

**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 **June 14, 2021** at 5:30 p.m. *(This meeting is Closed to the Public due to Health Emergency – COVID -19, but is available via YouTube Live, the public is invited to view virtually on our YouTube page Yumaschooldistrict1 and or our Facebook page)* in the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

Members present: Mrs. Barbara Foote, President; Mrs. Karen Griffin, Clerk; Mrs. Theresa Fox, Member, Mrs. Faith Klostreich, Member and Mrs. Adele Hennig, 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 5:30 pm, followed by the Pledge of Allegiance and a Moment of Silence.

Adoption of Agenda:

A motion was made to adopt the agenda as presented by Mrs. Fox, seconded by Mrs. Hennig. There was no discussion, the motion passed unanimously.

Board Report – Mrs. Klostreich reported that she attended (virtually) the ASBA Summer Leadership Institute with many breakouts regarding social emotional learning. She felt it was reaffirming that Yuma District One is on the right track with what is in place for next year.

Superintendent's Report –

School Board Meetings Update – Mr. Sheldahl updated the Board on his plan to open Board Meetings to the Public for in-person attendance moving forward. The technology department is working on a permanent solution to be able to broadcast meetings going forward, if the Board chooses to do so. Clarifying that both formats in-person & remote complies with the Arizona Open Meeting Laws. Remote broadcast of the meeting is a complete and unedited account of the meeting. We are looking forward to replacing our bulky, temporary equipment with permanently mounted unobtrusive equipment which can be used for multiple purposes above & beyond broadcasting meetings.

Donation Recognition- Mr. Sheldahl, Superintendent, recognized and highlighted several donations for the month of May 2021 and thanked our Yuma Community as a whole for its generous support to District One. The total for the month was \$10,470.21 and year-to-date is \$176,248.99. Donations for the month are listed in the consent agenda item 5.6 for approval. No action was required for this item.

Information Items

160th Day Enrollment Reports – Mrs. Valenzuela reported that our 180th Day enrollment report shows a decrease of 354 students compared to last fiscal year. We are seeing a positive increase of 196 students since returning to in-person learning in November and is hopeful that this trend continues into the new school year.

District Financial Trends – Mrs. Valenzuela reported that year-to-date the District has spent 69% of our Maintenance and Operations budget, 74% of our Capital budget. As a reminder districts have until the end of August to any payments of the current fiscal year so our final ending balance will not occur until then and reported in the Annual Financial Report.

Energy Savings Performance Report – Mrs. Valenzuela introduced Tyler Girtman, Representative from Climatec to present a summary of Phases I-V. This presentation will include positive savings results of the previous phases of work and indoor air quality strategies. Climatec has worked with the District for the last 12 years primarily in heating & cooling system upgrades, ventilation (bringing in outside air). Bringing in energy efficiency units, looking at lighting and LED lighting. Total infrastructure improvements \$10,317,704 that have been invested in all existing schools. In total lifecycle savings is \$10,617,043 (thru 2032) this is a savings over the life of the equipment. The District is making a lot of headway with \$7.1 million annual operating savings to date. Also shared was information on avoided energy cost to date per site and annual environmental benefits.

Transportation Update – Mr. Schepers provided the Annual update of the Transportation Consortium, starting with the mission statement "To safely and efficiently transport passengers where they need to be, when they need to be there." This year was a little different we had to decide what to do with staff since the pandemic. It was important to keep bus drivers and monitors employed. Drivers and bus monitors assisted other departments in maintenance, food service and on-site learning (MORLS). Not knowing how long the pandemic was going to last the department monitored and adjusted as needed. Mr. Schepers also shared the numbers and cycle of what he needs to submit to the State Department on the 100th day. Recruiting efforts and media highlights have aided in being able to employ more bus drivers, because of this effort

applications and training new bus drivers has increased. The transportation department has also implemented a recognition of employees just for the department and has been well received. Mr. Schepers feels that this has helped with employee morale.

