

Governing Board Agenda
WASHINGTON ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD AGENDA FOR
REGULAR MEETING AND EXECUTIVE SESSION

DATE: September 26, 2013

TIME: Regular Meeting 7:00 p.m.
Executive Session to follow Regular Meeting

PLACE: Administrative Center, 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505

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

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

1-5

It is recommended that the Governing Board approve the Minutes of the September 12, 2013 Regular Meeting (Governing Board member not present was Mrs. Tee Lambert.).

Motion _____ Second _____ Vote _____

- F. Current Events: Governing Board and Superintendent
Celebrating Our Successes! Tim Fountain, Principal at Manzanita Elementary School, will share information regarding the school's student achievement gains.
- G. Special Recognition
Special Recognition of a Governing Board member who received recognition from the Arizona School Boards Association (ASBA) for her diligent work with ASBA programs for continuing education and training:
 - Tee Lambert was awarded the Masters of Boardmanship.
- H. 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.)

I. REGULAR MEETING – GENERAL FUNCTION (continued)

- 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.)

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

Motion _____ Second _____ Vote _____

II. CONSENT AGENDA

- | | |
|--|-------|
| *A. Approval/Ratification of Vouchers | 6 |
| 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 | 7-8 |
| 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) | 9 |
| 1. Target Take Charge of Education Program donated a check in the amount of \$2,164.14 to be used for the benefit of students at Lookout Mountain Elementary School. | |
| 2. Target Take Charge of Education Program donated a check in the amount of \$493.83 to be used for the benefit of students at Mountain Sky Junior High School. | |
| 3. Target Take Charge of Education Program donated a check in the amount of \$439.34 to be used for the benefit of students at Orangewood School. | |
| 4. Church of the Beatitudes donated 535 used books through their Agelink Program with an approximate value of \$400.00 for the benefit of students at Maryland School. | |
| 5. The Hartford donated a check in the amount of \$600.00 to be used for the benefit of students at Maryland School. | |
| *D. Out-of-State Travel | 10-11 |
| 1. Elizabeth Green and Ben Metcalf, Math Program Coaches, to attend the National Council of Teachers of Mathematics Regional Conference, October 22-25, 2013, in Las Vegas, NV, at a cost of \$1,943.40. | |
| *E. Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO), Mohave Educational Services Cooperative (MESC) and Greater Phoenix Purchasing Consortium for Schools (GPPCS) | 12-13 |
| *F. Acceptance of the notMykid Grant in the Amount of \$1,200.00 | 14 |
| *G. Maricopa County for Arizona Nutrition Network Services Amendment | 15-17 |
| *H. Rio Salado College Agreement | 18-20 |
| *I. First Reading of Proposed Amended Board Policy CBCA – Delegated Authority | 21-22 |
| *J. First Reading of Proposed Amended Board Policy EBAA – Reporting of Hazards/Warning Systems | 23-25 |
| *K. First Reading of Proposed Amended Board Policy EBC – Emergencies | 26-27 |

II. CONSENT AGENDA (continued)

- | | |
|---|-------|
| *L. First Reading of Proposed Amended Board Policy GBI – Staff Participation in Political Activities | 28-30 |
| *M. First Reading of Proposed Amended Board Policy CM – School District Annual Report | 31-33 |
| *N. First Reading of Proposed Amended Board Policy GCFC – Professional Staff Certification and Credentialing Requirements | 34-38 |
| *O. First Reading of Proposed Amended Board Policy JLF – Reporting Child Abuse/Child Protection | 39-44 |

III. ACTION / DISCUSSION ITEMS

- | | |
|---|----|
| A. 2012-2013 Annual Financial Report (Cathy Thompson) | 45 |
| Motion _____ Second _____ Vote _____ | |

IV. FUTURE AGENDA ITEMS

V. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

VI. CALL FOR EXECUTIVE SESSION

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

It is 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.

Motion _____ Second _____ Vote _____

VII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

VIII. 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 statutory exception. |

VIII. EXECUTIVE SESSION – GENERAL FUNCTION (continued)

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.

IX. RECONVENING OF REGULAR MEETING

X. 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

2013-2014

September 12, 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 7:01 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Bill Adams, and Ms. Clorinda Graziano. Mr. Aaron Jahneke joined the meeting at 7:05 p.m. Mrs. Tee Lambert 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 led 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. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

E. Approval of the Minutes

A motion was made by Ms. Graziano that the Governing Board approve the Minutes of the August 22, 2013 Regular Meeting. The motion was seconded by Mr. Adams. The motion carried.

UNANIMOUS

F. Current Events: Governing Board and Superintendent

Mr. Adams shared that he enjoyed attending the Arizona School Boards Association (ASBA) Law Conference which was very informative. He thanked Mrs. Lambert, Ms. Graziano, and Dr. Cook for attending and thanked Mr. Rex Shumway for presenting at the conference.

Mr. Adams shared that the ASBA Maricopa County Workshop is scheduled for Monday, September 23, 2013, at the Washington Elementary School District Administrative Center and Mr. Maza would be doing the welcome address.

Ms. Graziano shared the following:

- Enjoyed attending the ASBA Law Conference which provided useful information. Ms. Graziano thanked the Board for allowing her to attend the conference.
- Acknowledged and thanked Cholla, Desert Foothills, Mountain Sky, Ocotillo, and Palo Verde schools for the artwork displayed in the Governing Board Room.
- Thanked the schools for providing Board members with the school newsletters and for presenting basic information regarding the District's override.

September 12, 2013

- Appreciated Arroyo Principal, Phil Liles' message in his school newsletter that he was always available to parents, e.g., by phone, email, or in person. Ms. Graziano stated that although all principals have an open door policy, it was a strong message to the parents to see it in the school newsletter.

Mr. Jahneke shared that he enjoyed attending the informative ASBA Delegate Assembly. He commended the Legislative Committee for its hard work and the presentation explaining the ASBA short-term and long-range goals. Mr. Jahneke thanked Mr. Adams for his work with ASBA and Mrs. Lambert for her work serving on the Legislative Committee.

Mr. Maza acknowledged his colleagues for attending the ASBA events.

Mr. Maza stated that education was in controversial times across the nation with the transition of standards. Mr. Maza acknowledged and thanked Superintendent Susie Cook and District officials, e.g., principals, program coaches, and teachers, who continue to do what they were hired to do which is teach the children the standards to best prepare them for the future.

Dr. Cook stated that the District would be starting a series to celebrate school successes. She shared that many schools had shown incredible progress on last year's testing. Dr. Cook advised that Richard E. Miller Elementary School had shown an increase of 39 points over last year which was an extraordinary feat in the State of Arizona. Dr. Cook introduced Ms. Shannon Bonnette, Principal of Richard E. Miller Elementary School, who shared information regarding the school's student achievement gains.

Mr. Maza thanked Ms. Bonnette for her presentation and congratulated her for the school's accomplishments.

G. Special Recognition

Mr. Maza recognized Governing Board member, Bill Adams, who was awarded the First Cluster from the Arizona School Boards Association (ASBA). The award was in recognition of his diligent work with ASBA programs for continuing education and training. Mr. Adams was presented with a plaque, with a duplicate plaque displayed in the District's Governing Board Room.

The ASBA award for Mrs. Tee Lambert was tabled until the next Board meeting.

H. Public Participation

There was no public participation.

I. Approval of the Consent Agenda

A motion was made by Mr. Jahneke that the Governing Board approve the Consent Agenda items as presented. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

II. CONSENT AGENDA

- *A. Approval/Ratification of Vouchers
Approved and ratified the vouchers as presented.

UNANIMOUS

- *B. Personnel Items
Approved the personnel items as presented.

