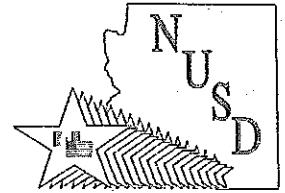


# Nogales Unified School District No. 1



## 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, June 22, 2015 at 5:30pm.**, in the Anita Lichter Board Room, located on 310 W. Plum 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. Adoption of Agenda  
*The Governing Board reserves the right to reschedule, delete, or rearrange items on the agenda, to efficiently conduct its business*
  - c. Pledge of Allegiance
- II. Approval of Governing Board Minutes
  - a. Approval of the Study Session and Regular Board Minutes of May 26, 2015 and Regular Board Minutes of June 8, 2015
- III. Governing Board/Superintendent Information
  - a. Superintendent Reports, Celebrations, Recognitions, Announcements
    - 1) Relay for Life Report – NUSD Participation
    - 2) Update-Arizona Educational Foundation (AEF) Teacher of the Year
    - 3) Student Activities/Auxiliary Operations Funds Extra Curricular Tax Credit
  - b. Governing Board Reports, Celebrations, Recognitions, 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. Ratification of Student Activities/Auxiliary Operations Vouchers
  - c. Approval/Acceptance of Donation from Santa Cruz County Board of Supervisors (\$4,000 to NHS to be used for FBLA National Competition)

- d. Approval/Acceptance of Donation from Santa Cruz County Superintendent's Office (\$2,500 to NHS to be used for FBLA National Competition)
- e. Approval/Agreement to Provide Meals to Santa Cruz Council on Aging
- f. Intergovernmental Agreement for School Resource Officer
- g. Approval of Out of State Travel for Administrative & Business Office Staff
- h. Approval of 2015-2016 Student Fee Schedule
- i. Approval of Personnel Agenda Summary

VI. Action Items

- a. Authorization to Hire Lease Employees for SY16
- b. Approval of Emergency Procurement
- c.
  - 1. Approval of Proposed FY15/16 School District Annual Expenditure Budget
  - 2. Authorization to post Proposed FY15/16 Summary Budget
  - 3. Authorization to post Notice of Public Hearing for the Purpose of Presenting and Adopting the FY15/16 Annual Expenditure Budget

VII. Information and Discussion Items

- a. Policy Discussion for Academic Achievement and Regulation for Jerry Barnett Medallion of Merit
- b. Food Service Program Update

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 Superintendent's Office, 310 W. Plum Street, Nogales, Arizona.*

Dated this 19th day of June, for the regular meeting to be held on Monday, June 22, 2015

**NOGALES UNIFIED SCHOOL DISTRICT #1**



Fernando Parra, Superintendent

*June 19, 2015*

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

Governing Board Study Session and Regular Minutes of May 26, 2015 and Regular Minutes of June 8, 2015

APPROVED: 1 /15

PRESENTER: Superintendent Fernando Parra SUBMITTED: 6/16 /15

### BACKGROUND:

Attached please find a copy of the Minutes of the meetings listed above for your review at the June 22, 2015 Governing Board Meeting.

### RECOMMENDATION:

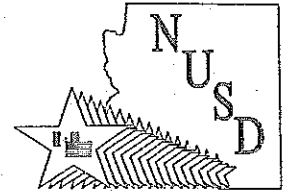
The Administrative recommendation is for the Governing Board to approve the Governing Board Minutes as presented.

### ENCLOSURES:

Copy of Minutes

# Nogales Unified School District No. 1

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## **NOGALES UNIFIED SCHOOL DISTRICT NO. 1 GOVERNING BOARD**

**Minutes of the Study Session held on May 26, 2015 at 3:00p.m.**

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

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

- a. Call to Order

Mr. Ruiz called the meeting to order at 3:00 p.m.

- b. Pledge of Allegiance

Mrs. Barbara Mendoza led all in the pledge

- c. Adoption of the Agenda

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

- II. Study Session  
a. Five-Year Auditor General Report

Superintendent Parra gave a brief review, thanked the Administrators for helping in the report and introduced Mr. Adelmo Sandoval, Business Manager, to give a Power Point Presentation.

Mr. Sandoval gave a Power Point Presentation on the Report.

Dr. Varona made comments about the food cost and asked how the district was doing financially on the free meals. He also asked about MidState Energy and the savings in the district in comparison with other districts.

Mr. Orozco made comments that he expected the electric expense to be less now that MidState will be implemented.

Mr. Lucero made a comment that it would take time for MidState to begin bringing saving to the district.

Mr. Ruiz stated that the plant operation costs needed to be taken in consideration and that there are factors that are out of the district's control. Further, that it was important to look for more options to find ways to cut the costs.

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Superintendent Parra also stated that he believed the district needed to find ways to reduce the costs and save money. He added that some rooms at the schools have been shut down to save that energy. He also stated that the district will continue monitoring the areas in order to continue to make savings by working with what is in place.

Dr. Varona asked about the difference in classroom dollars and the non-classroom dollars, in the last two worksheets of the presentation.

Mr. Sandoval clarified Dr. Varona's concern and stated that he is working on saving the most possible to the district.

b. Statistical Comparison for Multiple Years Report  
(Tax Rate-Override, 100<sup>th</sup> Day ADM and Full Time Employees)

Superintendent Parra gave a brief review and introduced Mr. Adelmo Sandoval. Mr. Sandoval gave a Power Point Presentation explaining the report. Copies of the presentation were provided to the Board.

The Board made a few comments.

Superintendent Parra stated the District was working on having a good student enrollment and explained some of the reasons for the low enrollment.

Mr. Sandoval continued with his presentation on Average Daily Memberships. The Board asked for a few clarifications.

Mrs. Mendoza asked where the loss of students was coming from.

Superintendent Parra explained that the loss had to do with the moving of families out of the District limits, that every time this happened it affected the enrollment.

Mr. Sandoval continued with his presentation and explained the Primary and Secondary Tax Rates.

Mr. Lucero made comments on the difference of the various tax rates yearly and how it had affected the district.

Superintendent Parra made further comments on the Tax Rate.

Mr. Ruiz expressed his satisfaction with keeping the rate low and stated that this district had been very conservative.

c. FY2016 Projected Budget Proposal

Superintendent Parra gave a brief explanation and introduced Mr. Adelmo Sandoval, Business Director to begin his presentation.

Mr. Sandoval gave a Power Point Presentation to the Board and hard copies of the presentation were provided to them.

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Mrs. Mayra Zuniga explained the savings to the district on the re-hiring of retired teachers.

Mr. Sandoval continued with the Power Point on Capital allocation, Additional Grant Funding, and Certified Employee Incentives/Benefits.

Mr. Lucero asked if the teachers would continue to stay in the same step level as when they came in.

Mrs. Zuniga explained that it had been several years since teachers had received Step Raises. Further, that according to the policy new hired teachers may receive a higher salary than the teachers who were already in place, due to placement on the salary scale.

Mr. Lucero requested that the Policy be revisited for possible amendment.

Mr. Sandoval continued with Classified Employee Incentives/Benefits and Compensation Increase proposal for FY 16 for all employees.

Mr. Lucero asked about the 2% across the board increase.

Mrs. Zuniga clarified that this time it had been placed to a vote at the Interest Based Negotiations meeting and then taken to all employees and that the majority had voted on the 2% across-the-board increase.

Superintendent Parra further explained that one of the options had been for new incoming teachers to receive 1% and the 2% for the rest of the employees, but the final count collected by the IBN committee had been the 2% across-the-board increase.

Superintendent Parra further clarified that certain personnel vacancies would not be filled in FY16.

Dr. Varona gave his opinion of the hurt it may cause not hiring in the maintenance department and the need for that personnel to maintain the buildings.

Mr. Ruiz made further comments on the need to comply with what has been mandated by the State in terms of reducing spending in non-classroom dollars.

Mr. Sandoval and Mr. Parra clarified to the Board that choices needed to be made, that this was only their recommendation, and it was up to the Board to consider it or not.

Mr. Ruiz made further comments on the need to support the administration and consider their recommendations.

Dr. Varona asked if these cuts were from District Additional Assistance (DAA) funds.

Mr. Sandoval clarified that it was not.

Mr. Sandoval continued with his presentation and explained the Personnel Reduction and/or Salary Reduction for the incoming administrators.

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Superintendent Parra clarified that the reduction was in the newly hired administrators. The Media Coordinator was paid from a grant that no longer had funding. Further, that by not hiring the six PE teachers, there would be a savings for the M&O, as they were being paid from a grant that was no longer available.

Ms. Scott explained how the PEP grant was received and the years it was hoped it would be available for renewal but going into the program there were no guarantees it would be.

Dr. Varona stated that as a Board Member he felt there should be sustainability because a year ago they had been told the PE Program was assured would be sustained.

Mr. Lucero said he would like to see something that would help keep the PE Program alive.

Mr. Parra explained the presentation was only for the Board's consideration and clarified that in the PE program there were only three highly qualified teachers as no HQ candidates were available.

Dr. Varona asked about the Insurance ratio, why it had increased.

Mrs. Zuniga explained and clarified the increase changes that had occurred with the ASBAIT health insurance, saying the District's increases were lower than most other districts.

Dr. Varona gave his response to the presentation and gave his opinion on the following: the financials to bring the salaries back to the horizontal and vertical. That he supported the 2% increase for the Classified and Certified, but that he only supported 1% increase for the Administrators, and finally, that he would like to see the PE program continue even if it meant fewer teachers.

Mr. Orozco made a comment that the district needs to make decisions thinking about the benefit of the students.

He further stated that he will need the help and advice from the Board and the Administrators to understand better the administration's proposals and what actions should be taken to continue to maintain the programs in the schools.

Mr. Lucero echoed Dr. Varona's comments and added that the district needed to reconsider the proposed decision and come up with some plan.

Mrs. Mendoza stated she also concurred with Dr. Varona's comments on the salary increases and further that she felt the District needed to provide a fair and livable wage for the employees.

Mr. Ruiz stated that there needed to be ways to continue the programs in the schools and keep teachers happy, and that the District should start doing multi-year planning.

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Superintendent Parra thanked the Board for their feedback and stated the administration would continue to work in order to be proactive.

III. Adjournment

A motion was made by Mrs. Mendoza and seconded by Mr. Lucero for adjournment of the public meeting.

Motion carried unanimously.

**Study Session was adjourned at 5:20 p.m.**

**APPROVED BY THE BOARD**

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

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

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

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

\_\_\_\_\_  
Greg Lucero Member

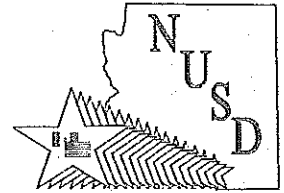
Respectfully Submitted,  
Mary T. Lopez, Secretary  
June 22, 2015

(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 May 26, 2015  
After the Study Session**

**I. Attendance:**

The following Board Members were present:

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

**a. Call to Order**

Mr. Ruiz called the meeting to order at 5:30 p.m.

**b. Adoption of the Agenda**

Superintendent Parra requested that item VI-b be deleted from the agenda due to the individual who was going to be hired as Principal at A.J. Mitchell School having withdrawn his application.

A motion was made by Dr. Varona for approval of the agenda with exception of item VI-b and was seconded by Mr. Lucero for approval.

Motion carried unanimously.

**II. Approval of Governing Board Minutes**

**a. Regular Governing Board Minutes of May 11, 2015**

Dr. Varona made a motion for approval of the minutes as presented to the Board and was seconded by Mr. Lucero.

Motion carried unanimously.

**III. Governing Board/Superintendent Information**

**a. Superintendent Reports, Celebrations, Recognitions, Announcements**

- 1) NHS Band Invitation/Nomination to Participate at the 2016 National Memorial Day Parade in Washington D.C. - Co-sponsored by the American Veterans Center

Superintendent Parra gave a brief description and introduced Mrs. Judith Mendoza-Jimenez to explain.

Mrs. Mendoza-Jimenez, Principal at NHS, gave a brief update and introduced Band Director Lisa Sargeant to explain the nomination.

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Mrs. Sargeant-Myers read the letter inviting the band to represent the State of Arizona by Raul Grijalva Member of Congress.

2) Certificate of Achievement for Excellence in Financial Reporting

Superintendent Parra congratulated Mr. Adelmo Sandoval and his staff and read the recognition received from the General Finance Allegiance.

3) NHS Parent Concern-Board Member Request following a "Call to the Public" at the Board Meeting of April 13, 2015

Superintendent Parra explained that they had followed up on a "bullying" complaint at NHS and everything had been taken care of.

4) Governing Board/Superintendent Seminar of June 2, 2015  
(Arizona's Transition to a New Accountability System for Public Schools and District; 2015/16 Goal Setting and NUSD Mission Belief Statement; Governing Board-Superintendent Evaluation Instrument Review; Superintendent Contract January 2015- 5 Month Superintendent Update Report-Direction for NUSD and Administration-Leadership Restructuring)

Superintendent Parra mentioned that this was a reminder to the Board that an Agenda would be sent out soon and the topics, mentioned above were some of the items to be discussed.

5) Future Agenda Items/Requests to be presented in June 2015-  
Administrative Audit and Highly Qualified Teacher Plan

Superintendent Parra mentioned that the administration was catching up with the Board requests, that the pending administrative audit would be brought back as would a report highlighting administrative salaries, including research on position in other districts and backup report on the highly qualified teachers.

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

No questions.

b. Governing Board Reports, Celebrations, Recognitions, Announcements

Dr. Varona reported he had attended the Challenger Elementary Choir performance at the Senior Center and that the elderly were very happy they had taken the time to go and sing for them.

He congratulated the NHS Tennis Coach, Rudy Molera, for having been nominated, for the second year as Coach of the Year.

He also attended the Welty and Lincoln Elementary 5<sup>th</sup> grade transitions; and that they had been very enjoyable. He said that the schools had great parental support. He apologized for not having been able to attend every school event.

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Finally, Dr. Varona congratulated Pierson Vocational HS, Desert Shadows MS, Wade Carpenter MS and Nogales HS, for their great graduation/transition ceremonies.

Mr. Orozco reported he had attended the PVHS graduation and it had been a great event. Also, he had attended the Cochise College graduation and it had also been much fun. He finally congratulated all the graduates.

Mr. Lucero reported he had attended many of the transitions and graduations and that all had been spectacular. He finally thanked all the teachers, parents, staff and administrators for doing a great job and for their support.

Mrs. Mendoza reported she had also attended the transitions and graduations and she had enjoyed doing so and congratulated all for a job well done.

Mr. Ruiz saw the choir perform at the County Courthouse and said they had done a great job.

Further, he congratulated PVHS and NHS graduates and the middle schools that transitioned and will become freshmen at the high school next year.

#### IV. Call to the Public

Lorena Lugo, DSMS band director, spoke regarding teachers' salaries, further invited the Board to come visit her classroom.

Marcia Mendoza, teacher at NUSD, spoke about teachers' salaries and the return investment gained through teaching.

Libby McAfee, teacher at NHS, spoke regarding teachers' salaries. She read a letter from Eric Larriva thanking her for her teachings while at NHS, saying this was a demonstration of return on investment.

Leo Federico, substitute teacher at NHS, spoke regarding teachers' salaries and education.

Hugo Luna, economics teacher at NHS, spoke regarding teachers' salaries.

Marco Coppola, a recent graduate of NHS, gave his opinion on the reason for increasing teachers' salaries and his accomplishment to have graduated from high school with the help of his teachers. He stated that their request for salary raises should not be questioned.

#### V. Consent Agenda Items

Mr. Ruiz read all items for the record.

Dr. Varona requested to set aside for discussion item "f".

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A motion was made by Dr. Varona and was seconded by Mr. Lucero for approval, with the exception of item "f".

Motion carried unanimously.

- a. Ratification of Expense/Payroll Vouchers
- b. Ratification of Student Activities/Auxiliary Operations Vouchers
- c. Approval/Acceptance of Donation from Port Devanning Services (\$1,250. To NHS to be used for Girls Tennis Program)
- d. Approval/Acceptance of Donation from Port Devanning Services (\$2,500. To WCMS to be used for Band Supplies/Instruments)
- e. Approval to Cancel RFP 1415-07 Web Design, Maintenance & Hosting Services
- f. **Approval of Recommendation Award for Request for Proposal – RFP 1415-04 Audit Services**

Motion was made by Dr. Varona and was seconded by Mr. Lucero for approval.

Dr. Varona asked for clarification of the request awarding the RFP costing \$66,000 more than the other company.

Mr. Sandoval clarified that this was the decision of a committee and that according to the recommendation, they had approved this specific RFP.

He further explained what was in the RFP.

Mr. Sandoval asked Dr. Romero, who was part of the committee, to make some comments.

Dr. Lucina Romero explained the criteria for selection and how the RFPs were rated in order to come to a decision.

Motion was carried 3-2 with a NO vote from Dr. Varona and Mrs. Mendoza.

- g. Approval of Personnel Agenda Summary
- h. Addenda for SY 2015/16

## VI. Action Items

- a. Recommendation to appoint Francisco Vasquez de Coronado Elementary Principal for SY 2015/2016

Superintendent Parra informed the Board that Ms. Sandra Licet Jimenez had been recommended to fill the principal position at Coronado Elementary.

Dr. Varona made a motion and was seconded by Mr. Lucero for approval of the administration's recommendation.

Motion carried unanimously.

Ms. Sandra Licet Jimenez thanked the committee and the Board for the recommendation and acceptance.

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Dr. Varona recommended that Superintendent Parra set aside some funds to possibly have Mrs. Barber be a mentor for Ms. Jimenez so she could be prepared for the next year.

Mr. Ruiz congratulated Ms. Sandra Licet Jimenez.

Superintendent Parra also congratulated and welcomed Ms. Jimenez and made a comment on a mentoring program.

- b. Recommendation to appoint A.J. Mitchell Elementary Principal for SY 2015/16  
-This item was deleted at the beginning of the meeting.-
- c. Amendment of Classroom Site Fund Plan for Site Goal 2014/15  
Superintendent Parra introduced Mrs. Canto to explain.

Mrs. Angel Canto explained the plan and asked that the Board approve the recommendations.

A motion was made by Dr. Varona to adopt the amended Site Fund Plan for site Goal 2014/15 and was seconded by Mr. Lucero.

Motion carried unanimously.

Mr. Ruiz stepped out for a few minutes and was absent for the vote.

IX. Information and Discussion Items  
a. Update on JTED

Kathy Scott, Grant Director, gave a Power Point presentation on an update to establishing an NUSD JTED.

Dr. Varona mentioned that at this time he did not want to go into an election in November as it would be an off year and it would be better to wait. Further, he mentioned that Superintendent Parra could continue to give updates with Mrs. Fontes with continued information and await the election until 2016 and that only if there was a change in funding the program would he approve with going forward.

Mr. Orozco felt the need to hold on the approval.

Mr. Lucero stated he supported the program, but due to lack of funding that he wanted to hear more information about the program.

He further asked what the estimate for a future election was.

Mr. Sandoval explained it was the same as other districts, an estimated \$28K.

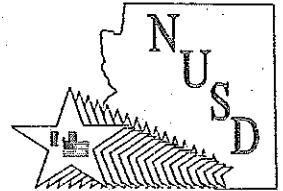
Ms. Scott gave further explanation of the JTED program and how funding from the State had been greatly reduced.

Mr. Lucero further stated that he thought it was better to wait for Mrs. Fontes to bring further information to the Board of other types of funding the program or otherwise postpone the program.



# 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 June 8, 2015 at 5:30 p.m.**

I. Attendance

The following Board Members were present:

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

a. Call to Order

Mr. Ruiz called the meeting to order at 5:30 p.m.

b. Pledge of Allegiance

Mrs. Barbara Mendoza led all on the pledge

c. Adoption of the Agenda

Superintendent Parra requested to table the minutes of May 26, 2015, item III-a.

A motion was made by Dr. Varona for adoption of the Agenda with the changes requested by Superintendent Parra and was seconded by Mr. Lucero for approval.

Motion carried unanimously.

d. **INFORMATION**

**Public Meeting to Discuss Proposed Reductions to Non-Classroom Spending and District Additional Assistance**

Adelmo Sandoval, Business Director, gave the Governing Board a Power Point Presentation of the State's mandate.

Mr. Orozco asked about the classroom and non-classroom dollars use. Mr. Sandoval gave a brief explanation of the spending by operational area and the percentages.

Dr. Varona congratulated the business office on a job well done with the carryover and he articulated that Mr. Sandoval's management was extremely good.

Dr. Varona made comments on the reduction of positions and asked if there was a plan to make available for the community the public meetings by television or via internet.

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Superintendent Parra mentioned that the TUTV program would continue for the Board Meetings and additionally they would be streamlining and possibly placed on the District's Website.

- II. Approval of Governing Board Minutes
  - a. Study Session Minutes and Regular Governing Board Minutes of 5/26/15

-This item was tabled-

- III. Governing Board/Superintendent Information
  - a. Superintendent Reports, Celebrations, Recognitions, Announcements
    - 1) Administrative Seminar Update

Superintendent Parra thanked the Board for a good and productive seminar on the past Tuesday.

He also thanked the Administration for a great meeting, for their input, and for all the countless information received.

He also thanked Ms. Scott for having put everything together.

- 2) Administrative District Level Positions Update/Principals Update

Superintendent Parra reported that as part of building his team he is appointing Mrs. Judith Jimenez Mendoza to be Student Services Director. Further, that the high school position would be opened and Mrs. Jimenez would be supervising the area until the position is filled.

He also reported that the Assistant Superintendent position will be combined with the School Improvement position and Mrs. Angel Canto was being appointed to this position.

He further reported that Ms. Michelle Olguin will be taking the A.J. Mitchell Principal position, transferring from Bracker Elementary; he added that the Bracker principal position would also be opened and that Ms. Olguin would be part of the committee to hire a new principal.

Superintendent Parra reported that all the administrative team has been very positive and supportive of the changes and restructuring of the District, and finally, that the recommendations were going to be brought back to the Board for their approval.

Mrs. Mendoza thanked everyone who was in charge of putting the seminar together. She further said it had been very informative and well worth their time learning. Finally, she thanked Ms. Olguin for stepping up to the A.J. Mitchell position and said she was looking forward to having positive reports at A.J. Mitchell School.

Mr. Lucero also congratulated Ms. Olguin and Mrs. Canto for their new upcoming positions.

Mr. Orozco congratulated Ms. Olguin for stepping up to the A.J. Mitchell School position. He also thanked everyone for the Board Seminar and the administration for their aid in helping him learn and understand the district issues.



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Dr. Varona mentioned that the Board Retreat had been excellent and that he had enjoyed the direction for the administration's new goals. He further said he was very grateful for the opportunity given and the information provided. Finally, Dr. Varona congratulated Ms. Olguin and Mrs. Canto for their new appointments.

Mr. Ruiz congratulated Mrs. Jimenez, Ms. Olguin and Mrs. Canto for their new appointed positions. Further, he thanked them for their recommendations and the information that was mentioned at the Board's seminar.

b. Governing Board Reports, Celebrations, Recognitions, Announcements

Dr. Varona thanked Dr. Romero and Ms. Olguin for their Title I Parental Surveys and for sharing them with the Board. He mentioned that the parents' comments demonstrated the excellent leadership in education in both schools. He complemented them both for the good report.

He further congratulated Dr. Molera on the board report on the high-school testing in placing 24 students in Algebra II as they go into their freshmen year at the high school and further congratulated her for having a strong math team.

Also on an ASBA subject, Dr. Varona suggested that Superintendent Parra consider submitting an application for the Arizona Educational Foundation Teacher of the Year and continue to nominate a teacher from NUSD to recognize the goodness of our teachers.

He also reported that would be participating in the Relay for Life with Team Austin, and that he was happy the District had come up with a team. Further, he hoped many would go out and volunteer their time, since many employees and family members have been affected with cancer.

He further echoed his condolences to Ms. Alicia Berrellez, Oscar "OV" Verdugo, and Mr. Mariano Ainza on their passing.

Finally, he congratulated a former high school student of his, Alan Valencia, for his Ordination to the Priesthood.

Mr. Orozco reported he had also attended Alan Valencia's first mass and had played the mass with the Mariachi Plata.

He further apologized to Mrs. Lorena Lugo for not having been able to attend an invitation she had made him to help with the Mariachi at the high school.

Mr. Lucero reported he had attended the Arizona Legislature Committee Political Agenda Festivities and briefly mentioned what had been discussed on the short term and long term goals. Additionally, he mentioned there had been a great deal of discussion on the lack of state financial support for education, equities between public schools and charter schools, personal philosophies that dealt with poverty and special education and the kindergarten programs.

Mrs. Barbara Mendoza thanked Mr. Lucero for having attended the conference and for the report provided.

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IV. Call to the Public

Mr. Larry Frederick as president of PEN spoke about salary compression reduction.

Michael Tackett, teacher at NHS, spoke regarding the 2% pay increase to the teachers and mentioned some of the challenges they have had at achieving the Board's and District's expectations.

V. Consent Agenda Items.

Mr. Ruiz read all items for the record.

A motion was made by Dr. Varona and was seconded by Mr. Orozco for approval. Motion carried unanimously.

- a. Ratification of Expense/Payroll Vouchers
- b. Approval/Agreement to Provide School Meals - Sacred Heart Catholic School
- c. Approval/Agreement to Provide School Meals – Mexicayotl Academy
- d. Approval of Arizona School Board Association Policy Services Agreement
- e. Amended Approval of Recommended Award for Request for Proposal – RFP 1415-04 Audit Services
- f. Approval of American Purchasing Consortium Participation Agreement
- g. Approval of Personnel Agenda Summary
- h. Approval of Addenda for School Year 2015

VI. Action Items

- a. Renewal of Food Service Contract amendment for Southwest Food Service Excellence, LLC for FY 2015-2016

Adelmo Sandoval, Business Director, briefly explained the contract.

Mrs. Mendoza made a motion and was seconded by Mr. Lucero for approval.

Dr. Varona questioned why the District had not advertised the food services summer lunches' program as had the Rio Rico District. He mentioned that NUSD needed to advertise to the parents where the summer meals would be provided and not wait for the newspaper to make the ad. He further mentioned that according to the Budget General Report, he saw that the Food Service was still too high. He also mentioned that, in having read the Title I survey, he had found some concerns and that he wanted to know what improvements could be made. He mentioned that in one of the questions the students had expressed they were very displeased with the breakfast served at the schools. He stated that he saw this as a concern that needed correction since the District had agreed to provide these meals.

Superintendent Parra explained that as the District is transitioning, corrections will be made and the plan was to give the Board updates as they were implemented. He also stated the subject had been addressed starting in January and that after everything was put in place, the Board would have a full report on the updates.

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School principals Dr. Romero and Mrs. Bonillas explained the steps that are being taken with the students' meal concerns. Dr. Romero mentioned that the committee was meeting once a month to discuss problems and solutions, and further, that a report was submitted on what was and was not working for the meals served. She further stated that there were challenges that sometimes were presented, but nothing they couldn't work on.

Dr. Varona stated that he would like to see a survey from all the schools addressing how they feel about the breakfast the students receive at school.

Superintendent Parra made a few more clarifications regarding the breakfast.

Mr. Lucero thanked the Superintendent Parra and his staff for acting promptly on the surveys.

Motion carried 4-1 with a No vote from Dr. Varona.

VII. Information and Discussion Items  
a. Budget Information FY16

Adelmo Sandoval, Business Director, gave the Board a Power Point Presentation and hard copies were provided in their packets.

Dr. Varona asked for clarifications regarding what were the expectations on salaries for the employees in his projection of the proposal for FY16.

Mr. Sandoval called on Mayra Zuñiga, HR Director, to take over and explain. Mrs. Zuñiga clarified that it included 100% employee-only insurance coverage; \$1,500 compensation for teachers and staff excluding Administrators, and \$500.00 for Classified; a 2% increase across the board for classified and Certified employees; a 1% increase for the Administrators, not including teachers and administrators with less than one (1) year of service with the district. Further, that it also included the \$5,000 that pertained to the 301 funds for teachers.

Dr. Varona thanked them for the clarification.

Mr. Lucero thanked Mr. Sandoval and Mrs. Zuñiga for the presentation and stated that this was the first step to adequately address the teachers of the District.

b. Teacher Recruitment Plan SY16

Superintendent Parra gave a brief review and introduced Mrs. Zuniga, HR Director, to explain the Plan.

Mrs. Zuniga proceeded to explain the Teacher Recruitment Plan and how Highly Qualified hiring is critical in the whole state.

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Mrs. Zuñiga also mentioned that the district's goal was to hire 100% Highly Qualified. She further highlighted some of the important areas they have visited for new hiring. She mentioned there were forty (40) positions vacant in the district and that they are expecting them to be filled with highly qualified applicants, but it depended on the applicants.

Dr. Varona made some comments on the funding systemic state problem and the question about how many college enrollments in education there has been in the last ten (10) years and asked Mrs. Zuñiga if she could try and get a report from the Board of Regent's office just to review the college enrollments for those years.

Finally, he thanked Mrs. Zuñiga for her report.

Mr. Orozco made comments that the information given has opened his eyes and has seen the challenges the district has in order to hire HQ teacher. He thanked Mrs. Zuñiga for the explanation.

Mrs. Mendoza mentioned that the teaching profession needed to be more embraced and there needs to be more of an effort to get more people to stay in order for this program to work.

Mr. Ruiz added that a modest tax increase would be something to help the programs but this was something to bring for discussion. He further made some comments about tuition being very high and the need for the government to create ways for the students to have the opportunity to get a better education.

Dr. Varona asked Mr. Sandoval that he would bring to the next meeting a report on what the potential maximum tax rate would be.

Superintendent Parra made a few clarifications to the available positions, and further mentioned that the district is moving forward with this and trying to fill the positions with HQ applicants.

c. Policy GCBA Professional Staff Salary Schedule

Mrs. Mayra Zuñiga explained the Policy.

She explained that the administrators had worked hard the last time in 2013 when the Policy had been updated.

Mrs. Mendoza asked how successful the district had been with this policy.

Mrs. Zuñiga explained that she felt that this policy attracted teacher who had left to return. Further, that when compared to other districts, it attracted outside teachers because it offered more years.

Superintendent Parra added further comments to Mrs. Zuñiga's explanation.

The Board discussed the policy.

Mr. Lucero asked if the District had looked into Charter Schools to compare and see what else was available.

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Mrs. Zuñiga clarified that they had not looked into charter schools, but that was something to look into.

Dr. Varona made a comment regarding looking into and finding more grants tied to attracting and retaining teachers.

Mrs. Zuñiga mentioned that this policy had many phases that needed to be reviewed.

Superintendent Parra recommended going back to the drawing board and coming up with more ideas to be incorporated.

There was further discussion by the Board on salaries and trying to work out a different structure.

VIII. Requests for Future Agenda Items

Dr. Varona requested a presentation by Mrs. Scott on the Title I surveys.

IX. Adjournment

A motion was made by Dr. Varona and was seconded by Mr. Lucero for adjournment of the public meeting.

Motion carried unanimously.

**Session was adjourned at 8:13 p.m.**

**APPROVED BY THE BOARD**

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

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

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

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


\_\_\_\_\_  
Greg Lucero Member

Respectfully Submitted,  
Mary T. Lopez, Secretary  
June 22, 2015

## NOGALES UNIFIED SCHOOL DISTRICT NO. ONE

### AGENDA ITEM SUMMARY

**ITEM:** Report to Board **APPROVED:**  
Student Activities/Auxiliary Operations Funds  
Extra Curricular Tax Credit

**SUBMITTED BY:** Adelmo Sandoval **DATE SUBMITTED:** 6/15/2015  
Finance Director 

**BACKGROUND:**

The following are the Student Activities, Auxiliary Operations, and Extracurricular Tax Credit Reports for the periods ending 5/31/2015.  
No action is required, for your information only.

**RECOMMENDATION:**

None.

