

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

The Governing Board for Yuma Elementary School District Number One held a Regular Meeting on **November 14, 2023** at 5:30 p.m. in the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

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

Members absent: None

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 6:45 p.m. followed by the Pledge of Allegiance and a Moment of Silence.

Adoption of Agenda:

A motion to adopt the agenda was moved by Adele Hennig and seconded by Faith Klostreich. There was no discussion, the motion carried with a vote of 5-0 with votes being as follows; Faith Klostreich, aye, Keith Ware, aye, Theresa Fox, aye, Adele Hennig, aye, and Anthony Gier, aye. The motion passed unanimously.

Board Report: Mr. Gier reported that he attended the Fall Festival at Roosevelt Elementary School. Principal, Mrs. Ortega and her staff did an amazing job; everyone had a fantastic time. Mrs. Klostreich reported that she attended the Yuma County Meeting in San Luis, Arizona on October 25th and it was a great event. It was nice to represent Yuma School District One.

Superintendent's Report:

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 September 2021, the District proudly recognizes the following individuals as the selected High Five Employees. 1) Leticia Valencia, *Principal* – McGraw Elementary, 2) Margo Morrison, *Teacher* – Palmcroft Elementary, 3) Esmeralda Gallegos, *Custodian* – OC Johnson Elementary, 4) Debbie Allen, *Paraprofessional* – Desert Mesa Elementary, 5) Jacqueline Luna, *Cafeteria Assistant* – 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, Superintendent, recognized and highlighted several donations for the month of October 2023 and thanked our Yuma Community as a whole for its generous support to District One. The total for the month was \$24,756.72 and year-to-date is \$113,413.88. Donations for the month are listed in the consent agenda item 5.6 for approval. No action was required for this item.

Art Recognition - Collaborative Mural Inspired by the Artist Jen Stark

Students in 3rd – 5th grade at Alice Byrne and Roosevelt studied artwork by the contemporary artist Jen Stark. Students examined how she used lines and color to create the illusion of movement in her murals. Students went through the creative process of practicing in their sketchbooks to plan their artwork, to drawing out their design in sharpie, to painting the final product with watercolors. Each student created one section of our display. Our goal was to work together to make a display that feels like it's dripping down the walls of the board room! They all did an amazing job!"

Recognition of Excellence – Last week the Arizona State Board of Education released the 2022-23 A-F School Letter Grades for all public schools statewide. This report provides information about student achievement, student growth, and other key academic indicators.

We applaud the efforts our students, teachers, parents and school leaders to accelerate the learning of our students in District #1. Yuma School District One proudly recognizes the student growth and achievement reflected in the report. We congratulate the eight schools that have achieved an 'A' or 'B' letter grade for the 2022-23 school year:

A: Dorothy Hall Elementary, Palmcroft Elementary, Sunrise Elementary, James B. Rolle Elementary, and Desert Mesa Elementary.

B: C.W. McGraw Elementary, O.C. Johnson Elementary, and Mary A. Otondo Elementary.

Information Items

Enrollment Reports: Mr. Denis Ponder, CFO reported that we picked up a few students between our 40th - 60th enrollment day. He stated we are in good trend and we will continue to keep an eye on our enrollment.

District Financial Trends – Mr. Ponder reported that our financial trend is strong and in healthy position. We will have a budget revision in December for board approval that will reflect the closing out of the last school year and current ADM.

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.* **Gilbert Hernandez, Jeff Stoner, Sandra Chavoya, Gary Snyder, & Danny Bryant**

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 Mr. Keith Ware and seconded by Mrs. Theresa Fox. There was no discussion or items needing more discussion, the motion passed unanimously.

Approval of Minutes: Consideration to approve the minutes for the Regular Meeting held on October 10, 2023 and the Study Session held on October 23, 2023 for Yuma Elementary School District Number One.

Approval of Payroll Vouchers: Submitted for signatures are copies of eight (8) Payroll Vouchers totaling \$10,780,257.09 from October 5, 2022 through November 3, 2023.

Approval of Expense Vouchers: Submitted for signature are seven (7) Expense Vouchers totaling \$2,797,558.09 from October 5, 2023 through October 31, 2023.

Approval of Human Resource Items

Approval/Ratification of Salary Adjustments / Coaching Contracts: The following are individual requests for additional duties / working days to be approved by the Governing Board.

INDIVIDUAL REQUESTS

Name	Position	Location	Rate	Fund	Dates	Additional Duties
SEE ATTACHED						

GROUP REQUESTS

CPR Training

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.

- 23-24 SY - 425 teachers will need to complete an on-demand Smekens writing webinar for 5.5 off-contract hours. All current general education elementary classroom teachers, elementary reading teachers, middle school Science, middle school Social Studies, middle school EL, middle school ELA, middle school STEM, and any other teachers who are middle school math or elementary elective teachers who would like to participate. **Fund:** ARPA PROFESSIONAL PD

Approval/Ratification of Hiring for Certified, Classified Personnel: (1) Certified Staff, (32) Support Staff, (16) Transfers. Listing can be viewed in the Human Resource Department.

Approval/Ratification of Resignations for Certified, Classified and Substitute Personnel: (17) Support Staff.

Approval/Ratification of Release of Contracts:

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

Duquette, Don, Teacher at Sunrise Elementary School, request for release of contract for 2023-2024 school year effective November 17, 2023.

Fraker, Laurie, Teacher at Castle Dome Middle School, request for release of contract for 2023-2024 school year effective December 15, 2023.

Slattery, Caeli, Teacher at Rolle Elementary School, request for release of contract for 2023-2024 school year effective October 20, 2023.

Woods, Angelina, Teacher at Pecan Grove Elementary School, request for release of contract for 2023-2024 school year effective October 26, 2023.

Approval/Ratification of Request to Retire:

Support Staff

Nowlin, Janette M., District Office Child Nutrition Administrative Secretary, effective November 30, 2023.

Approval of Job Updates:

New Position Recommendation:

Assistant Director of Finance

The district is recommending to repurpose the current vacant Medicaid manager position and convert it to an Assistant Director for Finance. This position will be responsible to oversee the Medicaid reimbursement program and take on other responsibilities to support the finance department operations with tasks specifically focusing on grants management, reconciling capital assets, payroll and accounts payroll vouchers and other budget support. With the increase in grants awarded, the comprehensive process with the School Facilities Board and our district's comprehensive federal program funds, the position will bring the necessary support needed to continue to provide excellent financial service. This new position will also provide a healthy and sustainable structure for the finance department, which also offers professional growth opportunities. (See attached job description)

Pay Grade:

VI (\$67,500 - \$81,000)

Funding Source:

50% Medicaid Funds and 50% Indirect Cost Funds

Engagement and Recruitment Specialist

The district is recommending to repurpose a current shared hourly specialist position to support Communications and Human Resources. This position will continue to bring support to Human Resources with the onboarding of new employees, both classified and certified, to our district. The new aspect of this position is that it will now provide the necessary support for our Communications Coordinator. Given the growing number of responsibilities for communications, this position will be able to manage social media efforts, assist with district website updates, boost parent and community communication and assist with other marketing and engagement efforts. The district will be repurposing current encumbered funds to make this funding shift possible. (See attached job description)

Pay Grade:

Range G (\$17.50/hour)

Funding Source:

Maintenance and Operations Funds

Approval of Student Activities and Tax Credit: Student activity and tax credit statements were submitted for the month of October 2023.

Approval of Donations:

Alice Byrne Elementary School- Donation from J.V. Farms Inc., in the form Halloween candy bags for every student. Donation has a total value of \$325.00.

Alice Byrne Elementary School- Donation from Jane White, in the form of pencils, pens, staples, paperclips, etc. Donation has a total value of \$150.00.

Alice Byrne Elementary School- Donation from Yuma Auto Rebuilders LLC, in the form of Mustang jerseys for student use during school events. Donation has a total value of \$493.00.

Alice Byrne Elementary School- Donation from Fretworks Music Center, in the form of a Casio response portable keyboard to be used by a student in need. Donation has a total value of \$139.99.

Castle Dome Middle School- Donation from Bordertown Arts Program, in the form of a DeMorrow Vibraphone to be used in school band. Donation has an estimated value of \$10,000.00.

Castle Dome Middle School- Donation from Laura Mata, in the form of 2 containers of mayonnaise to be used in FACS classes. Donation has an estimated value of \$15.00.

Castle Dome Middle School- Donation from Elizabeth Pruett, in the form of 1 bag of flour and a container of mayonnaise to be used in FACS class. Donation has an estimated value of \$15.00.

Castle Dome Middle School- Donation from Raul Ibarra, in the form of 1 container of mayonnaise to be used in FACS class. Donation has an estimated value of \$8.00.

Castle Dome Middle School- Donation from Theodoro and Maricela Velade, in the form of 2 bags of sugar and four 6.5 oz containers of cinnamon to be used in FACS class. Donation has an estimated value of \$30.00.

Castle Dome Middle School- Donation from Alejandra Cordova, in the form of 1 bag of flour and 2 containers of mayonnaise to be used in FACS class. Donation has an estimated value of \$30.00.

Castle Dome Middle School- Donation from Denise Jimenez, in the form of 3 bags of flour to be used in FACS class. Donation has an estimated value of \$10.00.

Castle Dome Middle School- Donation from Adam Armour, in the form of 1 bag of flour and 2 containers of mayonnaise to be used in FACS class. Donation has an estimated value of \$30.00.

Castle Dome Middle School- Donation from Mayra Avila, in the form of four packages of cupcake liners to be used in FACS class. Donation has an estimated value of \$10.00.

Dorothy Hall Elementary School- Donation from Donors Choose, in the form of gel pens, hole punch, air freshener spray, pre-sharpened pencils, etc. to be used in Mrs. Serna's 5th grade classroom with a total value of \$321.00.

G.W. Carver Elementary School- Donation from Yuma County Health Board, in the form of soil to be used in the k-5th grade gardens. Donation has a total value of \$128.66.

G.W. Carver Elementary School- Donation from Stella Hernandez, in the form of 52 stuffed animals to be used at Principal's discretion with a total value of \$150.00.

G.W. Carver Elementary School District One- Donation from Karina Medina and Adrian Chavez, in the form of 24 pumpkins and one 64oz bag of candies. Donation has an estimated value of \$30.00.

James B. Rolle Elementary School- Donation from Donors Choose, in the form of two flex space wobble chairs to be used in Mrs. Quick's 5th grade classroom. Donation has a total value of \$220.00.

Mary A. Otondo Elementary School District One- Donation from Right at School, Tylee Magana, in the form of classroom games and supplies to be used at the Principal's discretion. Donation has a total value of \$280.00.

Mary A. Otondo Elementary School District One- Donation from Linda & Jamie Gonzalez in the form of a \$20 Starbucks gift card to be used as a staff incentive at Principal's discretion.

Mary A. Otondo Elementary School District One- Donation from Donors Choose, in the form of an Office Jet Pro to be used in Mrs. Mills classroom. Donation has a total value of \$224.74.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of Amazon gift cards to be used as staff incentives at Principal's discretion. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of Playdoh, sensory items, stickers, bubbles, water beads and fidget cubes to be used across the ESS classrooms. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of reindeer headbands and folders to be used in the kindergarten classrooms. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of wooden frames and cardstock to be used in the 1st grade classrooms. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of Harkins gift cards to be used for 2nd graders at Principal's discretion. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of erasers, pencils, sharpeners, games and privacy folders to be used in the 3rd grade classrooms. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of leis and glow in the dark sunglasses to be used in the 4th grade classrooms. Donation has a total value of \$500.00.

Mary A. Otondo Elementary School District One- Donation from Yuma Dentistry 4 Kids, in the form of pens, paper, Christmas bulbs, highlighters and headphones to be used in the 5th grade classrooms. Donation has a total value of \$500.00.

Palmcroft Elementary School- Donation from Donors Choose, in the form of Mars assorted candy mix, fruit gummies, cookies and other snack mix to be used in Mrs. Ferrell's class. Donation has a total value of \$172.69.

Palmcroft Elementary School- Donation from Donors Choose, in the form of HP ink cartridges, HP printer and USB A adapter to be used in Mrs. Ferrell's classroom. Donation has a total value of \$173.64.

Palmcroft Elementary School- Donation from PTO, in the form of 139 books to be added to the library's circulation collection. Donation has a total estimated value of \$1,420.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of chalk and chalk erasers to be used in Ms. Craig's preschool classroom. Donation has a total value of \$169.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of a paper shredder and magnetic etch a sketch to be used in Ms. Craig's preschool classroom. Donation has a total value of \$217.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of a bean bag chair, chair filling and decorative tiles to be used in Ms. Craig's preschool classroom. Donation has a total value of \$214.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of prefilled Halloween buckets to be used in Ms. Craig's preschool classroom. Donation has a total value of \$185.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of a plasma ball and floor chair to be used in Ms. Wood's preschool classroom. Donation has a total value of \$182.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of a backpack and first aid kit to be used in Ms. Serenil's preschool classroom. Donation has a total value of \$216.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of disinfecting spray to be used to clean and sanitize toys in Ms. Woods preschool classroom. Donation has a total value of \$174.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of a water dispenser to be used in the health office. Donation has a total value of \$275.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of games, hand soaps and snacks to be used in Ms. Serenil's preschool classroom. Donation has a total value of \$635.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of keyboards to be used in Ms. Alegria's 4th grade classroom. Donation has a total value of \$802.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of soft furniture and noise cancelling headphones to be used in Ms. Bulinski's classroom. Donation has a total value of \$609.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of classroom décor and miscellaneous supplies to be used in Ms. Smetana's 2nd grade classroom. Donation has a total value of \$747.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of adjustable seats to be used in Ms. Wood's preschool classroom. Donation has a total value of \$198.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of a laminator and laminating pouches to be used in Ms. Craig's classroom. Donation has a total value of \$172.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of books to be used to help increase student reading scores in Ms. Vidal's classroom. Donation has an estimated value of \$425.00.

Pecan Grove Elementary School- Donation from Donors Choose, in the form of electric sharpeners, toys for treasure box and a bulletin board to be used in Ms. Quintero's preschool classroom. Donation has a total value of \$355.00.

Ron Watson Middle School- Donation from Chantel Holt, in the form of books to be added to the library circulation collection. Donation has a total estimated value of \$270.00.

Roosevelt Elementary School District One- Donation from Donors choose, in the form of pencils, erasers, toner and wide ruled paper to be used in Mrs. Rosales, 3rd grade classroom. Donation has a total value of \$275.00.

Sunrise Elementary School District One- Donation from Foothills Church, in the form of 28 Chic-Fil-A meals for staff to use for late conference days. Donation has a total value of \$240.00.

THIS MONTH'S TOTAL = \$24,756.72 YEAR-TO-DATE TOTAL = \$113,413.88

Approval of School Activity Calendars/Newsletters - School calendars and newsletters were submitted for the month of November 2023.

Consideration to Approve Student Field Trips:

The following field trip request has been submitted.

Five (5) Teachers from Woodard Jr. High School, are requesting Board approval for 50 students to attend San Diego University, USS Midway, & Natural History Museum in San Diego, CA on May 17, 2024 and returning on the same day at 9pm. This field trip will be split funded between Extracurricular Tax Credit Funds, M&O Funds, and Student Activity Funds.

Consideration to Approve Out-of-State Travel:

2023 DoDEA Grant Program Professional Learning Meeting

Sandra Carbajal, Military Advocate, requests permission to attend the DoDEA Regional Conference in Savannah, Georgia, from December 12-14, 2023. During this annual meeting, participants can engage in thought-provoking discussions, attend educational sessions, and forge connections leading to transformative collaborations that will assist in moving "Onward" toward successful grant implementation for our current and new grants. Funding for the trip will come from the 2023 DoDEA Grant.

Get Your Teach on Conference

Deborah Guerrero, 4th Grade Teacher, requests permission to attend the Get Your Teach on Conference in Las Vegas, Nevada, from January 13-15, 2024. Funding for the trip will come from the Results Based Funding Grant.

It is recommended that the Governing Board approve all travels listed above.

INTERGOVERNMENTAL AGREEMENT WITH ARIZONA DEPARTMENT OF EDUCATION

The Arizona Legislature has made competitive funding available to supply \$1,000 for consumable supplies to public school, full-time teachers who teach fine arts, including teachers for preschool through third grade. In order to apply for this funding, the district must sign an Intergovernmental Agreement with the Arizona Department of Education specific to this grant. A copy of that agreement is attached.

Should the grant be awarded, it would provide funding for 33 full-time fine arts teachers (art, music, and dance) and 160 preschools through third grade teachers.

It is the administrative recommendation that the Governing Board authorize the Superintendent to sign the Intergovernmental Agreement with the Arizona Department of Education for fine arts funding.

Memorandum of Understanding Between Yuma Regional Medical Center and Yuma Elementary School District #1

This Memorandum of Understanding (MOU) is designed to formalize the relationship between Yuma Regional Medical Center (YRMC) and Yuma Elementary School District No. 1 (District). To promote the improvement of health of students, YRMC and the District-agree to support the provision of a venue for medical residents to experience community health in a school setting and in return to provide health and health career education to District One students, families, and staff.

It is the administrative recommendation that the Governing Board authorize the Memorandum of Understanding Between Yuma Regional Medical Center and Yuma Elementary School District #1.

Action Items:

Second Reading of Policy Advisories 748-752 & 754-762 – J. Sheldahl

The Governing Board of Yuma Elementary School District utilizes the services of the Arizona School Boards Association to maintain its Governing Policies and advise the District upon recommended changes. Policy Advisories are sent to member school districts and Governing Board members multiple times throughout the year, usually to respond to changes in the law.

This agenda item serves as a "second read" for the proposed policy changes. ASBA's Policy Advisories 748-752 & 754-762 are available on the District's website to facilitate community or employee input.

It is recommended that the Governing Board approve the adoption of Policy Advisories 748-752 & 754-762 for the proposed policy changes. Hearing the recommendation, a motion to approve was made by Faith Klostreich, seconded by Keith Ware. There was no discussion, the motion passed unanimously.

Future Agenda Items:

This item provides the opportunity for Governing Board Members to request that the administration provides a report on specific items and or in the areas of Board interest.

Student Restroom Policy - Consideration to place an item on a future board meeting agenda: Student Restroom Policy. A motion to have a Student Restroom Policy be placed on an information item on next month's board meeting agenda was made by Mr. Anthony Gier and seconded by Mr. Keith Ware. Mrs. Klostreich asked if there was any discussion on adding this item on next month's agenda. Mr. Gier shared/read the Arizona Revised Statue 15-341 to the board members and to the public. In addition, Mr. Ware also shared that he cannot support having this item be placed on Future Agenda Item 7.1. and strongly agrees this item needs to be placed on an Information Item or Action item to have open discussion. There was no additional discussion. Hearing the recommendation, the motion did not pass unanimously. **Votes being as followed: Mrs. Faith Klostreich, naye; Mr. Ware, aye; Mrs. Theresa Fox, naye; Mrs. Adele Hennig naye; and Mr. Gier, aye.**

Adjournment: Meeting adjourned at 7:27 p.m.

Respectfully submitted,

Monica Navarro, Secretary to the Board

Faith Klostreich, President

Keith Ware, Clerk

Theresa Fox, Member

Anthony Gier, Member

Adele Hennig, Member