UNANIMOUS

September 12, 2013

- | | |
|--|-------------------------|
| <p>*C. Public Gifts and Donations (The Value of Donated Items is Determined by the Donor) Approved the public gifts and donations as presented.</p> <ol style="list-style-type: none"> 1. Chaparral Parent/Teacher Association donated a check in the amount of \$2,500.00 toward the purchase of an electronic marquee at Chaparral Elementary School. 2. Lookout Mountain Parent/Teacher Organization donated a check in the amount of \$1,149.44 to be used for various community of caring activities throughout the year at Lookout Mountain Elementary School. 3. Pure Heart Church donated a six foot room partition with an approximate value of \$2,000.00 for the benefit of kindergarten students at Sunburst Elementary School. 4. St. Andrews Lutheran Church donated school supplies with an approximate value of \$450.00 for the benefit of students at Lakeview Elementary School. 5. Washington Education Foundation donated checks and gift cards for a total amount of \$1,670.00 for incentives for the Washington Elementary School District Annual United Way campaign. 6. Credit Union West donated a check in the amount of \$1,035.00 to purchase items to support partnerships with local colleges and universities and the Academic Support Programs Department. | <p>UNANIMOUS</p> |
| <p>*D. Out-of-State Travel Approved the out-of-state travel as presented.</p> <ol style="list-style-type: none"> 1. Sally Anne Cook, teacher at Sunburst Elementary School, to attend the Educator Training at the Ron Clark Academy, October 3-4, 2013, in Atlanta, GA, at a cost of \$190.00. | <p>UNANIMOUS</p> |
| <p>*E. Issue RFP No. 13.027 for Specified Services – Tutoring and Substitute Teaching Agencies</p> | <p>UNANIMOUS</p> |
| <p>*F. Amendment to the Intergovernmental Agreement with the City of Phoenix for the Head Start Program</p> | <p>UNANIMOUS</p> |
| <p>*G. Intergovernmental Agreement with the Department of Public Health, Maricopa County Tobacco & Chronic Disease Prevention</p> | <p>UNANIMOUS</p> |
| <p>*H. Collaborative Partner Agreement Between the Association for Supportive Child Care and Moon Mountain Elementary School for Participation in the Arizona Kith and Kin Project</p> | <p>UNANIMOUS</p> |
| <p>*I. Memorandum of Understanding with Valle del Sol – Family Service Center</p> | <p>UNANIMOUS</p> |
| <p>*J. Memorandum of Understanding with William W. Jenkins, PhD, LP Consulting Services for Play Therapy Services</p> | <p>UNANIMOUS</p> |
| <p>*K. Memorandum of Understanding with the Casa Center for Positive Social Change</p> | <p>UNANIMOUS</p> |
| <p>*L. 2013-2014 Qualified Evaluators</p> | <p>UNANIMOUS</p> |

September 12, 2013

- *M. Acceptance of the “Donate to Educate” Cardinals Charities Grant in the Amount of \$4,000.00 and the City of Phoenix Block Watch Grant in the Amount of \$9,632.00 **UNANIMOUS**

III. ACTION / DISCUSSION ITEM

A. Temporary Suspension of Policy BGB – Policy Adoption and Adoption of Proposed Amended Policy DJE – Bidding/Purchasing Procedures **UNANIMOUS**

Dr. Cook advised the Board that they were being asked to temporarily suspend the Policy requiring two readings as part of the Policy revision process. Dr. Cook stated that it was necessary to revise the affected Policy without a second reading because the provisions of HB 2599 that increase the state bidding limit from \$50,000.00 to \$100,000.00 would become effective on September 13, 2013. Dr. Cook stated that Mr. Rex Shumway, Legal Counsel, was available to answer questions from the Board.

Ms. Graziano asked for clarification regarding “Multiple Awards to More Than One Contractor” on page 80 of the agenda. Dr. Cook responded that some of the time, a single bid was not advantageous to the District. Therefore, multiple awards were made to companies that could provide the products or services.

Ms. Graziano stated that she attended a Board meeting in another district that had a similar agenda item. She referred to the last sentence on page 73 of the agenda, “The maximum dollar amount of an individual job order for a job-order-contracting construction service shall be one million dollars (\$1,000,000) or as determined by the Board.” Ms. Graziano reported that the other district raised the job-order-contracting construction service amount to three million dollars (\$3,000,000) because they were having contracts for more than one million dollars (\$1,000,000), e.g., food services and air conditioning. Ms. Graziano asked if this was an issue at the Washington Elementary School District (WESD). Dr. Cook stated that WESD was not recommending that because it was not allowable.

A motion was made by Mr. Jahneke that the Governing Board temporarily suspend Policy BGB – Policy Adoption and adopt proposed amended Policy DJE – Bidding/Purchasing Procedures. The motion was seconded by Mr. Maza. The motion carried.

IV. FUTURE AGENDA ITEMS

Ms. Graziano requested an overview of the Title I Program. Ms. Graziano also requested an update from the evaluation committee regarding the evaluation system implementation.

V. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Mr. Adams thanked the District and the Governing Board for the ASBA First Cluster award.

Dr. Cook acknowledged that Chris McGraw, first grade teacher at Moon Mountain Elementary School, was presented the MVP award by the Arizona Cardinals. She received four tickets to a Cardinals football game and \$500.00.

Dr. Cook acknowledged that John Vasey, sixth grade teacher at Orangewood School, received the All Star Teacher Award of the month from CenturyLink and the Arizona Diamondbacks and the school received \$2,000.00.

VI. ADJOURNMENT

UNANIMOUS

A motion was made by Mr. Adams to adjourn the meeting at 7:26 p.m. The motion was seconded by Ms. Graziano. The motion carried.

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

BOARD SECRETARY

DATE

BOARD OFFICIAL

DATE

September 12, 2013

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: September 26, 2013 Information
 AGENDA ITEM: *Approval/Ratification of Vouchers 1st Reading

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 FY13/14 PAYROLL VOUCHERS (warrants for services and materials, payroll expense):

| | |
|----------------|---------------------|
| 09/06/13 | 2,814,113.32 |
| Totals: | 2,814,113.32 |

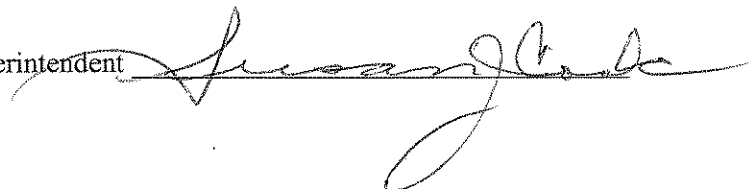
APPROVE/RATIFY FY 13/14 EXPENSE VOUCHERS (warrants for services and materials, payroll expense):

| | |
|----------------|---------------------|
| 09/04/13 | 975,271.09 |
| 09/05/13 | 1,713.98 |
| 09/11/13 | 5,790,111.04 |
| Totals: | 6,767,096.11 |

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 X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *Personnel Items 1st Reading

INITIATED BY: Justin Wing, Director of Human Resources
SUBMITTED BY: Justin Wing, Director of Human Resources

PRESENTER AT GOVERNING BOARD MEETING: Justin Wing, Director of Human Resources

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

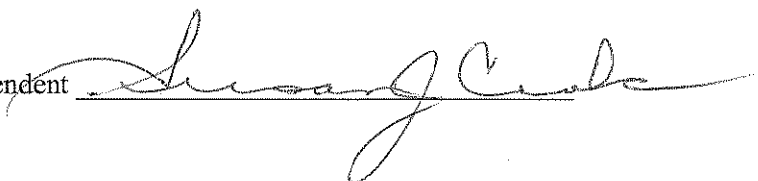
Funding Source: Various
Budgeted: Yes

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

September 26, 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 |
|-----------|-------|-------------------|------------|-------------|------------------|----------------|
| Hoffman | Sarah | Teacher-Read 180 | Cholla | Resignation | 4 | 10/26/2013 |
| Powers | Amber | Teacher-Math | Sweetwater | Resignation | 1 mo. | 9/20/2013 |
| Rohrbach | Nikki | Teacher-3rd Grade | Roadrunner | Resignation | 2 mo. | 10/4/2013 |

C. FULL-TIME CLASSIFIED

| LAST NAME | FIRST | POSITION | LOCATION | ACTION | YEARS OF SERVICE | EFFECTIVE DATE |
|-----------|-------|--------------------|------------|-------------|------------------|----------------|
| Alejandro | Frank | Facilities Manager | Ocotillo | Resignation | 6 | 9/13/2013 |
| Iannone | Paul | Facilities Manager | Orangewood | Resignation | 2 | 9/20/2013 |

D. PART-TIME CLASSIFIED

| LAST NAME | FIRST | POSITION | LOCATION | ACTION | YEARS OF SERVICE | EFFECTIVE DATE |
|--------------|----------|-----------------------|------------------|----------------|------------------|----------------|
| Boullosa | Richard | Special Ed. Assistant | Sweetwater | Position Ended | 3 | 8/23/2013 |
| David | Deanna | Bus Assistant | Transportation | Resignation | 7 | 8/30/2013 |
| Frausto | Irma | Special Ed. Assistant | Maryland | Resignation | 20 | 9/13/2013 |
| Funes | Mirna | KidSpace Assistant | Lookout Mountain | Resignation | 1 | 9/20/2013 |
| Hemmann | Amanda | Food Service Clerk | Lookout Mountain | Resignation | 1 mo. | 9/11/2013 |
| Leyba | Kelly | Paraprofessional | Moon Mountain | Resignation | 6 | 9/10/2013 |
| Nicks | Michael | Paraprofessional | Royal Palm | Resignation | 1 | 9/13/2013 |
| Ortega-Dubon | Martha | Special Ed. Assistant | Sweetwater | Resignation | 1 | 9/6/2013 |
| Roberson | Ulla | Crossing Guard | Sweetwater | Resignation | 2 | 9/3/2013 |
| Simmons | Michelle | Bus Driver | Transportation | Retirement | 20 | 9/19/2013 |

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 |
|-----------|---------|-----------------------------------|---------------------|-----------|
| Gagnon | Natalie | Balance of Year Teacher-4th Grade | N | Manzanita |

C. FULL-TIME CLASSIFIED

| LAST NAME | FIRST | POSITION | (E)XISTING OR (N)EW | LOCATION |
|-----------|-------|------------------|---------------------|-------------|
| Chalabi | Joe | Roving Custodian | E | Maintenance |

D. PART-TIME CLASSIFIED

| LAST NAME | FIRST | POSITION | (E)XISTING OR (N)EW | LOCATION |
|---------------|----------|---------------------------|---------------------|-----------------------|
| Arockiaraj | Mathew | Bus Driver | E | Transportation |
| Begaye | Lorilene | Paraprofessional | E | Sahuaro |
| Crouse | Robert | Bus Driver | E | Transportation |
| Dorhauer | Molly | Paraprofessional | E | Shaw Butte |
| Galvez-Batres | Salvador | Bus Assistant | E | Transportation |
| Greenberg | Alysa | KidSpace Site Coordinator | E | After School Programs |
| Malek | Afrah | Special Ed. Assistant | E | Sweetwater |
| McThias | Terrance | Monitor/Crossing Guard | E | Orangewood |
| Sanchez | Sabatina | Paraprofessional | E | Manzanita |
| Shikany | Cody | KidSpace Assistant | E | Sunset |

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 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. Target Take Charge of Education Program donated a check in the amount of \$2,164.14 to be used for the benefit of students at Lookout Mountain Elementary School.
2. Target Take Charge of Education Program donated a check in the amount of \$493.83 to be used for the benefit of students at Mountain Sky Junior High School.
3. Target Take Charge of Education Program donated a check in the amount of \$449.34 to be used for the benefit of students at Orangewood School.
4. Church of the Beatitudes donated 535 used books through their Agelink Program with an approximate value of \$400.00 for the benefit of students at Maryland School.
5. The Hartford donated a check in the amount of \$600.00 to be used for the benefit of students at Maryland 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 *I.L.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *Out-of-State Travel 1st Reading

INITIATED BY: Maggie Westhoff, Director of Professional Development
SUBMITTED BY: Maggie Westhoff, Director of Professional Development

PRESENTER AT GOVERNING BOARD MEETING: Maggie Westhoff, Director of Professional Development

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: Race to the Top Grant
Budgeted: Yes

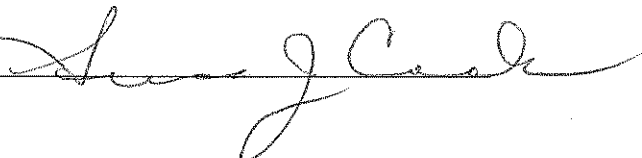
The following out-of-state travel request has been reviewed and is recommended for approval:

1. Elizabeth Green and Ben Metcalf, Math Program Coaches, to attend the National Council of Teachers of Mathematics Regional Conference, October 22-25, 2013, in Las Vegas, NV, at a cost of \$1,943.40.

SUMMARY AND RECOMMENDATION

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

Superintendent



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

Agenda Item *II.D.

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - September 26, 2013

OUT-OF-STATE TRAVEL REQUEST FORM

| Name of Traveler(s) <i>(as it appears on your driver's license)</i> | Position | School/Department |
|---|------------------------|--------------------------|
| Elizabeth Green | Program Coach for Math | Academic Services |
| Ben Metcalf | Program Coach for Math | Academic Services |
| | | |
| | | |

CONFERENCE INFORMATION:

| | |
|-----------------------------------|--|
| CONFERENCE TITLE: | National Council of Teachers of Mathematics Regional Conference |
| TRAVEL DATES: | October 22-25, 2013 |
| CONFERENCE LOCATION: | Las Vegas, Nevada |
| SOURCE OF FUNDING: Description: | Race to the Top Grant Registration Funds (Funding Source) Total |
| Registration Account Code: | 319 100 2200 6331 503 0000 \$ 601.00 |
| SOURCE OF FUNDING: Description: | Race to the Top Grant Travel Funds (Funding Source) Total |
| Travel Account Code: | 319 100 2200 6580 503 0000 \$ 1,342.40 |
| SOURCE OF FUNDING: Description: | Substitute Funds (Funding Source) Total |
| Substitute Account Code: | 6129 \$ |

PURPOSE OF TRAVEL: As required by the guidelines in the Federal "Race To the Top" grant, WESD must develop and implement a high-quality LEA Math Standards Implementation Plan which includes the development of internal professional development modules that support ELA/STEM training, the development of integrated ELA/STEM lesson plans, coaching for implementation of STEM lessons with follow-up and feedback, as well as methods for monitoring the implementation of STEM lessons. Elizabeth Green and Ben Metcalf, Program Coaches for Mathematics, have been invited to participate in several Gallery Workshops such as "Integrated STEM and CCSS: Teaching Mathematics in a STEM Context" and "Transforming Teaching Using Common Core/STEM and Integrated Pathways". They will also attend training sessions focused on developing training modules, lesson plans, and strategies to support systemic implementation of Mathematic Standards in WESD classrooms. Elizabeth and Ben will share materials, strategies, and sample plans with members of Academic Services, Program Coaches, school administrators, and classroom teachers throughout WESD through planning sessions, training modules, classroom modeling, and coaching with feedback.

MAXIMUM COSTS:

| | |
|------------------------|--------------------|
| REGISTRATION FEE: | \$ 601.00 |
| MEALS | \$.0 |
| LODGING: | \$ 1,142.40 |
| SUBSTITUTES | \$.0 |
| TRANSPORTATION: | \$ |
| AIR | \$ 200.00 |
| CAR RENTAL/PARKING | \$.0 |
| BUS/TAXI/SHUTTLE | \$.0 |
| TOTAL COST: | \$ 1,943.40 |

SIGNATURES

Janet Sullivan, Assistant Superintendent for
Academic Services
Supervisor

Dr. Maggie Westhoff, Director of Professional
Development
Supervisor

Janet Sullivan, Assistant Superintendent for
Academic Services
Budget Manager

COMMENTS: Elizabeth Green will pay for her own food and travel expenses. Ben Metcalf will pay for part of the travel expenses and his food.

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

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO), Mohave Educational Services Cooperative (MESC) and Greater Phoenix Purchasing Consortium for Schools (GPPCS) 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.

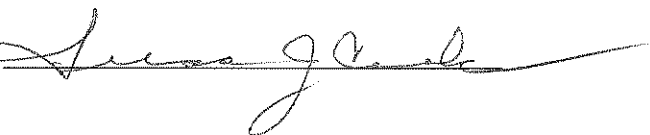
A.R.S. 11-952 and A.A.C. R7-2-1191 through R7-2-1195 authorizes and governs intergovernmental procurements. A school district may either, participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of any materials, services, or construction with one or more 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 Agreements and contract purchases with the State Procurement Office (SPO), Mohave Educational Services Cooperative (MESC) and Greater Phoenix Purchasing Consortium for Schools (GPPCS).

Superintendent



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

Agenda Item *II.E.

MOHAVE CONTRACT(S)

THERE IS AVAILABLE BUDGET CAPACITY:

| | |
|--|--|
| Vendor(s): | North American Lubricants and Canyon State Oil |
| Description of Purchase: | Vehicle Lubricants |
| Estimated 2013-2014 Expenditures: | To be used on an as-needed basis. |
| Department/School Funding: | Maintenance Department/M&O |
| Expended 2012-2013: | New Contract |

SPO CONTRACT(S)

THERE IS AVAILABLE BUDGET CAPACITY:

| | |
|--|--|
| Vendor(s): | A Foreign Language Service Corp. |
| Description of Purchase: | Real-time captioning (CART) and sign language interpretation Svcs. |
| Estimated 2013-2014 Expenditures: | To be used on an as-needed basis. |
| Department/School Funding: | Special Services Department/M&O |
| Expended 2012-2013: | New Contract |

GPPCS CONTRACTS

THERE IS AVAILABLE BUDGET CAPACITY:

| | |
|--|--|
| Contract Title: | Copy Paper |
| Vendor(s): | Costco Wholesale |
| Contract Issuer: | Contract issued through Phoenix Union #1-813 |
| Estimated 2013-2014 Expenditures: | To be used on an as-needed basis. |
| Department/School Funding: | Materials Management Center/M&O |
| Expended 2012-2013: | New Contract |

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: September 26, 2013 Information
1st Reading

AGENDA ITEM: *Acceptance of the notMykid Grant in the Amount of \$1,200.00

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

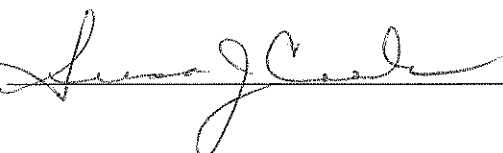
In accordance with Board policy, the Governing Board is advised that the following grants have been received in support of Washington Elementary School District students, parents, and staff.

| Funder | Location | Amount | Purpose |
|----------|----------------|------------|-----------------------------|
| notMYkid | Sunnyslope (N) | \$1,200.00 | Anti-bullying presentations |

(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 notMYkid Grant in the amount of \$1,200.00 and authorize the Superintendent to execute all necessary documents.

Superintendent 

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

Agenda Item *II.F.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *Maricopa County for Arizona Nutrition Network Services Amendment 1st Reading
INITIATED BY: Connie Parmenter, Director of Nutrition Services SUBMITTED BY: Connie Parmenter, Director of Nutrition Services
PRESENTER AT GOVERNING BOARD MEETING: Connie Parmenter, Director of Nutrition Services
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

On August 23, 2012, the Governing Board approved the contract with Maricopa County Department of Public Health to participate in the Arizona Nutrition Network – Local Incentive Award.

The purpose of this amendment (C-86-13-030-3-01) is to revise the Price Sheet of the contract to reflect budget changes for the 2013-2014 school year. The total budget amount of \$125,952.00 is the same as the approved budget for 2012-2013. However, line item changes include:

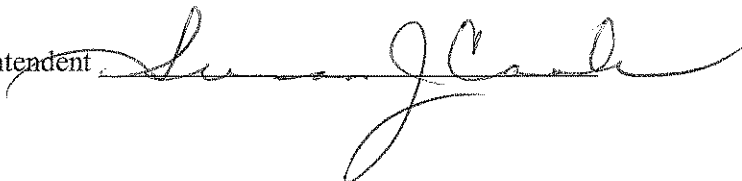
- Decrease of \$1,286.00 for non-capital equipment supplies
- Increase of \$1,236.00 for materials
- Increase of \$50.00 for travel

The Agreement has been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the amendment to the contract with the Maricopa County Department of Public Health for Arizona Nutrition Network services.

Superintendent



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

Agenda Item *II.G.

CONTRACT NO: C-86-13-030-3-01

AMENDMENT NO: 1

AMENDMENT TO
CONTRACT
Between
MARICOPA COUNTY
By and Through
DEPARTMENT OF PUBLIC HEALTH
and
Washington Elementary School District.

- I. The above named contract is hereby amended as specified below:
- A. Extend Contract Period from October 1, 2012 ending September 30, 2013 to October 1, 2013 ending September 30, 2014.
 - B. Replace Exhibit A – Budget (New Funding in the amount not-to-exceed \$125,952)

All other terms and conditions of the original contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties agree to the changes indicated herein:

**FOR AND ON BEHALF OF
MARICOPA COUNTY**

By: _____
Chairman, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Attorney for Maricopa County

Date

FOR AND ON BEHALF OF

By: _____

Date

ATTEST

Date

APPROVED AS TO FORM

Date



CONTRACT AMENDMENT

Contract No: C-86-13-030-3-00

EXHIBIT A – PRICE SHEET/FEE SCHEDULE
WASHINGTON ELEMENTARY SCHOOL DISTRICT
EFFECTIVE OCTOBER 1, 2013

| BUDGET CATEGORIES | APPROVED FEDERAL SHARE BUDGET |
|--------------------------------|-------------------------------|
| PERSONNEL COSTS/SALARY | \$56,343 |
| FRINGE BENEFITS | \$16,559 |
| CONTRACTS/GRANTS/AGREEMENTS | \$6,870 |
| NON-CAPITAL EQUIPMENT SUPPLIES | \$5,750 |
| MATERIALS | \$38,880 |
| TRAVEL | \$1,550 |
| BUILDING/SPACE | \$0 |
| MAINTENANCE | \$0 |
| EQUIPMENT & OTHER CAPITAL | \$0 |
| INDIRECT COSTS | \$0 |
| TOTAL | \$125,952 |
| | |

LINE ITEM BUDGET TRANSFERS

Upon receipt of written authorization from the Program Manager, the Contractor is authorized to transfer up to a maximum of ten percent (10%) of the Total Budgeted Amount between line items.

Transfers of funds are only allowed between funded line items. Transfers exceeding ten percent (10%) or to a non-funded line item shall require a Contract Amendment.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *Rio Salado College Agreement 1st Reading

INITIATED BY: Dr. Maggie Westhoff, Director of Professional Development
SUBMITTED BY: Dr. Maggie Westhoff, Director of Professional Development

PRESENTER AT GOVERNING BOARD MEETING: Dr. Maggie Westhoff, Director of Professional Development

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

Rio Salado College is requesting an agreement with the Washington Elementary School District (WESD) to secure fieldwork experience for their teacher education students. All placements will go through the Professional Development Department to ensure qualified personnel will host the students. Upon placement, the college will ensure all students abide by the WESD policies and procedures. Each student will be required to have a valid fingerprint clearance card on file in the Professional Development Department prior to beginning their observation hours or student teaching.

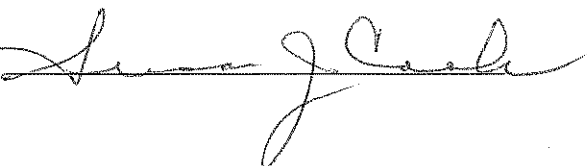
This affiliation agreement will be beneficial to WESD because it increases our ability to recruit new teachers. In turn, the students will retain a familiarity with the District to allow a more comfortable transition into teaching.

The Agreement has been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Affiliation Agreement with Rio Salado College 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.H.



AFFILIATION AGREEMENT
Between
MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT
For
RIO SALADO COLLEGE
And
WASHINGTON ELEMENTARY DISTRICT

THIS AGREEMENT is made this 27th day of September, 2013, between MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOR RIO SALADO COLLEGE (referred to as "COLLEGE" herein) and WASHINGTON ELEMENTARY DISTRICT (referred to as "DISTRICT" herein).

The COLLEGE desires to secure fieldwork experience for its teacher education students, and the DISTRICT is capable of providing support for practicum and student teaching experiences and maintains facilities suitable to provide desired experience for students of the COLLEGE.

IT IS THEREFORE AGREED BETWEEN THE PARTIES AS FOLLOWS:

A. RESPONSIBILITIES OF RIO SALADO COLLEGE

1. The COLLEGE will instruct its students to abide by all policies, procedures and rules of the DISTRICT. In matters relating to pupil activities, the COLLEGE students will take direction from authorized DISTRICT personnel.
2. The COLLEGE will maintain adequate insurance to provide coverage for liabilities arising from the acts and/or omissions of students and employees participating in the intercept experience with the DISTRICT. The COLLEGE will not be responsible for maintaining insurance coverage for any liability arising from the acts and/or omissions of the employees, representatives or agents of the DISTRICT, and the COLLEGE will not assume any liability arising from the acts and/or omissions of the employees, representatives or agents of the DISTRICT.
3. For student teaching placements, the COLLEGE shall designate a college supervisor to coordinate, consult and collaborate with the DISTRICT classroom teacher, and to supervise and evaluate the student teacher:
 - (a) Out of County/Out of State Placements: via a minimum of three video-taped lesson presentations, as well as phone and/or email communication.
 - (b) Maricopa County Placements: via in-person College Supervisor meetings and reviews, as well as phone and/or email communication.
4. The COLLEGE will verify the student has appropriate fingerprint clearance documentation on file with the COLLEGE.
5. The COLLEGE will pay monetary compensation directly to the mentor or cooperating teacher for the services rendered, as applicable. The stipend amount is determined by the COLLEGE based on the type (practicum or student teaching) and length of the placement.

B. RESPONSIBILITIES OF DISTRICT

1. DISTRICT will provide qualified personnel for the guidance of students who are placed with the DISTRICT for programs and provide direct guidance, supervision and involvement for those students.
2. DISTRICT will provide appropriate and adequate facilities for learning purposes including sufficient space for teaching purposes and conferences with students.
3. DISTRICT will provide instructional materials, library facilities and other training aids as needed to the faculty/liaison and student of the COLLEGE for training purposes. DISTRICT will inform THE COLLEGE of any change in policy, rules or regulations which will affect the students or faculty of the COLLEGE.
4. DISTRICT will maintain adequate insurance to provide coverage for the liabilities arising from the acts and/or omissions of employees, representatives or agents of DISTRICT who are participating in the internship programs with the COLLEGE.
5. DISTRICT may, for good cause, refuse to accept for placement or may terminate the field experience assignment of any student by notifying the COLLEGE in writing. Prior to termination, the DISTRICT shall consult with the COLLEGE about its concerns and proposed course of action.

C. DURATION:

The effective date of this agreement is September 26, 2013. It shall continue in force until cancelled by written notice by either party to the other, no less than one semester in advance of the desired date of termination.

D. NON-DISCRIMINATION

During the period of this agreement, the COLLEGE and the DISTRICT agree to comply with TITLE VII of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972 and Section 504 of the Rehabilitation Act of 1973 and both parties agree not to discriminate against any person on the basis of race, color, sex, religion, national origin, age or handicap. Executive Order 11246 and Executive Order 75-5 are both incorporated herein by reference and applicable to this agreement.

E. ANNUAL REVIEW:

This agreement will be reviewed annually. It may be altered or modified in writing by mutual consent of the DISTRICT and the COLLEGE.

Jennifer Freed, Ph.D.
RIO SALADO COLLEGE
2323 W. 14th Street
Tempe, AZ 85281-6950

WASHINGTON ELEMENTARY DISTRICT
4650 West Sweetwater
Glendale, AZ 85304

By: _____

Interim Vice President

Title: Academic and Student Affairs

Date: September 26, 2013

By: _____

Title: _____

Date: _____

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: | September 26, 2013 | <u> X </u> | 1st Reading |
| AGENDA ITEM: | <u>*First Reading of Proposed Amended Board Policy CBCA – Delegated Authority</u> | | |
| INITIATED BY: | <u>D. Rex Shumway, Legal Counsel</u> | SUBMITTED BY: | <u>D. Rex Shumway, Legal Counsel</u> |
| PRESENTER AT GOVERNING BOARD MEETING: | <u>D. Rex Shumway, Legal Counsel</u> | | |
| GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: | <u>BGB</u> | | |

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

ASBA Policy Services has recommended the revision of Policy CBCA – Delegated Authority, in order to correspond to changes necessitated by the passage of HB 2500 in the 2013 Legislative Session that were previously made by the Governing Board in Policy GCO – Evaluation of Professional Staff Members. The proposed revision increases from five (5) days to ten (10) the time period for the Superintendent to report to the Governing Board the issuance of a Preliminary Notice of Inadequacy of Classroom Performance to a teacher.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy CBCA – Delegated Authority.

Superintendent



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

Agenda Item *II.I.

DELEGATED AUTHORITY

The Governing Board delegates to the Superintendent, among other powers, the authority to perform the following acts:

- To give notice to teachers, pursuant to A.R.S. 15-536, of the Board's intention not to offer a teaching contract.
- To give notice to teachers, pursuant to A.R.S. 15-538.01, of the Board's intention not to offer a teaching contract and to dismiss the teacher.
- To give notice to an administrator or certificated school psychologist, pursuant to A.R.S. 15-503, of the Board's intention not to offer a new contract.
- To issue to teachers, pursuant to A.R.S. 15-536, 15-538, and 15-539, written preliminary notices of inadequacy of classroom performance, reporting such issuance to the Governing Board within ~~five (5)~~ **ten (10)** school days.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-503
 15-536
 15-538
 15-538.01
 15-539

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy EBAA – Reporting of Hazards/Warning Systems 1st Reading
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

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

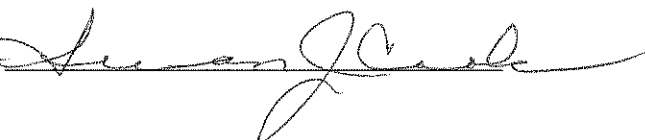
ASBA Policy Services has recommended the revision of Policy EBAA – Reporting of Hazards/Warning System, in order to correspond to changes made by SB 1290 in the 2013 Legislative Session involving the Office of Pest Control within Arizona State Government. While the Legislation did not make a substantive change for schools, passage of the law made it clearer that applicators of pest control products in schools must now be certified (the previously term was “licensed”).

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy EBAA – Reporting of Hazards/Warning Systems.

Superintendent



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

Agenda Item *II.J.

REPORTING OF HAZARDS / WARNING SYSTEMS

(Pesticide Application Notice)

The intent of this policy is to ensure that students, employees, and parents/guardians receive adequate notice prior to pesticide application.

In accord with A.R.S. 15-152, the District shall:

- Provide notice of pesticide application during a regular school session to students, employees, and parents/guardians, given in a form reasonably calculated to provide a warning at least forty-eight (48) hours prior to such application.
- Provide continuing instruction for students absenting themselves.
- Post the areas scheduled to receive pesticide application.
- Maintain written records of pesticide application.

Pest-control applicator(s) employed by the District shall provide the school contact person with notice at least seventy-two (72) hours prior to the date and time the application of pesticides is to occur, including in such notice the brand name, concentration, rate of application, pesticide label, material safety data sheet, the area or areas where the pesticide is to be applied, and any use restrictions required by the pesticide label. Prior to the application, the applicator shall provide the school contact person with a written preapplication notification containing the following information:

- The brand name, concentration, rate of application, and any use restrictions required by the label of the herbicide or specific pesticide.
- The area or areas where the pesticide is to be applied.
- The date and time the application is to occur.

- The pesticide label and the material safety data sheet.

In case of pesticide applications performed for or by public health agencies or emergency applications because of immediate threat to the public health, the licensed applicator shall give the school site office oral and, if possible, written notice, with posting of the area to be treated in accord with A.R.S. 32-2307.

The Superintendent may require the pest-control applicator to fill out and make all required postings in accord with statute and with District policy and regulation. The name and telephone number of the applicator shall be attached to any posting.

Only a certified applicator may apply pesticides at a school.

The Superintendent shall prepare regulations for the implementation of this policy.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-152
 32-2301
 32-2307
 32-2311.01

CROSS REF.: IKEA – Make Up Opportunities

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy EBC - Emergencies 1st Reading
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

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

ASBA Policy Services has recommended the revision of Policy EBC - Emergencies, in order to correspond to changes made by SB 1324 in the 2013 Legislative Session. The Legislation specifically exempts the District from public records requests and makes confidential critical infrastructure and key resource information included in emergency response plans because such plans may contain elements that are defined in statute as "critical infrastructure information."

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy EBC - Emergencies.

Superintendent



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

Agenda Item *II.K.

EMERGENCIES

The Superintendent will develop and maintain District emergency plans for each school, department, and other facilities in the District fire and other threats and will coordinate such plans with the local law enforcement police, fire, medical and hospital authorities as necessary. Training components for staff and students shall be included in the Superintendent's emergency plans.

All critical infrastructure and key resource information included in emergency response plans are confidential and exempt from public disclosure. The District shall not release critical infrastructure and key resource information included in emergency response plans to the public as part of a public records request. [A.R.S. 41-1803(G)]

The plans will be in accordance with minimum standards developed jointly by the Department of Education and the Division of Emergency Management within the Department of Emergency and Military Affairs specify conditions under which evacuation of school buildings will occur. The plans will also designate specific emergency drills to be conducted. Local responders The fire department shall be invited to review the plan(s).

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-341
 41-1803

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 X Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy GBI – Staff Participation in Political Activities 1st Reading

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

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

ASBA Policy Services has recommended the revision of Policy GBI – Staff Participation in Political Activities, in order to correspond to changes made by HB 2156 in the 2013 Legislative Session. The specific Policy revisions include:

- Prohibiting the rental of school facilities by a private person or group with the intent of influencing the outcome of an election during the same time and at the same place as a District sponsored forum on candidates or issues.
- Clarifying that the District may distribute informational reports on a proposed budget override election and on a proposed bond election, if those informational reports present factual information in a neutral manner, except for those arguments allowed under A.R.S. 15-481.

The Legislation also made significant changes to the penalties for violating A.R.S. 15-511 that are not recited in the Policy. Specifically, the fine for a violation has been increased from \$500.00 per violation to \$5,000.00 per violation (plus reimbursement of the value of the school resources expended).

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy GBI – Staff Participation in Political Activities.

Superintendent



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

Agenda Item *II.L.

STAFF PARTICIPATION IN POLITICAL ACTIVITIES

The Board recognizes the right of its employees, as citizens, to engage in political activity. However, school time, personnel, equipment, supplies, materials, buildings, or other resources may not be used to influence the outcomes of elections.

A staff member, a person acting on behalf of the District or a person who aids another person acting on behalf of the District shall be guided by the following:

- No employee shall engage in political activities upon property under the jurisdiction of the Board. Employees in their individual capacities may exercise their political liberties on property leased from the school for that purpose.
- Campaigning and other election activities must be done in off-duty hours, when not working in an official capacity or representing the District, and without the participation of District employees or students acting in the capacity of District or school representatives.
- Invitations to participate in election activities on a given campus, except when extended by groups leasing or using school facilities, shall be permitted only when such invitations are to all candidates for the office. **The rental use of District property by a private person or entity that may lawfully attempt to influence the outcome of an election is permitted if it does not occur at the same time and place as a related District-sponsored forum or debate.**
- Political circulars or petitions may not be posted or distributed in school.
- The collection of campaign funds and/or the solicitation of campaign workers is prohibited on school property.
- Students may not be given written materials to influence the outcome of an election or to advocate support for or opposition to pending or proposed legislation.

- Students may not be involved in writing, addressing or distribution of material intended to influence the outcome of an election or to advocate support for or opposition to pending or proposed legislation.

Employees of the District may not use the authority of their position to influence the vote or political activities of any subordinate employee.

District employees who hold elective or appointive office are not entitled to time off from their school duties for reasons incident to such offices, except as such time may qualify under the leave policies of the Board.

The discussion and study of politics and political issues, when such discussion and study are appropriate to classroom studies, are not precluded under the provisions of this policy.

District employees shall be permitted time as provided in statute, if required, to vote in the primary or general election.

The District may distribute informational reports on a proposed budget override election as provided in A.R.S. 15-481 and on a proposed bond election as provided in A.R.S. 15-491 **if those informational reports present factual information in a neutral manner, except for those arguments allowed under A.R.S. 15-481.**

Nothing in this policy shall preclude the District from producing and distributing impartial information on elections other than District budget override elections or reporting on official actions of the Governing Board.

Nothing contained in this policy shall be construed as denying the civil and political liberties of any employee as guaranteed by the United States and Arizona Constitutions.

The District shall not make expenditures for literature associated with a campaign conducted by or for a District official.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 1-305 15-903
 15-481 16-402
 15-511

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy CM – School District Annual Report 1st Reading
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

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

ASBA Policy Services has recommended the revision of Policy CM – School District Annual Report, in order to correspond to changes made by HB 2496 in the 2013 Legislative Session and to reflect changes previously made in State law. The specific Policy revisions include:

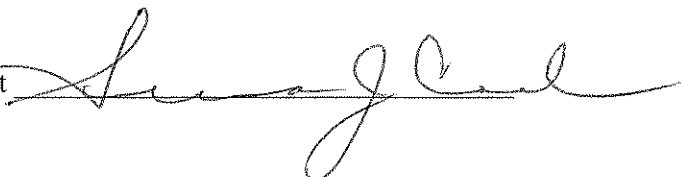
- Gives school districts that are assigned a letter grade of A in a least two of the last three years under the state's accountability system, the opportunity to petition the State board of Education for exemption from certain statutes and rules.
- Prescribes the obligation to report to the School Facilities Board annually, not later than October 15, actual energy and cost savings pursuant to a guaranteed energy cost savings contract.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy CM – School District Annual Report.

