

**Governing Board Agenda**  
**WASHINGTON ELEMENTARY SCHOOL DISTRICT**  
**GOVERNING BOARD AGENDA FOR**  
**REGULAR MEETING**

**DATE:** July 11, 2013

**TIME:** Regular Meeting 7:00 p.m.

**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.**

A copy of the completed agenda with names and details, including available support documents, may be obtained during regular business hours at the Washington Elementary School District Superintendent's Office at 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505.

**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

1-9

It is recommended that the Governing Board approve the Minutes of the June 27, 2013 Regular Meeting and Executive Session. (Governing Board member not present was Ms. Clorinda Graziano. Mr. Chris Maza participated telephonically.)

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- F. Current Events: 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 10  
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.
- \*B. Personnel Items 11-13  
Personnel items include resignations, terminations, requests for retirement or leave, recommendations for employment and position changes.
- \*C. Public Gifts and Donations (The Value of Donated Items is Determined by the Donor) 14  
1. Sardella's donated pizzas with value of \$750.00 for back to school teacher appreciation at Mountain View School.  
2. Salt River Project donated a check in the amount of \$4,900.00 to be used to fund "Young Engineers of Tomorrow" with materials and supplies for the gifted program at Orangewood School.
- \*D. Extension and Renewal of Annual Contracts for Specified Goods and Services 15-16
- \*E. Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO) 17-18
- \*F. Continuation of Services Provided by Sole Source Vendors 19-21
- \*G. Authorization to Issue RFP No. 13.002 – Community Mobile Dental Services 22-23
- \*H. Permission to Pursue the Department of Economic Security, Division of Aging and Adult Services – Refugee Resettlement Program Grant on Behalf of the District 24
- \*I. Acceptance of the Verizon Foundation Grant in the Amount of \$750.00, the Target/Musical Instrument Museum Grant in the Amount of \$10,080.00 and the First Things First Grant in the Amount of \$150,000.00 25
- \*J. Second Reading and Adoption of Proposed Amended Board Policy GCCA/GDCA – Professional/Support Staff General Leave 26-32
- \*K. Second Reading and Adoption of Proposed Amended Board Policy JK – Student Discipline 33-44

## **III. PUBLIC HEARING**

45

- A. Public Hearing - Adopted Expenditure Budget 2013-2014 (Cathy Thompson and David Velazquez)

## **IV. RECESSING OF PUBLIC HEARING FOR REGULAR MEETING**

## **V. ACTION / DISCUSSION ITEMS**

- A. Adopted Expenditure Budget 2013-2014 (Cathy Thompson and David Velazquez) 46-74  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_
- B. Utility and Access Easement for APS-Owned Interconnected Solar Installation (Cathy Thompson) 75-95  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**V. ACTION / DISCUSSION ITEMS (continued)**

- C. Changes in Grade Level for Cholla Middle School (Cathy Thompson) 96  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_
- D. Governing Board Arguments for the Maintenance and Operation (M&O) and Capital Override Pamphlet (Tee Lambert, Governing Board Member) 97-99  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_
- E. Temporary Suspension of Policy BGB – Policy Adoption and Adoption of Proposed Amended Policies GCJ – Professional Staff Noncontinuing and Continuing Status, GCK – Professional Staff Assignments and Transfers, GCO – Evaluation of Professional Staff Members and GDO – Evaluation of Support Staff Members (D. Rex Shumway) 100-132  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**VI. FUTURE AGENDA ITEMS**

**VII. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS**

**VIII. 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 602-347-2609 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 AND EXECUTIVE SESSION

2012-2013

June 27, 2013

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. Maza called the meeting to order at 7:00 p.m. Governing Board members constituting a quorum were present: Mr. Bill Adams, Mr. Aaron Jahneke, and Mrs. Tee Lambert. Mr. Chris Maza participated telephonically. Ms. Clorinda Graziano was not in attendance.

**B. Moment of Silence and Meditation**

Mr. Maza called for a moment of silence and meditation.

**C. Pledge of Allegiance**

Mr. Maza asked Mr. Jahneke to lead the Pledge of Allegiance.

**D. Adoption of the Regular Meeting Agenda**

A motion was made by Mr. Adams that the Governing Board adopt the Regular Meeting Agenda, with flexibility. The motion was seconded by Mr. Jahneke. The motion carried.

UNANIMOUS

**E. Approval of the Minutes**

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the June 13, 2013 Regular Meeting. The motion was seconded by Mrs. Lambert. The motion carried.

UNANIMOUS

**F. Current Events: Governing Board and Superintendent**

Mr. Adams shared that he attended the Arizona School Boards Association (ASBA) Board Meeting. He shared that ASBA has many exciting things happening and was proud of the direction that the Association was going. Mr. Adams thanked the Board members for their support of ASBA.

Mrs. Lambert shared that Palo Verde Middle School presented at the Arizona Department of Education (ADE) Leading Change Conference recently held in Tucson, Arizona. Mrs. Lambert advised that she had heard excellent reports regarding Palo Verde's workshop and congratulated them on their hard work.

Mr. Maza shared that he was in Atlanta, Georgia, attending the National Council of Urban Education Associations (NCUEA) meeting. Mr. Maza met with Mr. Dennis Van Roekel, President of the National Education Association (NEA), who is a constituent in the Washington Elementary School District. Mr. Maza advised that the NCUEA meeting would transition to the NEA National Convention beginning July 1, 2013 in Atlanta, Georgia, which he will also attend.

**G. Public Participation**

There was no public participation.

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|---|------------------|
| <b>H. Approval of the Consent Agenda</b><br>A motion was made by Mr. Jahneke that the Governing Board approve the Consent Agenda items as presented. The motion was seconded by Mrs. Lambert. The motion carried. | <b>UNANIMOUS</b> |
|---|------------------|

**II. CONSENT AGENDA**

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|--|------------------|
| *A. Approval/Ratification of Vouchers<br>Approved and ratified the vouchers as presented.  | <b>UNANIMOUS</b> |
| *B. Personnel Items<br>Approved the personnel items as presented.  | <b>UNANIMOUS</b> |
| *C. Out-of-State Travel<br>Approved the out-of-state travel as presented.<br><br>1. Debbie Gasiorek, Nutrition Services Supervisor, to attend the School Nutrition Association Annual National Conference, July 13-17, 2013, in Kansas City, MO, at no cost to the District. | <b>UNANIMOUS</b> |
| *D. Award of Contract – Bid No. 13.012, Art Supplies   | <b>UNANIMOUS</b> |
| *E. Award of Contract – Bid No. 13.011, Warehouse, School and Office Supplies  | <b>UNANIMOUS</b> |
| *F. Annual Intergovernmental Cooperative Purchase Agreements with Mohave Educational Services Cooperative (MESC) to Utilize Contract with H2 Group to Oversee Bond Construction Projects   | <b>UNANIMOUS</b> |
| *G. Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO) and Mohave Educational Services Cooperative (MESC)  | <b>UNANIMOUS</b> |
| *H. Sole Source Vendors  | <b>UNANIMOUS</b> |
| *I. Student Activity Treasurer for 2013-2014   | <b>UNANIMOUS</b> |
| *J. Petty Cash Accounts for 2013-2014  | <b>UNANIMOUS</b> |
| *K. Extracurricular Fee Schedule for 2013-2014   | <b>UNANIMOUS</b> |
| *L. Reauthorization of Revolving and Change Funds for 2013-2014  | <b>UNANIMOUS</b> |
| *M. Reauthorization of Bank Accounts and Signers   | <b>UNANIMOUS</b> |
| *N. Resolution Appointing the Maricopa County Superintendent of Schools as the Chief Disbursing Officer for Wage Garnishments  | <b>UNANIMOUS</b> |
| *O. Resolution Authorizing the Execution of Warrants Between Board Meetings  | <b>UNANIMOUS</b> |
| *P. Signatories for Payroll and Expense Warrants for 2013-2014   | <b>UNANIMOUS</b> |
| *Q. Acceptance of the United States Tennis Association (USTA) Southwest Grant in the Amount of \$1,200.00  | <b>UNANIMOUS</b> |
| *R. Affiliation Agreement to Provide Meals to ACCEL School   | <b>UNANIMOUS</b> |

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- |     |  |           |
|-----|--|-----------|
| *S. | Affiliation Agreement to Provide Meals to Gomper's Habilitation Center   | UNANIMOUS |
| *T. | Renewal of Lease Agreements with Faith United Methodist Church and Royal Palm Baptist Church for 2013-2014       | UNANIMOUS |
| *U. | Renewal of Lease Agreement with VALLEYLIFE   | UNANIMOUS |
| *V. | Agreement with <i>Interlingua</i> to Provide Spanish Classes to MAP Center Students at Sahuaro Elementary School | UNANIMOUS |
| *W. | First Reading of Proposed Amended Board Policy JK – Student Discipline   | UNANIMOUS |

### III. ACTION / DISCUSSION ITEMS

- |           |   |                  |
|-----------|---|------------------|
| <b>A.</b> | <b>To Consider and, if Deemed Advisable, Adopt a Resolution to Authorize the Sale of Tax Anticipation Notes by the District</b> | <b>UNANIMOUS</b> |
|-----------|---|------------------|

Dr. Cook introduced Ms. Cathy Thompson who advised the Board that during the last few years, the District's cash flow shortages were due to the rollover of payments from the State of Arizona. Ms. Thompson introduced Mr. Bill Davis from Piper Jaffray and Company to review the Tax Anticipation Note Program (TANS) and its benefits.

Mr. Davis advised the Board that the District issued \$12 million in TANS last year. The proceeds were deposited into the District's account at the County Treasurer's office and used to cover cash flow deficits.

Mr. Davis stated that the Resolution offered to the Board was virtually identical to last year's approved Resolution authorizing the purchase of TANS not to exceed \$12 million. Mr. Davis advised that if TANS were approved, the Maricopa County Treasurer would purchase the tax anticipation notes which would allow the District efficiencies and cost reductions, as well as competitive interest rates.

Mr. Davis reported that last year's interest rate was .62% and provided a preliminary benefit summary which indicated an estimated net benefit for the District of \$12,702.00. Mr. Davis stated that the interest rate for this year would be near or below .75%.

Mrs. Lambert asked the following questions:

- Stated she had heard that the first State payment would arrive sooner than in the past and asked if that was fact. Ms. Thompson reported that the District is scheduled to receive the first payment by July 12, 2013. Ms. Thompson stated that in the past, the District received a partial payment the beginning of July and the remainder at the end of July or early August.
- Stated that the rollovers cause a postponement/delay in receiving payment, however, asked if the District received all of its funding by the end of the year. Ms. Thompson replied that the District had previously received the total funding by August 29 of each year.
- Asked if the District would have a need to issue tax anticipation notes if the State did not rollover payments. Mr. Davis responded that if the District's cash flows were exactly the same as this fiscal year and the State did not rollover payment, then the District would not need tax anticipation notes. Mr. Davis stated that the District's revenue was from two primary sources – State aid revenue and property taxes. He advised that property tax revenue was paid on November 1 and May 1 which could also cause cash flow deficits for the District.

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Mrs. Lambert stated she was grateful to have a venue to not put the District in fiscal jeopardy. She thanked Mr. Davis for the information and his work for the District.

A motion was made by Mrs. Lambert that the Governing Board authorize the sale of tax anticipation notes by the District and the execution of all documents related to the sale. The motion was seconded by Mr. Adams. The motion carried.

**B. Proposed Expenditure Budget for Fiscal Year 2013-2014**

**UNANIMOUS**

Dr. Cook advised the Board that it was being presented with the Proposed Expenditure Budget for 2013-2014. Dr. Cook introduced Ms. Cathy Thompson to provide highlights of the proposed expenditure budget. Dr. Cook advised the Board that the actual expenditure budget would be on the agenda for action on July 11, 2013.

Ms. Thompson reviewed the proposed budget and advised that the budget did not include an adjacent ways levy, nor publication cost associated with it. Ms. Thompson reported that the primary tax rate was \$3.08 for every \$100 of assessed value of a home and the secondary tax rate was \$2.97 for every \$100 of assessed value of a home.

Mr. Jahneke asked if the increase in primary tax rates was associated to the assessed values of homes. Ms. Thompson stated that as assessed values decreased, the tax rates increased.

Mr. Jahneke asked if the District received less State equalization funding as the District's Average Daily Membership (ADM) increased. Ms. Thompson stated that the District's State equalization funding had increased. She advised that in the last 4-5 years, there had been a shift for taxpayers, e.g., decreasing for commercial and increasing for homeowners. Ms. Thompson reported that it was very difficult to identify a single variable that increases the tax rate, as there are many.

A motion was made by Mr. Adams that the Governing Board approve the Proposed Expenditure Budget for 2013-2014 and authorize publication of the summary and the notice of public hearing. The motion was seconded by Mrs. Lambert. The motion carried.

**IV. INFORMATION / DISCUSSION ITEM (moved at discretion of the chair)**

**A. Governing Board Argument for the Capital Override and M&O Override Election Pamphlets**

Mr. Maza stated that the Governing Board had approved calling for a Capital Override and M&O Override Election at the June 13, 2013 Governing Board meeting. Mr. Maza reported that the Governing Board had the opportunity to prepare and submit an argument for the override election pamphlets. He asked the Board for direction and interest in preparing the arguments to be presented on the July 11, 2013 agenda for action.

Mrs. Lambert volunteered to prepare the arguments for the override election pamphlets, with Board member input.

Mr. Maza asked Board members if they had any input for Mrs. Lambert to capture for the arguments.

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Mr. Jahneke and Mr. Adams stated it would be helpful to have a copy of the argument used in the capital override election pamphlet from the previous year. Mr. Maza stated that it would be provided.

Mrs. Lambert asked that Board members provide their input to Dr. Cook who could forward it to Mrs. Lambert. Mr. Maza asked Board members to give their ideas/suggestions to Dr. Cook by Monday, July 1, 2013.

### **III. ACTION / DISCUSSION ITEMS (continued)**

#### **C. Authorization to Charter Five Charter Schools within WESD Boundaries**

**UNANIMOUS**

Mr. Maza called for a recess of the regular meeting in order to conference call Ms. Graziano who was in London, England. Several attempts were made to reach Ms. Graziano by conference call and texts.

Dr. Cook advised the Board that the District was presenting a Resolution for its consideration regarding the District's sponsoring of five of its schools as District-Sponsored Charter Schools. Dr. Cook stated there are three primary reasons for this action:

- The State of Arizona and the WESD Governing Board had always supported school choice. The Governing Board's policies reflect its interest in school choice.
- All of the Board's decisions in the past several years, in addition to its policies, support a wide variety of programs and options.
- The District could pursue additional funding if the Board approved the Resolution.

Dr. Cook advised that there are three major challenges associated with the Resolution:

- There could always be a legal challenge to any decision.
- There are questions regarding the ability to bond for these five schools in the future. However, current bond money would be able to be used on the five schools noted on the Resolution.
- This is a long-term commitment.

Dr. Cook introduced Dr. Debbi Burdick, Superintendent of the Cave Creek Unified School District, whose district had District-Sponsored Charter Schools and was available to answer questions from the Board.

Mrs. Lambert appreciated the hard work that went into preparing this agenda item. Mrs. Lambert stated that she was the Board member who initiated this because she was trying to think outside the box and realized there could be challenges. Mrs. Lambert made the following comments and asked the following questions:

- She stated that the five schools in question were relatively new and any needs were being addressed by the current bond money. She asked if there were other venues to pursue for building needs, e.g., a capital override, in the event the schools should have future needs. Dr. Cook responded that current bond money could be repositioned if there were needs at any of the five schools. Dr. Cook stated that possibly only one of the schools would fall into that category. Ms. Thompson replied that it would be possible to call for a capital override election, however, they were difficult to get passed. Ms. Thompson stated that there were several other options that could possibly be pursued to meet building needs.

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- Asked if there would be any changes to the schools that would affect how they operate if this were to be approved. Dr. Cook responded that there were no operational changes according to the District's reading of the statute and guidance documents. Dr. Cook advised that communication could possibly be a challenge, however, the District was prepared and ready to begin that communication.
- There was always a risk when making a change, however, this was a way to bring additional revenue to our District to help meet the needs of our students and our staff. There were risks because we do not know what the Legislature plans to do.
- She hoped that these measures would speed up the conversation at the State level of equitable funding for schools, no matter what type of school a student attends.
- Thanked Dr. Burdick for speaking to her last year regarding District-Sponsored Charter Schools.

Mr. Adams made the following statements and asked the following questions:

- Stated he was excited about this opportunity. He reported that he reached out to individuals in the industry regarding this subject and received positive feedback. Mr. Adams was thankful for the due diligence that had been done, but was concerned that the parents did not know this was happening. He appreciated that the District was ready with the communication piece to notify parents about what the District was doing and why it was doing it. Mr. Adams stated he was nervous, but knew that the Board would make the decision with the children's and community's best interest at heart.
- Asked if Dr. Burdick could provide some insight regarding her district's successes and landmines. Dr. Burdick advised that it was difficult to discuss landmines because her district had not found any and could not provide any negative feedback. Dr. Burdick stated that the Cave Creek Unified School District had changed four of its five schools to District-Sponsored Charter Schools last year. She reported that there were many concerns and questions from parents, but in the end, they were supportive of the District-Sponsored Charter Schools because if they had not changed, they would have had to cut several programs, e.g., art, music, P.E., world language, band, or close schools. Dr. Burdick reported that the Cave Creek Unified District felt it had to do something risky to maintain the quality education that it had been providing to the children.
- Asked if employees had experienced any changes. Dr. Burdick replied that there were no changes and that all employees were treated equally, whether a charter or non-charter school. Dr. Burdick advised that the district was able to give all of their certified teachers a 2% raise, all of the 301 money, and a performance team goal incentive which gave all certified teachers a raise of 8%-13%. Dr. Burdick reported that the non-charter school parents expressed concern for their children, but were assured that the non-charter school students received all of the benefits as the charter schools.
- Asked Dr. Burdick if she would consider changing the non-charter school to a charter school to be more marketable. Dr. Burdick replied that the main concerns of the parents in her district were to keep the special programs and keep the class size down. She reported that they were able to keep the special programs, but unable to reduce the class sizes. The parents were also concerned that the district would start to hire non-highly qualified or non-certified teachers.

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Mr. Jahneke was pleased to hear that there were no hostile comments from the parents and they seemed receptive to the idea. Dr. Burdick replied that the hostile comments were from the charter school teachers who thought they would not be eligible to participate in the state retirement system. Dr. Burdick reported that the district's attorney contacted the IRS office in Washington, D.C. to get clarification. They received documentation that certified teachers in a District-Sponsored Charter School run by its own Governing Board (elected by voters) were eligible for the state retirement system.

Mr. Jahneke stated he had researched this topic and felt that the five selected schools had special programs that met the charter school guidelines. He stated that good leadership needs to be bold at times.

Mrs. Lambert stated she had always been a strong proponent of community involvement in these kinds of decisions, but hoped that the communication to the parents would allay their fears and avoid misunderstandings. She stated there was a negative connotation regarding charter schools, however, it was important to inform parents that the five selected schools would not have charter added to the school name, programs would not be affected, and staff would not be affected. Mrs. Lambert said this would be a financial windfall that would benefit all of the schools and students in the District. She felt there would be more positives than negatives if the Board approved the Resolution.

Dr. Cook stated that all Board members were provided a copy of the five applications and charters prior to the Board meeting. She also offered a paper copy of the five applications and charters for the Board's review at the meeting.

Mrs. Lambert asked if the proposed budget included any financial adjustments based on the possibility of the Board's approval of this action item. She asked if it was possible to reduce the budget, without any penalties, if for some reason the Board did not approve the proposal or if the State did not approve the applications. Ms. Thompson responded that this had been included in the budget and the District would be able to reduce the budget at any time after the budget was adopted.

Mr. Maza thanked the District office for the quick work in regard to this Resolution. He stated that during his 22 year career (15 years in public schools), he was a strong proponent of public schools and continued to be so. He said that parents and staff had requested that he consider every option available in order to serve the community and students. Mr. Maza advised that he had been forced in the last 3-6 years to look at the "bottom line" and make difficult business decisions.

Mr. Maza stated he was a strong proponent of choice. He advised that the District had created many avenues of choice at its schools and assisted them in developing signature programs that made them different from each other so that parents within the District could make appropriate choices for their children.

Mr. Maza acknowledged that much of his education regarding this subject was from Dr. Burdick through her work with the Paradise Valley Unified School District. Mr. Maza stated it was difficult to differentiate between District-Sponsored Charter Schools and non-district charter schools. Mr. Maza thanked Mr. Rex Shumway, legal counsel, for information regarding the Arizona Revised Statutes on this subject.

Mr. Maza stated that at the present time, when a quarter of the District's budget had been cut, that the District would not be doing right by the students if it did not investigate every legal avenue to support their public education inside WESD. Mr. Maza stated he strongly believed that the schools proposed for District Sponsored Charter Schools were appropriate and that it was good for the parents, community, and the students of our District.

The Board members thanked Dr. Burdick for her time and the information she provided.

A motion was made by Mrs. Lambert that the Governing Board approve the Resolution to sponsor five charter schools within the Washington Elementary School District. The motion was seconded by Mr. Adams. The motion carried.

**V. FUTURE AGENDA ITEMS**

There were no future agenda items.

**VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS**

Mrs. Lambert acknowledged Dr. Cook, Ms. Thompson, and the District staff for their hard work and the diligence to detail regarding the District Sponsored Charter Schools.

Dr. Cook acknowledged a letter and bookmark from the Martin Luther King Celebration. The artwork on the bookmark was drawn by one of the District's students. Board members were provided a copy of the letter and a bookmark.

**VII. CALL FOR EXECUTIVE SESSION**

**UNANIMOUS**

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.1

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

- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent.

A motion was made by Mr. Jahneke to call for an Executive Session. The motion was seconded by Mrs. Lambert. The motion carried.

**VIII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION**

Mr. Maza advised he would not participate telephonically in the Executive Session and asked Mr. Jahneke to preside over the Executive Session and the reconvening of the Regular Meeting.

**IX. EXECUTIVE SESSION – GENERAL FUNCTION**

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

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statutory exception.

C. Discussion under A.R.S. §38-431.03 – A.1

- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent

**X. RECONVENING OF REGULAR MEETING**

Mr. Jahneke reconvened the Regular Meeting.

**XI. ADJOURNMENT**

**UNANIMOUS**

A motion was made by Mr. Adams to adjourn the meeting at 9:14 p.m. The motion was seconded by Mrs. Lambert. The motion carried.

**SIGNING OF DOCUMENTS**

Documents were signed as tendered by the Governing Board Secretary

\_\_\_\_\_  
BOARD SECRETARY

\_\_\_\_\_  
DATE

\_\_\_\_\_  
BOARD OFFICIAL

\_\_\_\_\_  
DATE

June 27, 2013

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO: Governing Board           X           Action  
 FROM: Dr. Susan J. Cook, Superintendent                            Discussion  
                           Information  
                           1st Reading  
 DATE: July 11, 2013  
 AGENDA ITEM: \*Approval/Ratification of Vouchers  
 INITIATED BY: Elizabeth Martinez, Accounting Manager  
 SUBMITTED BY: David Velazquez, Director of Finance  
 PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services  
 GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, DK and A.R.S. §15-321

**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 FY12/13 PAYROLL VOUCHERS** (warrants for services and materials, payroll expense):

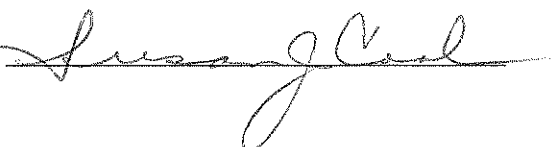
06/28/13	<u>1,400,630.01</u>
<b>Totals:</b>	<b><u>1,400,630.01</u></b>

**APPROVE/RATIFY FY 12/13 EXPENSE VOUCHERS** (warrants for services and materials, payroll expense):

06/19/13	3,556,904.30
06/26/13	<u>1,740,296.14</u>
<b>Totals:</b>	<b><u>5,297,200.44</u></b>

**SUMMARY AND RECOMMENDATION**

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

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.A.

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO:	Governing Board	<u>          X          </u>	Action
FROM:	Dr. Susan J. Cook, Superintendent	<u>                          </u>	Discussion
		<u>                          </u>	Information
DATE:	July 11, 2013	<u>                          </u>	1st Reading
AGENDA ITEM:	<u>*Personnel Items</u>		
INITIATED BY:	<u>Justin Wing, Director of Human Resources</u>	SUBMITTED BY:	<u>Justin Wing, Director of Human Resources</u>
PRESENTER AT GOVERNING BOARD MEETING:	<u>Justin Wing, Director of Human Resources</u>		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BBA</u>		

**SUPPORTING DATA**

Funding Source: Various  
Budgeted: Yes

The attached personnel actions are presented for approval.

**SUMMARY AND RECOMMENDATION**

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

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.B.

**PERSONNEL ACTION RECOMMENDED**

July 11, 2013

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

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

**B. CERTIFIED**

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

DePoy	Katherine	Teacher-Music	Cholla	Resignation	2	5/30/2013
Pegram	Tara	Speech Therapist	Cholla	Resignation	1	5/30/2013
Ray	Anton	Teacher-Social Studies	Cholla	Resignation	1	5/30/2013
Spiegel	Nicole	Teacher-Kindergarten	Desert View	Leave of Absence		9/1/2013

**C. FULL-TIME CLASSIFIED**

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

Chaira	Lori	Office Manager	Cactus Wren	Resignation	1	6/11/2013
De Estrada	Blanca	Night Custodian	Sunburst	Resignation	5	6/28/2013
Jastrow	Theodore	Facilities Manager	Cholla	Retirement	5	8/31/2013
Jimenez	Jerica	Paraprofessional	Sunnyslope	Resignation	2 mo.	5/29/2013
Ortega	Cheryl	Office Technician	Palo Verde	Resignation	6 mo.	7/26/2013
Shanahan	Calleen	Office Technician	Mountain Sky	Resignation	1	6/11/2013

**D. PART-TIME CLASSIFIED**

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

Armer	Heidi	Monitor	Abraham Lincoln	Resignation	5 mo.	5/29/2013
Gennett	Colin	Paraprofessional	Mountain View	Resignation	1	5/29/2013
McLeod	Danielle	Food Service Helper	Cholla	Resignation	1	5/30/2013
Potts	Angela	Personal Care Provider	Desert View	Position Ended	1	5/29/2013
Summer	Bert	Bus Assistant	Transportation	Resignation	1	5/30/2013

**II. EMPLOYMENT****A. ADMINISTRATIVE**

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

**B. CERTIFIED**

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

Agersea	Wendy	Teacher-Mathematics	E	Desert Foothills
Cannizzaro	Amber	Teacher-Music	E	Roadrunner
Chadwick	Nancy	Teacher-Autism	E	Royal Palm
Devers	Kathy	Teacher-4th Grade	E	Abraham Lincoln
Fox	Tiffany	Teacher-1st Grade	E	Mountain View
Gerlick	Emily	Teacher-CCSC	E	Washington
Griffith	Gravity	Teacher-Language Arts	E	Cholla
Guarine	Sidney	Teacher-5th Grade	E	Acacia
Hardin-Scinta	Regina	Teacher-CCB	E	Lookout Mountain
Herzig	April	Teacher-1st Grade	E	Tumbleweed
Hunter	Nicole	Teacher-Language Arts	E	Palo Verde
Jimenez	Ana	Teacher-1st Grade	E	Sunnyslope
Keller	Gwen	Teacher-Kindergarten	E	Cactus Wren
King	Nicole	Teacher-6th Grade	E	Orangewood
May	Jody	Teacher-Language Arts	E	Maryland
Meyer	Stephanie	Teacher-6th Grade	E	Acacia

**PERSONNEL ACTION RECOMMENDED****July 11, 2013****B. CERTIFIED (continued)**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION	
Pemberton	Jacob	Teacher-Art	E	Mountain Sky	
Perrone	Jonathan	Teacher-Science	E	Mountain Sky	
Ptacek	Danielle	Teacher-1st Grade	E	Ironwood	
Reidenbach-Noel	Cassandra	Teacher-2nd Grade	E	Orangewood	
Remington	Sarah	Teacher-Mathematics	E	Mountain Sky	
Ryan	Julia	Teacher-6th Grade	E	Royal Palm	
Schautt	Summer	Teacher-Art	E	Royal Palm	
Stika	Katie	Teacher-Art	E	Desert Foothills	
Stephens	Joanna	Teacher-Reading	E	Orangewood	Rescinding Resignation
Wipprecht	Natalya	Teacher-4th Grade	E	Shaw Butte	

**C. FULL-TIME CLASSIFIED**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Brown	Ashley	Psychologist Intern	E	Special Services
Cummings	Rebeca	Speech/Lang. Assistant	E	Lookout Mountain/Manzanita
Drotar	Amanda	Health Technician	E	Mountain View
Gallagher	Marie	Office Manager	E	Royal Palm
Garcia	Jacob	Custodian	E	Sunburst
Re-Davila	Renee	Special Service Technician	E	Search to Serve
Rodriguez Jr.	David	Custodian	E	Palo Verde
Ronquillo	Miguel	Custodian - 9 mo.	E	Richard Miller
Shelton	Kathleen	KidSpace Program Manager	E	After School Programs
Standerfer	Pam	Supervisory Nurse	E	Special Services

**D. PART-TIME CLASSIFIED**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Avelino	Michelle	Preschool Assistant	E	Mountain View
Bowers	Natalia	Paraprofessional	E	Sunnyslope
Bradley	Christine	Food Service Helper	E	Cactus Wren
Chavez	Delia	Crossing Guard	E	Ocotillo
Cheatham	Paige	KidSpace Coordinator	E	Chaparral
Duran	Aurora	Bus Assistant	E	Transportation
Garcia	Yareli	Food Service Helper	E	John Jacobs
Grasso	Samantha	Paraprofessional	E	Manzanita
Harris	Christopher	Bus Assistant	E	Transportation
Hoffman	Taylor	Bus Assistant	E	Transportation
Mendenhall	Heather	Paraprofessional	E	Manzanita
Moiwa	Gifti	Paraprofessional	E	Tumbleweed
Navarrete	Maria	Food Service Helper	E	Lookout Mountain
Potter	Jessica	Paraprofessional	E	Manzanita
Smith	Matthew	Paraprofessional	E	Royal Palm
Stephenson	Georganne	Food Service Helper	E	Lookout Mountain



WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: July 11, 2013 Information  
AGENDA ITEM: \*Public Gifts and Donations (The Value of Donated Items is Determined by the Donor) 1st Reading  
INITIATED BY: Dr. Susan J. Cook, Superintendent SUBMITTED BY: Dr. Susan J. Cook, Superintendent  
PRESENTER AT GOVERNING BOARD MEETING: Dr. Susan J. Cook, Superintendent  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA and A.R.S. §15-341

**SUPPORTING DATA**

Funding Source: Donations  
Budgeted: N/A

1. Sardella's donated pizzas with value of \$750.00 for back to school teacher appreciation at Mountain View School.
2. Salt River Project donated a check in the amount of \$4,900.00 to be used to fund "Young Engineers of Tomorrow" with materials and supplies for the gifted program at Orangewood School.