**ENCLOSURES:**

Copies of reports

- School Index:
- 103- Bracker
  - 119-Challenger
  - 108- Coronado
  - 113- Lincoln
  - 114- Mitchell
  - 115- Welty
  - 104- DSMS
  - 111- WCMS
  - 210- NHS
  - 209- Pierson VHS

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3200.0102.103	In-school sales	79.51	0.00	0.00	79.51
525.600.3265.0102.103	School Pictures	925.97	0.00	120.00	805.97
525.600.3300.0102.103	Vending	67.36	0.00	0.00	67.36
525.600.3400.0102.103	Yearbook	13.20	0.00	0.00	13.20
525.600.3730.0102.103	Library Fees	66.32	27.94	0.00	94.26
525.600.3900.0102.103	Textbook Debt Account	1,028.19	0.00	0.00	1,028.19
<b>Total FUND:</b>	525	2,180.55	27.94	120.00	2,088.49
			Encumbrance:	0.00	
			<b>Encumbered Cash Balance:</b>		<b>2,088.49</b>
526.600.1000.0102.103	Kindergarten	124.00	0.00	124.00	0.00
526.600.1100.0102.103	First Grade	442.00	0.00	0.00	442.00
526.600.1200.0102.103	Second Grade	400.00	0.00	0.00	400.00
526.600.2000.0102.103	Schoolwide Student Activities	3,537.01	100.00	0.00	3,637.01
526.600.2100.0102.103	Tax Credit Educational Field Trips	944.09	0.00	425.58	518.51
526.600.2101.0102.103	Tax Credit Character Education	5.22	0.00	0.00	5.22
526.600.2230.0102.103	Band	33.29	0.00	0.00	33.29
526.600.2280.0102.103	Chess Club	167.12	0.00	0.00	167.12
526.600.2285.0102.103	Choir Club	187.06	0.00	0.00	187.06
526.600.4201.0102.103	Junior Olympics	15.76	0.00	0.00	15.76
<b>Total FUND:</b>	526	5,855.55	100.00	549.58	5,405.97
			Encumbrance:	336.00	
			<b>Encumbered Cash Balance:</b>		<b>5,069.97</b>
850.600.1100.0104.103	First Grade	466.42	0.00	0.00	466.42
850.600.2790.0104.103	Student Council	7,171.93	0.00	0.00	7,171.93
850.600.3115.0104.103	Rebates for Education	53.46	0.00	0.00	53.46

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
Total FUND:	850	7,691.81	0.00	0.00	7,691.81
				Encumbrance:	897.23
				<i>Encumbered Cash Balance:</i>	<u>6,794.58</u>
		15,727.91	127.94	669.58	15,186.27
				Encumbrance:	1,233.23
				<i>Encumbered Cash Balance:</i>	<u>13,953.04</u>

End of Report



**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3100.0102.119	Book Fair	15.57	0.00	0.00	15.57
525.600.3200.0102.119	In-school sales	10.54	0.00	0.00	10.54
525.600.3210.0102.119	Bookstore Supply Sales	79.86	0.00	0.00	79.86
525.600.3265.0102.119	School Pictures	1,980.98	0.00	628.97	1,352.01
525.600.3300.0102.119	Vending	49.07	0.00	0.00	49.07
525.600.3400.0102.119	Yearbook	121.40	0.00	0.00	121.40
525.600.3700.0102.119	Other Fees	200.00	0.00	0.00	200.00
525.600.3730.0102.119	Library Fees	543.76	0.00	0.00	543.76
<b>Total FUND:</b>		<b>3,001.18</b>	<b>0.00</b>	<b>628.97</b>	<b>2,372.21</b>
				Encumbrance:	494.06
					<b>1,878.15</b>
526.600.1000.0102.119	Kindergarten	17.26	0.00	0.00	17.26
526.600.1100.0102.119	First Grade	548.00	0.00	0.00	548.00
526.600.1200.0102.119	Second Grade	306.58	0.00	0.00	306.58
526.600.1300.0102.119	Third Grade	422.25	27.78	0.00	450.03
526.600.1400.0102.119	Fourth Grade	261.25	0.00	0.00	261.25
526.600.1500.0102.119	Fifth Grade	86.86	27.78	0.00	114.64
526.600.2000.0102.119	Schoolwide Student Activities	74.34	100.00	0.00	174.34
526.600.2100.0102.119	Tax Credit Educational Field Trips	4,699.59	0.00	1,725.00	2,974.59
526.600.2275.0102.119	Cheerleaders	1.21	0.00	0.00	1.21
526.600.2280.0102.119	Chess Club	26.10	0.00	0.00	26.10
<b>Total FUND:</b>		<b>6,443.44</b>	<b>155.56</b>	<b>1,725.00</b>	<b>4,874.00</b>
				Encumbrance:	2,128.47
					<b>2,745.53</b>
850.600.1000.0104.119	Kindergarten	205.12	0.00	170.00	35.12
850.600.1100.0104.119	First Grade	252.78	0.00	0.00	252.78
850.600.1200.0104.119	Second Grade	331.11	0.00	0.00	331.11
850.600.1300.0104.119	Third Grade	1,162.24	0.00	0.00	1,162.24

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
850.600.1400.0104.119	Fourth Grade	912.35	0.00	619.90	292.45
850.600.1500.0104.119	Fifth Grade	1,316.25	1,057.00	0.00	2,373.25
850.600.1900.0104.119	Ungraded	124.13	0.00	0.00	124.13
850.600.2275.0104.119	Cheerleaders	26.70	0.00	0.00	26.70
850.600.2790.0104.119	Student Council	3,069.69	0.00	153.02	2,916.67
<b>Total FUND:</b>	850	7,400.37	1,057.00	942.92	7,514.45
				Encumbrance:	3,209.23
				<b>Encumbered Cash Balance:</b>	<b>4,305.22</b>
		16,844.99	1,212.56	3,296.89	14,760.66
				Encumbrance:	5,831.76
				<b>Encumbered Cash Balance:</b>	<b>8,928.90</b>

End of Report

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3100.0102.108	Book Fair	5,048.20	623.49	887.98	4,783.71
525.600.3200.0102.108	In-school sales	30.09	0.00	0.00	30.09
525.600.3265.0102.108	School Pictures	160.69	0.00	15.00	145.69
525.600.3270.0102.108	School Supplies	10.45	0.00	0.00	10.45
525.600.3275.0102.108	School Uniforms	52.32	0.00	0.00	52.32
525.600.3300.0102.108	Vending	387.14	0.00	0.00	387.14
525.600.3400.0102.108	Yearbook	1,835.25	2,860.00	0.00	4,695.25
525.600.3730.0102.108	Library Fees	543.63	343.45	181.00	706.08
525.600.3900.0102.108	Textbook Debt Account	1,273.06	740.50	330.90	1,682.66
525.600.4200.0102.108	Athletics	18.63	0.00	0.00	18.63
<b>Total FUND:</b>		<b>9,359.46</b>	<b>4,567.44</b>	<b>1,414.88</b>	<b>12,512.02</b>
				<b>Encumbrance:</b>	<b>367.29</b>
				<b>Encumbered Cash Balance:</b>	<b>12,144.73</b>
526.600.1000.0102.108	Kindergarten	2,085.83	13.00	0.00	2,098.83
526.600.1100.0102.108	First Grade	138.97	3.00	3.00	138.97
526.600.1200.0102.108	Second Grade	739.17	13.00	2.00	750.17
526.600.1300.0102.108	Third Grade	385.70	20.00	2.00	403.70
526.600.1400.0102.108	Fourth Grade	767.71	7.00	0.00	774.71
526.600.1500.0102.108	Fifth Grade	606.05	0.00	0.00	606.05
526.600.2000.0102.108	Schoolwide Student Activities	402.78	0.00	0.00	402.78
526.600.2100.0102.108	Tax Credit Educational Field Trips	55.91	0.00	0.00	55.91
526.600.2230.0102.108	Band	339.00	0.00	0.00	339.00
526.600.2270.0102.108	Challenge Club	740.00	0.00	0.00	740.00
526.600.2280.0102.108	Chess Club	136.45	0.00	0.00	136.45
526.600.2570.0102.108	Library Club	34.42	0.00	0.00	34.42
526.600.2790.0102.108	Student Council	130.07	0.00	0.00	130.07
526.600.4200.0102.108	Athletics	427.30	0.00	141.12	286.18
526.600.4201.0102.108	Junior Olympics	10.76	0.00	0.00	10.76

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
<b>Total FUND:</b>	526	7,000.12	56.00	148.12	6,908.00
				Encumbrance:	404.54
				<i>Encumbered Cash Balance:</i>	6,503.46
850.600.1000.0104.108	Kindergarten	5,801.29	360.00	1,075.70	5,085.59
850.600.1100.0104.108	First Grade	3,847.36	0.00	0.00	3,847.36
850.600.1200.0104.108	Second Grade	5,877.92	240.00	1,711.16	4,406.76
850.600.1300.0104.108	Third Grade	4,031.86	0.00	1,377.87	2,653.99
850.600.1400.0104.108	Fourth Grade	2,961.77	0.00	544.88	2,416.89
850.600.1500.0104.108	Fifth Grade	3,857.45	0.00	744.69	3,112.76
850.600.2790.0104.108	Student Council	2,744.07	0.00	448.92	2,295.15
850.600.4201.0104.108	Junior Olympics	739.27	0.00	0.00	739.27
<b>Total FUND:</b>	850	29,860.99	600.00	5,903.22	24,557.77
				Encumbrance:	5,270.26
				<i>Encumbered Cash Balance:</i>	19,287.51
		46,220.57	5,223.44	7,466.22	43,977.79
				Encumbrance:	6,042.09
				<i>Encumbered Cash Balance:</i>	37,935.70

End of Report

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 06/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3100.0102.113	Book Fair	0.01	0.00	0.00	0.01
525.600.3115.0102.113	Rebates for Education	0.00	8.80	0.00	8.80
525.600.3265.0102.113	School Pictures	46.44	0.00	0.00	46.44
525.600.3300.0102.113	Vending	175.15	75.21	0.00	250.36
525.600.3730.0102.113	Library Fees	35.21	28.35	0.00	63.56
<b>Total FUND:</b>		<b>256.81</b>	<b>112.36</b>	<b>0.00</b>	<b>369.17</b>
				Encumbrance:	0.00
				<b>Encumbered Cash Balance:</b>	<b>369.17</b>
526.600.1100.0102.113	First Grade	200.00	0.00	0.00	200.00
526.600.1200.0102.113	Second Grade	740.00	40.00	525.00	255.00
526.600.1400.0102.113	Fourth Grade	40.99	0.00	0.00	40.99
526.600.2000.0102.113	Schoolwide Student Activities	6,264.95	80.00	0.00	6,344.95
526.600.2100.0102.113	Tax Credit Educational Field Trips	1,769.24	0.00	0.00	1,769.24
526.600.2285.0102.113	Choir Club	4,027.53	0.00	1,070.00	2,957.53
526.600.2790.0102.113	Student Council	1,407.87	0.00	0.00	1,407.87
526.600.4200.0102.113	Athletics	1,011.12	0.00	0.00	1,011.12
526.600.4201.0102.113	Junior Olympics	935.29	0.00	246.27	689.02
<b>Total FUND:</b>		<b>16,396.99</b>	<b>120.00</b>	<b>1,841.27</b>	<b>14,675.72</b>
				Encumbrance:	2,194.38
				<b>Encumbered Cash Balance:</b>	<b>12,481.34</b>
850.600.2790.0104.113	Student Council	3,052.01	295.00	512.91	2,834.10
<b>Total FUND:</b>		<b>3,052.01</b>	<b>295.00</b>	<b>512.91</b>	<b>2,834.10</b>
				Encumbrance:	511.27
				<b>Encumbered Cash Balance:</b>	<b>2,322.83</b>

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
		19,705.81	527.36	2,354.18	17,878.99
				Encumbrance: 2,705.65	2,705.65
				Encumbered Cash Balance:	15,173.34

End of Report

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3100.0102.114	Book Fair	202.56	0.00	0.00	202.56
525.600.3265.0102.114	School Pictures	9,168.35	0.00	704.00	8,464.35
525.600.3300.0102.114	Vending	732.11	0.00	0.00	732.11
525.600.3400.0102.114	Yearbook	45.00	0.00	0.00	45.00
525.600.3730.0102.114	Library Fees	257.72	0.00	0.00	257.72
<b>Total FUND:</b>	525	10,405.74	0.00	704.00	9,701.74
				Encumbrance:	1,516.33
				<i>Encumbered Cash Balance:</i>	8,185.41
526.600.1200.0102.114	Second Grade	414.90	0.00	164.00	250.90
526.600.1500.0102.114	Fifth Grade	117.95	0.00	0.00	117.95
526.600.1900.0102.114	Ungraded	231.02	0.00	0.00	231.02
526.600.2000.0102.114	Schoolwide Student Activities	6,716.46	0.00	0.00	6,716.46
526.600.2100.0102.114	Tax Credit Educational Field Trips	229.22	0.00	0.00	229.22
526.600.2280.0102.114	Chess Club	54.68	0.00	0.00	54.68
526.600.2285.0102.114	Choir Club	803.02	0.00	0.00	803.02
<b>Total FUND:</b>	526	8,567.25	0.00	164.00	8,403.25
				Encumbrance:	146.28
				<i>Encumbered Cash Balance:</i>	8,256.97
850.600.2280.0104.114	Chess Club	15.90	0.00	0.00	15.90
850.600.2790.0104.114	Student Council	2,278.80	0.00	0.00	2,278.80
<b>Total FUND:</b>	850	2,294.70	0.00	0.00	2,294.70
				Encumbrance:	166.43
				<i>Encumbered Cash Balance:</i>	2,128.27

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
		21,267.69	0.00	868.00	20,399.69
				Encumbrance:	1,829.04
				<i>Encumbered Cash Balance:</i>	<u>18,570.65</u>

End of Report



### Nogales Unified School District #1

#### Cash Balances & Encumbrances by FUND

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
<b>FUND 525</b>					
525.600.3000.0102.115	Schoolwide Auxiliary Operations	1.13	0.00	0.00	1.13
525.600.3100.0102.115	Book Fair	291.57	0.00	0.00	291.57
525.600.3200.0102.115	In-school sales	104.67	0.00	0.00	104.67
525.600.3265.0102.115	School Pictures	1,721.01	195.00	667.00	1,249.01
525.600.3300.0102.115	Vending	128.19	0.00	0.00	128.19
525.600.3400.0102.115	Yearbook	125.48	0.00	0.00	125.48
525.600.3730.0102.115	Library Fees	460.00	112.00	112.00	460.00
<b>Total FUND:</b>		<b>2,832.05</b>	<b>307.00</b>	<b>779.00</b>	<b>2,360.05</b>
			Encumbrance:	100.00	
			<b>Encumbered Cash Balance:</b>		<b>2,260.05</b>
<b>FUND 526</b>					
526.600.1000.0102.115	Kindergarten	693.24	0.00	280.06	413.18
526.600.1200.0102.115	Second Grade	122.01	0.00	88.00	34.01
526.600.1300.0102.115	Third Grade	803.04	0.00	0.00	803.04
526.600.1400.0102.115	Fourth Grade	56.15	0.00	0.00	56.15
526.600.1500.0102.115	Fifth Grade	192.48	0.00	69.30	123.18
526.600.1900.0102.115	Ungraded	1,660.34	0.00	0.00	1,660.34
526.600.2000.0102.115	Schoolwide Student Activities	4,762.42	100.00	835.29	4,027.13
526.600.2100.0102.115	Tax Credit Educational Field Trips	253.00	0.00	0.00	253.00
526.600.2275.0102.115	Cheerleaders	2.00	0.00	0.00	2.00
526.600.2285.0102.115	Choir Club	329.00	40.00	0.00	369.00
526.600.2790.0102.115	Student Council	600.00	0.00	0.00	600.00
526.600.3225.0102.115	Computer Lab Supplies	250.00	0.00	0.00	250.00
526.600.4201.0102.115	Junior Olympics	637.07	0.00	0.00	637.07
<b>Total FUND:</b>		<b>10,360.75</b>	<b>140.00</b>	<b>1,272.65</b>	<b>9,228.10</b>
			Encumbrance:	432.01	
			<b>Encumbered Cash Balance:</b>		<b>8,796.09</b>
<b>FUND 850</b>					
850.600.1000.0104.115	Kindergarten	0.36	0.00	0.00	0.36
850.600.1100.0104.115	First Grade	380.00	0.00	320.00	60.00

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
850.600.1200.0104.115	Second Grade	184.89	0.00	160.00	24.89
850.600.1300.0104.115	Third Grade	331.90	0.00	0.00	331.90
850.600.1400.0104.115	Fourth Grade	162.92	0.00	0.00	162.92
850.600.1500.0104.115	Fifth Grade	359.69	0.00	206.44	153.25
850.600.2000.0104.115	Schoolwide Student Activities	44.68	952.00	0.00	996.68
850.600.2275.0104.115	Cheerleaders	27.26	0.00	0.00	27.26
850.600.2285.0104.115	Choir Club	109.57	0.00	0.00	109.57
850.600.2705.0104.115	Tech Natl Honor Society Club	2.83	0.00	0.00	2.83
850.600.2790.0104.115	Student Council	9,359.13	134.00	787.10	8,706.03
<b>Total FUND:</b>	850	10,963.23	1,086.00	1,473.54	10,575.69
				Encumbrance:	227.55
				<i>Encumbered Cash Balance:</i>	10,348.14
		24,156.03	1,533.00	3,525.19	22,163.84
				Encumbrance:	759.56
				<i>Encumbered Cash Balance:</i>	21,404.28

End of Report

### Nogales Unified School District #1

## Cash Balances & Encumbrances by FUND

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3000.0102.104	Schoolwide Auxiliary Operations	22.50	0.00	0.00	22.50
525.600.3100.0102.104	Book Fair	11.43	0.00	0.00	11.43
525.600.3200.0102.104	In-school sales	1,881.18	0.00	0.00	1,881.18
525.600.3300.0102.104	Vending	284.46	0.00	0.00	284.46
525.600.3600.0102.104	Locker Fees	3,013.64	0.00	0.00	3,013.64
525.600.3710.0102.104	ID Replacement Fees	5.00	0.00	0.00	5.00
525.600.3730.0102.104	Library Fees	45.97	0.00	0.00	45.97
525.600.3745.0102.104	Planner Fees	135.00	0.00	0.00	135.00
525.600.3900.0102.104	Textbook Debt Account	9,306.07	0.00	0.00	9,306.07
525.600.4200.0102.104	Athletics	104.74	0.00	0.00	104.74
<b>Total FUND:</b>	525	14,809.99	0.00	0.00	14,809.99
				Encumbrance:	1,316.12
				<b>Encumbered Cash Balance:</b>	<b>13,493.87</b>
526.600.1800.0102.104	Eighth Grade	855.00	0.00	0.00	855.00
526.600.2000.0102.104	Schoolwide Student Activities	3,091.66	0.00	0.00	3,091.66
526.600.2100.0102.104	Tax Credit Educational Field Trips	754.40	0.00	0.00	754.40
526.600.2230.0102.104	Band	1,959.36	33.34	17.25	1,975.45
526.600.2275.0102.104	Cheerleaders	83.83	0.00	0.00	83.83
526.600.2280.0102.104	Chess Club	336.00	0.00	0.00	336.00
526.600.2610.0102.104	Manachi	2.07	0.00	0.00	2.07
526.600.2620.0102.104	Mesa Club	442.90	0.00	0.00	442.90
526.600.2720.0102.104	Poms	355.21	0.00	171.00	184.21
526.600.2790.0102.104	Student Council	458.00	0.00	0.00	458.00
526.600.4200.0102.104	Athletics	79.87	0.00	0.00	79.87
526.600.4235.0102.104	Athletics Boys Tennis	575.00	0.00	0.00	575.00
526.600.4255.0102.104	Athletics Girls Basketball	300.00	0.00	0.00	300.00
526.600.4280.0102.104	Athletics Girls Tennis	189.41	0.00	0.00	189.41
526.600.4285.0102.104	Athletics Girls Volleyball	468.75	0.00	0.00	468.75

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
<b>Total FUND:</b>	526	9,951.46	33.34	188.25	9,796.55
				Encumbrance:	2,215.79
				<i>Encumbered Cash Balance:</i>	7,580.76
850.600.1600.0104.104	Sixth Grade	3,036.29	0.00	0.00	3,036.29
850.600.1700.0104.104	Seventh Grade	2,839.18	0.00	0.00	2,839.18
850.600.1800.0104.104	Eighth Grade	8,876.04	0.00	2,797.72	6,078.32
850.600.2000.0104.104	Schoolwide Student Activities	39.70	0.00	0.00	39.70
850.600.2215.0104.104	AVID Club	98.53	0.00	0.00	98.53
850.600.2230.0104.104	Band	3,080.99	0.00	1,705.76	1,375.23
850.600.2275.0104.104	Cheerleaders	2,236.93	0.00	0.00	2,236.93
850.600.2305.0104.104	Drama Club	108.00	0.00	0.00	108.00
850.600.2610.0104.104	Marachi	45.45	0.00	0.00	45.45
850.600.2620.0104.104	Mesa Club	3,999.91	0.00	270.38	3,729.53
850.600.2720.0104.104	Poms	335.81	0.00	50.00	285.81
850.600.2786.0104.104	Sportsmans Club	342.00	0.00	0.00	342.00
850.600.2790.0104.104	Student Council	5,853.72	0.00	1,999.40	3,854.32
850.600.2975.0104.104	Yearbook Club	8,661.06	0.00	7,557.99	1,103.07
<b>Total FUND:</b>	850	39,553.61	0.00	14,381.25	25,172.36
				Encumbrance:	1,648.02
				<i>Encumbered Cash Balance:</i>	23,524.34
		64,315.06	33.34	14,569.50	49,778.90
				Encumbrance:	5,179.93
				<i>Encumbered Cash Balance:</i>	44,598.97

End of Report

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3100.0102.111	Book Fair	3.22	0.00	0.00	3.22
525.600.3265.0102.111	School Pictures	1,339.17	0.00	0.00	1,339.17
525.600.3300.0102.111	Vending	67.57	0.00	0.00	67.57
525.600.3400.0102.111	Yearbook	6,521.87	3,408.00	4,145.12	5,784.75
525.600.3600.0102.111	Locker Fees	11,872.27	15.00	150.00	11,737.27
525.600.3710.0102.111	ID Replacement Fees	503.97	0.00	0.00	503.97
525.600.3730.0102.111	Library Fees	869.34	73.16	0.00	942.50
525.600.3745.0102.111	Planner Fees	263.50	0.00	0.00	263.50
525.600.3900.0102.111	Textbook Debt Account	4,077.62	0.00	0.00	4,077.62
525.600.4200.0102.111	Athletics	173.56	0.00	0.00	173.56
<b>Total FUND:</b>		<b>25,692.09</b>	<b>3,496.16</b>	<b>4,295.12</b>	<b>24,893.13</b>
				<b>Encumbrance:</b>	<b>232.13</b>
				<b>Encumbered Cash Balance:</b>	<b>24,661.00</b>
526.600.2000.0102.111	Schoolwide Student Activities	7,622.45	100.00	0.00	7,722.45
526.600.2230.0102.111	Band	887.29	0.00	0.00	887.29
526.600.2261.0102.111	Camp Invention	1,900.00	0.00	1,900.00	0.00
526.600.2610.0102.111	Marachi	99.74	0.00	0.00	99.74
526.600.2720.0102.111	Poms	129.77	0.00	0.00	129.77
526.600.2790.0102.111	Student Council	565.54	178.51	646.63	97.42
526.600.4200.0102.111	Athletics	902.26	0.00	700.00	202.26
526.600.4205.0102.111	Athletics Boys Baseball	28.46	0.00	0.00	28.46
<b>Total FUND:</b>		<b>12,135.51</b>	<b>278.51</b>	<b>3,246.63</b>	<b>9,167.39</b>
				<b>Encumbrance:</b>	<b>106.40</b>
				<b>Encumbered Cash Balance:</b>	<b>9,060.99</b>
850.600.1600.0104.111	Sixth Grade	860.00	0.00	825.69	34.31
850.600.1700.0104.111	Seventh Grade	730.00	40.00	700.88	69.12
850.600.1800.0104.111	Eighth Grade	1,682.11	10.51	1,633.31	59.31
850.600.2205.0104.111	Drama Club	95.20	0.00	0.00	95.20

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
850.600.2209.0104.111	Algebra I Club	1,885.00	0.00	1,573.76	311.24
850.600.2212.0104.111	Art Club	425.50	0.00	220.66	204.84
850.600.2223.0104.111	Ballet Folklorico	1,474.80	0.00	0.00	1,474.80
850.600.2230.0104.111	Band	785.15	272.57	240.00	817.72
850.600.2275.0104.111	Cheerleaders	2.95	0.00	0.00	2.95
850.600.2290.0104.111	Cross Country Club	16.99	0.00	0.00	16.99
850.600.2295.0104.111	Dance Club	27.07	0.00	0.00	27.07
850.600.2610.0104.111	Mariachi	564.95	272.58	526.80	310.73
850.600.2618.0104.111	Math Club	1,484.41	21.22	1,188.50	317.13
850.600.2620.0104.111	Mesa Club	701.57	0.00	129.84	571.73
850.600.2720.0104.111	Poms	1.12	0.00	0.00	1.12
850.600.2786.0104.111	Sportsmans Club	144.99	0.00	0.00	144.99
850.600.2790.0104.111	Student Council	1,272.46	0.00	1,021.89	250.57
<b>Total FUND:</b>	850	<u>12,154.27</u>	<u>616.88</u>	<u>8,061.33</u>	<u>4,709.82</u>
				Encumbrance:	813.39
				<b>Encumbered Cash Balance:</b>	<u>3,896.43</u>
		<u>49,981.87</u>	<u>4,391.55</u>	<u>15,603.08</u>	<u>38,770.34</u>
				Encumbrance:	1,151.92
				<b>Encumbered Cash Balance:</b>	<u>37,618.42</u>

End of Report

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.2520.0102.210	JROTC	57.67	0.00	0.00	57.67
525.600.3000.0102.210	Schoolwide Auxiliary Operations	1,282.18	1,861.00	487.00	2,656.18
525.600.3100.0102.210	Book Fair	1,012.37	0.00	0.00	1,012.37
525.600.3200.0102.210	In-school sales	86.76	0.00	0.00	86.76
525.600.3225.0102.210	Computer Lab Supplies	1,555.07	0.00	0.00	1,555.07
525.600.3240.0102.210	Library Copy Machine	2,995.30	20.75	0.00	3,016.05
525.600.3300.0102.210	Vending	195.80	33.24	80.00	149.04
525.600.3505.0102.210	Art Class Fees	3,923.95	108.00	0.00	4,031.95
525.600.3510.0102.210	Auto Mechanics Class Fees	4,518.68	138.00	0.00	4,656.68
525.600.3512.0102.210	Band Class Fees	366.00	81.00	0.00	447.00
525.600.3515.0102.210	Botany Class Fees	402.39	0.00	0.00	402.39
525.600.3520.0102.210	Ceramics Class Fees	1,566.42	64.00	12.00	1,618.42
525.600.3540.0102.210	Class Change Fees	5,140.15	0.00	1,151.49	3,988.66
525.600.3544.0102.210	CTE/Cosmology Class Fees	190.00	0.00	0.00	190.00
525.600.3545.0102.210	Culinary Arts Class Fees	3,494.03	921.65	510.29	3,905.39
525.600.3550.0102.210	Food & Nutrition Class Fees	367.96	50.00	270.22	147.74
525.600.3555.0102.210	Graphic Arts Class Fees	5,732.26	4,429.35	2,168.02	7,993.59
525.600.3560.0102.210	Industrial Technology	780.00	0.00	0.00	780.00
525.600.3570.0102.210	Machinist Class Fees	3,948.20	72.00	763.00	3,257.20
525.600.3571.0102.210	Medical/Health Professions	15.50	0.00	0.00	15.50
525.600.3585.0102.210	Sewing Class Fees	472.15	0.00	0.00	472.15
525.600.3585.0105.210	Sewing Class Fees	15.00	0.00	0.00	15.00
525.600.3595.0102.210	Woods Class Fees	5,162.28	0.00	0.00	5,162.28
525.600.3610.0102.210	Hall Lockers	997.48	0.00	45.93	951.55
525.600.3620.0102.210	PE Lockers	4,030.94	60.00	0.00	4,090.94
525.600.3700.0102.210	Other Fees	(64.91)	141.00	35.09	41.00
525.600.3710.0102.210	ID Replacement Fees	21,011.25	910.00	0.00	21,921.25
525.600.3730.0102.210	Library Fees	3,032.28	580.20	84.17	3,528.31
525.600.3740.0102.210	Parking Permit Fees	1,181.10	830.00	150.00	1,861.10
525.600.3800.0102.210	Test Fees	2,096.00	15.00	0.00	2,111.00
525.600.3810.0102.210	AP Test Fees	3,590.00	4,205.00	0.00	7,795.00
525.600.3820.0102.210	IB Test Fees	4,055.69	600.00	0.00	4,655.69

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
525.600.3900.0102.210	Textbook Debt Account	20,143.20	3,058.00	149.00	23,052.20
525.600.4200.0102.210	Athletics	2,679.85	210.00	1,361.42	1,528.43
525.600.4250.0102.210	Athletics Family Ticket Plan	4,706.33	0.00	1,713.18	2,993.15
525.600.4290.0102.210	Athletics Student Activity Card	140.04	0.00	0.00	140.04
<b>Total FUND: 525</b>		<b>110,879.37</b>	<b>18,388.19</b>	<b>8,980.81</b>	<b>120,286.75</b>
				<b>Encumbrance: 14,245.79</b>	
				<b>Encumbered Cash Balance: 106,040.96</b>	
526.600.2000.0102.210	Schoolwide Student Activities	1,493.70	0.00	0.00	1,493.70
526.600.2018.0102.210	Class of 2018	277.75	22.22	0.00	299.97
526.600.2101.0102.210	Tax Credit Character Education	720.00	0.00	0.00	720.00
526.600.2220.0102.210	Auto Shop Club	1,767.00	0.00	0.00	1,767.00
526.600.2230.0102.210	Band	1,084.90	50.00	0.00	1,134.90
526.600.2235.0102.210	Boy Scouts Club	193.60	88.88	0.00	282.48
526.600.2275.0102.210	Cheerleaders	497.38	0.00	0.00	497.38
526.600.2280.0102.210	Chess Club	1,465.11	0.00	0.00	1,465.11
526.600.2295.0102.210	Dance Club	2,330.00	0.00	0.00	2,330.00
526.600.2370.0102.210	FBLA	3,048.32	20.00	0.00	3,068.32
526.600.2375.0102.210	Flags	5.44	0.00	0.00	5.44
526.600.2415.0102.210	Apache Geek Squad	724.00	0.00	0.00	724.00
526.600.2520.0102.210	JROTC	1,068.94	0.00	0.00	1,068.94
526.600.2540.0102.210	Key Club	50.00	0.00	0.00	50.00
526.600.2610.0102.210	Mantachi	875.27	0.00	670.06	205.21
526.600.2615.0102.210	Maroon Masque	626.17	0.00	0.00	626.17
526.600.2620.0102.210	Mesa Club	619.43	0.00	0.00	619.43
526.600.2640.0102.210	National Honor Society	193.60	0.00	0.00	193.60
526.600.2720.0102.210	Poms	2,210.07	133.78	0.00	2,343.85
526.600.2760.0102.210	Rotary Interact	1,300.00	0.00	0.00	1,300.00
526.600.2770.0102.210	SADD Club	50.00	0.00	0.00	50.00
526.600.2775.0102.210	Science Club	1,112.00	0.00	0.00	1,112.00
526.600.2786.0102.210	Sportsmans Club	78.00	0.00	0.00	78.00



**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
526.600.2915.0102.210	Woodinators Club	950.00	0.00	0.00	950.00
526.600.3221.0102.210	CTE/Vocational Department	920.00	0.00	0.00	920.00
526.600.3505.0102.210	Art Class Fees	21.75	0.00	0.00	21.75
526.600.3510.0102.210	Auto Mechanics Class Fees	375.50	0.00	0.00	375.50
526.600.3820.0102.210	IB Test Fees	4,006.00	0.00	0.00	4,006.00
526.600.4200.0102.210	Athletics	131.72	0.00	0.00	131.72
526.600.4200.0103.210	Athletics	85.10	0.00	0.00	85.10
526.600.4205.0102.210	Athletics Boys Baseball	1,200.00	0.00	0.00	1,200.00
526.600.4210.0102.210	Athletics Boys Basketball	325.01	0.00	0.00	325.01
526.600.4215.0102.210	Athletics Boys Cross Country	188.93	0.00	0.00	188.93
526.600.4220.0102.210	Athletics Boys Football	757.18	0.00	0.00	757.18
526.600.4225.0102.210	Athletics Boys Golf	30.37	0.00	0.00	30.37
526.600.4230.0102.210	Athletics Boys Soccer	459.00	0.00	0.00	459.00
526.600.4235.0102.210	Athletics Boys Tennis	0.09	0.00	0.00	0.09
526.600.4245.0102.210	Athletics Boys Wrestling	12,479.11	0.00	0.00	12,479.11
526.600.4255.0102.210	Athletics Girls Basketball	277.44	0.00	0.00	277.44
526.600.4260.0102.210	Athletics Girls Cross Country	61.29	0.00	0.00	61.29
526.600.4270.0102.210	Athletics Girls Soccer	524.91	22.22	0.00	547.13
526.600.4275.0102.210	Athletics Girls Softball	101.00	0.00	0.00	101.00
526.600.4280.0102.210	Athletics Girls Tennis	3,584.73	0.00	0.00	3,584.73
526.600.4285.0102.210	Athletics Girls Volleyball	2,559.75	0.00	0.00	2,559.75
526.600.4295.0102.210	Athletics Track & Field	510.00	0.00	0.00	510.00
<b>Total FUND:</b>	526	51,339.56	337.10	670.06	51,006.60
				Encumbrance:	3,181.54
				<b>Encumbered Cash Balance:</b>	<b>47,825.06</b>
851.600.2000.0105.210	Schoolwide Student Activities	359.83	0.00	0.00	359.83
851.600.2014.0105.210	Class of 2014	189.79	0.00	0.00	189.79
851.600.2015.0105.210	Class of 2015	14,020.92	455.59	4,090.47	10,386.04
851.600.2016.0105.210	Class of 2016	12,443.58	523.49	4,314.86	8,652.21
851.600.2017.0105.210	Class of 2017	3,297.72	325.00	0.00	3,622.72

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
851.600.2018.0105.210	Class of 2018	2,410.07	12.40	0.00	2,422.47
851.600.2210.0105.210	Amigos Club	551.22	459.05	0.00	1,010.27
851.600.2220.0105.210	Auto Shop Club	3,269.99	152.00	780.30	2,641.69
851.600.2223.0105.210	Ballet Folklorico	2,228.22	0.00	0.00	2,228.22
851.600.2230.0105.210	Band	1,799.47	554.00	20.00	2,333.47
851.600.2260.0105.210	Career Vocation Club	133.34	47.85	99.75	81.44
851.600.2275.0105.210	Cheerleaders	779.23	70.00	513.10	336.13
851.600.2280.0105.210	Chess Club	796.51	444.00	0.00	1,240.51
851.600.2285.0105.210	Choir Club	2,175.34	0.00	0.00	2,175.34
851.600.2287.0105.210	Comedy Club	28.00	0.00	0.00	28.00
851.600.2310.0105.210	Drill Team	75.69	0.00	0.00	75.69
851.600.2320.0105.210	FCCLA/Early Childhood Club	205.77	47.00	0.00	252.77
851.600.2325.0105.210	Friends of Rachel Club	733.67	0.00	98.00	635.67
851.600.2340.0105.210	Model United Nations Club	320.00	0.00	0.00	320.00
851.600.2370.0105.210	FBLA	13,604.57	10,790.69	8,202.13	16,193.13
851.600.2375.0105.210	Flags	359.79	1,856.00	0.00	2,215.79
851.600.2380.0105.210	French Club	439.52	0.00	0.00	439.52
851.600.2415.0105.210	Apache Geek Squad	4,785.28	1,582.65	2,468.26	3,899.67
851.600.2430.0105.210	GSA Club	332.49	0.00	0.00	332.49
851.600.2470.0105.210	Student Fellowship Club	274.38	0.00	0.00	274.38
851.600.2515.0105.210	Jr Statesmen of America	485.73	0.00	0.00	485.73
851.600.2520.0105.210	JROTC	3,631.94	625.80	98.00	4,159.74
851.600.2540.0105.210	Key Club	142.11	0.00	0.00	142.11
851.600.2610.0105.210	Manachi	5,002.14	152.32	2,561.14	2,593.32
851.600.2615.0105.210	Maroon Masque	2,997.79	0.00	32.00	2,965.79
851.600.2620.0105.210	Mesa Club	414.69	0.00	0.00	414.69
851.600.2635.0105.210	National Art Honor Society	614.23	0.00	0.00	614.23
851.600.2640.0105.210	National Honor Society	1,446.94	0.00	0.00	1,446.94
851.600.2705.0105.210	Tech Natl Honor Society Club	1,409.90	423.00	500.00	1,332.90
851.600.2710.0105.210	Orchestra Club	74.40	0.00	0.00	74.40
851.600.2720.0105.210	Poms	1,910.24	594.00	0.00	2,504.24
851.600.2760.0105.210	Rotary Interact	1,305.98	240.00	500.00	1,045.98

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 06/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
851.600.2770.0105.210	SADD Club	1,337.68	0.00	0.00	1,337.68
851.600.2775.0105.210	Science Club	2,068.07	56.00	0.00	2,124.07
851.600.2780.0105.210	SKILLS Club	24,878.10	3,642.39	2,673.43	25,847.06
851.600.2785.0105.210	Fashion Design Club	326.68	0.00	0.00	326.68
851.600.2786.0105.210	Sportsmans Club	239.00	44.00	0.00	283.00
851.600.2790.0104.210	Student Council	450.00	0.00	0.00	450.00
851.600.2790.0105.210	Student Council	255.41	0.00	0.00	255.41
851.600.2795.0105.210	Science Natl Honor Society	463.68	0.00	0.00	463.68
851.600.2910.0105.210	War Cry Club	633.97	0.00	0.00	633.97
851.600.2915.0105.210	Woodinators Club	71.00	0.00	0.00	71.00
851.600.2975.0105.210	Yearbook Club	2,711.10	8,625.00	113.00	11,223.10
851.600.3235.0105.210	Honors Club	5,058.36	252.00	2,605.00	2,705.36
851.600.3700.0105.210	Other Fees	90.10	0.00	0.00	90.10
851.600.4205.0105.210	Athletics Boys Baseball	4,155.53	0.00	2,791.30	1,364.23
851.600.4210.0105.210	Athletics Boys Basketball	1,174.94	2,500.00	700.00	2,974.94
851.600.4220.0105.210	Athletics Boys Football	6,081.13	31,080.00	3,455.68	33,705.45
851.600.4225.0105.210	Athletics Boys Golf	213.23	0.00	0.00	213.23
851.600.4230.0105.210	Athletics Boys Soccer	1,217.30	0.00	0.00	1,217.30
851.600.4255.0105.210	Athletics Girls Basketball	908.62	215.00	0.00	1,123.62
851.600.4260.0105.210	Athletics Girls Cross Country	544.72	75.00	0.00	619.72
851.600.4270.0105.210	Athletics Girls Soccer	1,465.96	0.00	0.00	1,465.96
851.600.4275.0105.210	Athletics Girls Softball	2,243.66	0.00	0.00	2,243.66
851.600.4280.0105.210	Athletics Girls Tennis	332.63	1,250.00	0.00	1,582.63
851.600.4285.0105.210	Athletics Girls Volleyball	2,512.24	0.00	0.00	2,512.24
851.600.4295.0105.210	Athletics Track & Field	1,109.93	0.00	0.00	1,109.93
851.600.4295.0107.210	Athletics Track & Field	68.00	0.00	0.00	68.00
<b>Total FUND:</b>		<b>145,661.52</b>	<b>67,094.23</b>	<b>36,616.42</b>	<b>176,139.33</b>
				<b>Encumbrance:</b>	<b>26,821.84</b>
				<b>Encumbered Cash Balance:</b>	<b>149,317.49</b>

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**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number:

Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
	307,880.45	85,819.52	46,267.29	347,432.68
			Encumbrance:	44,249.17
			<i>Encumbered Cash Balance:</i>	<i>303,183.51</i>

End of Report

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increase Debits	Decrease Credits	Cash Balance
525.600.3200.0102.209	In-school sales	118.75	0.00	0.00	118.75
525.600.3221.0102.209	CTE/Vocational Department	82.08	0.00	0.00	82.08
525.600.3300.0102.209	Vending	274.58	51.23	66.67	259.14
525.600.3542.0102.209	CTE/Computers	265.10	0.00	0.00	265.10
525.600.3571.0102.209	Medical/Health Professions	130.30	0.00	0.00	130.30
525.600.3710.0102.209	ID Replacement Fees	648.18	0.00	0.00	648.18
525.600.3900.0102.209	Textbook Debt Account	57.00	0.00	0.00	57.00
<b>Total FUND: 525</b>		<b>1,575.99</b>	<b>51.23</b>	<b>66.67</b>	<b>1,560.55</b>
				Encumbrance:	414.91
				<b>Encumbered Cash Balance:</b>	<b>1,145.64</b>
526.600.2000.0102.209	Schoolwide Student Activities	1,470.93	56.00	0.00	1,526.93
526.600.2560.0102.209	Leadership Club	705.00	0.00	400.00	305.00
526.600.3275.0102.209	School Uniforms	0.20	0.00	0.00	0.20
526.600.3835.0102.209	Tax Credit Participation Fee	292.70	0.00	0.00	292.70
<b>Total FUND: 526</b>		<b>2,468.83</b>	<b>56.00</b>	<b>400.00</b>	<b>2,124.83</b>
				Encumbrance:	132.72
				<b>Encumbered Cash Balance:</b>	<b>1,992.11</b>
851.600.2240.0105.209	Business Class Club	686.00	166.89	0.00	852.89
851.600.2286.0105.209	Churro Cart Club	818.51	0.00	0.00	818.51
851.600.2480.0105.209	HOSA Chapter	273.17	0.00	0.00	273.17
851.600.2560.0105.209	Leadership Club	1,122.64	0.00	36.72	1,085.92
851.600.2780.0105.209	SKILLS Club	500.00	0.00	0.00	500.00
851.600.2790.0105.209	Student Council	157.00	0.00	0.00	157.00
<b>Total FUND: 851</b>		<b>3,557.32</b>	<b>166.89</b>	<b>36.72</b>	<b>3,687.49</b>
				Encumbrance:	0.00
				<b>Encumbered Cash Balance:</b>	<b>3,687.49</b>

**Nogales Unified School District #1**

**Cash Balances & Encumbrances by FUND**

Fiscal Year: 2014-2015

Date Range: 05/01/2015 - 05/31/2015

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
		7,602.14	274.12	503.39	7,372.87
				Encumbrance:	547.63
				<i>Encumbered Cash Balance:</i>	<u>6,825.24</u>

End of Report

**NOGALES UNIFIED SCHOOL DISTRICT**

**AGENDA ITEM SUMMARY**

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

**SUBMITTED BY:** Adelmo Sandoval **DATED:** 06/15/2015  
Finance Director

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

**1) Payroll Voucher:**

P-25	Voucher #66	1047	JUNE 12, 2015	\$	371,586.17
P-25.1	Voucher #67	1048	JUNE 12, 2015	\$	9,581.47
P-25.2	Voucher #68	1049	JUNE 12, 2015	\$	3,773.24

**2) Expense Voucher:**

E 1125 JUNE 05, 2015 \$ 378,770.33

**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

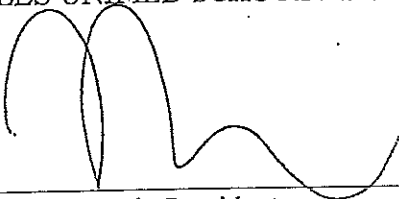
WHEREAS, pursuant to Arizona Revised Statute §15-321.G which states:

“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.

