
- collaboration
- professional development
- assessment

H. Public Participation

There were two request for public participation.

Mrs. Nancy Putman, President of the Washington Education Foundation (WDEA) addressed the Board to thank WESD for their support of the 9th annual Bowl-a-Thon that took place on January 29, 2017. Mrs. Putman thanked the Governing Board members who were there to show their support as well as Dr. Stanton, who also bowled. Mrs. Putman said that there were 320 bowlers from 64 teams. Mrs. Putman said the team were from 26 schools, the District Office, Transportation, and WDEA. Mrs. Putman acknowledged fellow WDEA board members in attendance, Mrs. Janet Sullivan and Mrs. Mindy Whalen. Mrs. Putman thanked and acknowledge the sponsors of the bowl-a-ton, H2 Group; McCarthy Building Company; Dr. Maggie Westhoff; Get-a-Way Today; Orcutt Winslow Architects; Chasse Building Team; Gardner's Books Services; and AMF Deer Valley Lanes. Mrs. Putman announced that the spirit award is awarded to the school or department with the most bowling teams and this year's winner was the Transportation Department with five teams. The WDEA foundation raised \$10,250.00 for the spring mini-grants. The deadline for the mini-grants is February 24, 2017.

Ms. Pam Horton, Digital and Crisis Communications Coordinator along with fellow committee members to talk about Read Across America Day! Ms. Horton said Read Across America is celebrated every year on March 2, Theodor Geisel's birthday, better known to millions as Dr. Seuss. Now in its 20th year, Read Across America is an annual reading motivation and awareness program sponsored by the National Education Association that calls for every child in every community to celebrate reading on or around Dr. Seuss's birthday. The event's purpose is to motivate children to read and focus the country's attention on the importance of reading. Ms. Horton announced that WESD will be kicking off this year's celebration with a special breakfast March 2, 2017, which will include green eggs and ham, at Sweetwater

School. The theme this year is “Grab Your Hat and Read with the Cat!” In addition to our kickoff breakfast, schools are planning special Seuss celebrations at their sites – family reading nights, Dr. Seuss birthday parties, Dr. Seuss art projects, book character parades – all with the goal of encouraging students to read. WESD has provided special reading logs so that students can keep track of their reading minutes and/or pages. Students then put their reading logs into a drawing to win prizes. Washington Education Foundation has provided each school with a \$100 gift certificate to Gardner’s Book Service to purchase books for their celebration!

I. Approval of the Consent Agenda

Mr. Adams asked that Consent Items E and F be pulled from the Consent Agenda for separate consideration.

Mr. Adams requested a motion to approve Consent Agenda Items A, B, C, D, and G. Mr. Jahneke made a motion that the Governing Board approve Consent Agenda items A, B, C, D, and Gas presented. The motion was seconded by Mr. Herrera. The motion carried.

4-0

Mr. Adams thanked all of the individuals, organizations, and companies who donated to the students and staff at WESD.

II. CONSENT AGENDA

Mr. Herrera requested to pull Consent Item *F – Policy Review for separate consideration. A motion was made by Mr. Jahneke to approve the remaining Consent Items as presented. The motion was seconded by Mrs. Lambert. The motion passed.

*A. Approval/Ratification of Vouchers

Approved as presented.

4-0

*B. Personnel Items

Approved as presented.

4-0

*C. Public Gifts and Donations: Acceptance of checks and items to schools and District departments in the amount of \$169,407.35 (The Value of Donated Items is Determined by the Donor

Approved as presented.

Donor	School/Department	Amount/ Value
Walmart/Sam’s Club Foundation	Acacia Elementary	\$ 1,000.00
Lowe’s Toolbox for Education	Acacia Elementary	\$ 4,305.00
Washington Education Foundation	Communication and Public Engagement Department	\$ 3,200.00
Vision Works of America, Inc.	Health Services Department	\$133,730.00
Moon Valley Women’s Club	Lookout Mountain Elementary	\$ 2,500.00
The Patterson Family Foundation	Moon Mountain Elementary	\$ 4,500.00
Box Tops for Education	Moon Mountain Elementary	\$ 705.00
Walter Collier	Mountain Sky Junior High	\$ 399.00
Donors Choose (Seven Teachers awarded)	Mountain Sky Junior High	\$ 5,042.62
SPICE – Mountain Sky Parent Group	Mountain Sky Junior High	\$ 5,886.55
Kelly and Diane Ward	Richard E. Miller Elementary	\$ 787.75
David and Alice Wells	Roadrunner Elementary	\$ 400.00
Roadrunner PTA	Roadrunner Elementary	\$ 1,174.32
Sunburst PTO	Sunburst Elementary	\$ 1,777.11
Highland Commercial Management	Sunnyslope School	\$ 1,500.00
Arizona Public Service (APS)	Sweetwater School	\$ 2,500.00

4-0

*D. Acceptance of Agreement – Food Program Permanent Service Agreement – ADE Contract No. ED09-001

Approved as presented.

4-0

***E. Acceptance of Agreement – International Rescue Committee for Refugee School Impact Grant 2016-2017 SY**

Approved as presented.

4-0

***F. Policy Review - Approval of First Reading of Proposed Amended Governing Board Policies in Section A – Foundations and Commitments**

Mr. Herrera asked for clarification on the policy revisions being presented for approval. Mr. Herrera asked if the suggested revisions were in-line with what ASBA recommended. Superintendent Stanton confirmed that the revisions being presented are based on ASBA recommendations. Dr. Stanton also informed the Board that since the District was in the process of a full policy review, a calendar of when proposed policies will be brought to the Board for review and approval is being developed and will be provided to the Board.

Mr. Herrera made a motion to approve the First Reading of Proposed Amended Governing Board Policies in Section A – Foundation and Commitments as presented. The motion was seconded by Mrs. Lambert. The motion passed.

	Policy	Recommended Changes
1.	A - District Mission and Belief Statement	None
2.	AA - School District Legal Status	None
3.	AB - The People and Their School District	None
4.	ABA - Community Involvement in Education	None
5.	ABAA - Parental Involvement	Minor
6.	AC - Nondiscrimination / Equal Opportunity	Minor
7.	ACA Sexual Harassment	Minor
8.	ACF - Interpersonal / Human Relations	Recommend to retire
9.	AD - Educational Philosophy / School District Mission	Minor

IV. INFORMATIONAL/DISCUSSION ITEMS

A. Review of 2015-2016 External Audit

(Brittney Williams, Heinfeld, Meech & Co.)

Superintendent Stanton introduced Mrs. Cathy Thompson, Director of Business Services, explained to the Board that WESD exceeds the threshold of federal award expenditures and is required to obtain an annual single audit.

Mrs. Thompson introduced Ms. Brittney Williams from the auditing firm of Heinfeld, Meech & Co. to present a summary of the audit done on activities during the 2015-2016 fiscal year. Ms. Williams explained that each Board member was provided with copies of the Single Audit, Uniform System of Financial Records (USFR) Questionnaire, and the Comprehensive Annual Financial Report (AFR) prior to the meeting. Ms. Williams provided the Board with a brief overview of the both the State and Federal auditing laws and protocols. Ms. Williams informed the Board that there were no major findings and the District was in solid financial shape.

Ms. Williams acknowledged the hard work of Business Services Department, especially that of Mrs. Cathy Thompson, Mr. David Velazquez, Mrs. Elizabeth Martinez, and Mr. Howard Kropp.

V. FUTURE AGENDA ITEMS

There were no request for future agenda items.

IX. ADJOURNMENT

A motion was made by Mr. Jahneke to adjourn the meeting at 8:35 p.m. The motion was seconded by Mrs. Lambert. The motion carried.

4-0

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

BOARD SECRETARY

DATE

BOARD OFFICIAL

DATE

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
FROM:	Dr. Paul Stanton, Superintendent	<u> </u>	Discussion
DATE:	February 23, 2017	<u> </u>	Information
		<u> </u>	1 st Reading

AGENDA ITEM: *Approval/Ratification of Vouchers

INITIATED BY:	Elizabeth Martinez, Accounting Manager	SUBMITTED BY:	David Velazquez, Director of Finance
---------------	---	---------------	---

PRESENTER AT GOVERNING BOARD MEETING:	<u>Cathy Thompson, Director of Business Services</u>
---------------------------------------	--

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BBA, DK and A.R.S. §15-321</u>
---	-----------------------------------

SUPPORTING DATA

Funding Source: Various
Budgeted: Yes

The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of salaries, materials, equipment, and services. Documentation for warrants is available for inspection from the Finance Department located at the District Administrative Center.

APPROVE/RATIFY FY16/17 PAYROLL VOUCHERS (warrants for services and materials, payroll expense):

02/10/17	<u>3,081,277.85</u>
Totals:	<u>3,081,277.85</u>

APPROVE/RATIFY FY 16/17 EXPENSE VOUCHERS (warrants for services and materials, payroll expense):

02/02/17	5,404,444.07
02/08/17	<u>1,630,394.70</u>
Totals:	<u>7,034,838.77</u>

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve and ratify the payroll and expense vouchers as presented.

Superintendent Paul H. Stanton

AGENDA ITEM: *Personnel Items

Justin Wing, Director of Human Resources

BBA

Funding Source: Various
Budgeted: Yes

The attached personnel actions are presented for approval.