ESSER III Overview – Mrs. Valenzuela and Mr. Monson gave a brief overview of the ESSER III Grant. The allocation amount awarded to Yuma School District One is \$18,522,570 awarded May 24, 2020 and needs to be used by September 30, 2024. These funds were made available through ADE American Rescue Act. For the purpose of providing funds to districts to support local recovery needs in regards to COVID -19. ESSER III requirements; Expenditure plan – 20% must be used to address the learning loss which amounts to 3.7 million dollars and 80% discretionary funds. The district sent out a community survey to engaged stakeholders; families, students and all employee groups on how they would like the District to use these funds. The District must also have a safe return to in-person instruction plan, which is our Mitigation Plan which must be up to date. Some examples of the 20% being used to address learning loss through the implementation of evidence-based interventions are; summer school, Afterschool Programs, Academic, Social and Emotional needs. These interventions will be used for the most vulnerable student population. The 80% of eligible activities that the district may use are: any activity authorized by federal education programs, coordination of COVID-19 preparedness and response efforts, training and professional development for staff, educational technology, providing mental health services, summer learning, addressing learning loss, student attendance and improving engagement, school facility repairs and improvements, other expenses necessary to maintain operations and services and employ staff. Our District-wide focus areas include; academic acceleration, support services, additional staff for interventions, instructional technology facility improvements and additional programs (before and after school). ESSER III timeline; June – stakeholder survey, present survey result to Governing Board. July – Develop expenditure plan. August. – Present Expenditure plan to Governing Board and submit Grant application no later than August 23, 2021.

Public Comment – *The Governing Board welcomes statements from residents and appreciates constructive suggestions and comments that help meet the educational needs of the District. A form to submit your comments/suggestions can be found on our website www.yuma.org. The completed form should be submitted by 4pm the day of the meeting which is traditionally the second Monday of the Month.* Public Comments were submitted by Gerald Hinkle, Jr. 13678 S. Avenue 7E, Yuma Arizona, 85365, regarding virtual Governing Board meetings. Leonard Manos, 1858 Calle Primavera, Yuma AZ, 85365, to address the lack of competence in the Superintendent and Principal at Gila Vista. Beverly McMenony, 11483 W De Verde Street, Yuma, AZ 85367 regarding masks in school and Parents on campus. All statements were read in their entirety.

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 was made by Mrs. Griffin, seconded by Mrs. Klostreich there was no discussion or items needing more discussion, the motion passed unanimously.

Approval of Minutes: Consideration to approve the minutes for the Public Hearing and Regular Meeting held on May 10, 2021 and Special Meeting and Study Session held on May 26, 2021 for Yuma Elementary School District Number One.

Approval of Payroll Vouchers: Submitted for signature were copies of seven (7) payroll vouchers totaling \$9,993,094.95 from May 7, 2021 thru June 4, 2021.

Approval of Expense Vouchers: Submitted for signature were copies of five (5) expense vouchers totaling \$1,763,375.97 from May 5, 2021 thru May 17, 2021.

Approval of Human Resource Items

Approval/Ratification of Salary Adjustments/Coaching Contracts: Individual requests; Individual Requests –

Name	Position	Location	Rate	Fund	Dates	Additional Duties
Meraz, Donna	Office Technician	District Office	\$12.00 Hourly	Indirect Costs	6/02/21 – 6/30/21	Assist. Business Dept. with files
Chao, Lee	Crossing Guard	Roosevelt	\$12.15 Hourly	M&O School Fund	6/01/21 – 6/30/21	Summer School
Orduno, Leticia	Office Technician	Gila Vista	\$13.00 Hourly	M&O School Fund	6/09/21 – 6/30/21	Additional duties
Estrada, Aide	Lead Teacher	Price	\$2,500 Stipend	M&O School Fund	7/28/21	Will be added to Teacher Contract
Atherton-Medina, Joanna	Occupational Therapist	ESS	\$40.00 Hourly	M&O School Fund	5/26/21 – 6/30/21	Additional duties

Nurse Salary Ratification -Revised 21-22 contract amount due to correcting previous work experience for the following employees; Erlinda Lee, Stephanie Anderson. **GROUP REQUESTS -CPR Training** Names of nurses, health assistants, and paraprofessionals that will be doing CPR training due to their card expiring through the 2020-2021 school year. Will be paid their regular hourly rate. Paid out of Medicaid Fund. **Additional Assignments** Complete list of employees for additional duties available in the Human Resource Office. Woodard Home School/Librarian training for new employee and assist to prepare students devices for new school year. (TBD) 7 Coaches will serve the grants school to complete LETRS training. (CLSD Grant). (TBD) 12 Pecan Grove Preschool paraprofessionals will attend Creative Curriculum Training (CLSD Grant). (TBD) 33 Kindergarten through 5th Grade teachers from Pecan Grove and Carver will attend AVID Elevate Writing training (CLSD Grant). (TBD) 1 Coach will complete LETR Early Childhood Training. Kindergarten Teacher Launch Program. Sixth Grade Teacher Bridges Program. Complete list of staff of all group requests can be found in the Human Resource Department. **Classified Professional Growth Hourly Increases** -Employees earned additional college credits for movement in the pay scale. Guillermo, Macias C. \$13.75, Roosevelt, Barajas, Ilse, \$15.06, Roosevelt.