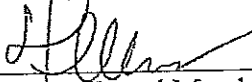
DATED this 14th day of July, 2014

NOGALES UNIFIED SCHOOL DISTRICT NO. ONE GOVERNING BOARD



Dr. Hunter L. Nash, President

Manuel Ruiz, Board Clerk



Hector Arana, Board Member



Derek Arnson, Board Member

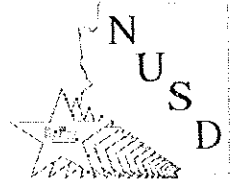


Dr. Marcelino Varona Jr, Board Member



# Nogales Unified School District No. 1

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## MEMORANDUM

Date: June 10, 2015  
To: Adelmo Sandoval, Finance Director  
From: Denisse Melendez, Payroll Specialist *DM*  
Re: RATIFICATION OF PAYROLL VOUCHERS

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In accordance with the Governing Board Resolution dated July 14, 2014 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>
6/12/2015	25	66, 1047	\$371,586.17	Employee/Deductions
6/12/2015	25.1	67, 1048	\$9,581.47	Employee/Deductions
6/12/2015	25.2	68, 1049	\$3,773.24	Employee/Deductions

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Entity Number: 12-2-01

Voucher No: 66, 1047

Voucher Date: 06/12/2015

Prepared By: DM

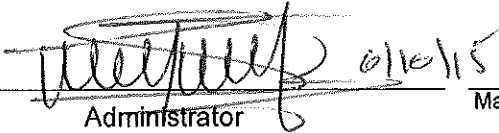
Pay Period: 25

Pay Cycle: BIWEEKLY

Printed: 06/10/2015 03:12:37 PM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$371,586.17 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

 06/10/15  
 Administrator

Manuel Ruiz President

Dr. Marcelino Varona Jr. Board Clerk

Barbara Mendoza Board Member

Greg Lucero Board Member

Santiny Orozco Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$210,996.43	\$15,957.65	\$22,231.03	\$4,450.62	\$253,635.73
012	\$1,825.00	\$139.61	\$153.70	\$10.22	\$2,128.53
101	\$13,157.00	\$1,006.51	\$1,181.44	\$358.10	\$15,703.05
183	\$5,200.00	\$397.80	\$603.20	\$29.12	\$6,230.12
199	\$3,264.80	\$249.74	\$378.71	\$18.26	\$3,911.51
220	\$18,070.21	\$1,382.34	\$1,891.17	\$101.20	\$21,444.92
226	\$747.22	\$57.17	\$86.68	\$4.18	\$895.25
265	\$2,902.59	\$222.05	\$336.70	\$16.25	\$3,477.59
275	\$2,830.74	\$216.56	\$187.11	\$15.85	\$3,250.26
349	\$2,454.40	\$187.76	\$284.72	\$13.75	\$2,940.63
466	\$3,887.48	\$297.40	\$450.94	\$21.77	\$4,657.59
522	\$29,334.01	\$1,938.06	\$2,648.74	\$403.36	\$34,324.17
534	\$2,400.00	\$183.60	\$185.60	\$13.44	\$2,782.64
570	\$5,225.28	\$399.73	\$606.13	\$29.26	\$6,260.40
590	\$8,000.00	\$612.00	\$928.00	\$44.80	\$9,584.80
957	\$295.74	\$22.63	\$30.08	\$10.53	\$358.98
	\$310,590.90	\$23,270.61	\$32,183.95	\$5,540.71	\$371,586.17

**NOGALES UNIFIED SCHOOL DISTRICT #1**  
**VOUCHER**

Entity Number: 12-2-01

Voucher No: 67, 1048

Voucher Date: 06/12/2015

Prepared By: 

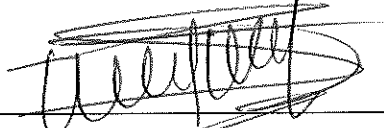
Pay Period: 25.1

Pay Cycle: BIWEEKLY

Printed: 06/10/2015 03:21:20 PM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$9,581.47 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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

Manuel Ruiz President

Dr. Marcellino Varona Jr. Board Clerk

Barbara Mendoza Board Member

Greg Lucero Board Member

Santiny Orozco Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$8,749.85	\$669.36	\$0.00	\$162.26	\$9,581.47
	\$8,749.85	\$669.36	\$0.00	\$162.26	\$9,581.47

# NOGALES UNIFIED SCHOOL DISTRICT #1

## VOUCHER

Entity Number: 12-2-01

Voucher No: 68, 1049

Voucher Date: 06/12/2015

Prepared By: DM

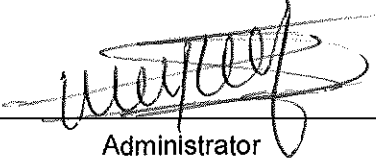
Pay Period: 25.2

Pay Cycle: BIWEEKLY

Printed: 06/12/2015 10:41:24 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$3,773.24 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (period cannot overlap fiscal year end.)

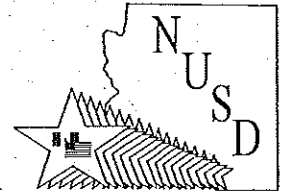
I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 _____ Administrator	Manuel Ruiz	President
	Dr. Marcelino Varona Jr.	Board Clerk
	Barbara Mendoza	Board Member
	Greg Lucero	Board Member
	Santiny Orozco	Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$617.84	\$47.26	\$16.45	\$3.46	\$685.01
183	\$800.00	\$61.20	\$92.80	\$4.48	\$958.48
265	\$888.80	\$68.00	\$103.11	\$4.98	\$1,064.89
956	\$888.80	\$67.99	\$103.09	\$4.98	\$1,064.86
	\$3,195.44	\$244.45	\$315.45	\$17.90	\$3,773.24

# 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: June 4, 2015

Re: Ratification of Expense Voucher

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In accordance with Governing Board Resolution dated July 14th, 2014, 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>
1125	6/05/2015	\$378,770.33

Thank you.

**NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER**

Voucher No: 1125

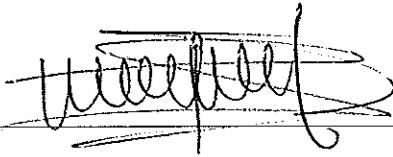
Voucher Date: 06/05/2015

Prepared By: IA

Printed: 06/04/2015 08:31:39 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$378,770.33 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.



Manuel Ruiz

President

Dr. Marcelino Varona Jr.

Board Clerk

Barbara Mendoza

Board Member

Greg Lucero

Board Member

Santiny Orozco

Board Member

NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
001	MAINTENANCE & OPERATION	\$227,450.29
101	TITLE I - LEA	\$26,305.92
199	TITLE III - LEP PROGRAM	\$1,467.71
220	IDEA - BASIC GRANT	\$381.82
260	CTE - BASIC GRANTS	\$1,485.47
265	TRANSITION SCHOOL TO WORK (YTP)	\$280.17
290	MEDICAID REIMBURSEMENTS(MAC)	\$299.34
349	COUNTY FOREST FEES	\$9,958.42
374	E-RATE REIMBURSEMENT	\$2,146.99

Voucher No: 1125


Voucher Date: 06/05/2015

Fund		Amount
400	VOCATIONAL EDUCATION PRIORITY PROGRAMS	\$321.56
510	FOOD SERVICE	\$9,382.11
532	GIFTS & DON. DSMS	\$3,100.80
534	GIFTS & DON. CARPENTER	\$1,256.70
535	GIFTS & DON. LINCOLN	\$143.59
536	GIFTS & DON. MITCHELL ELEM	\$425.20
537	GIFTS & DON. WELTY ELEM	\$190.92
539	GIFTS & DON. N.H.S.	\$45.00
570	INDIRECT COSTS	\$865.78
595	ADVERTISEMENT	\$2,216.44
610	UNRESTRICTED CAPITAL OUTLAY	\$30,658.17
691	BUILDING RENEWAL GRANT	\$58,942.93
856	INSURANCE PROGRAM-PEB	\$1,445.00
		<b>\$378,770.33</b>

**NOGALES UNIFIED SCHOOL DISTRICT NO. ONE**

**AGENDA ITEM SUMMARY**

**ITEM :**                    **CONSENT AGENDA**                    **APPROVED:**  
 \_\_\_\_\_  
 Ratification of Student Activities/Auxiliary Operations Vouchers

**SUBMITTED BY:** Adelmo Sandoval                    **DATE SUBMITTED:**                    6/15/2015  
 Finance Director                    

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

Elementary Student Activities Voucher(s):  
       5/6/2015                    1148                    \$    9,450.73  
       5/21/2015                    1157                    \$  21,584.44

High School Student Activities Voucher(s):  
       5/6/2015                    1150                    \$  10,734.15  
       5/13/2015                    1153                    \$    9,853.66  
       5/21/2015                    1155                    \$  15,602.33

Auxiliary Operations/ExtraCurricular Activity Voucher (s):  
       05/06/2015                    1149                    \$  11,360.12  
       05/21/2015                    1156                    \$  15,990.12

**NOTE:**  
 All vouchers have been reviewed by the District Treasurer and the designed authorized signer on each account. Any additional information is available at the Business Office upon request.

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



# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1148

Voucher Date: 05/06/2015

Prepared By:



Printed: 05/06/2015 08:17:40 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$9,450.73 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

  
Adeimo Sandoval Authorized Signer-All Accounts

517115

Fernando Parra Authorized Signer-All Accounts

NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
850	Student Activities Elementary	\$9,450.73
		<b>\$9,450.73</b>

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1157

Voucher Date: 05/21/2015

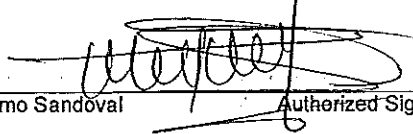
Prepared By: 

Printed: 05/21/2015 09:24:06 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$21,584.44 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

\_\_\_\_\_



Adelmo Sandoval

Authorized Signer-All Accounts

Fernando Parra

Authorized Signer-All Accounts

NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
850	Student Activities Elementary	\$21,584.44
		<b>\$21,584.44</b>

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1150

Voucher Date: 05/06/2015

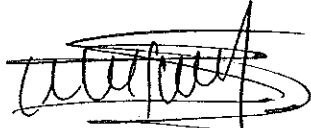
Prepared By: 

Printed: 05/06/2015 09:24:31 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$10,734.15 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

\_\_\_\_\_



0/7/15

Adelmo Sandoval

Authorized Signer-All Accounts

Fernando Parra

Authorized Signer-All Accounts

NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
851	Student Activities High School	\$10,734.15
		<b>\$10,734.15</b>

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1153

Voucher Date: 05/13/2015

Prepared By:

SA

Printed: 05/13/2015 01:41:03 PM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$9,853.66 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

  
Adelmo Sandoval 5/22/15  
Authorized Signer-All Accounts

Fernando Parra Authorized Signer-All Accounts

NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
851	Student Activities High School	\$9,853.66
		<b>\$9,853.66</b>

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# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1155

Voucher Date: 05/21/2015

Prepared By: SA

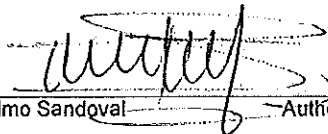
Printed: 05/21/2015 07:32:00 AM

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NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$15,602.33 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

---

 5/22/15  
Adelmo Sandoval Authorized Signer-All Accounts

---

Fernando Parra Authorized Signer-All Accounts

NOGALES UNIFIED SCHOOL DISTRICT #1

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Fund		Amount
851	Student Activities High School	\$15,602.33
		<hr/>
		\$15,602.33

---

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1149

Voucher Date: 05/06/2015

Prepared By:



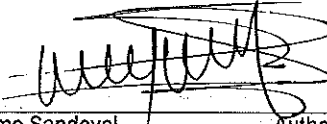
Printed: 05/06/2015 09:03:09 AM

---

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$11,360.12 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

---



Adelmo Sandoval

Authorized Signer-All Accounts

5/7/15

---

Fernando Parra

Authorized Signer-All Accounts

NOGALES UNIFIED SCHOOL DISTRICT #1

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Fund		Amount
525	Auxiliary Operations	\$7,094.86
526	Extracurricular Activity Fees Tax Credit	\$4,265.26
		<b>\$11,360.12</b>

---

# NOGALES UNIFIED SCHOOL DISTRICT #1 VOUCHER

Voucher No: 1156

Voucher Date: 05/21/2015

Prepared By:

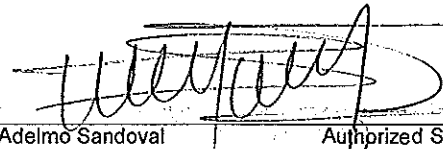


Printed: 05/21/2015 08:28:08 AM

NOGALES UNIFIED SCHOOL DISTRICT #1 is hereby authorized to draw warrants against NOGALES UNIFIED SCHOOL DISTRICT #1 funds for the sum of \$15,990.12 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2014 to June 30, 2015 (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.

\_\_\_\_\_

 5/22/15  
Adelmo Sandoval Authorized Signer-All Accounts

Fernando Parra Authorized Signer-All Accounts


NOGALES UNIFIED SCHOOL DISTRICT #1

Fund		Amount
525	Auxiliary Operations	\$10,056.82
526	Extracurricular Activity Fees Tax Credit	\$5,933.30
		<b>\$15,990.12</b>

**NOGALES UNIFIED SCHOOL DISTRICT #1**

**AGENDA ITEM SUMMARY**

**ITEM:**                    **CONSENT AGENDA:**                    **APPROVED:**  
Approval/Acceptance of Donation from Santa Cruz County Board  
of Supervisors

**SUBMITTED BY:**    Adelmo Sandoval                    **DATE SUBMITTED**    5/29/2015  
Finance Director                    

**BACKGROUND:**

Santa Cruz County Board of Supervisors is submitting a donation of \$4000.00 to Nogales High School, to be used for FBLA National Competition.

**NOTE:**

Upon Board approval, the Business Office will contact Santa Cruz County Board of Supervisors to acknowledge approval of the donation.

**RECOMMEDATION:**

The Administrative recommendation is that the Governing Board accept the donation being offered by Santa Cruz County Board of Supervisors.

**ENCLOSURES:**

Request for Acceptance of Donation & Gifts Form



NOGALES UNIFIED SCHOOL DISTRICT #1  
 310 W PLUM STREET  
 PHONE(520) 287-0800 / FAX:(520) 287-6618

REQUEST FOR ACCEPTANCE OF GIFTS & DONATIONS

Name of Individual making donation: The board of Supervisors  
 Representing (Firm, Corporation): Santa Cruz County  
 Address: \_\_\_\_\_  
 Street City State Zip  
 Phone #: (520) Fax #: \_\_\_\_\_ E-Mail \_\_\_\_\_

Donated Item	Estimated Value	Serial/Vin #	Condition (Good, Fair, Poor)
Check # 05 7471	4000.00		
*Cash/Check Donation:	\$4000.00	Deposit to: Student Activities <input checked="" type="checkbox"/> Gifts & Donations Fund [ ]	

\*If Cash/Check Donation please make check payable to Nogales Unified School District #1

Purpose for which donation is intended (if any):  
Donation in the amount of \$4000.00 for  
FBLA students to attend the national competition  
in Chicago IL.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 [ ] Please provide the District Tax ID Number upon acceptance of Donation

**FOR DISTRICT USE**

School/Department requesting acceptance of donation: \_\_\_\_\_  
 Administrator Signature: [Signature] Date: 5/29/15

\* DONATIONS UNDER \$1000.00 MAY BE APPROVED BY SUPERINTENDENT

\_\_\_\_\_  
 Superintendent Signature Date of Approval

\* DONATIONS OVER \$1000.00 MUST BE APPROVED BY GOVERNING BOARD


\_\_\_\_\_  
 Governing Board Signature Date of Approval

**NOGALES UNIFIED SCHOOL DISTRICT #1**

**AGENDA ITEM SUMMARY**

**ITEM:**                    **CONSENT AGENDA:**                    **APPROVED:**  
Approval/Acceptance of Donation from Santa Cruz County School  
Superintendent's Office

**SUBMITTED BY:**    Adelmo Sandoval                    **DATE SUBMITTED**    6/15/2015  
Finance Director



**BACKGROUND:**

Santa Cruz County School Superintendent's Office is submitting a donation of \$2500.00 to Nogales High School, to be used for FBLA National Conference.

**NOTE:**

Upon Board approval, the Business Office will contact Santa Cruz County School Superintendent's Office to acknowledge approval of the donation.

**RECOMMEDATION:**

The Administrative recommendation is that the Governing Board accept the donation being offered by Santa Cruz County School Superintendent's Office.

**ENCLOSURES:**

Request for Acceptance of Donation & Gifts Form

NOGALES UNIFIED SCHOOL DISTRICT #1  
310 W PLUM STREET  
PHONE(520) 287-0800 / FAX:(520) 287-6618

REQUEST FOR ACCEPTANCE OF GIFTS & DONATIONS

Name of Individual making donation: Alfredo Velasquez  
Representing (Firm, Corporation): County Superintendent Santa Cruz County  
Address: \_\_\_\_\_  
Street City State Zip  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ E-Mail \_\_\_\_\_

Donated Item	Estimated Value	Serial/Vin #	Condition (Good, Fair, Poor)
\$2500			
CK# 2-057472			
*Cash/Check Donation: \$2500 <sup>00</sup>		Deposit to: Student Activities [ <input checked="" type="checkbox"/> ] Gifts & Donations Fund [ <input type="checkbox"/> ]	

\*If Cash/Check Donation please make check payable to Nogales Unified School District #1

Purpose for which donation is intended (if any):  
For students to attend the FBLA National conference in Chicago IL  
Acct # 85160023706000210

Signature: [Signature] Date: 6/5/15  
[ ] Please provide the District Tax ID Number upon acceptance of Donation

**FOR DISTRICT USE**

School/Department requesting acceptance of donation: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* DONATIONS UNDER \$1000.00 MAY BE APPROVED BY SUPERINTENDENT

\_\_\_\_\_  
Superintendent Signature Date of Approval

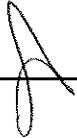
\* DONATIONS OVER \$1000.00 MUST BE APPROVED BY GOVERNING BOARD

\_\_\_\_\_  
Governing Board Signature Date of Approval

**NOGALES UNIFIED SCHOOL DISTRICT NO. ONE**

**AGENDA ITEM SUMMARY**

**ITEM:**                    **CONSENT AGENDA:**                    **APPROVED:**  
Approval / Agreement to Provide Meals  
Santa Cruz Council on Aging

**SUBMITTED BY:**    Adelmo Sandoval                    **DATE SUBMITTED:** June 15, 2015  
Finance Director                    

**BACKGROUND:**

Santa Cruz Council on Aging has requested that the District consider providing Food Services to their program.

The district will only be responsible for providing meals for a standard per meal fee. The proposed fee has been established taking into consideration all costs which include, food cost, preparation time, administrative costs, delivery time utilities, etc.

The District does not anticipate any additional costs for running these sites under our food service program. All revenues and expenditures from these sites will be recorded under the district's food service account. Indirect costs incurred for this additional part of the program will be used to offset utility costs.

**RECOMMEDATION:**

The Administrative recommendation is that the Governing Board approves the proposed Agreement to Provide Meals to Santa Cruz Council on Aging and authorizes its signature.

**ENCLOSURES:**

Copy of Agreements

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

6/16/15  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## AGREEMENT TO PROVIDE MEALS

Agreement between **Santa Cruz Council on Aging (SCCOA)** and **Nogales Unified School District #1** hereafter referred to as the "District" do hereby enter into the following agreement:

### A. Title of Agreement

The title of this Agreement is the **Santa Cruz Council on Aging**.

### B. Purpose of Agreement

To enable the **Nogales Unified School District #1** to provide catered meal service to **Santa Cruz Council on Aging** according to calendar provided by Sponsor.

### C. Duration of Agreement

This agreement shall be in effect from **July 1, 2015 through June 30, 2016**. It may be renewed on an annual basis if mutually agreeable terms are reached, unless terminated pursuant to paragraph E.

### D. Conditions of Agreement

1. District will sell meals to all eligible adults of the **Santa Cruz Council on Aging** in accordance with established procedures of the District.
2. Meals are to be prepared at the District site and/or at the Sponsors site by the District.
3. Cafeteria equipment provided by the District shall remain the property of District.
4. Cafeteria equipment provided by the **Santa Cruz Council on Aging** shall remain the property of the Sponsor.
5. **Sponsor** will be invoiced for the number of meals ordered and **Nogales Unified School District #1** prepares regardless of the number of meals actually served to a minimum of 20 meals. Adult meals, including those that are given to employees and/or volunteers for supervising in the dining room, shall be included in the meal count that **Sponsor** calls into the **Nogales Unified School District #1 Central Kitchen** at 377-9175. **Nogales Unified School District #1** shall charge **Sponsor** for those adult meals and any additional meals accordingly. **Nogales Unified School District #1** will not provide extra food for adults, paid or volunteer. **All meals will be nutritiously analyzed; cost per adult meal served will be \$5.50 which includes drink and all condiments.**
6. All furnishings, equipment, and service areas are to be maintained by the Sponsor, in compliance with the Arizona Health Department.
7. Sponsor is responsible for providing a clean and sanitary environment for the meal service and ensuring that all state and federal regulations regarding obtaining permits and the handling of food are followed at its site.

- 8. Nothing in this agreement is intended to impair any statutory or common law right to indemnity that either party may have.
- 9. The District will bill on a monthly basis to the Sponsor by the 1st of each month. If the District does not receive payments for the meals provided, it shall terminate this Agreement.

**E. Provisions For Termination Of This Agreement**

Either party may cancel this agreement without cause by providing written notice of intent to terminate 30 calendar days in advance.

**F. Amendment To The Agreement**

This agreement may be amended at any time with the mutual written consent of both parties.

**G. Effective Date**

This agreement shall become effective on the date provided herein.

**H. Certification of Contracting Parties**

Each party certifies that the undersigned has been authorized to enter into this agreement by its Governing Board. This agreement may be cancelled by the District for conflict of interest pursuant to A.R.S. Section 38.511.

\_\_\_\_\_  
Superintendent or Designee (District)

\_\_\_\_\_  
Date




\_\_\_\_\_  
Dr. Arnoldo C. Montiel  
Board Representative of SCCOA

JUNE 10, 2015  
Date

# NOGALES UNIFIED SCHOOL DISTRICT NO. ONE

## AGENDA ITEM SUMMARY

**ITEM:** Consent Agenda **APPROVED:**  
Intergovernmental Agreement for School Resource Officer

**SUBMITTED BY:** Fernando Parra **DATE SUBMITTED:** 6/10/15  
Superintendent 

### **BACKGROUND:**

Consent for Intergovernmental Agreement for School Resource Officers with Santa Cruz County and City of Nogales

### **RECOMMENDATION:**

The Administrative recommendation is that the Board approves the Intergovernmental agreement as presented.

### **ENCLOSURES:**

Copy of Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT FOR PLACEMENT OF A  
SCHOOL RESOURCE OFFICER AT NOGALES HIGH SCHOOL AND  
WADE CARPENTER MIDDLE SCHOOL**

This Intergovernmental Agreement ("Agreement") entered into by and between the **CITY OF NOGALES**, an Arizona Municipal Corporation ("City") and **NOGALES UNIFIED SCHOOL DISTRICT NO. 1 OF SANTA CRUZ COUNTY**, an Arizona Unified School District ("School District).

**Authority**

The City and School District are together permitted to enter into agreements for joint or cooperative action by direct contract or agreement by A.R.S. §11-952. The School District may enter into an Intergovernmental Agreement with another governing body pursuant to A.R.S. §15-342 (13).

**Duration**

The term of this Agreement shall be for the 2015-2016 school year and shall commence on July 1, 2015, and terminate on June 30, 2016.

**Purpose**

- a. The purpose of this agreement is to provide for the placement of two (2) Nogales Police Officers to serve as a School Resource Officer on the campus of Nogales High School for a period of ten (10) months with teaching assignment and for Wade Carpenter Middle School for a period of nine (9) months. This placement is for the purpose of providing on-going counseling, crisis intervention and vocational guidance to the student body, as well as furnishing aid to the administration, staff and faculty during emergency situations, or situations involving a violation of local, state or federal statutes.
- b. The duties and objectives of such position shall be defined as follows:
  - To promote an atmosphere of safety for students and faculty members through the deterrence of criminal activity.
  - To promote instruction for classes concerning the criminal justice system or related fields.
  - To be a resource for school personnel by maintaining an open line of communication and developing a solid working relationship with school faculty, guidance counselors and administration.
  - To work in conjunction with school principals, meeting at least a minimum of once a week.
  - To provide a program of educational leadership for the students, parents and faculty addressing tobacco, alcohol and other drug issues; gang activity; violence reduction and prevention issues; crime prevention; and safety issues in the school environment.



- To act as a communication liaison with law enforcement agencies and to provide basic information concerning students and illegal activities.
- To gather intelligence regarding potential problems, criminal activity, gang affiliations and student unrest and identify particular individuals who may be a disruptive influence to the school and the student body.
- To take appropriate action when a crime is committed, consistent with law enforcement procedures.
- To refer students and parents to appropriate agencies and programs when intervention is required.
- To refrain from functioning as a school disciplinarian.
- To attend parent meetings and faculty/school in-service sessions.
- To be available for student/parent and faculty conferences and to assist with concerns directly related to law enforcements and crime prevention.
- To develop strategies, in conjunction with school administration, to prevent or minimize dangerous situations within the school campus to develop and implement a school emergency response plan in coordination with the Nogales Police Department and to utilize mock training and drills.
- To promote citizen awareness of law enforcement efforts in the school environment and to ensure peaceful operation for school related programs and build positive support within the student body.
- To investigate cases and file police reports as required by the Nogales Police Department.
- To remain fully responsive to the Nogales Police Department chain of command in all matters pertaining to employment.
- To abide by all Nogales Police Department and school policies and to coordinate special activities through the principals and the immediate supervisor(s) at the Nogales Police Department.
- School Resource Officers will not routinely be available on days when students are not attending classes, unless otherwise approved by the Chief of Police.

### **Supervision**

- a. The Nogales Police Department shall have authority over the actions, schedules and deployment of the School Resource Officer.

- b. The Nogales Police Department will coordinate any and all activities and special assignments in conjunction with the School District, except in emergency situations when time and protection of life is of the essence. An emergency situation is defined as any event, which threatens human life and safety or whenever the School Resource Officer has probable cause to believe a crime is being or about to be committed.
- c. The School Resource may participate in specialized educational programs in accordance with Nogales Police Department standard operating procedures and at the request of the School District.
- d. While engaging in activities related to counseling or guidance, the School Resource Officer shall follow all School District administrative directives and procedures, as well as the Nogales Police Department rules and regulations.

### **Financing**

The School District shall reimburse and provide the salary, the benefits, and all employee related expenses of the two (2) School Resource Officers in an amount not to exceed \$89,634.00 for the term of this Agreement. Said amount shall be billed by the City and paid by the School District on a bi-weekly basis.

### **Office Space**

The School District shall provide the School Resource Officers with appropriate office space and accessories at all times during the term of this Agreement.

### **Insurance**

The City and the School District each agree to obtain and maintain throughout the duration of this Agreement, public liability insurance, in the case of the School District, self-insurance provided through the coverage of the Arizona School Risk Retention Trust, specifically naming the other as an insured, in an amount mutually agreed upon by the parties to be adequate, to insure each for any reasonably foreseeable risk together party as a result of the presence of the school resource officers at School District facilities.

### **Conflict of Interest**

To the extend applicable by provision of law, each party acknowledges that this agreement is subject to cancellation pursuant to A.R.S. § 38-511, as amended, the provisions of which are incorporated herein.

### **E-Verify**

To the extend applicable under A.R.S. §41-4401, each party and its respective subcontractors warrant compliance with all federal immigration laws and regulations that relate to its employees and compliance with the E-verify requirements under A.R.S. §23-214(A). Each party has the right to inspect the papers of the other party or its subcontractors participating in this Agreement

to ensure compliance with this paragraph. A party's or its subcontractors' breach of the above-mentioned warranty shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by a non-breaching party under the terms of this Agreement.

IN WITNESS WHEREOF, the parties have entered into this Agreement this \_\_\_\_ day of \_\_\_\_\_, 2015.

**NOGALES UNIFIED SCHOOL  
DISTRICT NO. 1**

**CITY OF NOGALES**

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

\_\_\_\_\_  
Derek Arnson or Roy Bermudez  
Police Chief      Assistant Police Chief

The undersigned attorneys, for each of the respective parties as identified below, have determined that the foregoing Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of this State to their respective clients.

**CITY OF NOGALES  
a Municipal Corporation**

**Gust Rosenfeld P.L.C.**

\_\_\_\_\_  
Jose L. Machado  
City Attorney

\_\_\_\_\_  
Susan P. Segal  
Attorneys for Nogales Unified  
School District No. 1

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**ORDER No. 2015-07-01**

**AN ORDER OF THE COUNCIL OF THE CITY OF NOGALES,  
ARIZONA AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT  
WITH THE NOGALES UNIFIED SCHOOL DISTRICT NO. 1 FOR THE  
REIMBURSEMENT OF THE SALARIES AND EMPLOYEE RELATED  
EXPENCES OF TWO POLICE SCHOOL RESOURCE OFFICERS AT  
NOGALES HIGH SCHOOL AND WADE CARPENTER MIDDLE  
SCHOOL FOR THE 2015/2016 SCHOOL YEAR. (NPD)**

**WHEREAS**, the following agreement is in the best interest and welfare of the City of Nogales and the Nogales Unified School District No. 1.

**NOW, THEREFORE, BE IT ORDERED, BY THE MAYOR AND COUNCIL OF THE CITY OF NOGALES THAT:**

1. The intergovernmental agreement with the Nogales Unified School District No. 1 and the City of Nogales Police Department, attached hereto as Exhibit "A", is hereby adopted and approved.
2. The City Manager or designee is authorized to execute the agreement; City staff is hereby directed and authorized to take all necessary and proper steps and action necessary to effectuate this agreement.

**PASSED, ADOPTED AND APPROVED** by the Council of the City of Nogales, Arizona

this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Shane Dille, City Manager

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Leticia Robinson, City Clerk

\_\_\_\_\_  
Jose L. Machado, City Attorney

## **INTERGOVERNMENTAL AGREEMENT FOR PLACEMENT OF A SCHOOL RESOURCE OFFICER AT DESERT SHADOWS MIDDLE SCHOOL**

This Intergovernmental Agreement ("Agreement") entered into by and between **SANTA CRUZ COUNTY**, a political subdivision of the State of Arizona and **NOGALES UNIFIED SCHOOL DISTRICT NO. 1 OF SANTA CRUZ COUNTY**, an Arizona Unified School District ("School District).

### **Authority**

The County and School District are together permitted to enter into agreements for joint or cooperative action by direct contract or agreement by A.R.S. §11-952. The School District may enter into an Intergovernmental Agreement with another governing body pursuant to A.R.S. §15-342 (13).

### **Duration**

The term of this Agreement shall be for the 2015-2016 school year and shall commence on August 5, 2015, and terminate on May 20, 2016.

### **Purpose**

- a. The purpose of this agreement is to provide the placement of one (1) School Resource Officer on the Desert Shadows Middle School campus for a period of nine (9) months. This placement is for the purpose of providing appropriate law enforcement guidance to the student body, as well as furnishing aid to the administration, staff and faculty during emergency situations, or situations involving a violation of local, state or federal statutes.
- b. The duties and objectives of such position shall be defined as follows:
  - To promote an atmosphere of safety for students and faculty members through the deterrence of criminal activity.
  - To promote instruction for classes concerning the criminal justice system or related fields.
  - To be a resource for school personnel by maintaining an open line of communication and developing a solid working relationship with school faculty, guidance counselors and administration.
  - To work in conjunction with school principals, meeting at least a minimum of once a week.
  - To provide a program of educational leadership for the students, parents and faculty addressing tobacco, alcohol and other drug issues; gang activity; violence reduction

and prevention issues; crime prevention; and safety issues in the school environment.

- To act as a communication liaison with law enforcement agencies and to provide basic information concerning students and illegal activities.
- To gather intelligence regarding potential problems, criminal activity, gang affiliations and students unrest and identify particular individuals who may be a disruptive influence to the school and the student body.
- To take appropriate action when a crime is committed, consistent with law enforcement procedures.
- To refer students and parents to appropriate agencies and programs when intervention is required.
- To refrain from functioning as a school disciplinarian.
- To be available for student/parent and faculty conferences and to assist with concerns directly related to law enforcements and crime prevention.
- To develop strategies, in conjunction with school administration, to prevent or minimize dangerous situations within the school campus to develop and implement a school emergency response plan in coordination with the Santa Cruz Sheriff Department and to utilize mock training and drills.
- To encourage citizen awareness of law enforcement efforts in the school environment and to promote peaceful operation for school related programs and build positive support within the student body.
- To investigate cases and file police reports as required by the Santa Cruz County Sheriff's Office.
- To remain fully responsive to the Santa Cruz County Sheriff's Office chain of command in all matters pertaining to employment.
- To abide by all Santa Cruz County Sheriff's Office and school policies and to coordinate special activities through the principals and the immediate supervisor(s) at the Santa Cruz Sheriff's Department.
- School Resource Officer will not routinely be available on days when students are not attending classes, unless otherwise approved by the Santa Cruz County Sheriff's office.

## **Supervision**

- a. The Santa Cruz Sheriff's Department shall have authority over the actions, schedules and deployment of the School Resource Officer.
- b. The Santa Cruz Sheriff's Department will coordinate any and all activities and special assignments in conjunction with the School District, except in emergency situations when time and protection of life is of the essence. An emergency situation is defined as any event, which threatens human life and safety or whenever the School Resource Officer has probable cause to believe a crime is being or about to be committed.
- c. The School Resource Officer may participate in specialized educational programs in accordance with Santa Cruz Sheriff's Department standard operating procedures and at the request of the School District.
- d. While engaging in activities related to counseling or guidance, the School Resource Officer shall follow all School District administrative directives and procedures, as well as the Santa Cruz Sheriff's Department rules and regulations.

## **Financing**

The School District shall reimburse and provide the salary, the benefits, and all employee related expenses of one (1) School Resource Officer in an amount not to exceed \$50,976.00 for the term of this Agreement. Said amount shall be billed by Santa Cruz County and paid by the School District on a bi-weekly basis.

## **Office Space**

The School District shall provide the School Resource Officers with appropriate office space and accessories at all times during the term of this Agreement.

## **Insurance**

The Santa Cruz Sheriff's Department and the School District each agree to obtain and maintain throughout the duration of this Agreement, public liability insurance, in the case of the School District, self-insurance provided through the coverage of the Arizona School Risk Retention Trust, specifically naming the other as an insured, in an amount mutually agreed upon by the parties to be adequate, to insure each for any reasonably foreseeable risk together party as a result of the presence of the school resource officers at School District facilities.

## **Conflict of Interest**

If either party in this agreement desires to terminate this agreement before the natural date of expiration, it may do so without fault or liability by giving fifteen (15) days written notice of

termination to the other party. This contract is subject to cancellation by provision of law pursuant to A.R.S. § 38-511, as amended, the provisions of which are incorporated herein.

**E-Verify**

To the extent applicable under A.R.S. §41-4401, each party and its respective subcontractors warrant compliance with all federal immigration laws and regulations that relate to its employees and compliance with the E-verify requirements under A.R.S. §23-214(A). Each party has the right to inspect the papers of the other party or its subcontractors participating in this Agreement to ensure compliance with this paragraph. A party's or its subcontractors' breach of the above-mentioned warranty shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by a non-breaching party under the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have entered into this agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2015

NOGALES UNIFIED SCHOOL  
DISTRICT NO. 1 OF SANTA CRUZ  
COUNTY

COUNTY OF SANTA CRUZ

By: \_\_\_\_\_  
Mr. Fernando Parra

By: \_\_\_\_\_  
Marco Antonio "Tony" Estrada

Title: Superintendent

Title: Sheriff

The undersigned attorneys for each of the respective parties have determined that the foregoing Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of this State to their respective clients.