It is recommended that the Governing Board approve the personnel items as presented.

Superintendent

Paul H Stanton.

RECOMMENDED PERSONNEL ACTIONS

February 23, 2017

I. RESIGNATIONS, RETIREMENTS, EXCESSES, AND LEAVES OF ABSENCE**A. ADMINISTRATIVE**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
-----------	-------	----------	----------	--------	------------------	----------------

N/A

B. CERTIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
-----------	-------	----------	----------	--------	------------------	----------------

Archer	Craig	Teacher-5th Grade	Lookout Mountain	Retirement	15	5/24/2017
Armbruster	Linda	Teacher-Librarian	Mountain View	Retirement	11	5/24/2017
Baird	Priscilla	Teacher-Kindergarten	Lookout Mountain	Retirement	30	5/24/2017

Batley	Rosario	Teacher-1st Grade	Sunnyslope	Retirement	22	5/24/2017
Bien	Kathleen	Teacher-1st Grade	Desert View	Retirement	12	5/24/2017
Brass	JoAnn	Program Coach	Royal Palm	Retirement	2	5/24/2017
Chatfield	David	Teacher-Gifted	John Jacobs	Retirement	12	5/24/2017
Currie	Melissa	Teacher-3rd Grade	Sunset	Retirement	13	5/24/2017
Curry	Elizabeth	Teacher-LD	Sunnyslope	Retirement	17	5/24/2017
Davis	Jane	Teacher-CCSC	Sweetwater	Retirement	7	5/24/2017
Duncan	Robert	Academic Intervention Specialist	Manzanita	Resignation	2	5/24/2017

Dunger	Robert	Teacher	Sunburst	Resignation from Leave of Absence	9	6/30/2017
--------	--------	---------	----------	-----------------------------------	---	-----------

Ebert	Carol	Teacher-Lang Arts	Cholla	Retirement	9	5/24/2017
Ellis	Constance	Teacher-Visual Hcp	Moon Mountain	Retirement	13	5/24/2017
Elves	Teresa	Program Coach	Abraham Lincoln	Retirement	19	5/24/2017
Freidman	Judy	Teacher-Kindergarten	Sunnyslope	Resignation	1	5/24/2017

George	Jennifer	Teacher-CCSC	Washington	Resignation	2	5/24/2017
Gilmore	Cindy	Teacher-6th Grade	Royal Palm	Retirement	21	5/24/2017
Goode	Lois	Academic Intervention Specialist	Shaw Butte	Retirement	12	5/24/2017

Hardesty	Michele	Teacher-4th Grade	Lakeview	Resignation	20	5/24/2017
Hawron	Kristin	Teacher-5th Grade	Washington	Resignation	1	5/24/2017
Hayes	Stephanie	Teacher-CCSC	Cactus Wren	Retirement	3	5/24/2017
Himmelstein	Lonnie	Teacher-Art	Washington	Retirement	10	5/24/2017
Holbrook	Barbara	Teacher-LD	Manzanita	Resignation	11	5/24/2017
Holt	Jacob	Teacher-2nd Grade	Roadrunner	Resignation	1	5/24/2017
Huff	David	Teacher-Gifted	Sunburst	Retirement	2	5/24/2017
Jones-Krysinski	Laura	Teacher-CCB	Ironwood	Retirement	4	5/24/2017
Joyce	Jamie	Teacher-3rd Grade	Roadrunner	Resignation	1	5/24/2017
Kalinchekova	Nelly	Teacher-Math	Royal Palm	Resignation	2	5/24/2017
Keith	Heather	Teacher-5th Grade	Sahuaro	Resignation	2	5/24/2017
Keller	Julie	Teacher-Kindergarten	Sunburst	Retirement	23	5/24/2017

Kemery	Laura	Speech Evaluator	Special Services	Retirement	20	5/24/2017
--------	-------	------------------	------------------	------------	----	-----------

RECOMMENDED PERSONNEL ACTIONS**February 23, 2017****B. CERTIFIED (continued)**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
King	Christopher	Student Service Specialist	Abraham Lincoln	Retirement	13	5/24/2017
Lamee	Louise	Teacher-5th Grade	Desert View	Retirement	17	5/24/2017
McFee	Terry	Teacher-Music	Mountain Sky	Retirement	5	5/24/2017
Meyer	Laura	Teacher-Music	Sahuaro	Resignation	23	5/24/2017
Miller	Kathy	Teacher-4th Grade	Sweetwater	Retirement	3	5/24/2017
Oertel	Annie	Teacher-Kindergarten	Chaparral	Resignation	3	5/24/2017
Phillips	Mardi	Teacher-1st Grade	Cactus Wren	Retirement	1	5/24/2017
Ramontozzi	Christine	Teacher-Kindergarten	Tumbleweed	Resignation	10	5/24/2017
Reckless	Allison	Teacher-Music	Richard Miller	Resignation	3	5/24/2017
Reeves	Andrea	Teacher-3rd Grade	Tumbleweed	Resignation	21	5/24/2017
Rogliano	Jane	Teacher-1st Grade	Mountain View	Resignation	12	5/24/2017
Rose	Denise	Teacher-CCSC	Royal Palm	Resignation	1	5/24/2017
Rose	Les	Teacher-Science	Royal Palm	Resignation	1	5/24/2017
Torrez	Tina	Teacher-6th Grade	Royal Palm	Resignation	1	5/24/2017
Velazquez	Lora	Teacher-Read 180	Palo Verde	Retirement	2	5/24/2017
Wiersema	Emily	Teacher-Math	Royal Palm	Resignation	4	5/24/2017
Yablon	Marla	Teacher-Gifted	Tumbleweed	Retirement	12	5/24/2017

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Camacho	Maricruz	Registration Specialist	Business Services	Leave of Absence for FY 17-18		7/1/2017
Davis	Vicki	Office Technician	Moon Mountain	Retirement	17.5	2/10/2017
Larson	Kristin	Psychologist Intern	Special Services	Resignation	1	6/2/2017
Linguist	Chase	Night Custodian	Sahuaro	Resignation	9 mo.	2/3/2017
Ordonez	Ana	Registration Specialist	Business Services	Resignation	9	3/10/2017
Relford	Cynthia	Occupational Therapist	Special Services	Retirement	22	5/24/2017
Scherwenka	Lori	Occupational Therapist	Special Services	Retirement	7	5/24/2017
Wilson	AlaaAdeen	Special Ed. Asst.	Lookout Mountain	Termination	6 mo.	2/9/2017

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Barrera	Maria	Food Service Helper	Sahuaro	Resignation	5 mo.	1/27/2017
Bernal	Melinda	Food Service Helper	Chaparral	Resignation	4 mo.	2/14/2017
Blackstone	Amy	Paraprofessional	Sahuaro	Retirement	10	5/23/2017
Buchanan	Aracelis	Food Service Helper	Maryland	Resignation	1 wk.	2/2/2017
Burris	Brittnie	Paraprofessional	Lakeview	Resignation	6 mo.	2/10/2017
Campbell	Brandi	Special Ed. Asst.	Sweetwater	Termination	2 mo.	1/31/2017

RECOMMENDED PERSONNEL ACTIONS

February 23, 2017

D. PART-TIME CLASSIFIED (continued)

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Cornejo	Anthony	Paraprofessional	Cactus Wren	Resignation	5 mo.	1/26/2017
Crouch	Jason	Paraprofessional	Royal Palm	Resignation	1	4/14/2017
Cuoco	Allison	Psychologist	Special Services	Resignation from Leave	7	6/2/2017
Garcia	Melissa	Paraprofessional	Sunset	Resignation	2	2/10/2017
Geymer	Eddie	Special Ed. Asst.	Sweetwater	Resignation	19	1/27/2017
Goldstein	Rita	Bus Assistant	Transportation	Leave of Absence for FY 17-18		7/1/2017
Grady	Passion	Food Service Helper	Abraham Lincoln	Resignation	5 mo.	2/1/2017
Linde	Chelsea	Paraprofessional	Manzanita	Resignation	5 mo.	1/24/2017
Lopez Rascon	Lizbeth	Paraprofessional	Mountain View	Resignation	5 mo.	2/2/2017
Melgard	Beth	Paraprofessional	Sunnyslope	Resignation	2	1/27/2017
Montgomery	Rhonda	Special Ed. Asst.	Sweetwater	Resignation	5.5	1/24/2017
Moreno	Andrea	HeadStart Support Instructor	Palo Verde	Resignation	4.5	2/3/2017
Raepsaet	Hannah	Special Ed. Asst.	Sweetwater	Resignation	1	2/7/2017
Rangel Cervantes	Bernardina	KidSpace Asst.	Richard Miller	Resignation	1	1/27/2017
Scarpitto	Delia	Office Technician	Business Services	Retirement	8.5	3/3/2017
Schmalenbach	Reno	Paraprofessional	Palo Verde	Resignation	5 mo.	2/2/2017
Sipsas-Herrmann	Athanasia	Psychologist	Special Services	Leave of Absence for FY 17-18		7/1/2017
Valencia	Sara	Crossing Guard	Ironwood	Resignation	3 mo.	2/3/2017
Weed	Debby	Paraprofessional	Moon Mountain	Resignation	10	1/26/2017
Welch	Lesly	Paraprofessional	Sweetwater	Leave of Absence for FY 17-18		5/17/2017

II. EMPLOYMENT**A. ADMINISTRATIVE**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
-----------	-------	----------	---------------------	----------

N/A

B. CERTIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION	
Carter-Salomon	Alexia	Teacher	E	TBD	17-18 FY
Deacon	Theresa	Teacher	E	TBD	17-18 FY
Forseth	Greer	Teacher-Math	E	TBD	17-18 FY
Gliss	Rachel	Teacher	E	TBD	17-18 FY
Hickerson	Robin	Teacher-Kindergarten	E	TBD	17-18 FY
Knight	Sydney	Teacher-Math	E	Sunburst	17-18 FY
LaPoint	Adam	Teacher-Social Studies	E	Mountain View	
Lee	Brittnee	Teacher	E	TBD	17-18 FY
Manuel	Charrawn	Teacher	E	TBD	17-18 FY
Metcalf	Renee	Teacher	E	TBD	17-18 FY
Pacheco	Juan	Teacher	E	TBD	17-18 FY

Agenda Item: *II.B.