Approval/Ratification of Hiring for Certified, Classified Personnel: (15) Support Staff, (9) Transfers. Listing of the 2021-2022 Administrators, Exempt, Certified and Support Staff, can be viewed in the Human Resource Department.

Approval/Ratification of Non-Renewal for Certified and Classified Personnel: None at this time.

Approval/Ratification of Resignations for Certified, Classified and Substitute Personnel: (2) Certified Staff, (11) Support Staff.

Approval/Ratification of Resignation Agreement and Release for Certified Personnel: None at this time.

Approval/Ratification of Job Abandonment for Certified, Classified and Substitute Personnel: None at this time.

Approval/Ratification of Release of Contract: **It is the administration recommendation that the release of contract request be approved due to extenuating circumstances and approved to collect liquidated damages.* Lasich, Suzanne M., Science teacher at Woodard, request for release of contract for 2021-2022 school year effective once a suitable replacement is found.

Approval/Ratification of Request to Retire: None at this time.

Approval of Leaves of Absence: None at this time.

Approval of Job Description Updates: Job: None at this time.

Approval/Ratification of Termination of Certified Staff, Classified Staff and Substitute Personnel: None at this time.

Approval of Student Activities and Tax Credit: Student activity and tax credit statements were submitted for the month of May 1-31, 2021.

Approval of Donations:

Castle Dome Middle School- Donation from Center of the Future of Arizona, in a check for the amount of \$500.00, to be used at Principal's discretion.

C.W. McGraw Elementary School- Donation from Donors Choose, in classroom supplies for Mrs. Grimaldo's Kindergarten classroom materials for hands on learning. Donation has an estimated total value of \$911.00

C.W. McGraw Elementary School- Donation from Donors Choose, in classroom supplies for Mrs. Grimaldo's Kindergarten class project, "LOVE for Books". Donation has an estimated total value of \$311.00

C.W. McGraw Elementary School- Donation from Donors Choose, in classroom supplies for Mrs. White's classroom materials, student survival kit. Donation has an estimated total value of \$1,277.00

Dorothy Hall Elementary School- Donation from Donors Choose, in classroom supplies for Ms. Newell's 1st grade class project, "Listening is key". Donation has an estimated total value of \$532.00

Dorothy Hall Elementary School- Donation from Donors Choose, in classroom supplies for Ms. Newell's 1st grade class project, "Ready for anything". Donation has an estimated total value of \$412.00

G.W. Carver Elementary School- Donation from 6.25 Foundation, Donation in naming School Library, "PVT Delgado Reading Room". Donation has an estimated total value of \$5,000.00

G.W. Carver Elementary School- Donation from The Benevity Community Impact Fund, Check#589381 to be used at Principal's discretion. Donation has an estimated total value of \$513.82

Mary A. Otondo Elementary School- Donation from Wheezy's, in two gift cards (\$25.00 each) for teacher appreciation. Donation has an estimated total value of \$50.00

Palmcroft Elementary School- Donation from Lowes, in disinfecting wipes. Donation has an estimated total value of \$120.00

Palmcroft Elementary School- Donation from Donors Choose, in classroom stools for student use. Donation has an estimated total value of \$843.39

THIS MONTH'S TOTAL = \$10,470.21 YEAR-TO-DATE TOTAL = \$176,248.99.

Approval of School Activity Calendars/Newsletters - School calendars and newsletters were submitted for the month of June 2021.

Approval of Competitive Grants – Because Governor Ducey has made additional ESSR funding available to support school counselors, the Arizona Department of Education has added school sites eligible for funding through its competitive School Safety Grants. (Original eligibility was based on multiple factors related to school demographics, location, and achievement.) Sunrise Elementary School has now been added to the eligible list, and the counseling position description for Sunrise is being revised to reflect School Safety Grant requirements for training and program delivery (a requirement for grant acceptance). This will bring the number of District One schools that have positions funded through the School Safety Grant program to 10: SRO positions at all 5 middle schools; and counselor positions at Palmcroft, Rolle, O. C. Johnson, McGraw, and Sunrise. **It is the administrative recommendation that the Governing Board authorize the Superintendent to accept the grant with its attached position description when the grant is awarded to fund the counselor position at Sunrise through the School Safety Grant for academic years 2021-2022 and 2022-2023.**