SANTA CRUZ COUNTY ATTORNEY

\_\_\_\_\_  
CHARLENE LAPLANTE  
Chief Civil Deputy  
Santa Cruz County Attorney's Office

\_\_\_\_\_  
Attorney for Nogales Unified School  
District No. 1  
of Santa Cruz County



NOGALES UNIFIED SCHOOL DISTRICT NO. ONE

AGENDA ITEM SUMMARY

ITEM: CONSENT Agenda APPROVED:  
Approval of Out of State Travel for Administrative & Business Office Staff

SUBMITTED BY: Adelmo Sandoval DATE SUBMITTED: 6/16/2015  
Finance Director

BACKGROUND:

NCS Pearson will be providing a professional development opportunity for Power School Users and Administrators in Denver, Colorado from July 12<sup>th</sup> to 16<sup>th</sup>. This training that is usually provided only once a year. The Power School Software is the district's student information system.

The employees requesting the travel authorization are as follows:

- Adelmo Sandoval, Finance Director
- Angel Canto, Assistant Superintendent
- Martha Figueroa, Power School Specialist – new to position at the Business Office
- Roxana Zepeda, Power School Specialist – new to position at the Business Office

This training is fundamental to both the Power School users and the Administrators to ensure compliance with the Arizona student information requirements.

Travel Request Justification:

- The existing Student Information Systems Specialist will be retiring as June 30<sup>th</sup>. This person held the position for over 10 years. Martha Figueroa and Roxanna Zepeda will both be trained in the PowerSchool Program to make certain there is always a Staff Member available to support the district at all times during the year.
- Martha Figueroa and Roxanna Zepeda were selected for these positions due to the existing working knowledge in the software program. They are somewhat familiar with the program making their transition easier than other candidates. However, they need additional training to become power users as required by their positions. Historically the District the sent at least two to three Power School Users annually to the Power School training; This annual training provides users at all levels critical information that necessary to complete their duties.
- Power School Training is only available at the training location determined by NCS Pearson, which is held out of state. This year Pearson is making this training available in California, Washington, Florida and Colorado. The Colorado training would cost less than the other out-of-state trainings. This training must be completed prior the start of the new school year.
- *The District's funding is based on the accuracy of the student information data administration and analysis.* Failure to provide accurate student information could cost the district funding.
- *Adelmo Sandoval, Finance Director and Angel Canto, Assistant Superintendent will both monitor the accuracy of the Power School Data Administration*

Travel costs are expected to be as follows:

Registration Costs =	\$2,200 x 4	= \$ 8,800.00
Airline Costs =	\$267.98 x 4	= \$ 1,071.92
Hotel Costs =	\$867.51 x 3 rooms	= \$ 2,603.53
Shuttle Cost =	for 4 staff members	= \$194.00
Meal Reimbursements	\$132.00 x 4	= \$528.00
Total Estimated Travel Costs		= \$13,196.45

RECOMMENDATION:

The administrative recommendation is that the Governing Board approve the Out-of-State Travel Requests as attached for travel from July 12-16, 2015.

ENCLOSURE:

Power School University – Denver 2015 Training Information  
Travel Request Forms

  
Administrative Approval Signature

6/17/15  
Date

Board Approval Signature

Date

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

CHECK ONE:  Travel Within State  Travel Out-of-State Today's Date 6/16/2015

Name Angel Canto Position/Grade Assistant Superintendent School/Dept: Assistant Superintendent  
 Name of Conference NCS Pearson - Power School University 2015  
 City/State: Denver, Colorado

Date of Departure 7/12/2015 Time of Departure 5:00 am Total Nights Out-of-Town 4  
 Date of Return 7/16/2015 Time of Return 12:30 am  
 Conference Start Date: 7/12/2015 Conference End Date: 7/16/2015

Have you been cleared for Driving? (Have you submitted the Annual MVR Form to HR?) Yes X 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 X No

How would this conference benefit the school district?  
Ensure compliance with the Student Information System reporting requirements

What are your plans for sharing this information?  
Share with Administrative Team requirement information/changes and Power School Specialists

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

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

	Total Cost	Budget Code
Transportation:	\$ 316.48	001-100-2510-6580-501
Meals:	\$ 132.00	001-100-2510-6580-501 -to be paid in FY 15/16
Lodging:	\$ 867.51	001-100-2510-6580-501
Registration Fee:	\$ 2,200.00	001-100-2510-6360-501
Substitute Cost	\$ N/A	
Total Cost to go	\$3,515.99	

CALL FOR YOUR SUBSTITUTE AS SOON AS YOU RECEIVE APPROVAL TO TRAVEL

Number of days a substitute is needed N/A

Angelma Canto  
 Signature of Traveler

REQUIRES SIGNATURES OF ALL SUPERVISORS AFFECTED BY YOUR ABSENCE

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

**OUT-OF-STATE TRAVEL**

Date Approved	Date Disapproved	Signature of Asst. Superintendent
Date Approved	Date Disapproved	Signature of Superintendent

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

CHECK ONE:  Travel Within State  Travel Out-of-State Today's Date 6/16/2015

Name Adelmo Sandoval Position/Grade Finance Director School/Dept: Business Department  
 Name of Conference NCS Pearson - Power School University 2015  
 City/State: Denver, Colorado

Date of Departure 7/12/2015 Time of Departure 5:00 am Total Nights Out-of-Town 4  
 Date of Return 7/16/2015 Time of Return 12:30 am  
 Conference Start Date: 7/12/2015 Conference End Date: 7/16/2015

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?  
Ensure compliance with the Student Information System reporting requirements

What are your plans for sharing this information?  
Share with Administrative Team requirement information/changes and Power School Specialists

**APPROXIMATE DISTRICT EXPENSE:**

(circle one)  Airplane  District Vehicle  Personal Vehicle  \*Rental Car  Other \_\_\_\_\_

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

	Total Cost	Budget Code
Transportation:	\$ 316.48	001-100-2510-6580-501
Meals:	\$ 132.00	001-100-2510-6580-501 -to be paid in FY 15/16
Lodging:	\$ 867.51	001-100-2510-6580-501
Registration Fee:	\$ 2,200.00	001-100-2510-6360-501
Substitute Cost	\$ N/A	
Total Cost to go	\$3,515.99	

CALL FOR YOUR SUBSTITUTE AS SOON AS YOU RECEIVE APPROVAL TO TRAVEL

Number of days a substitute is needed N/A

[Signature] 6/16/15  
 Signature of Traveler

REQUIRES SIGNATURES OF ALL SUPERVISORS AFFECTED BY YOUR ABSENCE

Date Approved	Date Disapproved	<u>[Signature]</u> Signature of Supervisor/Principal
Date Approved	Date Disapproved	Signature of Grants Coordinator
Date Approved	Date Disapproved	Signature of Superintendent
<b>OUT-OF-STATE TRAVEL</b>		
Date Approved	Date Disapproved	Signature of Asst. Superintendent
Date Approved	Date Disapproved	Signature of Superintendent

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

CHECK ONE:  Travel Within State  Travel Out-of-State Today's Date 6/16/2015

Name Roxana Zepeda Position/Grade Power School Specialist School/Dept: Business Department  
 Name of Conference NCS Pearson - Power School University 2015  
 City/State: Denver, Colorado

Date of Departure 7/12/2015 Time of Departure 5:00 am Total Nights Out-of-Town 4  
 Date of Return 7/16/2015 Time of Return 12:30 am  
 Conference Start Date: 7/12/2015 Conference End Date: 7/16/2015

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?  
Ensure compliance with the Student Information System reporting requirements as the new power school specialist

What are your plans for sharing this information?  
Share information with Finance Director & School Improvement Director

**APPROXIMATE DISTRICT EXPENSE:**

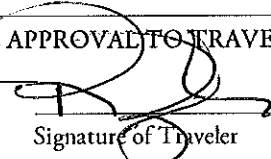
(circle one)  Airplane  District Vehicle  Personal Vehicle  \*Rental Car  Other \_\_\_\_\_

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

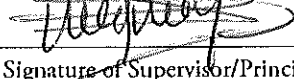
	Total Cost	Budget Code
Transportation:	\$ 316.48	001-100-2510-6580-501
Meals:	\$ 132.00	001-100-2510-6580-501 -to be paid in FY 15/16
Lodging:	\$ 433.75	001-100-2510-6580-501 Shares room with Martha Figueroa
Registration Fee:	\$ 2,200.00	001-100-2510-6360-501
Substitute Cost	\$ N/A	
<b>Total Cost to go</b>	<b>\$3,082.23</b>	

CALL FOR YOUR SUBSTITUTE AS SOON AS YOU RECEIVE APPROVAL TO TRAVEL

Number of days a substitute is needed N/A

  
Signature of Traveler

REQUIRES SIGNATURES OF ALL SUPERVISORS AFFECTED BY YOUR ABSENCE

<u>6/16/15</u> Date Approved	 Date Disapproved	 Signature of Supervisor/Principal
 Date Approved	 Date Disapproved	 Signature of Grants Coordinator
 Date Approved	 Date Disapproved	 Signature of Superintendent
 Date Approved	 Date Disapproved	 Signature of Asst. Superintendent
 Date Approved	 Date Disapproved	 Signature of Superintendent

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

CHECK ONE:  Travel Within State  Travel Out-of-State Today's Date 6/16/2015

Name Martha Figueroa Position/Grade Power School Specialist School/Dept: Business Department  
 Name of Conference NCS Pearson - Power School University 2015  
 City/State: Denver, Colorado

Date of Departure 7/12/2015 Time of Departure 5:00 am Total Nights Out-of-Town 4  
 Date of Return 7/16/2015 Time of Return 12:30 am  
 Conference Start Date: 7/12/2015 Conference End Date: 7/16/2015

Have you been cleared for Driving? (Have you submitted the Annual MVR Form to HR?) Yes X 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 X No

How would this conference benefit the school district?  
Ensure compliance with the Student Information System reporting requirements as the new power school specialist


What are your plans for sharing this information?  
Share information with Finance Director & School Improvement Director

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


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

	Total Cost	Budget Code
Transportation:	\$ 316.48	001-100-2510-6580-501
Meals:	\$ 132.00	001-100-2510-6580-501 -to be paid in FY 15/16
Lodging:	\$ 433.76	001-100-2510-6580-501 Shares room with Roxana Zepeda
Registration Fee:	\$ 2,200.00	001-100-2510-6360-501
Substitute Cost	\$ N/A	
<b>Total Cost to go</b>	<b>\$3,082.24</b>	

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

  
 Signature of Traveler

REQUIRES SIGNATURES OF ALL SUPERVISORS AFFECTED BY YOUR ABSENCE

<u>6/16/15</u> Date Approved	 Date Disapproved	 Signature of Supervisor/Principal
 Date Approved	 Date Disapproved	 Signature of Grants Coordinator
 Date Approved	 Date Disapproved	 Signature of Superintendent

OUT-OF-STATE TRAVEL

 Date Approved	 Date Disapproved	 Signature of Asst. Superintendent
 Date Approved	 Date Disapproved	 Signature of Superintendent

# Denver

July 12 - July 16, 2015

- Denver
- Course Catalog & Roadmaps
- Schedule
- Networking Opportunities
- City Information
- Need to Know
- Travel Information
- Hotel Information
- Policies
- Register Now

## PowerSchool University 2015: Denver

Welcome to PowerSchool University Denver! Please find the details you'll need to attend PSU Denver below and on subsequent pages. If you have further questions, please email us at [psu@pearson.com](mailto:psu@pearson.com).

PSU Denver takes place at the Denver Marriott City Center. All classes, provided meals, and suggested accommodations will take place in the hotel. For rates and room block information see Hotel Information.

### What's New for 2015

- Get a jump on the 2015 Back to School version of PowerSchool: PowerSchool 9.0!
- Innovative Customizations Academy with a new project focusing on AngularJS and AJAX.
- Brand new courses for novice and advanced users alike.
- PowerSchool 102 courses for both office staff and PowerSchool administrators.
- Enhanced functionality in the PSU Book, including direct access to presentation slides and indexing features.
- A new Customizations Lab, providing you with expert assistance on your own customizations projects.

### Tuition

Tuition for PowerSchool University is \$2,200 USD per person and includes: 4 days of training; one-on-one assistance with specific questions; breakfast, lunch, and refreshment breaks on instructional days (Monday-Thursday); the social event on Tuesday evening; course materials; a loaner laptop (if needed); and an iPad loan (if needed).

Tuition does not include travel, lodging, ground transportation, or other expenses.

**Denver Marriott City Center**  
1701 California Street  
Denver, CO 80202  
Telephone: 1.303.297.1300

Yes, I'm Interested  
[Register Now](#)

Have An Account?  
[Login Now](#)

#### Additional Resources

- [Learn More About PSU](#)
- [Justify My Trip](#)
- [PSU FAQs](#)
- [Contact](#)

# Denver

July 12 - July 16, 2015

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## PSU 2015 Schedule

Sunday July 12, 2015	Monday July 13, 2015	Tuesday July 14, 2015	Wednesday July 15, 2015	Thursday July 16, 2015
	7:00-8:00am Late Check In			
	7:30-8:30am Breakfast & Welcome Colorado Ballroom A-F	7:30-8:30am Breakfast Colorado Ballroom A-F	7:30-8:30am Breakfast Colorado Ballroom A-F	7:30-8:30am Breakfast Colorado Ballroom A-F
	8:30-11:30am Instructional Time	8:30-11:30am Instructional Time	8:30-11:30am Instructional Time	8:30-11:30am Instructional Time
	11:30am-1:00pm Lunch Colorado Ballroom A-F	11:30am-1:00pm Lunch Colorado Ballroom A-F	11:30am-1:00pm Lunch Colorado Ballroom A-F	11:30am-1:00pm Lunch Colorado Ballroom A-F
	1:00-4:00pm Instructional Time	1:00-4:00pm Instructional Time	1:00-4:00pm Instructional Time	1:00-4:00pm Instructional Time
4:00-7:00pm Check In Denver Ballroom III	4:00-4:30pm Break		4:00-4:30pm Break	4:00-4:30pm Break
4:30-6:30pm Welcome Reception	4:30-5:30pm Open Sessions		4:30-5:30pm Open Sessions	4:30-5:30pm Open Lab Only
	5:30-6:00pm Break		5:30-6:00pm Break	
	6:00-7:00pm Instructional Time	Social Event	6:00-9:00pm Instructional Time	

[Home](#)

[About PowerSchool University](#)

[Justify My Trip](#)

[PSU FAQs](#)

[Contact](#)

## About PowerSchool University

Watch the following video and discover the many benefits PowerSchool customers receive from attending PowerSchool University.

PowerSchool University



[Yes, I'm Interested  
Register Now](#)

[Have An Account?  
Login Now](#)

### Additional Resources

[Learn More About PSU](#)

[Justify My Trip](#)

[PSU FAQs](#)

[Contact](#)

By providing district and site-based staff with hands-on staff development, PowerSchool University (PSU) helps users take advantage of the robust features and capabilities of the PowerSchool student information system.

At PSU, attendees learn dozens of tips, tricks and techniques for every day tasks. For beginning to experienced PowerSchool users, PSU offers a wide variety of courses taught by certified PowerSchool trainers. Each course is specifically designed for the participant's role at the school or district. In addition, attendees appreciate the opportunity to meet fellow educators and develop lasting peer support networks.

We invite you to learn, share, and experience all that PowerSchool University has to offer.

### Partner Reception

The Partner Welcome Reception is hosted by members of Pearson's Independent Software Vendors (ISV) Program. Their goal is to bring extended functionality to your student information system. At the Welcome Reception, you will have the opportunity to speak with the Partners to learn about how these software products can integrate with PowerSchool. [Click here to read more about Pearson's Partner Program.](#) Note that not all of the Partners will be available at each PSU event.



# Denver

July 12 - July 16, 2015

Denver

Course Catalog & Roadmaps

Schedule

Networking Opportunities

City Information

Need to Know

Travel Information

Hotel Information

Policies

Register Now

## Need to Know

**Denver Marriott City Center**  
 1701 California Street  
 Denver, CO 80202  
 Telephone: 1.303.297.1300

## Checking In & Out

**Conference Check-In** (note: this is NOT room check-in)  
 Sunday, July 12th; 4:00pm - 7:00pm  
 Denver Marriott City Center; Lower Level 2; Denver Ballroom III  
 There will also be a Partner Welcome Reception this evening from  
 4:30pm - 6:30pm.

**Late Conference Check-In** (note: this is NOT room check-in)  
 Monday, July 13th; 7:00am - 8:00am  
 Denver Marriott City Center; Lower Level 2; Denver Ballroom III  
 During check-in you'll receive:

- PSU Curriculum and other materials
- Your schedule
- A loaner laptop - if you plan to use your own computer, please bring it with you to check in
- A loaner iPad - if you plan to use your own iPad or tablet, please bring it with you to check in

If you're unable to check in during these times, please visit the Help Desk to gather your materials.

**Conference Check-Out**  
 PSU Denver will end at 4:00pm on Thursday, July 16th. Please make your travel arrangements after that time. Certificate pick-up will be available from 11:00am - 6:00pm on Thursday, July 16th, outside of Mattie Silks Room on Lower Level 1 at the hotel.

## Attire

PowerSchool University is casual, so please wear what is comfortable to you. Keep in mind that temperatures in the hotel conference rooms can be unpredictable, so we recommend bringing a sweater and dressing in layers.

## Technical Requirements

If you have any concerns about these requirements, please talk to our onsite PSU Downloads team during registration.

### Macintosh Requirements

- Intel Core 2 Duo+
- 2 GB RAM
- Mac OS 10.9 Mavericks
- Office 2011
- 1 GB available disk space
- 54 Mbps or faster Wireless Network Capability
- Java 1.7 (Java 7)
- Firefox ESR 31.4
- Administrative access

### Windows Requirements

- Intel P4 or AMD equivalent
- 2 GB RAM
- Windows 7
- Office 2013
- 1 GB available disk space
- 54 Mbps or faster Wireless Network Capability
- Java 1.7 (Java 7)
- Firefox ESR 31.4
- Administrative access

[Yes, I'm Interested](#)  
[Register Now](#)

[Have An Account?](#)  
[Login Now](#)

### Additional Resources

- [Learn More About PSU](#)
- [Justify My Trip](#)
- [PSU FAQs](#)
- [Contact](#)

• 5 GHz network band capability  
(Preferred)

• 5 GHz network band capability  
(Preferred)

Please note: Please note: Java 1.7 will be required for the use of the latest SQL Developer 4.0.3 software utilized in Customizations Courses 201, 202, 203, 301, 350, and 501.

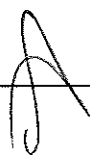
### Dining

Breakfast and lunch will be provided Monday-Thursday of the event in Colorado Ballroom A-F. The menus will be posted here closer to the start of PSU.

NOGALES UNIFIED SCHOOL DISTRICT NO. 1

AGENDA ITEM SUMMARY

ITEM: CONSENT Agenda APPROVED: \_\_\_\_\_  
Approval of 2015-2016 Student Fee Schedule

SUBMITTED BY: Adelmo Sandoval DATE SUBMITTED: 6/17/2015  
Finance Director 

**BACKGROUND:**

As required by district Governing Board Policy JQ, the district must prepare a student fee schedule every year. The fees are required to fund certain school activities that are not financed by local, state or federal funds. Under the proposed fee schedule, principals have the authority to waive the fees or part of a fee, if it creates an economic hardship for a student. No student will be denied an education, as a result of the inability to pay these fees.

Students will, however, be responsible and accountable for the loss or damage to school property, including textbooks, library books, and musical instruments.

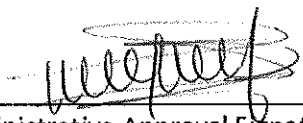
There are no changes to the fee schedule for Fiscal Year 2015-2016.

**RECOMMENDATION:**

The Administrative recommendation to the Governing Board is to approve the 2015-2016 Student Fee Schedule as presented.

**ENCLOSURE:**

2015-2016 NUSD Student Fee Schedule

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

6/17/15  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## **2015-2016 NUSD STUDENT FEE SCHEDULE**

### **District Fee Schedule**

Replacement of lost/damaged textbooks, library books, and/or other educational related materials and equipment (computers, music instruments, athletic equipment, etc.).....	Replacement Cost
Late Fee of District Provided Textbooks that are Not returned at Checkout.....	\$25.00 per book
General Participation Fee.....	\$1.00

### **Elementary School Fee Schedule**

#### **Replacement / Optional Fees:**

Replacement Planner.....	\$5.00
Yearbook (optional).....	Varies by school

### **Middle School Fee Schedule**

#### **Required Fees:**

Lockers (school locks must be used).....	\$5.00
--	--------

#### **Replacement / Optional Fees:**

Replacement Planner.....	\$5.00
Replacement ID card.....	\$5.00
Yearbook (optional).....	\$30.00

#### **Background Information:**

#### Lockers

A \$5.00 locker fee covers the maintenance and locks for the athletic and hallway lockers.

#### Replacement Planner / ID card

Students are each provided with a planner and an ID card at registration without cost to them. Extras are ordered in case they should lose them. A \$5.00 fee is charged to replace the planner and/or ID card, which doesn't cover the entire cost, but defrays the cost for the school.

#### Yearbook

It is optional to purchase the yearbook. Costs include purchasing film and equipment and developing film.

**Fees may be assessed for additional costs for certain activities that include clothing, equipment, or other associated costs necessary for participation in such activity.**

**Principals are granted authority to waive the assessment of all or part of a fee assessed if it creates an economic hardship pursuant to § A.R.S. 15-342(24)**

**Principals reserve the right to waive certain fees if costs will be covered by approved fundraising activities by student and/or parent organizations.**

**High School Fee Schedule**

**Required Fees**

Medical/Health Professions Program Fingerprint Clearance and CPR Cards .....	\$100.00 per year
ID Replacement.....	\$5.00 each
Replacement Planner.....	\$5.00 each
Late Fee for District Provided Textbooks that are Not returned at Checkout.....	\$25.00 per book
Parking Permit.....	\$10.00 per vehicle
Laptop Replacement .....	Replacement Cost

**\*Optional Fees**

*Yearbook CD.....	\$2.00
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**Fees may be assessed for additional costs for certain activities that include clothing, equipment, or other associated costs necessary for participation in such activity.**

**Principals are granted authority to waive the assessment of all or part of a fee assessed if it creates an economic hardship pursuant to § A.R.S. 15-342(24)**

**Principals reserve the right to waive certain fees if costs will be covered by approved fundraising activities by student and/or parent organizations.**

**NOGALES UNIFIED SCHOOL DISTRICT #1  
PERSONNEL AGENDA ITEM SUMMARY  
June 22, 2015**

---

CONSENT ITEM: Personnel Agenda Summary  
SUBMITTED BY: Mayra Zuniga, Human Resources Director  
DATED: June 2015

**1. Certified Employee for School Year 2015-2016**

- a) Jacobo Carrasco, Teacher at Wade Carpenter Middle School\*
- b) Marisela Parra, Teacher at Nogales High School\*
- c) Meagan Corella, Teacher at Challenger Elementary School\*
- d) Debbie Condes, Teacher at Desert Shadows Middle School\*
- e) Oscar Villaseñor, Teacher at Desert Shadows Middle School\*\*\*

**2. Reclassification of Employee**

- a) Roxanna Zepeda, ELL Clerk to PowerSchool Specialist\*\*
- b) Martha Figueroa, ELL Clerk to Accounting SAIS Specialist\*\*
- c) Angel Canto, from School Improvement Director to Assistant Superintendent of Curriculum and Instruction effective July 1, 2015
- d) Judith Mendoza-Jimenez, from Principal at Nogales High School to Student Services Director effective July 1, 2015
- e) Luis Fajardo, from Custodian at Coronado Elementary School to Head Custodian at Nogales High School effective July 1, 2015
- f) Luz Romo, from Special Education Aide at Challenger Elementary School to Attendance Clerk at Desert Shadows Middle School effective July 1, 2015

**3. Reclassification: Correction of Job Title**

- a) Joaquin Lopez, from Head Custodian to Maintenance Worker 2 effective July 1, 2015

**4. Assignment Change**

- a) Michelle Olguin, from Principal at Robert M. Bracker Elementary School to Principal at A.J. Mitchell Elementary School effective July 1, 2015
- b) Mario Yubeta, from Head Custodian at NHS to Head Custodian at PVHS effective July 1, 2015

**5. Classified Employee for School Year 2015-2016**

- a) Jesus Garcia, Security Officer at Welty Elementary School effective July 1, 2015\*

**6. Release of Contract and Assessment of Liquidated Damages for SY 2015-2016**

- a) Cynthia Conant, Teacher at Desert Shadows Middle School effective June 2015

**7. Classified Employee – Declined Offer for School Year 2015-2016**

- a) Jorge Felix Rivera, Head Custodian at Nogales High School

**NOGALES UNIFIED SCHOOL DISTRICT #1  
PERSONNEL AGENDA ITEM SUMMARY  
June 22, 2015**

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**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**  
**AGENDA ITEM SUMMARY**  
**June 22, 2015**

---

**ACTION ITEM:** Authorization to Hire Lease Employees for SY16  
**SUBMITTED BY:** Mayra Zuniga, Human Resources Director  
**DATED:** June 2015

**BACKGROUND:** As discussed at our previous meeting our district is not alone in addressing the challenging concern of teacher retention and recruitment. The issue of retention and recruitment continues to be one of our leadership's primary goals and areas of special emphasis as identified by the Governing Board in their Goals for SY14-15. We are working diligently as a team to attract and retain certified, highly qualified, and high quality educators for our children.

In preparation for School Year 15-16, staff is requesting Governing Board consideration to hire the following employees under the Lease Employee Program:

James Bender	Math Teacher	Nogales High School
Steven Morris	Carpentry Teacher	Nogales High School
Doug Muri	Math Teacher	Desert Shadows Middle School

The site principal, HR Director, and Superintendent attest the following which is consistent with the Governing Board Lease Employee Program requirements pursuant to the written procedure established by the Governing Board for each of the individuals recommended for the lease program:

1. Program is available for certified employees only through Educational Services Inc. (ESI) and Smartschools.
2. Vacant position must have been posted by HR and verification that there are no viable candidates available must be made from the Principal/HR Director to the Superintendent before a leased employee is considered.
3. The lease program will be on a one-year basis. Continuation in the Lease Employee Program will be on a year-to-year basis, following the posting requirement indicated in #2 (above).
4. The certified employee participating in the Lease Employee Program will have received an overall performance evaluation rating in the year prior to participation in the Lease Employee Program of "Highly Effective" to be considered for employment.

An individual form has been submitted to the Superintendent for each of the recommendations made to the Governing Board. The forms are available for review in the HR office along with any information related to the specific qualifications, backgrounds or interview information of applicants, if appropriate.

**RECOMMENDATION:**

The administrative recommendation is for the Governing Board to approve James Bender, Steven Morris, and Doug Muri to participate in the Lease employee program for SY 15-16.



**NOGALES UNIFIED SCHOOL DISTRICT #1  
AGENDA ITEM SUMMARY  
June 22, 2015**

---

**ENCLOSURES:**

Recommend to Hire From for Lease Employee

### Request for Authorization Lease Employee 2015-2016

Date Requested: \_\_\_\_\_ Position: \_\_\_\_\_

Employee Name: \_\_\_\_\_ Site: \_\_\_\_\_

Certified Position: Yes \_\_\_ (must be certified position)

**Vacant Position Posted**

Start Date: \_\_\_\_\_ Through: \_\_\_\_\_

# of applicants: \_\_\_\_\_ # of qualified applicants: \_\_\_\_\_ # of interviews: \_\_\_\_\_

Principal's Verification that there are NO viable applicants \_\_\_\_\_  
Signature Date

HR Verification that there are NO viable applicants \_\_\_\_\_  
Signature Date

**Lease Program Requirements:**  
(Pursuant to GB written procedure)

1. \_\_\_\_\_ Program is available for certified employees only through Educational Services Inc. (ESI) and Smartschools.
2. \_\_\_\_\_ Vacant position must have been posted by HR and verification that there are no viable candidates available must be made from the Principal/HR Director to the Superintendent before a leased employee is considered.
3. \_\_\_\_\_ The lease program will be on a one-year basis. Continuation in the Lease Employee Program will be on a year-to-year basis, following the posting requirement indicated in #2 (above).
4. \_\_\_\_\_ The certified employee participating in the Lease Employee Program will have received an overall performance evaluation rating in the year prior to participation in the Lease Employee Program of "Highly Effective" to be considered for employment.

Employee performance rating for prior SY \_\_\_\_\_ Highly Effective Yes \_\_\_ NO \_\_\_

If not, request waiver of current GB procedure Yes \_\_\_ NO \_\_\_

\_\_\_\_\_  
HR Review Date

\_\_\_\_\_  
Superintendent: Date Approve \_\_\_ Deny Request \_\_\_

Notification to Principal \_\_\_\_\_  
Date

Notification to Employee \_\_\_\_\_  
Date

Employee Selection of Lease Company SmartSchools Plus \_\_\_\_\_ Educational Services Inc. \_\_\_\_\_

NOGALES UNIFIED SCHOOL DISTRICT NO. 1

AGENDA ITEM SUMMARY

ITEM: ACTION Agenda APPROVED: Approval of Emergency Procurement

SUBMITTED BY: Adelmo Sandoval Finance Director DATE SUBMITTED: 6/9/2015

Contact: Ricardo De La Riva, Support Services Director

BACKGROUND:

On Tuesday, May 27th there was gas leak at Nogales High School which required immediate repair services. Midstate Mechanical Incorporated was contacted to complete the repair work. Other local vendors were contacted to provide immediate services, but were unable to complete the work order in an expedited manner.

The estimated repair work costs will be \$1,200.00

R-7-1057 (A): Emergency Procurement states: A school district initiating emergency procurement shall prepare a written statement documenting the basis for the selection of the particular contractor. The statement shall be signed by the designated district official authorized to initiate emergency procurements.

R-7-1057 Paragraph (B) states: The designated board member or district official who makes an emergency procurement shall, at the first scheduled board meeting following the procurement, provide the governing board a report concerning the emergency procurement including the following information:

- 1) The basis for the emergency which necessitated the emergency procurement, and why it was impracticable to convene a meeting of the governing board;
2) The basis for the selection of the particular contractor, including an explanation of how the procurement was made with as much completion as was practicable under the circumstances; and
3) Why the price paid was reasonable.

RECOMMENDATION:

The administrative recommendation is that the Governing Board Approve the Emergency Procurement for the NHS Gas Leak Repair on May 27, 2015

ENCLOSURE:

Emergency Procurement Form

Administrative Approval Signature

Date 6/17/15

Board Approval Signature

Date

Nogales Unified School District  
**EMERGENCY PROCUREMENT JUSTIFICATION FORM**

Requestor: RICARDO DE LA RIVA Date: 06/04/2015  
Department: SUPPORT SERVICES Phone # (520) 397-7500  
Suggested Vendor: MIDSTATE MECHANICAL INC. Requisition # 3271

**EMERGENCY PROCUREMENTS**

**R7-2-1056. Emergency procurements**

- A. An emergency condition creates an immediate and serious need for materials, services, or construction that cannot be met through normal procurement methods and seriously threatens the functioning of the school district, the preservation or protection of property or the public health, welfare or safety. Some examples of emergency conditions are floods, epidemics, or other natural disasters, riots, fire or equipment failures.
- B. An emergency procurement shall be limited to the materials, services, or construction necessary to satisfy the emergency need.
- C. The governing board shall designate a board member or members or school district official or officials authorized to make emergency procurements, and may prescribe limiting factors including maximum spending limits with regard to emergency procurements.

ITEM/SERVICE TO BE PURCHASED: GAS LINE LEAK REPAIR AT NHS

ESTIMATED DOLLAR AMOUNT: \$ 1200.00

REASON FOR EMERGENCY (Check All Applicable): Immediate threat to:  Health  Welfare  
 Safety  Property  Other \_\_\_\_\_

Due to:  Fire  Rain Storm/Flooding  Lighting/Electrical Storm  Natural Disaster  Riot  Equipment Failures  
 Other ACCIDENT

Explain the situation and immediate threat: \_\_\_\_\_

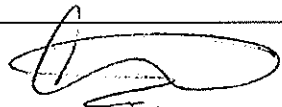
EXISTING GAS LINE WAS PUNCTURED BY ACCIDENT DURING A LANDSCAPE WATER LINE REPAIR AND MUST  
BE REPAIRED AS SOON AS POSSIBLE, LINE WAS LEAKING GAS.

How was the vendor/supplier/contract chosen: ACTIVE VENDOR AND THEY OFFER THE FASTEST SERVICE

Why was the price paid to the selected vendor reasonable? \_\_\_\_\_

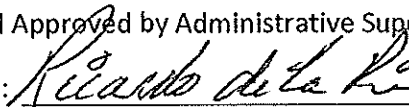
OTHER VENDOR PROPOSAL WAS \$1300.00

REQUESTOR:

Signature: 

Printed Name: LUPITA GARCIA

Reviewed and Approved by Administrative Supervisor:

Signature: 

Printed Name: RICARDO DE LA RIVA

Date: 06/05/2015

Title: SUPPORT SERV. ADMIN. ASSISTANT

Date: 06/05/2015

Title: DIRECTOR OF SUPPORT SERVICES

Nogales Unified School District  
**EMERGENCY PROCUREMENT JUSTIFICATION FORM**

**REVIEW & RECOMMENDATION**

- Emergency justification is adequate and purchase to be authorized without competitive bidding.
- Emergency justification is inadequate and additional quotation will be solicited or RFP/IFB issued.
- Emergency justification is inadequate and requisition cannot be processed.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**R-7-2-1053. Emergency Procurements**

- A. A school district initiating emergency procurement shall prepare a written statement documenting the basis for the emergency and the basis for the selection of the particular contractor. The statement shall be signed by the designated district official authorized to initiate emergency procurements.
- B. The designated board member or district official who makes an emergency procurement shall, at the first scheduled governing board meeting following the procurement, provide to the governing board a report concerning the emergency procurement including the following information:
1. The basis for the emergency which necessitated the emergency procurement, and why it was impracticable to convene a meeting of the governing board;
  2. The basis for the selection of the particular contractor, including an explanation of how the procurement was made with as much competition as was practicable under the circumstances; and
  3. Why the price paid was reasonable.
- C. The information and documentation required in this Section shall be included in the procurement file.

**Procurement Specialist:**

Signature: Nick White Date: 6/5/2015

**APPROVED:**                       **NOT APPROVED:**

**Finance Director (under \$50K) Adelmo Sandoval/Finance Director**

Signature: [Signature] Date: 6/5/15

**Superintendent: (>=\$50K)**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





FY 2016  
STATE OF ARIZONA  
SCHOOL DISTRICT ANNUAL EXPENDITURE BUDGET  
DISTRICTWIDE BUDGET

Proposed  
Version

BY THE GOVERNING BOARD

We hereby certify that the Budget for the Fiscal Year 2016 was  
Proposed June 22, 2015  
Adopted \_\_\_\_\_  
Revised \_\_\_\_\_  
Date \_\_\_\_\_

SIGNED \_\_\_\_\_  
SIGNED \_\_\_\_\_

The budget file(s) for FY 2016 sent to the Arizona Department of Education, via the internet, on June 23, 2015 contain(s) the data for the budget described above.

Date \_\_\_\_\_

Superintendent Signature \_\_\_\_\_

Fernando Parra  
Superintendent Name

District Contact Employee: \_\_\_\_\_

Adeino Sandoval

Telephone: \_\_\_\_\_

520-397-7942

E-mail: [nsandoval@nUSD.k12.ariz.us](mailto:nsandoval@nUSD.k12.ariz.us)

Business Manager Signature \_\_\_\_\_

Adeino Sandoval  
Business Manager Name

REVENUES AND PROPERTY TAXATION

- Total Budgeted Revenues for Fiscal Year 2015 \$ 36,000,000
- Estimated Revenues by Source for Fiscal Year 2016 (excluding property taxes)
 

Local	1000	\$ 7,000,000
Intermediate	2000	\$ 1,000,000
State	3000	\$ 20,000,000
Federal	4000	\$ 6,000,000
<b>TOTAL</b>		<b>\$ 34,000,000</b>

3. District Tax Rates for Prior and Budget Fiscal Years (A.R.S. §15-903.D.4)

Est. Budget FY 2016	5.0683
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Prior FY 2015	4.4721
---------------	--------

Primary Tax Rate:

Secondary Tax Rates:

M&O Override	1.4866
Special K-3 Program Override	
Special Program Override	
Capital Override	
Class A Bonds	
Class B Bonds	
JTED	
<b>TOTAL</b>	<b>1.4866</b>

M&O Override	1.4225
Special K-3 Program Override	
Special Program Override	
Capital Override	
Class A Bonds	
Class B Bonds	
JTED	
<b>TOTAL</b>	<b>1.4225</b>

Total Secondary Tax Rate

- A. TOTAL AGGREGATE SCHOOL DISTRICT BUDGET LIMIT (A.R.S. §15-905.H)
- |   |               |
|---|---------------|
| 1. General Budget Limit (from Budget, page 7, line 10)                    | \$ 30,324,169 |
| 2. Unrestricted Capital Budget Limit (from Budget, page 8, line A.12)     | \$ 1,944,530  |
| 3. Subtotal (line A.1 + A.2)  | \$ 32,268,699 |
| 4. Federal Projects (from Budget, page 6, Federal Projects, line 18)      | \$ 4,248,910  |
| 5. Title VIII-Impact Aid (from Budget, page 6, Federal Projects, line 16) | \$ 0          |
| 6. Total Aggregate School District Budget Limit (line A.3 + A.4 + A.5)    | \$ 36,517,609 |

B. BUDGETED EXPENDITURES

- |   |               |
|---|---------------|
| 1. Maintenance and Operation (from Budget, page 1, line 31)   | \$ 30,324,169 |
| 2. Unrestricted Capital Outlay (from Budget, page 4, line 10) | \$ 1,944,530  |
| 3. Total Budget Subject to Budget Limits (line B.1 + B.2)     | \$ 32,268,699 |
- (This line cannot exceed line A.3.)

