

# Nogales Unified School District No. 1



## NOTICE AND AGENDA OF PUBLIC MEETING OF THE NOGALES UNIFIED SCHOOL DISTRICT NO. ONE GOVERNING BOARD

Pursuant to A.R.S. §38-431.02, notice is hereby given to the Nogales Unified School District #1 Governing Board and to the general public that the Board will hold a **Special Meeting-Study Session** open to the public on **Monday, February 8, 2016 at 4:00 p.m., at Wade Carpenter Middle School** located on 595 W. Kino Street in Nogales, Arizona.

The Governing Board may vote to enter executive session pursuant to Arizona Revised Statutes Section §38-431.03(A)(3) or (A)(4) concerning any item on this agenda for discussion or consultation with the attorneys for the District. This executive session may be conducted by speakerphone.

I. OPENING OF MEETING:

- a. Call to Order
- b. Pledge of Allegiance
- c. Adoption of the Agenda  
*The Governing Board reserves the right to reschedule, delete, or rearrange items on the agenda, to efficiently conduct its business*

II. STUDY SESSION


- a. WCMS Presentations and Overview  
Agenda Schedule:
  - 1) 4:00-4:15 – STUCO leads Group on campus Guide Tour
  - 2) 4:15-4:25 – Groups Gather in room 13 for Refreshments and Mr. Richins Social Studies Exhibition
  - 3) 4:30-5:20 – Start School Presentations:
    - Ms. Val Ballet Folklorico Performance
    - Cheer/Poms parent Booster Organization Presentation
    - Coach Mendoza Athletic Program Presentation
    - Mrs. Cota Principal Intern tutoring Update
    - Mr. Thomas MESA club Update
    - Dr. Soltero, Principal and parent Leader Mr. Eric Mayer Report
    - Closing by Dr. Soltero – Overview and Academic Achievement

III. Adjournment of the Special Meeting/Study Session

*A copy of the agenda background material provided to the Board (with the exception of material relating to possible executive sessions) is available for public inspection at the Superintendent's Office, 310 W. Plum Street, Nogales, Arizona.*

Dated this 4<sup>th</sup> day of February, 2016, for the regular meeting to be held on Monday, February 8, 2016

### NOGALES UNIFIED SCHOOL DISTRICT #1

  
Fernando Parra, Superintendent

2/4/2016  
Date

\*If you will require a special accommodation to attend this event, please call **397-7940** at least 4 hours prior.

310 W. PLUM STREET \* NOGALES \* ARIZONA \* 85621  
(520) 287-0800

# Nogales Unified School District No. 1



## NOTICE AND AGENDA OF PUBLIC MEETING OF THE NOGALES UNIFIED SCHOOL DISTRICT NO. ONE GOVERNING BOARD

Pursuant to A.R.S. §38-431.02, notice is hereby given to the Nogales Unified School District # 01 Governing Board and to the general public that the Board will hold a Regular Meeting open to the public on **Monday, February 8, 2016 immediately after the Study Session** at Wade Carpenter Middle School, located on 595 W. Kino Street in Nogales, Arizona.

The Governing Board may vote to enter executive session pursuant to Arizona Revised Statutes Section 38-431.03(A)(3) or (A)(4) concerning any item on this agenda for discussion or consultation with the attorneys for the District. This executive session may be conducted by speakerphone.

- I. Opening of Meeting:
  - a. Call to Order
  - c. Adoption of the Agenda  
*The Governing Board reserves the right to reschedule, delete, or rearrange items on the agenda, to efficiently conduct its business*
  
- II. Approval of Governing Board Minutes
  - a. Study Session and Regular Board Meeting Minutes of January 25, 2016 and Study Session Minutes of January 28, 2016
  
- III. Governing Board/Superintendent Information
  - a. Superintendent Report, Celebration, Recognition, Announcements
    1. Governing Board and Superintendent/Assistant Superintendent Seminar-Goal Setting June 2, 2016; Administrative Seminar-School Accountability June 16-17, 2016
    2. Kevin Castro Nogales High School 2013 Graduate - MIT Undergraduate Named SHASS BURCHARD SCHOLAR ('17 Aeronautics and Astronautics) Recipients are "Unafraid to Wrestle with New Ideas," "Excel in School of Humanities, Arts and Social Sciences and STEM Fields
    3. Danny Zuniga 2014 NHS graduate attending Georgia Tech University-Undergraduate Program Biomedical Engineer – was Awarded Two Academic Scholarships, The Raines Lorrondo Scholarship Endowment and Frank Hummond Hardin Fund. This semester will be a Systems Engineer at St. Jude's Medical Research Center in Los Angeles, Ca.
    4. Recognition of State Champions Nogales High School Stunt and Cheer Team
    5. Technology Day Training Update
    6. School Security and Procedures Report
    7. School Facilities Board Awarded projects-District School Facilities-Maintenance Update

- b. Governing Board Report, Celebration, Recognition, Announcements
- IV. Call to the Public  
*Members of the Governing Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action*
- V. Consent Agenda Items  
*Approval of routine warrants, purchase orders, travel claims, employee leave and transfer requests, and employee resignations (Documentation concerning the matters on the consent agenda may be reviewed at the District office). Any matter on the Consent Agenda will be removed from the Consent Agenda and discussed as regular agenda item(s) upon the request of any Board Member.*
- a. Ratification of Expense/Payroll Vouchers
  - b. Approval & Acceptance of School Facilities Board (SFB) Building Renewal Grant (BRG) Resolution of Nogales High School
  - c. Approval of Personnel Agenda
  - d. Addenda for School Year 2015-2016
  - e. Approval of Teacher Evaluation System Verification – Statement of Assurance
  - f. Approval to Exceed the \$100,000 Threshold with Imagine Learning for FY15/16
  - g. Award for Sole Source Status to Imagine Learning Incorporated
- VI. Action Items
- a. Approval of Out-of-Country Travel for Board Member to Travel to Canada for IB Conference on July13-July 17, 2016
  - b. Approval of 2016/2017 School Year Calendar
  - c. Approval of JTED Satellite –CTE program Advisory committee Composition
    - 1) Governing Board Nomination and Approval of five (5) voting Community Members (Individually Selected by Each Board Member) for the JTED Satellite Advisory Committee, who will report directly to the Governing Board and the Governing Board's chairperson selection, will be the chairperson of the Advisory Committee.
    - 2) The Governing Board Recognizes and Approves the Selection of three (3) CTE Teachers (Non-Voting Members) Recommended and Nominated by the Superintendent to be Part of the JTED Satellite Composition for the Committee.

**Note:** District Administration-Principals (Non-voting Members) will serve and act in an advisory capacity to provide information only.
- VII. Information and Discussion
- a. Enrollment Update for 100<sup>th</sup> Day Census
- VIII. Requests for Future Agenda Items

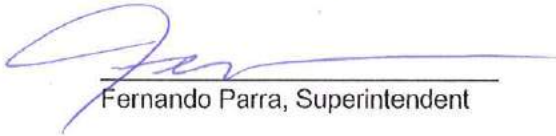


IX. Adjournment

*A copy of the agenda background material provided to the Board (with the exception of material relating to possible executive sessions) is available for public inspection at the Governing Board's Office, 310 W. Plum Street, Nogales, Arizona.*

Dated this 4<sup>th</sup> day of February, 2016, for the regular meeting to be held on Monday, February 8, 2016

**NOGALES UNIFIED SCHOOL DISTRICT #1**

  
\_\_\_\_\_  
Fernando Parra, Superintendent

2/4/2016  
Date

\*If you will require a special accommodation to attend this event, please call 397-7940 at least 4 hours prior.

# **NOGALES UNIFIED SCHOOL DISTRICT NO. ONE**

## **AGENDA ITEM SUMMARY**

### **APPROVAL OF GOVERNING BOARD MINUTES**

Approval of the January 25, 2016 Study Session and Regular Board Meeting Minutes and January 28, 2016 Study Session Minutes

**APPROVED:** 1/ /16

**PRESENTER:** Superintendent Fernando Parra **SUBMITTED:** 1/ /16

### **BACKGROUND:**

Attached please find a copy of the Minutes of the meetings listed above for your review at the February 8, 2016 Governing Board Meeting.

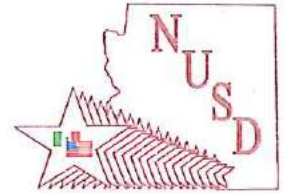
### **RECOMMENDATION:**

The Administrative recommendation is approval of the Governing Board Minutes as presented.

### **ENCLOSURES:**

Copy of Minutes

# Nogales Unified School District No. 1



## NOGALES UNIFIED SCHOOL DISTRICT NO. 1 GOVERNING BOARD

Minutes of the Special Meeting/Study Session held on January 25, 2016

- I. Attendance:  
The following Board Members were present:

Dr. Marcelino Varona, Jr., President; Greg Lucero, Clerk; Members, Manny Ruiz, and Santiny Orozco

Not present: Barbara Mendoza

- a. Call to Order  
Dr. Varona called the meeting to order at 3:00 p.m.

- c. Adoption of the Agenda

Superintendent Parra requested that item II.2- Mary Welty Elementary's presentation be removed and continued to the Study Session scheduled for Thursday, January 28, 2016.

A motion was made by Mr. Ruiz and seconded by Mr. Lucero for approval of the agenda with the changes mentioned by Superintendent Parra.  
Motion carried unanimously.

II. STUDY SESSION

- a. Individual School Presentations on AzMERIT Test Results-Scores/Academic Progress-Goals

- 1) Coronado Elementary – Licet Jimenez, Principal

Superintendent Parra introduced Principal Licet Jiménez to give her presentation to the Board.

Mrs. Jiménez gave a Power Point presentation. Hard copies of the presentation were provided to the Board in their packet.

Mr. Lucero asked Mr. Parra if the other schools were looking at assessing and applying the same techniques as Coronado school.  
Superintendent Parra clarified that the same method was been used and it was being implemented at the other schools.  
He further added that all the schools were working together and that the schools had been meeting with Mrs. Canto to share their instruction.

Mr. Ruiz thanked Mrs. Jimenez for her presentation and mentioned that the professional development was very important and something that needed to be worked on. He added that he was happy to see all schools were working together.

Dr. Varona asked Mrs. Jimenez what would be one thing that she would ask the School Board Member to help her with.

Mrs. Jimenez mentioned that the Board's support was very important to continue to move forward.

Dr. Varona thanked her on behalf of the school board for her presentation.

2) Mary Welty Elementary – Aissa Bonillas, Principal (**continued**)

This presentation was continued to 1/28/16.

3) Robert Bracker Elementary – Tim Colgate, Principal

Superintendent Parra introduced Principal Tim Colgate to proceed with his presentation.

Mr. Colgate gave a Power Point presentation and a hard copy was provided to the Board in their packets.

Mr. Lucero asked Mr. Colgate why he was looking at a 5% increase instead of the 8% increase that Coronado had for their school, and what was the difference?

Mr. Colgate clarified that 5% was a significant increase but that they were not planning to stop there, that after they had obtained the 5% they would continue to increase it up more and hopefully reach above the 8%.

Mr. Ruiz thanked Mr. Colgate for the presentation and gave his support for the 5% and commended Bracker School for being on the right track of not stopping there but continuing to obtain more than the 5%.

Mr. Orozco made comments of support for what Mr. Colgate is doing for the school, especially this being his first year as Principal of the school.

Mr. Colgate mentioned that he was very happy with the teachers and they were willing to work together.

Dr. Varona asked how the Board could help in managing the campus.