Approval of Early Kindergarten Admission - A student is eligible to enter Kindergarten if s/he is five (5) years of age prior to September 1 of the school year. ARS 15-821c and Governing Board Policy JEB permit an extension of the enrollment period to December 31, if it is in the “best interest” of the child and with appropriate consultation with the principal, school professionals and the parent. The rationale for establishing a specific date is that students within similar age spans will interact socially and be able to perform tasks physically and academically with success. No matter when the date of eligibility is set, there will always be children whose birthday falls outside the parameters. These are some issues that impact admission to Kindergarten: Parent requests for the child who has missed the eligibility date. Parent requests for the “bright” or “ready” child. Parent and Charter School pressure. Migrant children who move between states with differing entry ages can be placed in two different grade levels during the same year. Military children who will be moving to other states with differing entry ages. *June 2021, Admin recommendation to approve 2 students. (9 total students screened).* **Current Research:** No new evidence suggests that students will benefit from early admission. Student learning levels will be accommodated when a child enters school, whether the child is above level, on level, or below level. Studies indicate that students who are placed with age level peers tend to be academically successful and tend to maintain positive social interactions with other students. Recommendations can be viewed in the office of the Associate Superintendent’s office of Curriculum and Instruction.

Yuma Area AVID Tutor Partnership IGA – Annually, Yuma Union High School District and Yuma School District One execute an Intergovernmental Agreement to coordinate our efforts to recruit, train, and employ tutors for our secondary AVID elective classes. This renewal IGA is substantially unchanged from previous years, except that the mutually agreed upon salary has been raised to \$13.15/hour in order to continue to attract qualified tutors. The IGA can be viewed in the Business Office.

Consideration to Approve the Renewal of existing District Procurement Contracts: BACKGROUND: The multi-year contract 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
IFB-1-18-1-5 Food Supplies and Related Non-Food Items	Fiesta Mexican Foods Fulton Distributing (Desert Valley Services) Shamrock Foods Sysco Arizona	4

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

Consideration to Approve the Cooperative Contract Purchase for Fiscal Year 2021-2022 – BACKGROUND: Various District purchases will be made through purchasing cooperatives throughout the 2021/2022 school year. These purchases will be made through Mohave Educational Services Cooperative, the State of Arizona, Yuma Educational Purchasing

Association "YEPA", 1 Government Procurement Alliance "1GPA", Omnia Partners and the Strategic Alliance for Volume Expenditures "SAVE". The purchases are outlined and detailed on the attachment entitled, "Procurement Authority for Cooperative Contracts".

All vendors under these cooperative contracts have provided satisfactory service during the term of their contract. These procurement approvals are in the best interest of the District and will ensure compliance with the Arizona School District Procurements Rules. Complete listing of vendors is available in the Purchasing Consortium Office.

RECOMMENDATION: It is recommended the Governing Board approve cooperative contracted purchases through these Governing Board approved purchasing consortiums.

Consideration to Approve the Sole Source Vendors for Fiscal Year 2021-2022 - BACKGROUND: Based on Arizona Department of Education School District Procurement Rule number R7-2-1053 which allows School Boards to designate sole source vendors/suppliers, a contract may be awarded to a vendor if it is determined in writing that they are a sole source vendor/supplier. This process will take place throughout the year as sole service vendors/suppliers are identified. Attached is a list of vendors who have been identified as sole source providers. A complete listing of the Sole Source Vendors is available in the Purchasing Consortium Office.

RECOMMENDATION: It is recommended the Governing Board recognize the attached list of vendors as sole source providers.

Action Items:

Consideration to Approve Assistant Principal Hiring- The process for the selection of an assistant principal started with an announcement that the district was seeking an outstanding leader for the vacant position. First the applicants had to complete the following items: Submit an introductory video, submit an electronic application, submit a cover letter and resume, provide three letters of recommendation, provide three reference surveys.

Top applicants were asked to participate in the interview process. Phase One of the interview process included the applicants presenting a 30-minute professional development to different groups. Phase two of the process included the final interview committee asking a set of formal questions and reviewing a writing prompt. The final interview committee included the following individuals: Rich Gerber – Elementary Principal - Nicole Wilhelmy – Elementary Principal - Donna Franklin – Middle School Principal - Rob Monson – Director of Federal Programs - Kevin Gettings – Middle School Principal Luciano Munoz – Executive Director of Human Resources - Duane Sheppard – Associate Superintendent - Suzie Alka – Associate Superintendent - James Sheldahl – Superintendent.

After careful deliberation and discussion of each candidate's qualities and fit for the position, the interview committee has recommended Audrey Corners. Therefore, it is the Administrative recommendation that Audrey Corners be approved by the Governing Board as an assistant principal for the 21-22 school year. Hearing the recommendation, a motion was made by Mrs. Klostreich, seconded by Mrs. Griffin. The motion passed unanimously.

