

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

The Governing Board for Yuma Elementary School District Number One held a public hearing and a regular meeting on **February 09, 2015, at 5:30 p.m.** in the District Administration Office, 450 West 6th Street, Yuma, Arizona.

**Members present:** Mr. Joseph Melchionne, President; Mrs. Karen Griffin, Clerk; Mrs. Maureen Irr, Member; Mrs. Barbara Foote, Member; Ms. Irene Montoya, Member

**Others present:** Dr. Darwin Stiffler, Superintendent; members of the administrative, certified and classified staff of Yuma Elementary School District Number One; and other interested citizens

**1. - Call to Order**

**2. - Adoption of the Agenda**

The meeting was called to order at 5:30 p.m., followed by the Pledge of Allegiance and a moment of silence. Mr. Melchionne requested to move items 5.6, 5.5 and 5.1 to the beginning of the agenda. A motion to approve the agenda as amended was made by Mrs. Griffin and seconded by Mrs. Irr. The motion passed unanimously.

Item 5.6- The Fort Yuma Rotary Club recently completed a project at Carver Elementary School. Members of the Fort Yuma Rotary Club will brief the Governing Board regarding their efforts.

Item 5.5 - Ms. Karina Jones, United Way Board Member, acknowledged Yuma School District One for its continued participation and support of United Way. She reported to the Board about the efforts to reduce chronic absenteeism prove vastly successful. United Way of Yuma County recognizes that good attendance is essential to academic success. But far too many students are at risk academically because they are chronically absent. Chronic absence is described as missing 10 percent of the school year—or about 18 days – for any reason, excused or unexcused. Research shows, that's the point at which absenteeism begins to affect student performance. Thanks to sponsor Climatec Building Technologies Group, United Way of Yuma County was able to implement a two-month attendance competition between McGraw and Carver Elementary School. Students were encouraged weekly to attend school every day and were given pledge cards to take home and sign with their parents. In total, both schools had over 900 LESS absences! McGraw saw a 48% drop in absences while Carver experienced a 28% drop. Each school year the District's employees donate through payroll deduction and participate in United Way of Yuma County campaign. This campaign, Desert Mesa staff had the most participation and received the Spirit of Caring award from United Way. The District Office staff contributed the most donations and will receive the leadership award with a breakfast bar. On behalf of the employees, United Way asked Dr. Stiffler to present United Way with a check for the contributions.

Item 5.1 – Mr. Muñoz presented the High Five winners to the Board. The High Five Program is our District's new 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, and Goes Above and Beyond. For the month of January, the District proudly recognizes the following individuals as the selected High Five Employees.

- 1) David Cullison, Teacher – Fourth Ave Junior High School
- 2) Harriet Montaney, Counselor – District
- 3) Julie Quinn, Teacher – Alice Byrne Elementary School
- 4) Alice Quintero, Administrative Assistant – District Office
- 5) Linda Reiffenberger, Teacher – Castle Dome Middle School

**2. – Call to the Public:**

There were no public comments.

The following items were on the Consent Agenda:

**3.1 – Approval of minutes:**

Regular Board Meeting held on January 12, 2015

**3.2 – Approval/Ratification of Payroll Vouchers:**

For the period of December 24, 2014 – January 30, 2015, totaling \$5,521,755.99 there 8 payroll vouchers submitted for were submitted for ratification and signature.

**3.3 - Approval/Ratification of Expense Vouchers:**

For the period January 08, 2015 - January 29, 2015, totaling \$2,356,137.27 there were 5 expense vouchers submitted submitted for ratification and signature.

**3.4 – Out-of-State Travel:**

Dr. Darwin J. Stiffler, Superintendent, requests Board Approval to attend the Marine Corps Installations West Meeting on February 23rd, 2015, in San Diego, CA. Expenses and will be paid from the Superintendent’s expense fund.

Donna Franklin, Principal at Ron Watson Middle School, requests Board Approval to attend the AASA National Conference on February 26-28, 2015, in San Diego, CA. She is requesting registration, meals, lodging and transportation. Expenses will be paid with Title One funds.

Rosalie Williams, Judi Williams and Dolores Hampson, teachers at Castle Dome Middle School, request Board Approval to attend the MidschoolMath National Conference on February 27-28, 2015, in Santa Fe, NM. Teachers will cover their own expenses.

