

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

**DATE:** June 11, 2015

**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

1-5

It is recommended that the Governing Board approve the Minutes of the May 28, 2015 Regular Meeting (Governing Board Vice President, Mr. Bill Adams, was not present).

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

- F. Current Events and Acknowledgments: Governing Board and Superintendent

- G. Public Participation\*\*

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

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

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

## II. CONSENT AGENDA

*A.	Approval/Ratification of Vouchers The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of materials, equipment, salaries and services.	6
*B.	Personnel Items Personnel items include resignations, terminations, requests for retirement or leave, recommendations for employment and position changes.	7-9
*C.	Public Gifts and Donations (The Value of Donated Items is Determined by the Donor) <ol style="list-style-type: none"><li>1. Mary Ann Arteaga donated books and 4<sup>th</sup> grade Science materials with an approximate value of \$1,500.00 for the benefit of students at Chaparral Elementary School.</li><li>2. Katherine and Martin Froncek donated a check in the amount of \$1,000.00 to purchase library books and library supplies at Washington Elementary School.</li><li>3. North Phoenix Kiwanis Foundation, Inc. donated a check in the amount of \$500.00 to be used for the purchase of bus passes for McKinney-Vento students and families.</li><li>4. Peter Piper Pizza donated a check in the amount of \$495.71 for the benefit of students at Ironwood Elementary School.</li><li>5. Roadrunner Parent/Teacher Organization donated a check in the amount of \$1,000.00 to purchase laptop batteries for the laptop lab at Roadrunner Elementary School.</li><li>6. Verizon donated a check in the amount of \$750.00 (for volunteer efforts of Stacy Alyse Wieser) to purchase items for the Orangewood School sports programs, e.g., uniforms, awards, referees.</li></ol>	10
*D.	Extension and Renewal of Annual Contracts for Specified Goods and Services	11-17
*E.	Annual Intergovernmental Cooperative Purchase Agreement with the Mohave Educational Services Cooperative (MESC), State Procurement Office (SPO) and Arizona Department of Education (ADE)	18-33
*F.	Award of Contract – RFP No. 15.006, Drug and Alcohol Testing-Transportation to MDT Services & Mobile Drug Testing LLC	34-35
*G.	Award of Contract – Bid No. 15.008, Trash Removal and Recycle Material Services	36-37
*H.	Award of Contract – Bid No. 15.009, Paint and Related Products/Services	38-40
*I.	Sole Source Vendors	41-44
*J.	Acceptance of the Laura Bush Library Grant in the amount of \$12,000.00 and the Preschool Development Grant in the amount of \$615,400.00	45
*K.	Argosy University College of Education Affiliation Agreement	46-51
*L.	Agreement with the Assistance League of Phoenix	52-54
*M.	Proposed Governing Board Meeting Dates for the 2015-2016 School Year	55-56

## **II. CONSENT AGENDA (continued)**

- \*N. Approval of First Reading of Proposed Amended Board Policies AC – Non-Discrimination/ Equal Opportunity, GBA – Equal Employment Opportunity, GCF/GDF – Staff Hiring, JB – Equal Educational Opportunities, JICK – Student Violence/Harassment/Intimidation/Bullying, JII – Student Concerns, Complaints and Grievances, JK – Student Discipline, and KHC – Distribution/Posting of Promotional Materials (D. Rex Shumway) 57-95

## **III. ACTION / DISCUSSION ITEM**

- A. Community Use of School Facilities Fee Structure for Fiscal Year 2015-2016 (Kathleen McKeever) 96-101

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

## **IV. INFORMATION / DISCUSSION ITEM**

- A. Update on the Preschool Development Grant (Natalie McWhorter) 102-111

## **V. FUTURE AGENDA ITEMS**

## **VI. 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.

**WASHINGTON ELEMENTARY SCHOOL DISTRICT**  
**GOVERNING BOARD MINUTES: REGULAR MEETING**

2014-2015

May 28, 2015

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**

Mrs. Lambert called the meeting to order at 7:02 p.m. Governing Board members constituting a quorum were present: Mrs. Tee Lambert, Ms. Clorinda Graziano, Mr. Larry Herrera, and Mr. Aaron Jahneke. Mr. Bill Adams was not in attendance.

**B. Moment of Silence and Meditation**

Mrs. Lambert called for a moment of silence and meditation.

**C. Pledge of Allegiance**

Mrs. Lambert led the Pledge of Allegiance.

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

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

**UNANIMOUS**

**E. Approval of the Minutes**

A motion was made by Mr. Herrera that the Governing Board approve the Minutes of the May 14, 2015 Regular Meeting. The motion was seconded by Ms. Graziano. The motion carried. Mr. Herrera abstained from the vote.

**UNANIMOUS**

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

Mrs. Lambert shared the following comments:

- Enjoyed attending the Arizona Business and Education Coalition (ABEC) Conference. Mrs. Lambert stated she was excited with the diverse discussion regarding the future in education and felt that the business community had a better understanding regarding education funding.
- Enjoyed attending the 8<sup>th</sup> grade promotions at Arroyo, Mountain Sky, Mountain View, and Sunnyslope Schools. Mrs. Lambert thanked the schools for allowing her to participate in the emotional, joyful promotion ceremonies.

Mr. Jahneke enjoyed speaking at the promotion ceremonies at Abraham Lincoln, Maryland, and Royal Palm Schools.

Ms. Graziano shared the following comments:

- Acknowledged and thanked the students and art teachers at Abraham Lincoln, Manzanita, Ocotillo, Orangewood, Sunburst, Sunset, and Washington Schools for the artwork displayed in the Governing Board Room.

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- Enjoyed going on the field trip to California with Sunnyslope's band, choir, and orchestra. Ms. Graziano thanked Mr. Jeffrey Stepien and Ms. Lauren Schregel for allowing her to join the well-organized trip. Ms. Graziano thanked Mountain Sky Principal, Perry Mason, for taking her and Sunnyslope Principal, Lori Ritz, to see Mountain Sky's choir, strings, band, and jazz band performances. After the performances, Mr. Mason took them to Disneyland to rejoin the Sunnyslope group.
- Enjoyed attending the Washington District Education Association (WDEA) Recognition Dinner
- Enjoyed attending the After-School Academy Awards at Moon Valley High School. The pre-school singers and the Mountain Sky violinist were very entertaining.
- Enjoyed speaking at the promotion ceremonies at Palo Verde, Desert Foothills, and Sweetwater Schools.
- Enjoyed attending the retirement open house for Dr. Susie Cook.
- Enjoyed attending the following school events:
  - Orangewood's Fine Arts Celebration for band, choir, and art
  - Mountain View Spring Concert
  - Lookout Mountain's Evening of the Arts (choir, piano, poetry, band, and strings)
  - Maryland's strings and band concert, including the Mariachi band
  - Desert Foothill's orchestra, choir, and band concert
  - Lookout Mountain's band concert
  - Abraham Lincoln's band concert
  - Arroyo's 8<sup>th</sup> grade "Lobos Gone Broadway" musical

Dr. Cook stated that she had acknowledged the teachers, staff, and administrators at the open house held prior to the Governing Board meeting, but was not emotionally able to acknowledge the Governing Board. Dr. Cook offered to the Governing Board members how much she appreciated their leadership for the District and their support, but most importantly, their priorities. She stated she was able to hear many of their heartfelt promotion speeches and knew that the students were their main priority.

Dr. Cook introduced Ms. Betty Paterson, Principal at Sunset Elementary School, to speak about a wonderful surprise they recently experienced at the school. Ms. Paterson reported that Dollar General contacted her to advise they had a donation for the school. Ms. Paterson stated that they were so vague about the donation and she admitted that she had actually turned them down a few times. When she asked for more details regarding the donation, Dollar General advised that they wanted to go to the school to read to the children and then they had a surprise. Channel 10 News broadcasted Dollar General's visit and presentation to the school of a check for \$40,000.00. Ms. Paterson reported that it was a phenomenal surprise. She thanked the Sunset staff who were in attendance at the Board meeting.

#### **G. Celebrations of Successful Programs**

Dr. Cook introduced Ms. Kathleen McKeever, Director of Academic Support Programs, who presented an update on the WESD after-school programs for the 2014-2015 school year. Ms. McKeever provided information regarding the after-school enrichment programs, the After-School Academy, and KidSpace. Ms. McKeever reported that the after-school programs served a total of 10,727 students, had 85 Program Coordinators, and had 697 total staff members.

Mrs. Lambert asked how long the after-school programs lasted after regular school hours. Ms. McKeever responded that the different Academy programs last approximately 1 to 1 ½ hours and KidSpace is open until 6:00 p.m.

Mrs. Lambert thanked Ms. McKeever for the presentation.

**H. Public Participation**

There was no public participation.

**I. Approval of the Consent Agenda**

**UNANIMOUS**

Ms. Graziano requested that Item \*II.B. – Personnel Items be pulled from the Consent Agenda for separate consideration.

A motion was made by Mr. Jahneke that the Governing Board approve the remaining Consent Agenda items. The motion was seconded by Mr. Herrera. The motion carried.

**II. CONSENT AGENDA**

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

**UNANIMOUS**

Approved and ratified the vouchers as presented.

**\*B. Personnel Items**

**UNANIMOUS**

A motion was made by Ms. Graziano that the Governing Board approve Consent Agenda item \*II.B. – Personnel Items as presented. The motion was seconded by Mr. Jahneke. The motion carried.

Dr. Cook introduced Ms. Tameri Bayus, the new Assistant Principal at Sunnyslope School. Dr. Cook acknowledged Sunnyslope staff members who were present to show their support of Ms. Bayus. Ms. Bayus acknowledged her family who attended the meeting and thanked them for their support. Ms. Bayus thanked the Governing Board for the opportunity to work at Sunnyslope. She stated she was pleased to be part of an organization that supported her during her elementary years, as she was a product of WESD, as well as during her professional career.

Dr. Cook introduced Ms. Holly Weiner, the new Assistant Principal at Palo Verde Middle School. Dr. Cook acknowledged Palo Verde staff members who were present to show their support of Ms. Weiner. Ms. Weiner thanked the Governing Board and the District for the opportunity to work at Palo Verde. Ms. Weiner thanked Heidi Keefer for her support and encouragement the past year at Royal Palm Middle School.

Dr. Cook introduced Ms. Shannon Tucker, the new Administrative Assistant in the Superintendent's office, who will be assuming the duties of Joyce Shiota, who will be retiring. Ms. Tucker thanked the Governing Board and Dr. Cook for the opportunity to work in the District. She stated she was excited and looked forward to joining the WESD family.

**\*C. Public Gifts and Donations (The Value of Donated Items is Determined by the Donor)**

**UNANIMOUS**

Approved the public gifts and donations as presented.

1. Arizona Rattlers donated 150 tickets with an approximate value of \$4,500.00 for the benefit of the WESD Safety and Security Department's truancy program 2014-2015 "Be Cool Come to School" good attendance campaign.

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2. Dollar General donated a check in the amount of \$40,000.00 to benefit the library and literacy programs to improve students' educational experience at Sunset Elementary School.
  3. Gayle and Marc Floyd donated refreshments with an approximate value of \$450.00 for teacher appreciation week for the benefit of students and staff at Maryland School.
  4. General Mills Box Tops for Education donated a check in the amount of \$1,289.20 to purchase supplies for the benefit of students at Mountain View School.
  5. Intel donated a check in the amount of \$2,615.00 to purchase supplies for the benefit of the PencilPALS program at Mountain View School.
  6. Mountain Sky Student Council donated funds in the amount of \$8,446.61 to be used to purchase new score boards for the gymnasium at Mountain Sky Junior High School.
  7. The Telephone Pioneers donated 32 Cisco telephone sets with an approximate value of \$1,280.00 for the benefit of WESD schools.
  8. Wells Fargo Community Support Campaign donated a check in the amount of \$340.00 for the benefit of students at Lakeview Elementary School.
  9. Maggie and Tom Wilder donated a cello outfit which includes a cello, case, and bow with an approximate value of \$2,000.00 to benefit the new Orchestra program at Chaparral Elementary School.
- \*D. Out-of-State Travel** **UNANIMOUS**
1. Debbie Ann Gasiorek, Nutrition Services Supervisor, to attend the School Nutrition Annual Conference – School Nutrition Association, July 10-16, 2015, in Salt Lake City, UT, at no cost to the District.
  2. Connie Parmenter, Director of Nutrition Services, to attend the Western Region Team Up for School Nutrition Success, June 15, 2015, in San Diego, CA, at no cost to the District.
- \*E. Award of Contract – Bid No. 15.011, Commercially Purchased Bakery Products** **UNANIMOUS**
- \*F. District Representative for Procurement Protests for Fiscal Year 2015-2016** **UNANIMOUS**
- \*G. Petty Cash Accounts for 2015-2016** **UNANIMOUS**
- \*H. Reauthorization of Revolving and Change Funds for 2015-2016** **UNANIMOUS**
- \*I. Student Activity Treasurer for 2015-2016** **UNANIMOUS**
- \*J. Reauthorization of Bank Accounts and Signers** **UNANIMOUS**
- \*K. Resolution Appointing the Maricopa County Superintendent of Schools as the Chief Disbursing Officer for Wage Garnishments** **UNANIMOUS**
- \*L. Signatories for Payroll and Expense Warrants for 2015-2016** **UNANIMOUS**

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- \*M. Resolution Authorizing the Execution of Warrants Between Board Meetings UNANIMOUS
- \*N. Extracurricular Fee Schedule for 2015-2016 UNANIMOUS
- \*O. Acceptance of the 2015 Barbara Park Literacy Grant in the Amount of \$2,400.00 UNANIMOUS
- \*P. Annual Agreement with Honor Health Desert Mission Food Bank UNANIMOUS
- \*Q. Approval of the Head Start Facility Locations and Program Approach Changes for the 2015-2016 Program Year UNANIMOUS

### III. FUTURE AGENDA ITEMS

There were no future agenda items.

### IV. ADJOURNMENT

UNANIMOUS

A motion was made by Mr. Jahneke to adjourn the meeting at 7:30 p.m. The motion was seconded by Mr. Herrera. The motion carried.

### SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

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

\_\_\_\_\_  
DATE

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

\_\_\_\_\_  
DATE

May 28, 2015

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 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 FY14/15 PAYROLL VOUCHERS** (warrants for services and materials, payroll expense):

05/29/15	10,481,216.65
<b>Totals:</b>	<b>10,481,216.65</b>

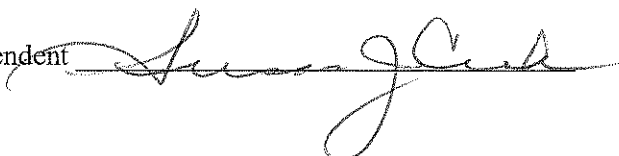
**APPROVE/RATIFY FY 14/15 EXPENSE VOUCHERS** (warrants for services and materials, payroll expense):

05/18/15	21,790.50
05/20/15	9,200,411.90
05/20/15	10,825,000.00
05/27/15	3,667,612.27
05/29/15	285,412.71
<b>Totals:</b>	<b>24,000,227.38</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					
Herrera					
Jahneke					
Lambert					

Agenda Item \*II.A

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 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					
Herrera					
Jahneke					
Lambert					

Agenda Item \*II.B.

**RECOMMENDED PERSONNEL ACTIONS****June 11, 2015****I. RESIGNATIONS, RETIREMENTS, EXCESSES, AND LEAVES OF ABSENCE****A. ADMINISTRATIVE**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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**B. CERTIFIED**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Alden	Kelly	Teacher	Tumbleweed	Resignation from Leave of Absence	6	5/29/2015
Henderson	Ronald	Teacher-Music	Lookout Mountain	Resignation	4	5/29/2015
Jennings	Julianne	Teacher-Language Arts	Abraham Lincoln	Resignation	1	5/29/2015
Kowalczyk	Cassandra	Teacher-2nd Grade	Shaw Butte	Resignation	10.5	5/29/2015
Levin-Slamka	Beth	Teacher-Kindergarten	Chaparral	Resignation	15	5/29/2015
Mueller	Mollie	Teacher-PE	Maryland	Resignation	1	5/29/2015
Riffenburg	Karen	Teacher-Kindergarten	Maryland	Resignation	8	5/29/2015
Schene	Kathryn	Teacher-Gifted	Sahuaro	Retirement	14	5/29/2015
Verges	Robin	Teacher-Science	Cholla	Resignation	11	5/29/2015
Williams	Jeffrey	Program Coach	Royal Palm	Resignation	2	6/10/2015

**C. FULL-TIME CLASSIFIED**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Betts	Danielle	Office Technician	Maintenance	Resignation	2	5/29/2015
Couch	Jason	Paraprofessional	Desert View	Resignation	3	5/28/2015
Harmon	Robert	Facilities Manager	Washington	Retirement- Rescinded SmartSchools retirement		6/30/2015

**D. PART-TIME CLASSIFIED**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Aber	Joseph	Social Worker	Palo Verde	Position Ended	2	5/29/2015
Austin	Kathryn	Paraprofessional	Moon Mountain	Resignation	5	5/15/2015
Babcock	Dominique	Paraprofessional	Sunset	Resignation	2	5/28/2015
Bero	Maria	Paraprofessional	Washington	Resignation	2	5/22/2015
Faulkner	Anna	Paraprofessional	Manzanita	Retirement	27	5/28/2015
Gonzalez Jr.	Efrain	Paraprofessional	Manzanita	Resignation	3 mo.	5/28/2015
Hajra	Ymrane	Paraprofessional	Maryland	Resignation	2	5/28/2015
Holt	Robyn	Teacher Assistant	Mountain Sky	Resignation	8	5/11/2015
Hughes	Sandra	Paraprofessional	Washington	Position Ended	3	5/28/2015
Lauro	Jessica	Special Ed. Assistant	Sweetwater	Resignation	1	5/28/2015
LoBiondo	Garret	Paraprofessional	Ironwood	Resignation	2.5	5/28/2015
Logan	Joyce	Crossing Guard	Washington	Resignation	4 mo.	5/22/2015
Malek	Afrah	Personal Care Provider	Palo Verde	Position Ended	2	5/28/2015
Maya	Consuelo	HeadStart Assistant	HeadStart	Retirement	10	5/28/2015
Opel	Chris	Monitor	Abraham Lincoln	Resignation	3	5/15/2015
Rivera Rangel	Jacqueline	HeadStart Support Instructor	Sunnyslope	Resignation	1.5	5/29/2015
Schuerger	Rachel	Sign Language Interpreter	Palo Verde	Position Ended	1	5/28/2015
Schwab	Eric	Paraprofessional	Arroyo	Resignation	1	5/28/2015
Smith	Matthew	Paraprofessional	Royal Palm	Resignation	2	5/28/2015
Soto	Victor	Bus Driver	Transportation	Resignation	3	5/29/2015
Spencer	Tyler	Paraprofessional	Royal Palm	Position Ended	1	5/28/2015

**RECOMMENDED PERSONNEL ACTIONS****June 11, 2015****II. EMPLOYMENT****A. ADMINISTRATIVE**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION	
Ambos	William	Assistant Principal	E	Cholla	
Dial	Jennifer	Assistant Principal	E	Acacia	
Mospan	John	Assistant Principal	E	Mountain Sky	
Navarrete-Valenzuela	Julio	Assistant Principal	E	Ocotillo	
Razo	Adrienne	Director of Assessment	E	Academic Services	
Sullivan	Janet	Assistant Superintendent	E	Academic Services	Returning from SmartSchools
Wright	Pamela	Principal	E	John Jacobs	

**B. CERTIFIED**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION	
Adams	Shayna	Teacher-LD	E	Royal Palm	
Alberta	Melanie	Teacher-Language Arts	E	Maryland	
Anderson	Charlotte	Teacher-Music	E	Cholla	
Austin	Dayne	Teacher-Social Studies	E	Mountain Sky	
Barrera	Fritzl	Teacher-3rd Grade	E	Acacia	
Basore	Jessica	Teacher-HeadStart	E	Mountain View	
Brown	Julie	Teacher-Kindergarten	E	Maryland	
Byrn	Kerrie	Program Coach	E	Sahuaro	
Diaz	Kirsten	Program Coach	E	John Jacobs	
Folse	Susan	Speech Therapist	E	Special Services	
Formichella	Cameron	Teacher-Science	E	Mountain Sky	
Kisner	Jana	Teacher-Art	E	Desert View	
Leamon	Amy	Teacher-6th Grade	E	Ironwood	
Lindembolt	Ashley	Teacher-1st Grade	E	Moon Mountain	
Lowery	Kerri	Teacher-Hearing Hdcp.	E	Special Services	
Naasz	Jean	Teacher-3rd Grade	E	Mountain View	
Pierce	Jessica	Teacher-5th Grade	E	Lookout Mountain	
Reardon	Linda	Teacher-6th Grade	E	Maryland	
Salazar	Mika	Teacher-Science	E	Maryland	
Sandoval	Cynthia	Teacher-5th Grade	E	Mountain View	
Skaw	Leah	Teacher-Music	E	Desert View	
Sloan	Amber	Teacher-2nd Grade	E	Alta Vista	
Soto	Teresa	Teacher-6th Grade	E	Sahuaro	
Ulloa	Elizabeth	Teacher-3rd Grade	E	Sunburst	
Winters	Rhegan	Teacher-2nd Grade	E	Chaparral	

**C. FULL-TIME CLASSIFIED**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION	
DiMiceli	Marguerite	Program Coach	E	Professional Development	Returning from SmartSchools
Fernandez	Amy	Administrative Assistant	E	Superintendent	
Gilbert	John	Facilities Manager	E	Maintenance	

## RECOMMENDED PERSONNEL ACTIONS

June 11, 2015

**D. PART-TIME CLASSIFIED**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Faken	Mary	Paraprofessional	E	Tumbleweed
Rimbach	Julie	KidSpace Site Coordinator	E	Moon Mountain
Segovia-Aguilar	Lorena	Crossing Guard	E	Royal Palm
Silva	Brenda	Food Service Helper	E	Shaw Butte
Tachell	Elizabeth	Food Service Helper	E	Sahuaro

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 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

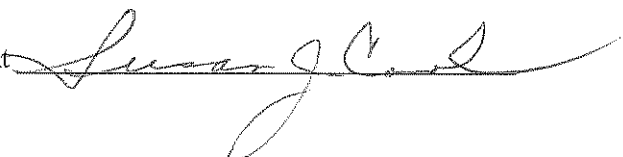
**SUPPORTING DATA**

Funding Source: Donations  
Budgeted: N/A

1. Mary Ann Arteaga donated books and 4<sup>th</sup> grade Science materials with an approximate value of \$1,500.00 for the benefit of students at Chaparral Elementary School.
2. Katherine and Martin Froncek donated a check in the amount of \$1,000.00 to purchase library books and library supplies at Washington Elementary School.
3. North Phoenix Kiwanis Foundation, Inc. donated a check in the amount of \$500.00 to be used for the purchase of bus passes for McKinney-Vento students and families.
4. Peter Piper Pizza donated a check in the amount of \$495.71 for the benefit of students at Ironwood Elementary School.
5. Roadrunner Parent/Teacher Organization donated a check in the amount of \$1,000.00 to purchase laptop batteries for the laptop lab at Roadrunner Elementary School.
6. Verizon donated a check in the amount of \$750.00 (for volunteer efforts of Stacy Alyse Wieser) to purchase items for the Orangewood School sports programs, e.g., uniforms, awards, referees.