C. BUDGETED CURRENT EXPENDITURES BY FUNCTION

- |  |       |
|--|-------|
| 1. Function 1000 - Instruction                     | 52.7% |
| 2. Function 2100 - Support Services -- Students    | 8.3%  |
| 3. Function 2200 - Support Services -- Instruction | 1.9%  |
| 4. Total   | 63.1% |

DISTRICT NAME Nogales Unified School District

COUNTY Santa Cruz

CTD NUMBER 120201000

VERSION Proposed

FUND 001 (M&O) MAINTENANCE AND OPERATION (M&O) FUND

Expenditures	FTE	Prior FY	Budget FY	Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Other 6800	Prior FY 2015	Budget FY 2016	% Increase/Decrease
100 Regular Education											
1000 Instruction	0.00	0.00	10,215,627	2,085,146	31,525	234,681	12,320	12,657,673	12,579,299	-0.6%	1.
2000 Support Services											
2100 Students	0.00	0.00	1,077,386	299,725	15,863	20,909	0	1,392,241	1,413,883	1.6%	2.
2200 Instructional Staff	0.00	0.00	380,948	107,500	14,412	2,807	3,520	484,008	509,187	5.2%	3.
2300 General Administration	0.00	0.00	2,002,268	60,407	29,939	3,475	10,889	2,766,980	3,043,998	10.1%	4.
2400 School Administration	0.00	0.00	1,434,735	394,433	5,000	32,456	4,031	1,816,673	1,870,633	3.0%	5.
2500 Central Services	0.00	0.00	796,101	253,339	366,597	61,766	6,999	1,374,311	1,484,802	8.0%	6.
2600 Operation & Maintenance of Plant	0.00	0.00	2,300,202	726,642	1,239,628	1,446,879	3,932	5,336,742	5,737,303	3.6%	7.
2900 Other	0.00	0.00	0	0	0	0	0	0	0	0.0%	8.
3000 Operation of Noninstructional Services	0.00	0.00	183,834	58,599	0	0	0	228,671	244,433	6.9%	9.
610 School-Sponsored Curricular Activities	0.00	0.00	175,170	44,419	24,378	9,311	25,530	272,039	278,838	2.5%	10.
620 School-Sponsored Athletics	0.00	0.00	303,177	67,945	15,523	32,349	74,472	475,311	493,466	3.8%	11.
630 Other Instructional Programs	0.00	0.00	0	0	0	0	0	0	0	0.0%	12.
700, 800, 900 Other Programs	0.00	0.00	17,069,448	4,098,155	1,762,885	1,844,633	141,733	24,514,829	24,916,834	1.6%	14.
200 Special Education											
1000 Instructor	0.00	0.00	2,160,468	883,065	106,993	11,083	150	3,069,889	3,161,699	3.0%	15.
2000 Support Services											
2100 Students	0.00	0.00	488,173	136,377	20,587	7,889	9,193	653,083	662,219	1.4%	16.
2200 Instructional Staff	0.00	0.00	52,411	18,846	2,662	0	0	67,250	73,919	9.9%	17.
2300 General Administration	0.00	0.00	0	0	0	0	0	0	0	0.0%	18.
2400 School Administration	0.00	0.00	0	0	0	0	0	0	0	0.0%	19.
2500 Central Services	0.00	0.00	0	0	0	0	0	0	0	0.0%	20.
2600 Operation & Maintenance of Plant	0.00	0.00	0	0	0	0	0	0	0	0.0%	21.
2900 Other	0.00	0.00	0	0	0	0	0	0	0	0.0%	22.
3000 Operation of Noninstructional Services	0.00	0.00	0	0	0	0	0	0	0	0.0%	23.
Subtotal (lines 15-23)	0.00	0.00	2,701,052	1,033,288	130,182	18,972	9,343	3,790,222	3,897,837	2.8%	24.
400 Pupil Transportation	0.00	0.00	0	0	1,276,993	1,620	0	1,275,334	1,278,613	0.3%	25.
510 Desegregation (from Districtwide Desegregation Budget, page 2, line 44)	0.00	0.00	0	0	0	0	0	0	0	0.0%	26.
520 Special K-3 Program Override (from Supplement, page 1, line 10)	0.00	0.00	0	0	0	0	0	0	0	0.0%	27.
530 Dropout Prevention Programs	0.00	0.00	0	0	0	0	0	0	0	0.0%	28.
540 Joint Career and Technical Education and Vocational Education Center (from Supplement, page 1, line 20)	0.00	0.00	0	0	0	0	0	0	0	0.0%	29.
550 K-3 Reading Program	0.00	0.00	164,333	36,444	0	30,068	0	210,142	230,865	9.9%	30.
Total Expenditures (lines 14, and 24-30) (Cannot exceed page 7, line 10)	0.00	0.00	19,934,853	5,172,887	3,170,060	1,895,293	151,076	29,790,547	30,324,169	1.8%	31.

The district has budgeted an amount in the M&O Fund equal to the General Budget Limit as calculated on page 7 of 8.



CTD NUMBER 120201000

VERSION Proposed

COUNTY Santa Cruz

DISTRICT NAME Nogales Unified School District

**SPECIAL EDUCATION PROGRAMS BY TYPE (M&O Fund Program 200)**

(A.R.S. §§15-761 and 15-903)

	Prior FY	Budget FY
1. Autism	1,140,230	1,140,230
2. Emotional Disability	65	65
3. Hearing Impairment	137,215	137,215
4. Other Health Impairments	604	604
5. Specific Learning Disability	5,846	5,846
6. Mild, Moderate or Severe Intellectual Disability	573,482	573,482
7. Multiple Disabilities	0	0
8. Multiple Disabilities with Severe Sensory Impairment	170,505	170,505
9. Orthopedic Impairment	142,809	142,809
10. Developmental Delay	1,273	1,273
11. Preschool Severe Delay	232,634	232,634
12. Speech/Language Impairment	2,847	2,847
13. Traumatic Brain Injury	0	0
14. Visual Impairment	103,666	103,666
15. Subtotal (lines 1 through 14)	2,511,176	2,511,176
16. Gifted Education	181,089	181,089
17. Remedial Education	0	107,614
18. ELL Incremental Costs	559,628	559,628
19. ELL Compensatory Instruction	0	0
20. Vocational and Technical Education	538,330	538,330
21. Career Education	0	0
22. Total (lines 15 through 21. Must equal total of line 24, page 1)	3,790,223	3,897,837

Expenditures Budgeted for Audit Services  
 M&O Fund - Nonfederal 6350 \$ 50,225  
 All Funds - Federal 6330

FY 2016 Performance Pay (A.R.S. §§15-920)  
 Amount Budgeted in M&O Fund for a Performance Pay Component  
 Do not report budgeted amounts for the Performance Pay Component of the Classroom Site Fund on this line.

Expenditures Budgeted in the M&O Fund for Food Service  
 Amount budgeted in M&O for Food Service (Fund 001, Function 3100)  
 (This amount will be used to determine district compliance with state matching requirements pursuant to Code of Federal Regulations (CFR) Title 7, §210.17(a))  
 \$ 130,720

Proposed Ratios for Special Education  
 (A.R.S. §§15-903.E.1 and 15-764-A.5)

Teacher-Pupil 1 to 19
Staff-Pupil 1 to 8

Estimated FTE Certified Employees  
 (A.R.S. §§15-903.E.2)

Prior FY	Budget FY
318.00	318.00

DISTRICT NAME Nogales Unified School District COUNTY Santa Cruz CTD NUMBER 120201000 VERSION Proposed

Expenditures	Salaries 6100	Employee Benefits 6200	Furnished Services 6300, 6400, 6500 (1)	Supplies 6600	Interest on Short-Term Debt 6850	Totals		% Increase/ Decrease
						Prop. FY 2015	Budget FY 2016	
Classroom Site Fund 011 - Base Salary								
100 Regular Education								
1000 Instruction	352,276	71,136				423,412		-7.2%
2100 Support Services - Students	11,880	2,172				14,052		-2
2200 Support Services - Instructional Staff	11,480	2,292				13,772		-3
Program 100 Subtotal (lines 1-3)	374,476	75,600				450,076		-1.3%
200 Special Education								
1000 Instruction	47,400	9,229				56,629		29.7%
2100 Support Services - Students	0	0				0		0.0%
2200 Support Services - Instructional Staff	0	0				0		0.0%
Program 200 Subtotal (lines 5-7)	47,400	9,229				56,629		29.7%
Other Programs (Specify)								
1000 Instruction	0	0				0		-100.0%
2100 Support Services - Students	0	0				0		0.0%
2200 Support Services - Instructional Staff	0	0				0		0.0%
Other Programs Subtotal (lines 9-11)	0	0				0		0.0%
Total Expenditures (lines 4, 8, and 12)	421,876	84,829				506,705		-1.0%
Classroom Site Fund 012 - Performance Pay								
100 Regular Education								
1000 Instruction	977,513	176,644				1,154,157		-11.3%
2100 Support Services - Students	26,253	5,277				31,530		-15
2200 Support Services - Instructional Staff	27,788	5,288				33,076		-16
Program 100 Subtotal (lines 14-16)	1,031,554	187,209				1,218,763		-6.8%
200 Special Education								
1000 Instruction	110,288	22,103				132,391		627.2%
2100 Support Services - Students	0	0				0		0.0%
2200 Support Services - Instructional Staff	0	0				0		0.0%
Program 200 Subtotal (lines 18-20)	110,288	22,103				132,391		627.2%
Other Programs (Specify)								
1000 Instruction	0	0				0		-100.0%
2100 Support Services - Students	0	0				0		0.0%
2200 Support Services - Instructional Staff	0	0				0		0.0%
Other Programs Subtotal (lines 22-24)	0	0				0		-100.0%
Total Expenditures (lines 17, 21, and 25)	1,141,842	209,312				1,351,154		-2.3%
Classroom Site Fund 013 - Other								
100 Regular Education								
1000 Instruction	821,858	164,800				986,658		13.1%
2100 Support Services - Students	7,200	1,527				8,727		-28
2200 Support Services - Instructional Staff	7,506	1,531				9,037		-29
Program 100 Subtotal (lines 27-29)	836,564	167,858				1,004,422		15.2%
200 Special Education								
1000 Instruction	31,609	6,363				37,972		22.2%
2100 Support Services - Students	0	0				0		0.0%
2200 Support Services - Instructional Staff	0	0				0		0.0%
Program 200 Subtotal (lines 31-33)	31,609	6,363				37,972		22.2%
500 Dropout Prevention Programs	0	0				0		0.0%
1000 Instruction	0	0				0		0.0%
Other Programs (Specify)								
1000 Instruction	0	0				0		-100.0%
2100 Support Services - Students	0	0				0		0.0%
2200 Support Services - Instructional Staff	0	0				0		0.0%
Other Programs Subtotal (lines 36-38)	0	0				0		-100.0%
Total Expenditures (lines 30, 34, 35, and 39)	868,374	174,161				1,042,535		15.3%
Total Classroom Site Funds (lines 1, 26, and 39)	2,452,054	468,883				2,920,937		6.5%

(1) For FY 2016, the district has budgeted \$ \_\_\_\_\_ in Fund 010. Subject code 6590 for Classroom Site Fund pass-through payments to district-sponsored charter schools. This amount is not included in the amounts reported for Fund 013.

The district has budgeted an amount in Fund 011 equal to the Classroom Site Fund Budget Limit as calculated on Page 8 of 8.

The district has budgeted an amount in Fund 012 equal to the Classroom Site Fund Budget Limit as calculated on Page 8 of 8.

The district has budgeted an amount in Fund 013 equal to the Classroom Site Fund Budget Limit as calculated on Page 8 of 8.

DISTRICT NAME Nogales Unified School District COUNTY Santa Cruz CTD NUMBER 120201000 VERSION Proposed

**FUND 610 UNRESTRICTED CAPITAL OUTLAY (UCO) FUND**

Expenditures	Rentals 6440	Library Books, Textbooks, & Instructional Aids (2) 6641-6643	Property (2) 6700	Redemption of Principal (3) 6831, 6832	Interest (4) 6841, 6842, 6850	All Other Object Codes (excluding 6900)	Totals		% Increase/ Decrease
							Prior FY 2015	Budget FY 2016	
1. Unrestricted Capital Outlay Override (1)							0	0	0.0%
2. Unrestricted Capital Outlay Fund 610 (6)		249,730	940,892				1,248,740	1,190,622	-4.7%
2000 Support Services							4,328	4,328	0.0%
2100, 2200 Students and Instructional Staff			4,328				44,653	30,498	-31.7%
2300, 2400, 2500, 2900 Administration			30,498				279,932	230,575	-10.5%
2600 Operation & Maintenance of Plant			112,834			137,741	0	0	0.0%
2700 Student Transportation							0	0	0.0%
3000 Operation of Noninstructional Services (5)							468,507	468,507	0.0%
4000 Facilities Acquisition and Construction							0	0	0.0%
5000 Debt Service							2,046,140	1,944,530	-5.0%
Total Unrestricted Capital Outlay Fund (lines 2-9)	0	249,730	1,088,532	0	0	606,248	2,046,140	1,944,530	-5.0%

The district has budgeted an amount in the UCO Fund equal to the Unrestricted Capital Budget Limit as calculated on Page 8 of 8.

(5) Expenditures Budgeted in Unrestricted Capital Outlay (UCO) Fund for Food Service  
Enter the amount budgeted in UCO for Food Service [Amount will be used to determine district compliance with state matching requirements pursuant to CFR Title 7, §210.17(a)]

(6) Expenditures, if any, budgeted in the Unrestricted Capital Outlay Fund on lines 2-9 for the K-3 Reading Program as described in A.R.S. §15-211.

(2) Detail by object code:

Unrestricted Capital Outlay	
6641 Library Books	\$ 14,136
6642 Textbooks	20,154
6643 Instructional Aids	215,440
6731 Furniture and Equipment	843,693
6734 Vehicles	
6737 Elect. Hardware & Software	202,704

(3) Includes principal on Capital Equity Fund loans of \_\_\_\_\_, principal on capital leases of \_\_\_\_\_, and principal on bonds of \_\_\_\_\_

(4) Includes interest on Capital Equity Fund loans of \_\_\_\_\_, interest on capital leases of \_\_\_\_\_, and interest on bonds of \_\_\_\_\_

DISTRICT NAME Nogales Unified School District COUNTY Santa Cruz CTD NUMBER 120201000 VERSION Proposed

OTHER FUNDS--REQUIRED CAPITAL EXPENDITURE DETAIL (A.R.S. §15-904.(B))

Expenditures	UNRESTRICTED CAPITAL-OUTLAY		BOND BUILDING		NEW SCHOOL FACILITIES	
	Fund 610	Fund 630	Fund 630	Fund 630	Fund 695	Fund 695
Total Fund Expenditures	Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY
Select Object Codes Detail (1)	2,046,140	1,944,530	0	0	0	0
6150 Classified Salaries	0	0	0	0	0	0
6200 Employee Benefits	0	0	0	0	0	0
6450 Construction Services	464,277	0	0	0	0	0
6710 Land and Improvements	0	0	0	0	0	0
6720 Buildings and Improvements	0	0	0	0	0	0
6731 Furniture and Equipment	927,744	843,693	0	0	0	0
6734 Vehicles	0	0	0	0	0	0
6737 Technology Hardware & Software	202,704	202,704	0	0	0	0
6831, 6832 Redemption of Principal	0	0	0	0	0	0
6841, 6842, 6450 Interest	0	0	0	0	0	0
Total (lines 2-11)	1,594,725	1,046,397	0	0	0	0
Total amounts reported on lines 2-11 above for:						
Renovation	0	0	0	0	0	0
New Construction	0	0	0	0	0	0
Other	1,594,725	1,046,397	0	0	0	0
Total (lines 13-15, must equal line 12)	1,594,725	1,046,397	0	0	0	0

(1) Lines 2-11 may not include all budgeted expenditures of the fund. Total budgeted expenditures for each fund should be included on Line 1.

DISTRICT NAME Nogales Unified School District

CTD NUMBER 120201000

COUNTY Santa Cruz

VERSION Proposed

SPECIAL PROJECTS

OTHER FUNDS (DO NOT Add to Aggregate)

STATE PROJECTS

FEDERAL PROJECTS

1. 100-130 ESEA Title I - Helping Disadvantaged Children
2. 140-150 ESEA Title II - Prof. Dev. and Technology
3. 160 ESEA Title IV - 21st Century Schools
4. 170-180 ESEA Title V - Promote Informed Parent Choice
5. 190 ESEA Title III - Limited Eng. & Immigrant Students
6. 200 ESEA Title VII - Indian Education
7. 210 ESEA Title VI - Flexibility and Accountability
8. 220 IDEA Part B
9. 230 Johnson-O'Malley
10. 240 Workforce Investment Act
11. 250 AEA - Adult Education
12. 260-270 Vocational Education - Basic Grants
13. 280 ESEA Title X - Homeless Education
14. 290 Medicaid Reimbursement
15. 374 E-Rate
16. 378 Impact Aid
17. 300-399 Other Federal Projects (Besides E-Rate & Impact Aid)
18. Total Federal Project Funds (lines 1-17)

STATE PROJECTS

19. 400 Vocational Education
20. 410 Early Childhood Block Grant
21. 420 Ext. School Yr. - Pupils with Disabilities
22. 425 Adult Basic Education
23. 430 Chemical Abuse Prevention Programs
24. 435 Academic Contents
25. 450 Gifted Education
26. 460 Environmental Special Plate
27. 465-499 Other State Projects
28. Total State Project Funds (lines 19-27)
29. Total Special Projects (lines 18 and 28)

INSTRUCTIONAL IMPROVEMENT FUND (020)

1. Teacher Compensation Increases
2. Class Size Reduction
3. Dropout Prevention Programs (M&O purposes)
4. Instructional Improvement Programs (M&O purposes)
5. Total Instructional Improvement Fund (lines 1-4)

FTE	TOTAL ALL FUNCTIONS	
	Prior FY	Budget FY
6000	0.00	2,777,239
6000	0.00	2,221,831
6000	0.00	344,027
6000	0.00	0
6000	0.00	167,737
6000	0.00	296,347
6000	0.00	0
6000	0.00	1,086,576
6000	0.00	0
6000	0.00	0
6000	0.00	0
6000	0.00	294,850
6000	0.00	0
6000	0.00	110,000
6000	0.00	360,000
6000	0.00	557,327
6000	0.00	3,994,153
6000	0.00	64,313
6000	0.00	0
6000	0.00	0
6000	0.00	0
6000	0.00	0
6000	0.00	0
6000	0.00	0
6000	0.00	186,621
6000	0.00	250,934
6000	0.00	6,453,087
6000	0.00	4,453,411
6000	55,981	55,981
6000	0	0
6000	180,269	180,269
6000	0	0
6000	236,230	236,230

CTD NUMBER	DESCRIPTION	Prior FY		Budget FY	
		6000	0	6000	0
1.	050 County, City, and Town Grants	6000	0	6000	0
2.	071 Structured English Immersion (1)	6000	0	6000	0
3.	072 Compensatory Instruction (1)	6000	0	6000	0
4.	500 School Plant (Lease over 1 year) (2)	6000	0	6000	0
5.	505 School Plant (Lease 1 year or less)	6000	0	6000	0
6.	506 School Plant (Sale)	6000	10,500	6000	10,500
7.	510 Food Service	6000	2,950,000	6000	2,950,000
8.	515 Civic Center	6000	9,000	6000	7,000
9.	520 Community School	6000	84,000	6000	38,000
10.	525 Auxiliary Operations	6000	400,000	6000	400,000
11.	526 Extracurricular Activities Fees Tax Credit	6000	100,000	6000	100,000
12.	530 Gifts and Donations	6000	157,644	6000	150,000
13.	535 Career & Tech. Ed. & Voc. Ed. Projects	6000	20,895	6000	0
14.	540 Fingerprint	6000	0	6000	0
15.	545 School Opening	6000	0	6000	15,000
16.	550 Insurance Proceeds	6000	26,000	6000	15,000
17.	555 Textbooks	6000	0	6000	0
18.	565 Litigation Recovery	6000	86,000	6000	80,000
19.	570 Indirect Costs	6000	350,000	6000	280,000
20.	575 Unemployment Insurance	6000	300,000	6000	50,000
21.	580 Teachers	6000	0	6000	0
22.	585 Insurance Refund	6000	2,620	6000	2,000
23.	590 Grants and Gifts to Teachers	6000	5,800	6000	5,800
24.	595 Advertisement	6000	18,250	6000	15,000
25.	596 Joint Technical Education	6000	0	6000	0
26.	620 Adjacent Ways	6000	5,800	6000	5,824
27.	639 Impact Aid Revenue Bond Building	6000	0	6000	0
28.	640 School Plant - Special Construction	6000	0	6000	0
29.	650 Gifts and Donations-Capital	6000	0	6000	0
30.	660 Condominium	6000	0	6000	0
31.	665 Energy and Water Savings	6000	0	6000	374,319
32.	686 Emergency Deficiencies Correction	6000	0	6000	0
33.	691 Building Renewal Grant	6000	860,000	6000	0
34.	700 Debt Service	6000	0	6000	0
35.	720 Impact Aid Revenue Bond Debt Service	6000	0	6000	0
36.	Other 576,855,856	6000	4,255,983	6000	4,505,983
1.	9 Self-Insurance	6000	0	6000	0
2.	955 Intergovernmental Agreements	6000	0	6000	0
3.	9 OPEB	6000	0	6000	0
4.	9	6000	200,340	6000	200,340

(1) From Supplement, page 3, line 10 and line 20, respectively.

(2) Indicate amount budgeted in Fund 500 for M&O purposes

DISTRICT NAME Nogales Unified School District COUNTY Santa Cruz CTD NUMBER 120201000  
 VERSION Proposed

**CALCULATION OF FY 2016 GENERAL BUDGET LIMIT**  
 (A.R.S. §15-947.C)

		A. Maintenance and Operation	B. Unrestricted Capital Outlay
1. (a) FY 2016 Revenue Control Limit (RCL) (from Work Sheet E, line VIII, or Work Sheet F, line III)	\$ 27,321,575		
* (b) Plus Adjustment for Growth (1)			
* (c) Increase or (Decrease) in 03 District High School Tuition Payments (A.R.S. §15-905.J) (1)			
(d) Adjusted RCL	\$ 27,321,575	\$ 27,321,575	\$ 0
2. (a) FY 2016 District Additional Assistance (DAA) (from Work Sheet H, lines VII.E.1 and VII.F.1)	\$ 2,680,800		
* (b) DAA Reduction for State Budget Adjustments (from Work Sheet H, lines VII.E.2 and VII.F.2)	2,265,276		
(c) Adjusted DAA	\$ 415,524		415,524
3. FY 2016 Override Authorization (A.R.S. §§15-481 and 15-482)			
* (a) Maintenance and Operation		1,745,848	
* (b) Unrestricted Capital Outlay			
* (c) Special Program			
*4. Small School Adjustment for Districts with a Student Count of 125 or less in K-8 or 100 or less in 9-12 (A.R.S. §15-949) (If phase-down applies, see Work Sheets K and K2)			
*5. Tuition Revenue (A.R.S. §§15-823 and 15-824)			
Local			
(a) Individuals and Other Private Sources		28,071	2,000
(b) Other Arizona Districts		392,994	27,006
(c) Out-of-State Districts and Other Governments			
State			
(d) Certificates of Educational Convenience (A.R.S. §§15-825, 15-825.01, and 15-825.02)			
*6. State Assistance (A.R.S. §15-976) and Special Ed. Voucher Payments Received (A.R.S. §15-1204)			
*7. Increase Authorized by County School Superintendent for Accommodation Schools (not to exceed Work Sheet S, line II.B.5) (A.R.S. §15-974.B)			
8. Budget Increase for:			
(a) Desegregation Expenditures (A.R.S. §15-910.G-K)			
* (b) Tuition Out Debt Service (from Work Sheet O, line 7) (A.R.S. §15-910.L)		0	
* (c) Budget Balance Carryforward (from Work Sheet M, line 12) (A.R.S. §15-943.01)		1,000,000	
(d) Dropout Prevention Programs (Laws 1992, Ch. 305, §32 and Laws 2000, Ch. 398, §2)			
(e) Registered Warrant or Tax Anticipation Note Interest Expense Incurred in FY 2014 (A.R.S. §15-910.M)			
* (f) Joint Career and Technical Education and Vocational Education Center (A.R.S. §15-910.01)			
* (g) FY 2015 Performance Pay Unexpended Budget Carryforward (from Work Sheet M, line 6.h) (A.R.S. §15-920)		0	
(h) Excessive Property Tax Valuation Judgments (A.R.S. §§42-16213 and 42-16214)			
* (i) Transportation Revenues for Attendance of Nonresident Pupils (A.R.S. §§15-923 and 15-947)			
*9. Adjustment to the General Budget Limit (A.R.S. §§15-272, 15-905.M, 15-910.02, and 15- 915) include year(s) and descriptions, as applicable.			
(a) Prior Year Over Expenditures/Resolutions:			
(b) Decrease for Transfer from M&O to Energy and Water Savings Fund		(164,319)	
(c) Increase for Energy and Water Savings Fund Transfer to M&O			
(d) JTED Reduction			
(e) Noncompliance Adjustment			
(f) ADM Audit Adjustment			
(g) Other:			
10. FY 2016 General Budget Limit (column A, lines 1 through 9) (A.R.S. §15-905.F) (page 1, line 31 cannot exceed this amount)		\$ 30,324,169	
11. Total Amount to be Used for Capital Expenditures (column B, lines 1 through 8) (A.R.S. §15-905.F) (to page 8, line A.11)			\$ 444,530

\* Subject to adjustment prior to May 15 as allowed by A.R.S. Revisions are described in the instructions for these lines, as needed.

(f) For budget adoption, this line should be left blank.

DISTRICT NAME Nogales Unified School District COUNTY Santa Cruz CTD NUMBER 120201000  
 VERSION Proposed

UNRESTRICTED CAPITAL BUDGET LIMIT AND CLASSROOM SITE FUND BUDGET LIMIT (A.R.S. §15-947.D and A.R.S. §15-978)

CALCULATION OF UNRESTRICTED CAPITAL BUDGET LIMIT

A. 1. FY 2015 Unrestricted Capital Budget Limit (UCBL) (from FY 2015 latest revised Budget, page 8, line A.12)	\$ 2,046,140
2. Total UCBL Adjustment for prior years as notified by ADE on BUDG75 report (For budget adoption, use zero.)	\$
3. Adjusted Amount Available for FY 2015 Capital Expenditures (line A.1 + A.2)	\$ 2,046,140
4. Amount Budgeted in Fund 610 in FY 2015 (from FY 2015 latest revised Budget, page 4, line 10)	\$ 2,046,140
5. Lesser of line A.3 or the sum of line A.4 and any positive adjustment on line A.2	\$ 2,046,140
6. FY 2015 Fund 610 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	\$ 546,340
7. Unexpended Budget Balance in Fund 610 (line A.5 minus A.6) If negative, use zero in calculation, but show negative amount here in parentheses.	\$ 1,499,800
8. Interest Earned in Fund 610 in FY 2015	\$ 200
9. Monies deposited in Fund 610 from School Facilities Board for donated land (A.R.S. §15-2041.F)	\$
10. Adjustment to UCBL for FY 2016 (A.R.S. §15-905.M) Include year(s) and descriptions, as applicable. (a) Prior Year Over Expenditures/Resolutions:	\$
(b) Increase to UCBL Due to Greater than Anticipated Growth (from FY2015 BUDG75)	\$
(c) JTED Reduction	\$
(d) ADM Audit Adjustment	\$
(e) Other:	\$
11. Amount to be Used for Capital Expenditures (from page 7, line 11)	\$ 444,530
12. FY 2016 Unrestricted Capital Budget Limit (lines A.7 through A.11) (1)	\$ 1,944,530

CALCULATION OF CLASSROOM SITE FUND BUDGET LIMIT

	Fund 011	Fund 012	Fund 013	Payments to Charter Schools	Total Fund 010
B. 1. FY 2015 Classroom Site Fund Budget Limit (from FY 2015 latest revised Budget, page 8, line 7 of detailed table)	501,358	1,321,372	904,417	0	2,727,147
2. FY 2015 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	424,728	830,592	722,747		1,978,067
3. Unexpended Budget Balance (line B.1 minus B.2)	76,630	490,780	181,670	0	749,080
4. Interest Earned in the Classroom Site Fund in FY 2015	34	65	59		158
5. FY 2016 Classroom Site Fund Allocation (provided by ADE, based on S327) Enter the total allocation in the Total Fund 010 column. Funds 011, 012, and 013 will automatically calculate.	430,341	860,681	860,681		2,151,701
6. Adjustments to FY 2016 Classroom Site Fund Budget Limit (2)					0
7. FY 2016 Classroom Site Fund Budget Limit (Sum of lines B.3 through B.6) (3)	507,005	1,351,526	1,042,410	0	2,900,939

- (1) The amount budgeted on page 4, line 10 cannot exceed this amount.
- (2) This line may be used to recapture lost CSF budget capacity that resulted from underbudgeting in prior fiscal years.
- (3) The amounts budgeted on page 3, lines 13, 26, 39, 40, and footnote (1) on that page, cannot exceed the respective amounts on this line.

DISTRICT NAME Nogales Unified School District COUNTY Santa Cruz CTD NUMBER 120201000 VERSION Proposed

FY 2016  
STATE OF ARIZONA



SUPPLEMENT  
TO  
SCHOOL DISTRICT ANNUAL EXPENDITURE BUDGET  
FOR DISTRICTS THAT BUDGET FOR:  
SPECIAL K-3 PROGRAM OVERRIDE (A.R.S. §15-903.D and Laws 2010, Ch. 179, §4)  
JOINT CAREER AND TECHNICAL EDUCATION AND VOCATIONAL EDUCATION CENTER (A.R.S. §15-910.01)  
ENGLISH LANGUAGE LEARNERS (A.R.S. §§15-756.04 and 15-756.11)



DISTRICT NAME	Nogales Unified School District	COUNTY	Santa Cruz		CTD NUMBER	120201000		VERSION	Proposed	
			Salaries	Employee Benefits		Purchased Services 6300, 6400, 6500	Supplies		Other	Prior FY 2015
		FTE								
		Prior FY	Budget FY							
M&O Fund Supplement										
Expenditures										
520 Special K-3 Program Override										
1000 Instruction	1.	0.00								0.0%
2000 Support Services										
2100 Students	2.	0.00								0.0%
2200 Instructional Staff	3.	0.00								0.0%
2300 General Administration	4.	0.00								0.0%
2400 School Administration	5.	0.00								0.0%
2500 Central Services	6.	0.00								0.0%
2600 Operation & Maintenance of Plant	7.	0.00								0.0%
2900 Other	8.	0.00								0.0%
3000 Operation of Noninstructional Services	9.	0.00								0.0%
Subtotal (lines 1-9) (to Budget, page 1, line 27)	10.	0.00	0.00	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education & Vocational Education Center										
1000 Instruction	11.	0.00								0.0%
2000 Support Services										
2100 Students	12.	0.00								0.0%
2200 Instructional Staff	13.	0.00								0.0%
2300 General Administration	14.	0.00								0.0%
2400 School Administration	15.	0.00								0.0%
2500 Central Services	16.	0.00								0.0%
2600 Operation & Maintenance of Plant	17.	0.00								0.0%
2900 Other	18.	0.00								0.0%
3000 Operation of Noninstructional Services	19.	0.00								0.0%
Subtotal (lines 11-19) (to Budget, page 1, line 29)	20.	0.00	0.00	0	0	0	0	0	0	0.0%

Unrestricted Capital Outlay Fund Supplement	Rentals 6440	Library Books, Textbooks, & Instructional Aids 6641-6643	Property 6700	Redemption of Principal 6831, 6832	Interest 6841, 6842, 6850	All Other Object Codes (excluding 6900)	Totals		% Increase/ Decrease
							Prior FY 2015	Budget FY 2016	
Expenditures									
5200 Special K-3 Program Override									
1000 Instruction							0	0	0.0%
2000 Support Services							0	0	0.0%
3000 Operation of Noninstructional Services							0	0	0.0%
4000 Facilities Acquisition & Construction							0	0	0.0%
5000 Debt Service							0	0	0.0%
Subtotal (lines 21-25)							0	0	0.0%
5400 Joint Career and Technical Education & Vocational Education Center							0	0	0.0%
1000 Instruction							0	0	0.0%
2000 Support Services							0	0	0.0%
3000 Operation of Noninstructional Services							0	0	0.0%
4000 Facilities Acquisition & Construction							0	0	0.0%
5000 Debt Service							0	0	0.0%
Subtotal (lines 27-31)							0	0	0.0%
Total (lines 26 & 32) (Include in Fund 610 Budget, page 4, lines 2-9)							0	0	0.0%

DISTRICT NAME	Nogales Unified School District	COUNTY				Santa Cruz				CTD NUMBER		120201000		VERSION		Proposed
		FTE		Salaries	Employee Benefits	Purchased Services 6300, 6400, 6500	Supplies	Property	Other	Totals		% Increase/Decrease				
		Prior FY	Budget FY							Prior FY 2015	Budget FY 2016					
<b>English Language Learners Supplement</b>																
<b>Expenditures</b>																
Structured English Immersion Fund 071																
1000 Instruction		0.00		6100	6200	6500	6600	6700	6800	0	0	0	0	0.0%	1.	
2000 Support Services														0.0%	2.	
2100 Students		0.00												0.0%	3.	
2200 Instructional Staff		0.00												0.0%	4.	
2300 General Administration		0.00												0.0%	5.	
2400 School Administration		0.00												0.0%	6.	
2500 Central Services		0.00												0.0%	7.	
2600 Operation & Maintenance of Plant		0.00												0.0%	8.	
2700 Student Transportation		0.00												0.0%	9.	
2900 Other		0.00												0.0%	10.	
<b>Total (lines 1-9) (to Budget, page 6, Other Funds, line 2)</b>																
Compensatory Instruction Fund 072																
1000 Instruction		0.00												0.0%	11.	
2000 Support Services														0.0%	12.	
2100 Students		0.00												0.0%	13.	
2200 Instructional Staff		0.00												0.0%	14.	
2300 General Administration		0.00												0.0%	15.	
2400 School Administration		0.00												0.0%	16.	
2500 Central Services		0.00												0.0%	17.	
2600 Operation & Maintenance of Plant		0.00												0.0%	18.	
2700 Student Transportation		0.00												0.0%	19.	
2900 Other		0.00												0.0%	20.	
<b>Total (lines 11-19) (to Budget, page 6, Other Funds, line 3)</b>																

TOTAL EXPENDITURES BY FUND				
Fund	Budgeted Expenditures		S Increase/ (Decrease) from Prior FY	% Increase/ (Decrease) from Prior FY
	Prior FY	Budget FY		
Maintenance & Operation	29,790,547	30,324,169	533,622	1.8%
Instructional Improvement	236,250	236,250	0	0.0%
Structured English Immersion	0	0	0	0.0%
Compensatory Instruction	0	0	0	0.0%
Classroom Site	2,727,146	2,900,941	173,795	6.4%
Federal Projects	5,994,153	4,248,910	(1,745,243)	-29.1%
State Projects	250,934	244,501	(6,433)	-2.6%
Unrestricted Capital Outlay	2,046,140	1,944,530	(101,610)	-5.0%
New School Facilities	0	0	0	0.0%
Adjacent Ways	5,800	5,824	24	0.4%
Debt Service	0	0	0	0.0%
School Plant Funds	10,500	10,500	0	0.0%
Auxiliary Operations	400,000	400,000	0	0.0%
Bond Building	0	0	0	0.0%
Food Service	2,950,000	2,950,000	0	0.0%
Other	6,476,532	5,843,442	(633,090)	-9.8%

M&O FUND SPECIAL EDUCATION PROGRAMS BY TYPE		
Program (A.R.S. §§15-761 and 15-903)	Prior FY	Budget FY
Autism	1,140,230	1,140,230
Emotional Disability	65	65
Hearing Impairment	137,215	137,215
Other Health Impairments	604	604
Specific Learning Disability	5,846	5,846
Mild, Moderate or Severe Intellectual Disability	573,482	573,482
Multiple Disabilities	0	0
Multiple Disabilities with S.S.I.	170,505	170,505
Orthopedic Impairment	142,809	142,809
Developmental Delay	1,273	1,273
Preschool Severe Delay	232,634	232,634
Speech/Language Impairment	2,847	2,847
Traumatic Brain Injury	0	0
Visual Impairment	103,666	103,666
Subtotal	2,511,176	2,511,176
Gifted Education	181,089	181,089
Remedial Education	0	107,614
ELL Incremental Costs	559,628	559,628
ELL Compensatory Instruction	0	0
Vocational and Technical Education	538,330	538,330
Career Education	0	0
TOTAL	3,790,223	3,897,837

PROPOSED STAFFING SUMMARY		
Staff Type	FTE	Staff-Pupil Ratio
Certified --		
Superintendent, Principals, Other Administrators	21	1 to 262.4
Teachers	287	1 to 19.2
Other	26	1 to 211.9
Subtotal	334	1 to 16.5
Classified --		
Managers, Supervisors, Directors	6	1 to 918.3
Teachers Aides	56	1 to 98.4
Other	162	1 to 34.0
Subtotal	224	1 to 24.6
TOTAL	558	1 to 9.9
Special Education --		
Teacher	30	1 to 19.3
Staff	79	1 to 7.9

**FY 2016 Truth in Taxation Work Sheet (A.R.S. §15-905.01)**

1.	FY 2016 Truth in Taxation Base Limit (from FY 2015 TNT work sheet, line 3 + line 11)	\$ <u>0</u>	
2.	Deduction for discontinued programs	<u>          </u>	
3.	Adjusted FY 2016 TNT Base Limit	\$ <u><u>0</u></u>	
			<b>Primary Property Tax Rate Related to Budgeted Expenditures</b>
<b>FY 2016 Budgeted Expenditures</b>			
4.	Desegregation (from Districtwide Desegregation Budget page 2, line 44 and page 3, line 70)	\$ <u>0</u>	<u>          </u>
5.	Dropout Prevention (from page 1, line 28)	<u>0</u>	<u>          </u>
6.	Joint Career and Technical Education and Vocational Education Center (from Supplement page 1, line 20 and Supplement page 2, line 32)	<u>0</u>	<u>          </u>
7.	Small School Adjustment (from page 7, line 4, columns A and B)	\$ <u>0</u>	<u>          </u>
<b>Adjustments for FY 2015 Expenditures</b>			
8.	Desegregation, Dropout Prevention, and Joint Career and Technical Education and Vocational Education Center		
a.	FY 2015 Total Actual Expenditures for programs above	\$ <u>          </u>	
b.	Sum of FY 2015 original budget amounts for programs above (from FY 2015 TNT work sheet, sum of lines 4, 5, and 6)	<u>0</u>	
c.	Expenditures over/(under) original budget (line 8.a minus line 8.b)	\$ <u>0</u>	
9.	Small School Adjustment		
a.	FY 2015 final budget for Small School Adjustment	\$ <u>          </u>	
b.	FY 2015 original budget for Small School Adjustment (from FY 2015 TNT work sheet, line 7)	\$ <u>0</u>	
c.	Amount over/(under) budget for Small School Adjustment (line 9.a minus line 9.b)	\$ <u>0</u>	
10.	Total (add lines 4 through 7 and line 8.c. and line 9.c.)	\$ <u><u>0</u></u>	
11.	Excess over Truth in Taxation Limit (1) (Line 10 minus line 3. If negative, enter zero.)	\$ <u><u>0</u></u>	
12.	Amount to be Levied in FY 2016 for Adjacent Ways pursuant to A.R.S. §15-995 (1)	\$ <u>          </u>	<u>          </u>
13.	Amount to be Levied in FY 2016 for Liabilities in Excess of the Budget pursuant to A.R.S. §15-907 (1)	\$ <u>          </u>	<u>          </u>
<b>Calculations for Truth in Taxation Notice</b>			
A.	Sum of lines 11, 12, and 13	\$ <u>0</u>	
B.1.	Current Assessed Value	\$ <u>          </u>	
B.2.	(Line 3 divided by line B.1) x \$10,000	\$ <u>          </u> (2)	
C.1.	Sum of lines 3, 11, 12, and 13	\$ <u>0</u>	
C.2.	(Line C.1 divided by line B.1) x \$10,000	\$ <u>          </u> (2)	

- (1) If an amount on line 11, 12, or 13 is greater than zero, the district must publish a Truth in Taxation Hearing Notice as described in A.R.S. §15-905.01.
- (2) \$10,000 is used in these calculations to determine the amounts to include on the truth in taxation hearing notice for a \$100,000 home, as property taxes on residential properties are levied at 10% of the assessed valuation per A.R.S. §42-15003.