**SUMMARY AND RECOMMENDATION**

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

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: July 11, 2013 Information  
AGENDA ITEM: \*Extension and Renewal of Annual Contracts for Specified Goods and Services 1st Reading

INITIATED BY: Howard Kropp, Director of Purchasing SUBMITTED BY: Cathy Thompson, Director of Business Services

PRESENTER AT GOVERNING BOARD MEETING: Howard Kropp, Director of Purchasing

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, DJE and ARS 15-213

**SUPPORTING DATA**

Funding Source: Various  
Budgeted: Yes

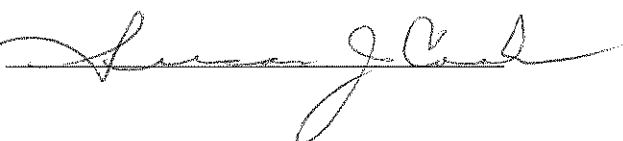
Attached is information for the contracts that have been previously awarded by the Governing Board. These contracts will soon be expiring. Because performance under these contracts has been satisfactory, extension of these contracts is recommended. No school or department can spend more than is budgeted without prior approval from the Finance Department.

The estimated requirements cover the period of the contract and are reasonable and continuing. A multi-term contract encourages effective competition and promotes economies in school district procurement.

Copies of the individual contracts are available for review in the Purchasing Department.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the annual contracts extension and renewal for specified goods and services as presented.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.D.

**THERE IS AVAILABLE BUDGET CAPACITY:      TRANSPORATION DEPARTMENT**

<b>Contract Title:</b>	10.009, Bus/Vehicle Parts, Lubricants/Fluids, Radiator Repair and Repair Services
<b>Vendor(s):</b>	
AAPAK Arizona Brake & Clutch Auto Safety House Canyon State Bus Colby Welding and Radiator Firebird Truck and Auto Body Fleetpride Interstate Battery	Napa Auto Parts Pioneer Distributing Quality Discount Auto Parts S&K Allison Transmission Southwest Diesel and Electric The Lighthouse Valley Truck and Trailer
<b>Board Approval</b>	August 26, 2010
<b>Proposed Extension</b>	Third
<b>Renewal Options Remaining:</b>	One
<b>Proposed 2013-2014 Expenditures:</b>	To be used on an as-needed basis.
<b>Expended to date 2012-2013:</b>	\$233,034.54

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: July 11, 2013 Information  
AGENDA ITEM: \*Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO) 1st Reading  
INITIATED BY: Howard Kropp, Director of Purchasing SUBMITTED BY: Cathy Thompson, Director of Business Services  
PRESENTER AT GOVERNING BOARD MEETING: Howard Kropp, Director of Purchasing  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: A.R.S. 11-952; A.A.C. R7-2-1191-R7-2-1195

**SUPPORTING DATA**

Funding Source: Various  
Budgeted: Yes

The Purchasing Department is recommending authorization to utilize the contracts presented for anticipated purchases in excess of the bidding threshold. No school or department can spend more than is budgeted without prior approval from the Finance Department. Schools and departments budget for goods or services without a particular vendor in mind.

Presented is a list of Intergovernmental Cooperative Purchase Agreements related to the Purchasing Department previously awarded by the Governing Board.

A.R.S. 11-952 and A.A.C. R7-2-1191 through R7-2-1195 authorizes and governs intergovernmental procurements. A school district may either, participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of any materials, services, or construction with one or more public procurement units in accordance with an agreement entered into between the participants. By participating in a cooperative purchase, public entities that bid common items/services can obtain economy of scale pricing and best value and reduce administrative duplication of cost and effort for all participating public entities.

Copies of the contracts are available for review in the Purchasing Department. The Purchasing Department follows a process to perform due diligence on every cooperative contract prior to making a recommendation for award.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the Intergovernmental Cooperative Purchase Agreement and contract purchases with the State Procurement Office (SPO) as presented.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*I.I.E.

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Dell Marketing
<b>Description of Purchase:</b>	Computer contracts - WSCA.
<b>Estimated 2013-2014 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	MIS Department / Indirect and M&O
<b>Expended-To-Date:</b>	\$0.00

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: July 11, 2013 Information  
AGENDA ITEM: \*Continuation of Services Provided by Sole Source Vendors 1st Reading

INITIATED BY: Howard Kropp, Director of Purchasing SUBMITTED BY: Cathy Thompson, Director of Business Services

PRESENTER AT GOVERNING BOARD MEETING: Howard Kropp, Director of Purchasing

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, DJE and ARS 15-213

**SUPPORTING DATA**

Funding Source: Various  
Budgeted: Yes

Through the procurement process the District has purchased in previous years, expensive software and curricular programs that are important to the continuing operation of the District. In addition to the license to use the software and curriculum, the District has also purchased maintenance support services from the respective vendors. Although the purchase of the software or curricular program is a one-time event, the need to renew the maintenance support services agreement is ongoing through the life of the software or program. Because the software and curricular programs are developed by a specific vendor, that vendor is uniquely qualified to provide the maintenance support services necessary to effectively utilize the programs in the operation of the District. Therefore, while these purchases of maintenance services differ from the traditional Sole Source purchase, in reality they do meet the intent of the Sole Source provisions as the respective vendors are the only source for the specialized maintenance support services.

Per Arizona Administrative Code R7-2-1053, a contract may be awarded for a material, service or construction item without competition if the Governing Board determines in writing that there is only one source for the required material, service or construction item. It has been determined that the vendors listed provide services or materials that can only be procured from one source. Determination for Sole Source recommendation is based upon the following criteria:

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the vendors as continuing contract providers for the noted services or materials for 2013-2014 as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.F.

**\*Continuation of Services Provided by Sole Source Vendors**

**July 11, 2013**

**Page 2**

- Item must match, is a repair part for, or is to be attached to existing equipment;
- No other manufacturer of this type of product exists;
- Type of product by other manufacturers does not meet District minimum requirements/technical characteristics;
- Support, upgrades and maintenance agreements for proprietary software;
- State mandated materials, assessments and services;
- Contractual agreement;
- Only available service in a particular area; or
- No reasonable alternative source exists.
- 

The funding for any expenditure for the attached list of vendors is included in the individual school's or department's 2013-2014 budget and will be purchased on an as-needed basis. No school or department can spend more than is budgeted without prior approval from the Finance Department.

A copy of the determination for each vendor is available for review in the Purchasing Department.

## **SOLE SOURCE PROCUREMENTS**

### **R7-2-1053. Sole source procurements**

- A. A contract may be awarded for a material, service or construction item without competition if the governing board determines in writing that there is only one source for the required material, service or construction item. The school district may require the submission of cost or pricing data in connection with an award under this Section. Sole source procurement shall be avoided, except when no reasonable alternative source exists. A copy of the written evidence and determination of the basis for the sole source procurement shall be retained in the procurement file by the school district.
- B. The school district shall, to the extent practicable, negotiate with the single supplier a contract advantageous to the school district.

### **Historical Note**

Adopted effective December 17, 1987 (Supp. 87-4).

BMC Software Distribution, Inc.	Continuing sole source vendor	Remedy help desk for the Enterprise and AR system support renewal, including license renewal, AR system server support and Remedy Flashboards support	Support, upgrades and maintenance for proprietary software	\$0.00	MIS M&O
Chalkware Education Solutions	Continuing sole source vendor	IEP Software Upgrades, Support and Training	Support, upgrades and training for proprietary software	\$2,000.00	IDEA
CRS, Inc.	Continuing sole source vendor	Substitute Finder Software support	Support for proprietary software	\$10,794.00	HR M&O
Edulog	Continuing sole source vendor	Transportation Software Upgrades, Support and Training	Support, upgrades and maintenance for proprietary software	\$73,105.60	Transportation M&O
Edupoint	Continuing sole source vendor	Maintenance and upgrades for Genesis (student information system), Genesee (SPED module) and Revelation Technology	Support, upgrades and maintenance for proprietary software	\$11,665.00	Transportation M&O
Follett Software Company	Continuing sole source vendor	Service and Support of Library Software: Alliance+ online, Catalog + online, Circulation+ and Webcollection+	Support, upgrades and maintenance for proprietary software	\$43,436.81	M&O
Integrated Control Systems	Continuing sole source vendor	Service and maintenance on energy management systems	Proprietary provider for the ICS EMS currently at 17 of our sites.	\$228,760.00	M&O
Kronos	Continuing sole source vendor	Service and support of time keeping software	Support, upgrades and maintenance for proprietary software	\$38,943.62	MIS M&O
Tyler Technologies	Continuing sole source vendor	Software Upgrades, Support and Training	Developer of the MUNIS financial software and sole provider of software related items	\$238,002.99	M&O
Heartland Payment Services (formerly: School-Link Technologies)	Continuing sole source vendor	Food Service Software Upgrades, Support and Training	The SL-Tech Point of Sale Terminal is installed at all 32 district locations. Products, support, and maintenance are not distributed through any other vendor.	\$21,975.40	Food Services
Pearson	Continuing sole source vendor	Professional development training and materials	Sole publisher and owner of copyright to SuccessMaker and Waterford training and materials	\$133,829.05	Title I



WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: July 11, 2013 Information  
AGENDA ITEM: \*Authorization to Issue RFP No. 13.002 – Community Mobile Dental Services 1st Reading

INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: Howard Kropp, Director of Purchasing

PRESENTER AT GOVERNING BOARD MEETING: Howard Kropp, Director of Purchasing

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, DJE and ARS 15-213

**SUPPORTING DATA**

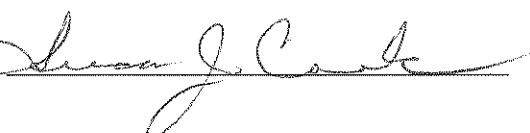
Funding Source: N/A  
Budgeted: N/A

For a number of years, the District has worked with a community dental provider to offer mobile dental services to students in the District, at no cost to the District. The mobile dental services that are provided directly to students on school campuses serve the best interest of students and the community in providing oral health care that is essential to students' overall health, well-being and academic performance. These services have primarily been provided to students that are covered under AHCCCS or have no dental coverage. The current provider agreement expired on June 30, 2013.

Because the District has received interest from more than one provider, it is necessary to request authorization to issue request for proposals (RFPs) to obtain a qualified firm(s) to continue to provide mobile dental services that benefit the students of the District. In this case, it is not practical or advantageous to procure these services through a competitive sealed bidding process because a bid does not allow the District to use a contract other than a fixed-price type (in this case there is no cost to the District), conduct oral or written discussions with offerors concerning technical aspects of their proposals, afford offerors an opportunity to revise their proposals, nor allow the District to compare different programmatic, quality, and contractual factors of the proposals submitted and award a contract in which pricing is not the determining factor.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the issuance of RFP No. 13.002 for the solicitation of a Community Mobile Dental Services Program.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.G.

A multi-term contract is recommended for this procurement. In accordance with School District Procurement Rules R7-2-1093, it is determined that:

1. The estimated requirements cover the period of the contract and are reasonable and continuing.
2. The use of the subsequent multi-term contracts will serve the best interest of the school district by encouraging effective competition or otherwise promoting economies of scale in school district procurement.
3. If contract performance in a subsequent fiscal period is not satisfactory, the contract provides measures for cancellation.

A copy of the solicitation will be available for review in the Purchasing Department.

TO:	Governing Board	<u>X</u>	Action
		<u>          </u>	Discussion
FROM:	Dr. Susan J. Cook, Superintendent	<u>          </u>	Information
		<u>          </u>	1st Reading
DATE:	July 11, 2013		

INITIATED BY: Kathleen McKeever, Director of Academic Support Programs

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SUBMITTED BY: Kathleen McKeever, Director of Academic Support Programs

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: DDA

The District requests permission to explore the grant opportunities listed below. District staff will review each concept and, if appropriate, submit a grant application or letter of support.

Location	Funder	Purpose	Maximum Amount
All sites	Department of Economic Security, Division of Aging and Adult Services (R)	Refugee student services	\$20,000.00 total

## SUMMARY AND RECOMMENDATION

Superintendent

Abstain	Nay	Aye	Second	Motion	Board Action
					Adams
					Graziano
					Jahneke
					Lambert
					Maza

24.

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO: Governing Board           X           Action  
                           Discussion  
FROM: Dr. Susan J. Cook, Superintendent                            Information  
                           1st Reading  
DATE: July 11, 2013  
  
AGENDA ITEM: \*Acceptance of the Verizon Foundation Grant in the Amount of \$750.00, the Target/Musical Instrument Museum Grant in the Amount of \$10,080.00 and the First Things First Grant in the Amount of \$150,000.00  
  
INITIATED BY: Kathleen McKeever, Director of Academic Support Programs SUBMITTED BY: Kathleen McKeever, Director of Academic Support Programs  
  
PRESENTER AT GOVERNING BOARD MEETING: Kathleen McKeever, Director of Academic Support Programs  
  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: DDA

**SUPPORTING DATA**

Funding Source: Grants  
Budgeted: Yes

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

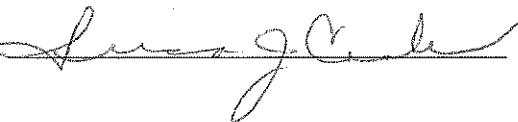
Funder	Location	Amount	Purpose
Verizon Foundation Grant	Orangewood (N)	\$750.00	Basketball Program
Target/Musical Instrument Museum Grant	Acacia Alta Vista Chaparral Manzanita Sahuaro Sunset Maryland Mountain View Sunnyslope (N)	\$10,080.00	Transportation for field trips
First Things First Grant	Washington Elementary School (R)	\$150,000.00	Washington Resource Information Center

(N) New (N)\* New application for an existing grant (R) Renewal

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the acceptance of the Verizon Foundation Grant in the amount of \$750.00, the Target/Musical Instrument Museum Grant in the amount of \$10,080.00, and the First Things First Grant in the amount of \$150,000.00 and authorize the Superintendent to execute the necessary documents.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.I.

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO:	Governing Board	<u>          X          </u>	Action
		<u>                          </u>	Discussion
FROM:	Dr. Susan J. Cook, Superintendent	<u>                          </u>	Information
		<u>                          </u>	1st Reading
DATE:	July 11, 2013	<u>          X          </u>	2 <sup>nd</sup> Reading

AGENDA ITEM:      \*Second Reading and Adoption of Proposed Amended Board Policy GCCA/GDCA – Professional/Support Staff General Leave

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INITIATED BY:      Interest-Based Negotiations Team      SUBMITTED BY: D. Rex Shumway, Legal Counsel

PRESENTER AT GOVERNING BOARD MEETING:      D. Rex Shumway, Legal Counsel

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:      BGC

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**SUPPORTING DATA**

Funding Source: N/A  
Budgeted: N/A

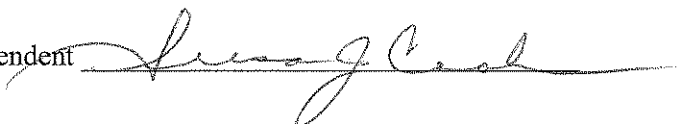
On May 23, 2013, the Governing Board voted to approve the First Reading of proposed amended Policy GCCA/GDCA – Professional/Support Staff General Leave. No additional revisions were requested. The Policy is now ready for final adoption. The revisions are noted in the attached proposed amended Policy GCCA/GDCA – Professional/Support Staff General Leave.

These recommended changes have been reviewed by District Legal Counsel.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the Second Reading and Adoption of Proposed Amended Board Policy GCCA/GDCA – Professional/Support Staff General Leave.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.J.

**PROFESSIONAL/SUPPORT STAFF GENERAL LEAVE****General Leave*****Leave Amount***

Regular twelve (12) month employees receive twelve (12) days of general leave. Regular employees that are regularly assigned to work less than twelve (12) months receive ten (10) days of general leave.

One (1) day of general leave is equivalent to an employee's regularly scheduled hours for the assigned position(s). Employees who work less than a full work year in their position receive a proportional amount of general leave based on their start date.

***Leave Accrual***

Employees who hold positions that are designated exempt under the Fair Labor Standards Act are credited with their general leave at the beginning of their work year or fiscal year for twelve (12) month employees. However, leave is accrued in equal prorated amounts.

Employees who hold positions that are designated non-exempt under the Fair Labor Standards Act and who are hired on or before January 1 of the current fiscal year accrue leave in equal prorated amounts and are not credited with their general leave at the beginning of the employee's work year. At the beginning of their next work year or fiscal year for twelve (12) month employees, the employee will be credited with their general leave. Employees hired after January 1 of the current fiscal year accrue leave in equal prorated amounts and are not credited with their general leave at the beginning of their current or subsequent work year or fiscal year for twelve (12) month employees. At the beginning of the following work year or fiscal year for twelve (12) month employees, employees will be credited with their general leave. Although leave is credited, the employee still accrues leave in equal prorated amounts.

Any accrued general leave not used during the current fiscal year will be accumulated as sick leave from year to year to an unlimited number of days.

### ***Leave Purposes***

General leave can be used for personal illness, family illness, religious observance or personal issues that cannot be taken care of *during off-duty hours*. General leave is not intended to be used for vacation or to extend a holiday.

### ***Leave Notification***

Employees shall provide their supervisor and the District's computerized substitute system (if applicable) seventy-two (72) hours' notice prior to taking leave unless an emergency or illness prevents the notification, in which case notification must be provided as soon as possible. Because the substitute system does not record an absence forty-five (45) minutes before the beginning of the workday, the employee must report the absence to the school.

Employees shall notify the Human Resources Department if absent five (5) or more consecutive days in order to determine whether consideration for Family and Medical Leave (FMLA) is required.

When an employee fails to provide the required notification of an absence, the absence shall be coded and considered an "unapproved, unpaid absence." Employees who fail to provide the required notification and desire to utilize general leave may submit documentation to their supervisor and Human Resources in support of the use of general leave. Human Resources will determine whether general leave may be used or whether the absence shall remain "unapproved, unpaid." If the absence remains "unapproved, unpaid," the employee may be subject to disciplinary action.

### ***Leave Usage***

Employees who report their absences to the District's computerized substitute system, such as teachers, must report leave in half or full day increments. Other eligible employees may use leave in at least fifteen (15) minute increments.

When a concern arises regarding the use of leave for personal or family illness, the District may request that the employee provide medical certification. Employees may be required to present a fitness for duty certificate from a physician to be restored to employment after using leave.

When the scheduling of general leave for personal business conflicts with workplace requirements, the supervisor may confer with the employee to determine if a more feasible schedule for the leave is possible. When the supervisor is concerned about the welfare of an employee or about perceived abuse of leave, the supervisor will confer with the employee to rectify the situation. Employees who occupy more than one (1) position are only permitted to use the hours of leave time that are accrued in each respective position.

Employees that use leave for reasons that qualify for leave under the Family and Medical Leave Act ("FMLA"), shall comply with the FMLA's procedural requirements.

Employees eligible for workers' compensation benefits may use unused accrued leave days in an amount necessary to offset the difference between their regular gross pay and their workers' compensation benefits.

## **Accrued Sick Leave**

### ***Leave Amount***

Any general leave not used during the current fiscal year accumulates as sick leave from year to year to an unlimited number of days. **Any earned vacation days from the previous fiscal year that are not used by December 31 of the new fiscal year also accumulate as sick leave from year to year in an unlimited number of days.**

### ***Leave Purposes***

Sick leave is used for personal illness, child(ren) (minor or disabled child) illness or can be used as a substitute for unpaid leave if the employee is eligible for leave under the Family and Medical Leave Act. Please see the "Family and Medical Leave" section for further information.

### ***Leave Notification***

Employees shall provide their supervisor or the District's computerized substitute system (if applicable) seventy-two (72) hours' notice prior to taking leave unless an emergency or illness prevents the notification, in which case notification must be provided as soon as possible. Because the substitute system does not record an



absence forty-five (45) minutes before the beginning of the workday, the employee must report the absence to the school.

Employees shall notify the Human Resources Department if absent five (5) or more consecutive days in order to determine whether consideration for Family and Medical Leave (FMLA) is required.

When an employee fails to provide the required notification of an absence, the absence shall be coded and considered an “unapproved, unpaid absence.” Employees who fail to provide the required notification and desire to utilize accrued sick leave may submit documentation to their supervisor and Human Resources in support of the use of accrued sick leave. Human Resources will determine whether accrued sick leave may be used or whether the absence shall remain “unapproved, unpaid.” If the absence remains “unapproved, unpaid,” the employee may be subject to disciplinary action.

### ***Leave Usage***

Employees may choose to use either their general leave or sick leave for the employee’s illness. Employees that report their absences to the District’s computerized substitute system, such as teachers, must use leave in half or full day increments. Other eligible employees may use leave in at least fifteen (15) minute increments.

When a concern arises regarding the use of leave for personal or family illness, the District may request that the employee provide medical certification. Employees may be required to present a fitness for duty certificate from a physician to be restored to employment after using leave.

When the supervisor is concerned about the welfare of an employee or about perceived abuse of leave, the supervisor will confer with the employee to rectify the situation.

Employees who occupy more than one (1) position are only permitted to use the hours of leave time that are accrued in each respective position.

Employees that use leave for reasons that qualify for leave under the Family and Medical Leave Act (“FMLA”), shall comply with the FMLA’s procedural requirements.

Employees eligible for workers' compensation benefits may use unused accrued leave days in an amount necessary to offset the difference between their regular gross pay and their workers' compensation benefits.

### ***Leave Buyout***

After fifteen (15) years continuous service in the District, an employee who separates from the District because of retirement, resignation or death shall receive payment for all accrued, unused general/sick leave days up to a maximum of one hundred forty-seven (147) days at the rate based on the leave buyout tier system herein described, provided that the employee's services have been provided in a satisfactory, ethical and professional manner (including, but not limited to, resignation in lieu of termination or non-renewal or significant disciplinary issues). Employees do not receive payment for credited days that the employee has not yet accrued. If an eligible employee dies, the above amount shall be paid directly to the employee's beneficiary/estate.

### ***Leave Buyout Tier System***

Employees who have served fifteen (15<sup>th</sup>) consecutive years through the end of the twenty-fourth (24<sup>th</sup>) consecutive year will receive rate buyout of fifty percent (50%) of the current beginning substitute teacher's daily rate.

Employees who have served twenty-five (25<sup>th</sup>) consecutive years through the end of the twenty-ninth (29<sup>th</sup>) consecutive year will receive rate buyout of seventy-five percent (75%) of the current beginning substitute teacher's daily rate.

Employees who have served the thirty (30<sup>th</sup>) consecutive years or above will receive rate buyout of one-hundred percent (100%) of the current beginning substitute teacher's daily rate.

Employees resigning/retiring from the District must notify Human Resources of this in writing by February 1 to ensure they will receive their leave buyout during that fiscal year. Failure to do so will result in the buyout being delaying into the next fiscal year and will result in a reduction in the buyout by fifty (50) percent unless special health related or extraordinary circumstances occur. In which case, the Superintendent must approve exceptions.

***Position Upon Returning From Leave***

Upon returning from paid sick leave, employees shall be placed in the position that they held prior to the leave. However, if the employee's previous position no longer exists or if the Superintendent or Human Resources designee determines that placing the employee in the prior position is not in the District's best interest the employee shall be placed in a comparable position for which the employee is qualified. If the position was eliminated due to a staff reduction, the employee will have the rights outlined in the District's staff reduction policies and regulations.

**Short-Term/Long-Term Disability**

Employees who become disabled due to a non-occupational injury or illness may utilize disability insurance that is voluntarily procured by the employees. Upon returning from short-term disability, employees shall be placed in the position that they held prior to the leave. However, if the employee's previous position no longer exists or if the Superintendent or Human Resources designee determines that placing the employee in the prior position is not in the District's best interest the employee shall be placed in a comparable position for which the employee is qualified. If the position was eliminated due to a staff reduction, the employee will have the rights outlined in the District's staff reduction policies and regulations.

Employees receiving long-term disability benefits must also be on a District approved leave for their absences to be excused.

*Adopted:*    ~~September 11, 2008~~

LEGAL REF.:    A.R.S. 15-502

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board           X           Action  
                           Discussion  
FROM: Dr. Susan J. Cook, Superintendent                            Information  
                           1st Reading  
DATE: July 11, 2013           X           2<sup>nd</sup> Reading

AGENDA ITEM: \*Second Reading and Adoption of Proposed Amended Board Policy JK – Student Discipline

INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel

PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGB; H.B. 2476; A.R.S. 15-843

**SUPPORTING DATA**

Funding Source: N/A  
Budgeted: N/A

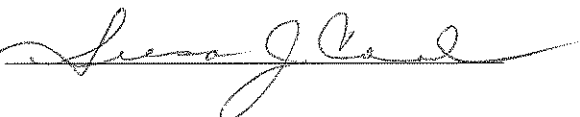
On June 27, 2013, the Governing Board voted to approve the First Reading of proposed amended Policy JK – Student Discipline. No additional revisions were requested. The Policy is now ready for final adoption. The revisions are noted in the attached proposed amended Policy JK – Student Discipline.

Also attached is Regulation JK-R – Student Discipline and Exhibit JK-EA – Student Discipline that include revisions consistent with the revisions to Policy JK – Student Discipline.

These recommended changes have been reviewed by District Legal Counsel.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the Second Reading and Adoption of Proposed Amended Board Policy JK – Student Discipline.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item \*II.K.

## STUDENT DISCIPLINE

The Superintendent shall recommend policies and develop procedures for the discipline of students that comply with A.R.S. 15-843. These policies and procedures will apply to all students traveling to, attending, and returning from school, and while visiting another school or at a school-sanctioned activity and may be imposed if the student's behavior affects the school order. When suspension or expulsion is involved, notice, hearing, and appeal procedures shall conform to applicable legal requirements.

The discipline, suspension and expulsion of students shall not be based on race, color, religion, gender, national origin or ancestry. A substantial or deliberate failure to comply with the prohibitions against race, color, religion, gender, national origin or ancestry may subject the District to the loss of funds imposed by A.R.S. 15-843.

The principal of each District school shall ensure that a copy of all rules pertaining to discipline, suspension, ~~and~~ expulsion and the provisions pertaining to confinement of pupils are distributed to each student's parents at the time the student enrolls in school each year.

### Temporary Removal

Teachers are authorized to temporarily remove a student from a class. A teacher may temporarily remove a student to the principal, or to a person designated by the school administrator, in accord with:

- Rules established for the referral of students.
- The conditions of A.R.S. 15-841, when applicable.

The Superintendent shall establish such rules as are necessary to implement the temporary removal procedure.

### Confinement

Under A.R.S. 15-843, the Superintendent shall ensure that disciplinary policies involving the confinement of pupils left alone in an enclosed space shall include the following:

- A process for prior written parental notification that confinement may be used for disciplinary purposes that is included in the pupil's enrollment packet or admission form.
- A process for written parental consent before confinement is allowed for any pupil in the School District. The policies shall provide for an exemption to prior written parental consent if a school principal or teacher determines that the pupil poses imminent physical harm to self or others. The school principal or teacher shall make reasonable attempts to notify the pupil's parent or guardian in writing by the end of the same day that confinement was used.

### Threatened an Educational Institution

*Threatened an educational institution* means to interfere with or disrupt an educational institution as found in A.R.S. 15-841 and 13-2911. A student who is determined to have threatened an educational institution shall be expelled from school for at least one (1) year except that the District may modify this expulsion requirement for a pupil on a case-by-case basis and may reassign a pupil subject to expulsion to an alternative education program if the pupil participates in mediation, community service, restitution or other programs in which the pupil takes responsibility for the results of the threat. The District may require the student's parent(s) to participate in mediation, community service, restitution or other programs with the student as a condition to the reassignment of the pupil to an alternative education program.

Information concerning a student's disciplinary record will be held in the strictest confidence.

Disciplinary actions taken will be recorded in an administrative log, and all types of suspensions or expulsions will be recorded in a separate file for each student.

*Adopted:* April 28, 2011

LEGAL REF.:     A.R.S.        13-403 et seq.  
   13-2911  
   15-341  
   15-342  
   15-841

15-842

15-843

15-844

CROSS REF.: JIC – Student Conduct  
JKA – Corporal Punishment  
JKD – Student Suspension  
JKE – Expulsion of Students

**REGULATION****REGULATION****STUDENT DISCIPLINE**

A student may be subject to disciplinary action when the student:

- Engages in conduct that is disorderly, i.e., intentionally causing public inconvenience, annoyance, or alarm, or recklessly creating a risk thereof, by:
  - Fighting or engaging in violent behavior.
  - Making unreasonable noise.
  - Using abusive or obscene language or gestures.
  - Obstructing vehicular or pedestrian traffic.
  - Creating a hazardous or physically offensive condition by any act that serves no legitimate purpose.
- Engages in conduct that is insubordinate, i.e., failing to comply with the lawful directions of a teacher, school administrator, or other school employee in charge of the student.
- Endangers the safety, morals, health, or welfare of others by any act, including but not limited to:
  - Selling, using, or possessing alcohol, drugs, or other controlled substances or drug paraphernalia.
  - Selling, using, or possessing weapons, fireworks, or other dangerous instruments or contraband.
  - Selling, using, or possessing obscene materials.
  - Using profane, vulgar, or abusive language (including ethnic slurs).
  - Gambling.
  - Hazing.
  - Engaging in lewd behavior.
- Engages in any of the following forms of academic misconduct:



**REGULATION****REGULATION**

- Lateness for, missing, or leaving school or class without permission or excuse.
- Cheating (including but not limited to copying, using unauthorized help sheets and the like, illegally obtaining tests in advance, substituting for a test-taker, and other forms of unauthorized collusion).
- Plagiarism.
- Engages in conduct violative of the Board's rules and regulations for the maintenance of public order on school property.
- Has a record of excessive absenteeism.
- Is believed to have or actually has committed a crime.

Reasonableness of use of physical force in self-defense, defense of others, and defense of property will be considered as a mitigating factor in determining penalties for misconduct. The threat or use of physical force by a student is not reasonable (i) when made in response to verbal provocation alone, (ii) when assistance from a school staff member is a reasonable alternative, or (iii) when the degree of physical force used is disproportionate to the circumstances or exceeds that necessary to avoid injury to oneself or to others or to preserve property at risk.

**Permissible Penalties**

The range of penalties that may be imposed for violations of student discipline rules include, but are not limited to, the following:

- Verbal warning.
- Written warning.
- Written notification to parents.
- Probation.
- Detention.
- Suspension from transportation.
- Suspension from intermural and/or intramural athletic participation.

**REGULATION****REGULATION**

- Suspension from social or extracurricular activities.
- Suspension of other privileges.
- Exclusion from a particular class.
- **Confinement with implementation of mandatory provisions.**
- In-school suspension/in-school placement.
- Intra-school transfer.
- In-school suspension.
- Involuntary transfer.
- Community service.
- Suspension.
- Alternative to Suspension Program.
- Expulsion.
- Alternative to Expulsion Program.

Depending upon the nature of the violation, student discipline may be progressive, i.e., generally, a student's first violation should merit a lighter penalty than subsequent violations. A District employee or agent should take into account all other relevant factors in determining an appropriate penalty. The above penalties may be imposed either alone or in combination.