Mr. Colgate mentioned that their moral support and any added budget possible was greatly appreciated.

Dr. Varona stated he would like all the schools to see the Governing Board as their partner because everything they do reflects on the Board.

Superintendent Parra made some comments of support and thanked the principals for their presentations. He further stated that the schools support each other and he's grateful for that.

Superintendent Parra confirmed the schools that were scheduled to present at the Special Meeting/Study Session on Thursday, January 28, 2016 at 3:00 p.m.

III. Adjournment of the Study Session

A motion was made by Mr. Ruiz and seconded by Mr. Orozco for adjournment of the special meeting.

Motion carried unanimously.

Session was adjourned at 3:52 p.m.

**APPROVED BY THE BOARD**

\_\_\_\_\_  
Dr. Marcelino Varona, Jr. President

\_\_\_\_\_  
Greg Lucero Clerk

\_\_\_\_\_  
Manuel "Manny" Ruiz Member

\_\_\_\_\_  
Barbara Mendoza Member

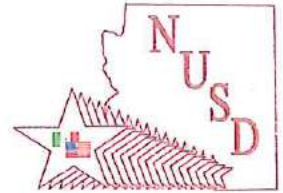
\_\_\_\_\_  
Santiny Orozco Member

Respectfully Submitted,  
Mary T. Lopez, Secretary  
February 8, 2016

(For exact statements made during the Board Meeting, you may request a copy of the DVD)



# Nogales Unified School District No. 1



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## NOGALES UNIFIED SCHOOL DISTRICT NO. 1 GOVERNING BOARD

Minutes of the Regular Meeting held on January 25, 2016

I. Attendance:

The following Board Members were present:

Dr. Marcelino Varona, President, Greg Lucero, Clerk, Members: Manny Ruiz, and Santiny Orozco

Not present: Barbara Mendoza, Member

a. Call to Order

Dr. Varona called the meeting to order at 3:52 p.m.

c. Adoption of the Agenda

A motion was made by Mr. Ruiz and seconded by Mr. Lucero for approval. Motion carried unanimously.

II. Approval of Governing Board Minutes

a. Study Session and Regular Governing Board Minutes of January 11, 2016.

A motion was made by Mr. Ruiz and seconded by Mr. Orozco for approval of the minutes as recommended to the Board.

Motion carried unanimously.

III. Governing Board/Superintendent Information

a. Superintendent Report, Celebration, Recognition, Announcements

1) NHS Wrestling Team Recognition/Letter Recognizing our Student Athletes

Superintendent Parra read a letter received by Mr. Miranda, NHS principal, from a retired superintendent of another district congratulating the wrestling team for their great behavior at a recent event. He further mentioned that the gentleman had included a check to be used for the wrestling team.

Superintendent Parra added that this was a great recognition and something positive that needed to be shared with the Board and the community.

The board congratulated the wrestling team and Mr. Miranda.

2) Southern Arizona's Personalized learning Summit and Tour on February 5, 2016. Edgenuity and Imagine Learning will be sponsoring the summit featuring Mary Welty Elementary School's blended learning programs.

Superintendent Parra gave a brief explanation about the summit and invited the Board Members to attend the event. He further mentioned that the NHS Mariachi would be performing and they would be receiving \$300 in donation for their participation during that hour.

3) Discipline-Suspension Report for First Semester SY2015-16

Superintendent Parra reported that this report was under Dr. Varona's request. That this was a semester report regarding long and short term suspensions and a copy was provided for information to the Board.

Dr. Varona thanked Mr. Parra for the report provided and added that it was good information to see how the discipline is progressing.

4) District Spelling Bee Update

Superintendent Parra gave an update and recognized Mrs. Canto and her team for a job well done. He added it had been a great and positive event. He further mentioned that they would bring the county results after the county's event.

Assistant Superintendent Angel Canto gave a report on the Spelling Bee and mentioned the three winners. Second place had been Walterio Palazuelos and first place Srishti Mitra, both from Desert Shadows Middle School and that third place had been Mariana Gomez a third grader from Challenger Elementary. She also mentioned the County Spelling Bee was scheduled for Thursday, February 4<sup>th</sup> at 9:00 a.m.

Mr. Ruiz thanked Mrs. Canto for the report.

Mr. Lucero mentioned he was looking forward to the county results.

Mr. Orozco also congratulated the winner and said that he also was looking forward to the county event.

Dr. Varona congratulated the students and thanked Mrs. Canto for the report.

5) Future Items:

- Report on Square Footage Update (Classroom/Building Capacity)
- 2015-2016 Projected Enrollment Report (100<sup>th</sup> Day)
- School Facilities Board Awarded Projects
- NUSD Facility Maintenance Projects Update
- School Security and Procedures
- Financial Reports:
  - Overall Salary Schedule and Overview of Teachers/Administrative Salary Steps-Rates (Personnel-Capital Expenses and Cost to the District)

Superintendent Parra reviewed the list of the upcoming items and mentioned these were items that were to be presented at future board meetings.

6) Student Activities/Auxiliary Operations Funds Extra Curricular Tax Credit

Copies provided in the Board's packets.

b. Governing Board Report, Celebration, Recognition, Announcements

Mr. Ruiz reported that he had attended the Mary Welty Elementary Christmas event and also the Lincoln School event and congratulated the schools for a job well done.

Mr. Orozco reported he had attended the STEM Conference in Phoenix. He stated he had learned about the different methods students learn. He added it had been very interesting and educational. He further mentioned that he had heard a speaker by the name of Elizabeth Holmes and that her speech had been very motivational.

Dr. Varona made some comments on the Board Reports and congratulated the schools for having celebrated the 100<sup>th</sup> day of school.

He further reported he had attended the STEM Conference and mentioned the classes he had attended. He further mentioned that he had attended the Kino Presentation and that he had been amazed to find out about the founder of "code.org" Hadi Partovi, and about millions of students who are involved in this program.

Dr. Varona also attended a session hosted by Jaime Casap, presenter from Google. He mentioned that Mr. Casap's speech on education in science and math had been a great presentation. He mentioned also attended the presentation by Elizabeth Holm an excellent presenter and a dynamic speaker. Dr. Varona added he had attended a couple more very informational sessions.

Finally, Dr. Varona donated a camera he won at a drawing at the STEM Conference. He asked that the District hold an essay contest on "What is the importance of STEM education" among the teachers and the winner would receive the camera plus \$300.00 to be matched for classroom supplies.

#### IV. Call to the Public

None

#### V. Consent Agenda Items

Dr. Varona read all items for the record.

A motion was made by Mr. Lucero and was seconded by Mr. Ruiz for approval of the Consent Agenda as presented to the Board.

Motion carried unanimously.

Mr. Ruiz wished Mr. Kramer good luck on his retirement at the end of the school year.

- a. Ratification of Expense/Payroll Vouchers
- b. Ratification of Student Activities/Auxiliary Operations Vouchers-October
- c. Ratification of Student Activities/Auxiliary Operations Vouchers-November
- d. Acceptance of Donation by NHS Band Boosters (\$7,000 to NHS Band to be used for upcoming Washington DC travel)
- e. Approval of Out of State travel for Marcia Mendoza – on 3/22/16-3/26/16 to Las Vegas to attend the National Business Ed. Assoc. Conference.
- f. Approval of Out of State Travel for NHS IB Team and Principal to attend the Spring IB Workshop in Houston, TX on 2/28-3/1/2016
- g. Approval of Personnel Agenda

VI. Action Items - None

VII. Information and Discussion Items

a. JTED Satellite-CTE Programs

- 1) To Consider a Proposal for Nogales Unified School District #1 to join Pima County Joint Education District and take possible action.

Superintendent Parra gave a briefly review and explained what the information contained.

Superintendent Parra mentioned that there had been three recent articles published in the newspapers in regards to the JTED and that said copies were provided to the Board in their packets. He further mentioned that there had been some changes on the procedures and Counsel Susan Segal was present to explain,

Ms. Tina Norton Pima County JTED Administrator was present telephonically.

Assistant Superintendent Angel Canto gave a Power Point presentation of JTED Timetable for an 11/18/16 Election, anticipated election costs, the projected taxes, PIMA JTED funding participation

Mrs. Susan Segal, NUSD attorney, explained about ARS §15-393 jurisdiction in the JTED funding.

Mrs. Canto made some final clarifications.

Mr. Parra made comments regarding the funding of the JTED and the ADM programs and explained that capital funding does not get affected.

Mrs. Norton stated that the presentation had been very thorough. She added there had been some positive moves in the Legislature and she was very hopeful to see some positive things happening.

Mr. Lucero asked for clarification on some of the items on the list of dates on the JTED election schedule and stated that the District should be looking at a more conservative timeline.

Mr. Segal explained that she could work out on an earlier schedule for the District to work on adopting a resolution.

Mr. Lucero asked about the District making an agreement with the County about the election services and if needed, when were they supposed to start with that process.

Mrs. Segal explained that that was a matter to be inquired with the county and that she would let the district know ahead when they would need to enter into the agreement. She further mentioned that a packet explaining all actions would be provided to them in May.

Mr. Lucero also asked about the election cost.

Mr. Ruiz clarified Mr. Lucero's concern by stating that the costs were divided between all entities.

Mr. Ruiz further stated that he was happy Pima JTED wanted to make NUSD part of their resolution. Further he asked that assuming the state

didn't pass the legislation restoring JTED funding, where District would stand.

Mrs. Segal made further clarification his concern and mentioned that there were still federal grants, namely the Perkins grant, where funding was available to help CTE programs.

Mr. Ruiz further asked about M&O being affected.

Mrs. Segal clarified Mr. Ruiz concern.

Mr. Lucero asked a follow-up question of what would be the District's obligation if the legislation did not pass.

Mrs. Segal clarified his concern.

Mr. Ruiz made a final comment that his concern was the community, the teachers and all the people's businesses that pay taxes and that he just felt these issues needed to be clarified and be fair to everyone.

Mrs. Segal made some additional comments about the Carl Perkins grant and the possibility to apply that funding to cover the difference of the program in worse-case scenario, if the District were to need it.

Superintendent Parra also added summary comments on what the District is looking at in projected taxes, what the state is projecting and the voting by the people.

- 2) To take possible action to form an advisory committee to make recommendations to the Governing Board of the Nogales Unified School District about the advisability of Nogales Unified School District #1 holding an election to join Pima County Joint Technical Education District

Superintendent Parra explained and gave his recommendation to include three teachers involved in this program.

Mr. Lucero asked for clarification about the election process.

Mrs. Segal explained.

Dr. Varona recommended that Mr. Lucero make a motion to approve a committee.

Appoint three CTE staff by Mr. Parra and for each Board Member to nominate one person to serve in the committee.

A motion was made by Mr. Lucero to authorize the appointment of an advisory committee to make recommendations to the Governing Board of the NUSD about the advisability of NUSD holding an election to join the Pima county JTED, that each Board Member would appoint/recommend one member to the committee and 3 CTE teachers would be recommended and included as non-voting members of the committee and was seconded by Mr. Ruiz.



Mr. Ruiz made a comment about the Legislature pushing the item to be out by Easter.

Dr. Varona asked for a roll call vote.

Mr. Ruiz, Mr. Lucero, Mr. Orozco and Dr. Varona voted "ay" to approve the advisory committee making the vote 4-0.  
Motion carried.