Page	Reference	Instructions	Revision Instructions
	General	<p>These instructions are provided to help school districts prepare the expenditure budget. Within the forms, blue font and light blue highlights indicate that an instruction is linked to that specific line. An instructions button has also been provided that links to any general instructions or to the first instruction for a page. To return to the related form after reviewing the instructions, simply click on the form's tab at the bottom of the Excel screen or press the Alt and back arrow keys.</p> <p>Districts should complete the Work Sheets and Supplements, as applicable, before completing the Budget forms. To ensure that the district's data can be properly processed by ADE, formulas should not be changed without specific instructions from either the Office of the Auditor General, Accounting Services Division, or ADE, School Finance.</p>	
	General	<p>Amounts in the prior year columns should be recorded from the budget columns of the latest revised Budget for FY 2015. Amounts should be rounded to the nearest dollar.</p> <p>Districts should budget for FY 2016 retirement contributions at the rate of 11.35% and for long term disability at a rate of 0.12% for a total contribution rate of 11.47%. Districts should also budget for any applicable alternative contribution payments to state retirement at a rate of 9.36%.</p>	
	Budget Revision	<p>Instructions for budget revision requirements have been incorporated into this document for each applicable line item. All lines that include revision instructions have a "Yes" in the Revision Instructions column to the right. To see only the revision instructions apply the filter so that only rows marked "Yes" will show.</p> <p>Prior to May 15 of the budget year, districts <u>must</u> make all of the revisions described in these instructions that would result in a decrease in budget limits and districts <u>may</u> make any of the described revisions that result in an increase in budget limits. Total expenditures in the Maintenance and Operation (M&amp;O), Unrestricted Capital Outlay (UCO), and Classroom Site Funds (CSF) must not exceed the adjusted General Budget Limit (GBL), Unrestricted Capital Budget Limit (UCBL), and Classroom Site Fund Budget Limit (CSFBL), respectively, as reported on pages 7 and 8 of the latest revised budget. Therefore, if the net change to any of these budget limits is a <u>decrease</u>, the district <u>must</u> reduce budgeted expenditures in the related fund, to ensure that the budgeted amounts are within the prescribed limit. If the net change to any of these budget limits is an <u>increase</u>, the district <u>may</u> choose to revise budgeted expenditures in the related fund.</p>	Yes
	Budget Revision Continued	<p>Districts sponsoring charter schools <u>must</u> revise their budgets, as necessary, to reflect actual charter school FY 2016 100th-day average daily membership (ADM).</p> <p>Districts may revise their budgets to reflect the ADM, as reported on the final FY 2015 ADMS46-1 Report, which may have been updated to include FY 2015 ADM corrections. <u>Do not</u> revise the FY 2016 budget to include the 100th-Day ADM from the FY 2016 ADMS46-1 report.</p> <p>An e-mail will be issued by ADE before May budget revisions are due including the dates of specific ADMS and APOR reports that should be used to complete the revisions.</p>	Yes
Cover	District Tax Rates	<p>District tax rates for FY 2015 should be the actual tax rates set by the County Board of Supervisors in August 2014. Tax rates for FY 2016 should be the district's best estimate. Districts should include detailed secondary tax rates for M&amp;O, Special K-3 Program, Special Program, and Capital Overrides; Class A Bonds; and Class B Bonds. Class A Bonds are general obligation bonds approved by voters on or before December 31, 1998. Class B Bonds are general obligation bonds approved by voters after December 31, 1998.</p>	

Page	Reference	Instructions	Revision Instructions
Cover	Budgeted Current Expenditures by Function	<p>Pursuant to Laws 2015, Ch. 15, §11, districts must include the estimated percentage of current, PSD-12 budgeted spending in Instruction (function 1000), Support Services—Students (function 2100), and Support Services—Instruction (function 2200) on the cover page of the budget. Districts should refer to the instructions for calculating the classroom dollar percentage in the FAQ on the Auditor General's Web site linked below for guidance on the funds, programs, functions, and object codes included and excluded from current PSD-12 district expenditures.</p> <p>As districts are not currently required to budget all applicable funds to the level of detail that would be needed to calculate these percentages directly from the budget an alternative method of estimating the percentages should be used. One way to estimate the three functional percentages reported here is to start with the applicable percentages calculated based on district-submitted expenditure data for 2014 as reported in the Arizona School District Spending (Classroom Dollars) Report for Fiscal Year 2014, linked below. These percentages could then be used to estimate the spending percentages in the FY 2016 budget by making incremental changes in the percentages based on the changes in budgeted spending from the 2014 actual reported spending.</p>	
	Link to FAQ	<a href="http://www.azauditor.gov/reports-publications/school-districts/faqs/calculating-classroom-dollar-percentage">http://www.azauditor.gov/reports-publications/school-districts/faqs/calculating-classroom-dollar-percentage</a>	
	Link to District Spending Report	<a href="http://www.azauditor.gov/reports-publications/school-districts/multiple-school-district/report/arizona-school-district-0">http://www.azauditor.gov/reports-publications/school-districts/multiple-school-district/report/arizona-school-district-0</a>	
1	Line 4	Function code 2300, object code 6820-Judgments Against the District should be used to budget for excessive property tax valuation judgments to be paid in FY 2016. This amount should also be included on page 7, line 8(h).	
1	Line 9	<p><b>Budget Revision</b></p> <p>Districts participating in the National School Lunch Program that have not already budgeted for the state matching requirements, should include any amounts to be expended for their food service program in the M&amp;O Fund on this line before May 15. ADE's Health &amp; Nutrition Services will verify that amounts budgeted were spent when the annual financial reports are submitted. Any questions related to the state matching requirements should be directed to ADE's Health &amp; Nutrition Services at (602) 542-8700.</p>	Yes
1	Lines 12 and 13	Program 630 has been included on a separate line from Programs 700, 800, and 900 to match the Annual Financial Report. Since all of the programs were budgeted on the same line in the previous year, the district will need to enter prior fiscal year budgeted amounts for program 630 and programs 700-900.	
1	Line 27	Districts including an increase to the general budget limit for a Special K-3 Program Override approved by voters before November, 24, 2009, pursuant to Laws 2010, Ch. 179, §4, must budget and account for these monies separately. These expenditures must be budgeted for, in detail, on page 1 of the Supplement. Any new Special Program Override expenditures pursuant to A.R.S. §15-482, are not required to be budgeted for separately. Therefore, districts should budget for those expenditures on the applicable lines for the M&O and UCO Funds.	
1	Line 28	A district authorized by ADE to continue participation in Dropout Prevention Programs for FY 2016 pursuant to Laws 1992, Ch. 305, §32 and Laws 2000, Ch. 398, §2, must budget the additional amount on this line.	

Page	Reference	Instructions	Revision Instructions
1	Line 29	A district that has entered into an intergovernmental agreement to establish a jointly owned and operated career and technical education and vocational education center, in accordance with A.R.S. §15-789, should budget for the center's expenditures on this line. A.R.S. §15-910.01 This provision does not apply to joint technical education districts established pursuant to A.R.S. §15-392.  A.R.S. §15-910.01 requires the State Board of Education (SBE) approval prior to including an amount here. Currently, no districts have been authorized by the SBE.	
1	Line 30	Districts should budget for K-3 Reading Program expenditures on this line. Districts assigned a letter grade of C, D, or F, in accordance with A.R.S. §15-241 and Laws 2015, Ch. 76, §1, or that have more than 10% of their pupils in grade three reading far below the third grade level according to the reading portion of the AIMS test, or a successor test, will receive monies for this support level weight <u>only</u> after the district's K-3 Reading Program Plan is approved by the SBE. A.R.S. §15-211	
2	Spec. Ed.by Type	All expenditures budgeted in the M&O Fund for special education programs should be included regardless of the revenue source (e.g., state equalization assistance and property taxes). Districts should retain supporting documentation for the allocation of expenditures budgeted for individual special education programs. Supporting documentation should include a list of the programs, the number of teachers and students by program, and all computation work sheets.	
2	Lines 18 and 19	Program code 260—ELL Incremental Costs and program code 265—ELL Compensatory Instruction are required to track expenditures related to ELL. See Supplement Page 3 instructions for more information on English language learners (ELL).	
2	Line 22 Total	Program 200 Budget FY column total should agree to page 1, line 24.	
2	FTE Certified Employees	Include all certified employees filling certified positions at the district.	
2	Audit Services	Enter the budgeted expenditures for nonfederal program and compliance audits (required object code 6350) to be paid from the M&O Fund only, and the budgeted expenditures for federal single audits (optional object code 6330) from all funds.	
2	M&O for Food Service	Districts participating in the National School Lunch Program are required to budget a portion of their state revenues to support the operation of their food service program. Districts should budget in the M&O Fund any amounts that will be expended during the 2016 school year for the operation of the food service program. Any questions related to the state matching requirements should be directed to ADE's Health & Nutrition Services at (602) 542-8700.  <b>Budget Revision</b> Districts that have not already budgeted for the state matching requirements, should include any amounts to be expended for their food service program in the M&O Fund on this line before May 15. ADE's Health & Nutrition Services will verify that amounts budgeted were spent when the annual financial reports are submitted.	Yes



Page	Reference	Instructions	Revision Instructions
3	General	The Classroom Site Funds (CSF) are budget-controlled funds that must be used to supplement, rather than supplant, existing monies and in accordance with Laws 2000, 5th S.S., Ch. 1, §62, must not be used for administrative purposes. See USFR Memorandum No. 194 for additional guidance on the use of CSF monies.	
3	Lines 13, 26, and 39	Include amounts budgeted for registered warrant expense in the Interest on Short-Term Debt column. Districts should budget up to the Classroom Site Fund Budget Limit (CSFBL) as calculated on page 8, line B.7.	
3	Line 40 and Footnote 1	The total amount budgeted on line 40 and footnote (1) cannot exceed the CSFBL on page 8, Line B.7. The total amount budgeted in FY 2016 will affect the next year's CSFBL. See A.R.S. §15-978 and calculation on page 8. The amount in footnote (1) cannot exceed the CSFBL for payments to charter school as recorded in that column.	
4	Line 10	The amount budgeted in the UCO Fund cannot exceed the Unrestricted Capital Budget Limit (UCBL) on page 8, line A.12. The amount budgeted in Fund 610 in FY 2016 will affect the next year's UCBL. See A.R.S. §15-947(D) and calculation on page 8.	
4	Footnote 5	Districts participating in the National School Lunch Program are required to budget a portion of their state revenues to support the operation of their food service program. Districts should budget in the UCO Fund any amount that will be expended during the 2016 school year for the operation of the food service program. Any questions related to the state matching requirements should be directed to ADE's Health & Nutrition Services at (602) 542-8700.  <b>Budget Revision</b> Districts that have not already budgeted for the state matching requirements, should include any amounts to be expended for their food service program in the UCO Fund on this line before May 15. ADE's Health & Nutrition Services will verify that amounts budgeted were spent when the annual financial reports are submitted.	Yes
5	Other Funds— Required Capital Expenditure Detail for Funds 610, 630, & 695	In accordance with A.R.S. §15-904(B), detailed budgeted and actual expenditures from the UCO (610), Bond Building (630), and New School Facilities Funds (695) must be reported for the object codes listed. This may not include all expenditures of these funds. Total budgeted expenditures for each fund should be included on line 1 of the table. In addition, these detailed expenditures must be separately reported as new construction or renovation. If the designation of new construction or renovation does not apply to a particular expenditure reported on lines 2-11, the amount should be reported as "Other." Therefore, total budgeted expenditures for the detailed object codes listed for each fund as reported on line 12 must agree to the total amounts reported on line 16, by fund.	
6	Federal Projects, Line 16	Districts that receive Impact Aid monies should deposit them in Fund 378—Impact Aid. Monies in the fund are federal monies not subject to legislative appropriation. All districts that receive Impact Aid revenue should complete Work Sheet L to calculate the amount available to be spent in the Impact Aid Fund.	
6	Other Funds, Lines 2 and 3	Funds 071 and 072 should be budgeted in detail on Supplement, page 3. Fund totals will pull to these lines. See the instructions for Supplement, page 3 for additional information.	
6	Other Funds, Line 36	Budgeted expenditures related to monies remaining in Fund 080—Student Success Fund should be reported on line 36—Other, along with any other funds not included elsewhere in the budget.	

Page	Reference	Instructions	Revision Instructions
6	Internal Service Funds, Line 2	Include all expenditures for Intergovernmental Agreements (IGAs) in this line. If the district uses funds other than 955 to separately account for multiple IGAs, all IGA fund expenditures should be totaled and reported on this line.	
7	General	<p>For budget adoption, districts may apportion amounts on this page between the M&amp;O and UCO Funds. After original adoption, and prior to May 15 of the budget year, amounts may be reapportioned based on the budgetary needs of the district, unless otherwise indicated on Budget, page 7, or in the following instructions.</p> <p>Record in column A on this page all amounts budgeted for use in the M&amp;O Fund (to be included in the GBL). Record in column B all amounts budgeted for use in the UCO Fund (to be carried over to the calculations on Budget, page 8).</p> <p><b>Budget Revision</b> When actual amounts are required, use the actual amount to date plus the estimated amount for the remainder of the fiscal year. After the May 15 budget revision, amounts cannot be reallocated between M&amp;O and UCO.</p>	Yes
7	Lines 1(a) and (d)	After completing the Work Sheet for FY 2016 District Support Level and Revenue Control Limit (Work Sheet E), and the Work Sheet for FY 2016 Consolidation/Unification Assistance (Work Sheet F), if applicable, enter the amount of the district RCL from line VIII of Work Sheet E, or line III of Work Sheet F, on line 1(a). The amount recorded on line 1(a) should also be recorded on line 1(d) for budget adoption.	See Below
7	Line 1(b)	<p>For budget adoption, no amount should be recorded on line 1(b).</p> <p><b>Budget Revision</b> If the district qualifies for the sudden growth adjustment, the RCL may be adjusted. The district may calculate its growth adjustment using the work sheet available on ADE's Web site or it may use the growth amount calculated by ADE School Finance on the district's FY 2016 APOR55-2 Report. The work sheet can be found at the link below.</p>	Yes
		<a href="http://www.azed.gov/finance/growth-forms/">http://www.azed.gov/finance/growth-forms/</a>	
7	Line 1(c)	<p>For budget adoption, no amounts should be recorded on line 1(c).</p> <p><b>Budget Revision</b> A common school district not within a high school district (Type 03) reporting an adjustment for actual tuition should:</p> <ul style="list-style-type: none"> <li>• Revise Work Sheet O using the district's final tuition billing statements. Work Sheet E should not be revised.</li> <li>• Obtain the most recent FY 2016 APOR55-1 Report, available on the district's page of ADE's Web site.</li> <li>• Compare the "Tuition Out for High School Students (Type 03)" amount reported in the "Calculation for RCL" section from page 4 of the APOR55-1 Report, to the amount on line 13 of the revised Work Sheet O to determine whether the amount must be reduced or may be increased.</li> </ul> <p>See instructions for line 8(b) regarding revisions to the excess debt service portion of actual tuition as described in A.R.S. §§15-910(L) and 15-951(A) and (F), if applicable.</p>	Yes
7	Line 2(b)	Laws 2015, Ch. 15, §§11 and 12 require ADE to reduce DAA for all school districts for fiscal year 2016. See the instructions for Work Sheet H.	See Below

Page	Reference	Instructions	Revision Instructions
7	Lines 2(a)-(b)	<p><b>Budget Revision</b> Compare the amounts on lines 2(a) and (b) to the applicable amounts calculated by ADE on page 1 of the most recent FY 2016 BUDG25 Report. Districts that include a reduction greater than the amount calculated by ADE on line (b), will reduce their budget capacity by that amount.</p>	Yes
7	Line 3	<p>Districts should take each of the following into consideration in determining the RCL amount to use in calculating the maximum override amount allowed.</p> <p>--In accordance with A.R.S. §15-185(A)(6), a district that sponsors a charter school may not include the charter school pupils in the district's student count for the purpose of computing the RCL that is used to determine the maximum allowable override as provided in A.R.S. §§15-481 and 15-482, unless the charter school is located within the boundaries of the school district.</p>	See Below
7	Line 3 Continued	<p>--In accordance with A.R.S. §15-951(B), the RCL used to determine the maximum M&amp;O and Special Program overrides for Type 03 districts does not include the tuition paid by the district for high school students attending another district.</p> <p>Do not include any overrides authorized to use excess Impact Aid cash on these lines. If a district has any override approved by the voters, the Report of Special Election Results Form should be completed online and submitted electronically to ADE, School Finance. The online form and instructions can be found at the link below.</p>	See Below
		<p><a href="http://www.ade.az.gov/schoolfinance/Forms/SpecialElections/SpecialElections.aspx">http://www.ade.az.gov/schoolfinance/Forms/SpecialElections/SpecialElections.aspx</a></p>	
7	Line 3(a)	<p>See Line 3 Instructions above.</p> <p>If the voters in the override election authorize the district to exceed the RCL, and the increase is to be <b>fully funded by revenues other than property taxes</b> [A.R.S. §15-481(F)], only revenues derived from the FY 2015 ending cash balance in the M&amp;O Fund [after the primary tax rate is reduced to zero as required by A.R.S. §15-481(T)] may be used. A.R.S. §15-481(P) <b>Note: Districts will not be able to fund an override with Impact Aid monies in FY 2016, as Impact Aid monies are accounted for in the Impact Aid Fund.</b></p>	
7	Line 3(a) Continued	<p>The maximum amount a district may request for an M&amp;O budget override is 15% of the district's RCL. If the district also requests a Special Program override pursuant to A.R.S. §15-482, the maximum amount a district may request for an M&amp;O override is 10% of the RCL. A.R.S. §15-481(G) However, districts that held an election on March 9, 2010 in accordance with Laws 2010, Ch. 179, §5, and received voter approval to do so may budget an override of up to 17% of the RCL.</p>	
7	Line 3(b)	<p>See Line 3 Instructions above.</p> <p>If the voters in the override election authorize the district to exceed the Capital Outlay Revenue Limit or District Additional Assistance and the increase is to be <b>fully funded by revenues other than property taxes</b> [A.R.S. §15-481(M)], only revenues derived from the FY 2015 ending cash balance in the M&amp;O and UCO Funds [after the primary tax rate is reduced to zero as required by A.R.S. §15-481(T)] may be used. A.R.S. §15-481(S) <b>Note: Districts will not be able to fund an override with Impact Aid monies in FY 2016, as Impact Aid monies are accounted for in the Impact Aid Fund.</b></p> <p>The maximum amount a district may request for a capital budget override is 10% of the RCL. A.R.S. §15-481(AA)</p>	

Page	Reference	Instructions	Revision Instructions
7	Line 3(e)	<p>See Line 3 Instructions above.</p> <p>A.R.S. §15-482 allows a district to request a budget override for programs designed for preschool students with disabilities and students enrolled in kindergarten through grade 12. The amount for the Special Program override may not exceed 5% of the RCL. In accordance with Laws 2010, Ch.179, §4, if the district has a Special K-3 Program budget override that was authorized before November 24, 2009, that override will continue to be in effect until it expires, until the first year of a subsequent Special Program override, or until the first year of a subsequent M&amp;O override that would cause the total overrides in effect to exceed 15% of the RCL. However, see provisions described in line 3(a) for exceeding the 15% RCL limitation. Districts may not have both a Special K-3 Program and a new Special Program override in effect at the same time. This line should be used to account for either type of Special Program override, as applicable.</p>	
7	Line 3(e) Continued	<p>If the voters in the override election authorize the district to exceed the RCL, and the increase is to be fully funded by revenues other than property taxes [A.R.S. §15-481(J)], the increase may only be budgeted and expended if sufficient monies are available in the M&amp;O Fund. A.R.S. §15-481(Q) Note: Districts will not be able to fund an override with Impact Aid monies in FY 2016, as Impact Aid monies are accounted for in the Impact Aid Fund.</p>	
7	Lines 3(a)- (c)	<p><b>Budget Revision</b></p> <p>If the RCL originally reported on line 1(d), was reduced after budget adoption, the district must recalculate the maximum M&amp;O, UCO, and Special Program override amounts in accordance with the instructions above. Arizona Attorney General Opinion 190-020 prohibits districts from recalculating overrides based on an increase in the RCL after secondary taxes have been levied for the applicable year. The amounts reported on lines 3(a) through (c) may not exceed the lesser of the original or recalculated maximum override amounts.</p>	Yes
7	Line 4	<p>Districts with a student count of 125 or less in grades K-8, or 100 or less in grades 9-12 must include an amount on this line if they choose to make a small school adjustment to ensure that page 1, line 31 does not exceed the GBL for M&amp;O. If the district exceeds these student counts, see the instructions for Work Sheets K and K2. Districts should <u>not</u> include amounts on these lines for expenditures that are to be made from the Impact Aid Fund.</p> <p><b>Budget Revision</b></p> <p>If the district received approval from the county board of supervisors to revise its budget to include the cost of additional pupils that were not anticipated at budget adoption, include the revised amount on this line.</p>	Yes
7	Line 5	<p>Districts charging tuition for full-day kindergarten and summer school should not include an increase to the GBL. These tuition revenues should be recorded in the Community School Fund (520).</p> <p><b>Budget Revision</b></p> <p>Districts should compare actual tuition revenues received or expected to be received by June 30 to the amounts reported on lines 5(a) through (d) to determine whether the amounts must be decreased or may be increased.</p> <p>The debt service portion of tuition revenues should not be included on lines 5(a) through (d); as those revenues should be reported in the Debt Service Fund (700).</p>	Yes

Page	Reference	Instructions	Revision Instructions
7	Line 5(d)	<p>The work sheets and instructions for calculating this amount will be issued in future ADE School Finance memorandums. The amount will include excess tuition paid to districts in an adjacent state for pupils who reside in the district but are precluded by distance or a lack of adequate transportation from attending a school in their district or county of residence (out-of-state CEC students). In addition, the amount will include funding for students who are precluded by distance or lack of adequate transportation facilities from attending a school in their district or county of residence or who reside in unorganized territories (CEC-A students). The amount will also include funding for students who are placed in a school district by an agency of this State or by a state or federal court of competent jurisdiction in a corrective institution, a foster home, a child care agency, a licensed institution, or a residential facility (CEC-B students).</p>	
7	Line 6	<p>Include assistance received from the State for students whose parents are employed by certain State institutions as described in A.R.S. §15-976. Also, include amounts paid to the school district through the special education voucher payment system such as payments for teaching students at the district instead of sending the student to the Arizona State Schools for the Deaf and the Blind.</p> <p><b>Budget Revision</b>                      Districts should use the work sheets provided by ADE to calculate the revised assistance to schools using the ADM reported on the FY 2016 ADMS540-1. The work sheets are available on ADE's Web site at the link below.</p>	<p>Yes</p>
		<p><a href="http://www.azed.gov/finance/certificates-of-educational-convenience/">http://www.azed.gov/finance/certificates-of-educational-convenience/</a></p>	
7	Line 7	<p>Districts should <u>not</u> include amounts on this line for expenditures that are to be made from the Impact Aid Fund.</p> <p><b>Budget Revision</b>                      If the June 30, 2015, actual cash balance for the M&amp;O Fund was incorrectly estimated, an accommodation school district must complete and submit a revised Work Sheet S, even if the amount recorded on line 7 of the adopted budget is not revised. If the June 30, 2015 actual cash balance for the M&amp;O Fund was accurate, accommodation schools may recalculate Work Sheet S for other changes.</p> <p>In completing line I.A of Work Sheet S, use the lesser of the revised District Support Level or RCL from page 4 of the most recent FY 2015 APOR55-1 Report. Record the district's actual cash balance for the M&amp;O Fund at June 30, 2015, on line II.A.1. On line II.A.2, record the "Allowed Budget Balance Carry Forward" as reported on page 2 of the most recent FY 2015 BUDG75 Report. Finally, districts should recalculate lines II.B.2 and 3 based on the RCL included on the APOR55-1 Report.</p> <p>Districts should compare the recalculated amount on line II.B.5 of Work Sheet S to line 7 to determine whether the amount must be decreased or may be increased.</p>	<p>Yes</p>
7	Line 8(a)	<p>The total amount budgeted for desegregation expenditures in the M&amp;O, UCO, and Impact Aid Funds cannot exceed the amount budgeted in FY 2009. Districts should <u>not</u> include amounts on these lines for desegregation expenditures that are to be made from the Impact Aid Fund.</p>	

Page	Reference	Instructions	Revision Instructions
7	Line 8(b)	<p>Districts should not include amounts on this line for expenditures that are to be made from the Impact Aid Fund.</p> <p><b>Budget Revision</b> A common school district not within a high school district (Type 03) reporting an adjustment for the excess debt service portion of actual tuition, as described in A.R.S. §§15-910(L) and 15-951(A) and (F), as calculated on revised Work Sheet O, should compare the amount on this line to line 7 of the revised Work Sheet O to determine whether the amount must be decreased or may be increased. [See instructions for Page 7, line 1(c) for instructions on revising Work Sheet O.]</p>	Yes
7	Line 8(c)	<p>Districts are required to use actual expenditures in calculating the budget balance carryforward. Districts that have <b>overexpended</b> in the FY 2015 M&amp;O Fund as authorized by the county board of supervisors, in accordance with A.R.S. §15-907, <b>cannot record a budget balance carryforward.</b></p> <p>Districts that have not overexpended should complete the Work Sheet for Calculation of the FY 2016 Maintenance and Operation Fund Budget Balance Carryforward (Work Sheet M). The actual allowable budget balance carryforward may not exceed 4% of the FY 2015 RCL. Districts may transfer an amount to the School Opening Fund, not to exceed the lesser of the FY 2015 M&amp;O Fund ending cash balance or the actual allowable budget balance carryforward. The amount transferred will reduce the amount of the budget balance carryforward; therefore, the amount carried forward may not exceed the amount on Work Sheet M, line 12.</p> <p><b>Budget Revision</b> Districts should compare the amount on line 8(c) to the applicable amount on the FY 2015 BUDG75 Report to determine if revisions are necessary. The amounts on this line cannot exceed the amount reported on page 2 of the BUDG75 Report.</p>	Yes
7	Line 8(d)	<p>A district authorized by ADE to continue participation in the Dropout Prevention Programs, in accordance with Laws 1992, Ch. 305, §32 and Laws 2000, Ch. 398, §2, for FY 2016 may record on this line an amount not to exceed the amount budgeted for the Dropout Prevention Programs in FY 1991. Districts should not include amounts on this line for expenditures that are to be made from the Impact Aid Fund.</p>	
7	Line 8(e)	<p>A district may budget an amount less than or equal to interest expense for registering warrants or for net interest expense (interest expense minus interest income) on tax anticipation notes outside the FY 2016 RCL, if <b>both of the following conditions apply:</b></p> <p>--The County Treasurer pooled all school district monies for investment during FY 2014 as provided in A.R.S. §15-996.</p> <p>--For those districts that received state aid in FY 2014, the districts applied for state aid apportionment before the date set as provided in A.R.S. §15-973.</p>	

Page	Reference	Instructions	Revision Instructions
7	Line 8(f)	For the first 3 years that a joint career and technical education and vocational education center is operating and serving students, all or a portion of the center's expenditures may be budgeted outside the RCL. A.R.S. §15-910.01 requires the State Board of Education approval prior to including an amount here. The district <u>must</u> notify the State Board of Education before adopting a Budget for the first year of operation, and notify ADE School Finance if this line will be used in calculating the GBL. Currently, no districts have been authorized by the SBE. This provision does not apply to joint technical education districts established pursuant to A.R.S. §15-392.	
7	Line 8(g)	Do <u>not</u> include amounts budgeted for the Performance Pay component of the CSF here.  <b>Budget Revision</b> Districts should compare the amount on this line to the applicable amounts on the FY 2015 BUDG75 Report to determine if revisions are necessary. The amounts on this line cannot exceed the amounts reported on page 2 of the BUDG75 Report.	Yes
7	Line 8(h)	Record the amount of any judgments expected to be paid in FY 2016 for an excessive property tax valuation judgment per A.R.S. §§42-16213 and 42-16214. This amount should also be included on page 1, line 4.	
7	Line 8(i)	Record the amount of reimbursements for transportation services where one district is contracting with another district for unorganized territory miles.  <b>Budget Revision</b> Districts should compare actual reimbursements for transportation services received or expected to be received by June 30 to the amount reported on this line. The amount on this line cannot exceed the actual amount received for providing these transportation services.	Yes
7	Line 9	Record adjustments to the General Budget Limit on these lines. If more than 1 year or type of adjustment is recorded on any one line, indicate each year and the associated amount for each type of adjustment in the line description, but record only one combined amount for all years and types on each line. Record negative amounts in parentheses. Adjustments to the GBL for the 4.5% reduction for JTEDs with student counts greater than 2,000 should be entered on line 9.d. At the time of budget preparation, an estimate of the JTED reduction can be found in the footnote on Work Sheet J. Districts that need assistance with the adjustments should contact ADE's budget team.  <b>Budget Revision</b> Districts should compare the budgeted adjustment amounts to the applicable ADE calculated values on page 1 of the most recent FY 2016 BUDG25, to determine if the amounts should be revised.	Yes
8	Line A.2	<b>Budget Revision</b> Line A.2, if required, should agree to the most recent FY 2015 BUDG75 Report, page 2, "Adjustment, from page 7 of 8, to be included on FY16 Expenditure Budget (UNR), page 8 of 8, line A2." This line will also include any positive or negative A.R.S. §15-915 adjustments as approved by ADE. Contact ADE School Finance to reconcile any differences.	Yes
8	Lines A.3	<b>Budget Revision</b> Line A.3 should agree to the most recent FY 2015 BUDG75 Report, page 3 "Unrestricted Capital Available for FY15." Contact ADE School Finance to reconcile any differences.	Yes

Page	Reference	Instructions	Revision Instructions
8	Line A.6	<b>Budget Revision</b> This line should reflect total actual UCO Fund 610 expenditures as reported on the district's FY 2015 AFR, less expenditures approved under A.R.S. §15-907 that are in excess of the most recently revised adopted FY 2015 UCO budget (budget page 4, line 10).	Yes
8	Line A.8	<b>Budget Revision</b> Line A.8 should agree to the actual amount of interest earned on investments as reported on the district's FY 2015 AFR for the UCO Fund.	Yes
8	Line A.9	The district should forward a copy of the award letter from the SFB stating the specific amount being deposited in Fund 610, to ADE, School Finance in order to receive budget capacity for this item.  <b>Budget Revision</b> Enter the amount of money, if any, received or expected to be received, by fiscal year end.	Yes
8	Line A.10	Record adjustments to the UCBL on these lines. If more than 1 year or type of adjustment is recorded for any one line, indicate each year and the associated amount for each type of adjustment in the line description, but record only one combined amount for all years and types on each line. Record negative amounts in parentheses. At budget adoption, no amount should be recorded on line A.10(b). Adjustments to the UCBL for the 4.5% reduction for JTEDs with student counts greater than 2,000 should be entered on Line A.10.c. At the time of budget preparation, an estimate of the JTED reduction can be found in the footnote on Work Sheet J. Districts that need assistance with the adjustments should contact ADE's budget team.	
8	Line A.10 continued	<b>Budget Revision</b> Districts should compare budgeted adjustment amounts to the applicable ADE calculated values on page 2 of the most recent FY 2016 BUDG25, to determine if the amounts should be revised. Additionally, districts may include an adjustment for under budgeted growth related to exceeding the 4% RCL budget balance carryforward limit, should use the individual growth amount found at the bottom of page 2 of the district's FY 2015 BUDG75 Report, "Increase to FY16 Unrestricted Capital Due to Greater Than Anticipated Growth."	Yes
8	Line B.2	<b>Budget Revision</b> Line B.2 should reflect total actual CSF expenditures as reported on the district's FY 2015 AFR, including the amount in footnote (1) on the CSF page.	Yes
8	Line B.4	<b>Budget Revision</b> This line should agree to the total actual interest earned on CSF investments, as reported on the FY 2015 AFR for all three CSFs.	Yes
8	Line B.5	In accordance with A.R.S. §15-977(G)(1), the per pupil amount is calculated based on estimated available resources in the Classroom Site Fund for the budget year and adjusted for prior year revenue carryforwards or shortfalls. However, actual payments to districts may differ from the estimated per pupil Classroom Site Fund allocation. The FY 2016 allocation for the district is \$327 multiplied by the district's weighted student count (based on fundable students attending within the school district). The FY 2016 CSF actual payments detail reports will be available on ADE's Web site at the link below beginning in August 2015.  <a href="http://www.azed.gov/SchoolFinanceReports/Reports">http://www.azed.gov/SchoolFinanceReports/Reports</a>	
8	Line B.6	Some districts have lost CSF budget capacity from budgeting less than the CSFBL in prior years. This line may be used to recapture that budget capacity. Districts that need assistance with the adjustment should contact ADE's budget team.	
Suppl 1- and 2	Program 540	A.R.S. §15-910.01 requires the State Board of Education (SBE) approval prior to including an amount here. Currently, no districts have been authorized by the SBE.	