**Confinement Mandatory Provisions**

**Prior written consent from a parent/guardian shall be acquired before confinement is used for disciplinary purposes for any pupil in the District, except when a school principal or teacher determines that the pupil poses imminent physical harm to self or others. When confinement is used, the principal or teacher shall make reasonable attempts to notify the pupil's parent or guardian in writing by the end of the same day that confinement was used.**

**REGULATION****REGULATION****Student Disciplinary Proceeding**

Each school will establish a procedure that at a minimum will provide the principal, or the designee of the school administrator, with documentation of the teacher's reason(s) for the temporary removal of a student from class.

***Refusal to readmit per A.R.S. 15-841:***

- Upon discussion, by the administrator with the teacher, of disciplinary action implemented in conjunction with a temporary removal in accord with the rules established by the Board, the teacher will be required to state an intent to readmit or refuse to readmit the removed student. If the teacher refuses to readmit the student, the reason shall be written by the teacher, explaining the conditions used to determine the removal, and shall be provided to the administrator by the next business day following the temporary removal:
- Either of the following conditions must exist for a temporary removal per A.R.S. 15-841.
  - The teacher has documented that the pupil has repeatedly interfered with the teacher's ability to communicate effectively with the other pupils in the class or with the ability of the other pupils to learn.
  - The teacher has determined that the pupil's behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the other pupils in the classroom or with the ability of the other pupils to learn.
- The matter will be referred to the school placement review committee (SPRC) constituted in accord with statute if the conditions are consistent with those stated in A.R.S. 15-841. Within three (3) business days following the date of temporary removal, the SPRC shall determine to either place the student in a new class or return the student to the existing class if that is the best or only practicable alternative.
- If the student is qualified for educational services under the Individuals with Disabilities Education Act (IDEA), any change in the student's individualized education program (IEP) shall be determined by the IEP team in accord with federal regulations.

Any teacher, administrator, Board member, parent, or other person may report a violation of student disciplinary rules to an administrator. The administrator will then make an

**REGULATION****REGULATION**

investigation of the charges as deemed appropriate and will institute appropriate proceedings.

This information for the maintenance of public order on school property will be publicized and explained to all students and provided in writing to parents as requested. In order to promote effectiveness of student discipline, the assistance of parents in enforcing rules for student discipline shall be invited and encouraged.

**Involving Staff Members**

The principal is responsible for involving staff members of the school in the development of a positive plan for student discipline. All staff members are responsible for implementing the plan of student discipline for the school.

**EXHIBIT****EXHIBIT****STUDENT DISCIPLINE**

Each principal shall establish and retain complete records of student disciplinary actions and procedures. Records regarding student disciplinary actions shall be retained for at least two (2) years after last attendance date.

The accounting for students subject to disciplinary action on discipline record card shall contain an entry of:

- The full name of the student.
- The racial/ethnic and sex designations of the student.
- The time, place, and date of the offense or offenses, or observed behavior
- Descriptions and dates of other offenses or observed behaviors if not previously reported.
- The names of witnesses or others involved.
- Specific measures taken by person or persons reporting the offense or offenses to effect an adjustment, including the specialized help secured before referral, such as conferences with parents, conferences with the principal, and conferences with other school personnel.
- The name and title of the person or persons reporting the offense or offenses.
- The alternatives, if any, that were considered prior to the imposition of the disciplinary action taken by the principal.
- The final disposition of the case.
- The name and title of the person or persons imposing the action or actions.

The kinds of disciplinary actions for which an accounting should be kept shall include, but not be limited to:

- Suspensions and/or expulsion.
- Corporal punishment

**EXHIBIT****EXHIBIT**

- Placement in work room or detention (for disciplinary reasons).
- Transfer to another school (for disciplinary reasons).
- **Confinement with implementation of mandatory provisions.**
- Referrals of cases to police and juvenile authorities.
- Others as required.

The school principal shall have the responsibility of maintaining the necessary discipline records to include:

- Discipline record card (each reported incident). Student discipline list (cumulative).
- Log of corporal punishments (each incident).
- Summary of corporal punishments: monthly report, retained by the principal; yearly summary, copy to the District office.
- Log of suspensions (cumulative).
- Summary of suspensions: monthly report, retained by the principal; yearly summary, copy to the District office.
- **Log of confinement with implementation of mandatory provisions.**
- **Summary of confinement with implementation of mandatory provisions; monthly report, retained by the principal; yearly summary, copy to the District office.**
- Log of expulsions and referrals to courts (cumulative).
- Log of Governing Board expulsions (each incident).

**EXHIBIT****EXHIBIT**

- Summary of expulsions: monthly report, retained by the principal; yearly summary, copy to the District office.
- Log of student withdrawals (cumulative).
- Summary of withdrawals: monthly report, retained by the principal; yearly summary, copy to the District office.
- Log of dropouts (cumulative): use only W5's as dropouts; use of this form is optional.

All monthly summary forms shall be completed at the close of each attendance month.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board \_\_\_\_\_ Action  
FROM: Dr. Susan J. Cook, Superintendent \_\_\_\_\_ Discussion  
DATE: July 11, 2013 \_\_\_\_\_ Information  
\_\_\_\_\_ 1st Reading  
\_\_\_\_\_ X \_\_\_\_\_ Public Hearing

AGENDA ITEM: Public Hearing - Adopted Expenditure Budget 2013-2014

INITIATED BY: David Velazquez, Director of Finance

SUBMITTED BY: Cathy Thompson, Director of Business Services

PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services; David Velazquez, Director of Finance

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, ARS 15-905.E

**SUPPORTING DATA**

Funding Source: Various  
Budgeted: Yes

Pursuant to A.R.S. 15-905.E, following a public budget hearing, the Governing Board shall adopt an annual expenditure budget. The action must take place no later than July 15, 2013.

The attached expenditure budget, which was proposed, approved and advertised, will be presented for adoption. The budget being submitted for adoption has been prepared utilizing school district budget forms provided by the Arizona Auditor General.

Items to be submitted to the Arizona Department of Education with the Adopted Expenditure Budget include the following:

- Expenditure Budget, Supplements, and Summary
- Budget Worksheets

In addition, each school district governing board that budgets expenditures for desegregation must also approve and submit the following forms for fiscal year 2013-2014:

- District-wide and school-by-school budget supplement
- Form for activity or magnet type programs
- Verification reporting requirement form

**SUMMARY AND RECOMMENDATION**

No action required.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item III.A.



WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
X Discussion  
FROM: Dr. Susan J. Cook, Superintendent Information  
1st Reading  
DATE: July 11, 2013  
AGENDA ITEM: Adopted Expenditure Budget 2013-2014  
INITIATED BY: David Velazquez, Director of Finance SUBMITTED BY: Cathy Thompson, Director of Business Services  
PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services; David Velazquez, Director of Finance  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, ARS 15-905.E

**SUPPORTING DATA**

Funding Source: Various  
Budgeted: Yes

Pursuant to A.R.S. 15-905.E, following a public budget hearing, the Governing Board shall adopt an annual expenditure budget. The action must take place no later than July 15, 2013.

The attached expenditure budget, which was proposed, approved and advertised, will be presented for adoption. The budget being submitted for adoption has been prepared utilizing school district budget forms provided by the Arizona Auditor General.

Items to be submitted to the Arizona Department of Education with the Adopted Expenditure Budget include the following:

- Expenditure Budget, Supplements, and Summary
- Budget Worksheets

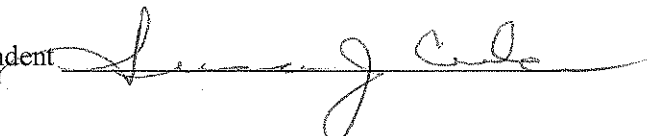
In addition, each school district governing board that budgets expenditures for desegregation must also approve and submit the following forms for fiscal year 2013-2014:

- District-wide and school-by-school budget supplement
- Form for activity or magnet type programs
- Verification reporting requirement form

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board adopt the 2013-2014 Proposed Budget, and approve and verify the Desegregation Budget Supplement and Verification Report.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item V.A.

## SUMMARY OF SCHOOL DISTRICT PROPOSED EXPENDITURE BUDGET

CTD NUMBER 070406000

VERSION Adopted

I certify that the Budget of Washington Elementary School District, Maricopa County for fiscal year 2014 was officially proposed by the Governing Board on June 27, 2013, and that the complete Proposed Expenditure Budget may be reviewed by contacting David Velazquez at the District Office, telephone 602-347-3506 during normal business hours.

\_\_\_\_\_  
Vice President of the Governing Board

1. Student Count			2. Tax Rates:			* Secondary rate applies only for voter-approved overrides and bonded indebtedness per A.R.S. §15-101(22) and Joint Technical Education Districts per A.R.S. §15-393(F).
	FY 2013 Current Yr. 2012 ADM	FY 2014 Budget Yr. 2013 ADM		Current FY	Estimated Budget FY	
Resident	20,824,000	21,144,370	Primary Rate	2.0401	3.0807	
Attending	20,827,630	21,174,320	Secondary Rate*	2.6746	2.9754	

3. The Maintenance and Operation, Classroom Site, and Unrestricted Capital Outlay budgets cannot exceed their respective budget limits.				
Maintenance & Operation	131,227,595	GBL	131,227,595	
Classroom Site	8,584,331	CSFBL	8,584,331	
Unrestricted Capital Outlay	7,376,243	UCBL	7,376,243	

MAINTENANCE AND OPERATION EXPENDITURES							
	Salaries and Benefits		Other		TOTAL		% Inc./(Decr.) from Current FY
	Current FY	Budget FY	Current FY	Budget FY	Current FY	Budget FY	
100 Regular Education							
1000 Classroom Instruction	41,941,270	43,856,859	1,034,014	785,110	42,975,284	44,641,969	3.9%
2000 Support Services							
2100 Students	2,834,635	2,600,513	47,314	233,989	2,881,949	2,834,502	-1.6%
2200 Instructional Staff	2,663,762	2,665,554	290,551	357,705	2,954,313	3,023,259	2.3%
2300, 2400, 2500 Administration	12,127,039	11,941,859	1,180,037	1,342,006	13,307,076	13,283,865	-0.2%
2600 Oper./Maint. of Plant	7,706,584	8,074,772	9,914,636	10,422,667	17,621,220	18,497,439	5.0%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	282,069	277,706	25,000	25,000	307,069	302,706	-1.4%
610 School-Sponsored Cocurric. Activities	0	0	0	0	0	0	0.0%
620 School-Sponsored Athletics	191,308	195,255	4,643	500	195,951	195,755	-0.1%
630, 700, 800, 900 Other Programs	0	0	0	0	0	0	0.0%
Regular Education Subsection Subtotal	67,746,667	69,612,518	12,496,195	13,166,977	80,242,862	82,779,495	3.2%
200 Special Education							
1000 Classroom Instruction	13,031,770	14,762,309	4,461,608	3,794,692	17,493,378	18,557,001	6.1%
2000 Support Services							
2100 Students	8,076,708	8,634,853	1,174,863	615,130	9,251,571	9,249,983	0.0%
2200 Instructional Staff	297,722	206,741	81,717	167,401	379,439	374,142	-1.4%
2300, 2400, 2500 Administration	0	0	0	0	0	0	0.0%
2600 Oper./Maint. of Plant	1,544	1,549	650	650	2,194	2,199	0.2%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	0	0	0	0	0	0	0.0%
Special Education Subsection Subtotal	21,407,744	23,605,452	5,718,838	4,577,873	27,126,582	28,183,325	3.9%
400 Pupil Transportation	5,487,660	5,666,331	1,943,622	1,885,400	7,431,282	7,551,731	1.6%
510 Desegregation	6,302,021	6,261,610	47,979	88,390	6,350,000	6,350,000	0.0%
520 Special K-3 Program Override	5,192,133	5,147,802	42,275	0	5,234,408	5,147,802	-1.7%
530 Dropout Prevention Programs	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	1,165,376	1,215,242	0	0	1,165,376	1,215,242	4.3%
TOTAL EXPENDITURES	107,301,601	111,508,955	20,248,909	19,718,640	127,550,510	131,227,595	2.9%

TOTAL EXPENDITURES BY FUND				
Fund	Budgeted Expenditures		\$ Increase/ (Decrease) from Current FY	% Increase/ (Decrease) from Current FY
	Current FY	Budget FY		
Maintenance & Operation	127,550,510	131,227,595	3,677,085	2.9%
Instructional Improvement	1,560,052	934,266	(625,786)	-40.1%
Structured English Immersion	0	0	0	0.0%
Compensatory Instruction	0	0	0	0.0%
Classroom Site	6,751,289	8,584,331	1,833,042	27.2%
Federal Projects	26,754,120	20,443,986	(6,310,134)	-23.6%
State Projects	721,462	800,488	79,026	11.0%
Unrestricted Capital Outlay	8,047,025	7,376,243	(670,782)	-8.3%
Soft Capital Allocation	2,086,173	0	(2,086,173)	-100.0%
Building Renewal	345,063	68,210	(276,853)	-80.2%
New School Facilities	0	0	0	0.0%
Adjacent Ways	480,000	16,000	(464,000)	-96.7%
Debt Service	15,802,618	16,300,000	497,382	3.1%
School Plant Funds	826,874	741,530	(85,344)	-10.3%
Auxiliary Operations	877,781	957,055	79,274	9.0%
Bond Building	57,671,241	37,299,682	(20,371,559)	-35.3%
Food Service	20,717,026	20,415,825	(301,201)	-1.5%
Other	52,518,749	51,638,268	(880,481)	-1.7%

M&O FUND SPECIAL EDUCATION PROGRAMS BY TYPE		
Program (A.R.S. §§15-761 and 15-903)	Current FY	Budget FY
Autism	3,578,429	4,058,010
Emotional Disability	2,469,874	2,508,965
Hearing Impairment	461,570	533,850
Other Health Impairments	1,012,817	980,108
Specific Learning Disability	3,265,473	3,113,765
Mild, Moderate or Severe Intellectual Disability	2,195,543	2,342,034
Multiple Disabilities	504,153	616,875
Multiple Disabilities with S.S.I.	502,416	512,119
Orthopedic Impairment	1,126,565	1,059,420
Developmental Delay	4,168,568	4,433,613
Preschool Severe Delay	504,902	478,519
Speech/Language Impairment	5,280,877	5,443,436
Traumatic Brain Injury	27,558	29,542
Visual Impairment	484,031	580,938
Subtotal	25,582,776	26,691,194
Gifted Education	1,361,788	1,309,260
Remedial Education	182,018	182,871
ELL Incremental Costs	0	0
ELL Compensatory Instruction	0	0
Vocational and Technological Education	0	0
Career Education	0	0
TOTAL	27,126,582	28,183,325

PROPOSED STAFFING SUMMARY		
Staff Type	FTE	Staff-Pupil Ratio
Certified --		
Superintendent, Principals,		
Other Administrators	57	1 to 371.5
Teachers	1,408	1 to 15.0
Other	24	1 to 882.3
Subtotal	1,489	1 to 14.2
Classified --		
Managers, Supervisors, Directors	148	1 to 143.1
Teachers Aides	544	1 to 38.9
Other	875	1 to 24.2
Subtotal	1,567	1 to 13.5
TOTAL	3,056	1 to 6.9
Special Education --		
Teacher	262	1 to 11.7
Staff	424	1 to 7.2

DISTRICT NAME Washington Elementary School DistrictCTD NUMBER 070406000VERSION Adopted

## FY 2014 Truth in Taxation Work Sheet (A.R.S. §15-905.01)

1.	FY 2014 Truth in Taxation Base Limit (from FY 2013 TNT work sheet, line 9 + line 20)	\$ <u>8,907,497</u>
2.	Deduction for discontinued programs	
3.	Adjusted FY 2014 TNT Base Limit	\$ <u><u>8,907,497</u></u>

**Primary Property Tax Rate  
Related to Budgeted  
Expenditures**

## FY 2014 Budgeted Expenditures

4.	Desegregation (from Districtwide Desegregation Budget page 2, line 44 and page 3, line 70)	\$ <u>6,350,000</u>	<u>0.0060</u>
5.	Dropout Prevention (from page 1, line 27)	<u>0</u>	<u>0.0000</u>
6.	Joint Career and Technical Education and Vocational Education Center (from Supplement page 1, line 20 and Supplement page 2, line 32)	<u>0</u>	<u>0.0000</u>
7.	Small School Adjustment (from page 7, line 4, columns A and B)	\$ <u>0</u>	<u>0.0000</u>

## Adjustments for FY 2013 Expenditures

8.	Desegregation, Dropout Prevention, and Joint Career and Technical Education and Vocational Education Center		
a.	FY 2013 Total Actual Expenditures for programs above	\$ <u>6,350,000</u>	
b.	Sum of FY 2013 original budget amounts for programs above (from FY 2013 TNT work sheet, lines 15 through 17)	<u>6,350,000</u>	
c.	Expenditures over/(under) original budget (line 8.a minus line 8.b)	\$ <u>0</u>	
9.	Small School Adjustment		
a.	FY 2013 final budget for Small School Adjustment	\$ <u>                    </u>	
b.	FY 2013 original budget for Small School Adjustment (from FY 2013 TNT work sheet, line 18)	<u>0</u>	
c.	Amount over/(under) budget for Small School Adjustment (line 9.a minus line 9.b)	\$ <u>0</u>	
10.	Total (add lines 4 through 7 and line 8.c. and line 9.c.)	\$ <u><u>6,350,000</u></u>	
11.	Excess over Truth in Taxation Limit (1) (Line 10 minus line 3. If negative, enter zero.)	\$ <u><u>0</u></u>	
12.	Amount to be Levied in FY 2014 for Adjacent Ways pursuant to A.R.S. §15-995 (1)	\$ <u>0</u>	<u>0.0000</u>
13.	Amount to be Levied in FY 2014 for Liabilities in Excess of the Budget pursuant to A.R.S. §15-907 (1)	\$ <u>0</u>	<u>0.0000</u>

## Calculations for Truth in Taxation Notice

A.	Sum of lines 11, 12, and 13	\$ <u>0</u>
B.1.	Current Assessed Value	\$ <u>1,056,047,862</u>
B.2.	(Line 3 divided by line B.1) x \$10,000	\$ <u>84.3475 (2)</u>
C.1.	Sum of lines 3, 11, 12, and 13	\$ <u>8,907,497</u>
C.2.	(Line C.1 divided by line B.1) x \$10,000	\$ <u>84.3475 (2)</u>

- (1) If an amount on line 11, 12, or 13 is greater than zero, the district must publish a Truth in Taxation Hearing Notice as described in A.R.S. §15-905.01.
- (2) \$10,000 is used in these calculations to determine the amounts to include on the truth in taxation hearing notice for a \$100,000 home; as property taxes on residential properties are levied at 10% of the assessed valuation per A.R.S. §42-15003.



FY 2014  
STATE OF ARIZONA  
SCHOOL DISTRICT ANNUAL EXPENDITURE BUDGET  
DISTRICTWIDE BUDGET

Adopted	Version
---------	---------

BY THE GOVERNING BOARD

We hereby certify that the Budget for the Fiscal Year 2014 was

Proposed	July 11, 2013
Adopted	
Revised	

Date \_\_\_\_\_

President	President
Vice President	Vice President
Member	Member
Member	Member
Member	Member

**SIGNED**

SIGNED

The budget file(s) for FY 2014 sent to the Arizona Department of Education, via the internet, on contain(s) the data for the budget described above.

Date \_\_\_\_\_

Superintendent Signature

Business Manager Signature

District Contact Employee;

David Velazquez

Telephone:

E-mail: david.velazquez@wvedschools.org

## REVENUES AND PROPERTY TAXATION (This section is not applicable to budget revisions)

- |    |  |    |             |
|----|--|----|-------------|
| 1. | Total Budgeted Revenues for Fiscal Year 2013                                 | \$ | 219,302,304 |
| 2. | Estimated Revenues by Source for Fiscal Year 2014 (excluding property taxes) |    |             |

local	1000	\$	25,009,257
intermediate	2000	\$	7,692,189
state	3000	\$	80,834,290
federal	4000	\$	35,096,124
<b>TOTAL</b>		\$	<b>148,631,860</b>

- ### 3. District Tax Rates for Current and Budget Fiscal Years (A.R.S. §15-903.D.4)

Est. Budget FY 2014

Primary Tax Rate:

Secondary Tax Rates:

M&amp;O Override

Special K-3 Program Override

Special Program Override

### Capital Override

### Class A Bonds

## Class Bonds

CELL

**Total Secondary Tax Rate**

- A. TOTAL AGGREGATE SCHOOL DISTRICT BUDGET LIMIT (A.R.S. §15-905.H)

1. General Budget Limit (from Budget, page 7, line 10)
2. Unrestricted Capital Budget Limit (from Budget, page 8, line A.12)
3. Line not used
4. Subtotal (line A.1 + A.2 + A.3)
5. Federal Projects (from Budget, page 6, line 18)
6. Title VIII-Impact Aid (from Budget, page 6, Federal Projects, line 16)
7. Total Aggregate School District Budget Limit (line A.4 + A.5 + A.6)

### B. BUDGETED EXPENDITURES

1. Maintenance and Operation (from Budget, page 1, line 30)
2. Unrestricted Capital Outlay (from Budget, page 4, line 10)

3. Line not used
4. Total Budget Subject to Budget Limits (line B.1 + B.2 + B.3)

(This line cannot exceed line A.4.)

\$	131,227,595
\$	7,376,243
\$	0
\$	138,603,838
\$	20,443,986
\$	0
\$	159,047,824
\$	131,227,595
\$	7,376,243
\$	0
\$	138,603,838

Expenditures	FTE		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ Decrease
	Current FY	Budget FY						Current FY 2013	Budget FY 2014	
100 Regular Education	833.38	840.71	32,184,440	11,672,419	107,162	677,948	0	42,975,284	44,641,969	3.9%
1000 Classroom Instruction										1.
2000 Support Services										
2100 Students	59.50	58.50	1,926,911	673,602	213,909	20,080	0	2,881,949	2,834,502	-1.6%
2200 Instructional Staff	37.31	58.81	1,973,387	692,167	325,301	32,396	8	2,954,313	3,023,239	2.3%
2300 General Administration	13.49	13.49	773,485	274,263	344,441	19,395	14,350	1,441,636	1,425,934	-1.1%
2400 School Administration	132.50	136.00	5,645,718	1,804,445	303,433	24,891	3,165	7,634,688	7,781,652	1.9%
2500 Central Services	57.01	56.01	2,635,816	808,132	479,366	104,335	48,430	4,230,752	4,076,279	-3.7%
2600 Operation & Maintenance of Plant	227.82	229.80	5,888,510	2,186,262	4,707,154	5,695,253	20,260	17,621,220	18,497,439	5.0%
2900 Other		0.00		0	0	0	0	0	0	0.0%
3000 Operation of Noninstructional Services	8.70	8.70	194,361	83,345	0	25,000	0	307,069	302,706	-1.4%
610 School-Sponsored Co-curricular Activities	0.00	0.00	0	0	0	0	0	0	0	0.0%
620 School-Sponsored Athletics	0.00	0.00	162,430	32,825	0	500	0	195,951	195,755	-0.1%
630, 700, 800, 900 Other Programs	0.00	0.00	0	0	0	0	0	0	0	0.0%
Regular Education Subtotal (lines 1-12)	1,389.71	1,402.02	51,385,058	18,227,460	6,480,766	6,599,998	86,213	80,242,862	82,779,495	3.2%
200 Special Education										13.
1000 Classroom Instruction	381.30	413.38	10,429,560	4,332,749	3,710,807	83,885	0	17,493,378	18,557,001	6.1%
2000 Support Services										14.
2100 Students	116.84	116.73	6,675,079	1,959,774	553,107	62,023	0	9,251,571	9,249,983	0.0%
2200 Instructional Staff	2.50	2.50	165,575	41,166	150,683	14,725	1,993	379,439	374,142	-1.4%
2300 General Administration	0.00	0.00	0	0	0	0	0	0	0	0.0%
2400 School Administration	0.00	0.00	0	0	0	0	0	0	0	0.0%
2500 Central Services	0.00	0.00	0	0	0	0	0	0	0	0.0%
2600 Operation & Maintenance of Plant	0.00	0.00	1,288	261	650	0	0	2,194	2,199	0.2%
2900 Other	0.00	0.00	0	0	0	0	0	0	0	0.0%
3000 Operation of Noninstructional Services	0.00	0.00	0	0	0	0	0	0	0	0.0%
Subtotal (lines 14-22)	500.64	532.61	17,271,502	6,333,950	4,415,247	160,633	1,993	27,126,582	28,183,325	3.9%
400 Pupil Transportation	176.64	176.14	3,837,710	1,828,621	419,800	1,461,100	4,500	7,431,282	7,551,731	1.6%
510 Desegregation (from Districtwide Desegregation Budget, page 2, line 44)	123.86	123.74	4,685,579	1,576,031	66,390	22,000	0	6,350,000	6,350,000	0.0%
520 Special K-3 Program Override (from Supplement, page 1, line 10)	100.90	99.00	3,878,622	1,269,180	0	0	0	5,234,408	5,147,802	-1.7%
530 Dropout Prevention Programs (from Supplement, page 1, line 20)	0.00	0.00	0	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center (from Supplement, page 1, line 20)	0.00	0.00	0	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	24.23	25.17	1,010,321	204,921	0	0	0	1,165,376	1,215,242	4.3%
Total Expenditures (lines 13, and 23-29) (Cannot exceed page 7, line 10)	2,315.98	2,358.68	82,068,792	29,440,163	11,382,203	8,243,731	92,706	127,550,510	131,227,595	2.9%

## SPECIAL EDUCATION PROGRAMS BY TYPE (M&amp;O Fund Program 200)

(A.R.S. §§15-761 and 15-903)

	Current FY	Budget FY
1. Autism	3,578,429	4,058,010
2. Emotional Disability	2,469,874	2,508,965
3. Hearing Impairment	461,570	533,850
4. Other Health Impairments	1,012,817	980,108
5. Specific Learning Disability	3,265,473	3,113,765
6. Mild, Moderate or Severe Intellectual Disability	2,195,543	2,342,034
7. Multiple Disabilities	504,153	616,875
8. Multiple Disabilities with Severe Sensory Impairment	502,416	512,119
9. Orthopedic Impairment	1,126,565	1,059,420
10. Developmental Delay	4,168,568	4,433,613
11. Preschool Severe Delay	504,902	478,519
12. Speech/Language Impairment	5,280,877	5,443,436
13. Traumatic Brain Injury	27,558	29,542
14. Visual Impairment	484,031	580,938
15. Subtotal (lines 1 through 14)	25,582,776	26,691,194
16. Gifted Education	1,361,788	1,309,260
17. Remedial Education	182,018	182,871
18. ELL Incremental Costs	0	0
19. ELL Compensatory Instruction	0	0
20. Vocational and Technological Education	0	0
21. Career Education	0	0
22. Total (lines 15 through 21. Must equal total of line 23, page 1)	27,126,582	28,183,325

## Proposed Ratios for Special Education

(A.R.S. §§15-903.E.1 and 15-764.A.5)

Teacher-Pupil 1 to 12  
Staff-Pupil 1 to 7

## Estimated FTE Certified Employees

(A.R.S. §§15-903.E.2)

Current FY	Budget FY
1,443.05	1,488.53

## Special Education Budgeted in SCA Fund

Current FY	Budget FY
12,207	0

Amount budgeted in SCA Fund for Special Education

(Only include programs listed in A.R.S. §15-761 (shown on lines 1-14 in the table to the left)

NOTE: Do not include SCA Fund amounts in the Current FY or Budget FY columns in the table to the left.

## Expenditures Budgeted for Audit Services

M&O Fund - Nonfederal	\$ 49,000
All Funds - Federal	0

## FY 2014 Performance Pay (A.R.S. §15-920)

Amount Budgeted in M&amp;O Fund for a Performance Pay Component

Do not report budgeted amounts for the Performance Pay Component of the Classroom Site Fund on this line.