Consideration to Approve Director of Operations - The process for the selection of a Director of Operations started with an announcement that the district was seeking an outstanding leader for the vacant position. First the applicants had to complete the following items: Submit an electronic application, submit a cover letter and resume, provide three letters of recommendation, provide three reference surveys.

Top applicants were asked to participate in the interview process. The process included the final interview committee asking a set of formal questions, reviewing a writing prompt and listening to a presentation. The final interview committee included the following individuals: Daniel Acosta – Middle School Principal - Erica Jimenez – Director of Preschool - Elizabeth Thrower – Director of Child Nutrition - Ron Schepers – Director of Transportation - Luciano Munoz – Executive Director of Human Resources - Elizabeth Valenzuela – Chief Financial Officer.

After careful deliberation and discussion of each candidate's qualities and fit for the position, the interview committee has recommended James Lagunas. Therefore, it is the Administrative recommendation that James Lagunas be approved by the Governing Board as the Director of Operations effective June 21, 2021. Hearing the recommendation, a motion was made by Mrs. Fox, seconded by Mrs. Hennig. The motion passed unanimously.

Consideration to Approve 201-2022 Performance Plan - Each year, a committee of teachers brings to the Governing Board a proposal for the Proposition 301 Performance Plan as required by ARS 15-977. The Performance Plan must be approved by the Governing Board by December 31 of each year. Proposition 301 sunsets this year, so we will be transitioning away from using 301 as an identifier. The state legislature (no longer the voters) now controls the Classroom Site Fund and the Performance Plan within this fund. If you are familiar with the original Classroom Site Fund, there were three buckets that contained different components of the fund. Those buckets no longer exist as they were all consolidated into one bucket with just a couple of changes. The one component that does affect our teachers is that school data will no longer be used in

the teacher evaluation. The evaluation remains, but not the school academic achievement data that was a factor in determining a teacher’s level of performance.

During the month of May, the Classroom Site Fund Performance Plan Committee met to develop a plan for the 2021-2022 school year. The objective for the committee was to evaluate last year’s plan, refine any areas in need, and expand any possibilities. We also discussed the sunseting of Proposition 301.

One recommendation was made by the Associate Superintendent to the committee: For accounting purposes, we slightly changed the percentages so that dollar amounts landed on an even dollar. This is indicated in yellow highlighting on the attached plan.

The committee agreed to keep the 7 elements available from last year’s plan: 1) Measure of Academic Progress in ELA & Math (Galileo); 2) Student Attendance; 3) Parent Survey; 4) Student Survey; 5) Pre-service PD Day; 6) Continued PD for Personalized Learning; and 7) Site and District Integrated Action Plan.

On May 14, 2021, 100% of the participants voted to accept the plan with 99% of the participants voting (459 of 464). Incredible stats! I believe this indicates a strong performance plan is in place.

The proposed Classroom Site Fund Performance Plan is attached. Your approval allows planning, implementation, and pay to occur during the summer.

GREAT NEWS! Classroom site funds increased \$1,700 for participants which makes a grand total of \$9,200 annually. EVEN MORE GREAT NEWS! The Arizona economy performed really well which will give teachers a one-time payment of \$3,000 (to be paid out in 2 payments – December and May) to all participants during the 2021-2022 school year. More money in teachers’ hands! The list of committee members and the 301 Plan is available in the office of the Associate Superintendent of Curriculum and Instruction.

It is the recommendation of the Classroom Site Fund Performance Plan Committee that the Governing Board for Yuma Elementary School District One accept the Performance Plan for the 2021-2022 school year. District Administration appreciates the time of the 301 Committee Members: Hearing all the details and recommendation a motion was made by Mrs. Klostreich, seconded by Mrs. Griffin. The motion passed unanimously.

Superintendent’s Contract Performance Pay - Item 6.4 gives the Governing Board an opportunity to discuss and approve the superintendent’s performance pay for the 2020-20201 school year.

As outlined by the Superintendent’s Contract, the Superintendent performance pay is determined based on evidence of progress regarding District goals developed by the Governing Board annually.

If approved by the Governing Board, the amount of performance pay (5% of the base salary) will be paid out by June 30 of this school year. Hearing the recommendation, a motion was made by Mrs. Fox, seconded by Mrs. Griffin. The motion passed unanimously.

Future Agenda Items: The Superintendent reminded the Board that a Public Hearing and Special Meeting will need to take place prior to July 15 to approve the budget once the State has approved the budget.

Adjournment: Meeting adjourned at 6:56 p.m.

Respectfully submitted,

Alice Quintero, Secretary to the Board

Barbara Foote, President

Karen Griffin, Clerk

Theresa Fox, Member

Faith Klostreich, Member

Adele Hennig, Member