**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					
Herrera					
Jahneke					
Lambert					

Agenda Item \*II.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 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 extension and renewal of annual contracts for specified goods and services as presented.

Superintendent



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

Agenda Item \*II.D.

**THERE IS AVAILABLE BUDGET CAPACITY:****ADMINISTRATIVE SERVICES**

<b>Contract Title</b>	14.005, Legal Services
<b>Vendor(s)</b>	
Cantelme & Brown	Magnum, Wall, Stoops & Warden
DeConcini, McDonald, Yetwin & Lacy	Peters, Canata, Moody
Fennemore Craig, PC	Ridenour, Heinton & Lewis
Gust Rosenfeld	Udall, Shumway & Lyons
<b>Board Approval</b>	February 13, 2014
<b>Proposed Extension</b>	First
<b>Renewal Options Remaining</b>	Three
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$26,000.00

**THERE IS AVAILABLE BUDGET CAPACITY:****CAPITAL PROJECTS**

<b>Contract Title</b>	11.007, Window Treatments
<b>Vendor(s)</b>	Ardy's Mini-Blind Service
<b>Board Approval</b>	July 14, 2011
<b>Proposed Extension</b>	Fourth and Final
<b>Renewal Options Remaining</b>	None
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$3,741.80

**THERE IS AVAILABLE BUDGET CAPACITY:****COMMUNICATION SERVICES**

<b>Contract Title</b>	11.020, On-line Resources to Support Social Studies
<b>Vendor(s)</b>	Proquest
<b>Board Approval</b>	April 12, 2012
<b>Proposed Extension</b>	Third
<b>Renewal Options Remaining</b>	One
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$9,268.98

<b>Contract Title</b>	12.005, Printing on Demand Services
<b>Vendor(s)</b>	Complete Printshop Century Graphics
<b>Board Approval</b>	June 28, 2012
<b>Proposed Extension</b>	Third
<b>Renewal Options Remaining</b>	One
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$56,539.31

**THERE IS AVAILABLE BUDGET CAPACITY:****HUMAN RESOURCES**

<b>Contract Title</b>	12.002, Drug Testing Diagnostics
<b>Vendor(s)</b>	Quest Diagnostics
<b>Board Approval</b>	June 28, 2012
<b>Proposed Extension</b>	Third
<b>Renewal Options Remaining</b>	One
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$23,558.31

Contract Title	12.003, Background Checks
Vendor(s)	Universal Background Screening
Board Approval	June 28, 2012
Proposed Extension	Third
Renewal Options Remaining	One
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$36,691.91

Contract Title	13.007, Financial & Compliance Audit Services
Vendor(s)	Heinfeld, Meech, & Co.
Board Approval	March 13, 2014
Proposed Extension	Third
Renewal Options Remaining	One
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$32,565.00

**THERE IS AVAILABLE BUDGET CAPACITY: MAINTENANCE SERVICES**

Contract Title	14.004, Moving and Relocation Services
Vendor(s)	
Beltman Group	Graebel Lightning Movers
Desert View Logistics	S & M Moving Systems
Board Approval	June 12, 2014
Proposed Extension	First
Renewal Options Remaining	One
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$11,444.00

Contract Title	14.006, Ballfield Lighting
Vendor(s)	Corbins Service Electric
Board Approval	April 10, 2014
Proposed Extension	First
Renewal Options Remaining	Four
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$35,634.60

Contract Title	14.008, Non-Vehicular Glass Replacement
Vendor(s)	Glendale Glass, Inc.
Board Approval	July 10, 2014
Proposed Extension	First
Renewal Options Remaining	Three
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$9,080.93

Contract Title	14.012, Life and Safety Services
Vendor(s)	National Fire Control
Board Approval	September 11, 2014
Proposed Extension	First
Renewal Options Remaining	Three
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$52,582.79

Contract Title	14.013, Tree Trimming Services
Vendor(s)	Aspundh Tree Expert Company
Board Approval	July 10, 2014
Proposed Extension	First
Renewal Options Remaining	Three
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$8,354.16

THERE IS AVAILABLE BUDGET CAPACITY: FINANCE

Contract Title	11.032, Bond Underwriting Services
Vendor(s)	Piper Jaffray & Co.
Board Approval	April 26, 2012
Proposed Extension	Third
Renewal Options Remaining	One
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$0.00

Contract Title	11.033, Financial Consulting Services
Vendor(s)	Stifel, Nicolaus & Company (formerly Stone & Youngberg)
Board Approval	April 26, 2012
Proposed Extension	Third
Renewal Options Remaining	One
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$11,250.00

Contract Title	13.008, Banking Services
Vendor(s)	Wells Fargo Bank
Board Approval	May 9, 2013
Proposed Extension	Second
Renewal Options Remaining	Two
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$17,235.18

THERE IS AVAILABLE BUDGET CAPACITY:

Contract Title	10.018, Sport Officials
Vendor(s)	Arizona Officiating PRO Sports SLJ Sports
Board Approval	June 9, 2011
Proposed Extension	Fourth and Final
Renewal Options Remaining	None
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$31,172.50

Contract Title	12.004, Bottle Water Services
Vendor(s)	DS Services of America
Board Approval	June 28, 2012
Proposed Extension	Third
Renewal Options Remaining	One
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$5,336.93

<b>Contract Title</b>	12.020 Student Identification System
<b>Vendor(s)</b>	Dorian Studio, Inc.
<b>Board Approval</b>	April 11, 2013
<b>Proposed Extension</b>	Second
<b>Renewal Options Remaining</b>	Two
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$13,840.72

<b>Contract Title</b>	13.001, After-School Programs and Field Trip Locations
<b>Vendor(s)</b>	
A Great Little Balloon Company	Epik Dance Company
After Cool Fitness	Hall of Flame Museum of Firefighting
All the Right Moves	Jazz in Arizona
As You Wish	Jolly Roger
Arizona Kids Think Too	Lifesavers
Arizona Museum of Natural History	Mad Science of Scottsdale
Arizona Renaissance Festival	Mark Carter Science
Arizona-Sonora Desert Museum	Mom's Pride (dba: B's Storytime)
Castles N'Coasters	Patrick Morgan
Center Dance Ensemble	The Phoenix Symphony
Children's Museum of Phoenix	Pioneer Pepper & Sunset Pioneers
Childsplay	Pueblo Grande Museum
Davis Magic	Reptile Adventures
Desert Botanical Garden	Sea Life Arizona Aquarium
E. Morgan (Japanese Taiko Drumming)	Stargazing for Everyone
Educational Endeavors	Surf N'Chess Club
Great Arizona Puppet Theater	
<b>Board Approval</b>	May 9, 2013
<b>Proposed Extension</b>	Second
<b>Renewal Options Remaining</b>	Two
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$151,753.50

<b>Contract Title</b>	13.003, Professional Development Services
<b>Vendor(s)</b>	
Amplify Education (Wireless Generation)	Instructional Improvement Group
Cambridge Education	Jo Robinson Consulting
Center of Unified School Progression	Kagan Professional Development
Empower Educational Consulting	Love and Logic Institute
Frederic H. Jones & Associates	Michele Royan Consulting
Heinemann	Teaching Plus
Houghton Mifflin Harcourt	Triumph Learning
Insight Education Group	Vance Riggins
<b>Board Approval</b>	May 9, 2013
<b>Proposed Extension</b>	Second
<b>Renewal Options Remaining</b>	Two
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$272,171.50

<b>Contract Title</b>	14.002 Student Travel Services
<b>Vendor(s)</b>	
Guided Discoveries	Sundance/American Express Travel
Lakeland Tours	Terra Travel
<b>Board Approval</b>	February 13, 2014

Proposed Extension	First
Renewal Options Remaining	Three
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$164,378.79

Contract Title	14.003, Conference and Banquet Services
Vendor(s)	Sheraton Crescent Hotel Black Canyon Conference Center
Board Approval	July 10, 2014
Proposed Extension	First
Renewal Options Remaining	Three
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$6,715.95

THERE IS AVAILABLE BUDGET CAPACITY:      **TRANSPORTATION SERVICES**

Contract Title	13.005, Bus and Vehicle Washing Services
Vendor(s)	Ace Mobile Wash
Board Approval	June 13, 2013
Proposed Extension	Second and Final
Renewal Options Remaining	None
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$8,335.50

Contract Title	14.001, Contract Transportation
Vendor(s)	
Care Transit, LLC.	Desert Breeze Transportation
ComTrans	Reliable Transit Services, Inc.
Board Approval	July 10, 2014
Proposed Extension	First
Renewal Options Remaining	Three
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$74,657.32

THERE IS AVAILABLE BUDGET CAPACITY:      **NUTRITION SERVICES**

Contract Title	11.002, Commercially Purchased Milk, Juice and Dairy Products
Vendor(s)	GH Processing
Board Approval	June 9, 2011
Proposed Extension	Fourth and Final
Renewal Options Remaining	None
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$1,720,125.98

Contract Title	11.003, Commercially Purchased Pizza
Vendor(s)	Sardella's Pizza
Board Approval	June 9, 2011
Proposed Extension	Fourth and Final
Renewal Options Remaining	None
Proposed 2015 - 2016 Expenditures	To be used on an as-needed basis.
Expended in 2014 - 2015	\$167,046.11

<b>Contract Title</b>	11.004, Commercially Purchased Food and Non-Food Expendable Supplies
<b>Vendor(s)</b>	Shamrock Foods
<b>Board Approval</b>	June 9, 2011
<b>Proposed Extension</b>	Fourth and Final
<b>Renewal Options Remaining</b>	None
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$5,843,192.04

<b>Contract Title</b>	11.036, Armored Car Service
<b>Vendor(s)</b>	Dunbar Armored
<b>Board Approval</b>	May 10, 2012
<b>Proposed Extension</b>	Third
<b>Renewal Options Remaining</b>	One
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$24,186.50

<b>Contract Title</b>	13.016, Nutrition Smallwares
<b>Vendor(s)</b>	
Arizona Restaurant Supply	Sam Tell & Son
Central Restaurant Products	Standard Restaurant Supply
Hubert Company	TCB Manufacturing
<b>Board Approval</b>	June 13, 2013
<b>Proposed Extension</b>	Second
<b>Renewal Options Remaining</b>	Two
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$59,418.35

**THERE IS AVAILABLE BUDGET CAPACITY: SPECIAL SERVICES**

<b>Contract Title</b>	13.027, Tutoring & Substitute Teaching Agencies
<b>Vendor(s)</b>	
A Road 2 Learning	Martin Porres Educational
Accuracy Temporary Services (ATS)	Morris Tutoring Associates
Arizona Kids Think Too	On-Track Tutoring
Delta-T Group	Professional Tutors of America
Dependable Staffing Services	Rising Star Educational Services
Educate Empower Succeed, LLC	Sure Prep Learning
<b>Board Approval</b>	October 17, 2013
<b>Proposed Extension</b>	Second
<b>Renewal Options Remaining</b>	Two
<b>Proposed 2015 - 2016 Expenditures</b>	To be used on an as-needed basis.
<b>Expended in 2014 - 2015</b>	\$29,865.00

**NO COST TO THE DISTRICT:**

<b>Contract Title</b>	11.005, Student Accident Insurance
<b>Vendor(s)</b>	Arizona Student Assurance Plans
<b>Board Approval</b>	June 9, 2011
<b>Proposed Extension</b>	Fourth and Final
<b>Renewal Options Remaining</b>	None
<b>Proposed 2015 - 2016 Expenditures</b>	No cost to the District.
<b>Expended in 2014 - 2015</b>	No cost to the District.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 Information  
AGENDA ITEM: \*Annual Intergovernmental Cooperative Purchase Agreement with the Mohave Educational Services Cooperative (MESC), State Procurement Office (SPO) and Arizona Department of Education (ADE) 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.

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.

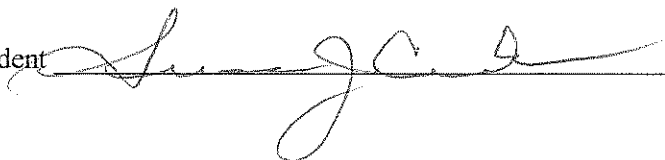
A copy of the contracts are available for review in the Purchasing Department. The Purchasing Department follows a process to perform due diligence on every cooperative contract prior to making a recommendation for award.

Note: There may be expenditures with some designated vendors, but not through MESC, SPO, or ADE. Expenditures could be charged to WESD's own contracts or other cooperative agreements.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the Intergovernmental Cooperative Purchase Agreement and contract purchases with the Mohave Educational Services Cooperative (MESC), State Procurement Office (SPO) and Arizona Department of Education (ADE).

Superintendent



Board Action	Motion	Second	Ave	Nay	Abstain
Adams					
Graziano					
Herrera					
Jahneke					
Lambert					

Agenda Item \*I.I.E.

# MOHAVE EDUCATIONAL SERVICES COOPERATIVE CONTRACTS

## THERE IS AVAILABLE BUDGET CAPACITY:

Vendor(s):	Smartschoolsplus (dba: Smartworksplus)
Description of Purchase:	Temporary employment and recruitment services.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Human Resources/M&O
Expended 2014 - 2015:	\$0.00

## THERE IS AVAILABLE BUDGET CAPACITY:

Vendor(s):	Arizona Restaurant Supply
Description of Purchase:	Nutrition Service Equipment & Walk-in Coolers/Freezers
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Nutritional Services/M&O
Expended 2014 - 2015:	\$156,885.84

## THERE IS AVAILABLE BUDGET CAPACITY:

Vendor(s):	CDW Government, Inc.
Description of Purchase:	Computer hardware, software and peripherals.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments M&O/Indirect costs
Expended 2014 - 2015:	\$6,451.96
Vendor(s):	Netsian Technologies Group
Description of Purchase:	Structured Cable (E-rate Eligible)
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Management Information Systems/M&O
Expended 2014 - 2015:	\$0.00
Vendor(s):	Logicalis, Inc. (formerly Network Infrastructure)
Description of Purchase:	Cabling projects, including additional network lines/drops throughout the District, schools and administrative sites.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Management Information Systems/M&O
Expended 2014 - 2015:	\$218,859.21
Vendor(s):	QCM Technologies
Description of Purchase:	Software and technology support.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Management Information Systems/M&O
Expended 2014 - 2015:	\$49,118.34
Vendor(s):	Apple, Inc.
Description of Purchase:	Apple computers and accessories.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Management Information Systems/M&O
Expended 2014 - 2015:	\$5,606.48
Vendor(s):	Kronos
Description of Purchase:	Time management system and maintenance.
Department/School Funding:	Management Information Systems/M&O
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Expended 2014 - 2015:	\$0.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Canyon State Bus Sales
<b>Description of Purchase:</b>	New and used buses, bus repair and related spare parts.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$566,118.79
<b>Vendor(s):</b>	Auto Safety House
<b>Description of Purchase:</b>	New and used buses, bus repair and related spare parts.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$23,019.06
<b>Vendor(s):</b>	Sanderson Ford
<b>Description of Purchase:</b>	Vehicles
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/Individual Departments/Capital
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Jasper Engines & Transmissions
<b>Description of Purchase:</b>	Remanufactured engines and transmissions.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/Individual Departments/Capital
<b>Expended 2014 - 2015:</b>	\$14,231.24

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Fire Security Electronics & Communications, Inc.
<b>Description of Purchase:</b>	Inspection, installation and maintenance of fire and security alarms and intercom systems.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$13,388.69
<b>Vendor(s):</b>	Midstate Mechanical, Inc. (formerly Mechanical Maintenance)
<b>Description of Purchase:</b>	Design and installation of rooftop HVAC units and maintenance and repair of HVAC chiller system as well as plumbing services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$25,847.90
<b>Vendor(s):</b>	Climatec Building Technology
<b>Description of Purchase:</b>	Inspection, installation and maintenance of fire and security alarms, intercom systems, clocks, and media management.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$8,971.80
<b>Vendor(s):</b>	ECD Systems, LLC. (formerly Safeguard Security and Communications)
<b>Description of Purchase:</b>	Maintenance and repair of fire alarm systems, security systems, intercoms, clocks, and media management.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$106,305.69
<b>Vendor(s):</b>	Schooldude.com

<b>Description of Purchase:</b>	Annual maintenance direct and preventative maintenance service.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O
<b>Expended 2014 - 2015:</b>	\$20,869.51
<b>Vendor(s):</b>	Norcon Industries
<b>Description of Purchase:</b>	Carpet, floor covering and concrete floor applications; carpet removal/installation; theater draperies, rigging & lighting equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$24,345.02
<b>Vendor(s):</b>	Simpson Norton Corporation
<b>Description of Purchase:</b>	Purchase of utility vehicles and equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O
<b>Expended 2014 - 2015:</b>	\$100,635.78
<b>Vendor(s):</b>	A & G Turf Equipment
<b>Description of Purchase:</b>	Purchase of power equipment and services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O/Capital
<b>Expended 2014 - 2015:</b>	\$645.68
<b>Vendor(s):</b>	University Termite and Pest Control, Inc.
<b>Description of Purchase:</b>	Pest control services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O
<b>Expended 2014 - 2015:</b>	\$890.00
<b>Vendor(s):</b>	Associated Fence
<b>Description of Purchase:</b>	JOC for various types of fencing.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Phoenix Fence Company
<b>Description of Purchase:</b>	JOC for various types of fencing.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/M&O
<b>Expended 2014 - 2015:</b>	\$24,345.02
<b>Vendor(s):</b>	Canyon State Oil
<b>Description of Purchase:</b>	Vehicle Lubricants
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance Department/M&O
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	North American Lubricants
<b>Description of Purchase:</b>	Vehicle Lubricants
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance Department/M&O
<b>Expended 2014 - 2015:</b>	\$0.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Baystone Financial (through Kansas State Bank)
<b>Description of Purchase:</b>	Copiers (tax-exempt lease purchase financing).
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.