Average Daily Membership	Resident	Attending
A. FY 2013 Average Daily Membership:	21,144.370	21,174.320
B. FY 2012 Average Daily Membership:	20,824.000	20,827.630

## Expenditures Budgeted in the M&amp;O Fund for Food Service

Amount budgeted in M&amp;O for Food Service (Fund 001, Function 3100)

(This amount will be used to determine district compliance with state matching requirements pursuant to Code of Federal Regulations (CFR) Title 7, §210.17(a))

\$	302,706
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## Estimated Transportation Revenues for FY 2014

Estimated transportation revenues (object code 1400) to be received

\$	30,000
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Expenditures	Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500 (1)	Supplies 6600	Interest on Short-Term Debt 6850	Current FY 2013	Budget FY 2014	% Increase/ Decrease
<b>Classroom Site Fund 011 - Base Salary</b>								
100 Regular Education						1,055,545	1,407,761	36.2%
1000 Classroom Instruction	1,170,506	257,455						1.
2100 Support Services - Students	24,260	4,522				28,558	29,182	2.2%
2200 Support Services - Instructional Staff	28,235	5,731				24,251	35,988	48.2%
Program 100 Subtotal (lines 1-3)	1,222,821	267,708				1,086,534	1,473,931	35.4%
200 Special Education								4.
1000 Classroom Instruction	233,892	47,457				221,826	281,349	26.8%
2100 Support Services - Students	12,123	2,660				14,583	14,583	0.0%
2200 Support Services - Instructional Staff	890	181				798	1,071	34.2%
Program 200 Subtotal (lines 5-7)	246,905	50,298				233,227	297,003	27.3%
Other Programs (Specify)								8.
1000 Classroom Instruction	0	0				0	0	0.0%
2100 Support Services - Students	0	0				0	0	0.0%
2200 Support Services - Instructional Staff	0	0				0	0	0.0%
Other Programs Subtotal (lines 9-11)	0	0				0	0	0.0%
Total Expenditures (lines 4, 8, and 12)	1,469,726	298,208				1,319,581	1,767,934	34.0%
<b>Classroom Site Fund 012 - Performance Pay</b>								13.
100 Regular Education								
1000 Classroom Instruction	1,775,606	360,270				1,811,801	2,135,876	17.9%
2100 Support Services - Students	30,907	6,271				41,057	37,178	-9.4%
2200 Support Services - Instructional Staff	86,559	17,559				77,593	104,098	33.6%
Program 100 Subtotal (lines 14-16)	1,893,072	384,100				1,930,451	2,277,152	17.9%
200 Special Education								17.
1000 Classroom Instruction	413,615	83,923				427,818	497,538	16.3%
2100 Support Services - Students	13,593	2,717				12,653	16,110	27.5%
2200 Support Services - Instructional Staff	1,030	209				1,239	1,239	0.0%
Program 200 Subtotal (lines 18-20)	428,238	86,849				441,504	514,887	16.6%
Other Programs (Specify)								21.
1000 Classroom Instruction	412,088	83,613				426,680	495,701	16.2%
2100 Support Services - Students	0	0				0	0	0.0%
2200 Support Services - Instructional Staff	1,545	314				2,652	1,859	-29.4%
Other Programs Subtotal (lines 22-24)	413,633	83,927				429,332	497,560	15.9%
Total Expenditures (lines 17, 21, and 25)	2,734,723	554,876				2,801,577	3,289,559	17.4%
<b>Classroom Site Fund 013 - Other</b>								26.
100 Regular Education								
1000 Classroom Instruction	2,334,609	473,692				2,060,016	2,808,301	36.3%
2100 Support Services - Students	48,386	9,820				56,921	58,216	2.3%
2200 Support Services - Instructional Staff	56,365	11,436				48,336	67,801	40.3%
Program 100 Subtotal (lines 27-29)	2,439,370	494,948				2,165,273	2,934,318	35.5%
200 Special Education								30.
1000 Classroom Instruction	466,584	94,670				442,136	561,254	26.9%
2100 Support Services - Students	24,188	4,907				21,133	29,090	37.7%
2200 Support Services - Instructional Staff	1,776	360				1,389	2,136	54.4%
Program 200 Subtotal (lines 31-33)	492,548	99,937				464,658	592,480	27.5%
550 Dropout Prevention Programs								34.
1000 Classroom Instruction	0	0				0	0	0.0%
Other Programs (Specify)								35.
1000 Classroom Instruction	0	0				0	0	0.0%
2100 Support Services - Students	0	0				0	0	0.0%
2200 Support Services - Instructional Staff	0	0				0	0	0.0%
Other Programs Subtotal (lines 36-37)	0	0				0	0	0.0%
Total Expenditures (lines 30, 34, 35, and 38)	2,931,913	594,885				2,630,131	3,526,798	34.1%
Total Classroom Site Funds (lines 13, 26, and 39)	7,136,362	1,447,969				6,751,289	8,584,331	27.2%

8584331



FUNDS 610 AND 625 UNRESTRICTED CAPITAL OUTLAY (UCO) AND SOFT CAPITAL ALLOCATION (SCA) FUNDS

Expenditures	Rentals 6440	Library Books, Textbooks, & Instructional Aids (2) 6641-6643	Property (2) 6700	Redemption of Principal (3) 6831, 6832	Interest (4) 6841, 6842, 6850	All Other Object Codes (UCO-type excluding 6900)	All Other Object Codes (M&O-type excluding 6900)	Totals		% Increase/ Decrease
								Current FY 2013	Budget FY 2014	
Unrestricted Capital Outlay Override (1)	0	0	0	0	0	0	0	0	0	0.0%
1000 Instruction	0	0	0	0	0	0	0	0	0	0.0%
2000 Support Services	0	1,762,068	1,726,372	0	0	0	0	2,485,438	3,488,440	40.4%
2100, 2200 Students and Instructional Staff	0	0	0	0	0	0	0	80,494	72,950	-9.4%
2300, 2400, 2500, 2900 Administration	0	0	0	0	0	0	0	506,758	506,739	0.0%
2600 Operation & Maintenance of Plant	0	0	506,739	0	0	0	0	490,120	493,745	0.7%
2700 Student Transportation	0	0	183,300	0	0	310,445	0	285,547	423,740	48.0%
3000 Operation of Noninstructional Services (5)	0	0	422,740	0	0	0	0	288,211	100,000	-65.3%
4000 Facilities Acquisition and Construction	0	0	100,000	0	0	1,712,189	0	3,644,809	1,712,189	-53.0%
5000 Debt Service	0	0	0	532,996	46,444	0	0	265,648	579,440	118.1%
Total Unrestricted Capital Outlay Fund (lines 2-9)	0	1,835,018	2,939,151	532,996	46,444	2,022,634	0	8,047,025	7,376,243	-8.3%
Soft Capital Allocation Fund 625										
1000 Instruction	0	0	0	0	0	0	0	1,583,218	0	-100.0%
2000 Support Services	0	0	0	0	0	0	0	53,770	0	-100.0%
2100, 2200 Students and Instructional Staff	0	0	0	0	0	0	0	0	0	0.0%
2300, 2400, 2500, 2900 Administration	0	0	0	0	0	0	0	0	0	0.0%
2600 Operation & Maintenance of Plant	0	0	0	0	0	0	0	0	0	0.0%
2700 Student Transportation	0	0	0	0	0	0	0	2,200	0	-100.0%
3000 Operation of Noninstructional Services (5)	0	0	0	0	0	0	0	0	0	0.0%
4000 Facilities Acquisition and Construction	0	0	0	0	0	0	0	0	0	0.0%
5000 Debt Service	0	0	0	0	0	0	0	446,985	0	-100.0%
Total Soft Capital Allocation Fund (lines 11-18)	0	0	0	0	0	0	0	2,086,173	0	-100.0%
Unrestricted Capital Outlay	0	0	0	0	0	0	0	100,000	0	0

(1) Amounts in the Unrestricted Capital Outlay Override line 1 above must be included in the appropriate individual line items for Fund 610 and in the Budget Year Total Column.

(2) Detail by object code:

Unrestricted Capital Outlay	Soft Capital Allocation
6641 Library Books	0
6642 Textbooks	0
6643 Instructional Aids	0
6731 Furniture and Equipment	0
6734 Vehicles	0
6737 Tech Hardware & Software	0

(3) Includes principal on Capital Equity Fund loans of

(4) Includes interest on Capital Equity Fund loans of

\$	-	principal on capital leases of	\$	532,996	, and principal on bonds of
\$	-	interest on capital leases of	\$	46,444	, and interest on bonds of

(5) Expenditures Budgeted in Unrestricted Capital Outlay (UCO) and Soft Capital Allocation (SCA) Funds for Food Service

Enter the amount budgeted in UCO and SCA for Food Service  
[Amounts will be used to determine district compliance with state matching requirements pursuant to CFR Title 7, §210.17(a)]

(6) Expenditures, if any, budgeted in the Unrestricted Capital Outlay Fund on lines 2-9 for the K-3 Reading Program as described in A.R.S. §15-211.

## OTHER FUNDS—REQUIRED CAPITAL EXPENDITURE DETAIL (A.R.S. §15-904.(B))

Expenditures	UNRESTRICTED CAPITAL OUTLAY Fund 610		BOND BUILDING Fund 630		BUILDING RENEWAL Fund 690		NEW SCHOOL FACILITIES Fund 695	
	Current FY	Budget FY	Current FY	Budget FY	Current FY	Budget FY	Current FY	Budget FY
<b>Total Fund Expenditures</b>	1. 8,047,025	7,376,243	57,671,241	37,299,682	345,063	68,210	0	0
Select Object Codes Detail (1)								
6150 Classified Salaries	2. 0	0		0		0		0
6200 Employee Benefits	3. 0	0		0		0		0
6450 Construction Services	4. 1,930,521	1,930,521		30,503,721		52,419		0
6710 Land and Improvements	5. 0	0		0		0		0
6720 Buildings and Improvements	6. 0	0		0		0		0
6731 Furniture and Equipment	7. 1,996,212	1,996,212		318,462		0		0
6734 Vehicles	8. 445,740	445,740		0		0		0
6737 Technology Hardware & Software	9. 497,199	497,199		609,000		0		0
6830 Redemption of Principal	10. 532,986	532,986		0		0		0
6842, 6850 Interest	11. 46,444	46,444		0		0		0
Total amounts reported on lines 2-11 above for:								
Renovation	12. 1,620,076	1,620,076		30,088,535		8,305		
New Construction	13. 92,113	92,113		447,649				0
Other	14. 3,736,923	3,736,923		894,999		44,114		0
<b>Total (lines 12-14)</b>	15. 5,449,112	5,449,112		31,431,183		52,419		0

(1) Lines 2-11 may not include all budgeted expenditures of the fund. Total budgeted expenditures for each fund should be included on Line 1.

## SPECIAL PROJECTS

## FEDERAL PROJECTS

1. 100-130 ESEA Title I - Helping Disadvantaged Children
2. 140-150 ESEA Title II - Prof. Dev. and Technology
3. 160 ESEA Title IV - 21st Century Schools
4. 170-180 ESEA Title V - Promote Informed Parent Choice
5. 190 ESEA Title III - Limited Eng. & Immigrant Students
6. 200 ESEA Title VII - Indian Education
7. 210 ESEA Title VI - Flexibility and Accountability
8. 220 IDEA Part B
9. 230 Johnson-O'Malley
10. 240 Workforce Investment Act
11. 250 AEA - Adult Education
12. 260-270 Vocational Education - Basic Grants
13. 280 ESEA Title X - Homeless Education
14. 290 Medicaid Reimbursement
15. 374 E-Rate
16. 378 Impact Aid
17. 300-399 Other Federal Projects (Besides E-Rate & Impact Aid)
18. Total Federal Project Funds (lines 1-17)

## STATE PROJECTS

19.	400 Vocational Education	
20.	410 Early Childhood Block Grant	
21.	420 Ext. School Yr. - Pupils with Disabilities	
22.	425 Adult Basic Education	
23.	430 Chemical Abuse Prevention Programs	
24.	435 Academic Contests	
25.	450 Gifted Education	
26.	455 Family Literacy Program	
27.	460 Environmental Special Plate	
28.	465-499 Other State Projects	
29.	Total State Project Funds (lines 19-28)	
30.	Total Special Projects (lines 18 and 29)	

## INSTRUCTIONAL IMPROVEMENT FUND (020)

1. Teacher Compensation Increases
2. Class Size Reduction
3. Dropout Prevention Programs (M&O purposes)
4. Instructional Improvement Programs (M&O purposes)
5. Total Instructional Improvement Fund (lines 1-4)

FTE	TOTAL ALL FUNCTIONS		
	Current FY	Budget FY	Budget FY
151.86	155.54	9,441,569	8,249,433
7.50	6.30	1,506,530	1,399,627
2.69	2.69	2,960,800	2,126,400
0.00	0.00	0	0
7.93	8.43	992,612	854,063
2.88	3.00	111,238	114,840
0.00	0.00	0	0
136.73	136.27	5,380,124	4,582,559
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
1.15	0.95	85,535	72,557
14.71	17.08	4,699,208	1,573,537
0.00	0.00	912,131	880,864
0.00	0.00	0	0
1.50	6.50	664,373	590,106
326.95	336.76	26,754,120	20,443,986
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
0.00	0.00	0	0
3.09	3.00	721,462	800,488
329.95	339.76	27,475,582	21,244,474

	Current FY	Budget FY
1.	0	0
2.	0	0
3.	1,560,052	934,266
4.	0	0
5.	1,560,052	934,266

1.	050 County, City, and Town Grants	
2.	071 Structured English Immersion (1)	
3.	072 Compensatory Instruction (1)	
4.	500 School Plant (Lease over 1 year) (2)	
5.	505 School Plant (Lease 1 year or less)	
6.	506 School Plant (Sale)	
7.	510 Food Service	
8.	515 Civic Center	
9.	520 Community School	
10.	525 Auxiliary Operations	
11.	526 Extracurricular Activities Fees Tax Credit	
12.	530 Gifts and Donations	
13.	535 Career & Tech. Ed. & Voc. Ed. Projects	
14.	540 Fingerprint	
15.	545 School Opening	
16.	550 Insurance Proceeds	
17.	555 Textbooks	
18.	565 Litigation Recovery	
19.	570 Indirect Costs	
20.	575 Unemployment Insurance	
21.	580 Teacherage	
22.	585 Insurance Refund	
23.	590 Grants and Gifts to Teachers	
24.	595 Advertisement	
25.	596 Joint Technical Education	
26.	620 Adjacent Ways	
27.	639 Impact Aid Revenue Bond Building	
28.	640 School Plant - Special Construction	
29.	650 Gifts and Donations-Capital	
30.	660 Condemnation	
31.	665 Energy and Water Savings	
32.	686 Emergency Deficiencies Correction	
33.	691 Building Renewal Grant	
34.	700 Debt Service	
35.	720 Impact Aid Revenue Bond Debt Service	
36.	750 Permanent	
37.	Other_850-St Activities, 902-Alt Fuel, 745-TA	

INTERNAL SERVICE FUNDS 950-989

1. 9 Self-Insurance (951,952,953)
2. 955 Intergovernmental Agreements
3. 9 OPEB
4. 954 Printing Svcs

(1) From Supplement, page 3, line 10 and line 20, respectively.

(2) Indicate amount budgeted in Fund 500 for M&O purposes

**CALCULATION OF FY 2014 GENERAL BUDGET LIMIT**  
(A.R.S. §15-947.C)

		<b>A. Maintenance and Operation</b>	<b>B. Unrestricted Capital Outlay</b>
1. (a) FY 2014 Revenue Control Limit (RCL) (from Work Sheet E, line VIII, or Work Sheet F, line III)	\$ <u>102,956,049</u>		
* (b) Plus Adjustment for Growth (1)			
* (c) Increase or (Decrease) in 03 District High School Tuition Payments (A.R.S. §15-905.J) (1)			
(d) Adjusted RCL	\$ <u>102,956,049</u>	\$ <u>102,956,049</u>	\$ <u>0</u>
2. (a) FY 2014 District Additional Assistance (DAA) (from Work Sheet H, lines VII.E.1 and VII.F.1)	\$ <u>10,149,825</u>		
* (b) DAA Reduction for State Budget Adjustments (from Work Sheet H, lines VII.E.2 and VII.F.2)	<u>6,270,359</u>		
(c) Adjusted DAA	\$ <u>3,879,466</u>	<u>2,406,230</u>	<u>1,473,236</u>
3. FY 2014 Override Authorization (A.R.S. §§15-481 and 15-482)			
* (a) Maintenance and Operation	<u>10,295,605</u>		
* (b) Unrestricted Capital Outlay			<u>0</u>
* (c) Special Program	<u>5,147,802</u>		<u>0</u>
*4. Small School Adjustment for Districts with a Student Count of 125 or less in K-8 or 100 or less in 9-12 (A.R.S. §15-949) (If phase-down applies, see Work Sheets K and K2)	<u>0</u>		
*5. Tuition Revenue (A.R.S. §§15-823 and 15-824)	<u>0</u>		
Local			
(a) Individuals and Other Private Sources	<u>0</u>		
(b) Other Arizona Districts	<u>0</u>		
(c) Out-of-State Districts and Other Governments	<u>0</u>		
State			
(d) Certificates of Educational Convenience (A.R.S. §§15-825, 15-825.01, and 15-825.02)	<u>70,000</u>		
*6. State Assistance (A.R.S. §15-976) and Special Ed. Voucher Payments Received (A.R.S. §15-1204)	<u>0</u>		
*7. Increase Authorized by County School Superintendent for Accommodation Schools (not to exceed Work Sheet S, line II.B.5) (A.R.S. §15-974.B)	<u>0</u>		
8. Budget Increase for:			
(a) Desegregation Expenditures (A.R.S. §15-910.G-K)	<u>6,350,000</u>		
* (b) Tuition Out Debt Service (from Work Sheet O, line 7) (A.R.S. §15-910.L)	<u>0</u>		
* (c) Budget Balance Carryforward (from Work Sheet M, line 12) (A.R.S. §15-943.01)	<u>4,001,909</u>		
(d) Dropout Prevention Programs (Laws 1992, Ch. 305, §32 and Laws 2000, Ch. 398, §2)	<u>0</u>		
* (e) Assistance for Education (A.R.S. §15-973.01) (1)	<u>0</u>		
(f) Registered Warrant or Tax Anticipation Note Interest Expense Incurred in FY 2012 (A.R.S. §15-910.M)	<u>0</u>		
* (g) Joint Career and Technical Education and Vocational Education Center (A.R.S. §15-910.01)	<u>0</u>		
* (h) FY 2013 Career Ladder Unexpended Budget Carryforward (from Work Sheet M, line 6.f) (A.R.S. §15-918.04.C)	<u>0</u>		
* (i) FY 2013 Optional Performance Incentive Program Unexpended Budget Carryforward (from Work Sheet M, line 6.g) (A.R.S. §15-919.04)	<u>0</u>		
* (j) FY 2013 Performance Pay Unexpended Budget Carryforward (from Work Sheet M, line 6.h) (A.R.S. §15-920)	<u>0</u>		
(k) Excessive Property Tax Valuation Judgments (A.R.S. §§42-16213 and 42-16214)	<u>0</u>		
* (l) Transportation Revenues for Attendance of Nonresident Pupils (A.R.S. §§15-923 and 15-947)	<u>0</u>		
*9. Adjustment to the General Budget Limit (A.R.S. §§15-272, 15-905.M, 15-910.02, and 15- 915) (Do not use this line as a subtotal) (2)	<u>0</u>		
10. FY 2014 General Budget Limit (column A, lines 1 through 9) (A.R.S. §15-905.F) (page 1, line 30 cannot exceed this amount)	\$ <u>131,227,595</u>		
11. Total Amount to be Used for Capital Expenditures (column B, lines 1 through 8) (A.R.S. §15-905.F) (to page 8, line A.11)			\$ <u>1,473,236</u>

\* Subject to adjustment prior to May 15 as allowed by A.R.S. Revisions are described in the instructions for these lines, as needed.

(1) For budget adoption, this line should be left blank.

(2) This line can be used to adjust the FY 2014 GBL for any of the following: (1) reductions for (a) exceeding the prior year(s) GBL, (b) exceeding the prior year(s) M&O section of the Budget, or (2) reductions or increases due to (a) transfers to/from the EWS Fund, (b) SCA Transfer or (c) other adjustments as notified by ADE.

**UNRESTRICTED CAPITAL BUDGET LIMIT, SOFT CAPITAL ALLOCATION LIMIT, AND CLASSROOM SITE FUND BUDGET LIMIT (A.R.S. §15-947.D and .E and A.R.S. §15-978)**

**CALCULATION OF UNRESTRICTED CAPITAL BUDGET LIMIT**

A. 1. FY 2013 Unrestricted Capital Budget Limit (UCBL) (from FY 2013 latest revised Budget, page 8, line A.12)	\$ 8,047,025
2. Total UCBL Adjustment for prior years as notified by ADE on BUDG75 report (For budget adoption, use zero.)	\$
3. Adjusted Amount Available for FY 2013 Capital Expenditures (line A.1 + A.2)	\$ 8,047,025
4. Amount Budgeted in Fund 610 in FY 2013 (from FY 2013 latest revised Budget, page 4, line 10)	\$ 8,047,025
5. Lesser of line A.3 or the sum of line A.4 and any positive adjustment on line A.2	\$ 8,047,025
6. FY 2013 Fund 610 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	\$ 3,371,337
7. Unexpended Budget Balance in Fund 610 (line A.5 minus A.6) If negative, use zero in calculation, but show negative amount here in parentheses.	\$ 4,675,688
8. Interest Earned in Fund 610 in FY 2013	\$
9. Monies deposited in Fund 610 from School Facilities Board for donated land (A.R.S. §15-2041.F)	\$ 0
10. Adjustment to UCBL for FY 2014 (A.R.S. §15-905.M) (1)	\$ 1,227,319
11. Amount to be Used for Capital Expenditures (from page 7, line 11)	\$ 1,473,236
12. FY 2014 Unrestricted Capital Budget Limit (lines A.7 through A.11) (2)	\$ 7,376,243

**CALCULATION OF SOFT CAPITAL ALLOCATION LIMIT**

B. 1. FY 2013 Soft Capital Allocation Limit (SCAL) (from FY 2013 latest revised Budget, page 8, line B.12)	\$ 2,086,173
2. Total SCAL Adjustment for prior years as notified by ADE on BUDG75 report (For budget adoption, use zero.)	\$
3. Adjusted FY 2013 SCAL (line B.1 + B.2)	\$ 2,086,173
4. Amount Budgeted in Fund 625 in FY 2013 (from FY 2013 latest revised Budget, page 4, line 19)	\$ 2,086,173
5. Lesser of line B.3 or the sum of line B.4 and any positive adjustment on line B.2	\$ 2,086,173
6. FY 2013 Fund 625 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	\$ 858,854
7. Unexpended Budget Balance in Fund 625 (line B.5 minus B.6) If negative, use zero in calculation, but show negative amount here in parentheses.	\$ 1,227,319
8. Interest Earned in Fund 625 in FY 2013	\$
9. Line not used	\$ 0
10. Line not used	\$ 0
11. Adjustment to SCAL for FY 2014 (A.R.S. §15-905.M) (3)	\$ (1,227,319)
12. FY 2014 Soft Capital Allocation Limit (Add lines B.7 through B.11) (4)	\$ 0

**CALCULATION OF CLASSROOM SITE FUND BUDGET LIMIT**

C. 1. FY 2013 Classroom Site Fund Budget Limit (from FY 2013 latest revised Budget, page 8, line C.7)	\$ 6,751,290
2. FY 2013 Classroom Site Fund Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	\$ 5,954,810
3. Unexpended Budget Balance in Classroom Site Fund (line C.1 minus C.2)	\$ 796,480
4. Interest Earned in the Classroom Site Fund in FY 2013	\$ 8,548
5. FY 2014 Classroom Site Fund Allocation (provided by ADE, based on \$310) (5)	\$ 7,779,303
6. Adjustments to FY 2014 Classroom Site Fund Budget Limit	\$ 0
7. FY 2014 Classroom Site Fund Budget Limit (Sum of lines C.3 through C.6) (6)	\$ 8,584,331

- (1) This line can be used to adjust the FY 2014 UCBL for any of the following: (1) reductions for (a) exceeding the prior year(s) UCBL or (b) exceeding the prior year(s) UCO section of the Budget, or (2) increases due to greater than anticipated growth from FY 2013, or SCA Transfer, or (3) reductions or increases due to other adjustments as notified by ADE.
- (2) The amount budgeted on page 4, line 10 cannot exceed this amount.
- (3) This line can be used to record the SCA Transfer of capacity to the M&O and/or UCO Funds and reductions or increases due to other adjustments as notified by ADE.
- (4) The amount budgeted on page 4, line 19 cannot exceed this amount.
- (5) In accordance with A.R.S. §15-977(G)(1), the per pupil amount is calculated based on estimated available resources in the Classroom Site Fund for the budget year and adjusted for prior year revenue carryforwards or shortfalls. However, actual payments to districts may differ from the estimated per pupil Classroom Site Fund allocation.
- (6) The sum of the amounts budgeted on page 3, line 40 and footnote (1) on that page, cannot exceed this amount.

Use the table below to calculate the amounts for Page 8, section C. These calculations need not be printed as an official part of the budget forms.

	Fund 011	Fund 012	Fund 013	Payments to Charter Schools	Total Fund 010
1. FY 2013 Classroom Site Fund Budget Limit (from FY 2013 latest revised Budget, page 8, line 7 of the table)	1,319,581	2,801,577	2,630,132	0	6,751,290
2. FY 2013 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	1,109,119	2,627,449	2,218,242		5,954,810
3. Unexpended Budget Balance (line 1 minus 2)	210,462	174,128	411,890	0	796,480
4. Interest Earned in FY 2013	1,611	3,749	3,188		8,548
5. FY 2014 Classroom Site Fund Allocation (provided by ADE, based on \$310) Enter the total allocation in the Total Fund 010 column. Funds 011, 012, and 013 will automatically calculate.	1,555,861	3,111,722	3,111,722		7,779,303
6. Adjustments to FY 2014 Classroom Site Fund Budget Limit *					0
7. FY 2014 Classroom Site Fund Budget Limit (Sum of lines 3 through 6) **	1,767,934	3,289,599	3,526,800	0	8,584,331

\* This line may be used to recapture lost CSF budget capacity that resulted from underbudgeting in prior fiscal years.

\*\* The amounts budgeted on page 3, lines 13, 26, 39, and footnote (1) should not exceed the amounts on this line.

FY 2014  
STATE OF ARIZONA



SUPPLEMENT  
TO  
SCHOOL DISTRICT ANNUAL EXPENDITURE BUDGET  
FOR DISTRICTS THAT BUDGET FOR:  
SPECIAL K-3 PROGRAM OVERRIDE (A.R.S. §15-903.D and Laws 2010, Ch. 179, §4)  
JOINT CAREER AND TECHNICAL EDUCATION AND VOCATIONAL EDUCATION CENTER (A.R.S. §15-910.01)  
ENGLISH LANGUAGE LEARNERS (A.R.S. §§15-756.04 and 15-756.11)

M&O Fund Supplement Expenditures	FTE		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ Decrease
	Current FY	Budget FY						Current FY 2013	Budget FY 2014	
520 Special K-3 Program Override										
1000 Classroom Instruction	100.90	99.00	3,878,622	1,269,180				5,234,408	5,147,802	-1.7%
2000 Support Services										
2100 Students	0.00	0.00	0					0	0	0.0%
2200 Instructional Staff	0.00	0.00						0	0	0.0%
2300 General Administration	0.00	0.00						0	0	0.0%
2400 School Administration	0.00	0.00						0	0	0.0%
2500 Central Services	0.00	0.00						0	0	0.0%
2600 Operation & Maintenance of Plant	0.00	0.00						0	0	0.0%
2900 Other	0.00	0.00						0	0	0.0%
3000 Operation of Noninstructional Services	0.00	0.00						0	0	0.0%
Subtotal (lines 1-9) (to Budget, page 1, line 26)	100.90	99.00	3,878,622	1,269,180	0	0	0	5,234,408	5,147,802	-1.7%
540 Joint Career and Technical Education & Vocational Education Center										
1000 Classroom Instruction	0.00								0	0.0%
2000 Support Services										
2100 Students	0.00								0	0.0%
2200 Instructional Staff	0.00								0	0.0%
2300 General Administration	0.00								0	0.0%
2400 School Administration	0.00								0	0.0%
2500 Central Services	0.00								0	0.0%
2600 Operation & Maintenance of Plant	0.00								0	0.0%
2900 Other	0.00								0	0.0%
3000 Operation of Noninstructional Services	0.00								0	0.0%
Subtotal (lines 11-19) (to Budget, page 1, line 28)	0.00	0.00	0	0	0	0	0	0	0	0.0%



DISTRICT NAME		Washington Elementary School District		COUNTY	Maricopa		CTD NUMBER	070406000		VERSION	Adopted
Unrestricted Capital Outlay Fund Supplement		Rentals 6440	Library Books, Textbooks, & Instructional Aids 6641-6643	Property 6700	Redemption of Principal 6831, 6832	Interest 6841, 6842, 6850	All Other Object Codes (excluding 6900)	Totals		% Increase/ Decrease	
Expenditures								Current FY 2013	Budget FY 2014		
520 Special K-3 Program Override											
1000 Classroom Instruction		21.						0	0	0.0% 21.	
2000 Support Services		22.						0	0	0.0% 22.	
3000 Operation of Noninstructional Services		23.						0	0	0.0% 23.	
4000 Facilities Acquisition & Construction		24.						0	0	0.0% 24.	
5000 Debt Service		25.						0	0	0.0% 25.	
Subtotal (lines 21-25)		26.	0	0	0	0	0	0	0	0.0% 26.	
540 Joint Career and Technical Education & Vocational Education Center											
1000 Classroom Instruction		27.						0	0	0.0% 27.	
2000 Support Services		28.						0	0	0.0% 28.	
3000 Operation of Noninstructional Services		29.						0	0	0.0% 29.	
4000 Facilities Acquisition & Construction		30.						0	0	0.0% 30.	
5000 Debt Service		31.						0	0	0.0% 31.	
Subtotal (lines 27-31)		32.	0	0	0	0	0	0	0	0.0% 32.	
Total (lines 26 & 32) (Include in Fund 610 Budget, page 4, lines 2-9)		33.	0	0	0	0	0	0	0	0.0% 33.	

Rev. 6/13-FY 2014

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English Language Learners Supplement	FTE		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Property 6700	Other 6800	Totals		% Increase/ Decrease
	Current FY	Budget FY							Current FY 2013	Budget FY 2014	
<b>Expenditures</b>											
<b>Structured English Immersion Fund 071</b>											
1000 Classroom Instruction	0.00								0	0	0.0%
2000 Support Services											
2100 Students											
2200 Instructional Staff	0.00								0	0	0.0%
2300 General Administration	0.00								0	0	0.0%
2400 School Administration	0.00								0	0	0.0%
2500 Central Services	0.00								0	0	0.0%
2600 Operation & Maintenance of Plant	0.00								0	0	0.0%
2700 Student Transportation	0.00								0	0	0.0%
2900 Other	0.00								0	0	0.0%
<b>Total (lines 1-9) (to Budget, page 6, Other Funds, line 2)</b>	0.00	0.00	0	0	0	0	0	0	0	0	0.0%
<b>Compensatory Instruction Fund 072</b>											
1000 Classroom Instruction	0.00								0	0	0.0%
2000 Support Services											
2100 Students											
2200 Instructional Staff	0.00								0	0	0.0%
2300 General Administration	0.00								0	0	0.0%
2400 School Administration	0.00								0	0	0.0%
2500 Central Services	0.00								0	0	0.0%
2600 Operation & Maintenance of Plant	0.00								0	0	0.0%
2700 Student Transportation	0.00								0	0	0.0%
2900 Other	0.00								0	0	0.0%
<b>Total (lines 11-19) (to Budget, page 6, Other Funds, line 3)</b>	0.00	0.00	0	0	0	0	0	0	0	0	0.0%

## Districtwide Desegregation Budget, Fiscal Year 2014 [A.R.S. §15-910(J) and (K)]

Expenditures	FTE		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ Decrease
	Current FY	Budget FY						Current FY	Budget FY	
<b>Maintenance and Operation (M&amp;O) Fund</b>										
<b>511 Desegregation - Regular Education</b>										
1000 Classroom Instruction	36.86	35.49	1,144,812	412,212	0	11,500	0	1,608,419	1,568,524	-2.5% 1.
2000 Support Services										
2100 Students	0.00	0.00	0	0	9,400	0	0	92,323	9,400	-89.8% 2.
2200 Instructional Staff	5.00	5.25	270,745	81,431	8,945	10,500	0	309,951	371,621	19.9% 3.
2300 General Administration	0.00	0.00	0	0	0	0	0	0	0	0.0% 4.
2400 School Administration	0.00	0.00	0	0	0	0	0	0	0	0.0% 5.
2500 Central Services	0.00	0.00	0	0	0	0	0	3,000	0	-100.0% 6.
2600 Operation & Maintenance of Plant	0.00	0.00	0	0	0	0	0	0	0	0.0% 7.
2900 Other	0.00	0.00	0	0	0	0	0	0	0	0.0% 8.
3000 Operation of Noninstructional Services	0.00	0.00	0	0	0	0	0	0	0	0.0% 9.
Subtotal (lines 1-9)	41.86	40.74	1,415,557	493,643	18,345	22,000	0	2,013,693	1,949,545	-3.2% 10.
<b>512 Desegregation - Special Education</b>										
1000 Classroom Instruction	0.00	0.00	0	0	0	0	0	0	0	0.0% 11.
2000 Support Services										
2100 Students	0.00	0.00	0	0	0	0	0	0	0	0.0% 12.
2200 Instructional Staff	0.00	0.00	0	0	0	0	0	0	0	0.0% 13.
2300 General Administration	0.00	0.00	0	0	0	0	0	0	0	0.0% 14.
2400 School Administration	0.00	0.00	0	0	0	0	0	0	0	0.0% 15.
2500 Central Services	0.00	0.00	0	0	0	0	0	0	0	0.0% 16.
2600 Operation & Maintenance of Plant	0.00	0.00	0	0	0	0	0	0	0	0.0% 17.
2900 Other	0.00	0.00	0	0	0	0	0	0	0	0.0% 18.
3000 Operation of Noninstructional Services	0.00	0.00	0	0	0	0	0	0	0	0.0% 19.
Subtotal (lines 11-19)	0.00	0.00	0	0	0	0	0	0	0	0.0% 20.
<b>513 Desegregation - Pupil Transportation</b>										
514 Desegregation - E.L. Incremental Costs										
1000 Classroom Instruction	82.00	83.00	3,270,022	1,082,388	48,045	0	0	4,336,307	4,400,455	1.5% 22.
2000 Support Services										
2100 Students	0.00	0.00	0	0	0	0	0	0	0	0.0% 23.
2200 Instructional Staff	0.00	0.00	0	0	0	0	0	0	0	0.0% 24.
2300 General Administration	0.00	0.00	0	0	0	0	0	0	0	0.0% 25.
2400 School Administration	0.00	0.00	0	0	0	0	0	0	0	0.0% 26.
2500 Central Services	0.00	0.00	0	0	0	0	0	0	0	0.0% 27.
2600 Operation & Maintenance of Plant	0.00	0.00	0	0	0	0	0	0	0	0.0% 28.
2700 Student Transportation	0.00	0.00	0	0	0	0	0	0	0	0.0% 29.
2900 Other	0.00	0.00	0	0	0	0	0	0	0	0.0% 30.
3000 Operation of Noninstructional Services	0.00	0.00	0	0	0	0	0	0	0	0.0% 31.
Subtotal (lines 22-31)	82.00	83.00	3,270,022	1,082,388	48,045	0	0	4,336,307	4,400,455	1.5% 32.