VIII. Requests for Future Agenda Items

Dr. Varona requested that a reminder be sent out that the next school board meeting on February 8, 2016 would start at 4:00p.m. with a tour at Wade Carpenter Middle School and from 4:30-5:30 to have students, teachers and parents present. The regular meeting would then start at 5:30 p.m.  
Dr. Varona also requested that Assistant Superintendent Canto give the board the summary comments on the presentation by the principals to be incorporated it into their budget information.  
Dr. Varona finally mentioned that a Study Session/Special Meeting was taking place on Thursday, January 28, 2016, to have the final schools presentations. Finally, Dr. Varona requested that sometime in March to have the principals make presentation on what they are doing at their sites on STEM.

IX. Adjournment

A motion was made by Mr. Ruiz and seconded by Mr. Lucero for adjournment of the public meeting.  
Motion carried unanimously.

Session was adjourned at 5:07 p.m.

**APPROVED BY THE BOARD**

\_\_\_\_\_  
Dr. Macelino Varona, Jr. President

\_\_\_\_\_  
Greg Lucero Clerk

\_\_\_\_\_  
Manny Ruiz Member

\_\_\_\_\_  
Barbara Mendoza Member

\_\_\_\_\_  
Santiny Orozco Member

Respectfully Submitted,  
Mary T. Lopez, Secretary  
February 8, 2016

(For exact statements made during the Board Meeting, you may request a copy of the DVD)

# Nogales Unified School District No. 1



## NOGALES UNIFIED SCHOOL DISTRICT NO. 1 GOVERNING BOARD

Minutes of the Special Meeting/Study Session held on January 28, 2016

### I. ATTENDANCE:

The following Board Members were present:

Dr. Marcelino Varona, Jr., President; Greg Lucero, Clerk, Members, Manny Ruiz

Not present: Members Barbara Mendoza and Santiny Orozco

#### a. Call to Order

Dr. Varona called the meeting to order at 3:00 p.m.

#### b. Pledge of Allegiance

Dr. Romero led all in the pledge.

#### c. Adoption of the Agenda

A motion was made by Mr. Ruiz and seconded by Mr. Lucero for approval of the agenda as presented to the Board.

Motion carried unanimously.

### II. STUDY SESSION

#### a. Individual School Presentations on AzMERIT Test Results-Scores/Academic Progress-Goals

##### 1) Mary L. Welty Elementary

Superintendent Parra introduced Mrs. Aissa Bonillas Principal at Mary L. Welty School.

Mrs. Bonillas gave a Power Point presentation and copies of the presentation were provided to the Board in their packet.

Mr. Ruiz thanked Mrs. Bonillas for her presentation and mentioned that he was seeing a good pattern moving forward.

Mr. Lucero made comments that he felt the 10% increase she was looking for was a concern to him because he saw it to be too high, and that he would like to see a more reasonable number so there are no disappointments.

Dr. Varona made comments of support but mentioned that he hopes that Mrs. Bonillas be cautious on the high standards required for the staff.

Mrs. Bonillas thanked the Board for their comments and clarified that she hopes for the 10% but that if they get to a lower percentage that they will be okay with it as long as they try hard to get to their goal.

Mrs. Ruiz rebuttal comments were that he was supportive of their high expectations and was hoping that the staff together with the support of the parents would reach their goal.

Mr. Lucero further added that he was happy to see Mrs. Bonillas work on her "game plan" and that the Board would support her.

Dr. Varona, on behalf of the Board, thanked Mrs. Bonillas for her presentation.

Superintendent Parra made comments about the principals' strategy and their general thinking for each to reach their goals and hold everyone accountable.

Dr. Varona asked Mrs. Bonillas what would be the one thing that she would need from the Board to be successful.

Mrs. Bonillas mentioned that the Board's time, support and understanding were very important.

## **2) Challenger Elementary**

Mr. Wil Arias gave a Power Point presentation.  
Copies of the presentation were provided to the Board in their packet.

Mr. Lucero thanked Mr. Arias for a great presentation.  
Mr. Lucero asked for clarification of the ELA goals on 3<sup>rd</sup> grade increase of 5%; 4<sup>th</sup> grade by 10% and 5<sup>th</sup> grade by 8%.

Mr. Arias clarified that the report was based on looking at an increase from last years' grades and their expectations for this new year.

Mr. Ruiz thanked Mr. Arias for his presentation and made some comments about challenging the grades percentages.

Dr. Varona asked what would be the one thing the Board could help the school to become more successful.

Mr. Arias explained that their support on having the time to practice, professional development, and time to learn new strategies.

On behalf of the Board, Dr. Varona thanked Mr. Arias for his presentation.

## **3) Lincoln Elementary**

Dr. Romero gave a Power Point presentation.  
Copies of the presentation were provided to the Board in their packets.

Dr. Romero thanked the Board for their positive trust and guidance. Further, she asked the Board's support for their technology to be upgraded and the possibility to have more laptops available.

Mr. Ruiz spoke about Dr. Romero's dedication to NUSD during her many years of service and the changes that they have seen throughout the years. He commended her for her commitment to the children and the community.

Mr. Lucero made comments about her school's 4<sup>th</sup> graders doing better than the other schools. He further mentioned he felt very welcomed at her school when he had visited.

Mr. Lucero finally thanked her for her presentation.

Dr. Varona thanked her for the presentation and stated that she had built great dynamics.

Dr. Varona on behalf of the Board thanked her for her leadership, her presentation, and for the many years of excellent service to NUSD.

#### 4) A.J. Mitchell Elementary

Ms. Michelle Olguin gave a Power Point presentation and copies were provided to the Board in their packet.

In addition, Ms. Olguin asked the Board to continue to have a positive atmosphere and professionalism that they have.

She further stated that the Board could support the school with grants, curriculum instruction and the technology, that all the departments were working together to help the schools.

Mr. Lucero thanked Mrs. Olguin for transferring from Bracker and for taking the challenge to serve as principal at A.J. Mitchell. He further congratulated her for her presentation.

Mr. Ruiz made comments on her percentage expectations and also for accepting the challenge to take over another school.

He further, thanked her for a great presentation and a job well done.

Dr. Varona mentioned that he was a great believer of going back to basics.

He made comments about the importance of bringing the culture and good climate to the schools.

Finally, on behalf of the Board, he thanked Mrs. Olguin for her presentation and her great leadership.

### III. Summary and Comments on the school presentations by the governing Board

Mr. Ruiz made comments about the State of Education changes and thanked the community for supporting education.

He thanked all the principals for their great presentations and for their hard work.

Mr. Lucero thanked Superintendent Parra for organizing the presentations. He further congratulated all the principals for doing a great job, and for articulating their presentations.

Dr. Varona mentioned that NUSD has a dynamic and tremendous leadership team and he was very happy with their accomplishment. He further mentioned NUSD now has a great climate, and that he can see the difference in a positive way.

Dr. Varona further thanked the teachers and all involved in the education of the children. He finally mentioned that the Board would do anything possible to continue and support the District to continue achieving their goals.

Superintendent Parra made final closing comments and mentioned that it's been a pleasure working with his team and with the present Governing Board and that he appreciates everything everyone does for the betterment of the District.

**IV. ADJOURNMENT OF THE STUDY SESSION**

A motion was made by Mr. Ruiz and seconded by Mr. Lucero for adjournment of the special meeting.  
Motion carried unanimously.

Session was adjourned at 5:30 p.m.

**APPROVED BY THE BOARD**

\_\_\_\_\_  
Dr. Macelino Varona, Jr.      President

Respectfully Submitted,  
Mary T. Lopez, Secretary  
February 8, 2016

\_\_\_\_\_  
Greg Lucero      Clerk

\_\_\_\_\_  
Manny Ruiz      Member

\_\_\_\_\_  
Barbara Mendoza      Member

\_\_\_\_\_  
Santiny Orozco      Member

(For exact statements made during the Board Meeting, you may request a copy of the DVD)



**NOGALES UNIFIED SCHOOL DISTRICT**

**AGENDA ITEM SUMMARY**

**ITEM:** Consent Agenda **APPROVED:**  
Ratification of Expense/Payroll Vouchers

**SUBMITTED BY:** Adelmo Sandoval **DATED:** 02/01/2016  
Finance Director

**BACKGROUND:** The following Voucher(s) need to be ratified for Payment:

**1) Payroll Voucher:**

P-15	Voucher #37	1036	JAN 22, 2016	\$	1,121,135.45
P-15.1	Voucher #38	1037	JAN 22, 2016	\$	1,424.34

**2) Expense Voucher:**

E 1115			JAN 28, 2016	\$	306,826.98
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**NOTE:**

The Expense Vouchers have been reviewed by one of the board members prior to releasing the warrants.

**RECOMMENDATION:**

The administrative recommendation is that the Governing Board approve the ratification of the Voucher(s), as presented.

**ENCLOSURE (S):**

Copies of Memorandums, District Voucher, Governing Board Resolution

RESOLUTION

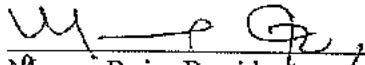
WHEREAS, pursuant to Arizona Revised Statute §15-321.G which states:


“An order for a salary or other expense shall be signed by a majority of the Governing Board. An order for salary or other expense may be signed between board meetings if a resolution to that effect has been passed prior to the signing at a regular or special meeting of the Governing Board and the order is ratified by the Board at the next regular or special meeting of the Governing Board.”

THEREFORE, BE IT RESOLVED that the Nogales Unified School District No. One Governing Board hereby resolves to utilize A.R.S. §15-321.G to allow an order for salary or other expense to be signed between board meetings prior to the signing at a regular or special meeting of the Governing Board and that the order be ratified by the Board at the next regular or special meeting of the Governing Board. The order shall be signed by a majority of Governing Board.

DATED this 11th day of May, 2015

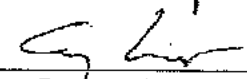
NOGALES UNIFIED SCHOOL DISTRICT NO. ONE GOVERNING BOARD

  
\_\_\_\_\_  
Manny Ruiz, President

  
\_\_\_\_\_  
Dr. Marcelino Varona, Board Clerk

\_\_\_\_\_  
Barbara Mendoza, Board Member

  
\_\_\_\_\_  
Santiny Orozco, Board Member


  
\_\_\_\_\_  
Greg Lucero, Board Member

# Nogales Unified School District No. 1

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## MEMORANDUM

Date: January 25, 2016  
To: Adelmo Sandoval, Finance Director  
From: Elizabeth Lopez, Payroll Specialist   
Re: RATIFICATION OF PAYROLL VOUCHER

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In accordance with the Governing Board Resolution dated May 11, 2015 I hereby submit to you the following payroll vouchers to be ratified at the next regular or special Governing Board Meeting.


<u>Date</u>	<u>Payroll #</u>	<u>Voucher</u>	<u>Amount</u>	<u>Check Type</u>
1/22/2016	15	37,1036	\$1,121,135.45	Employee/Deductions
1/22/2016	15.1	38,1037	\$1,424.34	Employee/Deductions

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Entity Number: 12-2-01

Voucher No: 37, 1036

Voucher Date: 01/22/2016

Prepared By: 

Pay Period: 15

Pay Cycle: BIWEEKLY

Printed: 01/27/2016 10:14:56 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$1,121,135.45 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2015 to June 30, 2016 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

  
1/22/16  
Administrator

Dr. Marcelino Varona Jr. President

Greg Lucero Board Clerk

Manuel Ruiz Board Member

Barbara Mendoza Board Member

Santiny Orozco Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$689,632.81	\$48,560.50	\$70,076.56	\$101,764.18	\$910,034.05
011	\$13,753.41	\$955.87	\$1,380.50	\$1,864.29	\$17,954.07
013	\$24,660.43	\$1,750.09	\$2,519.50	\$3,402.29	\$32,332.31
020	\$7,048.96	\$355.78	\$359.15	\$669.83	\$8,433.72
101	\$52,884.59	\$3,718.42	\$5,393.44	\$9,733.12	\$71,729.57
140	\$9,451.42	\$678.54	\$1,084.07	\$1,104.96	\$12,318.99
199	\$3,100.00	\$224.11	\$355.56	\$459.47	\$4,139.14
220	\$27,432.95	\$2,025.60	\$2,344.32	\$3,696.73	\$35,499.60
226	\$1,084.91	\$82.67	\$124.44	\$113.99	\$1,406.01
265	\$3,907.97	\$291.89	\$448.25	\$793.59	\$5,441.70
275	\$2,682.56	\$205.23	\$190.20	\$269.94	\$3,347.93
315	\$3,950.53	\$301.56	\$453.15	\$637.41	\$5,342.65
466	\$2,122.40	\$159.64	\$243.44	\$472.32	\$2,997.80
515	\$22.13	\$1.64	\$2.54	\$0.76	\$27.07
570	\$5,090.03	\$357.67	\$583.84	\$766.54	\$6,798.08
956	\$586.10	\$43.77	\$67.23	\$105.61	\$802.71
957	\$1,981.72	\$151.30	\$99.56	\$297.47	\$2,530.05
	\$849,392.92	\$59,864.28	\$85,725.75	\$126,152.50	\$1,121,135.45


# NOGALES UNIFIED SCHOOL DISTRICT #1

## VOUCHER

Entity Number: 12-2-01

Voucher No: 38, 1037

Voucher Date: 01/22/2016

Prepared By: 

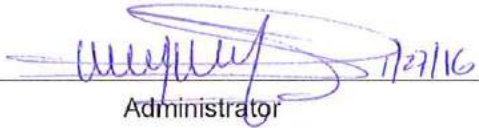
Pay Period: 15.1

Pay Cycle: BIWEEKLY

Printed: 01/27/2016 10:11:13 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$1,424.34 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2015 to June 30, 2016 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Administrator

Dr. Marcelino Varona Jr. President

Greg Lucero Board Clerk

Manuel Ruiz Board Member

Barbara Mendoza Board Member

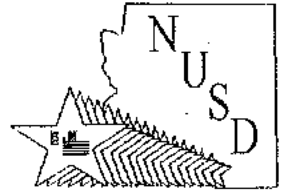
Santiny Orozco Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$679.33	\$51.98	\$77.92	\$8.76	\$817.99
011	\$43.57	\$3.33	\$5.00	\$0.24	\$52.14
013	\$33.52	\$2.57	\$3.84	\$0.18	\$40.11
020	\$5.03	\$0.37	\$0.57	\$0.03	\$6.00
101	\$424.54	\$32.48	\$48.70	\$2.38	\$508.10
	\$1,185.99	\$90.73	\$136.03	\$11.59	\$1,424.34



# Nogales Unified School District No. 1

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## Memorandum

**To:** Adelmo Sandoval, Finance Director

**From:** Isabel C. Alvarez, Accounts Payable Specialist *IA*

**Date:** January 27, 2016

**Re:** Ratification of Expense Voucher

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In accordance with Governing Board Resolution dated May 11th, 2015, I hereby submit to you the following Expense voucher to be ratified at the next regular or special Governing Board Meeting.

<u>Voucher No.</u>	<u>Date</u>	<u>Amount</u>
1115	01/28/2016	\$306,826.98

Thank you.

**NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER**

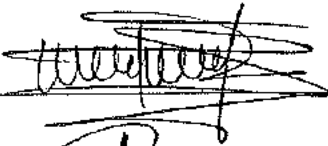

Voucher No: 1115

Voucher Date: 01/28/2016 Prepared By: IA

Printed: 01/27/2016 02:21:53 PM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$306,826.98 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2015 to June 30, 2016 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: \_\_\_ was approved at a public meeting of the governing board on \_\_\_\_\_ (A.R.S. 15-304), or \_\_\_ will be ratified at the next regular or special meeting of the governing board on \_\_\_\_\_ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.


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 Dr. Marcelino Varona Jr. President

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 Greg Lucero Board Clerk


 1/28/16  


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 Manuel Ruiz Board Member

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 Barbara Mendoza Board Member

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 Santiny Orozco Board Member

NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
001	MAINTENANCE & OPERATION	\$80,864.49
101	TITLE I - LEA	\$17,084.81
199	TITLE III - LEP PROGRAM	\$1,468.83
220	IDEA - BASIC GRANT	\$73.09
222	IDEA-SECONDARY TRAN. MENT. PROJ	\$260.00
260	CTE - BASIC GRANTS	\$1,135.91
290	MEDICAID REIMBURSEMENTS(MAC)	\$208.00
349	COUNTY FOREST FEES	\$17,410.40
374	E-RATE REIMBURSEMENT	\$1,460.03

Voucher No: 1115

Voucher Date: 01/28/2016

Fund		Amount
400	VOCATIONAL EDUCATION PRIORITY PROGRAMS	\$6,530.63
510	FOOD SERVICE	\$36,886.82
532	GIFTS & DON. DSMS	\$13,559.04
534	GIFTS & DON. CARPENTER	\$1,280.00
535	GIFTS & DON. LINCOLN	\$1,100.89
536	GIFTS & DON. MITCHELL ELEM	\$305.35
537	GIFTS & DON. WELTY ELEM	\$5.85
570	INDIRECT COSTS	\$6,093.11
575	UNEMPLOYMENT INSURANCE	\$6,865.91
610	UNRESTRICTED CAPITAL OUTLAY	\$9,179.58
855	EMPLOYEE INSURANCE PROGRAM WITHHOLDING	\$92,410.92
856	INSURANCE PROGRAM-PEB	\$9,403.35
957	TRANSPORTATION	\$3,239.97
		<b>\$306,826.98</b>

NOGALES UNIFIED SCHOOL DISTRICT NO. 1

AGENDA ITEM SUMMARY

ITEM: Consent Agenda APPROVED: \_\_\_\_\_  
Approval & Acceptance of School Facilities Board (SFB) Building Renewal Grant (BRG) Resolution for Nogales High School

SUBMITTED BY: Adelmo Sandoval Date Submitted: 2/2/2016  
Finance Director

CONTACT: Ricardo De La Riva, Support Services Director

**BACKGROUND:**

Nogales Unified School District # 1 was awarded a Building Renewal Grant to replace some structural issues at Nogales High School by the School Facilities Board on January 6, 2016.

Project # 120201210-1017-016BRG

Consideration, discussion, amendment, if desired, and approval of resolution (it) authorizing certain District officials to apply, for, accept, receive and, if awarded, expend School Facilities Board (SFB) Building Renewal Grant Funding for the correction of some structural issues at Nogales High School; and (ii) ratifying, confirming, and approving actions taken by the District Administration prior to or after today's meeting to obtain funding for the structural correction project at Nogales High School.

Building Renewal Grant Awarded Amount = \$3,750.00

**RECOMMENDATION:**

The administrative recommendation is that the Governing Board approve and accept the School Facilities Board Grant including the resolution for the Nogales High School Structural Correction Project.

**ENCLOSURES:**

Resolution  
School Facilities Board's Terms & Conditions

  
\_\_\_\_\_  
Administrative Approval Signature

2/2/16  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Approval Signature

\_\_\_\_\_  
Date

**RESOLUTION**

**A RESOLUTION OF THE GOVERNING BOARD OF NOGALES UNIFIED SCHOOL DISTRICT NO. 1 OF SANTA CRUZ COUNTY, ARIZONA ACCEPTING THE TERMS AND CONDITIONS FOR ACCEPTANCE OF MONIES FROM THE ARIZONA SCHOOL FACILITIES BOARD RENEWAL GRANT FUND, AND RATIFYING ALL ACTIONS TAKEN OR TO BE TAKEN TO FURTHER THIS RESOLUTION.**

**WHEREAS**, on January 16, 2016, the Arizona School Facilities Board (the "SFB") awarded Nogales Unified School District No. 1 of Santa Cruz County, Arizona (the "District") monies from its Building Renewal Grant fund for Project Number 120201210-1017-016BRG to correct structural issues (the "Project") at Nogales High School (the "School"); and

**WHEREAS**, the District must complete the Project to maintain the School's compliance with the State of Arizona's adequacy standards for student facilities; and

**WHEREAS**, neither the District's adopted budget for the current fiscal year nor its proposed budget for fiscal year 2015-2016 includes funding to undertake or complete the Project; and

**WHEREAS**, the District desires to accept funding from SFB to undertake and complete the Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF NOGALES UNIFIED SCHOOL DISTRICT NO. 1 OF SANTA CRUZ COUNTY, ARIZONA**, as follows:

**SECTION 1.** The recitals above are hereby incorporated as if fully set forth herein.

**SECTION 2.** The District hereby (i) ratifies the submission of the grant application to SFB, (ii) accepts funding from SFB in the amount of \$3,750.00 (the "Funding") for the Project and (iii) approves the Terms and Conditions for Acceptance of Monies from Building Renewal Grant Fund, in substantially the form and substance attached hereto as Exhibit A, and incorporated herein by reference.

**SECTION 3.** All actions of the District's Governing Board President, the District's Superintendent or authorized designee, or other officers and agents of the District which conform to the purposes and intent of this Resolution and which further the use of the SFB Funding to undertake and complete the Project as contemplated by this Resolution whether heretofore or hereafter taken, including the execution of the grant acceptance are hereby authorized, ratified, confirmed and approved. The proper officers and agents of the District are hereby authorized and directed to do all such acts and things and to execute and deliver all such documents on behalf of the District as may be necessary to carry out the terms and intent of this Resolution.

**PASSED AND ADOPTED** by the Governing Board of Nogales Unified School District No. 1 of Santa Cruz County, Arizona, February 8, 2016.

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Dr. Marcelino Varona Jr., President

EXHIBIT A  
TO  
RESOLUTION

[SFB Terms and Conditions for Acceptance of Monies from Building Renewal Grant Fund]

See following pages.



**SCHOOL FACILITIES BOARD**

Adopted: December 4, 2008

Modified: November 4, 2009, June 23, 2010, July 11, 2012

**TERMS AND CONDITIONS FOR ACCEPTANCE OF MONIES FROM  
BUILDING RENEWAL GRANT FUND**

Name of School District: Nogales Unified District      CTD No. 120201

Project Number: 120201209-1008-015BRG

**1. PURPOSE OF TERMS AND CONDITIONS**

These Terms and Conditions apply to the distribution of monies by the Arizona School Facilities Board ("Board") from the Building Renewal Grant Fund ("Fund") pursuant to Arizona Revised Statutes, ("A.R.S.") §15-2032.

These monies are being awarded to the District for the purpose of maintaining the adequacy of existing school facilities owned by school districts that are required to meet the minimum adequacy standards for student capacity and that fall below the minimum school facility guidelines. Districts are prohibited from using monies from the Fund awarded pursuant to these Terms and Conditions on any project that is in a building, or part of a building, that is being leased to another entity, including a district-sponsored charter school. All monies used must be in compliance with the statutory requirements found in A.R.S. §15-2032 and the Building Renewal Grant Policy adopted at the October 2, 2008 meeting of the Board.

**2. TERM OF TERMS AND CONDITIONS**

The term of this Terms and Conditions shall begin on the date of the District's signature and shall continue until the Completion Report pursuant to ¶ 4.2 is reviewed and approved by the Board.

**2.1 Abandonment of Project**

A Project is considered to be abandoned if construction has not begun within four months of Board approval. In such an instance, any unspent monies advanced by the Board to the District must be returned to the Board within thirty (30) days.

### **3. FINANCIAL CONDITIONS**

The District will accept a grant from the Fund in accordance with all applicable state statutes and rules, and will expend the funds in compliance with all provisions of such statutes and rules, including but not limited to, the following:

- a. Use of fiscal control and fund accounting procedures as prescribed in the Uniform System of Financial Records, which will insure proper disbursement of, and accounting for, monies paid to the District from the Fund;
- b. Compliance with the procurement rules adopted by the State Board of Education and the Arizona Procurement Code, as applicable;
- c. Compliance with all applicable state, federal, and local codes and laws related to buildings and building access, including permitting requirements of the Department of Environmental Quality for any construction project;
- d. Compliance with any applicable federal, state and local health or safety requirements.

#### **3.1 UNIFORM SYSTEM OF FINANCIAL RECORDS**

The District will maintain records as required by the Uniform System of Financial Records and provide access to those records to the Board as necessary to perform its duties. The District will cooperate with the Board or the Auditor General or any of their authorized representatives when audits are conducted as authorized by law. This cooperation includes access without unreasonable restrictions to the District's records and personnel for the purpose of obtaining relevant information

#### **3.2 SURPLUS FUNDS**

If the final cost of the Project is less than the amount awarded by the Board, the District shall return the unspent monies to the Board.

#### **3.3 UNFORSEEN CONDITIONS**

The District shall notify its School Facilities Liaison if any unforeseen conditions arise during Project implementation. The School Facilities Liaison will direct the District on how to proceed. The District must receive approval from the School Facilities Liaison to proceed if the unforeseen condition requires any change orders or will result in any changes in the contract value or contract scope.

### 3.4 LOCAL FUNDS

If the District intends to supplement the Project with additional funds, the District shall provide to the Board a resolution from the District's governing board setting forth the commitment of additional funding. The District's governing board's resolution shall clearly indicate the amount being committed in each project.

### 3.5 SCOPE OF WORK

The Board must approve any changes in the scope of the work of the Project. If changes in the scope of work are made without the Board's approval, the Board shall determine if the new scope of work satisfies the project criteria for funding. If the Board determines that the new scope in work does not meet the criteria for funding, the Board shall consider the Project abandoned. The District shall return any unspent monies to the Board, and reimburse the Fund for monies spent without proper authorization from the Board within thirty (30) days of being notified by the Board.

## 4. REPORTING REQUIREMENTS

The District will make reports to the Board as requested, and will cooperate with any evaluation of the grant and/or project as required by the Board. All expenditures and projects are subject to audit. All construction and related contracts entered into by the District shall contain a clause that will permit the Board and/or the District to audit the contract.

### 4.1 PUBLIC RECORD

Any application, report or plan, including school designs or architectural drawings relating to the funded Project in the possession of the District or its agents or designees is deemed a public record as defined by Arizona law.

### 4.2 COMPLETION REPORT

The District shall provide a completion report in a format prescribed by the Board, and shall maintain records for five years following the completion of the project, which show:

- a. The amounts received from the Fund;
- b. How the District spent the monies received from the Fund;
- c. The total cost of the project;
- d. The share of the total cost provided from other sources;

- e. A list of all change orders that were approved for a construction project.

## **5. INSURANCE REQUIREMENTS**

For all construction projects, the District agrees to secure insurance coverage for purposes of general liability, property damage and workers' compensation and secure performance and payment bonds.

## **6. AUDIT OF RECORDS**

Pursuant to A.R.S. §§ 35-214 and 35-215, the District shall retain and shall contractually require each subcontractor to retain all data, books and other records ("records") relating to these Terms and Conditions for a period of five years after completion of these Terms and Conditions. All records shall be subject to inspection and audit by the State for five years after the termination of these Terms and Conditions.

## **7. AVAILABILITY OF FUNDS**

Every payment obligation of the State under these Terms and Conditions is conditioned upon the availability of funds allocated for the payment of such obligations. If funds are not allocated and available for the continuance of the Project, these Terms and Conditions may be terminated by the State at the end of the period for which funds are available. No liability shall accrue to the State in the event this provision is exercised, and the State shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

## **8. RESOLUTION OF DISPUTES**

The Parties to these Terms and Conditions agree to resolve all disputes arising out of or relating to these Terms and Conditions through arbitration, after exhausting applicable administrative review, to the extent required by A.R.S. § 12-1518, except as may be required by other applicable statutes.

## **9. NON-DISCRIMINATION**

The Parties shall comply with Executive Order 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities and all other applicable State and Federal employment laws, rules, and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that Districts for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability. However, Indian tribes are exempt from the definition of employer for both federal and State Civil Rights Act.

## **10. TERMINATION**

Each party shall have the right to terminate this Agreement by notifying the other party in writing of the termination at least thirty (30) days prior to the effective date of said termination. If the Agreement is terminated by the Board, the District shall be paid for all the allowable costs incurred prior to the date of termination. The payment of costs may be subject to audit verification by the Board or its duly authorized representative.

## **11. ASSIGNMENT AND DELEGATION**

Neither party may assign any rights hereunder without the express, prior written consent of both parties.

## **12. CANCELLATION FOR CONFLICT OF INTEREST**

The parties acknowledge that these Terms and Conditions are subject to the cancellation provisions set forth in A.R.S. § 38-511.

## **13. ENTIRE AGREEMENT**

These Terms and Conditions contain the entire understanding of the parties hereto. There are no representations or provisions other than those contained herein. Any amendment or modification of these Terms and Conditions shall be consistent with section 1 of these Terms and Conditions.

## **14. APPLICABLE LAW**

These Terms and Conditions shall be governed and interpreted by the laws of the State of Arizona.

## **15. THIRD PARTY ANTITRUST VIOLATIONS**

The District assigns to the State any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to the District toward fulfillment of these Terms and Conditions.

## **16. PROGRAM REVIEW AND SITE VISITS**

The Board has the right to make site visits at reasonable intervals for purposes of review of Project accomplishments and management control systems and to provide technical assistance, if required. The District will provide reasonable access to facilities, office space, resources, and assistance for the safety and convenience to the Board's representatives in the performance of their duties. All site visits and evaluations must be performed in a manner that does not unduly interfere with or delay the work.

## **17. RIGHTS IN DATA**

The Board may duplicate, use, and disclose in any manner and for any purpose whatsoever, within the limits established by Federal and State laws and regulations, all information relating to these Terms and Conditions.

#### **18. FEDERAL IMMIGRATION AND NATIONALITY ACT**

By entering into the Contract, the District warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The District shall obtain statements from its contractors and its subcontractors certifying compliance and shall furnish the statements to the Board upon request. These warranties shall remain in effect through the term of the Terms and Conditions. The District and its contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor's Immigration and Control Act, for all employees performing work under the Contract. I-9 forms are available for download at USCIS.GOV.

The State may request verification of compliance for any of the District's contractor or subcontractor performing work under these Terms and Conditions. Should the State suspect or find that the District or its contractor or any of its subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Terms and Conditions for default, and suspension and/or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

#### **19. PROHIBITION OF SCRUTINIZED BUSINESS OPERATION**

Pursuant to ARS §35-393.06 and ARS § 35-391.06, the District's contractors shall certify that they do not have a scrutinized business operation in either Sudan or Iran.

#### **20. PURSUANT TO E-VERIFY REQUIREMENT, A.R.S. § 41-4401**

- 20.1 The District's contractors must warrant compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 23-214(A). (That subsection reads: After December 31, 2007, each employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-verify program.)
- 20.2 A breach of warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of contract and the contractor may be subject to penalties up to and including termination of the contract.



20.3 Failure to comply with a Board audit process to randomly verify the employment of contractors and subcontractors shall be deemed a material breach of contract and the contractor may be subject to penalties up to and including termination of the contract.

20.4 The Board retains the legal right to inspect the papers of any employee who works on the Project to ensure that the contractor or subcontractor is complying with the warranty under paragraph 1.

**21. CERTIFICATION / AUTHORIZATION**

These Terms and Conditions must be signed by the President of the Governing Board of the District and certifies that he or she has read these Terms and Conditions and represents and warrants that he or she is duly authorized to agree and accept and therefore sign these Terms and Conditions on behalf of the District

\_\_\_\_\_  
Governing Board President (signature)

\_\_\_\_\_  
Date

Dr. Marcelino Varona Jr.  
Governing Board President (printed name)

Nogales Unified District  
School District

PROJECT#: 120201210-1017-016BRG

**NOGALES UNIFIED SCHOOL DISTRICT #1  
PERSONNEL AGENDA ITEM SUMMARY  
February 8, 2016**

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CONSENT ITEM: Personnel Agenda Summary  
SUBMITTED BY: Mayra Zuniga, Human Resources Director  
DATED: February 2016

1. **Reclassification of Employee for School Year 2015-2016**
  - a. Yvonne Romero, Teacher to Substitute at Desert Shadows Middle School
2. **Resignation of Employee and Assessment Of Liquidated Damages**
  - a. Antonia Vladimirova, Teacher at Desert Shadows Middle School effective February 8, 2016
3. **Resignation of Employees**
  - a. Flora Lineiro, Teacher at AJ Mitchell Elementary School effective May 20, 2016
  - b. Odette Lopez, Computer Lab Specialist at Nogales High School effective February 12, 2016
4. **Approval of Employee Medical Leave Extension**
  - a. Name on File in Human Resources Office

**5. Volunteers for School Year 2015-2016**

	<b><u>School Site</u></b>	<b><u>Last Name</u></b>	<b><u>First Name</u></b>	<b><u>Parent/Non-Parent</u></b>	<b><u>Expiration Date</u></b>
a	AJM	*Acuna	Leticia	Non-Parent	May 2016
b	Welty	Corrales	Mayra	Parent	May 2017
c	Welty	Munoz	Jessica	Parent	May 2022
	* Non-Parent w/Finger Print Clearance				

**RECOMMENDATION**

The administrative recommendation is to approve the personnel items as presented.

\* Recommendation is for the Governing Board to approve the personnel as presented, contingent upon satisfactory completion of administrative requirements, as determined by the Superintendent.

\*\* Recommended for ratification by the Governing Board.

\*\*\*Retired employee direct hire.

**NOGALES UNIFIED SCHOOL DISTRICT #1  
PERSONNEL AGENDA ITEM SUMMARY  
February 8, 2016**

---

CONSENT ITEM: Addenda for School Year 2015-2016  
 SUBMITTED BY: Mayra Zuniga, Human Resources Director  
 DATED: February 2016

As additional addenda are needed, they are brought to the Governing Board for approval. Based on current Career and Technical Education (CTE) needs, the following addenda are being requested to be paid with grant funds.

Type	#	Amount	DAC	Description	Account
Addendum	1	\$500.00	NHS	Automotive Technologies Dual Enrollment	590.100.1000.6122.210
Addendum	1	\$900.00	NHS	FCCLA Advisor Fashion Design and EC Development	260.270.1000.6122.210

**RECOMMENDATION**

It is the administrative recommendation that the addenda be approved based on current CTE needs. The request has been reviewed by the Superintendent, and Finance Director and it has been determined that there is available funding to support the request.

The administrative recommendation is to approve the additional addenda as presented.

**NOGALES UNIFIED SCHOOL DISTRICT #1  
PERSONNEL AGENDA ITEM SUMMARY  
February 8, 2016**

---

**CONSENT ITEM:** Teacher Evaluation System Verification  
Statement of Assurance

**SUBMITTED BY:** Mayra L. Zuniga, Human Resources Director  
Angel Canto, School Improvement Director

**DATED:** February 2016

**BACKGROUND:** This item is submitted on an annual basis to the Governing Board. The Statement of Assurance submitted is to satisfy state statute requirements and report to Arizona Department of Education. Arizona Revised Statute (A.R.S.) §15-952.A.3 specifies that local governing boards must submit evidence to the State Board of Education that the evaluation system originally approved by the Board continues to meet all requirements set forth in A.R.S §15-537. (Note: local governing board approved modifications are considered part of the original document)

The attached Statement of Assurance form is used as the basis for submitting an aggregated list of participating districts to the State Board of Education at the regularly scheduled meeting in February 2016. The Board ratification/approval will also signify that participating districts may continue the 1.25% budget level (expended solely for teacher compensation as specified in A.R.S. §15-952, Paragraph C) initially approved by the state legislature.

**RECOMMENDATION:** The administrative recommendation is for the Governing Board president or designee to sign the Statement of Assurance to the Arizona Department of Education as specified above. The Superintendent will direct staff to submit the Statement of Assurance through ALEAT.

**ENCLOSURES:**

Copy of the Statement of Assurance Form



State of Arizona  
Department of Education

### STATEMENT OF ASSURANCE

TEACHER EVALUATION SYSTEM STATUS – (FY 2016-2017)

A.R.S. §15-952.A & A.R.S. §15-537

SCHOOL DISTRICT: Nogales Unified School District

Directions: Each statement below needs to be checked and the statement signed by the district Governing Board President or designee. Statements must be submitted to the Arizona Department of Education by February 1, 2016.

The district system is in compliance with A.R.S. §15-537.

Monies have, or will be expended solely for teacher compensation as specified in A.R.S. §15-952, Paragraph C.

Check if any schools are district sponsored charters.

PRINT: \_\_\_\_\_  
(Governing Board President or designee)

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

RETURN TO:

Submit through ALEAT



NOGALES UNIFIED SCHOOL DISTRICT NO. 1

AGENDA ITEM SUMMARY

ITEM: Consent Agenda APPROVED: \_\_\_\_\_  
Approval to exceed the \$100,000 threshold with Imagine Learning for FY 15-16

SUBMITTED BY: Adelmo Sandoval DATE SUBMITTED: 2/2/2016  
Finance Director 

**BACKGROUND:**

The vendor, Imagine Learning is the sole source provider of the Imagine Learning and Big Brainz software products. The District has purchased both products for the instructional software school needs. The quality and prompt processing times that this vendor is able to provide are the determining factors for the District to select this vendor for its technology equipment requirements. Imagine Learning currently holds the Strategic Alliance for Volume Expenditures (SAVE) Cooperative Contract 15-16-001.

It is expected this Fiscal Year's expenditures for this vendor will be approximately \$200,000 under the SAVE Cooperative Contract # RFP 15-16-001. Exceeding the \$100,000 threshold requires governing board approval.

Therefore, it is recommended that the Governing Board approve the written determination authorizing the district exceed this threshold to be compliance with the School District Procurement Rules. It is in the District's best interest to approve this written determination.

**RECOMMENDATION:**

The Governing Board authorizes the district to exceed the \$100,000 threshold up to \$200,000 for the Imagine Learning for Fiscal Year 2015-2016.

**ENCLOSURES:**

None

  
\_\_\_\_\_  
Administrative Approval

2/2/16  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Member Approval

\_\_\_\_\_  
Date



NOGALES UNIFIED SCHOOL DISTRICT NO. 1

AGENDA ITEM SUMMARY

ITEM: Consent Agenda APPROVED: \_\_\_\_\_  
Award for Sole Source status to Imagine Learning Incorporated

SUBMITTED BY: Adelmo Sandoval DATE SUBMITTED: 2/2/2016  
Finance Director

CONTACT: Kathy Scott, Grants Director

**BACKGROUND:**

The Imagine Learning software currently in use at NUSD is sole proprietorship of the Imagine Learning Company. Imagine Learning has also acquired the Big Brainz software product.

School District Procurement Rule R7-2-1053 paragraph A states, "A contract may be awarded for a material, service or construction item without competition if the governing board determines in writing that there is only 1 source for the required material, service or construction item. The school district may require the submission of cost or pricing data in connection with an award under this Section. Sole source procurement shall be avoided, except when no reasonable alternative source exists. A copy of the written evidence and determination of the basis for the sole source procurement shall be retained in the procurement file by the school district."

Therefore, it is recommended that the Governing Board acknowledge the written determination that there is only one source at each district location to provide these services and that no reasonable alternative exists. This recommendation is in compliance with the School District Procurement Rules. It is in the District's best interest to approve the recommended sole source procurement.

Sole Source Type:


- This is the only vendor that can provide this product/service.
- Utilizing another vendor for this product/service would be too costly to transition existing infrastructure.
- This vendor is the only provider for this product/service in our area. We are obligated to use this vendor for this product/service.

**RECOMMENDATION:**

Approval of the written determination to award sole source status to Imagine Learning Incorporated 2015-2016.

**ENCLOSURES:**

Vendor letter from Imagine Learning Incorporated

 \_\_\_\_\_  
Administrative Approval Date

2/2/16

\_\_\_\_\_  
Board Member Approval Date



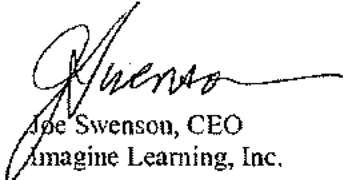
January 28, 2016

To Whom It May Concern:

This is to certify that Imagine Learning, Inc. is the sole source and exclusive distributor of the Imagine Learning, Imagine Learning Español, and Big Brainz products and services. These programs are unique and cannot be obtained from any other vendor.

The Imagine Learning software program, the Imagine Learning Español software program, the Big Brainz software program, and the Imagine Island television show (including all books and all other content) are protected by both copyright and trademark. Under the current Copyright Act, these products are afforded federal copyright status since their creation. The products were created by employees of Imagine Learning as a "work for hire," and, therefore, Imagine Learning is the author and owner of the copyright. Imagine Learning has provided copyright markings on these products and associated marketing materials since it was first distributed, and will continue to endeavor to display copyright markings in appropriate locations. With regard to this trademark protection, Imagine Learning, Inc. owns four federal trademark registrations for marks covering various words and/or design elements that are used in association with these products to identify Imagine Learning as the origin of the product.

Sincerely,

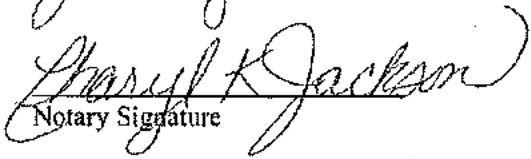
  
Joe Swenson, CEO  
Imagine Learning, Inc.



State of Utah)

County of Utah) §

Subscribed and sworn to before me on the 29 day of January, 2016  
by Joe Swenson

  
Notary Signature

NOGALES UNIFIED SCHOOL DISTRICT NO. ONE

AGENDA ITEM SUMMARY

**ITEM:** ACTION Agenda **APPROVED:**  
Approval of Out of State Travel for Governing Board Member

**SUBMITTED BY:** Fernando Parra **DATE SUBMITTED:** 2/2/2016  
Superintendent

**BACKGROUND:**

The International Baccalaureate Organization will be providing a professional development opportunity for key school district personnel at the Conference of the Americas in Toronto Canada from July 13-17<sup>th</sup>.

The following Governing Board Member is requesting travel authorization:

- Dr. Marcelino Varona

Travel costs are expected to be as follows:

Registration Costs =	= \$ 1,293.85
Airline Costs =	= \$ 515.20
Hotel Costs =	= \$ 599.64
Meal Reimbursement =	= \$ 216.00 to be paid in FY 16/17
Transportation Costs (mileage & airport parking)	= \$ 92.00 to be paid in FY 16/17
Total Estimated Travel Costs	= \$ 2,716.69

**RECOMMENDATION:**

The administrative recommendation is that the Governing Board approve the Out-of-Country Travel Request as attached for travel from July 13-17, 2016.

**ENCLOSURES:**

International Baccalaureate Organization – Conference of the Americas Information  
Travel Request Form

  
\_\_\_\_\_  
Administrative Approval Signature

2/2/2016  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Approval Signature

\_\_\_\_\_  
Date

# Register

---

Register for the full regional conference, and purchase additional passes for the pre-conference sessions taking place on 14 July 2016.

You can also [register a companion](#), if you've already bought your conference ticket.

[Register now](#)

If you're looking for information on registering as a sponsor or exhibitor, please visit our [dedicated sponsors and exhibitors page](#).

## Registration options

Below, you'll find details about each registration option.

Full conference registration:

## US\$895 until 11 March 2016

Includes:

- all conference activities
- opening reception on Thursday 14 July
- lunch and refreshment breaks on Friday 15 July
- lunch, refreshment breaks, and closing celebration on Saturday 16 July
- refreshment break on Sunday 17 July.

From 12 March 2016 onwards the full conference registration will cost US\$995; if you register before 11 March you'll save US\$100 on your ticket.

[Register now](#)

## Full conference, plus full day pre-conference: US\$1,145 until 11 March 2016

Includes everything in the full conference registration, plus access to a full day of pre-conference sessions on 14 July 2016.

After 12 March 2016, registration for the conference and full-day of pre-conferences will cost US\$1,245.

[Register now](#)

## Full conference, plus half-day pre-conference: US\$1,094 until 11 March 2016

Includes everything in the full conference registration, plus access to a full day of pre-conference sessions on 14 July 2016.

After 12 March 2016, registration for the conference and full-day of pre-conferences will cost US\$1,194.

[Register now](#)

## Companion special events pass: US\$225

The companion special events pass allows conference participants to bring a companion to the following events

- Opening reception on Thursday evening 14 July 2016.
- Closing dinner and reception on 16 July 2016.

We encourage attendees to register their companion as early as possible as limited space is available. Please note that companions may not attend other conference events and meals.

[Register now](#)

## Cancellation policy

Any cancellation occurring before 24 June 2016 will incur a credit note of the full amount of the registration fee.

There will be no refunds for cancellations made either on 24 June 2016 or afterwards.

## How to pay

If you need further information on payments and you are registering as a representative of an interested, authorized or candidate IB World School, please read our [guidance on how to pay](#).

If you have any questions about registration, please contact IB Americas at +1 301 202 3025 or via email at [ibaconference@ibo.org](mailto:ibaconference@ibo.org).



The 2016 IB Conference of the Americas will be the single best place to meet and collaborate with IB educators from North, Central, South America, and the world. Discover new ideas to further develop your IB programme, learn from IB practitioners, reflect on your practice, and leave with inspiration and renewed energy to bring back to your school.

Join us at the Sheraton Centre Toronto Hotel, on 14-17 July 2016 for four inspiring and thought provoking days of events. Don't miss the incredible stories from our featured speakers and breakout presenters. The 2016 IB Conference of the Americas is the perfect professional development opportunity for heads of schools, coordinators, teachers, district and school board officials to promote best practices in the IB Americas region.

### Where

Sheraton Centre Toronto Hotel  
123 Queen St West  
Toronto, Ontario ON M5H 2M9

[REGISTER NOW!](#)

Canada

+1 416-361-1000

[Details](#)

### When

Thursday, July 14, 2016 - Sunday, July 17, 2016

### Questions?

[IB Americas Conference Team](#)

## Hotels and travel

---

Below, you'll find information on booking accommodation and travelling to the conference.

All events for the 2016 IB Conference of the Americas will take place at the Sheraton Centref Toronto Hotel.

### Booking accommodation

Attendees of the conference can book a room at the Sheraton Toronto Hotel at a discounted rate.

For conference attendees rooms are \$185 Canadian dollars (CAD) per night, plus taxes and fees. Currently, these are harmonised sales tax (HST) at 13% and Destination Marketing Program (DMP) 2.66%.

[Book a room](#)

Attendees must identify themselves as part of the International Baccalaureate if reserving a room over the phone. If you do reserve a room by phone, please give the the following group code: International Baccalaureate Organization Annual Meeting "IBO".

This will ensure you will receive the quoted guestroom rate.

For calls from the USA and Canada, please use 1-888-627-7175. If you're calling from outside the US or Canada, [find the phone number you should use](#).

We encourage participants to make reservations as soon as possible. Attendees will be charged 1 nights deposit at time of booking. The quoted rate is available until 5pm on Friday 20 June, 2016.

## Getting to the conference

There are two airports close to the conference venue.

- Toronto Island Airport (YTZ) is 3.1 miles from the hotel
- Pearson International Airport (YYZ) is 17.4 miles from the hotel

## Flight discounts

All conference attendees are eligible for airline discounts. Please see below for discount instructions.

- **Air Canada:** You may book online at [www.aircanada.com](http://www.aircanada.com), then enter promotional code, **CHC3JCV1**, in the search panel.
- **Porter Airlines:** Please book online at [www.flyporter.com](http://www.flyporter.com). Once you enter the city you are flying from and to Toronto additional fields will come up where you will enter promo code, promo code **IBCA16**.
- **United:** You may book online at [www.united.com/meetings](http://www.united.com/meetings), then click on Book Meeting Reservations and enter your Offer Code **ZVVQ24584** when searching for your flights. If booking through a travel professional or you would like to call United Meetings= (800-426-1122), give them the Agreement Code: 245841 and Z Code: ZVVQ. There is a \$25 service fee for all tickets issued through the airlines reservation desk. If calling from outside of the U.S., please call your local United Airlines Reservation Office, book online, or email [groupmeetings@united.com](mailto:groupmeetings@united.com) and provide your agreement code and meeting Z code. Please allow 24 hours for email requests to be processed.
- **Delta Airlines:** You may book online at [www.delta.com](http://www.delta.com), select "Book a Trip", then click on "Advanced Search" and enter the Meeting Event code **NMMKK** on the form along with your trip information. You may also call the Delta Meeting Network\* Reservations at 1-800-328-1111, Monday - Friday, 7:30 - 19:30 (Central Time) and refer to above Meeting Event Codes. There is a \$25 service fee for all tickets issued through the airlines reservation desk.

## Bringing the correct travel documents

All non-Canadian citizens must present proof of citizenship to enter Canada.

A valid passport is an acceptable form of identification but depending on your country of origin, you may be required to obtain a visa to enter Canada. Please contact your embassy to confirm entry requirements.

We recommend that you consult with the Canada Consulate closest to you to learn about visas requirements and acceptable travel documentation for entry to Canada.

Read about the Citizenship & Immigration of Canada's new [travel requirement for visa-exempt foreign nationals](#).

## Getting around Toronto

For more information about ground transportation and the city of Toronto, Ontario please [visit See Toronto Now](#).

## Nogales Unified School District No.1 CONFERENCE/TRAVEL REQUEST

**CHECK ONE:**  Travel Within State  Travel Out-of-State Today's Date 1/29/16

Name Dr. Marcelino Varona Jr. Position/Grade Gov. Board President School/Dept:

Name of Conference IB Conference of the Americas 2016  
City/State: TORONTO, CANADA

Date of Departure 7/13/16 Time of Departure 7:00am Total Nights Out-of-Town 4  
Date of Return 7/17/16 Time of Return 4:00 PM  
Conference Start Date: 7/13/16 Conference End Date: 7/17/16

Have you been cleared for Driving? (Have you submitted the Annual MVR Form to HR?) Yes  No   
If no, please contact the Human Resources Department to obtain this annual form.  
Is this conference or one similar available through a webinar? Yes  No

How would this conference benefit the school district?  
Better understand the program and updated information

What are your plans for sharing this information?  
share the information with Administrators @ High School and Board colleagues.

**APPROXIMATE DISTRICT EXPENSE:**  
(circle one) Airplane District Vehicle Personal Vehicle \*Rental Car  
Other \_\_\_\_\_

Approval for Car Rental: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ \*Attach justification in writing to travel form  
Superintendent

	Total Cost	Budget Code
Transportation:	\$ <u>607.20</u>	<u>001.100.2310.6580.501</u>
Meals:	\$ <u>216.00</u>	<u>001.100.2310.6580.501</u>
Lodging:	\$ <u>599.04</u>	<u>001.100.2310.6580.501</u>
Registration Fee:	\$ <u>1,293.85</u>	<u>001.100.2310.6580.501</u>
Substitute Cost	\$ <u>0 -</u>	
<b>Total Cost to go</b>	<b>\$ <u>2,716.09</u></b>	

*Archive, mileage  
Airport pkg*

**FOR YOUR SUBSTITUTE AS SOON AS YOU RECEIVE APPROVAL TO TRAVEL**  
Number of days a substitute is needed N/A

Marcelino Varona Jr.  
Signature of Traveler

CALL

**REQUIRES SIGNATURES OF ALL SUPERVISORS AFFECTED BY YOUR ABSENCE**

Date Approved	Date Disapproved	Signature of Supervisor/Principal
Date Approved	Date Disapproved	Signature of Grants Coordinator
<u>2/2/2016</u>		<u>[Signature]</u>
Date Approved	Date Disapproved	Signature of Superintendent

**OUT-OF-STATE TRAVEL**

**NOGALES UNIFIED SCHOOL DISTRICT #1  
AGENDA ITEM SUMMARY  
February 8, 2016**

---

**ACTION ITEM:** Approval of 2016-2017 School Year Calendar  
**SUBMITTED BY:** Mayra Zuniga, Human Resources Director  
**DATED:** February 2016

**BACKGROUND:** The 2016-2017 NUSD#1 School Calendar has been prepared with input from all NUSD administrators and staff. In addition, we have solicited public comment through the announcement on the NUSD website and publication in the Nogales International; Tuesday, February 2, 2016 and Friday, February 5, 2016. As of Tuesday, February, 2, 2016 at 5:00 p.m. there were no public comments made.

The highlights of the calendar are as follows:

- 180 instructional days
- First day of school – Thursday, August 11, 2016
- Last day of school – Friday, May 26, 2017
- Fall Break - October 10 – 14, 2016
- Spring Break – March 13 – 17, 2017
- Holiday Break – December 26, 2016 – January 6, 2017

State Test Dates have been indicated as “TBA” or “To Be Announced” on the calendar. We will provide test date information when it is available.

**RECOMMENDATION:** The administrative recommendation is for the NUSD Governing Board to approve the School Year Calendar for 2016-2017 as presented.

**ENCLOSURES:**

2016-2017 NUSD#1 CALENDAR

Nogales International, Tuesday, February 2, 2016 Ad for public comment



## Nogales Unified School District #1 2016-2017 CALENDAR

180 INSTRUCTIONAL DAYS REQ  
Board Approved

July						
S	M	T	W	T	F	S
					1	2
		4	5	6	7	8
	9	10	11	12	13	14
	15	16	17	18	19	20
	21	22	23	24	25	26
	27	28	29	30		
31						

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					
						15

September						
S	M	T	W	T	F	S
				1	2	3
	4	5	6	7	8	9
	10	11	12	13	14	15
	16	17	18	19	20	21
	22	23	24	25	26	27
	28	29	30			
						21

October						
S	M	T	W	T	F	S
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
	14	15	16	17	18	19
	20	21	22	23	24	25
	26	27	28	29		
30	31					16

November						
S	M	T	W	T	F	S
	1	2	3	4	5	
	6	7	8	9	10	11
	12	13	14	15	16	17
	18	19	20	21	22	23
	24	25	26	27	28	29
	30					
						19

December						
S	M	T	W	T	F	S
				1	2	3
	4	5	6	7	8	9
	10	11	12	13	14	15
	16	17	18	19	20	21
	22	23	24	25	26	27
	28	29	30	31		
						17

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28		
	29	30	31			16

February						
S	M	T	W	T	F	S
			1	2	3	4
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29					
						19

March						
S	M	T	W	T	F	S
			1	2	3	4
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29	30	31			
						18

April						
S	M	T	W	T	F	S
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
	14	15	16	17	18	19
	20	21	22	23	24	25
	26	27	28	29	30	31
						19

May						
S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					
						20

June						
S	M	T	W	T	F	S
				1	2	3
	4	5	6	7	8	9
	10	11	12	13	14	15
	16	17	18	19	20	21
	22	23	24	25	26	27
	28	29	30			
						17

IMPORTANT CLASS SCHEDULE DATES	
New Teacher Inservice	August 4 & 5, 2016
All Teacher Inservice	Aug 8, 9 & 10, 2016
First Day of Class	August 11, 2016
End 1st Quarter	October 7, 2016
Non-Teaching Days	October 11-14, 2016
End of 2nd Quarter	December 16, 2016
End 1st Semester	December 23, 2016
100th Day	January 25, 2017
End 3rd Quarter	March 10, 2017
Non-Teaching Day	April 17, 2017
End 4th Quarter	May 19, 2017
Last Day of School	May 26, 2017
End 2nd Semester	May 26, 2017
STATE TEST WINDOWS	
State Test HS Writing - Fall	TBA
State Test HS Reading - Fall	TBA
State Test HS Math - Fall	TBA
State Test HS Writing - Spring	TBA
State Test HS Reading - Spring	TBA
State Test HS - Math- Spring	TBA
State Test HS - Science- Spring	TBA
State Test - 9th Grade - Spring	TBA
State Test -3rd - 10th Grade - Spring	TBA
State Test Science Gr 4 & 8	TBA
GRADUATION DATES	
July 4 - Independence Day	PIERSON - May 23, 2017
September 5 - Labor Day	DSMS - May 24, 2017
October 10- Columbus Day	WCMS - May 25, 2017
October 11-14 - Fall Break	NHS - May 26, 2017
November 11 - Veteran's Day	
November 24 & 25 - Thanksgiving	
December 26 - January 6 - Winter Break	
January 16 - Martin Luther King, Jr. Day	
February 20 - President's Day	
March 13 - 17 - Spring Break	
April 14 - Good Friday	
May 29 - Memorial Day	

180 INSTRUCTIONAL DAYS REQ  
 Board Approved

## Nogales Unified School District #1 2016-2017 CALENDAR

NS-1231512

**July**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**August**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**September**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
						21

**October**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					16

**November**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
						19

**December**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
						17

**January**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						16

**February**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						19

**March**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						18

**April**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
						19

**May**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**June**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

IMPORTANT CLASS SCHEDULE DATES	
New Teacher Inservice	August 4 & 5, 2016
All Teacher Inservice	Aug 8, 9 & 10, 2016
First Day of Class	August 11, 2016
End 1st Quarter	October 7, 2016
Non-Teaching Days	October 11-14, 2016
End of 2nd Quarter	December 16, 2016
End 1st Semester	December 23, 2016
100th Day	January 25, 2017
End 3rd Quarter	March 10, 2017
Non-Teaching Day	April 17, 2017
End 4th Quarter	May 19, 2017
Last Day of School	May 26, 2017
End 2nd Semester	May 26, 2017
STATE TEST WINDOWS	
State Test HS Writing - Fall	TBA
State Test HS Reading - Fall	TBA
State Test HS Math - Fall	TBA
State Test HS Writing - Spring	TBA
State Test HS Reading - Spring	TBA
State Test HS - Math- Spring	TBA
State Test HS - Science- Spring	TBA
State Test - 9th Grade - Spring	TBA
State Test -3rd - 10th Grade - Spring	TBA
State Test Science Gr 4 & 8	TBA
HOLIDAY	
July 4 - Independence Day	PIERSON - May 23, 2017
September 5 - Labor Day	DSMS - May 24, 2017
October 10 - Columbus Day	WCMS - May 25, 2017
October 11-14 - Fall Break	NHS - May 26, 2017
November 11 - Veteran's Day	
November 24 & 25 - Thanksgiving	
December 26 - January 6 - Winter Break	
January 16 - Martin Luther King, Jr Day	
February 20 - President's Day	
March 13 -17 - Spring Break	
April 14 - Good Friday	

**NOGALES UNIFIED SCHOOL DISTRICT NO. ONE  
AGENDA ITEM SUMMARY**

**ITEM:**        Agenda Items  
                 JTED Satellite Advisory Committee Selection

**Submitted:**    Administration    DATE SUBMITTED: 2/2/16

**BACKGROUND:**

A group for the JTED Satellite Advisory Committee will be formed with the selection of five voting members who will be selected by the Board, with each member selecting one committee member for a total of five members. Additionally, three CTE teachers, selected by the Superintendent, will also be chosen as ex officio members, for committee participation.