Page	Reference	Instructions	Revision Instructions
Suppl 2	UCO	The capital expenditures recorded in this supplement for Special K-3 Program Override and a Joint Career and Technical Education and Vocational Education Center should also be included in the individual line items for the UCO Fund on page 4 of the Budget.	
Suppl 3	ELL General	<p>A.R.S. §15-756.02 requires each school district to implement one or more Structured English Immersion (SEI) models, as previously approved by the ELL Task Force, to provide instruction to ELL students. A.R.S. §15-756.01 defined incremental costs as the costs that are associated with an SEI program pursuant to A.R.S. §15-752 or a program pursuant to A.R.S. §15-753 that are in addition to the normal costs of conducting programs for English proficient students. Further, incremental costs do not include costs that replace the same types of service provided to English proficient students or compensatory instruction.</p> <p>A.R.S. §15-756.11 defined compensatory instruction as programs in addition to normal classroom instruction that may include individual or small group instruction, extended day classes, summer school, or intersession school. Compensatory instruction programs must be limited to improving the English proficiency of current ELL students and students who were ELL students and who have been reclassified as English proficient within the previous 2 years.</p>	
Suppl 3	ELL General Continued	SEI Fund 071 is used to account for monies received from ADE to provide for the incremental cost of instruction to ELLs and must be used to supplement existing programs. In accordance with A.R.S. §15-756.03 and .04, SEI monies must not be used to supplant federal, state, or local monies, including desegregation monies, previously used for ELLs, or used to pay for the normal costs of conducting programs for English proficient students. Districts were required to submit a separate SEI Budget Request Form to ADE to request these monies for FY 2016.	
Suppl 3	ELL General Continued	In accordance with A.R.S. §15-756.11, the Compensatory Instruction Fund 072 is used to account for monies received from ADE for compensatory instruction programs in addition to normal classroom instruction as described above. Monies must be used to supplement existing programs and not supplant federal, state, or local monies, including desegregation monies levied pursuant to A.R.S. §15-910, used for ELLs or ELL compensatory instruction that were budgeted as of February 23, 2006. For FY 2016, there were no new monies available for compensatory instruction programs. ADE will allow districts to use the remaining monies but will deduct those amounts from future funding requests for compensatory instruction programs.	
Suppl 3	ELL General Continued	In all funds where ELL costs are incurred, districts should use program code 260—ELL Incremental Costs to record incremental costs necessary to implement an approved SEI model, program code 265—ELL Compensatory Instruction to record the costs of providing compensatory instruction to ELL students and students reclassified as English proficient in the last 2 years, and program code 435—Pupil Transportation—ELL Compensatory Instruction for transportation costs approved as part of compensatory instruction. However, when desegregation monies in the M&O Fund are used to pay for incremental or compensatory instruction costs, districts should use program codes 514—ELL Incremental Costs and 515—ELL Compensatory Instruction.	

Page	Reference	Instructions	Revision Instructions
Suppl 3	ELL General Continued	Districts may have ELL costs, in funds other than Structured English Immersion Fund 071 and Compensatory Instruction Fund 072, that are beyond the incremental costs necessary to implement an approved SEI model and that are not considered compensatory instruction by statute. Districts should code these costs to program code 100—Regular Education. Districts may choose to separately track these costs in their accounting records using a more detailed program code under 100, such as program code 160.	
Summary	Page 1	Districts should report total PSD-12 student counts from ADE report "2014-2015 Average Daily Membership Attending Summary," ADMS 45-2, available on ADE's Web site.	
Summary	Page 2	Include Classroom Site Funds 011, 012, and 013 from Budget, page 3, on the line for the Classroom Site Fund as well as any amount of CSF monies paid to district-sponsored charter schools included on Budget, page 3, footnote 1.	
Summary	Page 2	Include School Plant Funds 500-506 and 640 from Budget, page 6, on the line for School Plant Funds.	
Truth in Taxation Work Sheet	General	In accordance with A.R.S. §15-905.01, a district must hold a truth in taxation hearing on or before the adoption of the expenditure budget if the district budgets an amount that is higher than the truth in taxation base limit, levies any amount for adjacent ways pursuant to A.R.S. §15-995, or levies any amount for liabilities in excess of the budget pursuant to A.R.S. §15-907.	
Truth in Taxation Work Sheet	General Continued	All districts must complete the Truth in Taxation Work Sheet to calculate the district's truth in taxation base limit, to determine if a hearing is required, and to report the portion of the FY 2016 primary property tax rate related to each of the truth in taxation expenditure categories. Information from this Work Sheet is provided to the Department of Revenue, Property Tax Oversight Commission. If an amount on line 11, 12, or 13 is greater than zero, the district must publish a truth in taxation hearing notice and hold a hearing. The amounts calculated on lines A, B.2, and C.2 of the Work Sheet should be used, where indicated, on the sample truth in taxation hearing notice. Districts must submit the completed Work Sheet to ADE as part of the budget package and must notify ADE of any subsequent changes to the truth in taxation base limit. If a truth in taxation hearing is held, the Work Sheet must also be made available to the general public at the hearing. See page 2 of USFR Memorandum No. 263 and A.R.S. §15-905.01 for further requirements.	
Truth in Taxation Work Sheet	General Continued	The truth in taxation work sheet and notice do not need to be completed for budget revisions. The impact of any revisions should be included in the following year's truth in taxation calculation.	
Truth in Taxation Work Sheet	Line 1	The prior year TNT Base Limit reported on line 1 is the total of the Adjusted FY 2015 TNT Base Limit and the 2015 Excess over TNT Limit. This calculation assumes that the district properly noticed any required TNT Hearing in 2015. If the district reported an amount on the Excess over Truth in Taxation Limit line in 2015 but did not provide the required notification of a TNT hearing, the 2015 Excess over TNT Limit amount should not be added here. ADE will email districts information the week of May 19 on ensuring that the district's TNT base limit amount is accurate. Please refer to that email in order to complete lines 1 and 2.	
Truth in Taxation Work Sheet	Line 2	Use this line to reduce the TNT Base limit (line 1) for programs that the district is no longer eligible to budget for. Districts that are no longer eligible to budget for any of the programs on lines 4 through 7, or if the expenditures for those programs will be made only in the Impact Aid Fund, should have a TNT base limit of zero after deducting amounts for discontinued programs on this line.	

Page	Reference	Instructions	Revision Instructions
Truth in Taxation Work Sheet	Line 8.a	Use actual expenditures to date plus estimated amounts for the remainder of FY 2015.	



**BUDGET WORK SHEETS  
FOR FISCAL YEAR 2016**

WORK SHEET TITLE	PAGE
A. Adjustment for Tuition Loss and Student Revenue Loss Phase-Down (Optional) . . . . .	1
B. Support Level Weights and PSD-12 Weighted Student Counts. . . . .	2
C. Base Support Level and Base Revenue Control Limit . . . . .	3
C2. Weighted Student Count: AOI Students . . . . .	4
D. Transportation Support Level and Transportation Revenue Control Limit . . . . .	5
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F. Consolidation/Unification Assistance. . . . .	6
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J. Equalization Base and Assistance . . . . .	8
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L. Impact Aid Fund (ESEA, Title VIII). . . . .	11
M. Maintenance and Operation Fund Budget Balance Carryforward . . . . .	12
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**A. WORK SHEET FOR ADJUSTMENT FOR TUITION LOSS and STUDENT REVENUE LOSS PHASE-DOWN (OPTIONAL)**  
 (A.R.S. §§15-954 and 15-902.01)

**NOTE 1:** Only complete this section if the district receives less tuition from a district which is inside or outside of this state because the district of residence began to offer instruction in one or more high school grade levels not previously offered. If the district of residence is a joint unified district that phases instruction in over more than 1 year, complete a separate Work Sheet for each phase.

- I. A. Base year (FY \_\_\_\_\_) Attending ADM Grades 9-12. Base year is defined as the year before the other district began to offer instruction.
- B. Factor of 5%
- C. ADM loss required to qualify (line I.A x line I.B)
- D. Number of tuitioned students lost in the year after the base year due to district of residence offering instruction in Grades 9-12 not offered previously

	0.05
	0.000

**NOTE 2:** If line I.C is greater than line I.D, do not complete the rest of this section. District does not qualify for an increase in the base support level (BSL).

- E. Tuition received in base year
- F. Tuition received in fiscal year after base year
- G. Tuition loss (line I.E - line I.F) (If less than 0, enter 0)
- H. Enter the appropriate BSL adjustment factor:  
 For the first year after the base year, the BSL adjustment is .75  
 For the second year after the base year, the BSL adjustment is .50  
 For the third year after the base year, the BSL adjustment is .25
- I. Increase in BSL for Tuition Loss Adjustment (line I.G x line I.H) (to Work Sheet C, line X)

\$	
\$	
\$	0.00
\$	0.00

**II.** In addition to any adjustment for tuition loss received pursuant to A.R.S. §15-954, a district which loses students from its student count resulting from the formation of a joint unified school district (pursuant to A.R.S. §15-450) and does not receive tuition for those students for the budget year, may increase its BSL (A.R.S. §15-902.01). The applicable increase(s) for Student Revenue Loss Phase-Down should be recorded on Work Sheet C, line XI:

- A. A district which loses at least 500 students may increase the BSL:
  1. By \$650,000 for the first year of the loss.
  2. By \$600,000 for the second year following the loss.
  3. By \$500,000 for the third year following the loss.
  4. By \$300,000 for the fourth year following the loss.
  5. By \$100,000 for the fifth year following the loss.
- B. A union high school district may increase the BSL:
  1. By \$100,000 if it loses at least 50 students in the first year.
  2. By \$200,000 if it loses an additional 50 students in the second year.
  3. By \$325,000 if it loses an additional 50 students in the third year.
  4. By \$200,000 in the fourth year if it was eligible for the third year loss.
  5. By \$100,000 in the fifth year if it was eligible for the fourth year loss.

**B. WORK SHEET FOR FY 2016 SUPPORT LEVEL WEIGHTS AND PSD-12 WEIGHTED STUDENT COUNTS**  
(A.R.S. §15-943 and Laws 2014, Ch. 214, §5)

A. Unweighted Student Count	PSD	K-8	9-12
1. FY 2016 Non-AOI Student Count	20,035	3,726,838	1,762,930
2. FY 2016 AOI Full-Time Student Count		+	+
3. FY 2016 AOI Part-Time Student Count		+	+
4. Subtotal (lines A.1 through A.3)	= 20,035	= 3,726,838	= 1,762,930
5. District Sponsored Charter School Estimated ADM			
6. Total Student Count	= 20,035	= 3,726,838	= 1,762,930

B. Support Level Weights for Districts	DESIGNATED AS ISOLATED		NOT DESIGNATED AS ISOLATED	
	K-8	9-12	K-8	9-12
Student Count 0.001-99,999 (from line A.4) Support Level Weight	1.559	1.669	1.399	1.559
Student Count 100,000-499,999				
Student Count Constant	500,000	500,000	500,000	500,000
FY 2015 Student Count (from line A.4)	-			
Difference	=			
Weight Adjustment Factor	x 0.0005	0.0005	0.0003	0.0004
Support Level Weight Increase	=			
Support Level Weight	+ 1.358	1.468	1.278	1.398
FY 2015 Adjusted Support Level Weight	=			
Student Count 500,000-599,999				
Student Count Constant	600,000	600,000	600,000	600,000
FY 2015 Student Count (from line A.4)	-			
Difference	=			
Weight Adjustment Factor	x 0.0020	0.0020	0.0012	0.0013
Support Level Weight Increase	=			
Support Level Weight	+ 1.158	1.268	1.158	1.268
FY 2015 Adjusted Support Level Weight	=			
Student Count 600.00 or More (from line A.4) Support Level Weight			1.158	1.268
Joint Technical Education District Support Level Weight (A.R.S. §15-943.02)				1.339

**C. PSD-12 WEIGHTED STUDENT COUNT**

1. PSD (from line A.6)
2. District (from line A.1, A.2, or A.3)
  - a. K-8
  - b. 9-12
3. Charter School (from line A.5)
  - a. K-8
  - b. 9-12
4. Total
  - a. K-8 (C.2.a + C.3.a)
  - b. 9-12 (C.2.b + C.3.b)
5. Total Student Count (C.1 + C.4.a + C.4.b)

Non-AOI Student Count	AOI Full-Time Student Count	AOI Part-Time Student Count	Support Level Weight	=	Non-AOI Weighted Student Count	AOI Full-Time Weighted Student Count	AOI Part-Time Weighted Student Count
20,035			x 1.450	=	29,051		
3,726,838	0.000	0.000	x 1.158	=	4,315,678	0.000	0.000
1,762,930	0.000	0.000	x 1.268	=	2,235,395	0.000	0.000
0.000			x 1.158	=	0.000		
0.000			x 1.268	=	0.000		
3,726,838	0.000	0.000			4,315,678	0.000	0.000
1,762,930	0.000	0.000			2,235,395	0.000	0.000
5,509,803	0.000	0.000			6,580,124	0.000	0.000

**C. WORK SHEET FOR FY 2016 BASE SUPPORT LEVEL (BSL) AND BASE REVENUE CONTROL LIMIT (BRCL)**  
 (A.R.S. §§15-808, 15-943, and 15-944.E)

**WEIGHTED STUDENT COUNT**

Non-AOI Student Count	Support Level Weight	=	Non-AOI Weighted Student Count
5,509.803			6,580.124
1.500	x 4.771	=	7.157
1,561.190	x 0.060	=	93.671
1,561.190	x 0.040	=	62.448
1,037.320	x 0.115	=	119.292
11.160	x 6.024	=	67.228
17.870	x 5.833	=	104.236
0.000	x 7.947	=	0.000
0.000	x 3.158	=	0.000
1.495	x 6.773	=	10.126
0.980	x 3.595	=	3.523
384.907	x 0.003	=	1.155
0.000	x 4.822	=	0.000
10.150	x 4.421	=	44.873
1.545	x 4.806	=	7.425
4,589.307			521.134
			7,101.258
			(I.A. + I.B.15, 15% column)

I. A. FY 2016 Non-AOI Student Count (from Work Sheet B, line C.5)

B. Student Count Add-ons (1)

1. Hearing Impairment
2. K-3
3. K-3 Reading (2)
4. English Learners (ELL)
5. MD-R, A-R, and SID-R
6. MD-SC, A-SC, and SID-SC
7. Multiple Disabilities Severe Sensory Impairment
8. Orthopedic Impairment (Resource)
9. Orthopedic Impairment (Self Contained)
10. Preschool-Severe Delay
11. DD, ED, MHD, SLD, SLI, & OHI
12. Emotional Disability (Private)
13. Moderate Intellectual Disability
14. Visual Impairment
15. Total Add-on Count (I.B.1 through I.B.14)

II. FY 2016 Non-AOI Weighted Student Count

AOI Weighted Student Count	x Funding Ratio	=	Adjusted AOI Weighted Student Count
0.000	x 95%	=	0.000
0.000	x 85%	=	0.000

III. FY 2016 AOI FT Weighted Student Count (from Work Sheet C2, line II)

IV. FY 2016 AOI PT Weighted Student Count (from Work Sheet C2, line IV)

**CALCULATION OF FY 2016 BSL AND BRCL**

V. Total Weighted Student Count (line II + III + IV)

VI. A. Base Level Amount \$3,426.74 - To include Teacher Compensation, use Base Level of \$3,469.57

(A.R.S. §§15-901, as amended by Laws 2015, Ch. 15, §4, and 15-952)

B. Additional Inflation Amount \$54.31 - To include Teacher Comp, use \$54.99 (Laws 2015, Ch. 8, §34)

C. Total Base Level and Additional Inflation (line VI.A + VI.B)

D. Increase for 200 Days of Instruction (line VI.C x 5%) (A.R.S. §15-902.04) Check here  to calculate.

E. Adjusted FY 2016 Base Level Amount (line VI.C + VI.D) (to Work Sheet K, line I.G and II.G)

VII. Result (line V x VI.E)

VIII. Teacher Experience Index (TEI) (If actual TEI is less than 1.0000 use 1.0000)

IX. Result (line VII x VIII)

X. Increase for Tuition Loss Adjustment (from all copies of Work Sheet A, line I.I)

XI. Increase for Student Revenue Loss Phase-Down (from Work Sheet A, line II)

XII. FY 2014 Nonfederal Audit Service Actual Expenditures (3) \$ 42,500.00 x 1.00 = \$ 42,500.00

XIII. Decreases for Charter School Federal and State Monies Received

XIV. FY 2016 BSL and BRCL (sum lines IX through XII minus line XIII) (to Work Sheet E, line I)

7,101.258
\$ 3,469.57
\$ 54.99
\$ 3,524.56
\$ 3,524.56
\$ 25,028,809.90
1.0489
\$ 26,252,718.70
\$
\$
\$ 42,500.00
-\$
\$ 26,295,218.70

Portion of line IX amount from total K-3 and total K-3 Reading weighted student counts: (2)

K-3	\$ 346,293.35
K-3 Reading	\$ 230,864.70

- (1) The Non-AOI Student Count for districts with district sponsored charter schools (DSCS) includes the district student count plus the estimated charter school student count for students that did not attend a district school last year.
- (2) Districts assigned a letter grade of C, D, or F, in accordance with A.R.S. §15-241 and Laws 2015, Ch. 76, §1, or that have more than 10% of their pupils in grade three reading far below the third grade level according to the reading portion of the AIMS test, or a successor test, will receive monies for this weight only after the district's K-3 Reading Program Plan is approved by the State Board of Education. A.R.S. §15-211
- (3) A.R.S. §15-914.F allows districts to increase the BSL if financial and compliance audit costs will be incurred for the budget year.  
 Enter the FY 2014 nonfederal audit expenditures on line XII.  
 Enter the FY 2014 federal audit expenditures from all funds to the right (should agree to FY 2014 AFR). \$ 4,800.00  
 Enter the total FY 2014 audit expenditures from all funds to the right. \$ 47,300.00  
 Do not include costs of consulting or other nonaudit services paid to audit firms (e.g., application fees paid for submission of district's reports to ASBO and GFOA for certification or for the preparation of the Meritorious Budget Award application to ASBO) in the amounts reported on Line XII or in this footnote.

C2. WORK SHEET FOR FY 2016 WEIGHTED STUDENT COUNT: AOI STUDENTS  
(A.R.S. §§15-808 and 15-943)

Note: To be completed by school districts that offer AOI instruction.

AOI FULL-TIME (FT) WEIGHTED STUDENT COUNT

I. A. FY 2016 AOI FT Student Count (from Work Sheet B, line C.5)

AOI FT Student Count	x Support Level Weight	= AOI FT Weighted Student Count
0.000		0.000

B. Student Count Add-ons

1. Hearing Impairment
2. K-3
3. K-3 Reading (1)
4. English Learners (ELL)
5. MD-R, A-R, and SID-R
6. MD-SC, A-SC, and SID-SC
7. Multiple Disabilities Severe Sensory Impairment
8. Orthopedic Impairment (Resource)
9. Orthopedic Impairment (Self Contained)
10. Preschool-Severe Delay
11. DD, ED, MIID, SLD, SLI, & OHI
12. Emotional Disability (Private)
13. Moderate Intellectual Disability
14. Visual Impairment
15. Total Add-on Count (1B.1 through 1B.14)

	x 4.771	= 0.000
	x 0.060	= 0.000
	x 0.040	= 0.000
	x 0.115	= 0.000
	x 6.024	= 0.000
	x 5.833	= 0.000
	x 7.947	= 0.000
	x 3.158	= 0.000
	x 6.773	= 0.000
	x 3.595	= 0.000
	x 0.003	= 0.000
	x 4.822	= 0.000
	x 4.421	= 0.000
	x 4.806	= 0.000
0.000		0.000
		0.000
		(1A + 1B.15, this column)

II. FY 2016 AOI FT Weighted Student Count

AOI PART-TIME (PT) WEIGHTED STUDENT COUNT

III. A. FY 2016 AOI PT Student Count (from Work Sheet B, line C.5)

AOI PT Student Count	x Support Level Weight	= AOI PT Weighted Student Count
0.000		0.000

B. Student Count Add-ons

1. Hearing Impairment
2. K-3
3. K-3 Reading (1)
4. English Learners (ELL)
5. MD-R, A-R, and SID-R
6. MD-SC, A-SC, and SID-SC
7. Multiple Disabilities Severe Sensory Impairment
8. Orthopedic Impairment (Resource)
9. Orthopedic Impairment (Self Contained)
10. Preschool-Severe Delay
11. DD, ED, MIID, SLD, SLI, & OHI
12. Emotional Disability (Private)
13. Moderate Intellectual Disability
14. Visual Impairment
15. Total Add-on Count (III.B.1 through III.B.14)

	x 4.771	= 0.000
	x 0.060	= 0.000
	x 0.040	= 0.000
	x 0.115	= 0.000
	x 6.024	= 0.000
	x 5.833	= 0.000
	x 7.947	= 0.000
	x 3.158	= 0.000
	x 6.773	= 0.000
	x 3.595	= 0.000
	x 0.003	= 0.000
	x 4.822	= 0.000
	x 4.421	= 0.000
	x 4.806	= 0.000
0.000		0.000
		0.000
		(III.A + III.B.15, this column)

IV. FY 2016 AOI PT Weighted Student Count

(1) Districts assigned a letter grade of C, D, or F, in accordance with A.R.S. §15-241, and Laws 2015, Ch. 76, §1, or that have more than 10% of their pupils in grade three reading far below the third grade level according to the reading portion of the AIMS test, or a successor test, will receive monies for this weight only after the district's K-3 Reading Program Plan is approved by the State Board of Education. A.R.S. §15-211



**D. WORK SHEET FOR FY 2016 TRANSPORTATION SUPPORT LEVEL (TSL) (A.R.S. §§15-945, as amended by Laws 2015, Ch. 15, §6, and 15-816.01) AND TRANSPORTATION REVENUE CONTROL LIMIT (TRCL) (A.R.S. §15-946)**

TABLE I

Approved Daily Route Miles per Eligible Student Transported	FY 2016 State Support Level per Route Mile
I. 0.5 or Less	2.53
II. More than 0.5, through 1.0	2.07
III. More than 1.0	2.53

TABLE II FACTORS

Approved Daily Route Miles per Eligible Students Transported	Unified or an Accommodation School that offers instruction in grades 9-12 or a Common School District Not in a High School District (Type 01, 02, or 03)	Common School District within a High School District or an Accommodation School that does not offer instruction in grades 9-12 (Type 01 or 04)	High School District (Type 05)
I. 1.0 or Less	0.15	0.10	0.25
II. More than 1.0	0.18	0.12	0.30

**TSL CALCULATION**

I. Approved Daily Route Miles per Eligible Student Transported	
A. FY 2015 Approved Daily Route Miles	1,505.000
B. Number of Eligible Students Transported in FY 2015	4,396.000
C. Approved Daily Route Miles per Eligible Student Transported (I.A + I.B)	0.342
II. To and From School Support Level	
A. Annual Route Miles (Line I.A x 180 or 200, as applicable) <input type="checkbox"/> Check here if approved for 200 Days of Instruction	270,900.000
B. State Support Level per Route Mile (use Table I based on I.C)	\$ 2.53
C. 1. FY 2015 Annual Expenditure for Bus Tokens	\$
2. FY 2015 Annual Expenditure for Bus Passes	\$
D. To and From School Support Level [(II.A x II.B) + II.C.1 + II.C.2]	\$ 685,377.00
III. Academic Education, Career and Technical Education, Vocational Education, and Athletic Trips Support Level	
A. Factor from Table II (based on I.C and district type)	0.150
B. Academic Education, Career and Technical Education, Vocational Ed., and Athletic Trips Support Level (II.A x II.B x III.A)	\$ 102,806.55
IV. Extended School Year Support Level for Pupils with Disabilities	
A. Actual Route Miles traveled in July and August 2014 to Transport Pupils w/Disabilities for Extended School Year	1,404.000
B. Estimated Route Miles Traveled in June 2015 to Transport Pupils w/Disabilities for Extended School Year	1,404.000
C. Total Extended School Year Route Miles (IV.A + IV.B)	2,808.000
D. State Support Level per Route Mile (use Table I based on I.C)	\$ 2.53
E. Extended School Year Support Level for Pupils with Disabilities (IV.C x IV.D)	\$ 7,104.24
V. FY 2016 TSL (lines II.D + III.B + IV.E) (to Work Sheet E, line III)	\$ 795,287.79
VI. Support Level Change	
A. FY 2015 Transportation Support Level	\$ 833,236.17
B. Transportation Support Level Change (If result is negative, enter 0) (V- VI.A)	\$ 0.00

**TRCL CALCULATION**

VII. FY 2015 Transportation Revenue Control Limit	\$ 1,026,356.46
VIII. FY 2016 Transportation Revenue Control Limit	
A. Preliminary FY 2016 Transportation Revenue Control Limit (VI.B + VII)	\$ 1,026,356.46
B. 120% of FY 2016 Transportation Support Level (V x 1.20)	\$ 954,345.35
C. Adjusted FY 2016 Transportation Revenue Control Limit (if line VIII.A is greater than line VIII.B use line VII, otherwise use line VIII.A.)	\$ 1,026,356.46
D. FY 2016 Transportation Revenue Control Limit (the greater of line V or VIII.C) (to Work Sheet E, line VII)	\$ 1,026,356.46

**E. WORK SHEET FOR FY 2016 DISTRICT SUPPORT LEVEL (DSL) AND REVENUE CONTROL LIMIT (RCL) (A.R.S. §§15-947 and 15-951)**

**CALCULATION OF THE DSL**

I. FY 2016 Base Support Level/Base Revenue Control Limit (from Work Sheet C, line XIV)	\$ <u>26,295,218.70</u>
II. Tuition Out for High School Students (from Work Sheet O, line 13) [Applies only to tuition for high school students if the District of Residence is a common school NOT within a high school district (Type 03).]	\$ <u>0.00</u>
III. FY 2016 Transportation Support Level (from Work Sheet D, line V)	\$ <u>795,287.79</u>
IV. FY 2016 District Support Level (sum of lines I through III)	\$ <u>27,090,506.49</u>

**CALCULATION OF THE RCL**

V. FY 2016 Base Support Level/Base Revenue Control Limit (from line I above)	\$ <u>26,295,218.70</u>
VI. Tuition Out for High School Students (from Work Sheet O, line 13) [Applies only to tuition for high school students if the District of Residence is a common school NOT within a high school district (Type 03).]	\$ <u>0.00</u>
VII. FY 2016 Transportation Revenue Control Limit (from Work Sheet D, line VIII D)	\$ <u>1,026,356.46</u>
VIII. FY 2016 Revenue Control Limit (sum of lines V through VII) [to Budget, page 7, line 1(a)]	\$ <u>27,321,575.16</u>

**F. WORK SHEET FOR FY 2016 CONSOLIDATION/UNIFICATION ASSISTANCE (A.R.S. §§15-912 and 15-912.01)**

I. Consolidation/Unification Increase for Transitional Costs incurred in first year	<u>                    </u>
II. FY 2016 District Support Level (line I + Work Sheet E, line IV)	\$ <u>0.00</u>
III. FY 2016 Revenue Control Limit (line I + Work Sheet E, line VIII) [to Budget, page 7, line 1(a)]	\$ <u>0.00</u>

**G. WORK SHEET FOR FY 2016 DISTRICT ADDITIONAL ASSISTANCE HIGH SCHOOL STUDENT COUNT FOR COMMON SCHOOL DISTRICTS NOT WITHIN A HIGH SCHOOL DISTRICT (TYPE 03) (A.R.S. §15-951.C)**

I. High School Student Count Tuitioned Out (from Work Sheet O, line 6)	<u>0.000</u>
II. High School Student Count Transported by District of Residence to District of Attendance	<u>                    </u>
III. 50% of High School Student Count Transported by District of Residence to District of Attendance (Line II x .5) (to Work Sheet H, line V.A column 9-12)	<u>0.000</u>

**H. WORK SHEET FOR FY 2016 DISTRICT ADDITIONAL ASSISTANCE (DAA)**

(A.R.S. §§15-183, 15-185, 15-951.C, 15-961, 15-962.01, and 15-963.D, and Laws 2015, Ch. 15, §§1, 11, 12, 13 and 17)

**TABLE TO CALCULATE DAA PER STUDENT COUNT**

	K-8	9-12
I. FY 2016 Actual Student Count: .001 - 99,999		
DAA per Student Count	\$ 544.58	\$ 601.24
II. FY 2016 Actual Student Count: 100,000 - 499,999		
A. Student Count Constant	500,000	500,000
B. Actual Student Count (from Work Sheet B, line A.4)	-	-
C. Difference	= 0.000	= 0.000
D. Weight Adjustment Factor	x 0.0003	x 0.0004
E. Support Level Weight Increase	= 0.000	= 0.000
F. Support Level Weight	+ 1.278	+ 1.398
G. Adjusted Support Level Weight	= 0.000	= 0.000
H. Support Level Amount	x \$ 389.25	x \$ 405.59
I. DAA per Student Count	= \$ 0.00	= \$ 0.00
III. FY 2016 Actual Student Count: 500,000 - 599,999		
A. Student Count Constant	600,000	600,000
B. Actual Student Count (from Work Sheet B, line A.4)	-	-
C. Difference	= 0.000	= 0.000
D. Weight Adjustment Factor	x 0.0012	x 0.0013
E. Support Level Weight Increase	= 0.000	= 0.000
F. Support Level Weight	+ 1.158	+ 1.268
O. Adjusted Support Level Weight	= 0.000	= 0.000
H. Support Level Amount	x \$ 389.25	x \$ 405.59
I. DAA per Student Count	= \$ 0.00	= \$ 0.00
IV. FY 2016 Actual Student Count: 600,000 or More & JTED		
DAA per Student Count	\$ 450.76	\$ 492.94

**CALCULATIONS FOR DAA**

	PSD	K-8	9-12
V. District Additional Assistance Base			
A. FY 2016 Student Count (from Work Sheet B, line A.4 and Work Sheet G, line III for type 03 districts)	20,035	3,726,838	1,762,930
B. DAA per Student Count (from Table above)	x \$ 450.76	x \$ 450.76	x \$ 492.94
C. DAA Base (line V.A x line V.B)	= \$ 9,030.98	= \$ 1,679,909.50	= \$ 869,018.71

**VI. District Additional Assistance Growth Factor**

A. FY 2016 Student Count (from Work Sheet B, line A.4 and Work Sheet G, line II for type 03 districts)		5,509,803	
B. FY 2015 Student Count		+	5,533,793
C. FY 2016 DAA Growth Factor (VI.A + VI.B)		=	0.9957

**VII. Adjusted District Additional Assistance**

A. DAA Base (from line V.C)	\$ 9,030.98	\$ 1,679,909.50	\$ 869,018.71
B. Adjusted Growth Factor (if line VI.C is < or = 1.05, use 1.0, if > 1.05, use 1 plus 50% of the increase)	x 1.0000	x 1.0000	x 1.0000
C. FY 2016 DAA (VII.A x VII.B)	= \$ 9,030.98	= \$ 1,679,909.50	= \$ 869,018.71
D. DAA for High School Textbooks			
1. FY 2016 Actual 9-12 Student Count (from Work Sheet B, line A.4)			1,762,930
2. Support Level Amount for Textbooks			x \$ 69.68
3. DAA for Textbooks (VII.D.1 x VII.D.2)			= \$ 122,840.96
E. 9-12 DAA (including charter additional assistance and capital transportation adjustment from lines below)			
1. FY 2016 9-12 DAA (9-12 lines VII.C + VII.D.3 + VII.G.7 + VII.H) (to Budget, page 7, line 2.a)			= \$ 991,859.67
2. 9-12 DAA Reduction for State Budget Adjustments (to Budget, page 7, line 2.b)			- \$ 838,121.42
3. Adjusted FY 2016 9-12 DAA (VII.E.1-VII.E.2) (to Work Sheet J, line II.B)			= \$ 153,738.25
F. PSD and K-8 DAA (including charter additional assistance and capital transportation adjustment from lines below)			
1. FY 2016 PSD and K-8 DAA (PSD and K-8 lines VII.C + VII.G.7 + VII.H) (to Budget, page 7, line 2.a)			= \$ 1,688,940.48
2. PSD and K-8 DAA Reduction for State Budget Adjustments (to Budget, page 7, line 2.b)			- \$ 1,427,154.71
3. Adjusted FY 2016 PSD and K-8 DAA (VII.F.1-VII.F.2) (to Work Sheet J, line II.E)			= \$ 261,785.77

**O. Charter Additional Assistance (CAA)**

	PSD	K-8	9-12
1. FY 2016 Charter School Student Count (from Work Sheet B, line A.5)	0.00	0.00	0.00
2. CAA per Student	\$ 1,734.92	\$ 1,734.92	\$ 2,022.02
3. FY 2016 CAA (line VII.O.1 x line VII.O.2)	\$ 0.00	\$ 0.00	\$ 0.00
4. DAA per Student (recalculated factor from lines I through IV including student count amount from line VII.G.1)	\$ 450.76	\$ 0.00	\$ 0.00
5. DAA for Charter Students (line VII.G.1 x line VII.O.4 (plus line VII.D.2 for 9-12 only))	\$ 0.00	\$ 0.00	\$ 0.00
6. Difference (line VII.G.3 - VII.G.5)	\$ 0.00	\$ 0.00	\$ 0.00
7. Adjusted FY 2016 CAA (line VII.G.6 x 50%)	\$ 0.00	\$ 0.00	\$ 0.00
H. Capital Transportation Adjustment A.R.S. §15-963.B	\$	\$	\$

J. WORK SHEET FOR EQUALIZATION BASE AND ASSISTANCE (A.R.S. §§15-971.A and .B and 15-992)

	<u>PSD-8</u>	<u>9-12</u>
I. A. Total FY 2016 PSD and K-8 Weighted State Aid Student Count		
1. PSD (from Work Sheet B, line C.1)	<u>29,051</u>	
2. K-8 (from Work Sheet D, line C.4.a, Total Non-AOI and AOI Counts)	<u>4,315,678</u>	
D. Total FY 2016 PSD-8 and 9-12 Weighted State Aid Student Count (Total Non-AOI and AOI Counts)	<u>4,344,729</u>	<u>2,235,395</u>
	<small>(1.A.1 + 1.A.2)</small>	<small>(from Work Sheet B, line C.4.b)</small>
C. Total FY 2016 Weighted State Aid Student Count (line I.B PSD-8 column + 9-12 column)	<u>6,580,124</u>	
D. PSD-8 and 9-12 Factors (line I.B ÷ line I.C)	<u>0.6603</u>	<u>0.3397</u>
II. A. Lesser of District Support Level (DSL) or Revenue Control Limit (RCL) (from Work Sheet E, line IV or VIII, or Work Sheet F, line II or III) (to Work Sheet S, line I.A)	<u>\$ 27,090,506.49</u>	
B. Tuition Out for High School Students (from Work Sheet E, line II or VI)	<u>- \$ 0.00</u>	
C. Adjusted DSL/RCL (II.A - II.B)	<u>\$ 27,090,506.49</u>	
D. DSL/RCL PSD-8 and 9-12 Allocation (line I.D x II.C)	<u>\$ 17,887,861.44</u>	<u>\$ 9,202,645.05</u>
E. Adjusted FY 2016 District Additional Assistance (from Work Sheet H)	<u>\$ 261,785.77</u>	<u>\$ 153,738.25</u>
	<small>(from Work Sheet H, line VII.F.3)</small>	<small>(from Work Sheet H, line VII.E.3)</small>
F. Tuition Out for High School Students (Type 03 Districts Only) (from Work Sheet E, line II or VI)		<u>\$ 0.00</u>
G. FY 2016 Equalization Base (II.D + II.E (+ 9-12 II.F for Type 03 only))	<u>\$ 18,149,647.21</u>	<u>\$ 9,356,383.30</u>
III. A. 2015 Primary Assessed Valuation + 100	<u>\$ 1,158,145.16</u>	<u>\$ 1,158,145.16</u>
B. 2015 Salt River Project (SRP) Valuation + 100	<u>\$</u>	<u>\$</u>
C. 2015 Government Property Lease Excise Tax Assessed Valuation + 100	<u>\$</u>	<u>\$</u>
D. TOTAL Valuation (III.A + III.B + III.C)	<u>\$ 1,158,145.16</u>	<u>\$ 1,158,145.16</u>
E. Qualifying Tax Rate	<u>x \$ 2.0977</u>	<u>x \$ 2.0977</u>
F. Qualifying Levy (III.D x III.E)	<u>\$ 2,429,441.10</u>	<u>\$ 2,429,441.10</u>
G. FY 2016 Equalization Assistance (III.G - III.F)	<u>\$ 15,720,206.11</u>	<u>\$ 6,926,942.20</u>
IV. Additional Tax In Districts Ineligible for Equalization Assistance, Amount to be Levied and Paid to the State (50% of line III.F - II.G)	<u>\$ 0.00</u>	<u>\$ 0.00</u>

Laws 2015, Ch. 15, §15, requires a joint technical education district (JTED) with a student count of more than 2,000 students to be funded at 95.5% of the state aid that would otherwise be provided by law and to reduce its budget limits accordingly. Therefore, the JTED's actual total equalization assistance may be less than the amount calculated on this Work Sheet. Estimated reduction to state aid \$ 0.00  
 This estimated reduction amount must be used to reduce the GBL on page 7, line 9 and/or the UCBL on page 8, line A.10.