RECOMMENDED PERSONNEL ACTIONS**February 23, 2017**

Schachinger	Glenda	Speech Pathologist	E	Special Services
-------------	--------	--------------------	---	------------------

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Heredia	Yelissa	Night Custodian	E	Sahuaro

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Alexander	Fayrouz	Paraprofessional	E	Mountain View
Aul	Heather	Paraprofessional	E	Royal Palm
Britton	Jack	Paraprofessional	E	John Jacobs
Brooks	Morissa	Crossing Guard	E	Sunnyslope
Burris	Myisha	Special Ed. Asst.	E	Desert View
Byars	Mariah	KidSpace Assistant	E	Lookout Mt.
Cote	Donna	Paraprofessional	E	Washington
Dominguez	David	Crossing Guard	E	Manzanita
Funes Ascencio	Mirna	Special Ed. Asst.	E	Washington
Galvan	Maritza	KidSpace Assistant	E	Acacia
Garcia	Gloria	Food Service Helper	E	Richard Miller
Ibarra Rivera	Oscar	Paraprofessional	E	Royal Palm
Lopez	Mayra	Office Technician	E	Shaw Butte
Lopez	Veronica	Crossing Guard	E	Sahuaro
Martinez	Griselda	Paraprofessional	E	John Jacobs
Patton	Ella	KidSpace Assistant	E	Richard Miller
Plain	Gloria	Special Ed. Asst.	E	Sweetwater
Poppen	Lisa	Paraprofessional	E	Orangewood
Ramirez	Jessica	Bus Assistant	E	Transportation
Shapiro	Alexandria	Bus Assistant	E	Transportation
Stuart	Amber	KidSpace Assistant	E	Acacia
Torbet	Rhonda	Bus Assistant	E	Transportation

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
		<u> </u>	Discussion
FROM:	Dr. Paul Stanton, Superintendent	<u> </u>	Information
		<u> </u>	1st Reading
DATE:	February 23, 2017		
AGENDA ITEM:	*Public Gifts and Donations: Acceptance of checks and items to schools and District departments in the amount of \$ 24,679.21 (The Value of Donated Items is Determined by the Donor)		
INITIATED BY:	Shannon Tucker, Board Secretary	SUBMITTED BY:	Shannon Tucker, Board Secretary
PRESENTER AT GOVERNING BOARD MEETING:	Dr. Paul Stanton, Superintendent		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	BBA and A.R.S. §15-341		
<u>SUPPORTING DATA</u>	Funding Source: Donations Budgeted: N/A		

In accordance with Board policy, the Governing Board is advised that the following items have been received in support of Washington Elementary School District students, parents, and staff.

1. Lookout Mountain PTO donated a check in the amount of \$15,000.00 to Lookout Mountain Elementary to be used to purchase Chromebooks for students.
2. The Miles Group donated a check in the amount of \$1,000.00 to Moon Mountain Elementary to be used towards the sixth grade field trip to Tonto Creek.
3. AdCap donated a check in the amount of \$ 1,000.00 to Mountain Sky Junior High to be used to support health and wellness programs at the school.
4. Donors Choose donated 33 copies of the book "Turn \$100.00 into \$1,000.00" to Mountain Sky Junior High; ten Chromebooks, 15 Kindle Fires and cases, Legos, Yoga Balls, Magna Tiles, and five Kids Kore Wobble chairs to Mountain View School with a combined approximate value of \$6,009.00.
5. Verizon Foundation donated a check in the amount of \$1,000.00 to Orangewood School to be used to support students and staff.
6. Peter Piper Inc. donated a check in the amount of \$670.21 to the Professional Development Department to support the BEGIN program.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the gifts and donations as presented.

Superintendent Paul H. Stanton

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Paul Stanton, Superintendent Discussion
 DATE: February 23, 2017 Information
 AGENDA ITEM: *Out-of-County/State Field Trips 1st Reading

INITIATED BY: Schools and Departments SUBMITTED BY: Administrative Services, Curriculum, Accounting and Purchasing Departments

PRESENTER AT GOVERNING BOARD MEETING: Field Trip Sponsor

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: See Attached
 Budgeted: N/A

Teacher	School	Location	Date	Amount	Students	Purpose
Sarah Wienand and Michael Durnavich	Palo Verde and Desert Foothills	NAU, Flagstaff Arizona	April 22, 2017	\$2,220.00	70-seventh and eighth graders	Students will demonstrate and perform their skills, learned in an adjudicated festival venue and be judged on performance and presentation.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Out-of-County/State Field Trips as presented.

Superintendent Paul H. Stanton

Request for Out-of-County/State Field Trip

Date of Governing Board Agenda Item: 2/23/2017

School:	Palo Verde	Departure Date:	4/22/2017
Field Trip Destination:	NAU School of Music 1115 S Knoles Dr Flagstaff, AZ 86011-6040	Return Date:	4/22/2017
	Peter Piper Pizza 1550 S Riordan Ranch Rd Flagstaff, AZ 86001		
Student Participants:	70	Chaperones (1:8):	10
Grade Level(s):	7-8	Additional Adults paying own way:	0
Cell Phone Number of Person Attending Trip:	602-402-9674	Additional Chaperones Needed (Over 1:8):	0
		Reason for Additional Chaperones:	N/A

Goal for the Governing Board – Ensure student safety and protect District liability.

Person Requesting Trip/Contact at Board Meeting: Sarah Wienand and Michael Durnavich

All teachers requesting the trip:

Name	Email Address	Grade	Contact Person at Board Meeting?
Sarah Wienand	sarah.wienand@wesdschools.org	7-8	Yes
Janet Callozzo	janet.callozzo@wesdschools.org	7-8	No
Michael Durnavich	Michael.Durnavich@wesdschools.org	7-8	No

Summary of Event/Purpose:

Palo Verde and Desert Foothills Students will perform music for adjudicators in a festival setting. Students will receive feedback on their performance and work with clinicians after their performance.

Educational Use (activities that match our curriculum pacing guide):

The students will perform their concert music in a festival setting for adjudicators at Northern Arizona University.

There will be no lesson plan needed for the remaining students as we will be taking the field trip on Saturday, April 22.

Itinerary:

Date	Departure Site	Departure Time	Arrival Site	Arrival Time	Mode of Transportation	Phone Number for Hotel / Event Location
4/22/2017	Palo Verde Middle School, Phoenix, AZ	6:00 AM	NAU School of Music, Flagstaff, AZ	8:30 AM	Bus	928-523-3731
4/22/2017	NAU School of Music, Flagstaff, AZ	12:00 PM	Peter Piper Pizz, Flagstaff, AZ	12:05 PM	Bus	928-779-5113
4/22/2017	Peter Piper Pizza, Flagstaff, AZ	1:15 PM	Palo Verde Middle School, Phoenix, AZ	4:00 PM	Bus	602-347-3942
4/22/2017	Desert Foothills	6:00 AM	NAU School of Music, Flagstaff, AZ	8:30 AM	Bus	928-523-3731

Activities:

Activity	Activity Location	Physical Activity?	Trained Personnel is Present	Activity Description
Festival Performance	NAU School of Music	No	No	Performance in Ardrey Auditorium at NAU

Documentation of trained personnel present at the activity must be provided to the Governing Board. Documentation can be included in the travel agent quote, brochures, website page printout, or an email or letter from the activity vendor.

Is documentation included within the travel agent quote? No

All overnight trips (only those trips that have sleeping arrangements, not turn-around trips) are required by Governing Board policy to submit an overnight chaperone plan.

Overnight Chaperone Plan Attached: No

Principal Signature:	Jill Sarrano	2/10/2017
----------------------	--------------	-----------

Additional Information

Please indicate the process your school used to provide this opportunity to students who are unable to provide their own funds, if students are funding the trip:

N/A

The 2 schools PV and DF will split the cost 50/50

Acknowledgment that no eligible student will be denied the field trip due to financial hardship: Yes

Accommodations for students with special circumstances are needed, e.g. diet, medical condition: No

If yes, what accommodations are needed, e.g. health care provider to attend field trip, dietary accommodations, one-on-one assistant to attend field trip:

N/A

Acknowledgment that no eligible student will be denied the field trip due to special education/health needs: Yes

Is this the entire grade level: No

If no, how many students are in the grade level? 145

Is this a club or after-school class? No

What are the student eligibility requirements to participate in this trip? (Behavior, member of special area/club) Grades should not be a deciding factor.

Students must be in an orchestra with no discipline issues.

Please attach the lesson plan for students who will not be attending the trip.

Lesson Plan Attached: Yes

Chaperones:

Will substitutes be used for certified staff chaperoning the trip? No

If no, what are the arrangements for class coverage?

N/A

There will be no lesson plan needed for the remaining students as we will be taking the field trip on Saturday, April 22.

Name	Certified/Non-Certified/Parent	Class Coverage Needed	Chaperone(Additional adults paying own way are not considered chaperones.)
Sarah Wienand	Certified	No	No

All trip requests will require an attachment of an example letter detailing the field trip that will be sent home to parents.

Example Letter Attached: Yes

Academic Services Signature:

Natalie McWhorter

2/14/2017

Administrative Services Signature:

Lyn Bailey

2/10/2017

Out-of-County/State Field Trip Cost Sheet

IMPORTANT - MUST CHECK ONE	
Out-of-State Trips	Out-of-County Trips
All out-of-state field trips MUST use District approved (contracted) travel agent. Quote should include all lodging, transportation, entry fees, travel agent fee, and food. Exception would be food individually purchased outside of quote or sack meals.	All out-of-county field trips must use District approved (contracted) charter buses if not using District owned buses.
The cost of the trip includes planning for all students.	
This is an out-of-state field trip and travel agent quote is attached: No	This is an out-of-county field trip and charter bus quote is attached: No
	This is an out-of-county field trip using District buses: Yes
\$ Travel Agent Quote \$ Travel Insurance (optional) \$ Substitute \$ Food \$ Other \$ Total Cost of Trip	\$ 0.00 Lodging \$ 640.00 Food: \$ 1,230.00 Transportation: District Buses \$ 350.00 Registration/Entry Fees \$ 0.00 Travel Insurance (optional) \$ 0.00 Other: \$ 0.00 Substitute Funding Source: \$ 2,220.00 Total Cost of Trip
Totals are estimates only, based on number of anticipated students/adults and are subject to change.	

# Students Participating	70	
# of Chaperones	10	Approved ratio of 1:8 or lower ratio due to special circumstances is included in per student cost
# Additional Adults (paying own way)	0	Payment should be made and deposited to the school's field trip auxiliary account.
TOTAL PER STUDENT COST	\$31.71	

FIELD TRIP POSSIBLE FUNDING SOURCES (check all that apply):

- X - Auxiliary Operations (Fund 525 - fee based)
 - Gifts & Donations (Fund 530 - donation based)
 - PTA/PTO
 - Student Activities (Fund 850 - fundraising based)
- X - Tax Credit (Fund 526 - donation based)

Finance Signature		
This expenditure was reviewed for compliance with designated and/or qualifying funding sources.	Elizabeth Martinez	2/10/2017
Purchasing Signature		
This expenditure was reviewed for compliance with applicable procurement laws and regulations.	Howard Kropp	2/10/2017
Transportation Signature		
This trip has been reviewed and approved for the use of District transportation.	Christy Randall	2/10/2017

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u>X</u>	Action
FROM:	Dr. Paul Stanton	<u> </u>	Discussion
DATE:	February 23, 2017	<u> </u>	Information
		<u> </u>	1st Reading

AGENDA ITEM: *Out-of-State Travel

INITIATED BY:	SUBMITTED BY:
<u>Maggie Westhoff, Director of Professional Development</u>	<u>Maggie Westhoff, Director of Professional Development</u>

PRESENTER AT GOVERNING BOARD MEETING:	<u>Maggie Westhoff, Director of Professional Development</u>
---------------------------------------	--

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BBA</u>
---	------------

SUPPORTING DATA

Funding Source: NA
Budgeted: Yes

The following out-of-state travel request has been reviewed and are recommended for approval:

1. Connie Parmenter is requesting to attend the Lead Mentor Training for the Institute of Child Nutrition's Team Up for School Nutrition Success, March 8-10, 2017 in Hattiesburg, Mississippi. As the Director of Nutrition Services, this training is crucial to the development of nutritional values for WESD. Connie will return to WESD and pass the information on to her staff through Professional Development trainings. All costs will be covered by the Institute of Child Nutrition's Team Up for School Nutrition Success.
2. Samuel Field is requesting to attend the Teach Like a Champion, Engaging Academics Conference March 30-31 in Nashville, Tennessee to learn techniques that will require teachers to motivate and support all students in achieving mastery of rigorous academic content. Samuel will return to Torah Day School to share what he learned during staff professional development training sessions. Per No Child Left Behind, private schools in our area are entitled to Title II funds.
3. Robert Herzog, Virginia Fish, Robert Young-Ham, and Lori Mora are requesting to attend the AASBO Spring Conference April 5-7, 2017 in Laughlin, Nevada as presenters. Robert will co-present two breakout sessions on transportation. Virginia, Robert Young-Ham, and Lori Mora will present a breakout session about department collaboration.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Out-of-State Travel request as Presented.

Superintendent Paul H. Stanton

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - 2/23/17

OUT-OF-STATE TRAVEL REQUEST FORM

Name of Traveler(s) <small>(as it appears on your driver's license)</small>	Position	School/Department
Connie Parmenter	Director	Nutrition Services

CONFERENCE INFORMATION:

CONFERENCE TITLE:	Team Up for School Nutrition Success						
TRAVEL DATES:	March 8-10, 2017						
CONFERENCE LOCATION:	Hattiesburg, Mississippi						
SOURCE OF FUNDING: Description:	Registration Funds (Funding Source)						Total
Registration Account Code:				6331			\$ 0
SOURCE OF FUNDING: Description:	Travel Funds (Funding Source)						Total
Travel Account Code:				6580			\$ 0
SOURCE OF FUNDING: Description:	Substitute Funds (Funding Source)						Total
Substitute Account Code:				6129			\$ 0

PURPOSE OF TRAVEL: Connie Parmenter will attend the Lead Mentor Training for the Institute of Child Nutrition's Team Up for School Nutrition Success in Hattiesburg, Mississippi. As the director of Nutrition Services, this training is crucial to the development of nutritional values for WESD. Connie will return to WESD and pass the information on to her staff through Professional Development trainings. All costs will be covered by the Institute of Child Nutrition's Team Up for School Nutrition Success.

MAXIMUM COSTS:

REGISTRATION FEE:	\$
MEALS	\$
LODGING:	\$
SUBSTITUTES	\$
TRANSPORTATION:	\$
AIR	\$
CAR RENTAL/PARKING	\$
BUS/TAXI/SHUTTLE	\$
TOTAL COST:	\$ o

SIGNATURES

Connie Parmenter

Supervisor

Supervisor

Budget Manager

COMMENTS: All costs will be covered by the Institute of Child Nutrition's Team Up for School Nutrition Success.

Please Note: Actual costs may occasionally vary from estimated amounts. Therefore, reimbursement for actual costs which exceed estimates, yet do not exceed the maximum reimbursement allowed by statute, will be subject to approval by the Superintendent or designee.

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - February 23, 2017

OUT-OF-STATE TRAVEL REQUEST FORM

Name of Traveler(s) <i>(as it appears on your driver's license)</i>	Position	School/Department
Samuel Field	Head of School	Torah Day School of Phoenix

CONFERENCE INFORMATION:

CONFERENCE TITLE:	Teach Like a Champion, Engaging Academics							
TRAVEL DATES:	March 30-31, 2017							
CONFERENCE LOCATION:	Nashville, Tennessee							
SOURCE OF FUNDING: Description:	Title IIA Registration Funds (Funding Source)							Total
Registration Account Code:	140	100	2200	6331	180	0000	\$	\$1000.00
SOURCE OF FUNDING: Description:	Travel Funds (Funding Source)							Total
Travel Account Code:				6580			\$	
SOURCE OF FUNDING: Description:	Substitute Funds (Funding Source)							Total
Substitute Account Code:				6129			\$	

PURPOSE OF TRAVEL: Samuel Field will attend the Teach Like a Champion, Engaging Academics Conference March 30-31 in Nashville, Tennessee to learn techniques that will require teachers to motivate and support all students in achieving mastery of rigorous academic content. Samuel will return to Torah Day School to share what he learned during staff professional development training sessions.

MAXIMUM COSTS:

REGISTRATION FEE:	\$ 1,000.00
MEALS	\$
LODGING:	\$
SUBSTITUTES	\$
TRANSPORTATION:	\$
AIR	\$
CAR RENTAL/PARKING	\$
BUS/TAXI/SHUTTLE	\$
TOTAL COST:	\$ 1,000.00

SIGNATURES

Gaby Friedman
Supervisor

Supervisor

Budget Manager

COMMENTS: Per ESEA, private schools in our area are entitled to Title II funds.

Please Note: Actual costs may occasionally vary from estimated amounts. Therefore, reimbursement for actual costs which exceed estimates, yet do not exceed the maximum reimbursement allowed by statute, will be subject to approval by the Superintendent or designee.

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - February 23, 2017

OUT-OF-STATE TRAVEL REQUEST FORM

Name of Traveler(s) <i>(as it appears on your driver's license)</i>	Position	School/Department
Robert Herzog	Director of Transportation	Transportation
Virginia Fish	Supervisor of SPED Transportation	Transportation
Robert Young-Ham	Supervisor of Routing	Transportation
Lori Mora	Administrator for Special Need	Special Services

CONFERENCE INFORMATION:

CONFERENCE TITLE:	AASBO Spring Conference							
TRAVEL DATES:	April 4-7, 2017							
CONFERENCE LOCATION:	Laughlin, Nevada							
SOURCE OF FUNDING: Description:	M & O Registration Funds (Funding Source)							Total
Registration Account Code:	001	400	2700	6331	543	0000	\$	975.00
SOURCE OF FUNDING: Description:	M & O Travel Funds (Funding Source)							Total
Travel Account Code:	001	400	2740	6580	543	0000	\$	400.00
SOURCE OF FUNDING: Description:	Substitute Funds (Funding Source)							Total
Substitute Account Code:				6129			\$	

PURPOSE OF TRAVEL: Robert Herzog, Virginia Fish, Robert Young-Ham, and Lori Mora will attend the AASBO Spring Conference April 5-7, 2017 in Laughlin, Nevada. Robert will co-present 2 breakout sessions on Transportation. Virginia, Robert Young-Ham, and Lori Mora will present a breakout session about department collaboration.

MAXIMUM COSTS:

REGISTRATION FEE:	\$ 975.00
MEALS	\$ 0
LODGING:	\$ 0
SUBSTITUTES	\$ 0
TRANSPORTATION:	\$ 400.00
AIR	\$ 0
CAR RENTAL/PARKING	\$ 0
BUS/TAXI/SHUTTLE	\$ 0
TOTAL COST:	\$ 1,375.00

SIGNATURES

Bert Herzog
Supervisor

Supervisor

Budget Manager

COMMENTS:

Please Note: Actual costs may occasionally vary from estimated amounts. Therefore, reimbursement for actual costs which exceed estimates, yet do not exceed the maximum reimbursement allowed by statute, will be subject to approval by the Superintendent or designee.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
FROM:	Dr. Paul Stanton, Superintendent	<u> </u>	Discussion
DATE:	February 23, 2017	<u> X </u>	Information
AGENDA ITEM:	*Policy Review - Approval of Second Reading of Proposed Amended Governing Board Policies in Section A – Foundation and Basic Commitments		
INITIATED BY:	<u>Paul Stanton, Superintendent</u>	SUBMITTED BY:	<u>Paul Stanton, Superintendent</u>
PRESENTER AT GOVERNING BOARD MEETING:	<u>Paul Stanton, Superintendent</u>		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BGB, BGC, BGD, and BGF</u>		

SUPPORTING DATA

Funding Source: NA
Budgeted: NA

Washington Elementary School District is currently conducting a full policy review in conjunction with the Arizona School Boards Association (ASBA). The District has not undergone a full policy review since September 2004. District leadership met with ASBA personnel to review all of ASBA's policies revision recommendations. At the end of the full policy review, all of the District's policies and regulations will reflect an updated adoption date.

Below are nine policies from section A - Foundation and Basic Commitments of the District's policy manual

1. A©- District Mission and Belief Statement - **No recommended revisions**
2. AA© - School District Legal Status - **No recommended revisions**
3. AB© - The People and Their School District - **No recommended revisions**
4. ABA© - Community Involvement in Education - **No recommended revisions**
5. ABAA© - Parental Involvement - **Minor format changes**
 - **Add a cross reference**
6. AC - Nondiscrimination / Equal Opportunity (no copyright) - **Minor format changes**
7. ACA© Sexual Harassment - **Minor format changes**
 - **Add cross references**
8. ACF - Interpersonal / Human Relations (no copyright) - **Recommend to retire**
 - **Addressed within policies GBEA – Staff Ethics and GBEAA – Staff conflicts of interest**
9. AD© - Educational Philosophy / School District Mission - **Minor format changes**

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Second Reading of Proposed Amended Board Policies.

Superintendent Paul H. Stanton

A © DISTRICT MISSION AND BELIEF STATEMENT

(Strategic Plan: Vision, Mission, and Values)

Vision

The Washington Elementary School District is committed to achieving excellence for every child; every day; every opportunity.

Mission

The mission of the Washington Elementary School District is student achievement, preparing all students to become responsible, successful contributors to our diverse society.

Values

Achievement, respect, integrity and responsibility form the foundation of our strong partnership among students, parents, community, and staff, united by a passion for learning. We define excellence by the values we hold.

- We value open and honest communication.
- We value the health, safety, and welfare of our students, parents, community and staff.
- We value parents as children's first and best teachers.
- We value providing equal educational opportunities for all students to achieve physically, intellectually, emotionally, and socially.
- We value teaching and learning that integrate academics, fine arts, health, physical fitness and extracurricular activities in a technologically enriched environment.
- We value teachers who teach by example, principals who lead by example, and support staff who serve by example.
- We value dedicated educators who mentor others to develop successful professional learning communities.
- We value professional development that directly impacts student achievement.
- We value schools that are student-friendly, parent-friendly and community-friendly.
- We value building relationships between each school and the community it serves.
- We value the commitment and contributions of all members of our diverse school community - students, parents, community and staff.
- We value our community, which entrusts us to responsibly manage the fiscal resources of the District.

Adopted: ~~December 19, 2006~~ Date of Manual Adoption

AA ©
SCHOOL DISTRICT LEGAL STATUS

The legally designated name of the District is School District No. 6 of Maricopa County. The official name shall be Washington Elementary School District No. 6.

Adopted: Date of Manual Adoption

LEGAL REF.:

A.R.S.

15-101

15-441

15-442

Arizona Constitution, Art. XI, Sections 1 - 4

Arizona Constitution, Art. XX, Paragraph 7

AB ©
THE PEOPLE AND
THEIR SCHOOL DISTRICT

The public schools belong to the people who created them by consent and support them by taxation. They are only as strong and effective as the informed support of the people of the community; therefore it is the intent of the Governing Board to keep citizens informed on policies, programs problems and District planning; to invite advice and counsel of citizens of the District and to solicit input through advisory committees appointed to consider problems which affect the education of young people.

Adopted: Date of Manual Adoption

LEGAL REF.:

A.R.S.

15-321

CROSS REF.:

KB - Parental Involvement in Education

ABA ©
COMMUNITY INVOLVEMENT
IN EDUCATION

The Board recognizes that the public has substantial resources of training and experience that could be useful to schools. The strength of the local District is in large measure determined by the manner and degree to which these resources are utilized in an advisory capacity and to the degree that these resources are involved in supporting the improvement of the local educational program.

The advice of the public will be given careful consideration. In the evaluation of such contributions, the first concern will be for the educational program as it affects the students. The final decision may depart from this advice when in the judgment of the staff and the Board such advice is not consistent with goals adopted by the Board, consistent with current educational practice, or within the reach of the financial resources available.

Adopted: Date of Manual Adoption

LEGAL REF.:
A.R.S.
15-321

CROSS REF.:
IJ - Instructional Resources and Materials
KB - Parental Involvement in Education

ABAA ©
PARENTAL INVOLVEMENT

Based on the philosophy of the District, it is the intent of the Board that parental involvement in the District, at both the District and site levels, be defined in the broadest possible terms.

Further, it is the intent of the Board, under such a definition, that the Superintendent will, within the capabilities of the District staff and the financial limitations of the District at both the District and **site school** levels, incorporate to the maximum extent possible, a variety of activities, strategies, and mechanisms into the District and **site school** structures that provide for the:

active involvement of,

active support to,

effective interaction with, and

development of

parents as active partners in a student support team effort that will enhance the capacity of all students to reach their optimum potential.

Adopted: date of manual adoption

LEGAL REF.:

A.R.S.

15-341

15-342

CROSS REF.:

IHBD – Compensatory Education

KB - Parental Involvement in Education

AC
~~NON-DISCRIMINATION~~ NONDISCRIMINATION /
EQUAL OPPORTUNITY

The Board is committed to a policy of nondiscrimination in relation to race, color, religion, sex, sexual orientation, gender identity, age, national origin, and disability. This policy will prevail in all matters concerning staff members, students, the public, educational programs and services, and individuals with whom the Board does business.

Adopted: ~~June 25, 2015~~ **Date of Manual Adoption**

LEGAL REF.:

A.R.S.