## Districtwide Desegregation Budget, Fiscal Year 2014 [A.R.S. §15-910(j) and (k)]

M&O Fund (Concluded)	FTE	Current FY		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ Decrease
		FY	Budget FY						Current FY	Budget FY	
<b>Expenditures</b>											
515 Desegregation - ELL Compensatory Instruction											
1000 Classroom Instruction	33	0.00	0.00	0	0	0	0	0	0	0	0.0%
2000 Support Services											
2100 Students	34	0.00	0.00	0	0	0	0	0	0	0	0.0%
2200 Instructional Staff	35	0.00	0.00	0	0	0	0	0	0	0	0.0%
2300 General Administration	36	0.00	0.00	0	0	0	0	0	0	0	0.0%
2400 School Administration	37	0.00	0.00	0	0	0	0	0	0	0	0.0%
2500 Central Services	38	0.00	0.00	0	0	0	0	0	0	0	0.0%
2600 Operation & Maintenance of Plant	39	0.00	0.00	0	0	0	0	0	0	0	0.0%
2700 Student Transportation	40	0.00	0.00	0	0	0	0	0	0	0	0.0%
2900 Other	41	0.00	0.00	0	0	0	0	0	0	0	0.0%
3000 Operation of Noninstructional Services	42	0.00	0.00	0	0	0	0	0	0	0	0.0%
Subtotal (lines 33-42)	43	0.00	0.00	0	0	0	0	0	0	0	0.0%
<b>Total M&amp;O Fund Desegregation (lines 10, 20, 21, 32, &amp; 43) (to Budget, page 1, line 25) (1)</b>	44	123.86	123.74	4,685,579	1,576,031	66,390	22,000	0	6,350,000	6,350,000	0.0%

(1) In accordance with A.R.S. §15-910(K), the total amount budgeted for desegregation expenditures in the M&O, UCO, and IA Funds cannot exceed the amount budgeted in FY 2009.

## Desegregation Revenues A.R.S. §15-910(J)(3)(a), (h) &amp; (i):

Tax Levy:	\$ 6,350,000
Other (description):	\$
Other (description):	\$
Other (description):	\$

## Employees needed to conduct Desegregation activities

Teachers	Administrators	Others	Total
103	-	21	124

2. The initial date that the school district began to levy property taxes to provide funding for desegregation expenses, A.R.S. §15-910(J) (3)(d) 1997-1998

1. The date that the school district was determined to be out of compliance with Title VI of the Civil Rights Act of 1964 (42 United States Code Section 2000d) and the basis for that determination, A.R.S. §15-910(J)(3)(c)

10/31/1986

3. An estimate of when the school district will be in compliance with the court order or administrative agreement, A.R.S. §15-910(J)(3)(e) SEE BELOW

The district has been in compliance since the implementation of the administrative agreements.

## Districtwide Desegregation Budget, Fiscal Year 2014 [A.R.S. §15-910(J) and (K)]

Unrestricted Capital Outlay (UCO) Fund Expenditures	Rentals 6440	Library Books, Textbooks, & Instructional Aids 6641-6643	Property 6700	Redemption of Principal 6832	Interest 6842, 6850	All Other Object Codes (excluding 6900)	Totals		% Increase/ Decrease
							Current FY	Budget FY	
<b>511 Desegregation - Regular Education</b>									
1000 Classroom Instruction							0	0	0.0%
2000 Support Services							0	0	0.0%
3000 Operation of Noninstructional Services							0	0	0.0%
4000 Facilities Acquisition & Construction							0	0	0.0%
5000 Debt Service							0	0	0.0%
Subtotal (lines 45-49)	0	0	0	0	0	0	0	0	0.0%
<b>512 Desegregation - Special Education</b>									
1000 Classroom Instruction							0	0	0.0%
2000 Support Services							0	0	0.0%
3000 Operation of Noninstructional Services							0	0	0.0%
4000 Facilities Acquisition & Construction							0	0	0.0%
5000 Debt Service							0	0	0.0%
Subtotal (lines 51-55)	0	0	0	0	0	0	0	0	0.0%
<b>513 Desegregation - Pupil Transportation</b>									
<b>514 Desegregation - ELL Incremental Costs</b>									
1000 Classroom Instruction									
2000 Support Services									
3000 Operation of Noninstructional Services									
4000 Facilities Acquisition & Construction									
5000 Debt Service									
Subtotal (lines 58-62)									
<b>515 Desegregation - ELL Compensatory Instruction</b>									
1000 Classroom Instruction							0	0	0.0%
2000 Support Services							0	0	0.0%
3000 Operation of Noninstructional Services							0	0	0.0%
4000 Facilities Acquisition & Construction							0	0	0.0%
5000 Debt Service							0	0	0.0%
Subtotal (lines 64-68)	0	0	0	0	0	0	0	0	0.0%
<b>Total UCO Fund Desegregation (lines 50, 56, 57, 63, &amp; 69) (Include in Fund 610 Budget page 4, lines 2-9) (2)</b>	0	0	0	0	0	0	0	0	0.0%

(2) In accordance with A.R.S. §15-910(K), the total amount budgeted for desegregation expenditures in the M&amp;O, UCO, and IA Funds cannot exceed the amount budgeted in FY 2009.



**BUDGET WORK SHEETS  
FOR FISCAL YEAR 2014**

	WORK SHEET TITLE	PAGE
A.	Adjustment for Tuition Loss and Student Revenue Loss Phase-Down (Optional).	1
B.	Support Level Weights and PSD-12 Weighted Student Counts.	2
C.	Base Support Level and Base Revenue Control Limit	3
C2.	Weighted Student Count: AOI Students	4
D.	Transportation Support Level and Transportation Revenue Control Limit	5
E.	District Support Level and Revenue Control Limit	6
F.	Consolidation/Unification Assistance.	6
G.	District Additional Assistance High School Student Count (Type 03)	6
H.	District Additional Assistance	7
J.	Equalization Base and Assistance	8
K.	Small School Adjustment Phase Down Limit	9
K2.	Maximum Small School Adjustment Override	10
L.	Impact Aid Fund (ESEA, Title VIII)	11
M.	Maintenance and Operation Fund Budget Balance Carryforward	12
O.	Tuition Out for High School Students	13
S.	Equalization Assistance for an Accommodation School	14

**B. WORK SHEET FOR FY 2014 SUPPORT LEVEL WEIGHTS AND PSD-12 WEIGHTED STUDENT COUNTS**  
(A.R.S. §15-943)

A. Unweighted Student Count	K-8	9-12
1. FY 2014 Non-AOI Student Count	21,036.852	
2. FY 2014 AOI Full-Time Student Count	+ 0.000	+ 0.000
3. FY 2014 AOI Part-Time Student Count	+ 0.000	+ 0.000
4. Subtotal (lines A.1 through A.3)	= 21,036.852	= 0.000
5. District Sponsored Charter School Estimated ADM	+ 360.000	+ 0.000
6. Total Student Count	= 21,396.852	= 0.000

B. Use student count from line A.4 to determine weight.	SUPPORT LEVEL WEIGHTS FOR DISTRICTS			
	DESIGNATED AS ISOLATED		NOT DESIGNATED AS ISOLATED	
	K-8	9-12	K-8	9-12
Student Count 0.001-99.999 Support Level Weight	1.559	1.669	1.399	1.559
Student Count 100.000-499.999				
Student Count Constant	500.000	500.000	500.000	500.000
FY 2014 Student Count	-			
Difference	=			
Weight Adjustment Factor	x 0.0005	0.0005	0.0003	0.0004
Support Level Weight Increase	=			
Support Level Weight	+ 1.358	1.468	1.278	1.398
FY 2014 Adjusted Support Level Weight	=			
Student Count 500.000-599.999				
Student Count Constant	600.000	600.000	600.000	600.000
FY 2014 Student Count	-			
Difference	=			
Weight Adjustment Factor	x 0.0020	0.0020	0.0012	0.0013
Support Level Weight Increase	=			
Support Level Weight	+ 1.158	1.268	1.158	1.268
FY 2014 Adjusted Support Level Weight	=			
Student Count 600.00 or More			1.158	1.268
Support Level Weight				
Joint Technical Education District				
Support Level Weight (A.R.S. §15-943.02)				1.339

**C. PSD-12 WEIGHTED STUDENT COUNT**

	Non-AOI Student Count	AOI Full-Time Student Count	AOI Part-Time Student Count	Support Level Weight	Non-AOI Weighted Student Count	AOI Full-Time Weighted Student Count	AOI Part-Time Weighted Student Count
1. PSD	218.601			x 1.450	= 316.971		
2. District (from line A.1, A.2, or A.3)							
a. K-8	21,036.852	0.000	0.000	x 1.158	= 24,360.675	0.000	0.000
b. 9-12	0.000	0.000	0.000	x 1.268	= 0.000	0.000	0.000
3. Charter School (from line A.5)							
a. K-8	360.000			x 1.158	= 416.880		
b. 9-12	0.000			x 1.268	= 0.000		
4. Total							
a. K-8 (C.2.a + C.3.a)	21,396.852	0.000	0.000		24,777.555	0.000	0.000
b. 9-12 (C.2.b + C.3.b)	0.000	0.000	0.000		0.000	0.000	0.000
5. Total Student Count (C.1 + C.4.a + C.4.b)	21,615.453	0.000	0.000		25,094.526	0.000	0.000

**C. WORK SHEET FOR FY 2014 BASE SUPPORT LEVEL (BSL) AND BASE REVENUE CONTROL LIMIT (BRCL)**

(A.R.S. §15-808, as amended by Laws 2013, 1st S.S., Ch. 3, §13, §15-943 and 15-944.E)

**WEIGHTED STUDENT COUNT****I. A. FY 2014 Non-AOI Student Count (from Work Sheet B, line C.5)****B. Student Count Add-ons**

1. Hearing Impairment
2. K-3
3. K-3 Reading (1)
4. English Learners (ELL)
5. MD-R, A-R, and SID-R
6. MD-SC, A-SC, and SID-SC
7. Multiple Disabilities Severe Sensory Impairment
8. Orthopedic Impairment (Resource)
9. Orthopedic Impairment (Self Contained)
10. Preschool-Severe Delay
11. DD, ED, MHD, SLD, SLI, & OHI
12. Emotional Disability (Private)
13. Moderate Intellectual Disability
14. Visual Impairment
15. Total Add-on Count (I.B.1 through I.B.14)

**II. FY 2014 Non-AOI Weighted Student Count**

Non-AOI Student Count	x	Support Level Weight	=	Non-AOI Weighted Student Count
21,615.453				25,094.526

49.060	x	4.771	=	234.065
9,017.477	x	0.060	=	541.049
9,017.477	x	0.040	=	360.699
2,800.000	x	0.115	=	322.000
58.164	x	6.024	=	350.380
149.301	x	5.833	=	870.873
25.285	x	7.947	=	200.940
4.950	x	3.158	=	15.632
33.660	x	6.773	=	227.979
64.840	x	3.595	=	233.100
2,539.929	x	0.003	=	7.620
38.180	x	4.822	=	184.104
82.950	x	4.421	=	366.722
15.257	x	4.806	=	73.325
23,896.530				3,988.488
				29,083.014
				(IA + I.B.15, this column)

**III. FY 2014 AOI FT Weighted Student Count (from Work Sheet C2, line II)****IV. FY 2014 AOI PT Weighted Student Count (from Work Sheet C2, line IV)**

AOI Weighted Student Count	x	Funding Ratio	=	Adjusted AOI Weighted Student Count
0.000	x	95%	=	0.000
0.000	x	85%	=	0.000

**CALCULATION OF FY 2014 BSL AND BRCL****V. Total Weighted Student Count (line II + III + IV)****VI. A. Base Level Amount \$3,326.54 - To include Teacher Compensation, use Base Level of \$3,368.12**

For Career Ladder and Optional Performance Incentive Program districts, add increase of

% approved by the district governing board (A.R.S. §§15-918, 15-918.04, 15-919 and 15-919.04) (2)

**B. Increase for 200 Days of Instruction (line VI.A x 5%) (A.R.S. §15-902.04)****C. Adjusted FY 2014 Base Level Amount (line VI.A + VI.B) (to Work Sheet K, line I.G and II.G)****VII. Result (line V x VI.C)****VIII. Teacher Experience Index (TEI) (If actual TEI is less than 1.0000 use 1.0000)****IX. Result (line VII x VIII)****X. Increase for Tuition Loss Adjustment (from all copies of Work Sheet A, line I.I)****XI. Increase for Student Revenue Loss Phase-Down (from Work Sheet A, line II)****XII. Increase for Career Ladder [A.R.S. §15-918.04(A)(5)] (2)****XIII. FY 2012 Nonfederal Audit Service Actual Expenditures (3) \$ 46,770.00 x 1.00 = 46,770.00****XIV. Decreases for Charter School Federal and State Monies Received****XV. Decrease for Charter School Nonparticipation Adjustment****XVI. Other Reductions: (For FY 2014 this amount is zero, unless otherwise notified by ADE)****XVII. FY 2014 BSL and BRCL (sum lines IX through XIII minus lines XIV through XVI) (to Work Sheet E, line I)**

Portion of line IX amount from total K-3 and total K-3 Reading weighted student counts: (1)

K-3

K-3 Reading

29,083.014
\$ 3,368.12
\$ 0.00
\$ 3,368.12
\$ 97,955,081.11
1.0003
\$ 97,984,467.63
\$ 0.00
\$ 0.00
\$ 0.00
\$ 46,770.00
\$ 0.00
\$ 0.00
\$ 98,031,237.63
\$ 1,822,864.65
\$ 1,215,241.98

- (1) Districts assigned a letter grade of C, D, or F, in accordance with A.R.S. §15-241, or that have more than 10% of their pupils in grade three reading far below the third grade level according to the reading portion of the AIMS test, will receive monies for this weight only after the district's K-3 Reading Program Plan is approved by the State Board of Education. A.R.S. §15-211
- (2) In accordance with Laws 2011, Ch. 29, §32, the maximum base level increase for a career ladder and optional performance incentive programs is 2% for FY 2014 and 1% for FY 2015.
- (3) A.R.S. §15-914.F allows districts to increase the BSL if financial and compliance audit costs will be incurred for the budget year. Districts may also include additional federal audit expenditures incurred as a result of ARRA-SFSF monies received. Enter the FY 2012 **nonfederal** and **ARRA-related** audit expenditures on line XIII.

Enter the FY 2012 **federal** (non-ARRA-SFSF) audit expenditures from all funds to the right (should agree to FY 2012 AFR).

\$ 0.00

Enter the **total** FY 2012 audit expenditures from all funds to the right.

\$ 46,770.00

Do not include costs of consulting or other nonaudit services paid to audit firms (e.g., application fees paid for submission of district's CAFR to ASBO and GFOA for certification or for the preparation of the Meritorious Budget Award application to ASBO) in the amounts reported on Line XIII or in this footnote.



**D. WORK SHEET FOR FY 2014 TRANSPORTATION SUPPORT LEVEL (TSL) (A.R.S. §§15-945, as amended by Laws 2013, 1st S.S., Ch. 3, §23, and 15-816.01) AND  
TRANSPORTATION REVENUE CONTROL LIMIT (TRCL) (A.R.S. §15-946)**

TABLE I

Approved Daily Route Miles per Eligible Student Transported	FY 2014 State Support Level per Route Mile
I. 0.5 or Less	2.46
II. More than 0.5, through 1.0	2.01
III. More than 1.0	2.46

TABLE II FACTORS

Approved Daily Route Miles per Eligible Students Transported	Unified or an Accommodation School that offers instruction in grades 9-12 or a Common School District Not in a High School District (Type 01, 02, or 03)	Common School District within a High School District or an Accommodation School that does not offer instruction in grades 9-12 (Type 01 or 04)	High School District (Type 05)
I. 1.0 or Less	0.15	0.10	0.25
II. More than 1.0	0.18	0.12	0.30

**TSL CALCULATION**

I. Approved Daily Route Miles per Eligible Student Transported	
A. FY 2013 Approved Daily Route Miles	8,611.000
B. Number of Eligible Students Transported in FY 2013	8,088.000
C. Approved Daily Route Miles per Eligible Student Transported (I.A ÷ I.B)	1.065
II. To and From School Support Level	
A. Annual Route Miles (Line I.A x 180 or 200, as applicable)	<input type="checkbox"/> Check here if approved for 200 Days of Instruction 1,549,980.000
B. State Support Level per Route Mile (use Table I based on I.C)	\$ 2.46
C. 1. FY 2013 Annual Expenditure for Bus Tokens	\$ 0.00
2. FY 2013 Annual Expenditure for Bus Passes	\$ 3,095.00
D. To and From School Support Level [(II.A x II.B) + II.C.1 + II.C.2]	\$ 3,816,045.80
III. Academic Education, Career and Technical Education, Vocational Education, and Athletic Trips Support Level	
A. Factor from Table II (based on I.C and district type)	0.120
B. Academic Education, Career and Technical Education, Vocational Ed., and Athletic Trips Support Level (II.A x II.B x III.A)	\$ 457,554.10
IV. Extended School Year Support Level for Pupils with Disabilities	
A. Actual Route Miles traveled in July and August 2012 to Transport Pupils w/Disabilities for Extended School Year	6,280.000
B. Estimated Route Miles Traveled in June 2013 to Transport Pupils w/Disabilities for Extended School Year	6,300.000
C. Total Extended School Year Route Miles (IV.A + IV.B)	12,580.000
D. State Support Level per Route Mile (use Table I based on I.C)	\$ 2.46
E. Extended School Year Support Level for Pupils with Disabilities (IV.C x IV.D)	\$ 30,946.80
V. FY 2014 TSL (lines II.D + III.B + IV.E) (to Work Sheet E, line III)	\$ 4,304,546.70
VI. Support Level Change	
A. FY 2013 Transportation Support Level	\$ 4,263,703.94
B. Transportation Support Level Change (If result is negative, enter 0) (V- VI.A)	\$ 40,842.76

**TRCL CALCULATION**

VII. FY 2013 Transportation Revenue Control Limit	\$ 4,883,968.30
VIII. FY 2014 Transportation Revenue Control Limit	
A. Preliminary FY 2014 Transportation Revenue Control Limit (VI.B + VII)	\$ 4,924,811.06
B. 120% of FY 2014 Transportation Support Level (V x 1.20)	\$ 5,165,456.04
C. Adjusted FY 2014 Transportation Revenue Control Limit (if line VIII.A is greater than line VIII.B use line VII, otherwise use line VIII.A.)	\$ 4,924,811.06
D. FY 2014 Transportation Revenue Control Limit (the greater of line V or VIII.C) (to Work Sheet E, line VII)	\$ 4,924,811.06

**E. WORK SHEET FOR FY 2014 DISTRICT SUPPORT LEVEL (DSL) AND  
REVENUE CONTROL LIMIT (RCL) (A.R.S. §§15-947 and 15-951)**

**CALCULATION OF THE DSL**

I. FY 2014 Base Support Level/Base Revenue Control Limit (from Work Sheet C, line XVII)	\$ 98,031,237.63
II. Tuition Out for High School Students (from Work Sheet O, line 13) [Applies only to tuition for high school students if the District of Residence is a common school NOT within a high school district (Type 03).]	\$ 0.00
III. FY 2014 Transportation Support Level (from Work Sheet D, line V)	\$ 4,304,546.70
IV. FY 2014 District Support Level (sum of lines I through III)	\$ 102,335,784.33

**CALCULATION OF THE RCL**

V. FY 2014 Base Support Level/Base Revenue Control Limit (from line I above)	\$ 98,031,237.63
VI. Tuition Out for High School Students (from Work Sheet O, line 13) [Applies only to tuition for high school students if the District of Residence is a common school NOT within a high school district (Type 03).]	\$ 0.00
VII. FY 2014 Transportation Revenue Control Limit (from Work Sheet D, line VIII.D)	\$ 4,924,811.06
VIII. FY 2014 Revenue Control Limit (sum of lines V through VII) [to Budget, page 7, line 1(a)]	\$ 102,956,048.69

**F. WORK SHEET FOR FY 2014 CONSOLIDATION/UNIFICATION ASSISTANCE  
(A.R.S. §§15-912 and 15-912.01)**

I. Consolidation/Unification Increase for Transitional Costs incurred in first year	
II. FY 2014 District Support Level (line I + Work Sheet E, line IV)	\$ 0.00
III. FY 2014 Revenue Control Limit (line I + Work Sheet E, line VIII) [to Budget, page 7, line 1(a)]	\$ 0.00

**G. WORK SHEET FOR FY 2014 DISTRICT ADDITIONAL ASSISTANCE HIGH SCHOOL STUDENT COUNT FOR  
COMMON SCHOOL DISTRICTS NOT WITHIN A HIGH SCHOOL DISTRICT (TYPE 03)  
(A.R.S. §15-951.C as amended by Laws 2013, 1st S.S., Ch. 3, §26)**

I. High School Student Count Tuitioned Out (from Work Sheet O, line 6)	0.000
II. High School Student Count Transported by District of Residence to District of Attendance	
III. 50% of High School Student Count Transported by District of Residence to District of Attendance (Line II x .5) (to Work Sheet H, line V.A column 9-12)	0.000

## H. WORK SHEET FOR FY 2014 DISTRICT ADDITIONAL ASSISTANCE (DAA)

(A.R.S. §§15-185, 15-951.C, 15-961, 15-962.01, and 15-963.B, as amended by Laws 2013, 1st, S.S., Ch. 3, §§3, 26, 27, 29, 30, and 52-54)

## TABLE TO CALCULATE DAA PER STUDENT COUNT

	K-8	9-12
I. FY 2014 Actual Student Count: .001 - 99.999		
DAA per Student Count	\$ 544.58	\$ 601.24
II. FY 2014 Actual Student Count: 100.000 - 499.999		
A. Student Count Constant	500.000	500.000
B. Actual Student Count (from Work Sheet B, line A.4)	- 0.000	- 0.000
C. Difference	= 0.000	= 0.000
D. Weight Adjustment Factor	x 0.0003	x 0.0004
E. Support Level Weight Increase	= 0.000	= 0.000
F. Support Level Weight	+ 1.278	+ 1.398
G. Adjusted Support Level Weight	= 0.000	= 0.000
H. Support Level Amount	x \$ 389.25	x \$ 405.59
I. DAA per Student Count	= \$ 0.00	= \$ 0.00
III. FY 2014 Actual Student Count: 500.000 - 599.999		
A. Student Count Constant	600.000	600.000
B. Actual Student Count (from Work Sheet B, line A.4)	- 0.000	- 0.000
C. Difference	= 0.000	= 0.000
D. Weight Adjustment Factor	x 0.0012	x 0.0013
E. Support Level Weight Increase	= 0.000	= 0.000
F. Support Level Weight	+ 1.158	+ 1.268
G. Adjusted Support Level Weight	= 0.000	= 0.000
H. Support Level Amount	x \$ 389.25	x \$ 405.59
I. DAA per Student Count	= \$ 0.00	= \$ 0.00
IV. FY 2014 Actual Student Count: 600.000 or More & JTED		
DAA per Student Count	\$ 450.76	\$ 492.94

## CALCULATIONS FOR DAA

	PSD	K-8	9-12
V. District Additional Assistance Base			
A. FY 2014 Student Count (from Work Sheet B, line C.1 and A.4 and Work Sheet G, line III for type 03 districts)	218.601	21,036.852	0.000
B. DAA per Student Count (from Table above)	x \$ 450.76	x \$ 450.76	x \$ 0.00
C. DAA Base (line V.A x line V.B)	= \$ 98,536.59	= \$ 9,482,571.41	= \$ 0.00
VI. District Additional Assistance Growth Factor			
A. FY 2014 Student Count (from Work Sheet B, line C.1 and A.4 and Work Sheet G, line II for type 03 districts)		21,255.453	
B. FY 2013 Student Count		+ 20,926.028	
C. FY 2014 DAA Growth Factor (VIA ÷ VIB)		= 1.0157	
VII. Adjusted District Additional Assistance			
A. DAA Base (from line V.C)	\$ 98,536.59	\$ 9,482,571.41	\$ 0.00
B. Adjusted Growth Factor (if line VI.C is < or = 1.05, use 1.0, if > 1.05, use 1 plus 50% of the increase)	x 1.0000	x 1.0000	x 1.0000
C. FY 2014 DAA (VIA x VII.B)	= \$ 98,536.59	= \$ 9,482,571.41	= \$ 0.00
D. DAA for High School Textbooks			
1. FY 2014 Actual 9-12 Student Count (from Work Sheet B, line A.4)			0.000
2. Support Level Amount for Textbooks			x \$ 69.68
3. DAA for Textbooks (VII.D.1 x VII.D.2)			= \$ 0.00
E. 9-12 DAA (including charter additional assistance and capital transportation adjustment from lines G and H below)			
1. FY 2014 9-12 DAA [9-12(VII.C)+VII.D.3+9-12(VII.G.5)+9-12(VII.H)] (to Budget, page 7, line 2.a)			= \$ 0.00
2. 9-12 DAA Reduction for State Budget Adjustments (to Budget, page 7, line 2.b)			- \$
3. Adjusted FY 2014 9-12 DAA (VII.E.1-VII.E.2) (to Work Sheet J, line III.A.1 or III.B.5)			= \$ 0.00
F. PSD and K-8 DAA (including charter additional assistance)			
1. FY 2014 PSD and K-8 DAA [PSD(VII.C)+K-8(VII.C)+K-8(VII.G.5)+K-8(VII.H)] (to Budget, page 7, line 2.a)			= \$ 10,149,825.28
2. PSD and K-8 DAA Reduction for State Budget Adjustments (to Budget, page 7, line 2.b)			- \$ 6,270,358.64
3. Adjusted FY 2014 PSD and K-8 DAA (VII.F.1-VII.F.2) (to Work Sheet J, line III.A.1 or III.B.5)			= \$ 3,879,466.64
G. Charter Additional Assistance (CAA)			
1. FY 2014 Charter School Student Count (from Work Sheet B, line A.5)		360.00	0.00
2. CAA per Student		x \$ 1,684.19	\$ 1,962.90
3. FY 2014 CAA (line VII.G.1 x line VII.G.2)		= \$ 606,308.40	\$ 0.00
4. Adjustment to CAA, if applicable		- \$ 37,591.12	\$
5. Adjusted FY 2014 CAA (line VII.G.3 - VII.G.4)		= \$ 568,717.28	\$ 0.00
H. Capital Transportation Adjustment A.R.S. §15-963.B		\$	\$

**J. WORK SHEET FOR EQUALIZATION BASE AND ASSISTANCE (A.R.S. §15-971.A and .B, as amended by Laws 2013, 1st S.S., Ch. 3, §32)**

**NOTE: Common School Districts NOT within a High School District (Type 03) should only complete Sections I and III.B.**

	PSD-8	9-12
I. A. Total FY 2014 PSD and K-8 Weighted State Aid Student Count		
1. PSD (from Work Sheet B, line C.1)	316,971	
2. K-8 (from Work Sheet B, line C.4.a, Total Non-AOI and AOI Counts)	24,777.555	
B. Total FY 2014 PSD-8 and 9-12 Weighted State Aid Student Count (Total Non-AOI and AOI Counts)	25,094.526 (I.A.1 + I.A.2)	0.000 (from Work Sheet B, line C.4.b)
C. Total FY 2014 Weighted State Aid Student Count (line I.B PSD-8 column + 9-12 column)		25,094.526
D. PSD-8 and 9-12 Factors (line I.B + line I.C)	1.0000	0.0000
II. A. Lesser of District Support level (DSL) or Revenue Control Limit (RCL) (from Work Sheet E, line IV or VIII, or Work Sheet F, line II or III) (to Work Sheet S, line I.A)		\$ 102,335,784.33
B. DSL/RCL PSD-8 and 9-12 Allocation (line I.D x line II.A)	\$ 102,335,784.33	\$ 0.00
III. A. For ALL Districts Except Common School Districts NOT Within a High School District (Type 03)		
1. Adjusted FY 2014 District Additional Assistance (from Work Sheet H)	\$ 3,879,466.64 (from Work Sheet H, line VII.F.3)	\$ 0.00 (from Work Sheet H, line VII.E.3)
2. Line not used	\$ 0.00	\$ 0.00
3. Total FY 2014 Equalization Base (II.B + III.A.1 + III.A.2)	\$ 106,215,250.97	\$ 0.00
4. 2013 Primary Assessed Valuation + 100	\$ 10,560,478.62	\$
5. 2013 Salt River Project (SRP) Valuation + 100	\$ 92,638.57	\$
6. 2013 Government Property Lease Excise Tax Assessed Valuation + 100	\$ 3,817.41	\$
7. TOTAL Valuation (III.A.4 + III.A.5 + III.A.6)	\$ 10,656,934.60	\$ 0.00
8. Qualifying Tax Rate	x \$ 2.1265	x \$
9. Qualifying Levy (III.A.7 x III.A.8)	\$ 22,661,971.43	\$ 0.00
10. FY 2014 Equalization Assistance Before Adjustments (III.A.3 - III.A.9)	\$ 83,553,279.54	\$ 0.00
11. FY 2014 State Aid Decrease for Districts participating in Career Ladder Program (.000375 x BSL from Work Sheet C, line XVII) (Laws 1992, Ch. 158, §2) Unified districts use PSD-8 column only. (For FY 2014 this amount is zero, unless otherwise notified by ADE.)	- \$ 0	- \$ 0
12. Total FY 2014 Equalization Assistance (III.A.10 - III.A.11)	\$ 83,553,279.54	\$ 0.00
B. For Common School Districts NOT Within a High School District (Type 03)		
1. Lesser of District Support Level (DSL) or Revenue Control Limit (RCL) (from Work Sheet E, line IV or VIII, or Work Sheet F, line II or III)	\$ 0.00	
2. Tuition Out for High School Students (from Work Sheet E, line II or VI)	- \$ 0.00	
3. Adjusted DSL/RCL (III.B.1 - III.B.2)	\$ 0.00	
4. DSL/RCL PSD-8 and 9-12 Allocation	\$ 0.00 (line III.B.3 x I.D)	\$ 0.00 [(line III.B.3 x I.D)+(III.B.2)]
5. Adjusted FY 2014 District Additional Assistance (from Work Sheet H)	\$ 0.00 (from Work Sheet H, line VII.F.3)	\$ 0.00 (from Work Sheet H, line VII.E.3)
6. Line not used	\$ 0.00	\$ 0.00
7. FY 2014 Equalization Base (III.B.4 + III.B.5 + III.B.6)	\$ 0.00	\$ 0.00
8. 2013 Primary Assessed Valuation + 100	\$	\$
9. 2013 Salt River Project (SRP) Valuation + 100	\$	\$
10. 2013 Government Property Lease Excise Tax Assessed Valuation + 100	\$	\$
11. TOTAL Valuation (III.B.8 + III.B.9 + III.B.10)	\$ 0.00	\$ 0.00
12. Qualifying Tax Rate	x \$	x \$
13. Qualifying Levy (III.B.11 x III.B.12)	\$ 0.00	\$ 0.00
14. FY 2014 Equalization Assistance Before Adjustments (III.B.7 - III.B.13)	\$ 0.00	\$ 0.00
15. FY 2014 State Aid Decrease for Districts participating in Career Ladder Program (.000375 x BSL from Work Sheet C, line XVII) (Laws 1992, Ch. 158, §2) (For FY 2014 this amount is zero, unless otherwise notified by ADE.)	- \$ 0	- \$ 0
16. Total FY 2014 Equalization Assistance (III.B.14 - III.B.15)	\$ 0.00	\$ 0.00

Laws 2013, 1st S.S., Ch. 3, §46, requires a joint technical education district (JTED) with a student count of more than 2,000 students to be funded at 91% of the state aid that would otherwise be provided by law and to reduce its budget limits accordingly. Therefore, the JTED's actual total equalization assistance may be less than the amount calculated on this Work Sheet. Estimated reduction to state aid \$ 0.00  
This estimated reduction amount must be used to reduce the GBL on page 7, line 9 and/or the UCBL on page 8, line A.10.