**K. WORK SHEET FOR FY 2016 COMPUTING SMALL SCHOOL ADJUSTMENT PHASE DOWN LIMIT**  
 (A.R.S. §§15-481 and 15-949)

This Work Sheet applies to any district that operated under the provisions of the small school adjustment (A.R.S. §15-949.A), and exceeded the allowable student counts for the first time before FY 2000. Districts that operated under the provisions of a small school adjustment and exceeded the allowable student counts for the first time after FY 1999, should refer to Work Sheet K2.

If in FY 2016, the K-8 student count is greater than 125 but less than 154, or the 9-12 student count is greater than 100 but less than 176, the district may continue to adopt a budget using a small school adjustment on Budget, page 7, line 4 of up to \$50,000 without an election. OR If the district holds an override election as provided in A.R.S. §15-481, the district may include up to the amount calculated below on Budget, page 7, line 3(a).

I. A district whose student count K-8 has exceeded 125 but is less than 154 may determine the small school adjustment phase down as follows:

A. Phase down base		\$	150,000.00
B. FY 2016 actual K-8 student count			
C. Small school student count limit	-	125.000	
D. Student count above the small school limit (I.B - I.C)	=	0.000	
E. Adjusted Support Level Weight (See Table A below to calculate)	x		
F. Weighted student count above small school limit (I.D x I.E)	=	0.000	
G. Base Level Amount (from Work Sheet C, line VI.E)	x	3,524.56	
H. Phase down reduction factor (I.F x I.G)	- \$	0.00	
I. Grades K-8 small school adjustment phase down limit (I.A - I.H)	\$	0.00	

II. A unified or union high school district whose student count in grades 9-12 has exceeded 100 but is less than 176 may determine the small school adjustment phase down as follows:

A. Phase down base		\$	350,000.00
B. FY 2016 actual 9-12 student count			
C. Small school student count limit	-	100.000	
D. Student count above the small school limit (II.B - II.C)	=	0.000	
E. Adjusted Support Level Weight (See Table B below to calculate)	x		
F. Weighted student count above small school limit (II.D x II.E)	=	0.000	
G. Base Level Amount (from Work Sheet C, line VI.E)	x	0.00	
H. Phase down reduction factor (line II.F x II.G)	- \$	0.00	
I. Grades 9-12 small school adjustment phase down limit (II.A - II.H)	\$	0.00	

III. For unified districts that qualified for a phase down limit for K-8 or 9-12 but not both, enter 10% of the RCL attributable to the nonqualifying K-8 or 9-12 weighted student count as provided in A.R.S. §15-971(B)(2)(a).

\$

IV. Allowable Small School Adjustment, subject to an election (II + II.I + III)

\$ 0.00

V. 10% of the District's Total RCL

\$

VI. Maximum override, subject to an election (Greater of line IV or line V)

\$ 0.00

TABLE A: GRADES K-8

		SMALL ISOLATED		SMALL
		500.000		500.000
Student Count Constant				
FY 2016 Student Count (line I.B above)	-	0.000	-	0.000
Difference	=	0.000	=	0.000
Weight Adjustment Factor	x	0.0005	x	0.0003
Support Level Weight Increase	=	0.000	=	0.000
Support Level Weight	+	1.358	+	1.278
FY 2016 Adjusted Support Level Weight (Enter on line I.E above)	=	0.000	=	0.000

TABLE B: GRADES 9-12

Student Count Constant		500.000		500.000
FY 2016 Student Count (line II.B above)	-	0.000	-	0.000
Difference	=	0.000	=	0.000
Weight Adjustment Factor	x	0.0005	x	0.0004
Support Level Weight Increase	=	0.000	=	0.000
Support Level Weight	+	1.468	+	1.398
FY 2016 Adjusted Support Level Weight (Enter on line II.E above)	=	0.000	=	0.000

**K2. WORK SHEET FOR FY 2016 COMPUTING MAXIMUM SMALL SCHOOL ADJUSTMENT OVERRIDE**  
 (A.R.S. §§15-481 and 15-949)

This Work Sheet applies to any district that operated under the provisions of a small school adjustment (A.R.S. §15-949.A) and exceeded the allowable student counts for the first time after FY 1999. Districts that operated under the provisions of the small school adjustment and exceeded the allowable student counts for the first time before FY 2000, should refer to Work Sheet K.

If in FY 2016, the K-8 student count is greater than 125 but less than 181, or the 9-12 student count is greater than 100 but less than 185, the district may hold an override election as provided in A.R.S. §15-481. The maximum amount the district may budget on Budget, page 7, line 3(a), subject to an override election, is the amount calculated below.

I. A district whose K-8 student count has exceeded 125, but is less than 181 may determine the maximum small school adjustment override as follows:

A. FY 2016 K-8 student count		
B. Small school student count limit	-	<u>125.000</u>
C. Student count above the small school limit (I.A - I.B)	=	<u>0.000</u>
D. Phase-down factor	x	<u>0.0045</u>
E. Result (Line I.C x I.D)	=	<u>0.0000</u>
F. Maximum Percent Increase to apply to RCL (.35 - Line I.E)		<u>0.0000</u>
G. K-8 Revenue Control Limit	x	<u>                    </u>
H. K-8 small school budget override limit (I.F x I.G) (If less than zero, enter zero)		\$ <u>0.00</u>

II. A district whose 9-12 student count has exceeded 100, but is less than 185 may determine the maximum small school adjustment override as follows:

A. FY 2016 9-12 student count		
B. Small school student count limit	-	<u>100.000</u>
C. Student count above the small school limit (II.A - II.B)	=	<u>0.000</u>
D. Phase-down factor	x	<u>0.0065</u>
E. Result (Line II.C x II.D)	=	<u>0.0000</u>
F. Maximum Percent Increase to apply to RCL (.65 - Line II.E)		<u>0.0000</u>
G. 9-12 Revenue Control Limit	x	<u>                    </u>
H. 9-12 small school budget override limit (II.F x II.G) (If less than zero, enter zero)		\$ <u>0.00</u>

III. For unified districts that qualified for a phase down limit for K-8 or 9-12 but not both, enter 10% of the RCL attributable to the nonqualifying K-8 or 9-12 weighted student count as provided in A.R.S. §15-971(B)(2)(a).

IV. Allowable Small School Adjustment, subject to an election (I.H + II.H + III) \$ 0.00

V. 10% of the District's Total RCL \$                     

VI. Maximum override, subject to an election (Greater of Line IV or Line V) \$ 0.00

**L. WORK SHEET FOR FY 2016 IMPACT AID FUND (ESEA, TITLE VIII)  
(A.R.S. §15-905.R)**

(For school districts that receive ESEA, Title VIII monies.)

I. FY 2016 Impact Aid revenue	\$ _____
II. Impact Aid revenue deposited in FY 2016 to the Impact Aid Revenue Bond Debt Service Fund for principal and interest payments	- \$ _____
III. A. TRCL/TSL Difference (from Work Sheet D, line VIII.D - line V)	\$ 231,069
B. Impact Aid revenue transferred in FY 2016 to the M&O Fund to provide cash for the TRCL/TSL difference calculated on line III.A	- \$ _____
IV. Impact Aid revenue transferred in FY 2016 to the M&O Fund to reduce or eliminate taxes	- \$ _____
V. FY 2015 Ending Cash Balance in the Impact Aid Fund	+ \$ _____
VI. FY 2016 Amount Available to be Spent in the Impact Aid Fund (line I - lines II through IV + line V) (on Budget, page 6, line 16)	= \$ 0

**M. WORK SHEET FOR CALCULATION OF THE FY 2016 MAINTENANCE AND OPERATION (M&O) FUND  
 BUDGET BALANCE CARRYFORWARD (A.R.S. §15-943.01)**

1.	a.	General Budget Limit (GBL) (from FY 2015 latest revised Budget, page 7, line 10)	\$ 29,790,547.00
	b.	Adjustments to the GBL from FY 2015 BUDG75	\$
	c.	Adjusted GBL	\$ 29,790,547.00
2.	a.	Budgeted M&O expenditures (from FY 2015 latest revised Budget, page 1, line 30, Total Budget Year Column)	\$ 29,790,547.00
	b.	Adjustments to the GBL (from line 1.b)	\$ 0.00
	c.	Adjusted Budgeted Expenditures	\$ 29,790,547.00
3.		Lesser of the Adjusted GBL (line 1.c) or the Adjusted Budgeted Expenditures (line 2.c)	\$ 29,790,547.00
4.		M&O actual expenditures	\$ 28,790,547.00
5.		Budget Balance (line 3 minus line 4) (If negative, enter zero. The district does not have any budget balance to carry forward. Do not complete the remainder of this work sheet.)	\$ 1,000,000.00

**Note:** For lines 6.a through 6.h deduct the FY 2015 actual expenditures from the budget amount. If the result is negative, enter zero.

	FY 2015 Budget	Actual	Unexpended Budget
6.	a.	Special Program Override	\$ 0.00 - \$ = \$ 0.00
	b.	Desegregation	\$ 0.00 - \$ = \$ 0.00
	c.	Tuition Out Debt Service	\$ 0.00 - \$ = \$ 0.00
	d.	Dropout Prevention Programs	\$ 0.00 - \$ = \$ 0.00
	e.	Joint Career and Technical Ed. and Voc. Ed. Center	\$ 0.00 - \$ = \$ 0.00
	f.	Career Ladder	\$ - \$ = \$ 0.00
	g.	Optional Performance Incentive Program	\$ - \$ = \$ 0.00
	h.	Performance Pay	\$ 0.00 - \$ = \$ 0.00
	i.	Total Budget Balance Deductions [Add lines 6.a through 6.h.]	= \$ 0.00
7.		Budget Balance after Deductions (If negative, enter zero. The district does not have any budget balance to carry forward.) (line 5 minus line 6.i)	\$ 1,000,000.00
8.	a.	FY 2015 Adjusted District Limit (RCL) from page 4 of the most recent ADE report "Basic Calculations for Equalization Assistance" APOR 55-1, available on ADE's Web site	\$ 26,829,770.92
	b.	Growth Adjustment (FY 2015 BUDG75)	\$
	c.	Factor of 4%	x 0.04
9.		Maximum Allowable Budget Balance Carryforward [(line 8.a + line 8.b) x line 8.c]	\$ 1,073,190.84
10.		Actual Allowable Budget Balance Carryforward (Enter the lesser of line 7 or 9)	\$ 1,000,000.00
11.		Enter the amount of Allowable Budget Balance Carryforward transferred to the School Opening Fund (not to exceed the lesser of line 10 or the FY 2015 M&O Fund ending cash balance)	\$
12.		Remaining Actual Allowable Budget Balance Carryforward to be used in M&O Fund (line 10 - line 11) [to Budget, page 7, line 8(c)]	\$ 1,000,000.00



**O. WORK SHEET FOR FY 2016 TUITION OUT FOR HIGH SCHOOL STUDENTS**  
 (A.R.S. §§15-910.L, 15-448.J, and 15-951)

For Common School Districts NOT within a High School District (Type 03)

**Part I-Increase to GBL for Debt Service Tuition Outside the RCL [To Budget, page 7, line 8(b)]**

	Attending District Name	Attending District CTD Number	A	B	C	D	Increase to GBL (A x D)
			Tuition Out High School Count	Debt Service Per Pupil Tuition (1)	Debt Service Tuition Limit (2)	Per Pupil Tuition in Excess of Debt Service Limit (B - C)	
1.						0.00	0.00
2.						0.00	0.00
3.						0.00	0.00
4.						0.00	0.00
5.						0.00	0.00
6.	<b>Total HS Count:</b>		0.00				
7.	<b>Total Increase to GBL for Debt Service Tuition Outside the RCL [To Budget, page 7, line 8(b)]:</b>						0.00

**Part II-Increase to DSL and RCL for Tuition (To Work Sheet E, lines II and VI)**

	Attending District Name	E	F	Increase to DSL and RCL (A x F)
		M&O & UCO, Per Pupil Tuition	Per Pupil Tuition Including Limited Debt Service (E + lesser of B or C)	
8.	0		0.00	0.00
9.	0		0.00	0.00
10.	0		0.00	0.00
11.	0		0.00	0.00
12.	0		0.00	0.00
13.	<b>Total Increase to DSL and RCL for Tuition (To Work Sheet E, lines II and VI):</b>			0.00

(1) Not to exceed \$750 if the district pays tuition to other districts for 750 or fewer pupils. Not to exceed \$800 if the district pays tuition to other districts for more than 750, but less than 1,001 pupils. To determine the allowable debt service amount, use the Total HS Count from line 6. (A.R.S. §15-824)

For common school districts no longer within a high school district due to the unification of the high school district, enter the actual debt service tuition amount calculated pursuant to A.R.S. §15-448.J.

(2) Enter \$150 if the district pays tuition to other districts for 750 or fewer pupils. Enter \$200 if the district pays tuition to other districts for more than 750, but less than 1,001 pupils. To determine the debt service limit, use the Total HS Count from line 6. (A.R.S. §15-951.G)

For a common school district no longer within a high school district due to the unification of the high school district, enter the actual debt service tuition amount on this line. (A.R.S. §15-448.J)

S. WORK SHEET FOR FY 2016 EQUALIZATION ASSISTANCE FOR AN  
ACCOMMODATION SCHOOL (A.R.S. §15-974)

**PART I. CALCULATION OF EQUALIZATION ASSISTANCE**

A. Lesser of FY 2016 District Support Level or Revenue Control Limit (from Work Sheet J, line H.A)	\$ 0.00	
B. District Additional Assistance (from Work Sheet H, lines VILE.3 and VII.F.3)	+ 0.00	
C. FY 2016 Equalization Assistance (Lines A + B)		= \$ 0.00

**PART II. CASH BALANCE CARRYFORWARD**

Accommodation schools with a student count of 125 or less in grades K-8 or accommodation schools that offer instruction in grades 9-12 and have a student count of 100 or less in grades 9-12, complete Part I only.

A. 1. Maintenance and Operation (Fund 001) Cash Balance as of June 30, 2015	\$	
2. Budget Balance Carryforward (from Work Sheet M, line I2)	- \$ 0.00	
3. Remaining M&O Cash Balance (line A.1 minus A.2)	= \$ 0.00	
B. Maximum RCL Addition that may be Authorized by County School Superintendent :		
1. The amount on line A.3 or	\$ 0.00	
2. 10% of the FY 2016 RCL calculated on Work Sheet E, line VIII or Work Sheet F, line III	\$	
3. Up to 5% of the FY 2016 RCL calculated pursuant to A.R.S. §15-482.B	+ \$	
4. Line B.2 plus B.3	= \$ 0.00	
5. The lesser of line B.1 or B.4		\$ 0.00

Work Sheet	Reference	Instructions
General		<p>These instructions are provided to help school districts prepare the budget work sheets. Within the work sheets, blue font indicates that an instruction is linked to that specific line. An instructions button has also been provided that links to any general instructions or to the first instruction for a page. To return to the related work sheet after reviewing the instructions, simply click on the work sheet's tab at the bottom of the Excel screen or press the Alt and back arrow keys.</p> <p>Districts should complete the work sheets, as applicable, before completing the Budget forms. To ensure that the district's data can be properly processed by ADE, formulas should not be changed without specific instructions from either the Office of the Auditor General, Accounting Services Division or ADE, School Finance.</p> <p>Only Work Sheets O and S are required to be revised, as applicable, after the budget is originally adopted. See the Expenditure Budget instructions for page 7, lines 1(c), 7, and 8(b) for information on revising Work Sheets O and S.</p>
B	Lines A.1, A.2 and A.3	<p>Obtain separate student counts for Non-AOI, AOI Full-Time, and AOI Part-Time from ADE report "2014-2015 Recalculated State Aid ADM Counts," ADMS 46-1, available on ADE's Web site. Districts with DSCS reverting back to district schools as required by Laws 2014, Ch. 17, §22 should add the counts from all DSCS ADMS 46-1 reports to the Non-AOI student count from the district's ADMS 46-1 report and report the sum on line A.1.</p> <p>Do not include any charter school student counts for DSCS that became operational prior to fiscal year 2013-14 on these lines. See instructions for line A.5 below for those DSCS student counts.</p> <p>For common school districts not within a high school district (Type 03), the 9-12 column for this line should include only those students actually taught by the Type 03 district, if any.</p>
B	Line A.5	<p><b>This line can only be used by districts that have DSCS that began operations prior to FY 2013-2014.</b> Pupils new to the district attending a district-sponsored charter school and pupils who attended a district-sponsored charter school in FY 2015 and will be attending a district-sponsored charter school in FY 2016. For budget adoption, the district should use an estimated student count based on actual pupil registration at the charter school. After the 100th day, the student count must equal the actual ADM as provided in A.R.S. §15-185. The ADM for charter schools sponsored by a school district may not exceed by more than 20 percent the ADM for all students who attended district-sponsored charter schools in fiscal year 2012-2013. See table to the right of line A.5</p>

Work Sheet	Reference	Instructions
C, C2  C2	Lines I.B and III.B	<p><b>For districts with district sponsored charter schools (DSCS) that began operations prior to FY 2014</b>, estimate counts for charter students that did not attend a district school last year and include only those students in the DSCS column to the right of the work sheet. There are no ADE reports available to refer to at the time of budget adoption for these DSCS counts.</p> <p>For all other districts (including those with DSCS that are reverting back to district schools), enter the district (and FY 2015 DSCS) counts from the ADE reports listed below in the table to the right . These amounts will automatically pull over to the Non-AOI Student Count column. AOI student counts on Work Sheet C2 should also be taken from the reports listed below. DSCS are not authorized to have AOI programs.</p> <p><b>K-3 Student Counts for both the K-3 &amp; K-3 Reading support level weights</b> "2014-2015 Recalculated State Aid ADM Counts," ADMS 46-1</p> <p><b>ELL</b> "Student Counts for Use in Budget Preparation," ELLS 28-1</p> <p><b>Children with Disabilities</b> "Student Counts for Use in Budget Preparation," SPED 28</p>
C, C2  C2	Line I.B.3 and III.B.3	<p>In accordance with A.R.S. §15-943, use these lines for the K-3 Reading support level weight.</p> <p>A.R.S. §15-211 requires districts to submit a plan for improving the reading proficiency of its pupils in Kindergarten programs and grades one, two, and three to the State Board of Education by October 1 each year. This plan is required to include a budget for the use of the monies generated by the K-3 and K-3 Reading support level weights. Additionally, districts are required to use the monies generated by the K-3 Reading support level weight <b>ONLY</b> on reading programs for pupils in Kindergarten programs and grades one, two, and three with particular emphasis on pupils in Kindergarten programs and grades one and two.</p> <p>To facilitate budgeting for the monies generated by the K-3 and K-3 Reading support level weights, use line XIV on Work Sheet C to calculate the portion of the district's base support level (BSL) that is generated by the K-3 and K-3 Reading support level weights.</p>
C, C2  C2	Lines I.B.5 and III.B.5	MD - R (Multiple Disabilities - Resource), A - R (Autism - Resource), and SID - R (Severe Intellectual Disability - Resource)
C, C2  C2	Lines I.B.6 and III.B.6	MD - SC (Multiple Disabilities - Self-contained), A - SC (Autism - Self-contained), and SID - SC (Severe Intellectual Disability - Self-contained)

Work Sheet	Reference	Instructions
C, C2 C2	Lines I.B.11 and III.B.11	DD (Developmental Delay for children in kindergarten through age 10), ED (Emotional Disability), MIID (Mild Intellectual Disability), SLD (Specific Learning Disability), SLI (Speech/Language Impairment for K-12), and OHI (Other Health Impairments)
C	Line VI.D	In accordance with A.R.S. §15-902.04, school districts electing to provide 200 days of instruction during FY 2016 must receive approval from ADE prior to July 1, 2015. Please contact the district's ADE School Finance account analyst for specific instructions and the form to request approval. A list of account analysts is available at the link below.
		<a href="http://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx">www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx</a>
C	Line VIII	Use the FY 2015 "Teacher Experience Index (TEI)," SDER 96, available on ADE's Web site at the link below. Districts should print a copy or save an electronic copy for their records.
		<a href="http://www.ade.az.gov/sder/publicreports.asp">www.ade.az.gov/sder/publicreports.asp</a>
C	Line XIII	In accordance with A.R.S. §15-185(D), districts sponsoring charter schools must reduce the BSL by the amount of monies received from federal and state agencies for the basic maintenance and operation of charter schools, except for Federal Impact Aid ESEA, Title VIII and state equalization assistance monies. Do not include supplemental federal or state grants received for a specific purpose such as ESEA Title I, IDEA Part B, stimulus grants, and federal food program reimbursements. Districts should not reduce the BSL by more than the amount by which the charter school increased the district's BSL and district additional assistance (DAA).
D	Lines I.A and B	Do not include district sponsored charter school amounts. Obtain the amounts from the ADE report "Transportation Route Report," TRAN 55-1, available on ADE's Web site.  A common school district not within a high school district must use the approved daily route miles and eligible students transported, excluding approved daily route miles and eligible students for high school students attending school in another district and being transported by another district.
D	Line II.A	In accordance with A.R.S. §15-902.04, school districts electing to provide 200 days of instruction during FY 2016 must receive approval from ADE prior to July 1, 2015. Please contact the district's ADE School Finance account analyst for specific instructions and the form to request approval. A list of account analysts is available at the link below.
		<a href="http://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx">www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx</a>

Work Sheet	Reference	Instructions
D	Lines II.C.1 and 2	Used to increase the transportation support level for the annual expenditure for bus tokens and passes for students who qualify as eligible students as defined by A.R.S. §15-901. Enter the FY 2015 annual expenditures by district schools other than charter schools for bus tokens and passes from the ADE report "Transportation Route Report," TRAN 55-1, available on ADE's Web site.
D	Line IV.A	The Extended School Year Route Miles for Pupils with Disabilities are obtained from the ADE report "Transportation Route Report," TRAN 55-1, available on ADE's Web site.
D	Lines VI.A and VII	The FY 2015 Transportation Support Level and FY 2015 Transportation Revenue Control Limit used to determine the FY 2016 Transportation Revenue Control Limit are obtained from the most recent ADE report "Basic Calculations for Equalization Assistance," APOR 55-1, available on ADE's Web site.
F	Line I	Include the amount of any transitional costs that are directly associated with routine formalities that are necessary as a result of consolidation, such as changing of signs, letterhead, stationery and similar issues.
H	Line VI.B	Do not include charter school students in the FY 2015 student counts. Obtain the amounts from the most recent ADE report "Basic Calculations for Equalization Assistance," APOR 55-1, available on ADE's Web site.
H	Lines VII.E.2 and VII.F.2	Laws 2015, Ch. 15, §§11 and 12 require ADE to reduce district additional assistance (DAA) for all school districts for FY 2016. For budget adoption, districts with 1,100 students or more may estimate the DAA reduction by taking the DAA calculated on lines VII.E.1 and VII.F.1 and multiply by 84.5% and districts with less than 1,100 students may estimate the DAA reduction by taking the DAA calculated on lines VII.E.1 and VII.F.1 and multiply by 29.3%. However, the actual amount will vary and ADE will notify districts of the final amounts. For districts with DSCSs the total DAA reduction will include the charter additional assistance (CAA) reduction described below. There are formulas on lines VII.E.2 and VII.F.2 to make the calculation as described, however, those cells are unprotected so that districts can enter amounts.
H	Lines VII.G.1-7	In accordance with A.R.S. §15-185 charter schools sponsored by school districts are eligible to receive CAA. However, Laws 2015, Ch. 15, §17 requires ADE to fund incremental monies for charter schools that are sponsored by school districts at 50% of the level of incremental monies that would otherwise be provided to those charter schools and reduce budget limits accordingly. Incremental monies are the additional funding a charter school that is sponsored by a school district receives under the state equalization funding formula in excess of the amount that would be received under that formula if the school was operated by a school district but was not a charter school operated by the school district.

Work Sheet	Reference	Instructions
		Also, Laws 2015, Ch. 15, §13 requires ADE to reduce CAA for all charter schools for FY 2016. For budget adoption, districts may estimate the CAA reduction by taking the CAA calculated on lines VII.G.7 and multiply by 4.7% to calculate the estimated CAA reduction as a part of the Total DAA Reduction. However, the actual amount will vary and ADE will notify districts of the final amounts. There are formulas on lines VII.E.2 and VII.F.2 to make the calculation as described that includes the CAA reduction, however, these cells are unprotected so that districts can enter amounts.
H	Line VII.H	Enter any amount approved by the State Board of Education for a Capital Transportation Adjustment. Districts are eligible to receive a Capital Transportation Adjustment for the purchase of transportation vehicles if the district: --Has a student count of fewer than 600 in kindergarten and grades 1-12, --Transports as eligible students at least one-third of the total student count of the district, and --Has an approved daily route mileage per eligible student transported of more than 1.0, calculated in accordance with A.R.S. §15-945 on Work Sheet D.
J	Line I.B	Type 03 districts should only enter an amount in the 9-12 column if the district sponsors a charter high school and/or has State Board of Education permission to teach high school.
J	Line III.E	The qualifying tax rate for all districts except for joint technical education districts is \$2.0977 for PSD-8 and 9-12.  In accordance with A.R.S. §15-971(B)(3), the qualifying tax rate for a joint technical education district is 5 cents.
J	Line IV	In accordance with A.R.S. §15-992, districts not eligible for equalization assistance must still levy at least 50% of the qualifying levy minus the equalization base. The amount levied for this provision must be submitted to the State treasurer.
K	Line VI	If applicable, the amount on page 7, line 3(a) cannot exceed this amount.

Work Sheet	Reference	Instructions
K2	Lines I.G and II.G	For a unified school district, separate the Revenue Control Limit into grade K-8 and grade 9-12 components based on the weighted student count as provided in A.R.S. §15-971(B)(2)(a).
K2	Line VI	If applicable, the amount on page 7, line 3(a) cannot exceed this amount.
L	Line I	Include the amount from the most recent FY 2015 designated "Voucher for Impact Aid Section 8003 Payments," "Total Payments Summary" line not including any section 8005(d)(2)-Late Applicant 10% Payment Reduction and any section 8007 construction amounts that would be included in Fund 699—Federal Impact Aid (Construction). Also, include any Section 8002 payments and any prior year Impact Aid payments expected to be received after the FY 2015 encumbrance period and recorded in FY 2016 revenues.
L	Line III.B	Districts that do not levy taxes to cover the difference between the equalization assistance funding provided through the TSL and the locally funded TRCL, may transfer Impact Aid cash to the M&O Fund to provide funding for the TSL/TRCL difference.
L	Line IV	This line could include the amount of the qualifying tax levy calculated on APOR 55 I, page 6 for districts that do not levy taxes.
M	Line I.b and 8.b	These lines should be left blank for budget adoption. Work Sheet M is not required to be revised; however, once the BUDG75 Report is available, districts may use Work Sheet M to recalculate carryforward amounts for reconciliation to ADE's BUDG75 Report by filling in amounts on these lines from that report and zero filling the unexpended budget lines 6.a through 6.e.
M	Line 4 & Actual Column	For budget adoption, M&O actual expenditures should be based upon the FY 2015 actual expenditures to date plus estimated expenditures for the remainder of the fiscal year including encumbrances.
M	Line 6.f	A.R.S. §15-918.04 was repealed from and after June 30, 2015 by Laws 2011, Ch. 29, §14. However, districts that have any unexpended budget balance in the M&O section attributable to the Career Ladder Program from FY 2015 should include that amount on Work Sheet M, line 6.f. The Career Ladder budget amount is the FY 2015 Work Sheet C, line VI.C dollar amount attributable to the percent increase for Career Ladder plus the Career Ladder budget balance carryforward from the FY 2015 Budget, page 7, line 8(g).



Work Sheet	Reference	Instructions
M	Line 6.g	A.R.S. §15-919.04 was repealed from and after June 30, 2015 by Laws 2011, Ch. 29, §14. However, districts that have any unexpended budget balance in the M&O section attributable to the Optional Performance Incentive Program (OPIP) from FY 2015 should include that amount on Work Sheet M, line 6.g. The OPIP budget amount is the FY 2015 Work Sheet C, line VI.C dollar amount attributable to the percent increase for the OPIP, plus the OPIP budget balance carryforward from the FY 2015 Budget, page 7, line 8(h).
M	Line 6.h	In accordance with A.R.S. §15-920, districts may budget any unexpended budget balance in the M&O section attributable to the Performance Pay component in its salary schedule from FY 2015 for use in that component in FY 2016. The Performance Pay budget amount is the portion of FY 2015 M&O expenditures budgeted for a performance pay component of the salary schedule shown on the FY 2015 Budget, page 2. Additionally, the amount calculated on this line, is specifically exempt from the RCL and should be entered on the Budget, page 7, line 8(g).
O	General	In accordance with A.R.S. §15-95I, Type 03 common school districts may increase their Revenue Control Limit (RCL) and District Support Level (DSL) for tuition payable for high school students who attend school in another school district. However, the bond issues (Debt Service) portion of those costs that are included in the RCL and DSL are limited based on the number of students for which the resident district pays tuition; the remaining bond issues portion may be used to increase the General Budget Limit (GBL) on page 7.
O	General Continued	This worksheet allows those districts to budget the amount of tuition expenditures that will increase the DSL and RCL and the amount that will increase the GBL, based on the estimated tuition charges provided by the district of attendance. The estimated tuition for FY 2016 is to be provided by the District of Attendance by May 1 of the current year. Final tuition charges will be provided by the District of Attendance by May 1 of the budget year, and amounts should be adjusted accordingly on the May 15 budget revision. (Note: Tuition bill charges may be reported by fund type. This relates to how the District of Attendance will apply tuition payments received; these are not the funds that the District of Residence must pay tuition from.)
O	Column A	Use the 100th day ADM as reported in the district's FY 2015 "Resident ADM and ADA," ADMS 540-1, available on ADE's Web site. This amount should agree to student counts included on the estimated tuition bill provided by the District of Attendance.
S	Line II.B.5	Amount on page 7, line 7 cannot exceed this amount.

I certify that the Budget of Nogales Unified Schools District, Santa Cruz County for fiscal year 2016 was officially proposed by the Governing Board on June 22, 2015, and that the complete Proposed Expenditure Budget may be reviewed by contacting Adelmo Sandoval at the District Office, telephone 520-287-0800 Ext 7942 during normal business hours.

\_\_\_\_\_  
President of the Governing Board

1. Student Count:	FY 2015	FY 2016	2. Tax Rates:	Prior FY	Estimated Budget FY	* Secondary rate applies only for voter-approved overrides and bonded indebtedness per A.R.S. §15-101(22) and Joint Technical Education Districts per A.R.S. §15-393(F).
	Prior Yr. 2014 ADM	Budget Yr. 2015 ADM				
Attending	5,570,637	5,509,803	Primary Rate	4.4721	5.0683	
			Secondary Rate*	1.4225	1.4866	

3. The Maintenance and Operation, Classroom Site, and Unrestricted Capital Outlay budgets cannot exceed their respective budget limits.			
Maintenance & Operation	30,324,169	GBL	30,324,169
Classroom Site	2,900,941	CSFBL	2,900,939
Unrestricted Capital Outlay	1,944,530	UCBL	1,944,530

	MAINTENANCE AND OPERATION EXPENDITURES						% Inc./(Decr.) from Prior FY
	Salaries and Benefits		Other		TOTAL		
	Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY	
100 Regular Education							
1000 Instruction	12,376,956	12,300,773	280,717	278,526	12,657,673	12,579,299	-0.6%
2000 Support Services							
2100 Students	1,354,345	1,377,111	37,896	36,772	1,392,241	1,413,883	1.6%
2200 Instructional Staff	462,976	488,448	21,032	20,739	484,008	509,187	5.2%
2300, 2400, 2500 Administration	3,018,959	3,139,283	449,185	521,172	3,468,144	3,660,455	5.5%
2600 Oper./Maint. of Plant	2,896,224	3,026,844	2,640,518	2,710,459	5,536,742	5,737,303	3.6%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	228,671	244,433	0	0	228,671	244,433	6.9%
610 School-Sponsored Coeduc. Activities	211,870	219,589	60,169	59,239	272,039	278,828	2.5%
620 School-Sponsored Athletics	356,965	371,122	118,346	122,344	475,311	493,466	3.8%
630, 700, 800, 900 Other Programs	0	0	0	0	0	0	0.0%
Regular Education Subsection Subtotal	20,906,966	21,167,603	3,607,863	3,749,251	24,514,829	24,916,854	1.6%
200 Special Education							
1000 Instruction	2,950,717	3,043,533	119,172	118,166	3,069,889	3,161,699	3.0%
2000 Support Services							
2100 Students	617,239	624,550	35,844	37,669	653,083	662,219	1.4%
2200 Instructional Staff	65,003	71,257	2,247	2,662	67,250	73,919	9.9%
2300, 2400, 2500 Administration	0	0	0	0	0	0	0.0%
2600 Oper./Maint. of Plant	0	0	0	0	0	0	0.0%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	0	0	0	0	0	0	0.0%
Special Education Subsection Subtotal	3,632,959	3,739,340	157,263	158,497	3,790,222	3,897,837	2.8%
400 Pupil Transportation	0	0	1,275,354	1,278,613	1,275,354	1,278,613	0.3%
510 Desegregation	0	0	0	0	0	0	0.0%
520 Special K-3 Program Override	0	0	0	0	0	0	0.0%
530 Dropout Prevention Programs	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	193,710	200,797	16,432	30,068	210,142	230,865	9.9%
<b>TOTAL EXPENDITURES</b>	<b>24,733,635</b>	<b>25,107,740</b>	<b>5,056,912</b>	<b>5,216,429</b>	<b>29,790,547</b>	<b>30,324,169</b>	<b>1.8%</b>

District/Charter: Nogales Unified School District CTDS: 120201000

This is a notification that the above mentioned School District/Charter School will be having a public hearing and board meeting to adopt its Fiscal Year 2016 Expenditure Budget.

Meeting Date: 7/13/2015 Time: 5:00PM

Location:

Street Address: 310 w. Plum Street  
Bldg: District Administration Rm/Ste: Governing Board Room 307  
City: Nogales State: AZ Zip: 85621

A copy of the agenda of the matters to be discussed or decided at the meeting may be obtained by contacting:

Contact Name: Adelmo Sandoval Phone: 520 287 0800  
Email Address: asandoval@nUSD.k12.az.us Phone Ext: 7942

The information above is posted on ADE's Web site pursuant to A.R.S. §15-905(C) and is not intended to satisfy Open Meeting Law requirements under A.R.S. §38-431.02 et seq.

Comments:

# Nogales Unified School District #1

## PROPOSED EXPENDITURE BUDGET

FY 16

Adelmo Sandoval  
Finance Director  
June 22, 2015

# SCHOOL DISTRICT EXPENDITURE BUDGET

The Expenditure Budget contains categories from which school districts can expend monies. These categories (funds) fall into these major classifications:

- Maintenance & Operation
- Classroom Site Fund
- District Additional Assistance (DAA)
- Special Revenue Funds (Federal/State Projects)
- Instructional Improvement Fund
- Other Funds ( including Internal Service Funds)

# Maintenance & Operation Fund

Page 1, Line 31

FY15 Budget Limit (480 FTE)	\$ 29,790,547
FY16 Budget Limit (474 FTE ) (after the 10 <sup>th</sup> day FTE can be changed as needed)	\$ 30,324,169
Difference	\$ 533,622

The Maintenance & Operation Budget is the budget where much of the day-to-day expenditures take place. Typical expenditures include salary and benefits of employees; supplies; utilities; maintenance & repairs, and other miscellaneous expenditures which are not of a capital nature.

<b>FY15 Budget Limit ( 480 FTE)</b>	<b>\$ 29,790,547</b>
<b>FY16 Revenue Control Limit (RCL)</b>	<b>\$ 27,321,575</b>
<b>FY16 Override (existing)</b>	<b>\$ 1,745,848</b>
<b>FY16 Tuition Revenues ( projection )</b>	<b>\$ 421,065</b>
<b>FY15 Carry Forward (projection)</b>	<b>\$ 1,000,000</b>
<b>Budget Limit Subtotal</b>	<b>\$ 30,488,488</b>
<b>Energy savings first year Payment minus Rebate (\$374,319 - \$210,000 )</b>	<b>(\$ 164,319)</b>
<b>FY16 Budget Limit (GBL)</b> <b>(480 FTE Subject to change after the 10<sup>th</sup> day based on student population)</b>	<b>\$ 30,324,169</b>
<b>DIFFERENCE</b>	<b>\$ 533,622</b>

# Classroom Site Funds-Proposition 301

Page 3, