

**Yuma Elementary School District Number One  
Governing Board  
Regular Meeting**

The Governing Board for Yuma Elementary School District Number One held a Regular Meeting **February, 13, 2024 at 5:45 p.m.** in the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

**Members present:** Mrs. Faith Klostreich, President; Mrs. Adele Hennig, Clerk; Mr. Keith Ware, Member; Mr. Anthony Gier, Member; Mrs. Theresa Fox, Member

**Others present:** Mr. James Sheldahl, Superintendent, and other Members of the Administrative Staff of Yuma Elementary School District Number One.

**Call to Order:** The meeting was called to order at 5:45 p.m. followed by the Pledge of Allegiance and a Moment of Silence.

**Adoption of Agenda:**

A motion to approve the agenda as presented was made by Mrs. Theresa Fox and seconded by Mrs. Adele Hennig. Mr. Ware addressed Board President requesting to post the outline of the meeting a week prior to the regular meeting to give the public an opportunity to view the agenda. It was decided to review this request on the March board meeting.

**Board Report:**

Mrs. Klostreich reported that she attended Carver Day, an event that was well attended, and she thoroughly enjoyed her experience there.

Mr. Gier reported that he conducted school site visits at Sunrise and Alice Byrne. During these visits, he observed the classroom management practices at both schools and was impressed by what he saw. He expressed his appreciation for the hard work of the staff at Sunrise and Alice Byrne, acknowledging their dedication to creating positive and effective learning environments for students.

**Superintendents' Reports:**

**High Five Recognition Program** – The High Five Program is our District's employee recognition program. Each month employees are able to nominate peers district-wide that exemplify the traits of a High Five employee. Each month five (5) stellar employees will be selected by the Celebrate and Honor committee based on the five (5) traits of a High Five employee. The five (5) traits are listed below. *Demonstrates Professionalism, Sees It, Owns It, Solves It, Does It, Displays a Positive Attitude, Demonstrates District Pride, Goes Above and Beyond.* For the month of January 2024, the District proudly recognizes the following individuals as the selected High Five Employees 1) Heather Smith, *Speech Services – Exceptional Student Services*, 2) Yolanda Garcia, *Teacher – OC Johnson Elementary*, 3) Josefina Hernandez, *Teacher – Desert Mesa Elementary*, 4) Patricia Ortega, *Paraprofessional – Otondo Elementary*, 5) Fernanda Ortiz, *Cafeteria Manager – Main Cafeteria*. All employees were honored with a special recognition PowerPoint, and a \$25.00 gift card courtesy of Mr. G's/Chili Pepper Restaurant, T-shirt and pin.

**Donation Recognition** – Mr. Sheldahl recognized and highlighted several donations for the month of January 2024 and thanked our Yuma Community as a whole for its generous support to District One. The total for the month was \$89,378.83 and year-to-date is \$211,500.78. Donations for the month are listed in the consent agenda item 5.6 for approval. No action was required for this item.

**Art Recognition** –

The art displayed for the month of February is from students at McGraw Elementary School. The students have learned a multitude of skills in their art classes this year. Their current art exhibit displays their knowledge of Pop Art, line work, fantasy, cityscapes, self-portraits, balancing of forms, and the understanding of color theory. Students displayed a great range in their abilities to use mixed media such as glitter, black glue, markers, crayons, oil pastels, colored pencils, dry tempera and watercolors.

**Information Items**

**Enrollment Report**

Mr. Ponder reported that the organization will maintain vigilance over enrollment numbers and anticipates having a final (ADM) figure available in May, during the final revision of the year.

**District Financial Trends** – Mr. Ponder reported that the district is currently in a strong financial position. He expressed confidence that the district is well-prepared to adapt to any financial changes that may arise.

**Student Assessment Overview** – District #1 Assessment Coordinator Chris Averett presented an overview of the various assessments’ students take during the school year and the significance of each. Although a considerable amount of student assessment takes place year-round, the bulk of the testing takes place in the spring semester during “testing season”.

**Calls to the Public (Public Comments)** – *The Governing Board welcomes statements from residents and appreciates constructive suggestions and comments that help meet the educational needs of the District. The completed form should be submitted by 5:30 pm, the day of the meeting which is traditionally the second Tuesday of the Month.*

There were three (3) forms submitted – Mrs. Cori Rico, Mr. Jeff Stoner, Mrs. Karen Griffin; Topics addressed were to thank the Board Members/Restroom Policy/Classroom Teacher Support.

**Consent Agenda** - *Approval of these items are of a routine nature and those that normally do not require deliberations on the part of the Governing Board. A board member may pull items, which will be discussed and voted on separately.*

A motion to approve the consent agenda as presented was made by Adele Hennig, seconded by Anthony Gier. Mr. Ware objected to approve the meeting minutes for January and requested to be pulled and revised. There was discussion to remove item 5.1 (Approval of Minutes). Motion was voted down.

A second motion was made by Mr. Ware to approve the consent agenda with the exception of 5.1 (Approval of Minutes) and it was seconded by Mrs. Klostreich. Motion passed unanimously; votes were as follows: Mrs. Faith Klostreich, Aye; Mr. Keith Ware, Aye; Mrs. Adele Hennig, Aye, Mrs. Theresa Fox, Aye, and Mr. Anthony Gier, Aye.

**Approval of Minutes:** Consideration to approve the minutes for the Regular Meeting that was held on January 9, 2024 for Yuma Elementary School District Number One. Minutes were not approved and will be amended and brought back for approval in the March board meeting.

**Approval of Payroll Vouchers:** Submitted for signatures are copies of six (6) Payroll Vouchers totaling \$5,763,493.71 from January 12, 2024 through January 26, 2024.

**Approval of Expense Vouchers:** Submitted for signature are six (6) Expense Vouchers totaling \$5,003,778.79 from January 4, 2024 through January 31, 2024.

**Approval of Human Resource Items**

**Approval/Ratification of Salary Adjustments/Coaching Contracts**

The following are requests for additional duties/working days to be approved by the Governing board.

**INDIVIDUAL REQUESTS**

Name	Position	Location	Rate	Fund	Dates	Additional Duties
Rivas Mendez, Cynthia	Counselor	Gila Vista	\$30 Hourly	M&O Site Fund	1/02/24 – 1/07/24	Rebuild ELL student schedules
Vik, Michelle	Paraprofessional	Rolle	\$14.35 Hourly	M&O Site Fund	1/22/24 – 6/30/24	Assist in library organization

**GROUP REQUESTS**

### **CPR Training**

Names of nurses, health assistants, and paraprofessionals that will be doing CPR training due to their card expiring through the 2023-2024 school year. Will be paid their regular hourly rate. Paid out of Medicaid Fund.

**Additional Assignments** - Please see attached staff list with additional duties.

**Approval/Ratification of Hiring for Certified, Support Staff and Substitute Personnel:** (1) Certified Staff, (22) Support Staff, (13) Transfers. Listing can be viewed in the Human Resource Department.

**Approval/Ratification of Resignations for Certified, Classified and Substitute Personnel:** (7) Certified Staff, (19) Support Staff.

**Approval/Ratification of Job Abandonment for Certified, Support Staff and Substitute Personnel:** Rivera Jauregui, Cristian R., Bus Driver, at Transportation effective February 13, 2024.

### **Approval/Ratification of Release of Contract:**

*It is the administration recommendation that the release of contract request be approved due to extenuating circumstances and approves not to collect liquidated damages.*

Garcia, Steven, Teacher at Roosevelt Elementary School, request for release of contract for 2023-2024 school year effective January 23, 2024; Guyette, Amber, Occupation Therapist at Exceptional Student Services, request for release of contract for 2023-2024 school year effective January 25, 2024.

*It is the administration recommendation that the release of contract request be approved due to extenuating circumstances and approves to collect liquidated damages.*

De La Cruz, Mariana, Teacher at Castle Dome Middle School, request for release of contract for 2023-2024 school year effective January 19, 2024; Nieves, Joshua, Teacher at McGraw Elementary School, request for release of contract for 2023-2024 school year effective February 9, 2024; French, Ryan, School Nurse at Rolle Elementary School, request for release of contract for 2023-2024 school year effective February 16, 2024.

### **Approval/Ratification of Request to Retire:**

#### **Certified Staff**

Murillo, Maria C., Coordinator – Compliance ESS at Exceptional Student Services, request to retire at end of 2024-2025 school year; Hom, Yadira, Teacher at O.C. Johnson Elementary, request to retire at end of 2024-2025 school year; Bingham, Kimberly A., Teacher at Woodard Jr. High School, request to retire at end of 2024-2025 school year.

**Approval of Student Activities and Tax Credit:** Student activity and tax credit statements were submitted for the month of January 2024.

### **Approval of Donations:**

**C.W. McGraw Elementary School-** Donation from Donors Choose in the form of sanitation wipes and glue sticks to be used by the 4th grade students. Donation has a total value of \$20.00.

**C.W. McGraw Elementary School-** Donation from Lexa Goetsch in the form of 48 books and miscellaneous supplies to be used at the school library. Donation has a total value of \$120.00.

**C.W. McGraw Elementary School-** Donation from an anonymous donor in the form of Christmas presents for all students and 50 restaurant gift cards for staff. Donation has a total value of \$7,000.00.

**Castle Dome Middle School-** Donation from Caliber Printing in the form of a check to be used by the Castle Dome Dance Program. Donation has a total value of \$902.56.

**Dorothy Hall Elementary School-** Donation in the form of tri-color ink cartridges to be used by Mr. Bailey's 5th grade class for the students to express themselves artistically and visually. Donation has a total value of \$281.00.

**Dorothy Hall Elementary School-** Donation from the PTO at Dorothy Hall in the form of books to be used by all students. Donation has a value of \$531.27.

**Mary A. Otondo Elementary School-** Cash donation from Lisa Shephard to be used by all teachers at a fundraiser in December. Donation has a total value of \$11,783.90.

**Mary A. Otondo Elementary School-** Donation from Donors Choose in the form of educational board games to be used by students during indoor recess. Donation has a total value of \$327.00.

**Mary A. Otondo Elementary School-** Donation from Donors Choose in the form of name plates, math games and work books for Ms. Camden’s third grade class. Donation has a total value of \$100.53.

**Mary A. Otondo Elementary School-** Donation from Donors Choose in the form of a bookshelf, bean bag and practice workbooks for Ms. Camden’s class. Donation has a total value of \$301.26.

**Mary A. Otondo Elementary School-** Donation from Donors Choose in the form of educational board games to be used by the Extensive Support Program Grades K-5th. Donation has a total value of \$300.00.

**O. C. Johnson Elementary School-** Donation from DD’s Discount Store in the form of books to be used by all students. Donation has a total value of \$9,356.22.

**O. C. Johnson Elementary School-** Donation from Book Blast Books Are Fun in the form of books for all the students. Donation has a total value of \$2,800.00.

**O. C. Johnson Elementary School-** Donation from Ellie Wold in the form of art supplies to be used by all students. Donation has a total value of \$250.00.

**Palmcroft Elementary School-** Donation from Donors Choose in the form of classroom supplies such as cardstock, markers and pencil grips to be used in Ms. Martinez’s classroom. Donation has a total value of \$208.82.

**Palmcroft Elementary School-** Donation from Donors Choose in the form of classroom supplies such as educational math games and learning materials to be used by Mrs. Hartley’s class. Donation has a total value of \$358.22.

**Palmcroft Elementary School-** Donation from Donors Choose in the form of therapy and stress relief toys to be used in Mrs. Ferrell’s classroom. Total value of the donation is \$243.81.

**Palmcroft Elementary School-** Donation from The Bug Depot in the form of school supplies to be used all throughout campus. Donation has a total value of \$53,921.64.

**Pecan Grove Elementary School-** Donation in the form of cleaning and disinfecting supplies to be used to wash students’ sheets and to disinfect toys in Ms. Quintero’s preschool classroom. Donation has a total value of \$292.00.

**Ron Watson Middle School -** Donation from Chantel Holt in the form of library books to be used by all students at the school library. Donation has a total value of \$30.00.

**Sunrise Elementary School-** Donation from the Fraternal Order of Eagles #4538 in the form of lap white boards, pens and erasers to be used by the first graders during math class. Donation has a total value of \$250.00.

**THIS MONTH’S TOTAL = \$89,378.23 YEAR-TO-DATE TOTAL = \$211,500.78**

**Approval of School Activity Calendars/Newsletters -** School calendars and newsletters were submitted for the month of February 2024.

**Approval/Ratification of Student Field Trips**

The following field trip request has been submitted.

Four (4) Teachers from **Sunrise Elementary School**, are requesting Board approval for 120 students, 20 chaperones to attend Phoenix Zoo in Phoenix, AZ on March 21, 2024 and returning on the same day at 5:30pm. This field trip will be funded by Student Activity Funds.

Twelve (12) Teachers from **Fourth Avenue Jr. High School**, are requesting Board approval for 45 students, 4 chaperones to attend the University of Arizona and Dave & Busters in Phoenix, AZ on February 15, 2024 and returning on February 16, 2024 at 1am. This field trip will be funded by Student Activity Funds.

**CONSIDERATION TO APPROVE THE RENEWAL OF EXISTING DISTRICT PROCUREMENT CONTRACTS – D. PONDER**

**BACKGROUND:**

The multi-year contracts shown below were awarded by the Governing Board under term contracts that expire this month. These contracts require approval by the Governing Board in order to be extended for an additional one-year period.

All vendors under District contracts have provided satisfactory service during the term of their contract. These Contract extensions and procurement approvals are in the best interest of the District and will ensure compliance with the Arizona School District Procurement Rules.

**CHANGE IN PROCEDURE:**

The District has changed from a fiscal year renewal to a calendar year renewal. Contracts will now be renewed annually from when they were originally awarded by the board instead of in bulk at the beginning of the year. The change provides for better control of the contracts.

NOTE: Not all contracts are renewed annually for 5 years.

Bid Number	Vendor	Contract Year
RFP-1-21-4-5 E-Rate Category II Equipment for Yuma Elementary School District No. 1	Sterling Computers	4
RFP-1-21-3-5 Employee Benefits – Medical Insurance	Aetna	4
RFP-1-23-4-5 Medical Insurance	Aetna and Matrix	2

**RECOMMENDATION:**

**It is recommended the Governing Board approve the renewal of the District procurement contracts listed in the background.**

**Intergovernmental Service Agreement between Maricopa County Air Quality Department and Yuma Elementary School District #1 – D. Ponder**

The purpose of this Agreement is to administer the funding provided by the Environmental Protection Agency (EPA) through Maricopa County to the subrecipient YESD for the State Clean Diesel Grant Program Funding provided through the Diesel Emissions Reduction Act (DERA). As part of this Agreement, the Board of Supervisors is acting under the authority of A.R.S. 11-952 to enter into this agreement.

**It is the administrative recommendation that the Governing Board approve the Intergovernmental Service Agreement between Maricopa County Air Quality Department and Yuma Elementary School District #1.**

**Teleservices Agreement Between BlazerWork and Yuma Elementary School District #1 – D. Ponder**

BlazerWork provides two Telle Speech Language Pathologists who provide IEP mandated speech services for students with disabilities in District One.

**It is the administrative recommendation that the Governing Board approve the Terms of Teleservices Assignment Between BlazerWork and Yuma Elementary School District #1.**

**Instructional Services Provider Agreement Between Yuma Elementary School District One and Goshen Education Consulting, Inc.**

This agreement is an extension of a STEM program we have been offering, and wish to continue offering, to our students.

**It is the administrative recommendation that the Governing Board approve the Instructional Services Provider Agreement Between Yuma Elementary School District One and Goshen Education Consulting, Inc.**

**Intergovernmental Agreement Between Yuma Elementary School District One and The City of Yuma through the Yuma Police Department – D. Ponder**

The School Safety Program is a partnership between the school and law enforcement agency for the purpose of placing School Resource Officers (SRO) and Juvenile Probation Officers (JPO) on school grounds to contribute to safe school environments that are conducive to teaching and learning.

**It is the administrative recommendation that the Governing Board approve the Intergovernmental Agreement Between Yuma Elementary School District One and The City of Yuma through the Yuma Police Department.**

**Action Items:**

**Employee Compensation Recommendation for School Year 2024-2025**

The purpose of this agenda item is to provide the Governing Board with the District’s proposed compensation plan for next fiscal year. Mr. Muñoz and Mr. Ponder provided an overview presentation with all the breakdowns of the compensation recommendation.

**RECOMMENDATION: It is recommended the Governing Board approve the recommended compensation packet as presented.** After hearing the recommendation Mrs. Klostreich moved to approve the compensation packet as presented and it was seconded by Mrs. Fox. Prior to the vote, Mr. Gier expressed his gratitude to all District One employees for their hard work and dedication. He specifically acknowledged their role in educating future generations, recognizing the importance of their efforts. Motion passed unanimously; votes were as followed: Mrs. Faith Klostreich, Aye; Mr. Keith Ware, Aye; Mrs. Adele Hennig, Aye, Mrs. Theresa Fox, Aye, and Mr. Anthony Gier, Aye.

**Future Agenda Items:**

Mrs. Klostreich assured Mr. Ware that an agenda item he proposed in January, to discuss and consider would be included in the March board meeting. This proposed action item aims to establish and post an outline of the agenda 7-days prior to each regular board meeting.

There was also discussion regarding Robert’s Rules of Order. Specifically, there was mention of "calling the question" to properly end a discussion, which allows members to motion for an immediate vote on the matter at hand, effectively ending further debate.

Also discussed was, if any errors were identified in how the meeting was conducted, it was agreed that board members would research the matter to ascertain whether any mistakes were made. Any identified errors would be addressed and rectified. There was no additional discussion.

**Adjournment:** Meeting adjourned at 6:43 p.m.

Respectfully submitted,

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Monica Navarro, Secretary to the Board

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Faith Klostreich, President

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Adele Hennig, Clerk

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Theresa Fox, Member

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Keith Ware, Member

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Anthony Gier, Member