23-341

41-1463

Arizona Constitution, Ordinance Art. XX, Par. Seventh

20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act

20 U.S.C. 1681, Education Amendments of 1972, Title IX

20 U.S.C. 1703, Equal Employment Opportunity Act of 1972

29 U.S.C. 794, Rehabilitation Act of 1973, (Section 504)

42 U.S.C. 2000, Civil Rights Act of 1964, Titles VI and VII

42 U.S.C. 12101 *et seq.*, Americans with Disabilities Act

~~Arizona Constitution, Ordinance Art. XX, Par. Seventh~~

CROSS REF.:

ACA - Sexual Harassment

GBA - Equal Employment Opportunity

GCQF – Discipline, Suspension, and Dismissal of Professional Staff Members

GCQD – Discipline, Suspension, and Dismissal of Support Staff Members

IHBA - Special Instructional Programs and Accommodations for Disabled Students

JB - Equal Educational Opportunities

JII – Student Concerns, Complaints and Grievances

JK – Student Discipline

JKD – Student Suspension

KED - Public Concerns/Complaints about Facilities or Services

ACA © SEXUAL HARASSMENT

All individuals associated with this District, including, but not necessarily limited to, the Governing Board, the administration, the staff, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when made by a member of the school staff to a student or to another staff member, or when made by a student to another student where:

- A. •Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment or education; or
- B. •Submission to or rejection of such conduct is used as a basis for employment or education decisions affecting such individual; or
- C. •Such conduct has the purpose or effect of substantially interfering with an individual's educational or work performance, or creating an intimidating, hostile, or offensive employment or education environment.

Sexual harassment may include, but is not limited to:

- A. •Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, assault, touching, impeding or blocking movement, leering, gestures, or display of sexually suggestive objects, pictures, or cartoons.
- B. •Continuing to express sexual interest after being informed that the interest is unwelcome. (Reciprocal attraction between peers is not considered sexual harassment.)
- C. •Implying or withholding support for an appointment, promotion, or change of assignment; suggesting that a poor performance report will be prepared; suggesting that probation will be failed; implying or actually withholding grades earned or deserved; or suggesting that a scholarship recommendation or college application will be denied.
- D. •Coercive sexual behavior used to control, influence, or affect the career, salary, and/or work environment of another employee; or engaging in coercive sexual behavior to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.
- E. •Offering or granting favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, etcetera, in exchange for sexual favors.

Anyone who is subject to sexual harassment, or who knows of the occurrence of such conduct, should inform the compliance officer, as provided in ACA-R.

A substantiated charge against a staff member in the District shall subject such staff member to disciplinary action.

A substantiated charge against a student in the District shall subject that student to disciplinary action, which may include suspension or expulsion.

All matters involving sexual harassment complaints will remain confidential to the extent possible.

Adopted: Date of Manual Adoption

LEGAL REF.:

A.R.S. 41-1461 *et seq.*

20 U.S.C. 1681, Education Amendments of 1972, Title IX

20 U.S.C. 1703, Equal Employment Opportunity Act of 1972

42 U.S.C. 2000, Civil Rights Act of 1964 as amended, Title VII

CROSS REF.:

AC - Nondiscrimination/Equal Opportunity

GBA - Equal Employment Opportunity

GCQF - **Discipline, Suspension, and Dismissal of Professional Staff Members**

GDQD - **Discipline, Suspension, and Dismissal of Support Staff Members**

IHBA - Special Instructional Programs and Accommodations for Disabled Students

JB - Equal Educational Opportunities

JII - **Student Concerns, Complaints and Grievances**

JK - **Student Discipline**

JKD - **Student Suspension**

KED - Public Concerns/Complaints about Facilities or Services

KFA - Public Conduct on School Property

ACF

INTERPERSONAL / HUMAN RELATIONS

~~A supervisor who dates and/or engages in a sexual relationship with an employee that the supervisor directly supervises may create personnel or legal difficulties for the supervisor, the employee, and the District. Any such relationship may, therefore, be contrary to the best interests of the District.~~

~~The Board expects employees to act in a professional manner and recognizes that the above relationships may exist in the workplace. If this type of relationship between a supervisor and an employee does develop, it is the responsibility of the supervisor to promptly disclose the existence of the relationship to the Superintendent. The employee should promptly make the disclosure to the Superintendent if the employee is aware that the supervisor did not disclose the relationship. When the Superintendent is involved in the relationship, the disclosure will be to the Governing Board President, who will report the matter to the Governing Board.~~

~~Upon receiving the above disclosure, the Superintendent or Governing Board, if applicable, will take action as is deemed necessary in accordance with the District's policies and regulations. Failure to disclose the existence of this type of relationship may result in disciplinary action, up to and including termination.~~

~~Adopted: Date of manual adoption~~

AD ©

EDUCATIONAL PHILOSOPHY / SCHOOL DISTRICT MISSION

The District was established by the state legislature, under the authority contained in the Arizona State Constitution, for the sole purpose of providing an education to the students of the District. While the establishment of the District also provides other services, such as caring for students during the school day, providing employment to the school staff, and providing facilities for the use of the community, all of these services are necessarily subordinate to the District's prime function of providing an education to students. The Governing Board of the District is selected by the citizens of the community to ensure that this responsibility is accomplished. However, the Board recognizes that it cannot accomplish this objective unless all of the sectors of the school community also accept and perform their responsibilities. The Board considers the responsibilities of these elements of the school community to be as follows:

Staff

The Board fulfills its responsibility for the education of students by employing first a competent Superintendent, on whose recommendation it also employs a competent staff. As a condition of this employment, the Board expects each staff member's best efforts to be exerted toward the accomplishment of the educational objectives of the District. Because education is imparted primarily by teachers, the Board specifically places responsibility for maintaining and expanding educational ability on each teacher, to the end that each student may reach maximum potential and develop a sense of dignity and self-worth.

Parents

The Board recognizes that the ultimate responsibility for the well-being of all children rests with their parents. All parents are expected to cooperate in the District's educational effort by ensuring maximum attendance of their children, by requiring that their children cooperate in the educational endeavor of the District, and by fostering an attitude in their children that recognizes the importance of education.

Community

The resources necessary to provide education for students are provided by members of the community through their taxes and other supporting services. The Board's goal is that all members of the community, both individually and through their governmental, civic, and social organizations, will continue to support the educational activities of the District.

Students

Education is an opportunity provided to the children of the District by their community. The Board expects that all students will learn to recognize the value of this opportunity, and will therefore work diligently to help ensure that their maximum potentials

are realized. The Board further expects that all students will recognize that their fellow students have the right to be educated, and will avoid any action that may interfere with their ability to exercise that right.

Board

~~In consideration of the accomplishment of these responsibilities by each sector of the school community listed above, the Governing Board of the Washington Elementary School District No. 6, with the concurrence of each individual board member, pledges its best efforts to ensure that the school District is governed effectively and efficiently so that the objective of an appropriate and outstanding educational experience is achieved for all children of the District.~~

The Board believes that education should develop habits, attitudes, understanding, and skills necessary for a productive, satisfying life in our society. Students should be taught to understand the duties and privileges of responsible citizenship as such duties and privileges relate to themselves as individuals and to the whole community. The vast changes brought about by increasing technology, population, and urbanization must also be taught. The input and support of the citizens of the community, and especially the professional staff, are solicited as the school community endeavors to develop the attitudes and abilities demanded in this age of rapid change.

~~In consideration of the accomplishment of these responsibilities by each sector of the school community listed above, the Governing Board of the Washington Elementary School District No. 6, with the concurrence of each individual board member, pledges its best efforts to ensure that the school District is governed effectively and efficiently so that the objective of an appropriate and outstanding educational experience is achieved for all children of the District.~~

Adopted: Date of Manual Adoption

LEGAL REF.:

Arizona State Constitution, Article XI, Section 1

ADA SCHOOL DISTRICT GOALS AND OBJECTIVES

The Board is committed to the education of all students as appropriate to the best of their individual abilities, to an awareness of the concerns and desires of the whole community with regard to the quality and performance of the school system, and to ensuring that the District maintains an outstanding school system. The Board shall approve District goals each year prior to the beginning of the yearly update of the long-range planning process.

District goals shall be developed each year by the Superintendent through a process mutually agreed upon by the Board and the Superintendent. The Board is committed to open and candid progress reporting of achievement of goals and objectives. The Board is accountable to the District residents for results.

Adopted: Date of manual adoption

LEGAL REF.:

Arizona State Constitution, Article XI, Section 1

AEB SCHOOL DISTRICT GOALS AND OBJECTIVES

It is the Governing Board's intent to recognize and acknowledge students, parents, community members, volunteers, business partners and staff in multiple venues for outstanding contributions that further the vision, mission and values of the District.

The Governing Board encourages the administration and schools to conduct ongoing, as well as spontaneous, recognition and acknowledgment activities within the District and the schools honoring students, parents, community members, volunteers, business partners, and staff. Individuals and/or groups may be recognized.

Every effort shall be made to identify individuals and groups to be recognized, and to seek appropriate venues for their recognition. The Governing Board expects selection of individuals and groups to be recognized to be balanced, proportionate, fair, and inclusive of all individuals within all shareholder groups.

Adopted: ~~August 14, 2008~~

LEGAL REF.:

A.R.S.

15-341

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u>X</u>	Action
		<u>X</u>	Discussion
FROM:	Dr. Paul Stanton, Superintendent	<u> </u>	Information
		<u> </u>	1 st Reading

DATE: February 23, 2017

AGENDA ITEM: Discussion, Consideration and Possible Approval of the 2017-2018 Employment Calendars

INITIATED BY: Justin Wing, Director of Human Resources

SUBMITTED BY: Justin Wing, Director of Human Resources

PRESENTER AT GOVERNING BOARD MEETING:

Justin Wing, Director of Human Resources

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA**SUPPORTING DATA**Funding Source: N/A
Budgeted: N/A

Proposed employment calendars for the subsequent school year are presented to the Governing Board annually for approval. The employment calendars are developed by the Human Resources Department to comply with legal requirements, State mandates pertaining to instructional days and hours; legal holidays; teacher contracts; the State testing schedule; and the WESD Student Calendar. The following employee work calendars are attached to this action item.