Department/School Funding:	Individual schools and departments/M&O
Expended 2014 - 2015:	\$443,688.76
Vendor(s):	Arizona Furnishings
Description of Purchase:	Replacement of classroom and office furniture.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/Soft and Unrestricted Capital
Expended 2014 - 2015:	\$83,041.94
Vendor(s):	Edupoint Educational Systems
Description of Purchase:	Student information system software (Synergy).
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Indirect Costs
Expended 2014 - 2015:	\$0.00
Vendor(s):	Follett School Solutions
Description of Purchase:	Scanners and barcodes for library books.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/M&O
Expended 2014 - 2015:	\$44,690.52
Vendor(s):	Hillyard
Description of Purchase:	Custodian supplies and equipment.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/Unrestricted Capital and M&O
Expended 2014 - 2015:	\$257,353.99
Vendor(s):	Konica Minolta Business Solutions
Description of Purchase:	Maintenance agreement and equipment.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/M&O
Expended 2014 - 2015:	\$272,436.67
Vendor(s):	Milano Music Center
Description of Purchase:	Musical Instruments, equipment, supplies and repair services.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/Soft Capital
Expended 2014 - 2015:	\$6,023.77
Vendor(s):	School Specialty
Description of Purchase:	Classroom supplies/instructional aids for classrooms and office.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/M&O
Expended 2014 - 2015:	\$188.36
Vendor(s):	Troxell Communications, Inc.
Description of Purchase:	Audio/visual equipment, service and installation.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/Soft and Unrestricted Capital/M&O
Expended 2014 - 2015:	\$94,640.68
Vendor(s):	Universal Athletic Service
Description of Purchase:	Athletic equipment.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.
Department/School Funding:	Individual schools and departments/M&O
Expended 2014 - 2015:	\$0.00
Vendor(s):	Wenger Corporation
Description of Purchase:	Musical instruments, equipment, supplies/repair, choral risers and stage equipment.
Estimated 2015-2016 Expenditures:	To be used on an as-needed basis.

<b>Department/School Funding:</b>	Individual schools and departments/Soft and Unrestricted Capital
<b>Expended 2014 - 2015:</b>	\$1,791.54

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Dave Bang & Associates
<b>Description of Purchase:</b>	Purchase and installation of playground equipment and parts.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools/Community Schools/Gifts and Donations
<b>Expended 2014 - 2015:</b>	\$145,525.25
<b>Vendor(s):</b>	DakTronics, Inc.
<b>Description of Purchase:</b>	Purchase scoreboards.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools/Community Schools/Gifts and Donations
<b>Expended 2014 - 2015:</b>	\$10,766.71
<b>Vendor(s):</b>	Micon Construction
<b>Description of Purchase:</b>	Purchase playground, fitness, and related equipment. To be used to replace damaged equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools/Community Schools/Gifts and Donations
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Playpower LT Farmington
<b>Description of Purchase:</b>	Purchase and installation of playground equipment to replace damaged equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools/Community Schools/Gifts and Donations
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Shade-n-Net of Arizona
<b>Description of Purchase:</b>	Purchase and installation of pre-engineered shade structures for sun and UV protection coverage over playgrounds and eating/break areas.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools/Community Schools/Gifts and Donations
<b>Expended 2014 - 2015:</b>	\$43,886.47

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	McCarthy Building Companies, Inc.
<b>Description of Purchase:</b>	Management and performance of job order contracts (JOC).
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Construction Services
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Progressive Roofing
<b>Description of Purchase:</b>	Installation, repair, and restoration roofing systems.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Construction Services
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Continental Flooring Company
<b>Description of Purchase:</b>	Carpeting and flooring sales and installation.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Construction Services
<b>Expended 2014 - 2015:</b>	\$1,199.13
<b>Vendor(s):</b>	DH Pace
<b>Description of Purchase:</b>	Locking Systems for Doors and Related Hardware

<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Construction Services
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	SDB Contracting Services
<b>Description of Purchase:</b>	Job Order Contracts (JOC).
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Construction Services
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Pueblo Mechanical & Controls
<b>Description of Purchase:</b>	Job Order Contracting for various construction trades.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Construction Services
<b>Expended 2014 - 2015:</b>	\$0.00

THERE IS AVAILABLE BUDGET CAPACITY:

<b>Vendor(s):</b>	The Professional Group Public Consulting
<b>Description of Purchase:</b>	Professional consulting services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Business Services/M&O
<b>Expended 2014 - 2015:</b>	\$0.00

#### STATE PROCUREMENT OFFICE CONTRACTS

THERE IS AVAILABLE BUDGET CAPACITY:

<b>Vendor(s):</b>	Phoenix Newspapers (The Arizona Republic) Daily Journal Corp. (Record Reporter)
<b>Description of Purchase:</b>	Legal and classified advertising.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Human Resources/M&O
<b>Expended 2014 - 2015:</b>	\$5,300.00

THERE IS AVAILABLE BUDGET CAPACITY:

<b>Vendor(s):</b>	Audio Enhancement Commercial Computer Services (CCS) Ear Professional Audio Video Exhibitone Corporation IMMEDIA Level 3 Logicalis Troxell Communications Vector Resources
<b>Description of Purchase:</b>	Audio and Visual Products and Services
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments M&O/Indirect
<b>Expended 2014 - 2015:</b>	\$352,783.62
<b>Vendor(s):</b>	Black Box Network Services Gruber Technical Logicalis
<b>Description of Purchase:</b>	Cabling communication systems.

<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	M&O/E-rate
<b>Expended 2014 - 2015:</b>	\$33,188.22
<b>Vendor(s):</b>	Apple Computer Dell Marketing Hewlett-Packard Co.
<b>Description of Purchase:</b>	Computer contracts - WSCA.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/Indirect
<b>Expended 2014 - 2015:</b>	\$180,246.44
<b>Vendor(s):</b>	SHI International
<b>Description of Purchase:</b>	Software value added reseller.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	MIS department/M&O
<b>Expended 2014 - 2015:</b>	\$261,918.84
<b>Vendor(s):</b>	Interface Technical Training
<b>Description of Purchase:</b>	Technology training and partnering services
<b>Estimated 2015-2016 Expenditures:</b>	to be used on an as-needed basis.
<b>Department/School Funding:</b>	MIS department/M&O
<b>Expended 2014 - 2015:</b>	\$13,940.00
<b>Vendor(s):</b>	
Black Box Network	Logicalis
CDW Government	World Wide Technology
Century Link	
<b>Description of Purchase:</b>	Network, equipment and services.
<b>Estimated 2015-2016 Expenditures:</b>	to be used on an as-needed basis.
<b>Department/School Funding:</b>	MIS department/M&O
<b>Expended 2014 - 2015:</b>	\$125,554.54
<b>Vendor(s):</b>	Gruber Technical
<b>Description of Purchase:</b>	Uninterruptible power supply, new equipment, service and maintenance.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	MIS department/M&O
<b>Expended 2014 - 2015:</b>	\$0.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Vision Business Products
<b>Description of Purchase:</b>	Copier, fax supplies and laser jet/ink jet cartridges.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$89,644.77
<b>Vendor(s):</b>	Arizona Envelope Company
<b>Description of Purchase:</b>	Envelopes printed and stock.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$7,888.72
<b>Vendor(s):</b>	AAF International
<b>Description of Purchase:</b>	HVAC filters.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Grainger

<b>Description of Purchase:</b>	Industrial supplies and equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$31,522.94
<b>Vendor(s):</b>	Grainger Voss Lighting
<b>Description of Purchase:</b>	Lighting supplies such as lamps, ballasts, light sensors and exit signs.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$4,735.10
<b>Vendor(s):</b>	Neopost / Hasler
<b>Description of Purchase:</b>	Mailing equipment, supplies and maintenance.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$6,504.08
<b>Vendor(s):</b>	Spicer Paper Staples Unisource
<b>Description of Purchase:</b>	Paper: copy, general office and specialty.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center and Printing Services District Service Funds
<b>Expended 2014 - 2015:</b>	\$179,063.58

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	A to Z Equipment Rental
<b>Description of Purchase:</b>	Landscape and Utility Vehicles, Trailers & Equipment
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Maintenance/Capital
<b>Expended 2014 - 2015:</b>	\$12,341.80
<b>Vendor(s):</b>	Ferguson Enterprises
<b>Description of Purchase:</b>	Plumbing parts and supplies.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Materials Management Center/M&O
<b>Expended 2014 - 2015:</b>	\$2,110.22

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendors:</b>	
ABA Architects	JJR
Abacus Project Management, Inc.	Johnson Walzer Associates
Adams and Associates Engineers, PLLC	Johnston Engineering Company
ADM Group, Inc.	Kenney Aerial Mapping, Inc.
AECOM	Kimley-Horn and Associates
Alpha Geotechnical & Materials, Inc.	Kleinfelder
AMEC Earth & Environmental, Inc.	KPFF Consulting Engineers
Americas Communications, LLC	Lawrence Engineering
AndersonBaron Landscape Architecture	LEA Architects
Animas Environmental Services, LLC	Lee Engineering, LLC
APMI, Inc.	Lee Harbers Consultant
Applied Pavement Technology, Inc.	Logan Halperin Landscape Architecture
APS Energy Services Company, Inc	Logan Simpson Design Inc.

Archaeological Consulting Services, Ltd.	LSW Engineers Arizona, Inc
Architectural Resource Team Inc.	Matrix Design Group, Inc.
Architekton	McGann & Associates Inc.
Arizona Pinnacle Engineering	MCS Architects
Arquitectura, Ltd.	Michael Baker Jr., Inc.
Arrington Watkins Architects	Michael Wilson Kelly-Architects
Atkins	Morrison-Maierle, Inc.
Atwell LLC	Motley Design Group, LLC
BDA Engineers	MRT Design LLC
Bridgers & Paxton Consulting Services	Natural Channel Design
Brown and Caldwell	NCS Engineers
Burns & McDonnell Engineering Company	Nicklaus Engineering
BWS Architects	Olsson Associates
Cardno WRG	Orcutt Winslow
Carollo Engineers, P.C.	Otwell Associates Architects
Caruso Turley Scott	PACE
Catalyst Architecture, LLC	Palmer Engineers, Inc.
CivTech Inc	Peak Engineering
Clear Blue Services, LLC	Pearson Engineering Associates
Clear Creek Associates	Periman Architects of Arizona, Inc.
Coe and Van Loo, LLC	Peter Basso Associates, Inc
Collins Engineers	Plateau Engineering
Conedison Solutions	Premier Engineering Corporation
Consultant Engineering, Inc.	Professional Service Industries, Inc
Cooper Aerial Surveys	Quality Testing, LLC
Cordova Environmental Consulting	RBA Architecture
Corgan Associates	RBF Consulting
CR Engineers Inc	Reece Angell Rowe Architects
CSHQA	ReSEED Advisors
Darling Environmental and Surveying	Richard and Bauer Architecture
David Evans and Associates, Inc.	RJ Ghan Engineering
David Hunt Architecture	Robert Polcar Architects, Inc.
Del Sol Group	Ryden Architects, Inc.
Design One, Inc.	Saguaro Geoservices
Designlink Architectural & Planning	SCS Engineers
Deutsch Architecture Group	Searer, Robbins & Stephens, Inc.
Dibble Engineering	Serbin Studio
Dick & Fritsche Design Group	Shephard-Wesnitzer
DLR Group	Site Consultants
Dominion Environmental Consultants	Smithgroup
DRW Engineering	Southwest Ground-Water Consultants
Durand Hills Mouw Woods, LLC	SouthWest Traffic Engineering, LLC
DWL Architects + Planners	Speedie & Associates, Inc.
EMC Engineers	SPS Architects
EcoPlan Associates	Stanley Consultants
EEC	Stormwater Plans
Elert & Associates	Strand Associates
Emc2 Group Architects Planners, PC	Stroh Architecture
Energy Environment Economics	Structural Concepts, Inc.
Energy Systems Design, Inc.	Struktur Studio
Engberg Anderson	Sun Engineering
Engineering & Geologic Water & Wastewater	Sunrise Engineering
Engineering Specialties Group	SWA Architects
Enovity	Swayback Partners
Entellus, Inc.	Swan Architects, Inc.
Environmental Professional Services	T. Barnabas Kane & Associates
EPS, Inc.	Taylor RyMar Corporation
Errol L. Montgomery & Associates	Terracon Consultants
FM GROUP INC	Tetra Tech, Inc.
FM Solutions	The Architecture Company
Fore Dimensions LLC	The CK Group

Gannett Fleming, Inc.	The Durrant Group, Inc.
Gensler	The WLB Group
Gervasio & Associates	Tres Rios Consulting Engineers
GHD, Inc.	TriMedia Environmental & Engineering Services
Gilleland Brubaker Architects	Tristar Engineering and Management, Inc.
Golder Associates	URS Corporation
Gould Evans Associates	Van Boerum & Frank Associates
Grenier Engineering, Inc.	Vanir Construction Management
HDA Architects LLC	Vernadero Group
HDR Engineering Inc.	Versar
Holly Street Studio Architects	WEST Consultants, Inc.
Hoskin Ryan Consultant	Western Technologies Inc.
Huitt-Zollars, Inc.	Westland Resources, Inc.
Hydro Geo Chem, Inc.	WHPacific, Inc.
Hydrosystems, Inc.	Wilcox Professional Services, LLC
Innovative Technical Solutions, Inc.	Wilson Engineers, LLC
J2 Engineering and Environmental Design	Woodson Engineering & Surveying Inc
Jacobs Engineering Group	WSM Architects
Je Fuller/Hydrology & Geomorphology, Inc.	
<b>Description of Purchase:</b>	Architect and engineer services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Capital Projects/M&O, Bond
<b>Expended 2014 - 2015:</b>	\$15,000.00
<b>Vendor(s):</b>	Continental Flooring Diversified Flooring Services Norcon Industries Wholesale Floors
<b>Description of Purchase:</b>	Commercial flooring products and services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Capital Projects/M&O, Bond
<b>Expended 2014 - 2015:</b>	\$614,029.40
<b>Vendor(s):</b>	
Circadian Enterprises	Kary Environmental Services
Comprehensive Risk Services	Native Environmental
D&K Enterprises	Spray Systems of Arizona
East Valley Disaster Services	Southwest Hazard Control
Environmental Strategies	
<b>Description of Purchase:</b>	Statewide environmental assessment services for asbestos and lead.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Unrestricted Capital/B Bond/Building Renewal/Community Schools/M&O
<b>Expended 2014 - 2015:</b>	\$89,000.00
<b>Vendor(s):</b>	
ACT Environmental	FM Group
Adams and Wendt	Four Corners
Allen Environmental	Hutzel & Associates
AMEC Environmental & Infrastructure	IHI Environmental
ATC Group Services	Ninyo & Moore
Clark Seif Clark	SCS Engineers
Continental EnviroTech	Terracon
Dominion Environmental	TriMedia
EMC2	Western Technologies
<b>Description of Purchase:</b>	Statewide environmental consulting services for asbestos and lead.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Bond/Building Renewal/Capital
<b>Expended 2014 - 2015:</b>	\$80,000.00
<b>Vendor(s):</b>	Pueblo Mechanical
<b>Description of Purchase:</b>	Statewide mechanical/electrical JOC.

<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Bond/Building Renewal/Capital
<b>Expended 2014 - 2015:</b>	\$0.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Bridgestone Americas Tire Operations Goodyear Tire & Rubber Michelin North America (and all authorized dealers listed on SPO List)
<b>Description of Purchase:</b>	Tires and tubes including drive-in services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O
<b>Expended 2014 - 2015:</b>	\$77,000.00
<b>Vendor(s):</b>	Pro Petroleum Supreme Oil Western Refining Wholesale
<b>Description of Purchase:</b>	Bulk fuel.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O
<b>Expended 2014 - 2015:</b>	\$959,500.00
<b>Vendor(s):</b>	Thermo Fluids
<b>Description of Purchase:</b>	Collection and disposal of various used automotive fluids including filters.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	G & K Services Mission Linen Supply Unifirst Corporation
<b>Description of Purchase:</b>	Uniform rental and laundry services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O
<b>Expended 2014 - 2015:</b>	\$8,000.00
<b>Vendor(s):</b>	Empire Southwest
<b>Description of Purchase:</b>	OEM replacement parts and services for heavy duty equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O
<b>Expended 2014 - 2015:</b>	\$44,802.27
<b>Vendor(s):</b>	Arizona Truck Center Bill Luke Chrysler Jeep & Dodge Chapman Ford Courtesy Chevrolet Don Sanderson Ford Freightlinere Sterling Western Star of AZ
<b>Description of Purchase:</b>	Inland Kenworth Midway Chevrolet PFVT Motors (Ford) RWC International Rush Truck Centers of Arizona
<b>Description of Purchase:</b>	Vehicle, Medium and Heavy Duty Cab & Chassis
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/Capital
<b>Expended 2014 - 2015:</b>	\$82,221.36
<b>Vendor(s):</b>	Bill Luke Chrysler Jeep & Dodge Chapman Ford
<b>Description of Purchase:</b>	LMH Corp ADR (Larry Miller Dodge) Larry Miller Toyota

Courtesy Chevrolet	Midway Chevrolet
Don Sanderson Ford	San Tan Auto Partners, LLC
<b>Description of Purchase:</b>	Vehicle, new purchases statewide.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/Capital
<b>Expended 2014 - 2015:</b>	\$81,591.04
<b>Vendor(s):</b>	Jasper Engines & Transmissions
<b>Description of Purchase:</b>	Light and heavy duty vehicle parts and shop supplies.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Transportation/M&O
<b>Expended 2014 - 2015:</b>	\$20,492.49

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Sprint Communications Verizon Wireless (Cellco Partnership)
<b>Description of Purchase:</b>	Wireless, cellular/PC's/satellite radio telephones/services (WSCA).
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/M&O
<b>Expended 2014 - 2015:</b>	\$146,217.20
<b>Vendor(s):</b>	Cox Communications Century Link
<b>Description of Purchase:</b>	Telecommunications carrier services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	District-wide/M&O
<b>Expended 2014 - 2015:</b>	\$589,973.02
<b>Vendor(s):</b>	Staples
<b>Description of Purchase:</b>	Office supplies/equipment and white copy paper.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments, M&O
<b>Expended 2014 - 2015:</b>	\$38,982.40
<b>Vendor(s):</b>	
Aeroflex	Midland Radio Corporation
Arizona Wireless and Radio	Motorola Solutions
B&B Selectcom	Mr. Radio of Arizona
Creative Communications Sales & Rental	Niles Radio
Durham Communications	Pro-Tech Mobile Communications
Harris Corporation	RELM Wireless Corporation
ICOM America	Southwest Radio Sales
Kelley Communications	Wecom
<b>Description of Purchase:</b>	Two way radio equipment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/Capital and M&O
<b>Expended 2014 - 2015:</b>	\$51,253.51
<b>Vendor(s):</b>	Konica Minolta Business Solutions
<b>Description of Purchase:</b>	Copiers
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/Capital and M&O
<b>Expended 2014 - 2015:</b>	\$16,000.00
<b>Vendor(s):</b>	
Boundless Network	M&J Trophies
Brown & Bigelow	Midwest Trophy Mfg.
JP Business Solutions	Office Depot

Lane Award	Pima Awards
<b>Description of Purchase:</b>	Promotional products.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/M&O
<b>Expended 2014 - 2015:</b>	\$351.86
<b>Vendor(s):</b>	Kelly Services Staffmark Investment
<b>Description of Purchase:</b>	Temporary staffing services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/M&O
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	
Arizona Furnishings	Interior Solutions of Arizona
Anthro International Systems	Staples Contract and Commercial
Corporate Interior System	TAB Office Resources
Elontec	Target Commercial Interiors
Facilitec	Teknion
Goodman's Interior	Tucson Business Interior's
<b>Description of Purchase:</b>	Office furniture.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/Capital and M&O
<b>Expended 2014 - 2015:</b>	\$40,681.26
<b>Vendor(s):</b>	Desert AED
<b>Description of Purchase:</b>	Automatic External Defibrillators.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Individual schools and departments/Capital and M&O
<b>Expended 2014 - 2015:</b>	\$0.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Language Line Services Voiance Language Services
<b>Description of Purchase:</b>	Foreign language interpreting/translation services.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Communication Department/M&O
<b>Expended 2014 - 2015:</b>	\$10,500.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	Environmental Response, Inc.
<b>Description of Purchase:</b>	Emergency and route response.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Communication Department/M&O
<b>Expended 2014 - 2015:</b>	\$0.00

ARIZONA DEPARTMENT OF EDUCATION

THERE IS AVAILABLE BUDGET CAPACITY:

<b>Vendor(s):</b>	U S Foodservice, Arizona Division
<b>Description of Purchase:</b>	Commercial food distributor.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Nutrition Services
<b>Expended 2014 - 2015:</b>	\$6,000.00

THERE IS AVAILABLE BUDGET CAPACITY:

<b>Vendor(s):</b>	Teaching Strategies (and any other vendors as awarded contracts by the Department of Education)
<b>Description of Purchase:</b>	Early childhood assessment.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Special Services and Individual Schools/M&O
<b>Expended 2014 - 2015:</b>	\$11,721.60
<b>Vendor(s):</b>	
4 Success Schools	Foundation for Blind Children
Academic Behavioral Alternatives	Gateway Academy
ACCEL	Gompers Rehabilitation Center
Aces	Hi-Star Center for Children
Alternative Unlimited	Howard S. Grey Education Program
Arizona's Children Association	Lexis Preparatory School
Ascend	Life Development Institute
Aurora Day School	Neurologic Music Therapy Services
Blueprint Education	New Way Learning Academy
Brightmont Academy	Phoenix Center for Success
Canyon State Academy	Peaceful Solutions
Chapel Haven West	Sierra Academy of Scottsdale
Children's Ctr for Neurodevelopmental	Southwest Education Center
Chrysalis Academy	St. Dominic Savio Academy
Desert Choice Schools	St. Michael's Association for Special Education
Desert Heights Academy	Upward Foundation
Desert Voices Oral Learning Center	Youth Development Institute
Devereux Arizona	(and any other vendors as awarded contracts by the Department of Education)
Education Works	Education)
<b>Description of Purchase:</b>	Private day school.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Special Services and Individual Schools/M&O
<b>Expended 2014 - 2015:</b>	\$114,656.58

THERE IS AVAILABLE BUDGET CAPACITY:

<b>Vendor(s):</b>	NCS Pearson
<b>Description of Purchase:</b>	AZ English Language Proficiency Assessment (AZELLA).
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Title I
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	Arts Integration Solutions Childsplay Cynthia H. Elek Missamia Productions Daniel Barash

	(and any other vendors as awarded contracts by the Department of Education)
<b>Description of Purchase:</b>	Arts integration.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Title I
<b>Expended 2014 - 2015:</b>	\$0.00
<b>Vendor(s):</b>	
Katie Tash	Joyce E. Hinrichs
Melissa A. Sadorf	Linda W. Lambert & Associates
Lee M. McKenzie	Kelly Segal
Gail Gorry	Omega Education Solutions
Judith A. Rodgers	Karen Kay Kukuchka
Beverly Hall	Kathy Hooker
Jaima Peterson	Eva Stevns
Susan Pierce	Clayton F. Lindner
Carolyn Rae Snyder	Barbara J. Souris
Nancy Jones	Kelly Jo Frey
Barbara Oosterbaan	R& R Education Performance Consultants
Pedagogics, Inc.	Jonathan Mittenness
Anita McFarland	
<b>Description of Purchase:</b>	Qualified coaches - evidence based practices.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on an as-needed basis.
<b>Department/School Funding:</b>	Title I
<b>Expended 2014 - 2015:</b>	\$0.00

**THERE IS AVAILABLE BUDGET CAPACITY:**

<b>Vendor(s):</b>	
A 2 Z Educational Consultants	The Leadership and Learning Center
ACA Solutions	Leadervation Learning
Achieve 3000	Lindamood-Bell Learning Processes
ACT	McRel
Adaptive Technologies	Measurement Incorporated
America's Choice	Mosaica Partners
Assessment Technology	National Institute for School Leadership
Cambium Learning	NCS Pearson
Collaborative Learning	Reliance Education Group
Compass Learning	Scantron Corp.
Evans Newton Incorporated	Scholastic
The Flippin Group	Success for all Foundation
Global Partnership Schools	Teachscape
HOPE Foundation	WestEd
Houghton Mifflin Harcourt	Wireless Generation
Institute for Research & Reform In Ed.	(and any other vendors as awarded contracts by the Department of Education)
International Center For Leadership Ed.	
<b>Description of Purchase:</b>	School improvement providers.
<b>Estimated 2015-2016 Expenditures:</b>	To be used on a as-needed basis.
<b>Department/School Funding:</b>	Individual Departments and Schools/M&O
<b>Expended 2014 - 2015:</b>	\$0.00

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 Information  
AGENDA ITEM: \*Award of Contract – RFP No. 15.006, Drug and Alcohol Testing-Transportation to MDT 1st Reading  
Services & Mobile Drug Testing LLC  
INITIATED BY: Howard Kropp, Director of Purchasing SUBMITTED BY: Cathy Thompson, Director of Business Services  
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

**SUPPORTING DATA**

Funding Source: M&O  
Budgeted: Yes

On March 12, 2015, the District authorized the issuance of RFP No. 15.006, Drug and Alcohol Testing - Transportation. The purpose of this Request for Proposal is to obtain a qualified firm to perform drug and alcohol testing for the Transportation Department of the Washington Elementary School District.


Eighteen (18) vendors were notified of the solicitation. Solicitation was also advertised as required. Seven responsible and responsive proposals were received and opened on May 5, 2015. Audrey Alexander, Director of Transportation, and Kimberly Thompson, Transportation Supervisor, evaluated the proposals and recommend MDT Services & Mobile Drug Testing LLC for award.

The award of this solicitation will result in a one (1) year contract with the option to renew for four (4) additional years or portion thereof. Included is a provision for cancellation by the District with thirty (30) days prior written notice.

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

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board award contract for RFP No. 15.006, Drug and Alcohol Testing-Transportation to MDT Services & Mobile Drug Testing LLC.

Superintendent 

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

Agenda Item \*II.F.

**\*Award of Contract – RFP No. 15.006, Drug and Alcohol Testing-Transportation to MDT Services & Mobile Drug Testing LLC**

**June 11, 2015**

**Page 2**

The evaluation committee used the criteria listed below in evaluating these proposals:

- Offeror's singular availability for service.
- Responsiveness of the proposal in clearly stating and understanding the scope of work, and in meeting the requirements of the RFP.
- Cost – While cost is a significant factor in considering the placement of the awards, it is not the only factor. The award will not be based on price alone, nor will it be based solely upon the lowest fees submitted.
- District's assessment of the Offeror's abilities to meet and satisfy the needs of the District, taking into consideration additional services, or expertise offered that exceed the requirements, or the vendor's inability to meet some of the requirements of the specifications.
- Service time performance.
- Information obtained by the District from Offeror's references or other clients.

The committee scored the proposals as follows:

MDT Services & Mobile Drug Testing LLC: 858.5 points of a possible 1000

DSI Medical Services Inc.: 594 points of a possible 1000

Arcpoint Labs of Phoenix: 572 points of a possible 1000

Universal Background Screening: 553 points of a possible 1000

Quest Diagnostic, Inc.: 522 points of a possible 1000

AZ Clinical Services: 448 points of a possible 1000

Oschmann Employee Screening: 423 points of a possible 1000

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 Information  
AGENDA ITEM: \*Award of Contract – Bid No. 15.008, Trash Removal and Recycle Material 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

**SUPPORTING DATA**

Funding Source: M&O  
Budgeted: Yes

On April 15, 2015, the District issued Bid No. 15.008, Trash Removal and Recycle Material Services. The purpose of this bid is to enter into a contract for complete trash and/or recycled material removal at all District locations. No school or department can spend more than is budgeted without prior approval from the Finance Department. This contract is also available to members of the Greater Phoenix Purchasing Consortium of School (GPPCS).

Nineteen (19) vendors were notified of the bid. Four (4) responsive, responsible bids was received and opened on May 6, 2015. Kim Orozco, Finance Manager and Jeremy Mobley, Office Specialist, evaluated the bids and recommend Republic Services for award in the amount of \$1.92 per yard for trash and \$1.55 per yard for recycle. Extra pick-ups and roll-offs will be an additional cost.

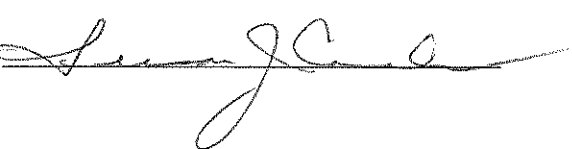
The award of this bid will result in a one-year contract with the option to renew for four (4) additional years or a portion thereof. The estimated requirements cover the period of the contracts and are reasonable and continuing. Included is a provision for cancellation by the District with thirty (30) days prior written notice.

Funding for this expenditure is included in the Maintenance Department's 2015-2016 M&O budget.

A copy of the solicitation and responses are available for review in the Purchasing Department.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board award contract regarding Bid No. 15.008, Trash Removal and Recycle Material Services to Republic Services.

Superintendent 

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

Agenda Item \*II.G.

**\*Award of Contract – Bid No. 15.008, Trash Removal and Recycle Material Services**

**June 11, 2015**

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<b>Vendors</b>	<b>Waste Management</b>	<b>Republic Services</b>	<b>Auerbach Waste</b>	<b>Freidman Recycling</b>
<b>Rates</b>				
Trash per Yard	\$ 2.40	\$ 1.92	\$ 1.83	\$ 2.80
Recycle per Yard	\$ 2.35	\$ 1.55	\$ 1.18	\$ 1.35
<b>Extra Pickups</b>				
Trash	\$ 35.00	\$ 75.00	\$ 30.00	\$ 50.00
Recycle	\$ 35.00	\$ 75.00	\$ 30.00	\$ 50.00
<b>Rolloffs - 20 Yard</b>				
Delivery	\$ 50.00	\$ 25.00	\$ -	\$ 100.00
Haul Away	\$ 125.00	\$ 85.00	\$ 70.00	\$ 125.00
Cost per Ton	\$ 40.00	\$ 36.00	\$ 33.00	\$ 42.00
<b>Rolloffs - 40 Yard</b>				
Delivery	\$ 50.00	\$ 25.00	no cost	\$ 100.00
Haul Away	\$ 125.00	\$ 85.00	\$ 70.00	\$ 125.00
Cost per Ton	\$ 40.00	\$ 36.00	\$ 33.00	\$ 42.00
<b>Cost for Replacement Container</b>				
4 Yard	\$ 25.00	\$ 55.00	\$ 35.00	\$ 30.00
6 Yard	\$ 25.00	\$ 55.00	\$ 35.00	\$ 30.00
8 Yard	\$ 25.00	\$ 55.00	\$ 35.00	\$ 30.00
% Increase year 2	4%	2%	1%	2%
% Increase year 3	4%	2%	1%	2%
% Increase year 4	5%	2%	1%	2%
% Increase year 5	5%	2%	1%	2%

Because of potential equipment (only thirty trucks), logistical and capacity limitations (over 680 containers would have to be manufactured). The Maintenance Department has determined that Auerbach Waste does not have the resources for such a large commercial clientele comprised of not only WESD, but fellow GPPCS school Districts.

# WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action

FROM: Dr. Susan J. Cook, Superintendent Discussion

DATE: June 11, 2015 Information

AGENDA ITEM: \*Award of Contract – Bid No. 15.009, Paint and Related Products/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

## SUPPORTING DATA

Funding Source: M&O  
Budgeted: Yes

On April 30, 2015, the District issued Bid No. 15.009, Paint and Related Products/Services. The purpose of this bid is for the District to enter into a contract with a qualified vendor for paint, painting supplies, and service support. No school or department can spend more than is budgeted without prior approval from the Finance Department.

Forty Seven (47) vendors were notified of the bid. Two (2) responsive, responsible bids were received and opened on May 22, 2015. Kim Orozco, Finance Manager, Jeremy Mobley, Office Specialist, and Paulo Gonzalez, Painting Supervisor, evaluated the bids and recommend Dunn-Edwards for award.

The award of this bid will result in a one-year contract with the option to renew for four (4) additional years or portion thereof. The estimated requirements cover the period of the contracts and are reasonable and continuing. Included is a provision for cancellation by the District with thirty (30) days prior written notice.

Funding for this expenditure is included in the Maintenance Department's and Schools' 2015-2016 M&O budgets and will be purchased on an as-needed basis.

A copy of the solicitation and responses are available for review in the Purchasing Department.

## SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board award contract regarding Bid No. 15.009, Paint and Related Products/Services to Dunn-Edwards.

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

Superintendent



Agenda Item \*II.H.

**\*Award of Contract – Bid No. 15.009, Paint and Related Products/Services**

**June 11, 2015**

**Page 2**

	VENDOR	Dunn-Edwards		AZ Hardware	
	PAINT CATEGORY	BRAND	PRICE	BRAND	PRICE
1	EXTERIOR PAINT – 100% ACRYIC - BRAND – EVERSIELD EVSH30 PRICE PER 5 GALLONS	A/S	\$126.12	Valspar	\$86.43
2	EXTERIOR PAINT SEMI-GLOSS - BRAND – EVERSIELD EVSH50 PRICE PER 5 GALLONS	A/S	\$126.58	Valspar	\$96.25
3	EXTERIOR PAINT GLOSS BRAND – EVERSIELD EVSH60 PRICE PER 5 GALLONS	A/S	\$126.58	Valspar	\$91.37
4	PREMIUM BRAND – EZ-PRIME EZPR00 PRICE PER 5 GALLONS	A/S	\$150.65	Valspar	\$71.06
5	PREMIUM BRAND – EFF-STOP ESPR00 PRICE PER 5 GALLONS	A/S	\$117.68	Valspar	\$74.55
6	PREMIUM BRAND – ULTRA-GRIP UGPR00 PRICE PER 5 GALLONS	A/S	\$95.12	Valspar	\$94.18
	<b>PAINT BRUSH CATEGORY</b>				
7	FLAT PAINT BRUSH, 9/16" THICK, 2-1/2" HEIGHT PRICE PER EACH	Titanium 2.5" TP-EXFA25	\$8.65	Linzer Polyester	\$1.77
8	FLAT PAINT BRUSH, 11/16" THICK, 2-3/4" HEIGHT PRICE PER EACH	Summertime 2.5" STP-S25	\$10.73	Linzer Polyester	\$2.10
9	FLAT PAINT BRUSH, 9/16" THICK, 2-1/2" HEIGHT PRICE PER EACH	Titanium 3" TP-EXFA3	\$10.98	Linzer Nylon	\$7.43
10	FLAT PAINT BRUSH, 11/16" THICK, 2-3/4" HEIGHT PRICE PER EACH	Summertime 3" STP-S3	\$12.94	Linzer Nylon	\$9.48

AZ Hardware – Delivery time for 450 gallons of tinted paint 14 max. days. Discount on above items 10%

Dunn-Edwards – Delivery time for 450 gallons of tinted paint 7 days. Discount on above items 62.25% Paint - 41% Brushes

Determination for award to Dunn-Edwards at a higher cost.

AZ Hardware:

- The store is very small; it is a small neighborhood hardware store with very little supply.
- There is only one small aisle of painting supplies, just a few brushes, just a few rolls of tape, and only a few small containers of paint.
- The staff has no knowledge of paint.
- Staff had to get the owner to discuss paint, but the owner wasn't familiar with paints or painting supplies and he really didn't have any answers to the painting supervisor's questions.
- The painting supervisor asked where the large 5 gallons of paint were kept. He said they don't stock paint in 5 gallons. The painting supervisor asked what if he needed 20 gallons of paint for an urgent job. He said he would have it in 14 days (which is what they put on the bid, but they say anything in a 5 gallon bucket will have to be ordered with a 14 day lead time).
- The owner said that the price on the bid was just for the base, color will cost extra.
- They do not color match on site and they do not have computerized colorization.
- They cannot provide 5 gallon containers on site, they only have a limited amount of 1 gallon containers, but color matching has to be sent off with no guarantee of accuracy.

# WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board   X   Action  
 FROM: Dr. Susan J. Cook, Superintendent            Discussion  
 DATE: June 11, 2015            Information  
 AGENDA ITEM: \*Sole Source Vendors            1st Reading

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

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

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

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## SUPPORTING DATA


Funding Source: Various  
 Budgeted: Yes

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:

- 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.

## SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the vendors as sole source providers for the noted services or materials for 2015-2016 as presented.

Superintendent 

Board Action	Motion	Second	Ave	Nay	Abstain
Adams					
Graziano					
Herrera					
Jahneke					
Lambert					

Agenda Item \*II.I.

The funding for any expenditure for the attached list of vendors is included in the individual school's or department's 2015-2016 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).

Vendor	Status	Service	Rationale for SS Status	2014-2015 Expenditures	2015-2016 Budget/ Funding Source
<b>UTILITIES</b>					
City of Glendale	Continuing sole source vendor	Plan review, inspections, certifications, etc.	Required vendor for plan reviews/inspections for construction projects in the City of Glendale	\$0.00	Capital; Bond Budgets
City of Phoenix	Continuing sole source vendor	Plan review, inspections, etc.	Required vendor for plan reviews/inspections for construction projects in the City of Phoenix.	\$57,400.00	Capital; Bond Budgets
Arizona Department of Public Safety	Continuing sole source vendor	A.R.S. 41-2411. "The Arizona automated fingerprint identification system is established in the department of public safety for the purpose of retaining fingerprint files to be used ... purposes specifically permitted pursuant to law."	State mandated	\$28,000.00	HR M&O
Department of Economic Security	Continuing sole source vendor	Unemployment Benefits – paid on a quarterly basis based on unemployment findings	State mandated	\$108,000.00	M&O
Industrial Commission of Arizona	Continuing sole source vendor	Worker's Compensation Quarterly Tax Payments	State mandated	\$58,000.00	Workers Comp Trust
Psychological Corporation, The (Pearson Assessment)	Continuing sole source vendor	Wechsler Intelligence Scale for Children (WISC-III), Bracken Basic Concept Scale (BBCS), Wechsler Preschool and Primary Scale of Intelligence (WPPSI-R)	State mandated intelligence testing required for students in special needs program	\$28,815.84	M&O
Maricopa County Elections Department	Continuing sole source vendor	Election costs	Mandated	\$276,607.29	M&O
Maricopa County Environmental Services Dept	Continuing sole source vendor	Eating and Drinking Permits Food Processor Permit	Food permits for the District can only be obtained through Maricopa County	\$23,090.00	Food Services

Budgets listed are for M&O, capital and other funds. Budgets may differ as grants are approved for 2015-2016.

Vendor	Status	Service	Rationale for SS Status	2014-2015 Expenditures	2015-2016 Budget/ Funding Source
Arizona Dept of Education	Continuing sole source vendor	Professional development opportunities provided by the Arizona Department of Education.	Professional Development – Provides training resources for Department mandated programs. No reasonable alternative exists.	\$27,015.00	Individual Schools' and Departments' M&O; Title I; 21 <sup>st</sup> Century; Title V; IDEA; English Immersion; Budgets
Riverside Publishing (Houghton Mifflin Co.)	Continuing sole source vendor	Woodcock Johnson Test of Cognitive Revised, TALCR, CELF, Woodcock Johnson Psychoeducational Battery, Woodcock-Muñoz Language Survey (WMLS), Woodcock Language Proficiency Battery-Revised (WLPB-R), Cognitive Abilities Test (CogAT) Form 6	Department of Education mandated	\$15,137.44	M&O
NCS Pearson (formerly AGS – American Guidance Service)	Continuing sole source vendor	Vineland Adaptive Behavior Scales Classroom & Survey Form Editions, Behavior Assessment System for Children (BASC) – State mandated.	Sole publisher, owns copyright to, and has exclusive worldwide distribution rights to this State mandated assessment	\$28,815.84	Individual Schools' M&O; IDEA Budgets
Arizona Department of Revenue	Continuing Sole source vendor	State payroll taxes	State mandated	\$42,296.00	All District funds
Arizona State Retirement System	Continuing Sole source vendor	Retirement contributions	State mandated	\$0.00	All District funds
U.S. Postal Service/Postmaster	Continuing sole source vendor	Postage for Neopost mail machine	Additional postage is applied to postage machine through the U.S. Postal Service. No reasonable alternative exists.	\$50,000.00	MMC M&O
Runbeck Election Services, Inc.	Continuing sole source vendor	Printing and mailing of election informational pamphlets	County designated vendor for the printing and mailing of publicity pamphlets	\$21,375.21	M&O

The funding for any expenditure for the above list of vendors is included in the individual school's or department's 2015-2016 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.

Budgets listed are for M&O, capital and other funds. Budgets may differ as grants are approved for 2015-2016.

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO: Governing Board       X       Action  
 FROM: Dr. Susan J. Cook, Superintendent                      Discussion  
                     Information  
                     1st Reading  
 DATE: June 11, 2015  
 AGENDA ITEM: \*Acceptance of the Laura Bush Library Grant in the amount of \$12,000.00 and the Preschool Development Grant in the amount of \$615,400.00  
 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

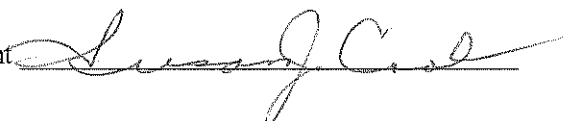
In accordance with Board policy, the Governing Board is advised that the following grants have been received in support of Washington Elementary School District students, parents, and staff.

Funder	Location	Amount	Purpose
Laura Bush Foundation for America's Libraries	Washington (N)	\$7,000.00	Library books
Laura Bush Foundation for America's Libraries	Alta Vista (N)	\$5,000.00	Library books
Preschool Development Grant	WESD (N)	\$615,400.00	Preschool Programs

(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 Laura Bush Library Grant in the amount of \$12,000.00 and the Preschool Development Grant in the amount of \$615,400.00 and authorize the Superintendent to execute all necessary documents.

Superintendent 

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

Agenda Item \*II.J.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action  
FROM: Dr. Susan J. Cook, Superintendent Discussion  
DATE: June 11, 2015 Information  
AGENDA ITEM: \*Argosy University College of Education Affiliation Agreement 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

**SUPPORTING DATA**

Funding Source: N/A  
Budgeted: N/A

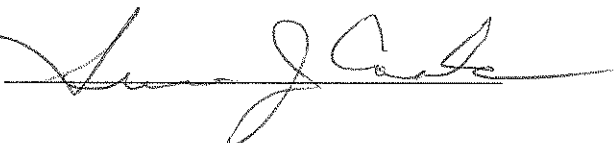
Argosy University is requesting an agreement with the Washington Elementary School District (WESD) to secure internships for aspiring principals and superintendents. The University will ensure all interns abide by the WESD policies and procedures. The interns will be required to have a valid fingerprint clearance card on file prior to beginning their internships.

The Agreement has been reviewed by District Legal Counsel.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the Argosy University College of Education Affiliation Agreement as presented and authorize the Superintendent to execute the documents.

Superintendent



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

Agenda Item \*II.K.

## **Argosy University College of Education Affiliation Agreement**

This Affiliation Agreement is entered into between Argosy Education Group, Inc. d/b/a Argosy University -Phoenix (hereinafter referred to as "University") located at 2233 W. Dunlap, Phoenix AZ 85021 and Washington Elementary School District (hereinafter referred to as "School"), located at 4650 West Sweetwater and is effective on the 1<sup>st</sup> day of July 2015 ("Effective Date") for a one year term and will automatically renew for subsequent one year terms unless either party provides a notice of non-renewal to the other party thirty (30) days prior to the end of any term.

### **Recitals**

**WHEREAS**, University offers program of studies in School Psychology and Educational Leadership and desires that its candidates complete an practicum and internship ("Practicum/Internship") to obtain experience at School in furtherance of the University's program(s). School has agreed to make its location(s) available to University and its candidates for this purpose.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

#### **A. University and School Responsibilities**

1. University has full responsibility for the academic content of the Practicum/Internship and the credit granted for its satisfactory completion and University and School will agree in advance of the start date of the Practicum/Internship on the specific studies and research that will occur.
2. The candidates shall be directly supervised by an employee of School who is approved in advance by the University and meets School's requirements for such position. The candidates' supervisor shall not be an employee of University or a currently enrolled candidate of University.
3. The parties will mutually agree to the number of candidates that can participate in the Practicum/Internship prior to the start date.
4. University will advise its candidates and each faculty member (if on site) to comply with all of School's policies and procedures, including but not limited to the requirement to keep all student related medical and educational information confidential and to comply with the School's policy regarding the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA).

5. University will advise its candidates and each faculty member (if on site) to comply with any of School's requirements regarding criminal background checks. School shall provide candidates a copy of its policy regarding background checks and shall instruct candidates to comply with said policy; any costs for the background check is at the candidates' expense. School shall apply the same criteria to candidates and faculty members as they do to School employees under their current hiring practices. University will advise candidates and faculty members, that as a result of a criminal background check, that School may reject any candidate or faculty member and bar them from the School in accordance with School policies.
6. University will advise its candidates and each faculty member (if on site) to comply with any requirements of School regarding immunizations. Any immunizations required which faculty member or candidate does not yet have must be obtained prior to beginning the Practicum/Internship and the cost for the immunization shall be paid for by candidate or candidates' own medical coverage.
7. School will provide an appropriate orientation to the candidates and faculty member (if on site) and advise them of all applicable rules and regulations including orientation to the risk of exposure to blood borne viral diseases such as HBV/HIV and to other communicable diseases; to chemical and other environmental hazards in compliance with federal hazard communications regulations; to fire safety procedures at the School; and to provide basic training on the confidentiality and privacy requirements of the federal HIPAA law.
8. School shall provide a safe physical School and environment in addition to adequate instruction, supervision, guidance and evaluation of candidates. The School shall complete and promptly return any evaluations requested by University. Both parties agree to cooperate with each other and share information in the event that any investigation is conducted with respect to a candidate's experience or performance at School. Candidates may be asked to sign a form granting University and School permission to share information relevant to his or her experience or performance.
9. School may terminate a candidate or faculty member (if on site) from participating in an Practicum/Internship if School determines in its sole opinion and discretion that the candidate's conduct or work with clients, students or personnel is not in accordance with acceptable standards of performance.
10. Upon request of University, School shall provide classroom space for the use of candidates and faculty member (if on site) subject to availability and provide them the privilege of using libraries, lounges, cafeterias, rest rooms, etc. on the same basis as School employees.

11. University will advise its candidates and faculty (if on site) that it is the responsibility of the candidate and faculty for the cost of his or her own health insurance and medical costs as School is not providing any such insurance for them.
12. School shall make available to candidates and faculty member (if on site) any necessary emergency care for injuries or illnesses arising out of their program participation. Applicable insurance policies may be billed for the provision of these services.
13. If University candidate is not an employee of School during the performance of services under this Agreement, University will advise its candidates that School does not consider them to be employees. If School is paying any candidates, the individual candidate is responsible to make all required withholdings for state and federal income tax purposes. At all times, neither candidates nor faculty members (if on site) are considered employees of School. If any compensation is paid by School to candidates, it shall be agreed to in writing by candidate and School before the start of the Practicum/Internship.
14. The University is responsible at all times for the negligent and willful acts and omissions of its employees and agents, including its faculty. In addition, the School is responsible at all times for the negligent and willful acts and omissions of its employees and agents.
15. School shall indemnify, hold harmless and defend University, its officers, directors, employees, parent companies and agents from and against any and all losses, liabilities, claims, damages, causes of action, costs and expenses, including reasonable attorneys' fees and litigation costs arising from School's breach of any covenants or obligations set forth in this Agreement. This obligation shall survive the termination of this Agreement.
16. University shall indemnify, hold harmless and defend School, its officers, directors, employees and agents from and against any and all losses, liabilities, claims, damages, causes of action, costs and expenses, including reasonable attorneys' fees and litigation costs arising from University's breach of any covenants or obligations set forth in this Agreement. This obligation shall survive the termination of this Agreement.
17. The ultimate responsibility for the care of students and the direction of School's operation is with School.
18. University shall provide and maintain comprehensive general liability insurance in the amount of \$1,000,000 per occurrence \$3,000,000 aggregate. In addition, University shall maintain professional liability insurance that covers the University, all candidates, and instructors at the University. The blanket professional liability insurance policy will be in the amount of not less than \$1,000,000 per claim/\$3,000,000 aggregate. The University shall provide a certificate of insurance at the request of School.

19. School shall provide and maintain comprehensive professional and general liability insurance (which covers School and School's employees) of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate as well as excess liability insurance of not less than \$1,000,000. A certificate of insurance evidencing such insurance coverage shall be provided to University. To the extent permitted by School's insurance policy, the general liability insurance shall name as additional insured, Education Management Corporation its schools, directors, subsidiaries, officers, employees, assigns, agents and board members.
20. In the event a preceptor is utilized at the School, the preceptor shall comply with all applicable state board requirements and other responsibilities agreed to by the parties.
21. University and School agree that both candidates and faculty members will not transport students or School employees in connection with the Practicum/Internship.
22. In the event that a Candidate will be riding in a vehicle with an employee of the School, School shall provide and maintain automobile, or umbrella, insurance of not less than \$5,000,000. A certificate of insurance evidencing such insurance coverage shall be provided to University.

B. General Provisions

1. This agreement may be terminated by either party with or without cause by providing thirty (30) days written notice to the other party. In the event of termination during an Practicum/Internship, School will allow candidates to complete their Practicum/Internship.
2. The parties to this Agreement are independent contractors. Neither University nor any of its faculty, candidates or employees shall hold themselves out as employees, agents or partners of School. In addition, neither School, nor any of its faculty, candidates or employees shall hold themselves out as employees, agents or partners of University.
3. There shall be no monetary consideration paid by either party to the other, it being acknowledged that the Practicum/Internship provided hereunder is mutually beneficial.
4. Each party agrees in the performance of this Agreement not to discriminate on the basis of race, ethnicity, national origin, gender, age, religion, disability, sexual orientation, or any other basis prohibited by law in the jurisdiction in which the Agreement is to be performed.
5. Notices. Any and all notices required shall be deemed delivered when received by registered, certified or express mail to:

If to University:  
Hugh Jensen, Campus President  
Argosy University-Phoenix  
2233 W. Dunlap  
Phoenix, AZ 85021

If to School:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. This Agreement contains the entire agreement between the parties and supersedes all prior agreements and understandings, oral or written, with respect to the subject matter hereof.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed as of the Effective Date set forth above. For and on behalf of:

**SCHOOL:**

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Argosy Education Group, Inc. d/b/a Argosy University - Phoenix**

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO: Governing Board           X           Action  
 FROM: Dr. Susan J. Cook, Superintendent                            Discussion  
                           Information  
                           1st Reading  
 DATE: June 11, 2015  
 AGENDA ITEM: \*Agreement with the Assistance League of Phoenix  
 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: BBA

**SUPPORTING DATA**

Funding Source: N/A  
 Budgeted: N/A

The District has had an ongoing relationship with the Assistance League of Phoenix (ALP) to participate in programs offered by this philanthropic organization. A request has been made to formally renew that relationship in order for the Assistance League of Phoenix to continue to make programs available. The attached agreement is for participation in the Operation School Bell, Birthday Books Corner, Book Gifts, and Symphony philanthropic programs. The term of the agreement is for three (3) years, with the opportunity to renew for an additional three (3) year term upon mutual agreement.

The agreement has been reviewed by District Legal Counsel.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board approve the agreements with the Assistance League of Phoenix to participate in the Operation School Bell, Birthday Books Corner, Book Gifts, and Symphony philanthropic programs. It is further recommended that the Governing Board authorize the Superintendent to execute the agreement on behalf of the District.

Superintendent 

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

Agenda Item \*II.L.



**AGREEMENT**  
**between**  
**Assistance League® of Phoenix and Washington Elementary School District**

This agreement is entered into by Assistance League of Phoenix, located at 9224 North 5<sup>th</sup> Street, Phoenix, AZ 85020 and hereafter referred to as Assistance League, and Washington Elementary School District, hereafter referred to as the District.

Assistance League of Phoenix provides six philanthropic programs. They are Operation School Bell, Birthday Books Corner, Book Gifts, Symphony Trips, Wee Help, and Hugs. The purpose of these programs is to improve the lives of children by fulfilling basic needs, fostering self-esteem and enhancing quality of life. Your district is participating in the Operation School Bell, Birthday Books Corner, Book Gifts, and Symphony philanthropic programs.

Obligations of Assistance League:

1. Through Operation School Bell, Assistance League shall furnish uniform clothing, shoes or shoe gift cards, a hygiene kit and books to selected students as needed until designated program funds are exhausted.
2. Through Birthday Books Corner, Assistance League of Phoenix provides a new, age-appropriate book to children on their birthday, stressing that reading is a gift you can open over and over until designated program funds are exhausted.
3. Through Book Gifts, Assistance League of Phoenix distributes donated books to designated recipients (schools and social agencies.) Periodic grants from First Book, Washington D.C. enable distribution of personal book gifts to entire grade levels at selected Title I schools until designated program funds are exhausted.
4. Through Symphony Trips, Assistance League pays the bus expenses for selected grade levels to attend a performance of the Phoenix Symphony school program or the Phoenix Youth Symphony's "Music Memory" program until designated program funds are exhausted.
5. Assistance League shall assume all financial obligations relative to the provision or purchase of the items described above. No funds shall be provided to the agency, school, district or child unless pre-approved by both parties.
6. Assistance League shall in some way be identified as the organization supplying the items.
7. Financial contributions to this program by Assistance League shall be made only as stipulated in the terms of this agreement. All other funds retained by the Assistance League shall remain the sole property of Assistance League and in no way committed to any other organization.

8. Assistance League shall maintain liability insurance coverage for this program. Assistance League shall defend, indemnify and hold the District harmless against all claims and damages that are the fault of Assistance League.
9. Assistance League shall evaluate the program annually and ask for input from the District.

Obligations of Washington Elementary School District:

1. The District shall maintain liability insurance coverage. The District shall defend, indemnify and hold Assistance League harmless against all claims and damages that are the fault of the District.
2. The District shall appoint a contact person to interface with Assistance League.
3. Authorized District personnel shall screen prospective recipients.
4. The District shall make arrangements to provide personnel for security and supervision should the nature of the service dictate same.

Public Relations:

1. Assistance League and the District shall have prominent identification with the program.
2. Assistance League shall reserve the right to review and approve all publicity releases, brochures and other written material relative to the program, all of which shall mention Assistance League and the District. Photos and names of recipients shall not be used without written permission of those directly involved.

Renewal and Termination:

1. This agreement shall be renewed every three years.
2. It is the intention of Assistance League to continue this program for an indefinite period of time. However, when either party determines it can no longer abide by the terms of this agreement, it may terminate this agreement by giving thirty (30) days' written notice to the other party. In the case of termination, all assets shall return to the rightful owners as set forth in this agreement and neither party shall have any further obligation thereafter.

Signatures and Dates:

Assistance League of Phoenix

Date: \_\_\_\_\_

\_\_\_\_\_  
Chief Operating Officer/Executive Director

Date: \_\_\_\_\_

\_\_\_\_\_  
President

Date: \_\_\_\_\_

\_\_\_\_\_  
Vice President Philanthropic Programs

Washington Elementary School District

Date: \_\_\_\_\_

Print name \_\_\_\_\_ Title \_\_\_\_\_

**WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6**

TO: Governing Board           X           Action  
 FROM: Dr. Susan J. Cook, Superintendent                            Discussion  
                           Information  
                           1st Reading  
 DATE: June 11, 2015  
 AGENDA ITEM: \*Proposed Governing Board Meeting Dates for the 2015-2016 School Year  
 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: BE and ARS 15-321

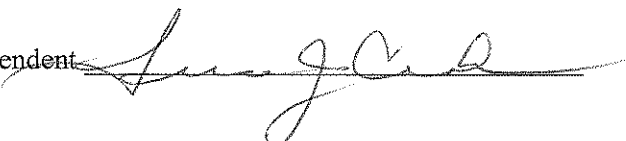
**SUPPORTING DATA**

Funding Source: N/A  
 Budgeted: N/A

Attached is a calendar of proposed Governing Board meeting dates for the 2015-2016 school year. No proposed meetings will occur during Fall or Spring Breaks or Parent Teacher Conferences.

**SUMMARY AND RECOMMENDATION**

It is recommended that the Governing Board adopt the proposed schedule of Governing Board meeting dates for the 2015-2016 school year.

Superintendent 

Board Action	Motion	Second	Ave	Nay	Abstain
Adams					
Graziano					
Herrera					
Jahneke					
Lambert					

Agenda Item \*II.M.

# Washington Elementary School District Governing Board Meeting Schedule 2015-2016

<b>Meeting Dates:</b>	<b>Time:</b>	<b>Location:</b>
July 9, 2015	7:00 p.m.	Governing Board Room
August 27, 2015	7:00 p.m.	Governing Board Room
September 10, 2015	7:00 p.m.	Governing Board Room
September 24, 2015	7:00 p.m.	Governing Board Room
October 8, 2015	7:00 p.m.	Governing Board Room
November 12, 2015	7:00 p.m.	Governing Board Room
December 10, 2015	7:00 p.m.	Governing Board Room
January 14, 2016	7:00 p.m.	Governing Board Room
January 28, 2016	7:00 p.m.	Governing Board Room
February 11, 2016	7:00 p.m.	Governing Board Room
February 25, 2016	7:00 p.m.	Governing Board Room
March 10, 2016	7:00 p.m.	Governing Board Room
April 14, 2016	7:00 p.m.	Governing Board Room
April 28, 2016	7:00 p.m.	Governing Board Room
May 12, 2016	7:00 p.m.	Governing Board Room
May 26, 2016	7:00 p.m.	Governing Board Room
June 9, 2016	7:00 p.m.	Governing Board Room
June 23, 2016	7:00 p.m.	Governing Board Room

\* Regular Governing Board meetings start at 7:00 p.m. and are held in the Governing Board Room at the Administrative Center – 4650 West Sweetwater Avenue.

Note: It is likely that a telephonic Special Board meeting will be necessary for July 31, 2015 to review and consider new employees who are being recommended to begin work on August 3, 2015.

# WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

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

DATE: June 11, 2015

AGENDA ITEM: \*Approval of First Reading of Proposed Amended Board Policies AC – Non-Discrimination/Equal Opportunity, GBA – Equal Employment Opportunity, GCF/GDF – Staff Hiring, JB – Equal Educational Opportunities, JICK – Student Violence/Harassment/Intimidation/Bullying, JII – Student Concerns, Complaints and Grievances, JK – Student Discipline, and KHC – Distribution/Posting of Promotional Materials

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


It is proposed that Board Policies AC – Non-Discrimination/Equal Opportunity, GBA – Equal Employment Opportunity, GCF/GDF – Staff Hiring, JB – Equal Educational Opportunities, JICK – Student Violence/Harassment/Intimidation/Bullying, JII – Student Concerns, Complaints and Grievances, JK – Student Discipline, and KHC – Distribution/Posting of Promotional Materials be amended to include “sexual orientation and gender identity” as a “protected class” in the anti-discrimination provisions.

Similar language is being added to – Regulation GBA-R – Equal Employment Opportunity, Exhibit GBA-EC Equal Employment Opportunity (Formal Complaint Form), Exhibit JICK-EB – Student Violence/Harassment/Intimidation/Bullying, and Exhibit JII-EB – Student Concerns, Complaints and Grievances under the authority of the Superintendent.

These revisions 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 Policies AC – Non-Discrimination/Equal Opportunity, GBA – Equal Employment Opportunity, GCF/GDF – Staff Hiring, JB – Equal Educational Opportunities, JICK – Student Violence/Harassment/Intimidation/Bullying, JII – Student Concerns, Complaints and Grievances, JK – Student Discipline, and KHC – Distribution/Posting of Promotional Materials.

Superintendent 

Board Action	Motion	Second	Eye	Nay	Abstain
Adams					
Graziano					
Herrera					
Jahneke					
Lambert					

Agenda Item \*II.N.

**NON - DISCRIMINATION / EQUAL OPPORTUNITY**

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

*Adopted:* date of manual adoption

LEGAL REF.: A.R.S. 23-341  
41-1463

CROSS REF.: 20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act  
20 U.S.C. 1681, Education Amendments of 1972, Title IX  
20 U.S.C. 1703, Equal Employment Opportunity Act of 1972  
29 U.S.C. 794, Rehabilitation Act of 1973, (Section 504)  
42 U.S.C. 2000, Civil rights Act of 1964, Titles VI and VII  
42 U.S.C. 12101 *et seq.*, Americans with Disabilities Act  
Arizona Constitution, Ordinance Art. XX, Par. Seventh

## EQUAL EMPLOYMENT OPPORTUNITY

The Governing Board is committed to providing an employment environment that is free from discrimination and harassment. All individuals associated with this District, including but not necessarily limited to, the Governing Board, the administration, and all other employees, students and members of the public while on campus, are expected to conduct themselves at all times so as to provide a working and educational atmosphere free from discrimination and harassment.

Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, **sexual orientation, gender identity**, age, or national origin or other legally protected status is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons. Employees who believe they have been subjected to discrimination or harassment related to their race, color, religion, gender, **sexual orientation, gender identity**, age, national origin, disability, or any other legally protected status should report the behavior in accordance with the regulations prepared by the Superintendent or the Superintendent's designee.

Equal opportunity extends to all aspects of the employment relationship, including hiring, transfers, promotions, training, terminations, working conditions, compensation, benefits, and other terms and conditions of employment.

*Adopted:*                ~~September 13, 2007~~

LEGAL REF.:        A.R.S. 13-904  
                              41-1461  
                              41-1463  
                              41-1465

CROSS REF.:        AC – Nondiscrimination  
                              ACA – Sexual Harassment  
                              IHBA - Special Instructional Programs and Accommodations  
  for Disabled Students  
                              JB - Equal Educational Opportunities  
                              KED - Public Concerns/Complaints about Facilities or Services

**EXHIBIT****EXHIBIT****EQUAL EMPLOYMENT OPPORTUNITY****FORMAL COMPLAINT FORM**

Directions: If the complainant disagrees with the administrator's findings, the complainant may, within ten (10) working days after receiving the decision, appeal the decision by filing this Formal Complaint with the District EEO Officer. The complainant may also complete and submit a Formal Complaint when the complainant's supervisor is the cause of the complaint.

Name \_\_\_\_\_ Date \_\_\_\_\_

School Site \_\_\_\_\_

If applicable, why do you disagree with the administrator's determination? \_\_\_\_\_

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In what ways do believe you have been harassed and/or discriminated against? (Discriminatory factors include race, color, religion, national origin, gender, sexual orientation, **gender identity**, age, or disability.) \_\_\_\_\_

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Describe in detail any actions or events related to your complaint of harassment and/or discrimination. Include answers to the following questions: who was involved, where did the action take place, when did the action take place, who witnessed the action, what was said or done, by whom, and how and/or when has this happened before? \_\_\_\_\_

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**EXHIBIT****EXHIBIT**

How has this action or event affected you? \_\_\_\_\_

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List any additional information that might be helpful in investigating this matter. \_\_\_\_\_

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How would you like to have this complaint resolved? \_\_\_\_\_

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Complainant's Signature \_\_\_\_\_

Attach additional sheets as necessary.

*Please return this completed form to the District's EEO Officer at the following address:*

District EEO Officer  
Human Resource Department  
4650 W. Sweetwater Ave.  
Phoenix, AZ 85304

**REGULATION****REGULATION****EQUAL EMPLOYMENT OPPORTUNITY****Introduction – Staff Harassment**

Employees have the right to work in an environment free from harassment or discrimination. Employees are encouraged to immediately report harassment or discriminatory experiences that they have or that they witness. Employees found to be involved in harassment or discriminatory activities are subject to disciplinary action.

The following procedures apply to allegations of discrimination and/or harassment (collectively referred to as "harassment") on the basis of an employee's race, color, religion, gender, sexual orientation, gender identity, age, national origin, disability, or any other applicable legally protected status.

Additionally, Governing Board members or any members of the general public who are visiting a campus or administration facility of the District may follow these procedures if they are subjected to or witness harassing or discriminatory behavior.

The following definitions are examples and not a complete list of harassment definitions.

**Harassment Definitions*****Race/Color/National Origin***

Examples of race, color, or national origin harassment include oral, written, graphic, or physical conduct relating to an employee's race, color, or national origin, including an employee's ancestry or country of origin, that has the purpose or effect of substantially interfering with an individual's work performance, or creating an intimidating, hostile or offensive employment environment. A race, color, or national origin basis for acts of harassment may be evident from the explicit statements of the perpetrator or may be inferred from the surrounding circumstances.

A hostile environment may be created through the following examples of conduct:

**REGULATION****REGULATION**

- Intimidation and implied or overt threats of physical violence motivated by race, color, or national origin.
- Physical acts of aggression or assault upon another, or damage to another's property that is motivated by the individual's race, color, or national origin.
- Demeaning racial jokes, taunting, racial slurs, and derogatory racial nicknames, innuendoes, or derogatory remarks of a racial nature or relating to color, or national origin.

***Religious Harassment***

Examples of harassment based on religion or religious beliefs include oral, written, graphic, or physical conduct relating to an employee's religion or religious belief that has the purpose or effect of substantially interfering with an individual's work performance, or creating an intimidating, hostile or offensive employment environment. A religious basis for acts of harassment may be evident from the explicit statements of the perpetrator or may be inferred from the surrounding circumstances.

A hostile environment may be created through the following examples of conduct.

- Intimidation and implied or overt threats of physical violence motivated by religion or religious beliefs.
- Physical acts of aggression or assault upon another, or damage to another's property that is motivated by the individual's religion or religious beliefs.
- Demeaning religious jokes, taunting, religious slurs and derogatory religious nicknames, innuendoes, or derogatory remarks of a religious nature.

***Gender (Sexual) Harassment***

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature or regarding an individual's sexual orientation where:

- Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment; or

**REGULATION****REGULATION**

- Submission to or rejection of such conduct is used as a basis for employment decisions; or
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance, or creating an intimidating, hostile or offensive employment environment.

Sexual harassment may include, but is not limited to:

- *Verbal*: Derogatory comments or jokes, slurs, insults, epithets, threatening words spoken to another person, continuing to express sexual interest after being informed that the interest is unwelcome, sexual name calling, or spreading of rumors.
- *Physical*: Unwanted physical touching, contact, assault, deliberate impeding or blocking of movements, leering gestures, or any intimidating interference with normal work or movement.
- *Visual*: Derogatory, demeaning, obscene, suggestive or inflammatory posters, cartoons, calendars, written words, letters, notes, invitations, drawings, gestures, or objects.
- *Coercive behavior*: Coercive behavior used to control, influence or affect the career, salary, and/or work environment of another employee.
- *Quid Pro Quo*: Offering or granting of employment benefits, such as promotions, favorable performance evaluations, assignments, duties, etc., in exchange for sexual favors.

### ***Disability Harassment***

Examples of harassment based on a disability include oral, written, graphic, or physical conduct relating to an employee's disability that has the purpose or effect of substantially interfering with an individual's work performance, or creating an intimidating, hostile or offensive employment environment. Acts of harassment based upon a disability may be evident from the explicit statements of the perpetrator or may be inferred from the surrounding circumstances.

**REGULATION****REGULATION**

A hostile environment may be created through the following examples of conduct:

- Intimidation and implied or overt threats of physical violence motivated by a disability.
- Physical acts of aggression or assault upon another, or damage to another's property that is motivated by the individual's disability.
- Demeaning disability-related jokes, taunting, slurs and derogatory disability-based nicknames, innuendoes, or remarks.

***Age Harassment***

Examples of harassment based on age include oral, written, graphic, or physical conduct relating to an employee's age that has the purpose or effect of substantially interfering with an individual's work performance, or creating an intimidating, hostile or offensive employment environment. Acts of harassment based upon age may be evident from the explicit statements of the perpetrator or may be inferred from the surrounding circumstances.

A hostile environment may be created through the following examples of conduct:

- Intimidation and implied or overt threats of physical violence motivated by an individual's age.
- Physical acts of aggression or assault upon another, or damage to another's property that is motivated by the individual's age.
- Demeaning age-related jokes, taunting, slurs and derogatory age-based nicknames, innuendoes, or remarks.

**Complaint Procedures*****General Rules Regarding Harassment Reporting***

Any employee who is subjected to or observes harassing or discriminatory conduct is encouraged to immediately report it, either verbally or in writing, to the building administrator, department head or the District's Equal Employment Opportunity (EEO) Officer, who is located in the human resources department at the District

**REGULATION****REGULATION**

administrative offices. A report (either verbal or written) should contain information about the incident(s) of harassment, the date, the substance of the encounter and the alleged victim's reaction.

These regulations do not prohibit any individual from making a complaint directly to the appropriate state or federal agencies charged with enforcing harassment and discrimination laws.

A substantiated charge against an employee in the District shall subject that employee to disciplinary action.

Anyone who knowingly files or threatens to file a false complaint is subject to disciplinary action.

All matters involving harassment complaints will remain confidential to the extent possible. To assure confidentiality is consistent with legal mandates, the District will maintain all complaints, reports, statements, notations and memoranda generated during the course of an investigation in a separate file. Such material will be deemed confidential and access to the separate files will be limited. A record is kept of the report, results of the investigation and persons involved regardless of whether the complaint is informal or formal. However, any discipline issued may be documented in an employee's personnel file.

Should a complaint be received by a department or school directly from a compliance agency, the complaint is to be directed to the District's EEO Officer.

The District is committed to providing information and training for its administrators and staff through regular meetings, ensuring that they understand the policy and its importance; making all employees aware of this policy and the commitment of the District toward its strict enforcement; remaining watchful for conditions that create or may lead to a hostile or offensive work environment; and establishing and implementing programs and practices designed to create a working environment free from discrimination and harassment.

The District will neither allow nor tolerate retaliation in any form by any employee or others, against any complaining employee, or corroborating witness. Retaliation that contravenes this policy will result in disciplinary action.

If there is reason to believe that the Superintendent has violated policy, the complaint shall be made to the President of the Governing Board.

**REGULATION****REGULATION*****Informal Complaint Resolution Process***

A complaint may first be presented informally to the person immediately involved in the alleged harassment. If the complaint is not promptly resolved at that level, or if the employee elects not to present the complaint to the person immediately involved, the employee is encouraged to immediately present the complaint to the supervisor of the alleged harasser.

After learning of an employee's complaint, the administrator or designee meets with the complaining employee ("complainant") to investigate the details of his/her complaint. The complainant will place their concerns in writing on the Informal Complaint Form, GBA-EA. The administrator or designee will use the Administrator's Checklist, GBA-EB, when proceeding through the Informal Complaint Resolution Process. The complainant and alleged harasser may have a representative present with them.

In the case where the complainant's supervisor is the cause of the complaint, the complainant may file a complaint with the District's EEO Officer, located in human resources, who will arrange for the investigation of the matter.

The administrator or designee provides for an appropriate investigation, which includes giving the alleged harasser an opportunity to present his/her side of the incident and also includes interviewing any other relevant witnesses. If possible, the alleged harasser and witness(es) will place their responses in writing.

Within ten (10) working days after being notified of the complaint, the administrator shall inform both the complainant and alleged harasser of the administrator's determination and proposed resolution, if any, of the matter. If the administrator is unable to complete an investigation within this time frame, the complainant shall be provided with a written explanation of the reason for the delay and an estimate of when the investigation will be completed.

If applicable, during the investigation the administrator may implement any initial remedial steps to separate the complainant and the alleged harasser. A remedial step may include placing the alleged harasser on a nondisciplinary paid administrative leave.

The administrator or designee keeps a written record of the report, results of the investigation, and persons involved. All complaints, reports, statements, notations

**REGULATION****REGULATION**

and memoranda generated during the course of an investigation are kept in a separate file. Such material will be deemed confidential and access to the separate files will be limited.

If the complainant does not agree with the findings of the administrator, the complainant may, within ten (10) working days after receiving the administrator's decision, appeal the decision in accordance with the Formal Complaint process.

***Formal Complaint Resolution Process***

If the complainant disagrees with the administrator's findings, the complainant may, within ten (10) working days after receiving the decision, appeal the decision to the District's EEO Officer by filing a *formal complaint* on exhibit GBA-EC.

The complainant may also complete and submit a formal complaint when the administrator is the cause of the complaint.

Within twenty (20) working days after receiving the formal complaint, the EEO Officer shall receive and evaluate all relevant evidence related to the complaint and shall render a recommendation to the Superintendent. Evaluation of the complaint shall include, but is not necessarily limited to, conferring with the parties involved and any named or apparent witness(es). If the EEO Officer is unable to complete an investigation within this time frame, the complainant shall be provided with a written explanation of the reason for the delay and an estimate of when the investigation will be completed.

The EEO Officer's recommendation shall be delivered to the Superintendent and shall be in writing with supporting evidence and reasons. The Superintendent will render a decision upholding, modifying or rejecting the recommendation within three (3) working days. The Superintendent's decision will be communicated in writing to the complainant by the EEO Officer within two (2) working days after receiving the decision from the Superintendent. The EEO Officer shall retain a record of the Superintendent's written decision. If the Superintendent is unable to render a decision within three (3) working days, the complainant shall be provided with a written explanation of the reason for the delay and an estimate of when the written determination will be provided, which will be no longer than ten (10) additional working days.

**REGULATION****REGULATION**

If after the investigation the Superintendent has reason to believe that a violation of policy has occurred, the Superintendent, at his/her discretion, shall determine whether to hold an administrative hearing in accordance with the District's disciplinary procedures.

## STAFF HIRING

It shall be the policy of the District to employ and retain the best qualified personnel. This will be accomplished by giving careful consideration to qualifications and by providing competitive salary schedules within the financial capability of the District, adequate facilities, and good working conditions.

The Board has the legal responsibility of approving the employment of all employees. While this responsibility cannot be waived, the Board assigns to the Superintendent the process of recruiting staff members. In carrying out this responsibility, the Superintendent may involve other staff members as needed. All personnel selected for employment must be recommended by the Superintendent and approved by the Board. The Board adopts the following general criteria, which shall be utilized in the selection process for initial employment:

- There will be no discrimination in the hiring process due to race, color, religion, sex, sexual orientation, gender identity, age, national origin, or disability of an otherwise qualified individual.
- Candidates for all teaching positions shall be able to deliver quality instruction.
- Certificated candidates shall provide evidence of meeting state requirements for certification.
- Each candidate shall be requested to complete a consent-and-release form regarding conduct of a background investigation.
- A "background investigation" - consisting of communication with the applicant's (or employee's) former employer that concerns education, training, experience, qualifications, and job performance for the purpose of evaluation for employment - shall be conducted on each individual to be considered for a recommendation of employment. Forms developed for this purpose are to be used.

Any employee's misstatement of fact that is material to qualifications for employment or the determination of salary shall be considered by the Board to constitute grounds for dismissal.

Before employment, schools or school districts shall verify the certification and fingerprint status of applicants who apply for school or school district positions that require certification.

Should the need arise to employ a teacher who meets the requirements for a conditional certificate before an applicant has obtained the appropriate valid fingerprint clearance card, the District may assist in obtaining the conditional certificate, and employ the teacher, by meeting all of the following conditions:

- The District verifies in writing on a form provided by ADE the necessity for hiring and placing the applicant into service before a fingerprinting check is completed.
- The District obtains from the Department of Public Safety a state-wide criminal records check on the applicant. Subsequent criminal records checks must be completed every one hundred twenty (120) days until a permanent certificate is received.
- The District searches the criminal records of all local jurisdictions outside Arizona where the applicant has lived in the previous five (5) years.
- The District obtains references from the applicant's current employer and two (2) most recent previous employers, except that for applicants who have been employed for at least five (5) years by the most recent employer, only references from that employer are required.
- The District provides general supervision of the applicant until permanent certification is issued by ADE.

The Superintendent of Public Instruction may also impose any additional conditions or restrictions deemed necessary.

Any person who permits unauthorized access to criminal history record information, releases criminal history record information, or procures the release or uses criminal history record information other than in accord with A.R.S. 41-1750 is guilty of a class 6 felony.

*Adopted:*                      date of manual adoption

LEGAL REF.:	A.R.S.	13-3716	38-231
		15-502	38-232
		15-503	38-766.01
		38-201	41-1756

## EQUAL EDUCATIONAL OPPORTUNITIES

The right of a student to participate fully in classroom instruction shall not be abridged or impaired because of race, color, religion, sex, sexual orientation, gender identity, age, national origin, and disability, or any other reason not related to the student's individual capabilities.

The right of students to participate in extracurricular activities shall be dependent only upon their maintaining the minimum academic and behavioral standards established by the Board, and their individual ability in the extracurricular activity.

*Adopted:*                    ~~date of manual adoption~~

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

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

20 U.S.C. 1703, Equal Educational Opportunities Act

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

42 U.S.C. 2000, Civil Rights Act of 1964, as amended in 1972, Title VI, Title VII

42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act Of 2001

Arizona Constitution, Act XI, Sec. 6

CROSS REF.:            AC – Nondiscrimination

ACA – Sexual Harassment

GBA – Equal Employment Opportunity

IHBA – Special Educational Programs and Accommodations For Disabled Students

KED – Public Concerns/Complaints about Facilities or Services

## STUDENT VIOLENCE / HARASSMENT / INTIMIDATION / BULLYING

The Governing Board believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Board further believes a school environment inclusive of these traits maximizes student achievement, fosters student personal growth, and helps students build a sense of community that promotes positive participation as members of society.

The District, in partnership with parents, guardians, and students, shall establish and maintain a school environment based on these beliefs. The District shall identify and implement age-appropriate programs designed to instill in students the values of positive interpersonal relationships, mutual respect, and appropriate conflict resolution.

Bullying, harassment or intimidation as defined by this policy will not be tolerated to assist in achieving a school environment based on the beliefs of the Governing Board.

### Definitions

*Bullying:* Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- occurs when there is a real or perceived imbalance of power or strength, or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to:

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,

- exposure to social exclusion or ostracism,
- physical contact, including but not limited to, pushing hitting, kicking, shoving, or spitting,
- damage to or theft of personal property.

*Cyberbullying:* Cyberbullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other internet communications, on school computers, networks, forums and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

*Harassment:* Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual orientation, gender identity preference, cultural background, disability, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

*Intimidation:* Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

### **Prohibitions and Discipline**

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such bullying results in a substantial physical, mental, or emotional negative effect on the victim while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

### **Reporting Incidents of Bullying**

A student who is experiencing bullying, or believes another student is experiencing bullying, shall report the situation to the principal or another school employee. A school employee who becomes aware of or suspects a student is being bullied shall immediately notify the school administrator. Such personnel shall maintain confidentiality of the reported information.

The initial notification of an alleged incident may be provided verbally. A detailed written description of the incident and any other relevant information must be provided on forms(s) made available by the school and submitted to the principal within one (1) school day of the verbal report. The principal shall document the incident or concern in writing if the principal is the employee who observes, is informed of, or suspects a student is experiencing bullying. Failure by an employee to report a suspected case of bullying may result in disciplinary action up to suspension without pay or dismissal pursuant to Board Policy GCQF/GDGF.

Reprisal by any student or staff member directed toward a student or employee related to the reporting of a case of bullying or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set forth in applicable District policies and administrative regulations.

At the time a student reports alleged bullying, the principal shall provide to the student who has allegedly been bullied a written copy of student rights, protections and support services available to the student and shall notify the student's parent(s) of the report.

The principal shall investigate *all* reports of bullying. If the principal determines that bullying has occurred, discipline will be administered pursuant to Board Policies JK, JKD, and JKE. Regardless of the outcome of the investigation, the principal will meet with the involved students to review the findings of the investigation. Subject to the restrictions of the Family Educational Rights and Privacy Act (FERPA) set forth in Policy JR, the parent(s) or guardian(s) of the involved students shall also be informed of the findings of the investigation.

Documentation related to reported bullying and subsequent investigation shall be maintained by the District for not less than six (6) years. In the event the District reports incidents to persons other than school officials or law enforcement, all personally identifiable information shall be redacted. Restrictions established by FERPA on disclosure of personally identifiable student information must be observed at all times.

The Superintendent shall establish procedures for the dissemination of information to students, parents and guardians. The information will include, but not be limited to, Governing Board policies, incident reporting, support services (proactive and reactive) and student's rights. The dissemination of this information shall

- occur during the first (1<sup>st</sup>) week of each school year,
- be provided to each incoming student during the school year at the time of the student's registration,
- be posted in each classroom and in common areas of the school, and
- be summarized in the student handbook and on the District website, and

the Superintendent shall establish procedures for the dissemination of information to District employees including, but not limited to:

- Governing Board policy,
- preventive measures,
- incident reporting procedures,
- available support services for students (both proactive and reactive), and
- student rights.

Information will be provided to staff members at the beginning of each instructional year and on the first day of employment for new employees.

The Superintendent shall establish procedures designed to protect the health and safety of students who are physically harmed as the result of bullying. These will include, when appropriate, procedures for contacting emergency medical services, law enforcement agencies, or both.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incident of bully is a violation of the law.

*Adopted:* ~~September 8, 2011~~

LEGAL REF.:     A.R.S.     13-1202  
   13-1203  
   13-1204  
   13-2321  
   13-2916  
   13-2921  
   13-3506.01  
   15-341  
                                 20 U.S.C. 7161  
                                 20 U.S.C. 7283

CROSS REF.:     JI – Student Rights and Responsibilities  
                             JII – Student Concerns, Complaints, and Grievances  
                             JIC – Student conduct  
                             JK – Student Discipline  
                             JKD – Student Suspension  
                             JKDA – Removal of Students from School-Sponsored  
   Activities  
                             JKE – Expulsion of Students  
                             JR – Student Records

**EXHIBIT****EXHIBIT****STUDENT VIOLENCE / HARASSMENT /  
INTIMIDATION / BULLYING**

The Governing Board of the Washington Elementary School District believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps students build a sense of community that promotes positive participation as members of society.

Bullying, harassment or intimidation as defined by this policy will not be tolerated to assist in achieving a school environment based on the beliefs of the Governing Board.

*Bullying:* Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- occurs when there is a real or perceived imbalance of power or strength, or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,
- exposure to social exclusion or ostracism,
- physical contact, including but not limited to, pushing hitting, kicking, shoving, or spitting,
- damage to or theft of personal property.

*Cyberbullying:* Cyberbullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other internet communications, on school computers, networks, forums and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

**EXHIBIT****EXHIBIT**

*Harassment:* Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual orientation, gender identity preference, cultural background, disability, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

*Intimidation:* Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such bullying results in a substantial physical, mental, or emotional negative effect on the victim while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

Students who believe they are experiencing being bullied or believe another student is being bullied should report their concerns to any staff member of the School District. School personnel shall maintain appropriate confidentiality of the reported information.

Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set forth in applicable District policies and administrative regulations.

Students found to be bullying others will be disciplined up to and including suspension or expulsion from school.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying is a violation of the law.

## STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES

The Superintendent is directed to establish procedures whereby students with sufficient concern may present a complaint or grievance regarding a violation of their constitutional rights, equal access to programs, discrimination, or personal safety provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

A complaint or grievance may be raised regarding one (1) or more of the following:

- Violation of the student's constitutional rights.
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies not related to the student's individual capabilities.
- Discriminatory treatment on the basis of race, color, religion, sex, **sexual orientation, gender identity**, age, national origin, or disability.
- Concern for the student's personal safety.

Refer to Board Policy JICK for procedures applying to a complaint or grievance that alleges incidences of student violence, harassment, intimidation, or bullying.

The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint or grievance. The initial complaint or grievance should be made using form JII-EA; however, a verbal complaint or grievance may be made to any school staff member. The receiving staff member shall immediately inform an administrator of the complaint or grievance.

When the initial complaint or grievance is submitted in a manner other than on the prescribed form, the administrator shall obtain from the student the particulars of the accusation and complete form JII-EA immediately thereafter. The administrator shall especially note all student-provided particulars determined by the Superintendent to be necessary for the complaint or grievance to be investigated. Any question concerning whether a complaint or grievance falls within this policy shall be determined by the Superintendent.

If the receiving school administrator is included in the allegation, the complaint or grievance shall be transmitted to the next higher administrative supervisor. Failure by the staff member to timely inform the school administrator or next higher administrative supervisor of a student's allegation may subject the staff member to disciplinary action. The staff member shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

A student or a student's parent or guardian may initiate the complaint process by completing form JII-EA.

A complaint or grievance may be withdrawn at any time. Once withdrawn, the process cannot be reopened if the resubmission is longer than thirty (30) calendar days from the date of the occurrence of the alleged incident.

Retaliatory or intimidating acts against any student who has made a complaint under this policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

To assure that students and staff are aware of its content and intent, a notice of this policy and procedure shall be posted conspicuously in each school building and shall be made a part of the rights and responsibilities section of the student handbook. Forms for submitting complaints are to be available to students and staff and parents or guardians in the school offices.

Disposition of all complaints or grievances shall be reported to the Superintendent and the compliance officer for discrimination if other than the Superintendent. The Superintendent will determine if the policies of the District have been appropriately implemented and will make such reports and/or referrals to the Board as may be necessary.

The Superintendent shall develop procedures for the maintenance and confidentiality of documentation related to the receipt of a student's ~~concern~~, complaint, or grievance, findings of the investigation, and disposition of the matter. The documentation shall not be used to impose disciplinary action unless the appropriate school official has investigated and determined there was an actual occurrence of the alleged incident.

Knowingly submitting a false report under this policy shall subject the student to discipline up to, and including, suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

*Adopted:* ~~October 27, 2011~~

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

CROSS REF.: AC – Nondiscrimination/Equal Opportunity  
ACA – Sexual harassment  
GBEB – Staff Conduct  
JB – Equal Educational Opportunities  
JIC – Student Conduct  
JICFA – Hazing  
JICK – Student Violence, Harassment, Intimidation or Bullying  
JK – Student Discipline  
JKD – Student Suspension  
JKE – Expulsion of Students  
KE – Public Concerns and Complaints

**EXHIBIT****EXHIBIT****STUDENT CONCERNS, COMPLAINTS,  
AND GRIEVANCES**

**(To be displayed in school buildings  
and in student handbooks)**

Students may present a complaint or grievance regarding one (1) or more of the following:

- Violation of the student's constitutional rights.
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies.
- Discriminatory treatment on the basis of race, color, religion, sex, sexual orientation, gender identity, age, national origin, or disability.
- Harassment of the student by another person.
- Intimidation by another student.
- Bullying by another student.
- Concern for the student's personal safety.

Provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

The guidelines to be followed are:

- The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.
- The complaint/grievance shall be made only to a school administrator or professional staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms with the necessary particulars as determined by the Superintendent. *Forms are available in the school office.*

**EXHIBIT****EXHIBIT**

- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

Any question concerning whether the complaint/grievance falls within this policy shall be determined by the Superintendent.

Complaints by middle school students may be made only by the students on their own behalf. A parent or guardian may initiate the complaint process on behalf of an elementary school student. A parent or guardian who wishes to complain should do so by completing the forms following Policy KE on Public Concerns and Complaints.

A complaint/grievance may be withdrawn at any time. Once withdrawn, the process cannot be reopened if the resubmission is longer than thirty (30) calendar days from the date of the occurrence of the alleged incident.

Retaliatory or intimidating acts against any student who has made a complaint under this policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District Policies shall be followed.

When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

## 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, sexual orientation, gender identity, 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, 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:*    ~~July 11, 2013~~

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

## **DISTRIBUTION / POSTING OF PROMOTIONAL MATERIALS**

### **Outside Organizations**

As a community service, the Governing Board authorizes its schools to distribute or display promotional material of an outside organization that is intended solely to notify students and their parents of the opportunity to participate in a youth-related program, activity or event that aims to improve the health, education or welfare of students.

### ***Definitions***

For the purpose of this policy:

*Promotional material* means written material that is intended solely to notify students and their parents of the opportunity to participate in a youth-related program, activity or event that aims to improve the health, education or welfare of students. Promotional materials may take the form of notices, announcements, brochures and flyers.

*Outside organization* means any non-profit or tax-exempt organization other than school-related organizations as defined in District Policy KHB.

### ***Guidelines for Distribution or Display of Promotional Materials***

So that promotional materials of outside organizations are distributed or displayed fairly and without creating an excessive burden on the District and its staff, the District and organizations will adhere to the following guidelines:

- Outside organizations are encouraged to review these guidelines and, if necessary, discuss with the District's Public Information Officer or the school principal, the application of the guidelines to contemplated promotional materials before the organization produces its materials. The organization should also review with the Public Information Officer or school principal the lead-time necessary for each school to review and distribute the promotional materials.
- Distribution of promotional material will occur by inclusion of the material with the school and school-related organization materials given to students

to read or deliver to their parents/guardian weekly or at other intervals. Display of promotional material will occur by placing the materials in a location designated by the District or its schools for students and parents/guardians to obtain such materials.

- The District and schools will not mail promotional material to parents/guardians. Outside organizations are not authorized to directly distribute promotional materials to students or to their parents/guardians on school grounds.
- Outside organizations that wish to distribute promotional material at only one (1) school must send a sample of the material to the school principal. Organizations that wish distribution by more than one school must send a sample of the promotional material to the District's Public Information Officer. The name, address and telephone number of the organization and desired date of distribution must accompany the sample of the promotional material. Upon approval of the promotional material for distribution, the principal or Public Information Officer will advise the organization of the quantities needed for distribution and information regarding bundling and delivery of the promotional materials to the schools or District offices.
- Outside organizations are responsible for the cost of printing and bundling all communications.
- The District and its schools may restrict distribution of promotional materials of organizations to specific times of the school year or to postpone distribution of such materials due to shortage of available staff or other District or school priorities. Organizations assume the risk that schools will not distribute time-sensitive promotional material on or before a desired date.
- Promotional material shall be confined to one (1) sheet of paper no larger than eight and one-half by eleven inches (8 1/2" x 11"), unless the principal or Public Information Officer determine that the size or length of the promotional material will not create an unreasonable distribution burden.
- Promotional material must prominently display a telephone number for the outside organization so that parents or guardians who wish additional information can obtain information directly from the organization. Likewise, promotional material that includes a registration form must

prominently display the mailing address of the organization so that the parent/guardian will mail the form directly to the organization.

- The District and its schools will not distribute or display communications of outside organizations that, in the judgment of the Superintendent or designee, would:
  - Cause the District to violate state or federal laws.
  - Promote illegal discrimination on the basis of gender, race, religion, sexual orientation, gender identity, national origin or ethnicity, or disability.
  - Promote illegal activity for minors.
  - Contain words, symbols or images that would be regarded as lewd, obscene, vulgar or plainly offensive if communicated by a student on school grounds.
  - Defame a person or organization.
  - Threaten serious disruption of a school or school-sponsored activity.
- As required by federal law, the District will not deny an outside organization the opportunity to distribute or display promotional material because the offered program, activity or event will be provided from a religious, philosophical or political perspective.
- Promotional materials must contain the following disclaimer, prominently displayed or affixed to the material:

**The Washington Elementary School District neither endorses nor sponsors the organization or activity represented in this material. The distribution or display of this material is provided as a community service.**

- Organizations are encouraged to distribute or display versions of promotional materials in the languages spoken by the families of students who attend the school.

- Organizations are encouraged to offer scholarships or subsidized fees to low income families if fees are required for participation of students or their parents/guardians.

### **School – Related Organizations**

In furtherance of its educational mission, the Governing Board authorizes its schools to distribute or display communications of school-related organizations that are designed to inform students or their parents/guardians of activities, events, programs, and other subjects that are of concern to the school-related organization and that may be of interest to students and their parents/guardians.

### ***Definitions***

For the purpose of this policy:

*Communications* means written material designed by a school-related organization to inform the reader of activities, events, programs, and other subjects that are of concern to the school-related organization and that may be of interest to students and their parents/guardians. Communications may take the form of notices, announcements, flyers, newsletters, bulletins, brochures, FAQs (frequently asked questions) and monographs.

*School-related organization* means 1) an organization whose activities support and promote the educational mission of the District, as determined by the Governing Board, or 2) a government agency. School related organizations may include parent organizations, booster clubs, school employee organizations, the Arizona Interscholastic Association, and other organizations and clubs affiliated with the District and its schools. Government agencies may include any local, state or federal government agency.

### ***Guidelines for Distribution or Display of Communications***

So that communications of school-related organizations are distributed or displayed fairly and without creating an excessive burden on the District and its staff, the District and school-related organizations will adhere to the following guidelines:

- School-related organizations are encouraged to review these guidelines and, if necessary, discuss with the District's Public Information Officer or the school principal, the application of the guidelines to contemplated communications before the school-related organization produces its communications. The organization should also review with the Public Information Officer or school principal the lead-time necessary for each school to review and distribute the communications.
- Distribution of communications of school-related organizations will occur by inclusion of the communication among the school materials that are given to students to read or deliver to their parents/guardian weekly or at other intervals. Display of a communication will occur by placing the materials in a location designated by the District or its schools for students and parents/guardians to obtain such materials.
- School-related organizations are not authorized to directly distribute communications to students or parents/guardians on school grounds without approval of the school principal.
- School-related organizations are responsible for the cost of printing and bundling all communications.
- The District and its schools may restrict distribution of communications of school-related organizations to specific times of the school year or to postpone distribution of communications of school-related organizations due to shortage of available staff or other District or school priorities. School-related organizations assume the risk that schools will not distribute time-sensitive communications on or before a desired date.
- Communications must prominently display a telephone number for the school-related organization so that parents or guardians who wish additional information can obtain information directly from the organization. Likewise, communications that include a registration form must prominently display the mailing address of the school-related organization so that the parent/guardian will mail the form directly to the organization.
- The District and its schools will not distribute or display communications of school-related organizations that, in the judgment of the Superintendent or designee, would:
  - Cause the District to violate state or federal laws or its policies.

- Promote illegal activity for minors.
  - Promote illegal discrimination on the basis of gender, race, religion, sexual orientation, gender identity, national origin or ethnicity, or disability.
  - Contain words, symbols or images that would be regarded as lewd, obscene, vulgar or plainly offensive if communicated by a student on school grounds.
  - Defame a person or organization.
  - Threaten serious disruption of the school or school-sponsored activity.
- Communications of school-related organizations will not include promotional or other materials of non-school-related organizations, unless the promotional or other materials are an integral part of an activity of the school-related organization. For example, a school-related organization may include materials of a commercial organization that are necessary for the school-related organization to conduct a fund-raising activity.
  - The Superintendent or designee or the school principal may determine that a communication should include a disclaimer. If required, the following disclaimer must be prominently displayed or affixed to the material.

**The Washington Elementary School District neither endorses nor sponsors the organization or activity represented in this material. The distribution or display of this material is provided as a community service.**

- School-related organizations are encouraged to distribute or display versions of promotional materials in the languages spoken by the families of students who attend the school.
- School-related organizations are encouraged to offer scholarships or subsidized fees to low income families if fees are required for participation of students or their parents/guardians.

**Dispute Resolution**

The District and its schools shall apply this policy in good faith and in a non-discriminatory manner. If the District refuses to distribute or display materials because it is deemed to be nonconforming, the school-related organization will be given an opportunity to make necessary revisions and/or deletions and resubmit the material for approval. An organization that believes that this policy has been applied improperly may request a meeting with the Superintendent or designee to review the matter. The Superintendent or designee shall determine, in his or her sole judgment, whether material submitted for distribution or display is a conforming communication and whether this policy, including the guidelines, have been applied properly.

**Limited Public Forum**

Washington Elementary School District operates its schools as nonpublic forums. This policy is intended to create a limited public forum for the distribution or display of communications of school-related organizations, subject to the terms and conditions set forth in this policy and any regulations adopted by the Superintendent to implement this policy. The Governing Board may redefine or close the limited public forum at any time.

**Regulations**

The Superintendent may adopt regulations as necessary to implement this policy.

*Adopted:* date of manual adoption

LEGAL REF.: 20 U.S.C. 9134, The Children's Internet Protection Act  
47 U.S.C. 254, Communications Act of 1934 (The Children's  
Internet Protection Act)

CROSS REF.: KHA – Public Solicitations in Schools  
KHB – Advertising in Schools

# WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board   X   Action  
 FROM: Dr. Susan J. Cook, Superintendent   X   Discussion  
 DATE: June 11, 2015            Information  
 AGENDA ITEM: Community Use of School Facilities Fee Structure for Fiscal Year 2015-2016            1st Reading

INITIATED BY: Erika Williamson, Facility Use Coordinator      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: BBA, KF and A.R.S. §15-1105(D)

## SUPPORTING DATA

Funding Source: N/A  
 Budgeted: N/A

ARS §15-1105 mandates that the "Governing Board, superintendent or chief administrative officer shall charge a reasonable fee for the lease of school property" and defines "reasonable use" as "an amount that is at least equal to the school district's cost for utilities, services, supplies or personnel that the school provides to the lessee pursuant to the terms of the lease."

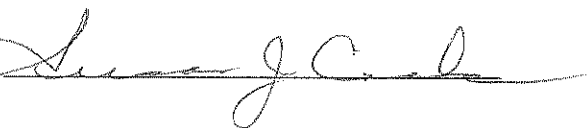
The following is the recommended 2015-2016 facility use fee schedule, to go into effect on July 1, 2015, which maintains the 2014-2015 facility use fees:

<b>2015-2016</b>	<b>Fee Per Hour for Each Organization Classification</b>			
<b>Service or Facility Type</b>	<b>Class I</b>	<b>Class II</b>	<b>Class III</b>	<b>Class IV</b>
CUSTODIAL SERVICES (when applicable)	\$22/HR. No minimum	\$22/HR. 1 hr. minimum	\$22/HR. 2 hr. minimum	\$22/HR. 2 hr. minimum
FOOD SERVICES (when applicable)	\$26/HR. No minimum	\$26/HR. 1 hr. minimum	\$26/HR. 2 hr. minimum	\$26/HR. 2 hr. minimum

## SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the 2015-2016 community use of school facilities fee schedule as presented, to take effect on July 1, 2015.

Superintendent



<b>Board Action</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Adams					
Graziano					
Herrera					
Jahneke					
Lambert					

Agenda Item III.A.

**Community Use of School Facilities Fee Structure for Fiscal Year 2015-2016**

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<b>2015-2016</b>	<b>Fee Per Hour for Each Organization Classification</b>			
Regular Classroom	N/C	\$3	\$15	\$20
Specialty Classroom	N/C	\$6	\$20	\$30
Multi-purpose Room	N/C	\$13	\$30	\$40
Multi-purpose Room & Kitchen	N/C	\$26	\$35	\$50
Gymnasium	N/C	\$56	\$75	\$100
Library	N/C	\$9	\$25	\$40
District Office – Anasazi	N/C	\$2	\$10	\$15
District Office – Hopi	N/C	\$3	\$15	\$20
District Office – Navajo	N/C	\$5	\$20	\$30
District Office – Board	N/C	\$10	\$30	\$40
District Office – Zuni	N/C	\$6	\$20	\$30
Evening Greeter (after 4:30pm and weekends)	\$12/HR.	\$12/HR.	\$12/HR.	\$12/HR.

**Class II & III Seasonal Baseball Softball Field Charges: \$10 registration fee for each season**

Elementary Schools:

- \$62.00 per month, per field, all days
- \$34.00 per month, weekdays only
- \$34.00 per month, Saturdays only

Middle Schools:

- \$75.00 per month, per field, all days
- \$41.00 per month, weekdays only
- \$41.00 per month, Saturdays only

**Class IV Seasonal Baseball Softball Field Charges: \$25 registration fee for each season**

Elementary Schools:

- \$82.00 per month, per field, all days
- \$54.00 per month, weekdays only
- \$54.00 per month, Saturdays only

Middle Schools:

- \$95.00 per month, per field, all days
- \$61.00 per month, weekdays only
- \$61.00 per month, Saturdays only

**Class II & III Seasonal Soccer/Football Field Charges: \$10 registration fee for each season**

Elementary Schools:

- \$124.00 per month, per field, all days
- \$68.00 per month, weekdays only
- \$68.00 per month, Saturdays only

Middle Schools:

- \$150.00 per month, per field, all days
- \$82.00 per month, weekdays only
- \$82.00 per month, Saturdays only

**Community Use of School Facilities Fee Structure for Fiscal Year 2015-2016**

**June 11, 2015**

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**Class IV Seasonal Soccer/ Football Field Charges: \$25 registration fee for each season**

**Elementary Schools:**

- \$164.00 per month, per field, all days
- \$108.00 per month, weekdays only
- \$108.00 per month, Saturdays only

**Middle Schools:**

- \$190.00 per month, per field, all days
- \$122.00 per month, weekdays only
- \$122.00 per month, Saturdays only

If approved, community users will be notified of the 2015-2016 facility use fee schedule and the Community Use of Facilities Handbook will be updated accordingly.

**Single Event Outdoor Charges:**

<b><u>2015-2016</u></b>	<b><u>Fee Per Hour for Each Organization Classification</u></b>			
<b>Outdoor Facility</b>	<b>Class I</b>	<b>Class II</b>	<b>Class III</b>	<b>Class IV</b>
<ul style="list-style-type: none"><li>• School Field</li><li>• Parking Lot</li></ul>	N/C	\$5	\$10	\$20
<ul style="list-style-type: none"><li>• Basketball court</li></ul>	N/C	\$1	\$10	\$20
<ul style="list-style-type: none"><li>• Field w/ lights</li><li>• Parking lot w/ restrooms</li></ul>	N/C	\$10	\$15	\$30



# WESD Facility Use Fee Structure

**2015-2016**

----- Fee Per Hour for Each Organization Classification -----

NOTE: Payment is due upon receipt. A \$10 Late Payment Fee will be charged each month for all invoices outstanding 60 days or more.

Please call 602-347-2682 for more information.