Superintendent



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

Agenda Item *I.I.M.

SCHOOL DISTRICT ANNUAL REPORT

The Board shall make an annual report to the County School Superintendent on or before October 1 each year in the manner and form and on the forms prescribed by the Superintendent of Public Instruction or County School Superintendent. The Board shall also make reports directly to the County School Superintendent or the Superintendent of Public Instruction whenever required.

If the District has been assigned a letter grade of A pursuant to A.R.S. 15-241 during at least two (2) out of the last three (3) consecutive years and has not been assigned a letter grade of C, D, or F during the same three (3) years, the District may receive exemptions from statutes and rules prescribed in statute. Should the District believe it qualifies for an exemption, the District may submit a request for exemption to the Arizona State Board of Education. The State Board of Education shall review and may approve the exemption submitted by the District. The State Board of Education will not approve exemptions that directly apply to specific areas as noted in A.R.S. 15-215.

Guaranteed Energy Cost Saving Contract Annual Reports

The District shall report to the School Facilities Board annually, not later than October 15, actual energy and cost savings pursuant to a guaranteed energy cost savings contract.

The District shall also report for any guaranteed energy cost savings contract to the Department of Commerce Energy Office and the School Facilities Board:

- The name of the project
- The qualified provider
- The total cost of the project
- The expected energy and cost savings

The District shall retain savings achieved by a guaranteed energy cost saving contract, which may be used to pay for contract and project implementation.

Adopted: ~~November 18, 2009~~

LEGAL REF.: A.R.S. **15-213.01**
 15-215
 15-341
 15-770
 15-904

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: September 26, 2013 Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy GCFC – Professional Staff Certification and Credentialing Requirements 1st Reading
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

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

ASBA Policy Services has recommended the revision of Policy GCFC – Professional Staff Certification and Credentialing Requirements, in order to correspond to changes made by HB 2317 in the 2013 Legislative Session. The specific Policy revisions clarify that an expired fingerprint clearance card could be used to satisfy statutory requirements for an applicant if an affidavit has been signed by the applicant stating both that the applicant:

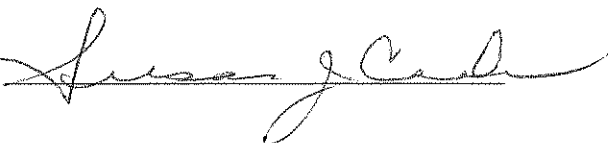
- Has submitted a completed application to DPS for a new card within ninety (90) days before the expiration date of the current card; and
- Is not awaiting trial on or has not been convicted of a criminal offense that would make him/her ineligible for a card.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy GCFC – Professional Staff Certification and Credentialing Requirements.

Superintendent



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

Agenda Item *II.N.

PROFESSIONAL STAFF CERTIFICATION AND CREDENTIALING REQUIREMENTS

(Fingerprinting Requirements)

New Hires

All certificated personnel to be hired by the District shall be fingerprinted as a condition of employment, except for personnel who, as a condition of certification are required to have a valid fingerprint clearance card.

The candidate's fingerprints shall be submitted, along with the form presented as an exhibit to this policy, immediately upon being notified of possible employment. The form shall be considered a part of the application for employment.

An expired fingerprint clearance card may be used to satisfy the fingerprint requirements of section 15-183, 15-503, 15-512, 15-534, 15-782.02, 15-1330 or 15-1881 if the person signs an affidavit stating both of the following:

- The person submitted a completed application to the Finger Printing Division of the Department of Public Safety for a new fingerprint clearance card within ninety (90) days before the expiration date on the person's current fingerprint clearance card.
- The person is not awaiting trial on or has not been convicted of a criminal offense that would make the person ineligible for a fingerprint clearance card.

This exception does not apply to a fingerprint clearance card that has been denied, suspended or revoked, or to a person who has requested a good cause exception hearing.

Candidates shall certify on the prescribed notarized forms whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in Arizona or similar offenses in any other jurisdiction:

- Sexual abuse of a minor.
- Incest.

- First- or second-degree murder.
- Kidnapping.
- Arson.
- Sexual assault.
- Sexual exploitation of a minor.
- Felony offenses involving contributing to the delinquency of a minor.
- Commercial sexual exploitation of a minor.
- Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.
- Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.
- Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs.
- Burglary in the first degree.
- Burglary in the second or third degree.
- Aggravated or armed robbery.
- Robbery.
- A dangerous crime against children as defined in A.R.S. 13-604.01.
- Child abuse.
- Sexual conduct with a minor.

- Molestation of a child.
- Manslaughter.
- Aggravated assault.
- Assault.
- Exploitation of minors involving drug offenses.

A person who makes a false statement, representation, or certification in any application for employment with the School District is guilty of a class 3 misdemeanor.

The District may refuse to hire or may review or terminate personnel who have been convicted of or admitted committing any of the criminal offenses above or a similar offense in another jurisdiction. In conducting a review, the Governing Board shall utilize the guidelines, including the list of offenses that are not subject to review, as prescribed by the State Board of Education pursuant to A.R.S. 15-534. In considering whether to hire or terminate the employment of a person, the Governing Board shall take into account the factors listed in A.R.S. 15-512.

When considering termination of an employee pursuant to A.R.S. 15-512, a hearing shall be held to determine whether a person already employed shall be terminated.

The Superintendent shall develop and implement procedures that include the following in the employment process:

- Provide for fingerprinting of employees covered under this policy and A.R.S. 15-512.
- Provide for fingerprint checks pursuant to A.R.S. 41-1750.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-512
 15-534
 41-1750
 41-1758.07

CROSS REF.: GCF – Professional Staff Hiring
 GCG – Part-Time and Substitute Professional Staff
 Employment
 IJOC – School Volunteers

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: September 26, 2013 X Information
 AGENDA ITEM: *First Reading of Proposed Amended Board Policy JLF – Reporting Child Abuse/Child Protection 1st Reading

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

SUPPORTING DATA

Funding Source: N/A
 Budgeted: N/A

ASBA Policy Services has recommended the revision of Policy JLF – Reporting Child Abuse/Child Protection, in order to correspond to changes made by SB 1291 in the 2013 Legislative Session. A.R.S. 13-3620 requires a mandatory reporter who reasonably believes a minor is, or has been, the victim of certain instances of child abuse, such as a reportable offense, to immediately report or cause reports of the information to be made to a peace officer or to CPS. In some cases, this has resulted in the reporting of all incidents in which a student shows signs of an injury – even if that injury was created by student-to-student contact of either an intentional or unintentional nature. This Legislation creates an exception to the reporting law by exempting certain incidents involving minors on the playground. With the revised Policy JLF, a mandatory report is not required to report or cause reports to be made if all of the following apply:

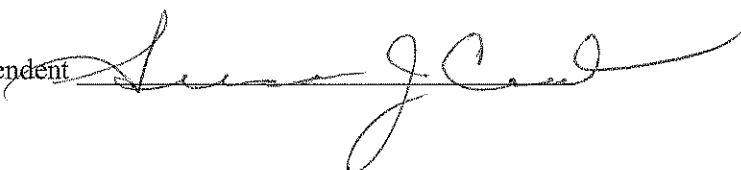
- The minor is of elementary school age;
- The physical injury occurs in the course of typical playground activity during a school day on the premises of the school that the minor attends;
- The physical injury is reported to the parent/legal guardian of the minor; and
- The school maintains a written record of the incident.

Also attached is Regulation JLF-R – Reporting Child Abuse/Child Protection that contains a minor revision to the description of a certain criminal offense involving minors.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy JLF – Reporting Child Abuse/Child Protection.

Superintendent 

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

Agenda Item *II.O.

REPORTING CHILD ABUSE / CHILD PROTECTION

Any school personnel or any other person who has responsibility for the care or treatment of a minor and who reasonably believes that a minor is or has been the victim of physical injury, abuse, child abuse, a reportable offense or neglect that appears to have been inflicted upon the minor by other than accidental means or that is not explained by the available medical history as being accidental in nature or who reasonably believes there has been a denial or deprivation of necessary medical treatment or surgical care or nourishment with the intent to cause or allow the death of an infant who is protected under A.R.S. 36-2281 shall immediately report or cause reports to be made of such information to a peace officer or to the Child Protective Services (CPS) of the Department of Economic Security, except if the report concerns a person who does not have care, custody, or control of the minor, the report shall be made to a peace officer only. Such reports shall be made immediately by telephone or in person and shall be followed by a written report within seventy-two (72) hours. Pursuant to A.R.S. 13-3620, such reports shall contain:

- The names and addresses of the minor, the parents, or the person or persons having custody of such minor, if known.
- The minor's age and the nature and extent of the minor's abuse, child abuse, or physical injuries or neglect, including any evidence of previous abuse, child abuse, physical injury or neglect.
- Any other information that such person believes might be helpful in establishing the cause of the abuse, child abuse, physical injury or neglect.

A person who furnishes a report, information, or records required or authorized under Arizona Revised Statutes or a person who participates in a judicial or administrative proceeding or investigation resulting from a report, information or records required or authorized under Arizona Revised Statutes is immune from any civil or criminal liability by reason of that action unless such person has acted with malice or unless such person has been charged with or is suspected of abusing or neglecting the child or children in question.

A report is not required under A.R.S. 13-3620 for conduct prescribed by A.R.S. 13-1404 and 13-1405 if the conduct involves only minors who are fourteen (14), fifteen (15), sixteen (16) or seventeen (17) years of age and there is nothing to indicate that the conduct is other than consensual.

A report is not required if a minor is of elementary school age, the physical injury occurs accidentally in the course of typical playground activity during a school day, occurs on the premises of the school that the minor attends, is reported to the legal parent or guardian of the minor, and the school maintains a written record of the incident. The school will maintain a written record of the physical injury as part of the student's health file as required by Arizona State Library, Archives and Public Records (ASLAPR).

A person who fails to report abuse as provided in A.R.S. 13-3620 is guilty of a class 1 misdemeanor, except if the failure to report involves a reportable offense, the person is guilty of a class 6 felony.

Any certificated person or Governing Board member who reasonably suspects or receives a reasonable allegation that a person certificated by the Department of Education has engaged in conduct involving minors that would be subject to the reporting requirements of A.R.S. 13-3620 shall report or cause reports to be made to the Department of Education in writing as soon as is reasonably practicable but not later than three (3) business days after the person first suspects or receives an allegation of the conduct.

Any school employee who has orally reported to CPS or a peace officer a reasonable belief of an offense to a minor must provide written notification to the principal of the oral report not later than the next workday following the making of the report.

Adopted: date of manual adoption

| | | | |
|-------------|--------|------------------------|---------|
| LEGAL REF.: | A.R.S. | 8-201 | 13-3553 |
| | | 13-1404 <i>et seq.</i> | 13-3608 |
| | | 13-1410 | 13-3619 |
| | | 13-3019 | 13-3620 |
| | | 13-3212 | 13-3623 |
| | | 13-3506 | 15-514 |
| | | 13-3506.01 | 46-451 |

13-3552

46-454

CROSS REF.: GBEB – Staff Conduct
 GBEBB – Staff Conduct With Students
 JKA – Corporal Punishment

REGULATION**REGULATION****REPORTING CHILD ABUSE /
CHILD PROTECTION**

Abuse means the infliction or allowing of physical injury, impairment of bodily function, or disfigurement, or the infliction of or allowing another person to cause serious emotional damage as evidenced by severe anxiety, depression, withdrawal, or untoward aggressive behavior, and which emotional damage is diagnosed by a medical doctor or psychologist pursuant to A.R.S. 8-821, and which is caused by the acts or omissions of an individual having care, custody, and control of a child.

Abuse shall include inflicting or allowing sexual abuse pursuant to A.R.S. 13-1404, sexual conduct with a minor pursuant to A.R.S. 13-1405, sexual assault pursuant to A.R.S. 13-1406, molestation of a child pursuant to A.R.S. 13-1410, commercial sexual exploitation of a minor pursuant to A.R.S. 13-3552, sexual exploitation of a minor pursuant to A.R.S. 13-3553, incest pursuant to A.R.S. 13-3608, or child prostitution pursuant to A.R.S. 13-3212.

Child, youth, or juvenile means an individual who is under the age of eighteen (18) years.

Abuses classified by statute as "reportable offenses" are:

- Indecent exposure [A.R.S. 13-1402]
- Public sexual indecency to a minor [A.R.S. 13-1403]
- Sexual abuse [A.R.S. 13-1404]
- Sexual conduct with a minor [A.R.S. 13-1405]
- Sexual assault [A.R.S. 13-1406]
- Molestation of a child [A.R.S. 13-1410]
- Furnishing items that are harmful to a minor via the internet [A.R.S. 13-3506.01]

REGULATION**REGULATION**

- Surreptitious photographing, videotaping, filming, or digitally recording or viewing of a minor [A.R.S. 13-3019]
- Incest [A.R.S. 13-3608]
- Child prostitution [A.R.S. 13-3212]
- Commercial sexual exploitation of a minor [A.R.S. 13-3552]
- Sexual exploitation of a minor (concerning visual depiction of a minor engaged in exploitive exhibition or other sexual conduct) [A.R.S. 13-3553]
- Luring a minor for sexual exploitation [A.R.S. 13-3554]
- Admitting a minor to public displays of sexual conduct [A.R.S. 13-3558]

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

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

FROM: Dr. Susan J. Cook, Superintendent

DATE: September 26, 2013

AGENDA ITEM: 2012-2013 Annual Financial Report

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

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: ARS 15-904

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

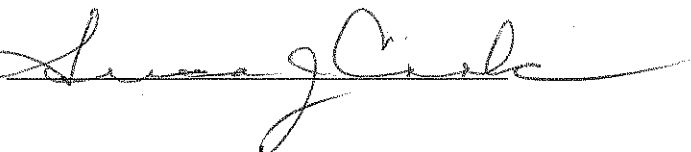
A.R.S. Sec. 15-904 requires school districts to prepare and submit an Annual Financial Report for the preceding fiscal year, in electronic format by October 15, 2013. A.R.S. 15-904 also requires publication of the report in a newspaper of general circulation within the school district, mailed to each household in the District, or transmitted electronically to the Arizona Department of Education (ADE) for posting on their website. Washington Elementary School District (WESD) will publish the Annual Financial Report (AFR) on the ADE website with a link to the AFR placed on the school district's individual website.

Consequently, in accordance with A.R.S. 15-904, the 2012-2013 Annual Financial Report will be presented for acceptance and approval to publish.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board accept the 2012-2013 Annual Financial Report and direct the publication and filing of the report as required by law.

Superintendent



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

Agenda Item III.A.