**ADMINISTRATIVE RECOMMENDATION:**

Approve Selection of Members for the JTED Satellite Advisory Committee.

**ENCLOSURES:**

None



**NOGALES UNIFIED SCHOOL DISTRICT NO. ONE  
AGENDA ITEM SUMMARY**

**ITEM:** Information and Discussion  
Enrollment Update for 100<sup>th</sup> Day Census

**CONTACT:** Judith Mendoza-Jimenez, Director Student Services **DATE SUBMITTED:** 01/28/2016

**BACKGROUND:**

The purpose of this item is to present the 2015-2016 census data from January 20, 2016, which is the 100<sup>th</sup>-day of school. Grade level enrollment data is provided for each site as well as a district enrollment summary. The tables included in the enclosures depict the average class sizes and includes information regarding the self-contained special education enrollment and early childhood special education enrollment figures.

**ENCLOSURES:**

2015-2016 Enrollment

# 2015-2016 Projected Enrollment

from January 20, 2016 actual Powerschool enrollment

Elementary = classroom teachers only, NOT resource, or music

Bracker	Students	s/c	Class total	Teachers	Class size	Capacity	Available	wait list
Kindergarten	28	0	28	2.0	14.00	50	22	0
1st Grade	35	0	35	2.0	17.50	50	15	0
2nd Grade	47	0	47	2.0	23.50	50	3	0
3rd Grade	55	0	55	2.0	27.50	50	-5	0
4th Grade	46	0	46	2.0	23.00	50	4	0
5th Grade	51	0	51	2.0	25.50	50	-1	0
<b>Total</b>	<b>262</b>	<b>0</b>	<b>262</b>	<b>12.0</b>	<b>21.83</b>	<b>300</b>	<b>38</b>	<b>0</b>

Challenger	Students	s/c	Class total	Teachers	Class size	Capacity	Available	wait list
Kindergarten	73	0	73	4.0	18.25	100	27	0
1st Grade	85	0	85	4.0	21.25	100	15	0
2nd Grade	102	7	95	4.0	23.75	100	5	0
3rd Grade	104	11	93	3.0	31.00	75	-18	0
4th Grade	102	7	95	4.0	23.75	100	5	0
5th Grade	86	10	76	3.0	25.33	75	-1	0
<b>Total</b>	<b>552</b>	<b>35</b>	<b>517</b>	<b>22.0</b>	<b>23.50</b>	<b>550</b>	<b>33</b>	<b>0</b>

Coronado	Students	s/c	Class total	Teachers	Class size	Capacity	Available	wait list
Kindergarten	89	0	89	4.0	22.25	100	11	0
1st Grade	108	0	108	4.0	27.00	100	-8	0
2nd Grade	106	0	106	4.0	26.50	100	-6	0
3rd Grade	103	0	103	4.0	25.75	100	-3	0
4th Grade	87	0	87	3.0	29.00	75	-12	0
5th Grade	83	0	83	3.0	27.67	75	-8	0
<b>Total</b>	<b>576</b>	<b>0</b>	<b>576</b>	<b>22.0</b>	<b>26.18</b>	<b>550</b>	<b>-26</b>	<b>0</b>

Page

Class Size Goal	
K-5	6-12
25	28
	s/c
	15

Lincoln	Students	s/c	Class total	Teachers	Class size	Capacity	Available	wait list
ECSE	26	26	0	1.0				0
Kindergarten	68	9	59	2.0	29.50	50	-9	0
1st Grade	75	7	68	3.0	22.67	75	7	0
2nd Grade	57	0	57	2.0	28.50	50	-7	0
3rd Grade	72	0	72	3.0	24.00	75	3	0
4th Grade	71	0	71	3.0	23.67	75	4	0
5th Grade	64	0	64	3.0	21.33	75	11	0
<b>Total</b>	<b>433</b>	<b>42</b>	<b>391</b>	<b>16.0</b>	<b>24.44</b>	<b>400</b>	<b>9</b>	<b>0</b>

Mitchell	Students	s/c	Class total	Teachers	Class size	Capacity	Available	wait list
Kindergarten	60	0	60	2.0	30.00	50	-10	0
1st Grade	52	0	52	2.0	26.00	50	-2	0
2nd Grade	74	0	74	3.0	24.67	75	1	0
3rd Grade	71	0	71	3.0	23.67	75	4	0
4th Grade	76	0	76	3.0	25.33	75	-1	0
5th Grade	83	0	83	3.0	27.67	75	-8	0
<b>Total</b>	<b>416</b>	<b>0</b>	<b>416</b>	<b>16.0</b>	<b>26.00</b>	<b>400</b>	<b>-16</b>	<b>0</b>

Welby	Students	s/c	Class total	Teachers	Class size	Capacity	Available	wait list
Kindergarten	61	0	61	3.0	20.33	75	14	0
1st Grade	77	0	77	3.0	25.67	75	-2	0
2nd Grade	53	0	53	2.0	26.50	50	-3	0
3rd Grade	58	0	58	2.0	29.00	50	-8	0
4th Grade	56	0	56	2.0	28.00	50	-6	0
5th Grade	58	0	58	2.0	29.00	50	-8	0
<b>Total</b>	<b>363</b>	<b>0</b>	<b>363</b>	<b>14.0</b>	<b>25.93</b>	<b>350</b>	<b>-13</b>	<b>0</b>

# 2015-2016 Projected Enrollment

Secondary = classroom, art, music, reading, CTE, and PE teachers. NOT SPED resource.

DSMS	Students	s/c	Class total	Teachers	Class size	Capacity	Available
6th grade	243	9	234				
7th grade	216	6	210				
8th grade	226	3	223				
<b>Total</b>	<b>685</b>	<b>18</b>	<b>667</b>	<b>32.0</b>	<b>2018</b>	<b>896</b>	<b>229</b>

WCMS	Students	s/c	Class total	Teachers	Class size	Capacity	Available
6th grade	191	0	191				
7th grade	199	0	199				
8th grade	218	0	218				
<b>Total</b>	<b>608</b>	<b>0</b>	<b>608</b>	<b>25.0</b>	<b>2432</b>	<b>700</b>	<b>92</b>

Self/Contained	Students	Teachers	Class size	Capacity	Available
Head Start/ps	26				
Lincoln	16	2.0	4.00	30	
Challenger	35	2.0	17.50	30	
DSMS	18	1.0	18.00	15	
NHS	24	2.0	12.00	30	
<b>Total</b>	<b>93</b>	<b>6.0</b>	<b>55.00</b>	<b>75</b>	<b>-18</b>

8.22.07 = 6117
100th day 1.23.08 = 6077
8.18.08 = 5934
100th day 1.20.09 = 5987
8.8.09 = 6131
100th day 1.26.10 = 6098
10th day 8.23.10 = 5931
100th day 1.24.11 = 5895
10th day 8.22.11 = 5876
100th day 1.23.12 = 5831
10th day 8.21.12 = 5884
100th day 1.22.13 = 5863
10th day 8.21.13 = 6022
100th day 1.21.14 = 5948
10th day 8.6.2014 = 5909
100th day 1.21.15 = 5883
20th day 9.2.2015 = 5785
40th day 10.2.2015 = 5806
100th day 01.20.16 = 5728

### FTE Changes

	Jul '09	Aug '09	Jan '10	Jul '10	Jul '10	Jul '10	Jul '11	Aug '11	Jul '12	Jul '13
Bracker	0	1	0	0	-1					
Challenger	-2	1	0	0						1
Coronado	-4	2	0	-2						
Lincoln	-2	0	0	0	-1	2				
Mitchell	-4	1	0	0	-2					
Welby	0	1	0	0	-1					
DSMS	-1	0	0	0	-2				1	
WCMS	-2	-1	0	-5	2					
PVHS	0	2	1	-2	-1					
NHS	-3	0	0	-3						
STU SRVS	-1	0	0	-5						-2
<b>Total</b>	<b>-19</b>	<b>7</b>	<b>1</b>	<b>-19</b>	<b>-5</b>	<b>2</b>	<b>-1</b>	<b>-1</b>	<b>-1</b>	<b>-1</b>

PVHS	Students	s/c	Teachers	Class size	Capacity	Available
9th grade	41	0	0.0			
10th grade	51	0	0.0			
11th grade	17	0	0.0			
12th grade	25	0	0.0			
<b>Total</b>	<b>134</b>	<b>0</b>	<b>8.0</b>	<b>196</b>	<b>62</b>	

NHS	Students	s/c	Class total	Teachers	Class size	Capacity	Available
9th grade	501	6	495				
10th grade	485	6	479				
11th grade	352	11	341				
12th grade	363	1	362				
<b>Total</b>	<b>1701</b>	<b>24</b>	<b>1677</b>	<b>72.0</b>	<b>2325</b>	<b>2016</b>	<b>339</b>

District	Students	Teachers	Class Size	Capacity	Available
Head Start/PS	26	1.0			
Kindergarten	379	17.0	22.29	425	46
1st Grade	432	18.0	24.00	450	18
2nd Grade	439	17.0	25.82	425	-14
3rd Grade	463	17.0	27.24	425	-38
4th Grade	436	17.0	25.65	425	-11
5th Grade	425	16.0	26.56	400	-25
6-8 Grade	1293	57.0	22.68	1596	303
9-12 Grade	1835	60.0	22.94	2240	405
Self-contained	93	6.0	15.50		
<b>District Total</b>	<b>5728</b>	<b>246.0</b>	<b>23.28</b>	<b>6386</b>	<b>684</b>

\* includes Head Start SPED. Preschool counts as 1/2 ADM  
Capacity = Teachers x Class Size goal

Class Size goal	
K-5	25
6-12	28
s/c	15

School	20th-Day	40th-Day	100th-Day
Bracker	262	263	262
Challenger	552	549	552
Coronado	375	576	576
Lincoln	419	427	433
Mitchell	423	428	416
Welty	361	367	363
DSMS	690	690	685
WCMS	612	616	608
NHS	1745	1740	1701
PVHS	146	150	134
<b>NUSD Total</b>	<b>5785</b>	<b>5806</b>	<b>5728</b>