Facility Type or Service	Class I*	Class II*	Class III*	Class IV*
Regular Classroom	N/C	\$3	\$15	\$20
Specialty Classroom	N/C	\$6	\$20	\$30
Multi-purpose Room/Cafeteria	N/C	\$13	\$30	\$40
Multi-purpose Room & Kitchen	N/C	\$26	\$35	\$50
Gymnasium	N/C	\$56	\$75	\$100
Library	N/C	\$9	\$25	\$40
District Office- Anasazi (15)	N/C	\$2	\$10	\$15
District Office- Hopi (40)	N/C	\$3	\$15	\$20
District Office- Navajo (75)	N/C	\$5	\$20	\$30
District Office- Board (100)	N/C	\$10	\$30	\$40
District Office- Zuni Tech (25)	N/C	\$6	\$20	\$30
<b>GREETER SERVICES</b> (After 4:30 pm and Weekends)	\$12/hr. 1 hr. min.	\$12/hr. 1 hr. min.	\$12/hr. 1 hr. min.	\$12/hr. 1 hr. min.
<b>CUSTODIAL SERVICES</b> (when applicable)	\$22/hr. No min.	\$22/hr. 1 hr. min.	\$22/hr. 2 hr. min.	\$22/hr. 2 hr. min.
<b>NUTRITION SERVICES</b> (when applicable)	\$26/hr. No min.	\$26/hr. 1 hr. min.	\$26/hr. 2 hr. min.	\$26/hr. 2 hr. min.
• School Field	N/C	\$5	\$10	\$20
• Parking Lot				
• Basketball Court	N/C	\$1	\$10	\$20
• School Field w/ Lights	N/C	\$10	\$15	\$30
• Parking Lot w/ Restrooms				

Seasonal Field Charges

----- Class II & III Baseball/Softball Field -----	
Elementary Schools- per field	Middle Schools- per field
• \$62.00 per month- ALL DAYS	• \$75.00 per month- ALL DAYS
• \$34.00 per month- WEEKDAYS Only	• \$41.00 per month- WEEKDAYS Only
• \$34.00 per month- WEEKENDS Only	• \$41.00 per month- WEEKENDS Only
• \$10.00 Seasonal Registration Fee	• \$10.00 Seasonal Registration Fee
----- Class IV Baseball/Softball Field -----	
Elementary Schools- per field	Middle Schools- per field
• \$82.00 per month- ALL DAYS	• \$95.00 per month- ALL DAYS
• \$54.00 per month- WEEKDAYS Only	• \$61.00 per month- WEEKDAYS Only
• \$54.00 per month- WEEKENDS Only	• \$61.00 per month- WEEKENDS Only
• \$25.00 Seasonal Registration Fee	• \$25.00 Seasonal Registration Fee
----- Class II & III Soccer/Football Field -----	
Elementary Schools- per field	Middle Schools- per field
• \$124.00 per month- ALL DAYS	• \$150.00 per month- ALL DAYS
• \$68.00 per month- WEEKDAYS Only	• \$82.00 per month- WEEKDAYS Only

Community Use of School Facilities Fee Structure for Fiscal Year 2015-2016

June 11, 2015

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• \$68.00 per month- WEEKENDS Only	• \$82.00 per month- WEEKENDS Only
• \$10.00 Seasonal Registration Fee	• \$10.00 Seasonal Registration Fee
----- Class IV Soccer/Football Field -----	
Elementary Schools- <i>per field</i>	Middle Schools- <i>per field</i>
• \$164.00 per month- ALL DAYS	• \$190.00 per month- ALL DAYS
• \$108.00 per month- WEEKDAYS Only	• \$122.00 per month- WEEKDAYS Only
• \$108.00 per month- WEEKENDS Only	• \$122.00 per month- WEEKENDS Only
• \$25.00 Seasonal Registration Fee	• \$25.00 Seasonal Registration Fee

\*Please see the WESD Facility Use Handbook for classification descriptions.



# WESD Facility Use Fee Structure

2015-2016

----- Fee Per Hour for Each Organization Classification -----

NOTE: Payment is due upon receipt. A \$10 Late Payment Fee will be charged each month for all invoices outstanding 60 days or more.

Please call 602-347-2682 for more information.

Facility Type or Service	Class I*	Class II*	Class III*	Class IV*
Regular Classroom	N/C	\$3	\$15	\$20
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Library	N/C	\$9	\$25	\$40
District Office- Anasazi (15)	N/C	\$2	\$10	\$15
District Office- Hopi (40)	N/C	\$3	\$15	\$20
District Office- Navajo (75)	N/C	\$5	\$20	\$30
District Office- Board (100)	N/C	\$10	\$30	\$40
District Office- Zuni Tech (25)	N/C	\$6	\$20	\$30
<b>GREETER SERVICES</b> (After 4:30 pm and Weekends)	\$12/hr. 1 hr. min.	\$12/hr. 1 hr. min.	\$12/hr. 1 hr. min.	\$12/hr. 1 hr. min.
<b>CUSTODIAL SERVICES</b> (when applicable)	\$22/hr. No min.	\$22/hr. 1 hr. min.	\$22/hr. 2 hr. min.	\$22/hr. 2 hr. min.
<b>NUTRITION SERVICES</b> (when applicable)	\$26/hr. No min.	\$26/hr. 1 hr. min.	\$26/hr. 2 hr. min.	\$26/hr. 2 hr. min.
<ul style="list-style-type: none"> <li>School Field</li> <li>Parking Lot</li> </ul>	N/C	\$5	\$10	\$20
<ul style="list-style-type: none"> <li>Basketball Court</li> </ul>	N/C	\$1	\$10	\$20
<ul style="list-style-type: none"> <li>School Field w/ Lights</li> <li>Parking Lot w/ Restrooms</li> </ul>	N/C	\$10	\$15	\$30

Seasonal Field Charges

----- Class II & III Baseball/Softball Field -----	
Elementary Schools- <i>per field</i>	Middle Schools- <i>per field</i>
<ul style="list-style-type: none"> <li>\$62.00 per month- ALL DAYS</li> <li>\$34.00 per month- WEEKDAYS Only</li> <li>\$34.00 per month- WEEKENDS Only</li> <li>\$10.00 Seasonal Registration Fee</li> </ul>	<ul style="list-style-type: none"> <li>\$75.00 per month- ALL DAYS</li> <li>\$41.00 per month- WEEKDAYS Only</li> <li>\$41.00 per month- WEEKENDS Only</li> <li>\$10.00 Seasonal Registration Fee</li> </ul>
----- Class IV Baseball/Softball Field -----	
Elementary Schools- <i>per field</i>	Middle Schools- <i>per field</i>
<ul style="list-style-type: none"> <li>\$82.00 per month- ALL DAYS</li> <li>\$54.00 per month- WEEKDAYS Only</li> <li>\$54.00 per month- WEEKENDS Only</li> <li>\$25.00 Seasonal Registration Fee</li> </ul>	<ul style="list-style-type: none"> <li>\$95.00 per month- ALL DAYS</li> <li>\$61.00 per month- WEEKDAYS Only</li> <li>\$61.00 per month- WEEKENDS Only</li> <li>\$25.00 Seasonal Registration Fee</li> </ul>
----- Class II & III Soccer/Football Field -----	
Elementary Schools- <i>per field</i>	Middle Schools- <i>per field</i>
<ul style="list-style-type: none"> <li>\$124.00 per month- ALL DAYS</li> <li>\$68.00 per month- WEEKDAYS Only</li> <li>\$68.00 per month- WEEKENDS Only</li> <li>\$10.00 Seasonal Registration Fee</li> </ul>	<ul style="list-style-type: none"> <li>\$150.00 per month- ALL DAYS</li> <li>\$82.00 per month- WEEKDAYS Only</li> <li>\$82.00 per month- WEEKENDS Only</li> <li>\$10.00 Seasonal Registration Fee</li> </ul>
----- Class IV Soccer/Football Field -----	
Elementary Schools- <i>per field</i>	Middle Schools- <i>per field</i>
<ul style="list-style-type: none"> <li>\$164.00 per month- ALL DAYS</li> <li>\$108.00 per month- WEEKDAYS Only</li> <li>\$108.00 per month- WEEKENDS Only</li> <li>\$25.00 Seasonal Registration Fee</li> </ul>	<ul style="list-style-type: none"> <li>\$190.00 per month- ALL DAYS</li> <li>\$122.00 per month- WEEKDAYS Only</li> <li>\$122.00 per month- WEEKENDS Only</li> <li>\$25.00 Seasonal Registration Fee</li> </ul>

\*Please see the WESD Facility Use Handbook for classification descriptions.

# WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board

FROM: Dr. Susan J. Cook, Superintendent

DATE: June 11, 2015

AGENDA ITEM: Update on the Preschool Development Grant

INITIATED BY: Natalie McWhorter, Director of Curriculum

SUBMITTED BY: Natalie McWhorter, Director of Curriculum

PRESENTER AT GOVERNING BOARD MEETING: Natalie McWhorter, Director of Curriculum

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

## SUPPORTING DATA

Funding Source: PDG Grant  
Budgeted: Yes

The Washington Elementary School District applied to participate in the Preschool Development Grant (PDG), awarded to Arizona in December 2014 through the U.S. Department of Early Learning. The grant is administered by the Arizona Department of Education (ADE) – Early Childhood Education Section.

The Preschool Development Grant was developed to assist states in developing and enhancing capacity to deliver high-quality preschool programming as well as implement and sustain high-quality preschool for eligible children in selected high-need communities. ADE selected Washington Elementary School District as a sub-grantee because 11 of the identified high-need zip codes in Arizona are located within the Washington Elementary School District. Additional criteria included the percent of students qualifying for free and reduced price lunches, the percent of English language learners, and participation in the Head Start Quality First program.

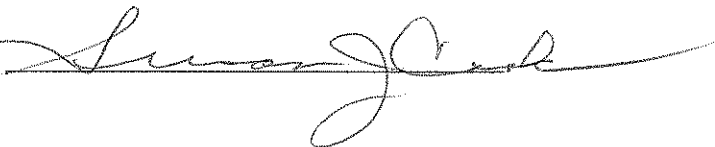
Following informational meetings in January and February 2015, Head Start staff and Natalie McWhorter began exploring possible sites for the expanded preschool programs with principals. Considerations included space, preschool licensing, start-up and salary costs. The City of Phoenix, as the District's Head Start grantor, provided support for the blending of the Head Start and Preschool Development Grant programs, thus full-day and half-day programs were developed. With existing preschool sites and minimal need for additional locations and licensing, while still serving a greater number of students, 180 additional slots were sought for in the District's application, submitted March 13, 2015. On Friday, March 27, ADE staff visited the proposed sites and the grant was subsequently awarded on April 1, 2015.

Natalie McWhorter, Director of Curriculum, will provide a brief power point presentation. Also attached is a chart showing the locations for the full-day and half-day Head Start and expanded preschool programs and the enrollment numbers for each.

## SUMMARY AND RECOMMENDATION

No action required.

Superintendent



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

Agenda Item IV.A.

# FACILITY LOCATION CHART / PROGRAM OPTION

DELEGATE AGENCY: Washington Elementary School District No. 6

DIRECTOR'S NAME:	PHONE NUMBER:	FAX NUMBER:	EMAIL ADDRESS:
Diana Howsden	602-347-2297	602-347-2215	diana.howsden@wedschools.org
OTHER KEY STAFF:	PHONE NUMBER:	FAX NUMBER:	EMAIL ADDRESS:
Michael Pilsbury, Coordinator	602-347-2212	602-347-2215	michael.pilsbury@wedschools.org
Yvonne Rubalcaba, Office Mgr.	602-347-2284	602-347-2215	yvonne.rubalcaba@wedschools.org
Claudia Olalde, Mentor Specialist	602-347-2219	602-347-2215	claudia.olalde@wedschools.org
Pam Rohrer, Mentor Specialist	602-247-2221	602-347-2215	pam.rohrer@wedschools.org

NAME OF SITE / ADDRESS	CLASSROOM	HOURS	# OF CHILDREN	PROGRAM OPTION**	TEACHER/ Support Instructor
Acacia 3021 W. Evans Phoenix, AZ 85053-5799	Room #117	AM: 7:30-11:00 PM: 11:30-3:00 Blended Funding	AM: 17 PM: 17	DS	T: Open position SI: To be determined SI: Caitlyn Selzer
Arroyo 4535 W. Cholla Glendale, AZ 85304-3599	Room #B3-A	7:30-2:00	12	FD	T: Robin Alvidrez SI: Loretta Moncibaez IA: Amanda Morari
Alta Vista 8710 N. 31 <sup>st</sup> Ave Phoenix, AZ 85051-3998	Room # (room is not numbered)	AM: 7:30-11:00 PM: 11:30-3:00	AM: 17 PM: 17	DS	T: Jenny Villamil SI: Cindy Smith SI: Maisie Kaven
Desert View 8621 N. 3 <sup>rd</sup> St. Phoenix, AZ 85020-3185	Room # 501	AM: 7:30-11:00 PM: 11:30-3:00	AM: 17 PM: 17	DS	T: Susan Servin SI: Nooshin Rajaei-Tehrani SI: Brenda Creswell-Liotta
John Jacobs 14421 N. 23 <sup>rd</sup> Ave Phoenix, AZ 85053	Room # 38	AM: 7:30-11:00 PM: 11:30-3:00	AM: 17 PM: 17	DS	T: Debra Heller SI: Flora Banuelos SI: To be determined
Manzanita 8430 N. 39 <sup>th</sup> Ave Phoenix, AZ 85051-4799	Room # 901	AM: 7:30-11:00 PM: 11:30-3:00	AM: 17 PM: 17	DS	T: Open Position SI: Jennifer Mast SI: To be determined
Maryland 6503 N. 21 <sup>st</sup> Ave Phoenix, AZ 85015-1555	Room # 44	AM: 7:30-11:00 PM: 11:30-3:00	AM: 17 PM: 17	DS	T: Tania Ascencio SI: Maria Soto SI: Vanessa Satterlund

Moon Mountain 13425 N. 19 <sup>th</sup> Ave Phoenix, AZ 85029-1698 Mountain View 801 W. Peoria Phoenix, AZ 85029-5301 Mountain View 801 W. Peoria Phoenix, AZ 85029-5301 Ocotillo 3225 W. Ocotillo Phoenix, AZ 85017-1055 Ocotillo 3223 W. Ocotillo Phoenix, AZ 85017-1055 Palo Verde 7502 N. 39 <sup>th</sup> Ave Phoenix, AZ 85051 Richard E. Miller 2021 W. Alice Phoenix, AZ 85021-4299 Richard E. Miller 2021 W. Alice Phoenix, AZ 85021-4299 Sahuaro 12835 N. 33 <sup>rd</sup> Ave Phoenix, AZ 85029-2209 Shaw Butte 12202 N. 21 <sup>st</sup> Ave Phoenix, AZ 85029-5599 Shaw Butte 12202 N. 21 <sup>st</sup> Ave Phoenix, AZ 85029-5599 Sunburst 14218 N. 47 <sup>th</sup> Ave Glendale, AZ 85306-4499 Sunset 4626 W. Mt. View Road Glendale, AZ 85302-2609	Room # E115  Room # C154  Room # C156  Room # E118  Room #E115  Room #903  Room # Portable West side  Room # Portable East side  Room # 805  Room # A-3  Room # A-4  Room #29 and 93  Room # 514	AM: 7:30-11:00 PM: 11:30-3:00 AM: 7:30-11:00 PM: 11:30-3:00 AM: 7:30-11:00 PM: 11:30-3:00 AM: 7:30-11:00 PM: 11:30-3:00 Blended Funding 7:30-2:00 Blended Funding 8:15-2:45 AM: 7:30-11:00 PM: 11:30-3:00 Blended Funding 7:30-2:00 AM: 7:30-11:00 PM: 11:30-3:00 Blended Funding 8:15-2:45 Blended Funding 8:15-2:45 Blended Funding 7:30-2:00 Blended Funding 7:30-2:00	AM: 17 PM: 17 AM: 17 PM: 17 AM: 17 PM: 17 AM: 17 PM: 17 12 12 AM: 17 PM: 17 12 AM: 17 PM: 17 14 14 12 12	DS  DS  DS  DS  FD  FD  DS  FD  DS  FD  FD  FD  FD  FD  FD	T: Debbie Goebel SI: Blanca Hernandez SI: Lindsey Tieman T: Open Position SI: Juana Aguirre SI: Michelle Herrera T: Open Position SI: Lisa Olguin SI: Adriana Cruz-Galarza T: Kathi Harrell SI: Ada Ortega SI: Stephanie Melendez T: Joyce Chase SI: Norma Estrada IA: Genesis Hernandez T: Shelly Alexander SI: Andrea Moreno IA: Open position T: Open Position SI: Alicia Olalde SI: Maria Isabelle Barrett T: Patty Howick SI: Ana Ruvalcaba IA: Open position T: Open Position SI: Judy McCarty SI: Aaron Olheiser T: Sophia Walden SI: Christina Gonzalez IA: Open position T: Beverly Wood SI: Maria Zarate IA: open position T: Jill Mirza SI: Breanne Freeman IA: Open position T: Kate Beckenhauer SI: Eddie Valdez IA: Open position
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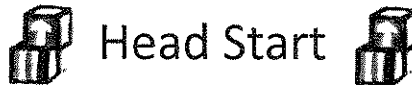
Sunnyslope 245 E. Mt. View Rd Phoenix, AZ 85020	Room # 301	AM: 7:30-11:00 PM: 11:30-3:00 Blended Funding	AM: 17 PM: 17	DS	T: Open Position SI: To be determined SI: Jacqueline Rivera Rangel
Tumble weed 4001 W. Laurel Lane Phoenix, AZ 85029	Room # 38	8:00-2:30	12	FD	T: Lindsey Livingstone SI: Maria Meza IA: Open Position
Washington 8033 N. 27 <sup>th</sup> Ave Phoenix, AZ 85051-6399	Room # A103	AM: 7:30-11:00 PM: 11:30-3:00	AM: 17 PM: 17	DS	T: Sarah Gonzalez SI: Reyna Valenzuela SI: Chelsey Hunter

\*\*      SS = Single Session  
          DS = Double Session  
          ED = Extended Day  
          FD = Full Day

# Preschool Development Grant



Administered by



## Preschool Development Grant

The Purpose of the Preschool Development Grant (PDG), offered through the US Department of Early Learning, is to assist states in developing and enhancing capacity to deliver high-quality preschool programming as well as implement and sustain high-quality preschool for eligible children in selected high-need communities.

*Arizona received \$20 million annually for up to 4 years totaling \$80 million during the development phase.*

## Increasing Access to Quality in High Need Communities

The PDG will allocate funds for the provision of HIGH QUALITY,  
as outlined in the Program Guidelines for High Quality and  
as measured by the Quality First System.

WESD was chosen as a high-need community  
by ADE based on:

- 80% Free and Reduced Lunch eligibility
- 25% or higher English language learner population
- an LEA grade of "C" or higher (WESD earned a "B")



ADE also looked at a K-3 enrollment formula for communities serving less than 50% of the predicted capacity of the community.

## WESD was chosen as a sub-grantee for implementing PDG

**The total award amount is \$570,400**

**68 Full-Time Slots = \$312,800 (at \$4,600 per slot)**

**112 Part-Time Slots = \$257,600 (at \$2,300 per slot)**

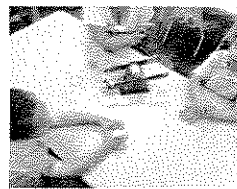
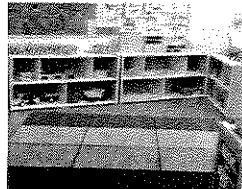
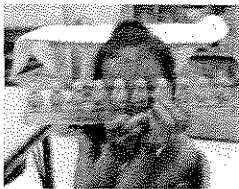
Funding for the following zip code areas:

85304, 85053, 85051, 85029, 85020, 85023, 85015,  
85017, 85021, 85302, and 85306

## Start up Support

Three additional classrooms were carefully chosen to add preschool services.

The total *Start up Support* award for materials and licensing for 3 classrooms: \$45,000



## PDG vs. Head Start Child Eligibility

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• The child must be 4 years old prior to September 1st</li> <li>• Must include children with disabilities</li> <li>• Family income eligibility must be at or below <b>200%</b> of FPL</li> </ul> | <ul style="list-style-type: none"> <li>• The child must be 4 years old prior to September 1st</li> <li>• Must include children with disabilities</li> <li>• Family income eligibility must be at or below <b>100%</b> of FPL</li> </ul> |
|---|---|

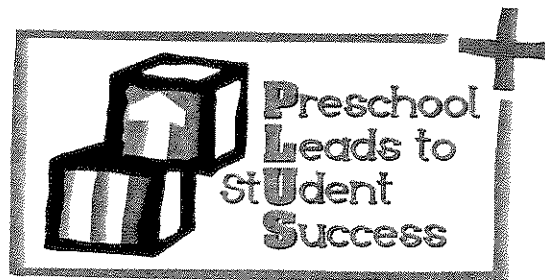


## Funding Dilemma

- The PDG dollar amount per slot was not enough to have a self-supporting program.
- The Head Start City of Phoenix Grantee received a directive from ADE that to improve quality in Head Start programs, the PDG could extend half-day Head Start to full day.
- For this reason nine Head Start classrooms will be full-day classrooms co-located with both Head Start and PDG children.

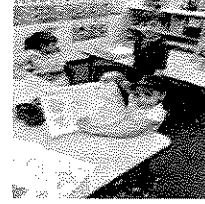
Co-locating classrooms will benefit the school communities by having the opportunity for higher income families to have quality preschool programming

The name of the co-located classrooms will be



## Co-located full-day classroom locations

- Arroyo - existing HS classroom
- Ocotillo - additional classroom
- Richard E. Miller - additional classroom
- Palo Verde - new site and new classroom
- Shaw Butte - existing HS classroom and one room changing from First Things First to Head Start
- Sunburst - existing classroom changing from First Things First to Head Start
- Sunset - existing classroom
- Tumbleweed - existing classroom



## Full Day Classrooms 6.5 hours a day

Location	# of Head Start Students	# of PDG students	Total Class Size
Arroyo	12	8	20
Ocotillo 2	12	8	20
Palo Verde	12	8	20
RE Miller 2	12	8	20
Shaw Butte 1	14	6	20
Shaw Butte 2	14	6	20
Sunburst	12	8	20
Sunset	12	8	20
Tumbleweed	12	8	20
<b>Totals</b>	<b>112</b>	<b>68</b>	

## Future expectations...

What is the realistic capacity for serving more preschool age children next school year within our current structure?

ADE has expressed that they want WESD to add approximately 100 slots a year for the next four years.