**M. WORK SHEET FOR CALCULATION OF THE FY 2014 MAINTENANCE AND OPERATION (M&O) FUND  
BUDGET BALANCE CARRYFORWARD (A.R.S. §15-943.01)**

1.	a.	General Budget Limit (GBL) (from FY 2013 latest revised Budget, page 7, line 10)	\$ 127,550,510.00
	b.	Adjustments to the GBL from FY 2013 BUDG75	\$
	c.	Adjusted GBL	\$ 127,550,510.00
2.	a.	Budgeted M&O expenditures (from FY 2013 latest revised Budget, page 1, line 30, Total Budget Year Column)	\$ 127,550,510.00
	b.	Adjustments to the GBL (from line 1.b)	\$ 0.00
	c.	Adjusted Budgeted Expenditures	\$ 127,550,510.00
3.		Lesser of the Adjusted GBL (line 1.c) or the Adjusted Budgeted Expenditures (line 2.c)	\$ 127,550,510.00
4.		M&O actual expenditures	\$ 123,389,970.92
5.		Budget Balance (line 3 minus line 4) (If negative, enter zero. The district does not have any budget balance to carry forward. Do not complete the remainder of this work sheet.)	\$ 4,160,539.08

**Note: For lines 6.a through 6.h deduct the FY 2013 actual expenditures from the budget amount. If the result is negative, enter zero.**

		FY 2013 Budget		Actual		Unexpended Budget
6.	a.	Special Program Override	\$ 5,234,408.00	-	\$ 5,234,408.00	= \$ 0.00
	b.	Desegregation	\$ 6,350,000.00	-	\$ 6,350,000.00	= \$ 0.00
	c.	Tuition Out Debt Service	\$ 0.00	-	\$	= \$ 0.00
	d.	Dropout Prevention Programs	\$ 0.00	-	\$	= \$ 0.00
	e.	Joint Career and Technical Ed. and Voc. Ed. Center	\$ 0.00	-	\$	= \$ 0.00
	f.	Career Ladder	\$	-	\$	= \$ 0.00
	g.	Optional Performance Incentive Program	\$	-	\$	= \$ 0.00
	h.	Performance Pay	\$ 0.00	-	\$	= \$ 0.00
	i.	Total Budget Balance Deductions [Add lines 6.a through 6.h.]				= \$ 0.00
7.		Budget Balance after Deductions (If negative, enter zero. The district does not have any budget balance to carry forward.) (line 5 minus line 6.i)				\$ 4,160,539.08
8.	a.	FY 2013 Adjusted District Limit (RCL) from page 4 of the most recent ADE report "Basic Calculations for Equalization Assistance" APOR 55-1, available on ADE's Web site				\$ 100,047,719.35
	b.	Growth Adjustment (FY 2013 BUDG75)				
	c.	Factor of 4%			x	0.04
9.		Maximum Allowable Budget Balance Carryforward [(line 8.a + line 8.b) x line 8.c]				\$ 4,001,908.77
10.		Actual Allowable Budget Balance Carryforward (Enter the lesser of line 7 or 9)				\$ 4,001,908.77
11.		Enter the amount of Allowable Budget Balance Carryforward transferred to the School Opening Fund (not to exceed the lesser of line 10 or the FY 2013 M&O Fund ending cash balance)				\$ 0.00
12.		Remaining Actual Allowable Budget Balance Carryforward to be used in M&O Fund (line 10 - line 11) [to Budget, page 7, line 8(c)]				\$ 4,001,908.77

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
X Discussion  
FROM: Dr. Susan J. Cook, Superintendent            Information  
           1st Reading  
DATE: July 11, 2013  
AGENDA ITEM: Utility and Access Easement for APS-Owned Interconnected Solar Installation  
INITIATED BY: Cathy Thompson, Director of Business Services SUBMITTED BY: Cathy Thompson, Director of Business Services  
PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

**SUPPORTING DATA**


Funding Source: N/A  
Budgeted: N/A

For qualifying school districts, APS offers an opportunity to receive the benefits of renewable energy at no upfront cost to the school. Under this program, APS designs, builds, owns, and maintains a Photovoltaic (PV) system on a school's property at no upfront cost to the school. The energy produced by the PV system flows directly to the APS grid, but the school receives a fixed "solar rate" for a portion of their energy each month over the next 20 years. The amount of energy eligible for the solar rate is based on the estimated production of the PV system and is not subject to a reduction based on degradation in system output during the agreement term. All solar installations in this program are covered parking and/or covered shade structures. APS allows a school district a maximum of three solar projects.

APS is proposing to construct a 325.68 kW-dc solar system at Sunburst Elementary School; a 375.24 kW-dc solar system at Moon Mountain Elementary School; and a 223.02 kW-dc solar system at Desert Foothills Junior High School. Construction would begin at the end of August, 2013 with an expected completion date of December 2013. APS has completed the final easement documents.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the Utility and Access Easements for APS-Owned Interconnected Solar Installations at Moon Mountain and Sunburst Elementary Schools and Desert Foothills Junior High School and authorize the Superintendent to execute the necessary documents.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item V.B.

When recorded, return to:  
Arizona Public Service Company  
P.O. Box 53999, Mail Station 3286  
Phoenix, Arizona 85072-3999

NW 11 3N 2E  
33.620036, -112.129879  
207-09-002D  
WA160286  
DP

## **UTILITY AND ACCESS EASEMENT FOR APS-OWNED INTERCONNECTED SOLAR INSTALLATION**

**SCHOOL DISTRICT #6 OF MARICOPA COUNTY, ARIZONA** (hereinafter called "Grantor"), is the owner of the real property located in Maricopa County, Arizona, described in Exhibit "A" attached hereto and made a part hereof (hereinafter called "Grantor's Property").

Grantor has elected to receive electric service under Rate Schedule SGSP – School Government Solar Program -- Rider Rate (the "SGSP Rate") approved by the Arizona Corporation Commission, Decision numbers 72022, 72174 and 72737 for a period of 20 years.

In part, Grantor is granting this easement pursuant to the requirements of the SGSP Rate. However, the terms and conditions of this easement shall apply whether or not Grantor elects to continue to receive electric service under the SGSP Rate.

Grantor, for and in consideration of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, does hereby grant and convey to **ARIZONA PUBLIC SERVICE COMPANY**, an Arizona corporation (hereinafter called "Grantee"), and to its successors and assigns, a non-exclusive right, privilege, and easement to install and operate Grantee-owned solar panels, and all necessary appurtenances thereto (collectively, the "Solar Installation"), together with aerial easement rights as hereinafter described, upon Grantor's Property, and to interconnect the Solar Installation with Grantee's electric distribution system. Hereinafter, that portion of Grantor's Property upon which the Solar Installation is to be located is referred to as the "Easement Premises," and is more particularly described in Exhibit "B" attached hereto and made a part hereof.

Grantee is hereby granted the right to: construct, install, operate, maintain, replace, repair, upgrade, modify and remove the Solar Installation, for the generation of electricity that will be transmitted through, across, and beyond Grantor's Property; to install, operate and maintain telecommunication wires, cables, conduits, fixtures and facilities incidental to the operation of the Solar Installation or for Grantee's own use (said Solar Installation and telecommunication lines, facilities and fixtures collectively herein called "Grantee Facilities"); and to utilize the Easement Premises for all other purposes connected therewith.

**IT IS INTENDED THAT THE GRANTEE FACILITIES ARE, AND SHALL AT ALL TIMES BE, THE EXCLUSIVE PERSONAL PROPERTY OF GRANTEE; SHALL NOT BE CHARACTERIZED AS A FIXTURE, NOTWITHSTANDING THE MANNER IN WHICH THEY ARE ANNEXED TO GRANTOR'S PROPERTY; AND MAY BE REMOVED, REPLACED OR REINSTALLED BY GRANTEE IN ITS SOLE AND ABSOLUTE DISCRETION. NOTICE IS**

**HEREBY GIVEN THAT THE GRANTEE FACILITIES ARE "UTILITY PROPERTY," THE TAMPERING OR INTERFERENCE WITH WHICH IS BOTH A CIVIL AND CRIMINAL OFFENSE UNDER ARIZONA LAW.**

Grantee shall at all times have the right of full, unobstructed and free ingress and egress to and from the Easement Premises for the purposes herein specified.

Grantor shall maintain a clear area (the "Aerial Easement Area") that affords the Solar Installation unobstructed exposure to sunlight. The dimensions of the Aerial Easement Area are more particularly described in Exhibit "B" hereto.

Grantor shall not locate, erect or construct, or permit to be located, erected or constructed, any building or other structure, or plant or permit to be planted any trees in the Easement Premises or within or adjacent to the Aerial Easement Area without the prior written consent of Grantee. However, Grantor reserves the right to use the Aerial Easement Area and the Easement Premises for purposes that are not inconsistent with Grantee's easement rights herein conveyed, and which do not interfere with or endanger Grantee Facilities or interfere in any way with clear, unobstructed exposure of the Solar Installation to sunlight.

Grantor shall exercise reasonable care to prevent loss or damage to the Solar Installation and Grantee Facilities caused by Grantor or third parties ("Reasonable Care"). Grantor shall implement precautions to protect the Solar Installation and Grantee Facilities from vandalism or theft that are at least consistent with the security precautions Grantor takes to protect its own property ("Precautions"). Grantor shall be responsible to Grantee for loss or damage to the Solar Installation or Grantee Facilities, to the extent such loss or damage arises from Grantor's failure to exercise Reasonable Care or implement Precautions.

Grantee is hereby granted the right, but not the obligation, to trim, prune, cut, and clear away trees, brush, shrubs, or other vegetation in or adjacent to the Aerial Easement Area that may interfere with the operation of the Solar Installation whenever in Grantee's judgment the same shall be necessary for the convenient and safe exercise of the rights herein granted.

Grantee agrees that following any installation, maintenance, repair, removal or other work on the Grantee Facilities by Grantee within the Easement Premises, the affected area will be restored by Grantee to as close to original condition (ordinary wear and tear excepted) as is reasonably possible, at the expense of Grantee; and that Grantee shall pay Grantor for any loss, cost, or damage incurred by Grantor as a result of the installation, operation, or maintenance of the Solar Installation and Grantee Facilities.

Grantor reserves the right to require the relocation of the Solar Installation and Grantee Facilities to a new location within Grantor's Property; provided however, that: (1) Grantor pays Grantee's direct costs of removing and reinstalling the Solar Installation and Grantee Facilities; and (2) Grantor provides Grantee with a new easement in a form and location acceptable to Grantee, and at no cost to Grantee. Upon the acceptance by Grantee of a new easement and after the relocation of the Solar Installation and Grantee Facilities to the new easement area, Grantee shall abandon its rights to use the Easement Premises granted in this easement.



Grantor's obligations to pay any of the costs set forth in the preceding two paragraphs shall terminate 20 years after the execution date set forth below, if Grantor's Property is no longer receiving electric service under Rate Rider Schedule SGSP or successor rate schedule. Notwithstanding the foregoing, however, in the event the Solar Charge per kWh in Rate Rider Schedule SGSP or successor rate schedule increases, the Grantor may terminate this Easement upon 180 days written notice to Grantee. In the event of such a termination, Grantor shall have no liability to Grantee for any of the removal costs set forth in the preceding two paragraphs.

The covenants and agreements herein set forth shall extend and inure in favor and to the benefit of, and shall be binding on the heirs, administrators, executors, successors in ownership and estate, assigns and lessees of Grantor and Grantee.

**SCHOOL DISTRICT #6 OF MARICOPA COUNTY, ARIZONA**

By: \_\_\_\_\_

Its: \_\_\_\_\_

(Signature)

STATE OF \_\_\_\_\_ }  
County of \_\_\_\_\_ } ss.

This instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_ by \_\_\_\_\_.  
(Grantor)

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Notary Seal

Notary Public

**EXHIBIT "A"**

**(LEGAL DESCRIPTION OF GRANTOR'S PROPERTY)**

**Parcel No. 1:**

The East half of the Southwest quarter of the Northwest quarter of Section 11, Township 3 North, Range 2 East of the Gila and Salt River Base and Meridian.

EXCEPT the North 440 feet.

**Parcel No. 2**

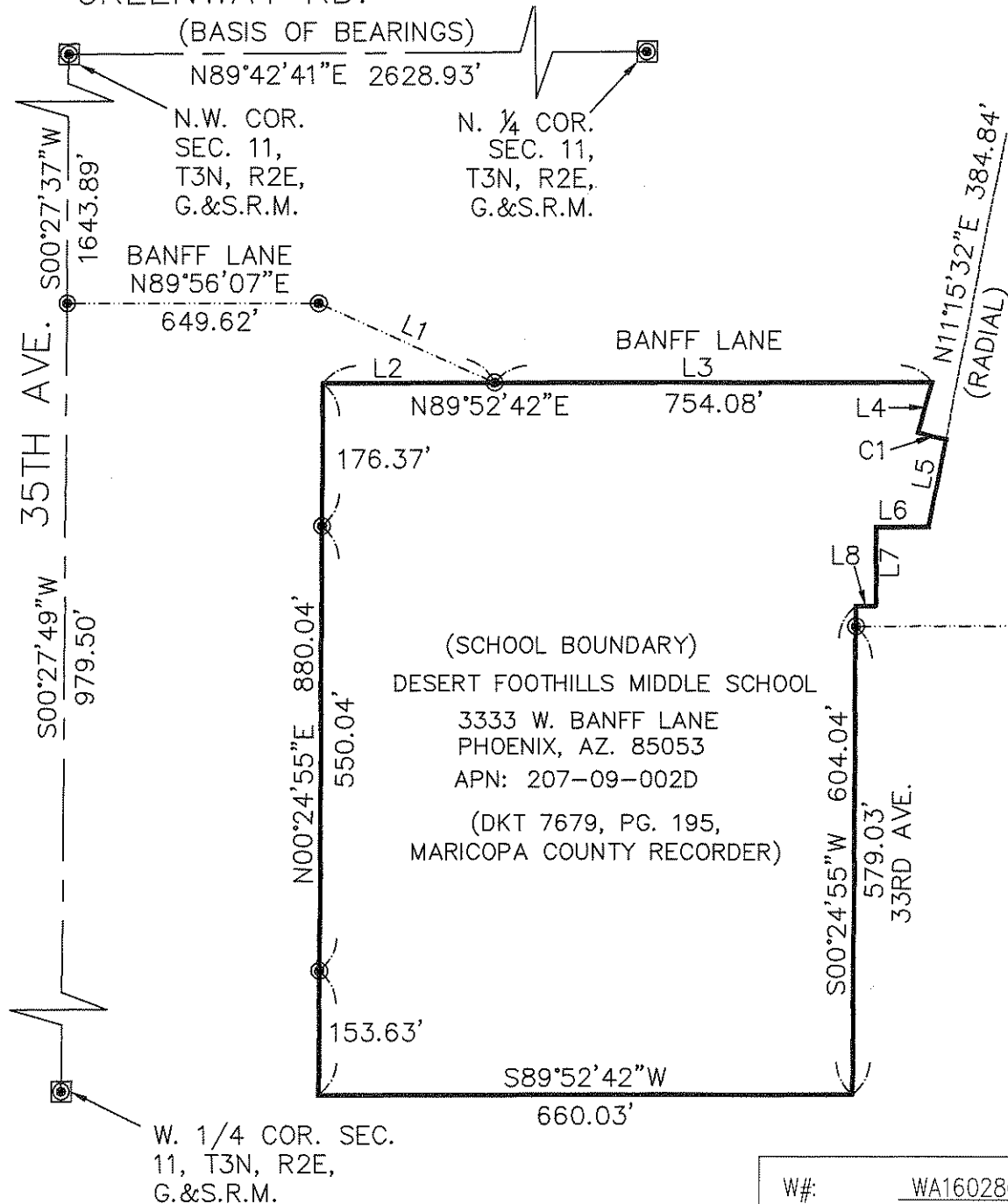
The Southeast quarter of the Northwest quarter of Section 11, Township 3 North, Range 2 East of the Gila and Salt River Base and Meridian.

EXCEPT the North 440 feet; and EXCEPT any portion lying within COUNTRY GABLES, according to Book 91 of Maps, page 42, or COUNTRY GABLES II, according to Book 94 of Maps, page 10, records of Maricopa County, Arizona;

AND

EXCEPT that portion lying South of the South line of COUNTRY GABLES and COUNTRY GABLES II and said South line extended Westerly.

# EXHIBIT "B" SKETCH SHOWING LOCATION AND LIMITS OF UTILITY EASEMENT GREENWAY RD.



## LEGEND

- SCHOOL PARCEL
- SECTION LINE
- MONUMENT LINE
- BRASS CAP FLUSH
- SECTION CORNER

W#: WA160286

DATE: 06/17/2013

NW 1/4 SEC. 11 T3N R2E

SCALE: 1" = 200'

DRAWN BY: JWS

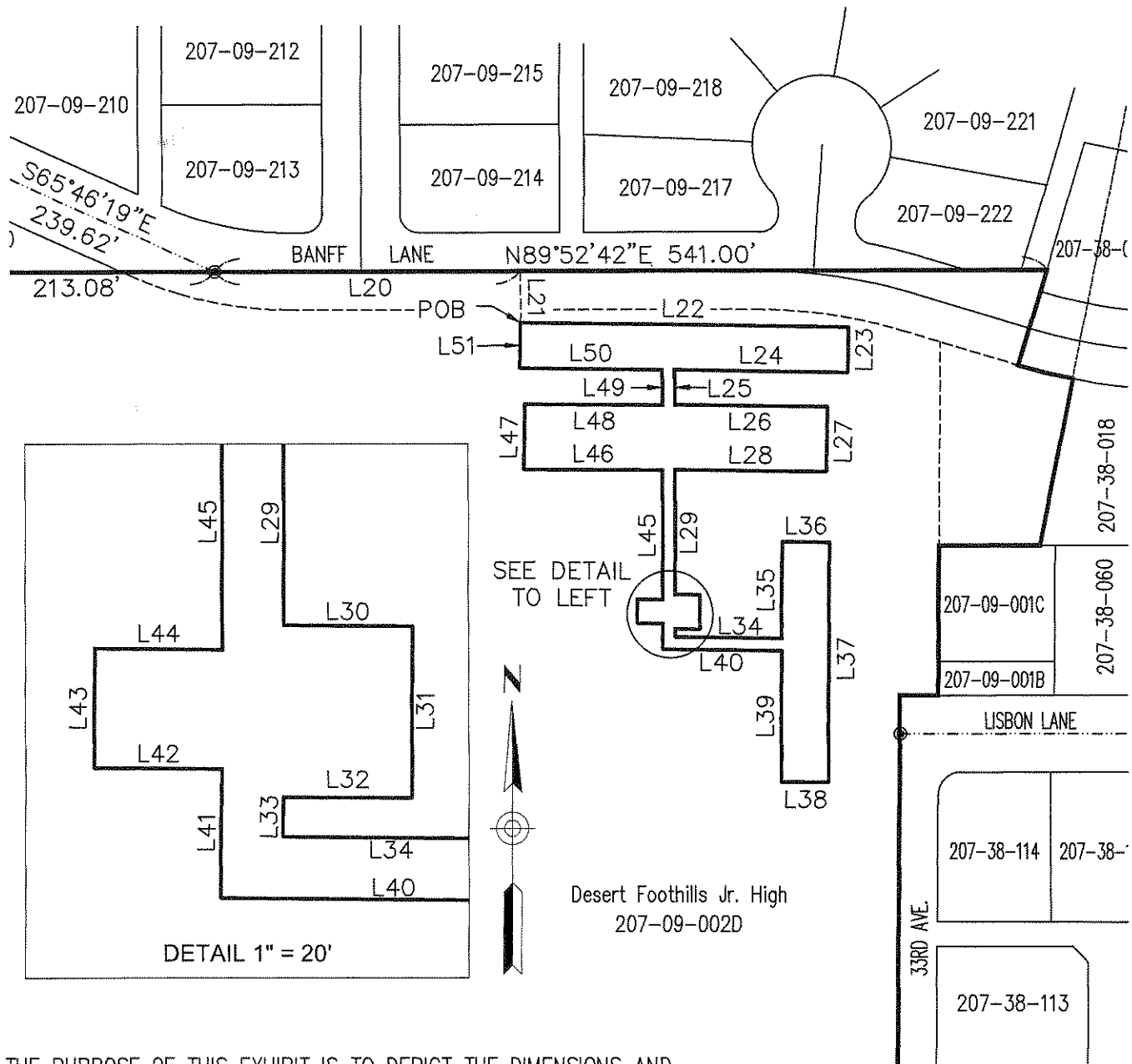
JOB#: 1001.XX.XX

Ferguson  
and  
Services, Inc



SHEET 1 OF 3

# **EXHIBIT "B"** **SKETCH SHOWING LOCATION AND LIMITS OF** **UTILITY EASEMENT**



THE PURPOSE OF THIS EXHIBIT IS TO DEPICT THE DIMENSIONS AND APPROXIMATE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES. THE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES AS ACTUALLY CONSTRUCTED SHALL TAKE PRECEDENCE OVER THE LOCATION AND ALIGNMENT SHOWN ON THIS EXHIBIT.

NOTE: GROUND DISTANCES

## **LEGEND**

- EASEMENT AREA
- SCHOOL PARCEL
- MONUMENT LINE
- + BRASS CAP FLUSH

## **AREA**

SF: 21,605.72  
 ACRES: 0.496

W#: WA160286

DATE: 06/17/2013

NW 1/4 SEC. 11 T3N R2E

SCALE: 1" = 100'

DRAWN BY: JWS

JOB#: 1001.XX.XX

Ferguson  
and  
Services, Inc



SHEET 2 OF 3

**EXHIBIT "B"**  
**SKETCH SHOWING LOCATION AND LIMITS OF**  
**UTILITY EASEMENT**



LINE	BEARING	DIST
L1	S65°46'19"E	239.62
L2	N89°52'42"E	213.08
L3	N89°52'42"E	541.00
L4	S16°40'12"W	64.53
L5	S11°21'52"W	110.20
L6	S89°51'52"W	65.37
L7	S00°24'55"W	97.36
L8	S89°52'14"W	25.00
L20	N89°52'42"E	198.70
L21	S00°07'18"E	33.45
L22	S89°14'50"E	212.89
L23	S00°45'10"W	29.46
L24	N89°14'50"W	111.85
L25	S00°00'00"E	22.86
L26	S89°32'17"E	98.28
L27	S00°27'43"W	42.23
L28	N89°32'17"W	97.93
L29	S00°00'00"E	80.77
L30	S89°37'18"E	16.53

LINE	BEARING	DIST
L31	S00°22'42"W	22.33
L32	N89°37'18"W	16.50
L33	S00°24'58"W	5.16
L34	S89°31'36"E	68.78
L35	N00°22'58"E	62.68
L36	S89°37'02"E	30.47
L37	S00°22'58"W	155.99
L38	N89°37'02"W	30.47
L39	N00°22'58"E	85.31
L40	N89°31'36"W	76.80
L41	N00°28'24"E	16.76
L42	N89°31'36"W	16.69
L43	N00°28'24"E	15.50
L44	S89°31'36"E	16.65
L45	N00°00'00"E	84.00
L46	N89°32'17"W	90.37
L47	N00°27'43"E	42.23
L48	S89°32'17"E	90.03
L49	N00°00'00"E	22.90
L50	N89°14'50"W	93.04
L51	N00°45'10"E	29.46

CURVE	LENGTH	RADIUS	DELTA
C1	36.35	384.84	5°24'40"

NOTE: GROUND DISTANCES

SHEET 3 OF 3

W#:	WA160286
DATE:	06/17/2013
NW 1/4 SEC. 11 T3N R2E	
SCALE:	N/A
DRAWN BY:	JWS
JOB#:	1001.XX.XX
	

When recorded, return to:  
Arizona Public Service Company  
P.O. Box 53999, Mail Station 3286  
Phoenix, Arizona 85072-3999

NW 18 3N 3E  
33.608339, -112.097848  
159-03-755  
WA160285  
DP

## **UTILITY AND ACCESS EASEMENT FOR APS-OWNED INTERCONNECTED SOLAR INSTALLATION**

**WASHINGTON ELEMENTARY SCHOOL DISTRICT NO. 6**, a political subdivision of the **State of Arizona** (hereinafter called "Grantor"), is the owner of the real property located in Maricopa County, Arizona, described in Exhibit "A" attached hereto and made a part hereof (hereinafter called "Grantor's Property").

Grantor has elected to receive electric service under Rate Schedule SGSP – School Government Solar Program -- Rider Rate (the "SGSP Rate") approved by the Arizona Corporation Commission, Decision numbers 72022, 72174 and 72737 for a period of 20 years.

In part, Grantor is granting this easement pursuant to the requirements of the SGSP Rate. However, the terms and conditions of this easement shall apply whether or not Grantor elects to continue to receive electric service under the SGSP Rate.

Grantor, for and in consideration of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, does hereby grant and convey to **ARIZONA PUBLIC SERVICE COMPANY**, an Arizona corporation (hereinafter called "Grantee"), and to its successors and assigns, a non-exclusive right, privilege, and easement to install and operate Grantee-owned solar panels, and all necessary appurtenances thereto (collectively, the "Solar Installation"), together with aerial easement rights as hereinafter described, upon Grantor's Property, and to interconnect the Solar Installation with Grantee's electric distribution system. Hereinafter, that portion of Grantor's Property upon which the Solar Installation is to be located is referred to as the "Easement Premises," and is more particularly described in Exhibit "B" attached hereto and made a part hereof.

Grantee is hereby granted the right to: construct, install, operate, maintain, replace, repair, upgrade, modify and remove the Solar Installation, for the generation of electricity that will be transmitted through, across, and beyond Grantor's Property; to install, operate and maintain telecommunication wires, cables, conduits, fixtures and facilities incidental to the operation of the Solar Installation or for Grantee's own use (said Solar Installation and telecommunication lines, facilities and fixtures collectively herein called "Grantee Facilities"); and to utilize the Easement Premises for all other purposes connected therewith.

**IT IS INTENDED THAT THE GRANTEE FACILITIES ARE, AND SHALL AT ALL TIMES BE, THE EXCLUSIVE PERSONAL PROPERTY OF GRANTEE; SHALL NOT BE CHARACTERIZED AS A FIXTURE, NOTWITHSTANDING THE MANNER IN WHICH THEY ARE ANNEXED TO GRANTOR'S PROPERTY; AND MAY BE REMOVED, REPLACED OR**

**REINSTALLED BY GRANTEE IN ITS SOLE AND ABSOLUTE DISCRETION. NOTICE IS HEREBY GIVEN THAT THE GRANTEE FACILITIES ARE "UTILITY PROPERTY," THE TAMPERING OR INTERFERENCE WITH WHICH IS BOTH A CIVIL AND CRIMINAL OFFENSE UNDER ARIZONA LAW.**

Grantee shall at all times have the right of full, unobstructed and free ingress and egress to and from the Easement Premises for the purposes herein specified.

Grantor shall maintain a clear area (the "Aerial Easement Area") that affords the Solar Installation unobstructed exposure to sunlight. The dimensions of the Aerial Easement Area are more particularly described in Exhibit "B" hereto.

Grantor shall not locate, erect or construct, or permit to be located, erected or constructed, any building or other structure, or plant or permit to be planted any trees in the Easement Premises or within or adjacent to the Aerial Easement Area without the prior written consent of Grantee. However, Grantor reserves the right to use the Aerial Easement Area and the Easement Premises for purposes that are not inconsistent with Grantee's easement rights herein conveyed, and which do not interfere with or endanger Grantee Facilities or interfere in any way with clear, unobstructed exposure of the Solar Installation to sunlight.

Grantor shall exercise reasonable care to prevent loss or damage to the Solar Installation and Grantee Facilities caused by Grantor or third parties ("Reasonable Care"). Grantor shall implement precautions to protect the Solar Installation and Grantee Facilities from vandalism or theft that are at least consistent with the security precautions Grantor takes to protect its own property ("Precautions"). Grantor shall be responsible to Grantee for loss or damage to the Solar Installation or Grantee Facilities, to the extent such loss or damage arises from Grantor's failure to exercise Reasonable Care or implement Precautions.

Grantee is hereby granted the right, but not the obligation, to trim, prune, cut, and clear away trees, brush, shrubs, or other vegetation in or adjacent to the Aerial Easement Area that may interfere with the operation of the Solar Installation whenever in Grantee's judgment the same shall be necessary for the convenient and safe exercise of the rights herein granted.

Grantee agrees that following any installation, maintenance, repair, removal or other work on the Grantee Facilities by Grantee within the Easement Premises, the affected area will be restored by Grantee to as close to original condition (ordinary wear and tear excepted) as is reasonably possible, at the expense of Grantee; and that Grantee shall pay Grantor for any loss, cost, or damage incurred by Grantor as a result of the installation, operation, or maintenance of the Solar Installation and Grantee Facilities.

Grantor reserves the right to require the relocation of the Solar Installation and Grantee Facilities to a new location within Grantor's Property; provided however, that: (1) Grantor pays Grantee's direct costs of removing and reinstalling the Solar Installation and Grantee Facilities; and (2) Grantor provides Grantee with a new easement in a form and location acceptable to Grantee, and at no cost to Grantee. Upon the acceptance by Grantee of a new easement and after the relocation of the Solar Installation and Grantee Facilities to the new easement area, Grantee shall abandon its rights to use the Easement Premises granted in this easement.

Grantor's obligations to pay any of the costs set forth in the preceding two paragraphs shall terminate 20 years after the execution date set forth below, if Grantor's Property is no longer receiving electric service under Rate Rider Schedule SGSP or successor rate schedule. Notwithstanding the foregoing, however, in the event the Solar Charge per kWh in Rate Rider Schedule SGSP or successor rate schedule increases, the Grantor may terminate this Easement upon 180 days written notice to Grantee. In the event of such a termination, Grantor shall have no liability to Grantee for any of the removal costs set forth in the preceding two paragraphs.

The covenants and agreements herein set forth shall extend and inure in favor and to the benefit of, and shall be binding on the heirs, administrators, executors, successors in ownership and estate, assigns and lessees of Grantor and Grantee.

(Signature)

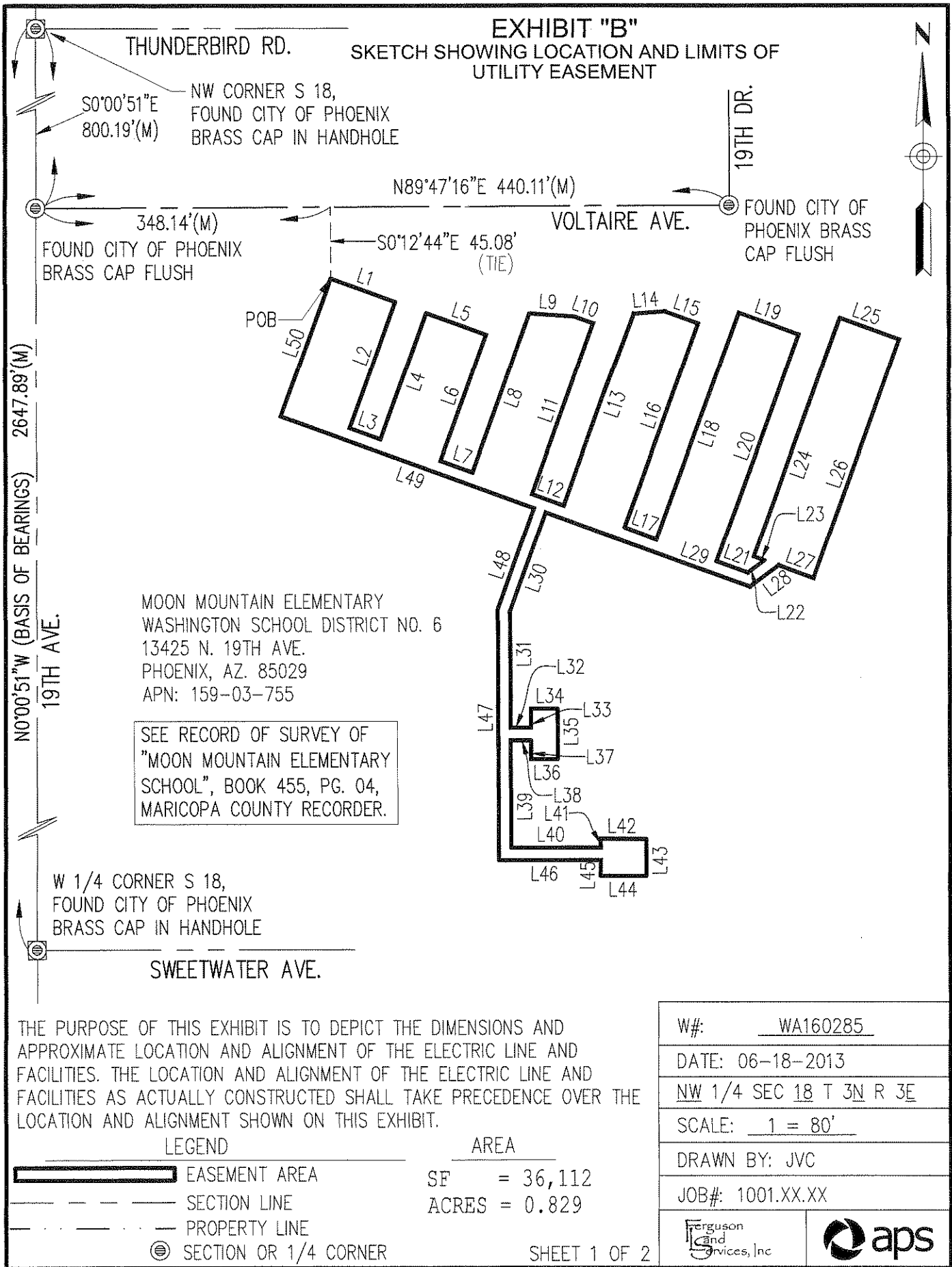
85.



**EXHIBIT "A"**

**(LEGAL DESCRIPTION OF GRANTOR'S PROPERTY)**

**Lot 1 of the Final Plat for MOON MOUNTAIN ELEMENTARY SCHOOL, a subdivision of a portion of G.L.O. Lots 1 and 2 located in the Northwest quarter of Section 18, Township 3 North, Range 3 East of the Gila and Salt River Base and Meridian, Maricopa County, Arizona, recorded in Book 455, page 04 and Instrument Number 97-0816506, records of Maricopa County, Arizona.**



**EXHIBIT "B"**  
**SKETCH SHOWING LOCATION AND LIMITS OF**  
**UTILITY EASEMENT**

Line Table		
Line #	Bearing	Distance
L1	S70°01'52"E	43.79'
L2	S19°58'08"W	85.00'
L3	S70°01'52"E	20.81'
L4	N19°58'08"E	85.00'
L5	S70°01'52"E	40.46'
L6	S19°58'08"W	85.00'
L7	S70°01'52"E	21.49'
L8	N19°58'08"E	107.16'
L9	S85°44'09"E	29.28'
L10	S70°01'52"E	12.28'
L11	S19°58'08"W	115.08'
L12	S70°01'52"E	21.52'
L13	N19°58'08"E	129.41'
L14	N85°35'17"E	19.79'
L15	S70°01'52"E	22.43'
L16	S19°58'08"W	137.58'
L17	S70°01'52"E	21.53'
L18	N19°58'08"E	152.63'
L19	S70°01'52"E	40.46'
L20	S19°58'08"W	152.63'

Line Table		
Line #	Bearing	Distance
L21	S70°01'52"E	20.87'
L22	N53°53'51"E	13.14'
L23	N70°01'52"W	7.18'
L24	N19°58'08"E	160.63'
L25	S70°01'52"E	40.46'
L26	S19°58'08"W	160.63'
L27	N70°01'52"W	23.64'
L28	S53°53'51"W	22.78'
L29	N70°01'52"W	137.10'
L30	S19°58'08"W	66.81'
L31	S00°03'01"E	73.68'
L32	N89°56'59"E	13.01'
L33	N00°03'01"W	12.00'
L34	N89°56'59"E	17.00'
L35	S00°03'01"E	32.00'
L36	S89°56'59"W	17.00'
L37	N00°03'01"W	12.00'
L38	S89°56'59"W	13.01'
L39	S00°03'01"E	67.98'
L40	N89°56'59"E	57.03'

Line Table		
Line #	Bearing	Distance
L41	N00°03'01"W	5.45'
L42	N89°56'59"E	28.63'
L43	S00°03'01"E	23.47'
L44	S89°56'59"W	28.63'
L45	N00°03'01"W	10.02'
L46	S89°56'59"W	65.03'
L47	N00°03'01"W	159.06'
L48	N19°58'08"E	68.22'
L49	N70°01'52"W	171.02'
L50	N19°58'08"E	93.00'

NOTE: GROUND DISTANCES

THE PURPOSE OF THIS EXHIBIT IS TO DEPICT THE DIMENSIONS AND APPROXIMATE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES. THE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES AS ACTUALLY CONSTRUCTED SHALL TAKE PRECEDENCE OVER THE LOCATION AND ALIGNMENT SHOWN ON THIS EXHIBIT.

SHEET 2 OF 2

W#: WA160285

DATE: 06-18-2013

NW 1/4 SEC 18 T 3N R 3E

SCALE:       

DRAWN BY: JVC

JOB#: 1001.XX.XX

Ferguson  
and  
Services, Inc



When recorded, return to:  
Arizona Public Service Company  
P.O. Box 53999, Mail Station 3286  
Phoenix, Arizona 85072-3999

SW 9 3N 2E  
33.614566, -112.162172  
207-33-003B  
WA160287  
DP

## **UTILITY AND ACCESS EASEMENT FOR APS-OWNED INTERCONNECTED SOLAR INSTALLATION**

**WASHINGTON SCHOOL DISTRICT NO. 6 OF MARICOPA COUNTY, ARIZONA**, a body politic (hereinafter called "Grantor"), is the owner of the real property located in Maricopa County, Arizona, described in Exhibit "A" attached hereto and made a part hereof (hereinafter called "Grantor's Property").

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**WASHINGTON SCHOOL DISTRICT NO. 6  
OF MARICOPA COUNTY, ARIZONA, a body politic**

Its:

(Signature)

This instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_ by \_\_\_\_\_.  
(Grantor)

Notary Seal

---

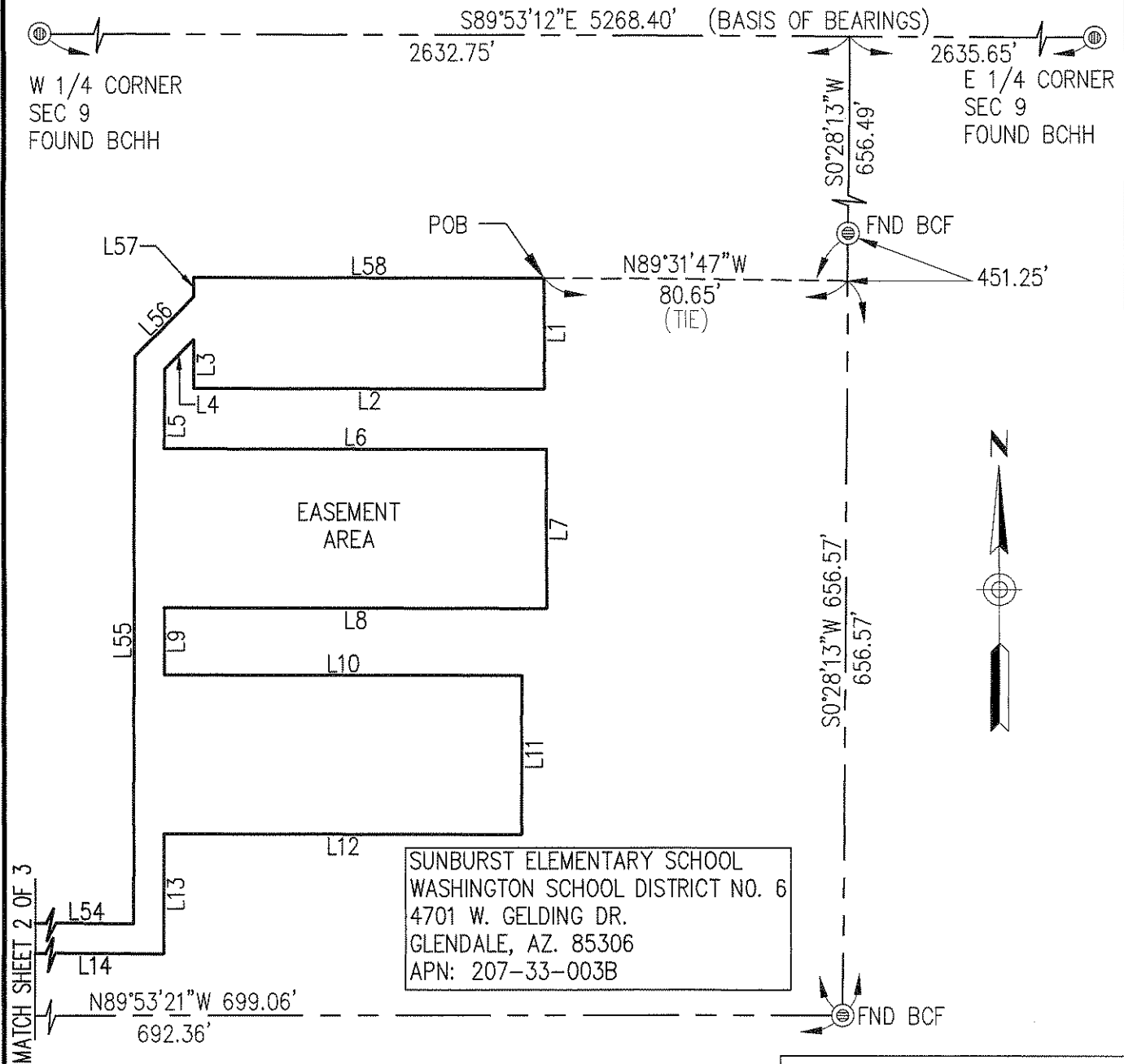
Notary Public

**EXHIBIT "A"**

**(LEGAL DESCRIPTION OF GRANTOR'S PROPERTY)**

**The South 495 feet of the Northeast quarter of the Southwest quarter of Section 9, Township 3 North, Range 2 East of the Gila and Salt River Base and Meridian, Maricopa County, Arizona.**

# **EXHIBIT "B"** **SKETCH SHOWING LOCATION AND LIMITS OF** **UTILITY EASEMENT**



THE PURPOSE OF THIS EXHIBIT IS TO DEPICT THE DIMENSIONS AND APPROXIMATE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES. THE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES AS ACTUALLY CONSTRUCTED SHALL TAKE PRECEDENCE OVER THE LOCATION AND ALIGNMENT SHOWN ON THIS EXHIBIT.

LEGEND	AREA
<span style="border: 1px solid black; display: inline-block; width: 50px; height: 10px;"></span> EASEMENT AREA	SF = 35,127
--- SECTION LINE	ACRES = 0.806
- - - - - PROPERTY LINE	
⊙ SECTION OR 1/4 CORNER	

SHEET 1 OF 3

W#: WA160287

DATE: 06-19-2013

SW 1/4 SEC 9 T 3N R 2E

SCALE: 1 = 100'

DRAWN BY: MJU, JVC

JOB#: 1001.XX.XX

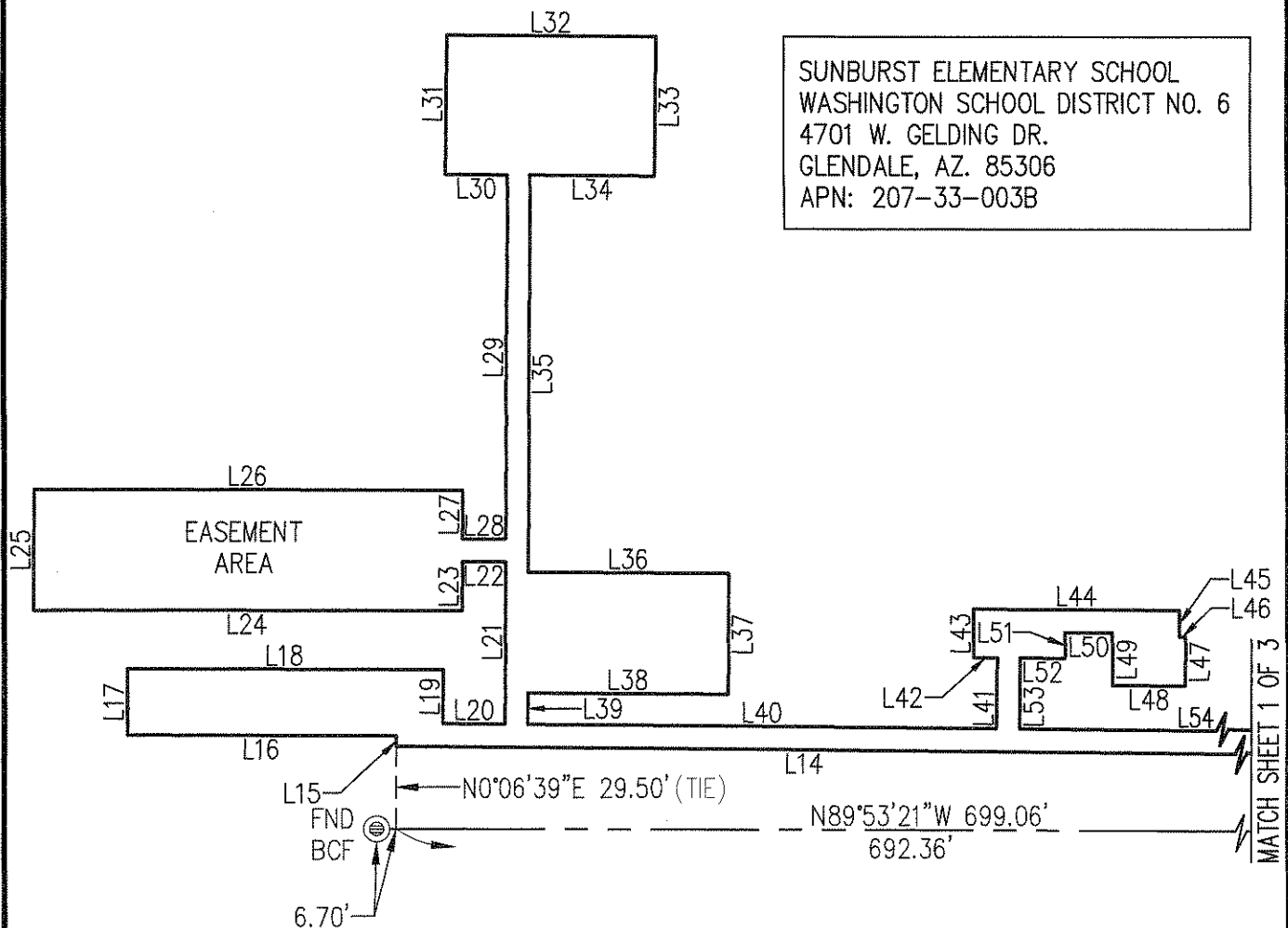
Ferguson  
 and  
 Services, Inc

aps



# EXHIBIT "B"

SKETCH SHOWING LOCATION AND LIMITS OF  
UTILITY EASEMENT



THE PURPOSE OF THIS EXHIBIT IS TO DEPICT THE DIMENSIONS AND APPROXIMATE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES. THE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES AS ACTUALLY CONSTRUCTED SHALL TAKE PRECEDENCE OVER THE LOCATION AND ALIGNMENT SHOWN ON THIS EXHIBIT.

## LEGEND

- EASEMENT AREA
- SECTION LINE
- PROPERTY LINE
- + SECTION OR 1/4 CORNER

## AREA

SF = 35,127  
ACRES = 0.806

SHEET 2 OF 3

SUNBURST ELEMENTARY SCHOOL  
WASHINGTON SCHOOL DISTRICT NO. 6  
4701 W. GELDING DR.  
GLENDALE, AZ. 85306  
APN: 207-33-003B

W#: WA160287

DATE: 06-19-2013

SW 1/4 SEC 9 T 3N R 2E

SCALE: 1 = 60'

DRAWN BY: MJU, JVC

JOB#: 1001.XX.XX

Ferguson  
and  
Services, Inc.



**EXHIBIT "B"**  
**SKETCH SHOWING LOCATION AND LIMITS OF**  
**UTILITY EASEMENT**

Line Table		
Line #	Bearing	Distance
L1	S00°08'37"W	29.50'
L2	N89°51'23"W	93.63'
L3	N00°08'37"E	12.91'
L4	S45°08'37"W	11.12'
L5	S00°08'37"W	21.07'
L6	S89°51'23"E	102.22'
L7	S00°08'37"W	42.27'
L8	N89°51'23"W	102.22'
L9	S00°08'37"W	17.94'
L10	S89°51'23"E	95.59'
L11	S00°08'37"W	42.27'
L12	N89°51'23"W	95.59'
L13	S00°08'37"W	31.93'
L14	N89°29'31"W	511.41'
L15	N00°08'46"E	3.58'
L16	N89°51'14"W	93.94'
L17	N00°08'46"E	23.16'
L18	S89°51'14"E	110.23'
L19	S00°08'46"W	18.84'
L20	S89°29'31"E	21.89'

Line Table		
Line #	Bearing	Distance
L21	N00°23'07"E	56.63'
L22	N89°51'14"W	15.33'
L23	S00°08'46"W	17.13'
L24	N89°51'14"W	150.08'
L25	N00°08'46"E	42.27'
L26	S89°51'14"E	150.08'
L27	S00°08'46"W	17.13'
L28	S89°51'14"E	15.36'
L29	N00°23'07"E	127.35'
L30	N89°28'35"W	21.85'
L31	N00°31'25"E	48.70'
L32	S89°28'35"E	73.68'
L33	S00°31'25"W	48.70'
L34	N89°28'35"W	43.82'
L35	S00°23'07"W	138.83'
L36	S89°36'53"E	70.38'
L37	S00°23'07"W	42.27'
L38	N89°36'53"W	70.38'
L39	S00°23'08"W	10.89'
L40	S89°29'31"E	164.34'

Line Table		
Line #	Bearing	Distance
L41	N00°30'29"E	24.77'
L42	N89°36'53"W	8.28'
L43	N00°23'07"E	17.02'
L44	S89°36'53"E	72.02'
L45	S00°09'30"W	9.12'
L46	S89°50'30"E	2.08'
L47	S00°09'30"W	17.23'
L48	N89°50'30"W	25.48'
L49	N00°09'30"E	18.43'
L50	N89°36'53"W	16.62'
L51	S00°23'07"W	9.01'
L52	N89°36'53"W	15.76'
L53	S00°30'29"W	24.78'
L54	S89°29'31"E	284.86'
L55	N00°08'37"E	150.73'
L56	N45°08'37"E	22.45'
L57	N00°08'37"E	5.26'
L58	S89°51'23"E	93.63'

THE PURPOSE OF THIS EXHIBIT IS TO DEPICT THE DIMENSIONS AND APPROXIMATE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES. THE LOCATION AND ALIGNMENT OF THE ELECTRIC LINE AND FACILITIES AS ACTUALLY CONSTRUCTED SHALL TAKE PRECEDENCE OVER THE LOCATION AND ALIGNMENT SHOWN ON THIS EXHIBIT.

NOTE: GROUND DISTANCES

SHEET 3 OF 3

W#: WA160287

DATE: 06-19-2013

SW 1/4 SEC 9 T 3N R 2E

SCALE: NTS

DRAWN BY: MJU, JVC

JOB#: 1001.XX.XX

Ferguson  
Land  
Services, Inc



WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
X Discussion  
Information  
1st Reading

FROM: Dr. Susan J. Cook, Superintendent

DATE: July 11, 2013

AGENDA ITEM: Changes in Grade Level for Cholla Middle School

INITIATED BY: Miriam Mahoney, Student Data Manager SUBMITTED BY: Cathy Thompson, Director of Business Services

PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

**SUPPORTING DATA**

Funding Source: N/A  
Budgeted: N/A

New guidelines at the Arizona Department of Education (ADE) now requires that minutes be provided, indicating Governing Board approval for any grade level changes for individual schools.

Due to the relocation of students in the New Beginnings program, it is necessary to submit a change to the entity profile at ADE for Cholla Middle School.

Cholla previously included sixth grade students that were being served in the New Beginnings program, and will now be changed to serve only seventh and eighth grade students.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the change from 6-8 grade configuration for Cholla Middle School to 7-8 grade configuration.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item V.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board   X   Action  
  X   Discussion  
FROM: Dr. Susan J. Cook, Superintendent            Information  
           1st Reading  
DATE: July 11, 2013  
AGENDA ITEM: Governing Board Arguments for the Maintenance and Operation (M&O) and Capital Override Pamphlet  
INITIATED BY: Governing Board SUBMITTED BY: Tee Lambert, Governing Board Member  
PRESENTER AT GOVERNING BOARD MEETING: Tee Lambert, Governing Board Member  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: A.R.S. 15-481.9

**SUPPORTING DATA**

Funding Source: N/A  
Budgeted: N/A

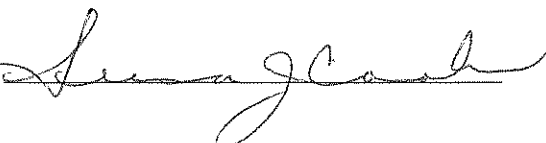
A.R.S. 15-481.9 authorizes that an argument may be submitted by the Governing Board of a school district proposing an override. "Arguments for the proposed increase in the budget shall be provided in writing and signed by the governing board." This statement shall be in a form prescribed by the County School Superintendent and shall not exceed 200 words. The statements are due in the County Superintendent's Office no later than 5:00 p.m. on August 9, 2013. These statements will be included in the publicity pamphlet for the election.

The attached arguments were prepared by Governing Board member, Tee Lambert, for the Governing Board to consider, discuss, amend if desired, and if deemed advisable, approve.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board consider, discuss, amend if desired, and if deemed advisable, approve the arguments in support of the Maintenance and Operation (M&O) and Capital Overrides to be included in the Publicity Pamphlet for the election to be held on November 5, 2013.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item V.D.

**“DRAFT”**

**Argument for the Washington Elementary School District No. 6  
Maintenance and Operations (M&O) Budget Override Election**

In the Washington Elementary School District (WESD) we are committed to:

- achieving excellence for every child; every day; every opportunity.
- schools where students can be successful with highly trained and effective teachers that will prepare students to become college and career ready using curriculum aligned with Arizona Standards and assessments to monitor their progress.
- meeting all of our student’s needs with full-day kindergarten, reading and math interventions, programs for our English Language Learners; and providing Music, Art and PE for all students.

Arizona Revised Statute §15-481(G) was amended in 2009 and allows school districts to combine their K-3 Override and their M&O Override into one Override request, therefore, reducing the cost of separate elections for WESD and confusion to our taxpayers.

As Governing Board members, our job is to make responsible decisions that demonstrate that we are accountable to you, our taxpayers, ensuring continued effective fiscal management.

We ask for your continued partnership by reauthorizing the Washington Elementary School District’s combined Maintenance and Operations (M&O) Budget Override, enabling WESD to continue providing quality educational programs for more than 23,000 students.

Please support WESD students and vote YES on November 5, 2013.

Respectfully submitted by WESD Governing Board,

\_\_\_\_\_  
Chris Maza, President

\_\_\_\_\_  
Aaron Jahneke, Vice President

\_\_\_\_\_  
Bill Adams, Member

\_\_\_\_\_  
Clorinda Graziano, Member

\_\_\_\_\_  
Tee Lambert, Member

**“DRAFT”**

**Argument for the Washington Elementary School District No. 6  
Capital Override Election**

Technology is everywhere in our daily lives, in ways that we often take for granted. Your mechanic plugs your car into a computer to evaluate what’s wrong. In restaurants and stores, technology is used for inventory, tallying your purchases and providing store discounts. In an office, your use of technology has increased productivity, used for research, reports, communication and accounting. Even at home your television, your phone and even your microwave are useful tools, thanks to technology. It is this world for which we, in the Washington Elementary School District (WESD), prepare our students to be college and career ready.

The State has mandated requirements of schools, creating a need for technology in order to implement the Arizona Academic Standards and to develop critical thinking skills, but has not provided the funding. This Capital Override will provide the needed tools in each classroom. Technology is as necessary as a #2 pencil.

Our children are our greatest gifts, keys to a promising future and worthy of our investment. WESD needs your support as we educate our students to be Arizona’s productive employees and innovative leaders of tomorrow. Please vote YES to support WESD students. Invest in our future.

Respectfully submitted by WESD Governing Board,

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Chris Maza, President

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Aaron Jahneke, Vice President

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Bill Adams, Member

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Clorinda Graziano, Member

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Tee Lambert, Member

# WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board           X           Action  
          X           Discussion  
FROM: Dr. Susan J. Cook, Superintendent                                  Information  
                                 1st Reading

DATE: July 11 , 2013

AGENDA ITEM: Temporary Suspension of Policy BGB – Policy Adoption and Adoption of Proposed Amended Policies GCJ – Professional Staff Noncontinuing and Continuing Status, GCK – Professional Staff Assignments and Transfers, GCO – Evaluation of Professional Staff Members and GDO – Evaluation of Support Staff Members

INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel

PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGB, BGF and H.B. 2500

## SUPPORTING DATA

Funding Source: N/A  
Budgeted: N/A

Board Policy BGB – Policy Adoption provides for a first and second reading as part of the Policy revision process. However, Policies BGB and BGF – Suspension/Repeal of Policy provide that an amended Policy may be adopted in a single reading if the Governing Board determines there is a need to do so. Because the provisions of HB 2500 became effective on July 1, 2013, it is necessary to adopt affected Policies prior to the start of the 2013-2014 school year. Requiring a first and second reading will delay the implementation of the provision beyond the start of the school year. For this reason, it is recommended that the Governing Board temporarily suspend Policy BGB and allow adoption of the amended Policies without two readings.

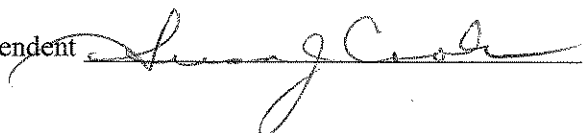
As a result of the enactment of House Bill 2500 (amending various statutory employment provisions – A.R.S. §§15-501, 15-536, 15-537, 15-538, 15-538.01, 15-539 and 15-550), ASBA Policy Services has recommended revisions to the following attached Policies: GCJ – Professional Staff Noncontinuing and Continuing Status, GCK – Professional Staff Assignments and Transfers, GCO – Evaluation of Professional Staff Members and GDO – Evaluation of Support Staff Members. Also attached are new Regulations GCO-RA – Evaluation of Professional Staff Members and GCO-RB – Evaluation of Professional Staff Members (Procedures for Appeal of Evaluation) that implement the provisions of the revised Policies.

Finally, attached are copies of current Policy GCO/GDO – Evaluation of Staff Members and Regulation GCO/GDO-R – Evaluation of Staff Members. At the time the Governing Board adopted the ASBA model policies in 2004, the then current evaluation policy that addressed both professional and classified staff members was brought forward into new

## SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board temporarily suspend Policy BGB – Policy Adoption and adopt proposed amended Policies GCJ – Professional Staff Noncontinuing and Continuing Status, GCK – Professional Staff Assignments and Transfers, GCO – Evaluation of Professional Staff Members and GDO – Evaluation of Support Staff Members.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item V.E.

Policy GCO/GDO. Because of the significant changes mandated by the adoption of HB 2500, it is now necessary to divide the Policy GCO/GDO consistent with the ASBA model policy formation.

The following is a summary of revisions to the respective Policies:

- Policy GCJ – Professional Staff Noncontinuing and Continuing Status – These revisions reflect statutory changes in how a certificated teacher is classified. A “Noncontinuing” teacher is now referred to as a “Probationary” Teacher. The definition for a Continuing teacher has been changed.
- Policy GCK – Professional Staff Assignments and Transfers – These revisions reflect clarifying changes needed following other more substantive changes in the statute that are found in GCO – specifically involving the transfer of a teacher who has been designated in the lowest performance classification.
- Policy GCO – Evaluation of Professional Staff Members and Regulation GCO-RA – Evaluation of Professional Staff Members – These revisions incorporate substantial changes to the teacher evaluation statutes as a result of the adoption of HB 2500. Regulation GCO-RB – Evaluation of Professional Staff Members (Procedures for Appeal of Evaluation) – merely incorporates the current provisions for the appeal of an evaluation. The following is a summary of the major changes:
  - The first observation in an evaluation may serve as a basis for a Preliminary Notice of Inadequacy of Classroom Performance. The second observation may serve to determine if inadequacies have been corrected.
  - If a continuing teacher’s performance qualifies as “highly effective” or “effective” on the basis of the first observation, the second observation is not required unless the teacher makes a request.
  - Although multi-year contracts not to exceed three years are available for “highly effective” teachers, they are not mandatory.
  - A Preliminary Notice of Inadequacy of Classroom Performance must be given to a teacher who has two consecutive evaluations of ineffective unless the teacher is in the 1<sup>st</sup> or 2<sup>nd</sup> year.
  - All teachers must receive 45 instructional days after issuance of the Preliminary Notice of Inadequacy of Classroom Performance to correct deficiencies and during the correction period must also “maintain adequate classroom performance” in the areas in which they were not deficient.
  - A continuing teacher who is evaluated as “ineffective,” reverts back to probationary status for the subsequent school year and remains a probationary teacher until rated as “effective” or “highly effective.”
  - The Governing Board must define the standards for “inadequate classroom performance” and may exceed the standards of the performance classifications mandated by ADE.
  - The January 15 deadline for presenting a teacher with a Preliminary Notice of Inadequacy of Classroom Performance was eliminated.
- Policy GDO – Evaluation of Support Staff Members – This Policy applies only to classified employees and incorporates the current provisions that are applicable to this classification of employee.

These recommended changes have been reviewed by District Legal Counsel.



**PROFESSIONAL STAFF  
NONCONTINUING AND CONTINUING  
STATUS**

~~Certificated teachers who have not been employed by the District for more than the major portion of three (3) consecutive school years are, for purposes of policy, referred to as noncontinuing teachers.~~

**Probationary teacher means a certificated teacher who is not a continuing teacher.**

**Continuing teacher means:**

- **a certificated teacher who has been and is currently employed by the District for the major portion of three (3) consecutive school years, and;**
- **who has not been designated in the lowest performance classification for the previous school year or who has not regained continuing status after being designated as a probationary teacher.**

~~Continuing status shall be obtained upon the offering and formal acceptance of the fourth (4<sup>th</sup>) consecutive teaching contract after being employed by the District for more than the major portion of three (3) consecutive school years.~~

Administrators are not covered under the terms of the teacher appointment and termination statutes and do not gain credit toward continuing status. while occupying administrative positions.

~~Retired teachers who return to employment will assume continuing status for purposes of receiving an evaluation as prescribed in Policy GCO/GDO — Evaluation of Staff Members. However, the right to receive an evaluation does not include any of the statutory rights specifically excluded by A.R.S. §38-766.01 for retired teachers who return to employment.~~

*Adopted:* April 10, 2008

**Proposed**

**G-4400**

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**GCJ**

LEGAL REF.:    A.R.S.       15-501  
   15-502  
   15-536  
   15-538.01  
   15-539  
   15-544  
   15-547  
   38-766.01

                         A.G.O.       I78-150  
   I78-286  
   I80-113  
   I83-131  
   I84-048

**CROSS REF.:**    **GCO – Evaluation of Professional Staff Members**

## PROFESSIONAL STAFF ASSIGNMENTS AND TRANSFERS

~~The Governing Board believes that assignments and transfers must always be made in the best interests of the students, staff, communities, and the District. The District transfer policy is based on the premise that the transfer process must be legal, consistent, timely, nondiscriminatory, and able to deal with unforeseen circumstances.~~

~~The Superintendent or designee is authorized to implement the transfer procedures of all staff.~~

The Superintendent shall have the responsibility for the assignment of all personnel throughout the District. The procedure for assignment and transfer of professional staff members will be based on the needs of the instructional program. In addition, no right to school, grade, or subject assignment shall be inferred from the teacher's contract.

A teacher who has been employed by the District for the major portion of three (3) or more consecutive school years and who is currently designated in the lowest performance classification for two (2) consecutive school years shall not be transferred as a teacher to another school in the District unless the District has issued a preliminary notice of inadequacy of classroom performance and approved a performance improvement plan for the teacher and the Governing Board has approved the new placement as in the best interests of the pupils in the school. Following a transfer under this provision, a teacher who continues to be designated in one of the two lowest performance classifications shall not be permitted to transfer to another school. A teacher shall not be transferred more than once under the provisions of this paragraph.

The transfer of teachers from one school to another school within the District shall take into consideration the needs of the pupils in the District and the current distribution of teachers across all of the four (4) performance classifications adopted by the State Board of Education.

## Proposed

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Professional staff members may apply for transfer or reassignment, whether or not a vacancy exists. Transfers will not be approved during the school year unless the needs of the District dictate such approval.

In the case of vacancies in new or existing positions, first consideration will be given to qualified applicants among current employees.

The resolution of any conflicts over the need for a transfer shall be based on what is best for the instructional program, the needs of the students, and the overall needs of the District as defined by the Superintendent.

*Adopted:*                      date of manual adoption

## EVALUATION OF PROFESSIONAL STAFF MEMBERS

The process and purpose of evaluation for certificated professional staff members is to result in improvement of the quality of instruction and the strengthening of the abilities of the professional staff.

### Definition of Terms

In this policy:

- ***Certificated teacher*** means a person who holds a certificate from the State Board of Education to work in the schools of this state and who is employed under contract in a position that requires certification, except a psychologist or an administrator devoting less than fifty percent (50%) of his time to classroom teaching.
- ***Inadequacy of classroom performance*** means the definition of inadequacy classroom performance adopted by the Governing Board.
- ***Performance classifications*** means the four (4) performance classifications for teachers and principals under the law and defined by the State Board of Education.
- ***Qualified evaluator*** means a school principal or other person who is trained to evaluate teachers and who is designated by the Governing Board to evaluate certificated teachers.

### Evaluation of Classroom Teachers and Other Certificated Non- administrative Staff Members

The District evaluation instrument will:

- Utilize the required elements of the model framework for a teacher and principal evaluation instrument adopted by the State Board of Education;

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- Include quantitative data on student academic progress that accounts for between thirty-three percent (33%) and fifty percent (50%) of the evaluation outcomes;
- Include four (4) performance classifications, designated as highly effective, effective, developing, and ineffective;
- Meet the data requirements established by the State Board of Education to annually evaluate individual teachers and principals.

Performance classifications for teachers shall be the same four performance classifications adopted by the State Board of Education. The performance classifications are to be applied to the evaluation instruments in a manner designed to improve principal and teacher performance. At least annually, the Governing Board will discuss at a public meeting its aggregate performance classifications of principals and teachers.

The District will involve its certificated teachers in the development and periodic evaluation of the teacher performance evaluation system. The following elements will be a part of the evaluation system:

- It will meet the requirements prescribed in statute and provide at least one (1) evaluation of each certificated teacher by a qualified evaluator each school year.
- A copy of the evaluation system shall be given to each teacher in the District.
- Specific training requirements for qualified evaluators, approved by the Board, will be included which may involve local or national educator training resources recommended by the Superintendent.
- The Superintendent will recommend qualified evaluators to the Board prior to naming evaluators.
- The Board will designate qualified evaluators.

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- Best practices for professional development and evaluator training adopted by the State Board of Education will be considered.
- The system will include incentives for teachers in the highest performance classification.
- The system will include a plan for the appropriate use of quantitative data of student academic progress in evaluations of all certificated teachers. The plan may make distinctions between certificated teachers who provide direct instruction to students and certificated teachers who do not provide direct instruction to students. The plan may include data for multiple school years and may limit the use of data for certificated teachers who have taught for less than two (2) complete school years.

The Governing Board may waive the requirement of a second classroom observation for a continuing teacher whose teaching performance based on the first classroom observation places the teacher in one (1) of the two (2) highest performance classifications for the current school year, unless the teacher requests a second observation.

Either the qualified evaluator or another Board designee shall confer with the teacher to make specific recommendations as to the areas of improvement in the teacher's performance and to provide professional development opportunities for the certificated teacher to improve performance and follow up with the teacher after a reasonable period of time for the purpose of ascertaining that the teacher is demonstrating adequate performance.

### **Inadequacy of Classroom Performance**

A teacher's classroom performance is inadequate if during any school year, the certificated teacher receives a performance rating of "ineffective" with respect to one or more of the performance components of the District's evaluation instrument.

The Superintendent is authorized to issue preliminary notices of inadequacy of classroom performance prior to Governing Board approval. The Superintendent, in

consultation with the principal or supervisor of the classroom teacher, will consider any mitigating circumstances before issuing such notices to a classroom teacher who is new to the profession or who was recently reassigned to a new grade level or content area. The Board will be notified within ten (10) school days of such issuance.

### **Evaluation of Principals, other Administrators and Psychologists**

The Board authorizes the Superintendent to establish a system for the evaluation of principals, other administrators, and certificated school psychologists. Advice will be sought from those to be evaluated in the development of the performance evaluation system for each of these employee classifications.

### **Evaluation of Principals**

The evaluation system for the evaluation of the performance of principals may include the over-all instructional program, student progress, personnel, curriculum, and facilities. Principals will be given a review of evaluation procedures prior to beginning the process.

The evaluation system for principals may include the following:

- Alignment of professional development opportunities to the principal evaluations.
- Incentives for principals in one (1) of the two (2) highest performance classifications, which may include multiyear contracts and incentives to work at schools assigned a letter grade of "D" or "F."
- Transfer and contract processes for principals designated in the lowest performance classification.

Subject to statutory limitations, the Board shall make available the evaluation and performance classification pursuant to A.R.S. 15-203 of each principal in the District to school districts and charter schools that are inquiring about the performance of the principal for hiring purposes.



### **Evaluation of Other Administrators**

The format for the evaluation system for other administrators (other than the Superintendent) will be developed under the leadership of the Superintendent, focusing on the responsibilities and outcomes which support the over-all instructional program and needs of the District. Evaluation procedures, timelines, and methods to be used for the communication of evaluation results will be reviewed with each employee prior to beginning the process.

### **Evaluation of Certificated School Psychologists**

The evaluation system for certificated school psychologists shall include the following:

- Recommendations as to areas of improvement in the performance of the certificated school psychologist if the performance warrants improvement.
- After transmittal of an assessment, a Board designee shall confer with the certificated school psychologist to make specific recommendations as to areas of improvement in performance.
- The Board designee shall provide assistance and opportunities for the certificated school psychologist to improve his performance and shall follow up after a reasonable period of time for the purpose of ascertaining that adequate performance is being demonstrated.
- Appeal procedures for certificated school psychologists who disagree with the evaluation of their performance, if the evaluation is for use as criteria for establishing compensation or dismissal.

### **Contracts of Certificated Employees**

The Governing Board may transmit and receive contracts of certificated employees in an electronic format and may accept electronic signatures on those contracts.

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The Superintendent will develop procedures for the implementation of this discretionary process.

The Governing Board may adopt requirements that require electronic signatures to be followed by original signatures within a specified time period.

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### Evaluation Rebuttal or Appeal

Employees that disagree with the contents of their performance evaluation and/or the improvement plan may file a rebuttal or appeal pursuant to Regulation GCO.

### Transfers

When an employee's evaluation indicates that an aspect of the employee's job performance is currently unsatisfactory, resulting in a plan of improvement, that employee must remain in their current position until the employee's improvement justifies the removal of the unsatisfactory mark(s) from the evaluation. Any deviation from this procedure requires approval from the Superintendent or designee.

### Salary Increase

If at the time that a Governing Board salary increase takes effect an employee's performance evaluation indicates that an aspect of their job performance is currently unsatisfactory, resulting in a plan of improvement, that employee will not be granted a salary adjustment. However, when the employee accomplishes the goals described on the improvement plan the employee will receive a retroactive salary increase. The employee's supervisor will notify human resources that the employee met the improvement plan. If an employee's current performance evaluation indicates that an aspect of their job performance is unsatisfactory and that employee resigns, is terminated, or has their contract non-renewed, that employee is not eligible for the salary adjustment.

*Adopted:* July 11, 2013

LEGAL REF.:	A.R.S.	15-203	15-538.01
		15-502	15-539 et seq.
		15-503	15-544
		15-536	15-549
		15-537	15-918.02
		15-537.01	15-977
		15-538	
	A.A.C.	R7-2-605	

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CROSS REF.: GCF/GDF – Staff Hiring  
GCJ – Professional Staff Noncontinuing and Continuing Status  
GCK – Professional Staff Assignments and Transfers  
GCMF – Professional Staff Duties and Responsibilities  
GCQF/GDQD – Discipline, Suspension, and Dismissal of Professional / Support Staff Members  
GDO – Evaluation of Support Staff Members

**REGULATION**

**REGULATION**

**EVALUATION OF PROFESSIONAL  
STAFF MEMBERS**

**Evaluators**

The Superintendent will compile an updated listing of those who have successfully completed the District required evaluator training and submit this list of newly trained evaluators prior to the first scheduled staff observation by an evaluator to the Governing Board for designation as qualified evaluators. The evaluator shall be responsible for the final written and official statement of evaluation, which shall be in writing, and a copy shall be transmitted to the certificated teacher within five (5) days after completion of the evaluation. [A.R.S. 15-537]

The Superintendent shall implement the specific training requirements for qualified evaluators prescribed by the Governing Board.

Best practices for professional development and evaluator training adopted by the State Board of Education should be referenced by the Superintendent periodically as the State Board has the authority to periodically make adjustments to align with the model framework for teacher and principal evaluations with assessment data changes at the state level.

***Classroom Observations by Evaluator:***

- The teacher performance evaluation system shall include at least two (2) actual classroom observations of the certificated teacher demonstrating teaching skills in a complete and uninterrupted lesson by the qualified evaluator. However, the Governing Board may waive the requirement of a second classroom observation for a continuing teacher whose teaching performance based on the first classroom observation places the teacher in one (1) of the two (2) highest performance classifications for the current school year, unless the teacher requests a second observation.
- There shall be at least sixty (60) calendar days between the first and last observations.

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### REGULATION

### REGULATION

- Preliminary notice of inadequacy may follow the first observation.
- The last observation may follow the issuance of a preliminary notice of inadequacy of classroom performance, the completion of any performance improvement plan and be used to determine whether the teacher has corrected inadequacies and has demonstrated adequate classroom performance.
- An observation shall not be conducted within two (2) instructional days of any scheduled period in which school is not in session for one (1) week or more.
- Informal or additional formal observations may be made at the discretion of the administrator. Observations that do not constitute a complete and uninterrupted lesson shall not be considered in determining performance ratings and may only be used to provide feedback to improve instructional performance.

#### *Procedural Steps in the Process of Evaluation:*

- The evaluation procedures shall be reviewed at each school. At the beginning of the school year, the principal shall meet with the school's faculty for the purpose of orienting the teachers to the total evaluation plan. Any teacher that is hired after the school year begins must also be given a review of evaluation procedures prior to the teacher's evaluation.
- Within ten (10) business days after each observation, the qualified evaluator observing the teacher shall provide written feedback to the teacher and a copy shall be retained for the principal's file. A third copy shall be placed in the teacher's personnel file and made available to authorized District officers and employees and as otherwise provided by law.
- The results of an annual evaluation shall be in writing, or provided in electronic format to the certificated teacher and a copy shall be transmitted or provided in an electronic format to the certificated teacher within five (5) business days after completion of the evaluation.

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### REGULATION

### REGULATION

- Either the qualified evaluator or another Board designee shall confer with the teacher to make specific recommendations as to the areas of improvement in the teacher's performance and to provide professional development opportunities for the certificated teacher to improve performance and follow up with the teacher after a reasonable period of time for the purpose of ascertaining that the teacher is demonstrating adequate performance.
- The certificated teacher may initiate a written reaction or response to the evaluation. The official evaluation shall be reduced to writing and signed by both the teacher and the evaluator. The teacher's signature shall not mean concurrence. The teacher shall be allowed ten (10) calendar days to write and submit any comments, which shall be attached to the evaluation.
- Copies of the evaluation report and performance classification of a certificated teacher retained by the Governing Board and the Department of Education are confidential, do not constitute a public record and shall not be released to any person except to those stipulated in A.R.S. 15-537 which allows release to certain prescribed parties, including school districts and charter schools that inquire about the performance of the teacher for prospective employment purposes.
- A school district or charter school that receives information about a certificated teacher from the evaluation report and performance classification shall use this information solely for employment purposes and shall not release to or allow access to this information by any other person, entity, school district or charter school for employment purposes.

#### ***Preliminary Notice of Inadequacy of Classroom Performance:***

- A teacher whose classroom performance has been evaluated as being inadequate shall be given a preliminary notice of inadequacy of classroom performance if the teacher may be dismissed or nonrenewed because of this notice. The notice will provide the teacher at least forty-five (45) instructional days in which to overcome the inadequacies and shall specify

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### REGULATION

### REGULATION

the nature of the inadequacy with such particularity as to furnish the teacher an opportunity to correct the inadequacies and maintain adequate classroom performance as defined by the Governing Board.

- The Superintendent is authorized to issue preliminary notice of inadequacy of classroom performance without prior Board approval. The Superintendent will notify the Board of such issuance within ten (10) days of such issuance.
- The preliminary notice of inadequacy of classroom performance shall be accompanied by a performance improvement plan designed to help the teacher correct inadequacies and demonstrate adequate classroom performance.

#### *Nonrenewal/Dismissal of Certificated Employees:*

- The Board shall authorize, as necessary, and send notice to teachers who will not be reemployed for the ensuing school year.
- The written notice of intention to dismiss or not to reemploy shall include a copy of any valid evaluation pertinent to the charges made.
- Notice of the Board's intention not to reemploy the teacher shall be made by delivering it personally to the teacher or by sending it by registered or certified mail to the teacher at the teacher's place of residence, as recorded in the District's records. The notice shall incorporate a statement of reasons for not reemploying the teacher.
- If a teacher does not correct inadequacies and demonstrate adequate classroom performance following the preliminary notice of inadequacy of classroom performance accompanied by a performance plan and the statutory time allocated for such improvement has elapsed, a written notice of intention to dismiss or not to reemploy may be issued.
- The Governing Board shall give any certificated teacher notice of intention to dismiss or not to reemploy if such intention is based on charges of inadequacy of classroom performance. The Governing Board or its



## Proposed

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GCO-RA

### REGULATION

### REGULATION

authorized representative at least forty five (45) instructional days before such notice, shall give the teacher written preliminary notice of inadequacy of classroom performance, specifying the nature thereof with such particularity as to furnish the teacher an opportunity to correct inadequacies and maintain adequate classroom performance. A notice of the Governing Board's intention to dismiss or not to reemploy for inadequacy of classroom performance shall not be issued until the District has completed an observation at the conclusion of a performance improvement plan.

- In the case of a continuing teacher, if the teacher does not demonstrate adequate classroom performance within the allotted time the Board shall dismiss the teacher as provided by statute.

#### **Contracts of Certificated Employees**

The Governing Board shall offer a teaching contract for the next ensuing school year to each certificated probationary teacher who is under a contract of employment with the District for the current school year, unless the Governing Board, a member of the Board acting on behalf of the Board or the Superintendent gives notice to the teacher of the Board's intention not to offer a teaching contract or unless such teacher has been dismissed.

The Governing Board shall offer to each certificated continuing teacher who has been employed more than the major portion of three (3) consecutive years and who is under contract of employment with the District for the current year a contract renewal for the next ensuing school year unless the teacher has been given notice of the Board's intent not to offer a contract and to dismiss the teacher as provided by statute.

The Governing Board shall offer a contract to each certificated teacher who is not designated in the lowest performance classification and was offered a contract in the prior year unless the teacher has been given notice of the Board's intent not to offer a contract and to dismiss the teacher.

## Proposed

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GCO-RA

### REGULATION

### REGULATION

The teacher's acceptance of the contract must be indicated within fifteen (15) business days from the date of the teacher's receipt of the written contract or the offer of a contract is revoked.

Receipt is considered to have occurred when the written contract is:

- personally delivered,
- placed in the teacher's school-provided mailbox, including electronic mail, or
- two (2) days after being placed in a United States Postal Service mail box.

The teacher accepts the contract by signing the contract and returning it to the Governing Board or by making a written instrument which accepts the terms of the contract and delivering it to the Governing Board. If the written instrument includes terms in addition to the terms of the contract offered by the Board, the teacher fails to accept the contract.

The Governing Board may transmit and receive contracts of certificated employees in an electronic format and may accept electronic signatures on those contracts. Additional provisions are as follows:

- If a contract has not been transmitted to the certificated employee by the end of the current school year, an electronic contract to that certificated employee, if provided in that format by the District, shall be transmitted prior to the start of the next school year shall be submitted to both the certificated employee's District e-mail as well as the certificated employee's personal e-mail in order to notify the certificated employee of the offer of contract.
- Each certificated employee shall be responsible for submitting his or her personal e-mail to human resources personnel at the District for this purpose.

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- Documents transmitted in an electronic format pursuant to this subsection shall be considered written documents for the purposes of sections 15-536 and 15-538.01.
- If the Governing Board has so adopted, electronic signatures are to be followed by original signatures within a specified time period.
- The Governing Board that accepts an electronic signature for a certificated employee's contract shall provide validation to the certificated employee that the contract has been transmitted.

***Principals, Other Administrators and Certificated School Psychologists:***

- Evaluation will be a cooperative procedure, with the evaluator and the evaluatee having full knowledge of the criteria and process.
- The results of an annual evaluation shall be in writing, or be provided in electronic format, to the evaluatee and a copy shall be transmitted or provided in an electronic format within five (5) business days after completion of the evaluation.
- Evaluation documents and procedures shall be developed based on the unique responsibilities and expectations inherent in the assignment.
- The evaluation and performance classification of each principal in the District will be made available to school districts and charter schools that are inquiring about the performance of the principal for hiring purposes.

**Principal, Other Administrator, and Certificated School Psychologist Contract Renewal**

If the administrator's contract with the District is for more than one (1) year, but not exceeding three (3) years, on or before May 15 of the last year of the contract, the Board shall offer a contract for the next school year to the administrator unless on or before April 15 the Board gives notice to the administrator of the Board's intention not to offer a new administrative contract.

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If the administrator's or psychologist's contract with the District is for a single year, on or before May 15 of each year the Board shall offer a contract for the next school year to the administrator or psychologist unless on or before April 15 the Board gives notice to the administrator or psychologist of the Board's intention not to offer a new administrative contract or psychologist's contract.

#### Support Staff Employees

At a minimum, by May 15 supervisors or designee shall annually review all support staff employees they are responsible for, using the applicable evaluation form. Supervisors may, however, evaluate an employee's performance throughout the year when required by an employee's performance.

The supervisor or designee will meet with each employee to discuss the employee's evaluation. The supervisor and employee must sign the evaluation. The original evaluation will be placed in the employee's personnel file. The employee, the supervisor, and, if applicable, supervisor designee will also receive copies of the evaluation.

When an employee receives an unsatisfactory evaluation, the evaluator and the affected employee will collaboratively develop an improvement plan, which may include the assistance of other applicable employees. If an improvement plan cannot be jointly determined, it is the responsibility of the evaluator to see that an improvement plan is created and implemented. The purpose of the plan is to outline the manner in which an employee may improve their performance and the time frame in which improvement is required. The employee, supervisor, and, if applicable, the supervisor designee must sign the improvement plan. The plan will accompany the employee's evaluation and will be placed in the employee's personnel file. The employee and the supervisor will also receive copies of the improvement plan. Employees who receive a not satisfactory and, consequently, receive an improvement plan may not transfer into another position until the employee's improvement justifies the removal of the not satisfactory mark from the evaluation.

When an employee receives an unsatisfactory evaluation, the evaluator and the affected employee will collaboratively develop an improvement plan, which may

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include the assistance of other applicable employees. If an improvement plan cannot be jointly determined, it is the responsibility of the evaluator to see that an improvement plan is created and implemented. The purpose of the plan is to outline the manner in which an employee may improve their performance and the time frame in which improvement is required. The employee, supervisor, and, if applicable, the supervisor designee must sign the improvement plan. The plan will accompany the employee's evaluation and will be placed in the employee's personnel file. The employee and the supervisor will also receive copies of the improvement plan. Employees who receive a *not satisfactory* and, consequently, receive an improvement plan may not transfer into another position until the employee's improvement justifies the removal of the *not satisfactory* mark from the evaluation.

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**EVALUATION OF PROFESSIONAL  
STAFF MEMBERS**

**(Procedures for Appeal of Evaluation)**

**Evaluation Rebuttal or Appeal**

Professional Staff Members that disagree with the contents of their performance evaluation and/or the improvement plan have one (1) of two (2) options available to them.

***Definitions***

A day is any day when the employee is required to be at work.

A supervisor is the person responsible for preparing the performance evaluation.

***Option I – Rebuttal***

Within ten (10) days after receiving the evaluation the employee may provide the supervisor a written statement of concerns which will be attached to the evaluation before it is submitted to the District office.

***OR***

***Option II – Appeal***

Within ten (10) days after receipt of the evaluation the employee may submit a written appeal to the supervisor regarding the contents of the evaluation. The appeal must explain what specifically the employee disagrees with on the evaluation and the reasons why. The supervisor will meet with the employee within ten (10) days after receiving the appeal to review the employee's concerns. Based upon the presented information, the supervisor can revise the evaluation, reevaluate the employee, or make no changes to the evaluation. If the supervisor does not revise the evaluation or reevaluate the employee, the supervisor will provide the employee with a written response within ten (10) days of the meeting.

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explaining the reasons for the decision not to revise the evaluation or reevaluate the employee.

If the employee is dissatisfied with the decision of the supervisor, the employee may invoke the provisions of Level II of the grievance procedure as outlined in Governing Board Policy.

## **EVALUATION OF SUPPORT STAFF MEMBERS**

All support personnel shall be evaluated by the appropriate supervisor or administrator. Except as provided for employees new to their position who qualify for the probationary employment period as described in Regulation GCF-RB/GDF-RB – Staff Hiring (Support Staff Probationary Period), a written evaluation of effectiveness of each support staff member shall be completed at least once each year by May 15. Supervisors may, however, evaluate an employee's performance throughout the year when required by an employee's performance. The evaluation will be used to increase job proficiency and for recommending continued employment.

The supervisor or designee will meet with each employee to discuss the employee's evaluation. The supervisor and employee must sign the evaluation. The original evaluation will be placed in the employee's personnel file. The employee, the supervisor, and, if applicable, supervisor designee will also receive copies of the evaluation.

When an employee receives an unsatisfactory evaluation, the evaluator and the affected employee will collaboratively develop an improvement plan, which may include the assistance of other applicable employees. If an improvement plan cannot be jointly determined, it is the responsibility of the evaluator to see that an improvement plan is created and implemented. The purpose of the plan is to outline the manner in which an employee may improve their performance and the time frame in which improvement is required. The employee, supervisor, and, if applicable, the supervisor designee must sign the improvement plan. The plan will accompany the employee's evaluation and will be placed in the employee's personnel file. The employee and the supervisor will also receive copies of the improvement plan. Employees who receive a not satisfactory and, consequently, receive an improvement plan may not transfer into another position until the employee's improvement justifies the removal of the not satisfactory mark from the evaluation.

### **Evaluation Rebuttal or Appeal**

Employees that disagree with the contents of their performance evaluation and/or the improvement plan have one (1) of two (2) options available to them.



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### ***Definitions***

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A supervisor is the person responsible for preparing the performance evaluation.

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If the employee is dissatisfied with the decision of the supervisor, the employee may invoke the provisions of Level II of the grievance procedure as outlined in Governing Board Policy.

### **Transfers**

When an employee's evaluation indicates that an aspect of the employee's job performance is currently unsatisfactory, resulting in a plan of improvement, that employee must remain in their current position until the employee's improvement

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justifies the removal of the unsatisfactory mark(s) from the evaluation. Any deviation from this procedure requires approval from the Superintendent or designee.

### Salary Increase

If at the time that a Governing Board salary increase takes effect an employee's performance evaluation indicates that an aspect of their job performance is currently unsatisfactory, resulting in a plan of improvement, that employee will not be granted a salary adjustment. However, when the employee accomplishes the goals described on the improvement plan the employee will receive a retroactive salary increase. The employee's supervisor will notify human resources that the employee met the improvement plan. If an employee's current performance evaluation indicates that an aspect of their job performance is unsatisfactory and that employee resigns, is terminated, or has their contract non-renewed, that employee is not eligible for the salary adjustment.

*Adopted:*

LEGAL REF.: A.R.S. 15-341

CROSS REF.: GDF-RB/GDF-RB – Staff Hiring (Support Staff  
Probationary Period)

## **EVALUATION OF STAFF MEMBERS**

The Governing Board shall require regular, periodic evaluations of all staff members in order to assure high quality performance and to advance the instructional programs of the District. Evaluations will be completed in accordance with applicable laws.

### **Evaluation of Classroom Teachers and Other Certificated Non- administrative Staff Members**

In accordance with state law, the District shall involve its certificated teachers in the development and periodic evaluation of the teacher performance evaluation system. The following elements will be a part of the evaluation system:

- A copy of the evaluation system shall be given to each teacher in the District.
- The Board shall receive from the Superintendent recommendations for qualified evaluators prior to naming evaluators.
- The Board will designate qualified evaluators by name or position at a Board meeting each year.

### **Inadequacy of Classroom Performance**

A teacher's classroom performance is inadequate if the teacher receives a rating of *unsatisfactory* in one (1) or more of the components set forth in the District's teacher evaluation system.

### **Evaluation of Administrators And Psychologists**

The District shall establish a system for the evaluation of the performance of principals, other school administrators, and psychologists. The District will seek advice from District administrators and psychologists in the development of this performance evaluation system.

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*Adopted:*     date of manual adoption

LEGAL REF.:     A.R.S.     15-503  
   15-537  
   15-538  
   15-539 et seq.  
   15-544  
   15-549  
   15-918.02  
                         A.A.C.     R7-2-605

CROSS REF.:     CBCA – Delegated Authority

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**EVALUATION OF STAFF MEMBERS**

**Support Staff Employees**

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**Administrators/Certified Teachers/Psychologists**

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If the employee is dissatisfied with the decision of the supervisor, the employee may invoke the provisions of Level II of the grievance procedure as outlined in Governing Board Policy.

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When an employee's evaluation indicates that an aspect of the employee's job performance is currently unsatisfactory, resulting in a plan of improvement, that employee must remain in their current position until the employee's improvement justifies the removal of the unsatisfactory mark(s) from the evaluation. Any deviation from this procedure requires approval from the Superintendent or designee.

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LEGAL REF.: A.R.S. 15-537