1. 2017-2018 Staff/Student Calendar
2. 260-Day Multiple Position Calendar (e.g. human resources staff)
3. 231-Day School Administrator Calendar
4. 227-Day Multiple Position Calendar (e.g. school office staff)
5. 220-Day Psychologist Calendar
6. 211-Day Nutrition Services Manager Calendar
7. 209-Day Private School Consortium
8. 208-Day Multiple Position Calendar (e.g. teacher)
9. 199-Day Multiple Position Calendar (e.g. bus driver)
10. 194-Day Multiple Position Calendar (e.g. paraprofessional)

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the 2017-2018 employment, and student/staff calendars as presented.

Superintendent: Paul H. Stanton

WASHINGTON ELEMENTARY SCHOOL DISTRICT

2017-2018 Staff/Student Calendar

July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
S	M	T	W	T	F	S
				2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March						
S	M	T	W	T	F	S
						1
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June						
S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Beginning Dates

July 31
August 7

Teacher Work Days
First Day of School

Holidays/Breaks

September 4
October 9-13
November 10
November 23-24
December 25 - January 5
January 15
February 19
March 19-23

Labor Day
Fall Break
Veterans' Day
Thanksgiving
Winter Break
Martin Luther King Day
Presidents' Day
Spring Break

Ending Date







May 22
May 23

Last Day for Students
Last Day for Teachers



End of Grading Periods

October (44 Days) 1st Quarter
December (46 Days) 2nd Quarter
March (48 Days) 3rd Quarter
May (42 Days) 4th Quarter

Early Release Days

-  Site-Focused Professional Development
-  District-Focused Professional Development
-  Grading Day
-  Teacher Work Time
-  Parent Teacher Conferences
-  Conference Date OR Professional Development

Prof Dev/Grading/Work Days For Teachers (No Students)

December 22  Prof Dev and Grading
May 23  End of the Year Work Day

State Testing Dates

TBD
40th Student Day October 2, 2017
100th Student Day January 23, 2018

WASHINGTON ELEMENTARY SCHOOL DISTRICT
260-DAY EMPLOYEE CALENDAR
SCHOOL YEAR 2017-2018


JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	9	10	11	12	13	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	31						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

2017

July 4, 2017	4th of July Holiday (1)
September 4, 2017	Labor Day Holiday (1)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
Dec. 25-29, 2017	Winter Holiday (5)

2018

January 1-5, 2018	Winter Holiday (5)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 22-23, 2018	Spring Break (2)
May 28, 2018	Memorial Day Holiday (1)

 =Holiday

WASHINGTON ELEMENTARY SCHOOL DISTRICT
231 DAY EMPLOYEE CALENDAR
PRINCIPAL, ASST. PRINCIPAL
SCHOOL YEAR 2017-2018

JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	X	X	X	X	X	14
9	10	★	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	31						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	★	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

2017

July 11, 2017	Begin Work Year
September 4, 2017	Labor Day Holiday (1)
October 9-13, 2017	Fall Break (non-work days)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
Dec. 25-29, 2017	Winter Holiday (5)

2018

January 1-5, 2018	Winter Holiday (5)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-23, 2018	Spring Holiday (5)
May 28, 2018	Memorial Day Holiday (1)
June 5, 2018	Last day of work year

■ =Holiday
 ★ =Beginning/End of work year
 X =no work day (not encumbered)

WASHINGTON ELEMENTARY SCHOOL DISTRICT
227 DAY EMPLOYEE CALENDAR
SCHOOL OFFICE MANAGER, SCHOOL OFFICE TECHNICIAN
SCHOOL PROGRAM COACH, LEAD SOCIAL WORKER
SCHOOL YEAR 2017-2018

JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1														1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	X	X	X	X	X	14	
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
16	★	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31					
30	31						27	28	29	30	31																	
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28				
							31																					
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	★	6	7	8	9	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30	

2017

July 17, 2017 Begin Work Year
 September 4, 2017 Labor Day Holiday (1)
 October 9-13, 2017 Fall Break (non-work days)
 November 10, 2017 Veteran's Day Holiday (1)
 November 23-24, 2017 Thanksgiving Holiday (2)
 Dec. 25-29, 2017 Winter Holiday (5)

2018

January 1-5, 2018 Winter Holiday (5)
 January 15, 2018 Martin Luther King Holiday (1)
 February 19, 2018 Presidents' Day Holiday (1)
 March 19-23, 2018 Spring Holiday (5)
 May 28, 2018 Memorial Day Holiday (1)
 June 5, 2018 Last day of work year

■ =Holiday
 ★ =Beginning/End of work year
 X =non-work day (not encumbered)

WASHINGTON ELEMENTARY SCHOOL DISTRICT
220-DAY PSYCHOLOGIST CALENDAR
SCHOOL YEAR 2017-2018

JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	X	X	X	X	X	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	☆	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	31						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						☆	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

2017

July 24, 2017	Begin Work Year
September 4, 2017	Labor Day Holiday (1)
October 9-13, 2017	Fall Break (non-work days)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
Dec. 25-29, 2017	Winter Holiday (5)

2018

January 1-5, 2018	Winter Holiday (5)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-23 2018	Spring Holiday (5)
May 28, 2018	Memorial Day Holiday (1)
June 1, 2018	Last day of work year

☆ =Beginning/End of work year

■ =Holiday

X =no work day (not encumbered)

WASHINGTON ELEMENTARY SCHOOL DISTRICT
SCHOOL YEAR 2017-2018
NUTRITION SERVICE MANAGER
211 ENCUMBERED DAYS (190 work days/21 holidays)

JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	X	X	X	X	X	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	★	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	31						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	X	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	★	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

2017

July 25, 2017	Begin Work Year
September 4, 2017	Labor Day Holiday (1)
October 9-13, 2017	Fall Break (non-work days)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
December 22, 2017	Non-work day
Dec. 25-29, 2017	Winter Holiday (5)

2018

January 1-5, 2018	Winter Holiday (5)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-23, 2018	Spring Holiday (5)
May 23, 2018	Last day of work year



=Holiday

=Beginning/End of work year

X =no work day (not encumbered)

WASHINGTON ELEMENTARY SCHOOL DISTRICT
SCHOOL YEAR 2017-2018
PRIVATE SCHOOL CONSORTIUM INSTRUCTOR
209 ENCUMBERED DAYS (187 work days/22 holidays)

JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	9	10	11	12	13	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	★	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	31						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	★			24	25	26	27	28	29	30

2017

August 14, 2017	Begin Work Year
September 4, 2017	Labor Day Holiday (1)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
Dec. 25-29, 2017	Winter Holiday (5)

2018

January 1-5, 2018	Winter Holiday (5)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-23, 2018	Spring Holiday (5)
May 28, 2018	Memorial Day Holiday (1)
May 31, 2018	Last day of work year



=Holiday

=Beginning/End of work year

**WASHINGTON ELEMENTARY SCHOOL DISTRICT
SCHOOL YEAR 2017-2018**

**TEACHER, HEALTH SERVICES, OT/PT, SOCIAL WORKER, AUDIOLOGIST, HEADSTART
INSTRUCTOR/SUPPORT INSTRUCTOR**

208 ENCUMBERED DAYS (187 work days/21 holidays)



JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	X	X	X	X	X	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	☆						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	☆	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

2017

July 31, 2017	Begin Work Year
August 7, 2017	School Begins
September 4, 2017	Labor Day Holiday (1)
October 9-13, 2017	Fall Break (non-work days)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
Dec. 25-29, 2017	Winter Holiday (5)

2018

January 1-5, 2018	Winter Holiday (5)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-23, 2018	Spring Holiday (5)
May 22, 2018	Last day for students
May 23, 2018	Last day of work year

 =Holiday
 =Beginning/End of work year
X =no work day (not encumbered)

WASHINGTON ELEMENTARY SCHOOL DISTRICT
BUS DRIVER, BUS ASST, NUTRITION UNIT LEADER, CLERK, HELPER,
9-MO CUSTODIAN, LIBRARY TECHNICIAN

SCHOOL YEAR 2017-2018

199 ENCUMBERED DAYS (186 work days/13 holidays*)



JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1														1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	4	5	3	4	5	6	7	8	9	8	X	X	X	X	X	X	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31					
30	☆						27	28	29	30	31																	
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4						1	2		1	2	X	X	X	6					1	2	3	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
19	20	21	22	23	24	25	17	18	19	20	21	X	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
26	27	28	29	30			24	25	26	27	X	X	30	28	29	30	31				25	26	27	28				
							31																					
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
18	X	X	X	22	23	24	22	23	24	25	26	27	28	20	21	22	☆	24	25	26	17	18	19	20	21	22	23	
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30	

2017

July 31, 2017	Begin Work Year
September 4, 2017	Labor Day Holiday (1)
October 9-13, 2017	Fall Break (non-work days)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
December 22, 2017	Non-work day
Dec. 25-27, 2017	Winter Holiday (3)
Dec/ 28-29, 2017	Non-work days

2018

January 1-2, 2018	Winter Holiday (2)
January 3-5, 2018	Non-work days
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-21, 2018	Non-work days
March 22-23, 2018	Spring Holiday (2)
May 23, 2018	Last day of work year

-  =Holiday
 =Beginning/End of work year
X =no work day (not encumbered)
 * Employees working 20+ hours/week

WASHINGTON ELEMENTARY SCHOOL DISTRICT
TEACHER ASST, CROSSING GUARD, MONITOR
SCHOOL YEAR 2017-2018
194 ENCUMBERED DAYS (181 work days/13 holidays*)

JULY 2017							AUGUST 2017							SEPTEMBER 2017							OCTOBER 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1													1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8			1	2	3	☆	5	3	4	5	6	7	8	9	8	X	X	X	X	X	14
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30	29	30	31				
30	31						27	28	29	30	31																
NOVEMBER 2017							DECEMBER 2017							JANUARY 2018							FEBRUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	X	X	X	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	X	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	X	X	30	28	29	30	31				25	26	27	28			
							31																				
MARCH 2018							APRIL 2018							MAY 2018							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	X	X	X	22	23	24	22	23	24	25	26	27	28	20	21	☆	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

2017

August 4, 2017	Begin Work Year
September 4, 2017	Labor Day Holiday (1)
October 9-13, 2017	Fall Break (non-work days)
November 10, 2017	Veterans' Day Holiday (1)
November 23-24, 2017	Thanksgiving Holiday (2)
Dec. 22, 2017	Non-work Day
Dec. 25, 26, 27, 2017	Winter Holiday (3)

2018

January 1-2, 2018	Winter Holiday (2)
January 15, 2018	Martin Luther King Holiday (1)
February 19, 2018	Presidents' Day Holiday (1)
March 19-21, 2018	Non-work Day
March 22-23, 2018	Spring Holiday (2)
May 22, 2018	Last day of work year

■ =Holiday

☆ =Beginning/End of work year

X =no work day (not encumbered)

* Employees working 20+ hours/week

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u>X</u>	Action
		<u>X</u>	Discussion
FROM:	Dr. Paul Stanton, Superintendent	<u> </u>	Information
		<u> </u>	1 st Reading

DATE: February 23, 2017

AGENDA ITEM: Information, Discussion, and Possible Action Regarding Attending the National School Boards Association (NSBA) Conference

INITIATED BY:	Larry Herrera, Governing Board Vice President	SUBMITTED BY:	Shannon Tucker, Governing Board Secretary
---------------	---	---------------	---

PRESENTER AT GOVERNING BOARD MEETING: Larry Herrera, Governing Board Vice President

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA**SUPPORTING DATA**Funding Source: M&O
Budgeted: No

Governing Board member Mr. Larry Herrera is requesting that the Board consider his possible travel to the Annual National School Boards Association (NSBA) Conference on March 25-27, 2017 in Denver, Colorado.

The estimated expenses associated with traveling and attending the conference is listed below.

Registration	Conference	\$965.00
Airfare	Roundtrip	\$165.00 - \$450.00
Lodging	3 nights	\$550.00 – 650.00
Meals	Per diem/4 days	\$177.00
Ground Transportation		\$100.00
Estimated maximum per person total, excluding optional events.		\$1,957.00 - \$2350.00

SUMMARY AND RECOMMENDATION

At the Governing Board's discretion.

Superintendent Paul H. Stanton

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u>X</u>	Action
		<u>X</u>	Discussion
FROM:	Dr. Paul Stanton, Superintendent	<u> </u>	Information
		<u> </u>	1 st Reading

DATE: February 23, 2017

AGENDA ITEM: Possible Rescheduling of June 8, 2017 and Cancelling of the March 22, 2018 Governing Board Meetings

INITIATED BY:	Bill Adams, Governing Board President	SUBMITTED BY:	Bill Adams, Governing Board President
---------------	---------------------------------------	---------------	---------------------------------------

PRESENTER AT GOVERNING BOARD MEETING: Bill Adams, Governing Board President

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BE

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

Per Board Policy BE, the Governing Board will discuss and possibly of rescheduling the Thursday, June 8, 2017 and cancelling the Thursday, March 22, 2018 Board meeting.

The Thursday, June 8, 2017 meeting conflicts with the June 8 – 10, 2017 Arizona School Boards Association (ASBA) Summer Leadership Institute which several Board members attend.

The Thursday, March 22, 2018 Board meeting is currently scheduled during the District's spring break and the District office is closed.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board reschedule the June 8, 2017 Governing Board meeting to _____ and cancel the March 22, 2018 Governing Board meeting.

Superintendent Paul H Stanton

Agenda Item: III.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action Discussion Information 1 st Reading
FROM:	Dr. Paul Stanton, Superintendent	<u> X </u>	
DATE:	February 23, 2017		
AGENDA ITEM:	<u>Overview of the Department of Public Safety Inspection</u>		
INITIATED BY:	<u>Bert Herzog, Director of Transportation</u>	SUBMITTED BY:	<u>Bert Herzog, Director of Transportation</u>
PRESENTER AT GOVERNING BOARD MEETING:	<u>Bert Herzog, Director of Transportation</u>		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>ARS 28-984</u>		

SUPPORTING DATA

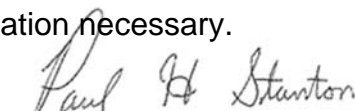
Funding Source: N/A
Budgeted: N/A

According to Arizona State Statute 28-984, a school bus has to be inspected at least annually. Mr. Bert Herzog, Director of Transportation will present an overview of Washington Elementary School District's most recent Department of Public Safety inspection and what the District is doing to ensure buses are safely transporting students.

SUMMARY AND RECOMMENDATION

No recommendation necessary.

Superintendent



WESD Department of Public Safety (DPS) Inspections

FEBRUARY 23, 2017

BERT HERZOG
DIRECTOR OF TRANSPORTATION

Washington Elementary School District Continuous Improvement Practices



ARTICLE 1. SCHOOL BUS MINIMUM STANDARDS
R13-13-101. Definitions

- C. A school bus shall be inspected annually, according to a schedule established by the Department and the standards contained in subsections (A) and (B) and this subsection.
1. If the Department finds a major defect, the Department shall remove the current safety inspection decal and replace with a new safety inspection decal only after the major defect is repaired.
 2. If the Department finds a minor defect, the Department shall remove the current safety inspection decal and replace with a new safety inspection decal and allow the school bus owner to make repairs in accordance with the provisions at R13-13-108 (A)(4) through (A)(7).

This is a copy of the Daily Operations Check sheet used by the drivers to pre-trip our school buses mornings and afternoons.

[illegible]

October 2016 Audit Findings

DPS inspected 102 buses in October

24 Total Violations found

- ❑ Brakes (4)
- ❑ Air Leaks (2)
- ❑ Roof Hatch Alarm (1)
- ❑ Tires (4)
- ❑ Exhaust Leak (4)
- ❑ Body Damage (1)
- ❑ Vandal Locks not Operational (5)
- ❑ Window decal Faded/Missing (1)
- ❑ Wheelchair safety guards cracked (2)

October 2016 Audit Findings

- ▶ 78 buses passed with no violations
- ▶ 76.5% passed with no issues

School Bus Preventative Maintenance

Our maintenance Professionals service our buses every 6,000 miles

- ▶ Oil changes
- ▶ Fluids checked
- ▶ Tires checked

Physical Responsibility



Savings

- ▶ In July of 2016 WESD purchased 5 used CNG buses from Auto Safety House (Paradise Valley School District Buses).

- We are using these buses for parts.
- To date WESD has saved over \$82,000.00 by using the parts from those buses.

Savings


- ▶ 1. (2) Engines \$23,000 Each
- ▶ 2. (2) Transmissions Engines \$5,000 Each
- ▶ 3. (1) Drive Shaft \$1250
- ▶ 4. (3) Fuel Injector Rail \$2600 Each
- ▶ 5. (1) Transmission Wire Harness \$325
- ▶ 6. (3) Dash Board \$721 Each
- ▶ 7. (3) Dash Board Harness \$485
- ▶ 8. (6) Tires \$308 Each
- ▶ 9. (4) Batteries \$105 Each
- ▶ 10. (8) Lights \$120 Each

Savings (continued)

- ▶ 11. (18) Switches \$15 Each
- ▶ 12. (6) Side Window Glass \$50.00 Each
- ▶ 13. (4) Mirrors \$298 Each
- ▶ 14. (2) Engine Harness \$1325 Each
- ▶ 15. (1) Battery Door \$84
- ▶ 16. (3) Rear Engine Compartment Hinges \$20 Each
- ▶ 17. (2) Head Light Harness \$40 Each
- ▶ 18. (1) Fire Extinguisher Bracket \$18
- ▶ 19. (2) Rear Differential \$3300 Each

Talking Points

- ▶ WESD Transportation Department is dedicated to
 - ❖ Safe transportation of all students.
 - ❖ Providing excellent customer service for our students staff and community.
 - ❖ Being a positive roll model for students.
 - ❖ Becoming a leader in the way school transportation department operate.



**Thank you for your
continued support!**



Questions?