**3.5 – Approval/Ratification of Student Field Trips:**

Erin Jenkins, teacher at Gila Vista Jr. High School requests Board Approval for 59 students, 1 teacher and 5 chaperones to visit Grand Canyon University on February 25, 2015 in Phoenix, AZ. The 6th grade AVID students will tour the University to explore their University level opportunities and will visit the Phoenix Zoo to learn about different careers. Expenses will be paid from Student Activity funds.

Paula Padronos, teacher at Gila Vista Jr. High School requests Board Approval for 77 students, 2 teacher and 6 chaperones to visit Grand Canyon University on March 4, 2015 in Phoenix, AZ. The 7th and 8th grade AVID students will tour the University to explore their University level opportunities and will visit the Phoenix Zoo to learn about career options. Expenses will be paid from Student Activity funds.

James Gribble, Kristen Schultz, Michael Mejia, Erin Jenkins and Tiffany Sadowski, teachers at Gila Vista Junior High School, request Board approval for 75 students and 4 teachers to visit Camp Cuyamaca on March 16-20, 2015, in Descanso, CA. For five days and four nights, students gain knowledge in local history and earth sciences while partaking in hands-on field studies and outdoor recreation activities. Expenses will be paid with Tax Credit, Donations, Student Activity funds and Title I funds.

Laura Surguine, Desert Mesa School teacher, requests Board approval for 50 students and 5 teachers to visit the Phoenix Symphony Hall on February 25, 2015, in Phoenix, AZ. Students will focus on Science: Vibration, Amplitude, Frequency and their relationships to instruments. Meal expenses will be paid by students. Transportation services will be paid with Tax Credit Funds.

**3.6.1 - Salary adjustments:**

Name	Sport	Location
Jason Hedrick	Boy’s 7th & 8th Grade Basketball	Fourth Ave. Junior High
Aja Wzientek	Girl’s 7th & 8th Grade Soccer	Fourth Ave. Junior High

**Lead Teacher Stipend \$2,500 (Annual)**

Name	Location	Status
Marilyn Conway	McGraw (Split)	Part-Time
Desiree Cooksey	McGraw (Split)	Part-Time

\*Lead Teacher Stipend will be pro-rated effective date 1/22/15.

**3.6.2 - Hiring for Certified, Classified, and Substitute Personnel:**

There were 3 Certified staff, 15 Support Staff, 2 Certified /Support Staff, classified staff, and 6 transfers submitted for hire.

**3.6.3 - Approval/Ratification of Non-Renewal for Certified and Support Staff Personnel:**

There were no non-renewals submitted.

**3.6.4 - Approval/Ratification of resignations for certified, support staff and substitute personnel:**

There were 5 support staff resignations submitted.

**3.6.5 - Approval/Ratification of Resignation Agreement and Release for Certified Personnel:**

There were no resignation of agreement and release for certified personnel.

**3.6.6 - Approval/Ratification of Job Abandonment for Certified, Support Staff and Substitute Personnel:**

There were none submitted.

**3.6.7 - Approval/Ratification of Release of Contract:**

There were none.

**3.6.8 - Approval/Ratification of Request to Retire at the End of the 2014-2015 School Year**

There was 1 request of Release of Contract; Linda Williams - Human Resources Specialist.

**3.6.9 - Leave of Absence:**

There were no leave of absence requests submitted.

**3.6.10 - Job Description Updates:**

There were no job updates.

**3.6.11 - Approval/Ratification of Termination for Support Staff and Substitute Personnel:**

There were no terminations.

**3.7 - Solicitations:**

There were 3 solicitation requests submitted.

Desert Mesa Elementary School – Requesting Board permission for the students in Room 104 to solicit funds throughout the school by hosting a Daddy-Daughter Dance on February 19, 2015. Funds raised will be used towards field trip expenses.

Desert Mesa Elementary School – Requesting Board permission for the students in Room 104 to solicit funds throughout the school by hosting a Parent’s Night Out event. Funds raised will be used towards field trip expenses.

Woodard Junior High School – Requesting Board permission for the students in AVID to solicit funds throughout the school and community by selling popcorn from Popcorn Palace from February 23, 2015 – March 6, 2015. Funds raised will be used towards field trip expenses for college visits.

**3.8 - Donations:**

Alice Byrne Elementary School – Donation of \$500.00 from Grand Canyon University, to be used to promote the STEM (Science, Technology, Engineering and Math) program with students.

Alice Byrne Elementary School – Donation of \$528.31 from Fry’s Community Rewards Program, to be used to purchase educational supplies for the school.

Castle Dome Middle School – Donation of \$50.03 from Coca-Cola Refreshments, to be used school wide at the Principals discretion.

Castle Dome Middle School – Donation of \$30.52 from Tay and Jarrad’s LLC, to be used school wide at the Principals discretion.

Castle Dome Middle School – Donation of \$100.00 from Robert Stofft, to be used as needed for the Music program.

Castle Dome Middle School – Donation of \$38.16 from Coca-Cola Refreshments, to be used school wide at the Principals discretion.

Castle Dome Middle School – Donation of various books, total value of \$300.00, from Jackie Hadlock, to be used by students in the Library.

Desert Mesa Elementary School – Donation of \$370.00 from Lifetouch National School Studios, to be used school wide at the Principals discretion.

Desert Mesa Elementary School – Donation of \$100.00 from an Anonymous donor, to be used towards field trip expenses to the Opera.

Desert Mesa Elementary School – Donations totaling \$98.03 from Coca-Cola Refreshments, to be used school wide at the Principals discretion.

Fourth Avenue Junior High School – Donation of \$89.90 from Box Tops for Education, to be used school wide at the Principals discretion.

G.W. Carver Elementary School – Donation of \$500.00 from Grand Canyon University, to be used to promote the STEM (Science, Technology, Engineering and Math) program with students.

Gila Vista Junior High School – Donation of \$60.00 from Karla Angulo, to be used towards the purchase of an AVID t-shirt and field trip expenses for Karla Angulo.

Gila Vista Junior High School – Donation of \$60.00 from Kiley Cabrera, to be used towards the purchase of an AVID t-shirt and field trip expenses for Lena Cabrera. Gila Vista Junior High School – Donation of \$50.00 from

Ramiro Carrillo, to be used towards the purchase of an AVID t-shirt and field trip expenses for Adam Carrillo.  
Gila Vista Junior High School – Donation of \$60.00 from Cathy Douglas, to be used towards the purchase of an AVID t-shirt and field trip expenses for Jennalyn Douglas.  
Gila Vista Junior High School – Donation of \$60.00 from Candice Mejia, to be used towards the purchase of an AVID t-shirt and field trip expenses for Evelyn Mejia.  
Gila Vista Junior High School – Donation of \$60.00 from German Mercado Garcia, to be used towards the purchase of an AVID t-shirt and field trip expenses for German Mercado.  
Gila Vista Junior High School – Donation of \$60.00 from Yarazeth Picasso, to be used towards the purchase of an AVID t-shirt and field trip expenses for Yara Picasso.  
Gila Vista Junior High School – Donation of \$60.00 from Martina Godinez, to be used towards the purchase of an AVID t-shirt and field trip expenses for Jorge Zepeda Jacinto.  
Gila Vista Junior High School – Donation of \$30.00 from Erika Aispuro, to be used towards expenses for Cruz Aispuro to attend a field trip to Camp Cuyamaca.  
Gila Vista Junior High School – Donation of \$320.00 from Kiley Cabrera, to be used towards expenses for Lena Cabrera to attend a field trip to Camp Cuyamaca.  
Gila Vista Junior High School – Donation of \$20.00 from Melissa Sanders, to be used towards expenses for Emily Sanders to attend a field trip to Camp Cuyamaca.  
Gila Vista Junior High School – Donation of \$60.00 from Arizona Restaurant Systems, licensed Sonic Franchise, to be used for school wide activities at the Principals discretion.  
Gila Vista Junior High School – Donation of \$102.09 from Peter Piper Pizza, to be used for school wide activities at the Principals discretion.  
Gila Vista Junior High School – Donation of \$319.30 from Box Tops for Education, to be used for school wide activities at the Principals discretion.  
Mary A. Otondo Elementary School – Donations totaling \$344.10 from parents of students in Third grade, to be used towards field trip expenses.  
Pecan Grove Elementary School – Donation of \$79.00 from Lifetouch National School Studios, to be used school wide at the Principals discretion.  
Woodard Junior High School – Donation of \$156.04 from Famous Daves Sonoran Barbeque, LLC, to be used for any purchases for PBIS.  
Woodard Junior High School – Donations totaling \$191.00 from student at Woodard Junior High School, to be used for any purchases for PBIS.  
Woodard Junior High School – Donation of \$9,389.22 from Woodard Junior High PTO, to be used for field trip expenses to Camp Cuyamaca.  
This months total = \$ 14,185.70  
Year-to-date total = \$ 51,059.72

**3.9 - Approval of Student Activities and Tax Credit:**

The Student Activity and Tax Credit Statements for the period January 1, 2015 through January 31, 2015 were submitted.

**3.10 - School Activity Calendars:**

School activity calendars were submitted.

**3.11 - Approval of Competitive Grants:**

There were no grants submitted for approval.

**3.12 - Approval of Procurement:**

**Consideration to Approve the Renewal of existing District Procurement Contracts**

**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
IFB 1-12-9-5 Plumbing Supplies	Sexauer Yuma Winnelson	4
IFB 1-13-7-5 Vehicle and Bus Glass Replacement and Repairs	A Touch of Glass of Yuma Jones Windshield Repair	3
RFP-1-13-8-5 Irrigation Well Services	Priority Well Services, Inc.	3

A motion to approve the Consent Agenda was made by Mrs. Griffin and seconded by Mrs. Irr. The motion passed unanimously.

**4.1 - Art Recognition:**

Students from Pecan Grove and Roosevelt Elementary Schools under the direction of Mr. Jose Dorame created the artwork for the month of February.

Students have been learning about other cultures and throughout this unit they have kept in mind the essential question of "How does culture influence art?" Students created Japanese inspired Kimonos by recycling old curtain samples. Spring is in the air!

Art Teacher David Cullison and his students, the Mighty Falcons have created a vibrant swash of colorful 3D butterflies, flowers, and dragonflies to celebrate the coming of Spring with our wonderful District One. Paper, glue, tissue paper, and scraps of wallpaper and acetate were used to create these wonderful pieces.

**4.2 - Board Report:**

Ms. Montoya shared with the Board of her visits to the BOLTS training in Phoenix, AZ, she mentioned that she learned a lot on Board procedures and feels that she is on the right track.

Mr. Melchionne share that he visited Alice Byrne and Gila Vista and was pleased with what he saw getting implemented as far as Blended Learning.

**4.3 - Future Agenda Items:**

Mr. Melchionne entertained a motion giving permission to any Governing Board Member wishing to attend the ASBA Spring Legal Seminars. This year the seminars will be presented as a Webinar and will be in 3 parts. The Webinars will be projected at the District Office. Mr. Melchionne urged Board Members to attend and let the Board Secretary know which Webinar they would be attending.

**5.2 - Donations Recognition:**

Dr. Stiffler read the list of donations and expressed his and the District's appreciation for the donors' generosity.

**5.3 - Enrollment Reports:**

Mrs. Rodriguez reported that as of the 100<sup>th</sup> day district wide enrollment showed a decrease of 38 students overall from the 20<sup>th</sup> day this year. (See reports)

**5.4 - Monthly Budget Reports:**

Mrs. Rodriguez presented financial reports for Yuma School District One to more adequately inform the Governing Board of District Budgets. The District's original budget was \$44,638,495 million dollars; The District has expended \$22,353,908 and has encumbered \$19,439,772 with \$2,844,815 remaining. Comparing last year's budget to this year's, we have expended \$21,682,563 this year and \$22,353,908 last year. Yuma School District One has expended 50% of the M & O Budget. The Technology Consortium is at 52% of their budget, Purchasing at 45% of their budget and Transportation at 52% of their budget. The M & O and Transportation Budgets were for January and Technology and Purchasing Budgets were from December. Mrs. Rodriguez responded to questions from the Board.

**7.1 - Consideration to Approve Revised Regulation GCQE-RB (Retired-Return To Work):**

Mr. Luciano Munoz, Executive Director of Human Resources reported that employing the most highly effective personnel are crucial to the mission of our organization. In an effort to strengthen Human Resources practices to reflect hiring and retaining the best personnel, Human Resources is bringing forth a revised policy regulation recommendation for GCQE-RB, which is regarding the Retired – Return to Work Program. The revision includes removing the limitation of five (5) years as the maximum number of years that a retired – return to work employee is currently subject to. He explained that by adopting this revised regulation, the Governing Board removes one current limitation that currently prevents highly effective staff from continuing employment in our District beyond the five (5) year limit. Mr. Muñoz responded to questions from the Board. A motion to approve the Revised Regulation GCQE-RB was made by Ms. Montoya and seconded by Mrs. Foote. The Motion passed unanimously.

**7.2 - Consideration to approve Phase IV - Energy Conservation and Facility Modernization Project:**

Mrs. Rodriguez reported in a PowerPoint presentation that the District has partnered with Climatec on three energy conservation phases over the past several years. Climatec will present the Governing Board a summary of Phase IV. Funding for the project will come from utility rebates and bond funds for the recommended scope of work at existing campuses (Bond Funded Project) and a municipal lease for the recommended scope of work at support facilities (Non-Bond Funded Project). Climatec guarantees that Phase IV energy savings will exceed project cost, as required by ARS 15-213.01. Mrs. Rodriguez advised that this board action is subject to district's legal counsel approval of Climatec agreements. The total M&O budget savings resulting from the above program are projected to be in excess of \$5.9 million over the life of the new equipment. It was recommended that the Governing Board approve Phase IV energy conservation and facility modernization project proposed by Climatec and authorize staff to enter into applicable Climatec agreements. A motion to approve Phase IV energy conservation and facility modernization project proposed by Climatec and authorize staff to enter into applicable Climatec agreements was made by Mrs. Irr and seconded by Mrs. Griffin. The Motion passed unanimously.

**7.3 - Consideration to Approve Bond Resolution:**

Mrs. Rodriguez reported that Stifel, bond underwriters, and our legal counsel, Gust Rosenfeld P.L.C., have been working in conjunction with District administration on the first phase of the \$37 million bond program. The bond resolution included in the Board packet authorizes the District to issue bonds in the aggregate principal amount of not to exceed \$21 million for the purpose of making school improvements in accordance with the authority granted at the Election and for the purpose of paying a portion of the costs of issuance of the bonds. It was recommended that the Governing Board consider and if deemed advisable to adopt a resolution authorizing the issuance of sale of school improvement bonds of the District. A motion to approve the Bond Resolution was made by Mrs. Foote and seconded by Mrs. Irr. The motion passed unanimously.

**7.4 - Construction Project Manager for Bond Program:**

Mrs. Rodriguez reported that recently a committee selected ARCADIS for Project & Construction Management services of the first phase of the bond program. ARCADIS utilizes the Mohave Contract for a “not to exceed” amount for time and cost. The proposed fee for their services for February 2015 to December 2016 is \$277,491 and is inclusive of all proposed reimbursable expenses for the program. ARCADIS will be managing safety & security improvements, the build out of Ron Watson, and a portion of the facility maintenance program. All other programs will be managed in house by the Superintendent, Chief Financial Officer and the Director of Facilities and Maintenance. Mrs. Rodriguez answered question from the Board. This item did not require Board action.

**7.5 - Consideration to Approve Regulation in Policy AC-R:**

Mr. Duane Sheppard reported that the last step in the fulfillment of an OCR Agreement Resolution is to have the Governing Board approve the regulation in policy AC-R. As discussed at the study session, this regulation provides for translation services at no charge for parents that do not speak English. We will also provide district documents in Spanish. In essence, this policy formalizes the practices that have been in place in District One. The one new part is that our translators and interpreters will participate in annual training and will be given a very short assessment of skills. Parents will be notified about the policy and that it is available on the website. It was the Administrative Recommendation that the Governing Board of Yuma School District One Accept the Regulation in Policy AC-R. A motion to approve the Regulation in Policy AC-R was made by Mrs. Irr and seconded by Mrs. Griffin. The motion passed unanimously.

Mr. Melchionne adjourned the meeting at 7:00 p.m.

Respectfully submitted,

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Brenda Gomez Secretary to the Board

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Joseph Melchionne, President

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Karen Griffin, Clerk

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Maureen Irr, Member

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Barbara Foote, Member

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Irene Montoya, Member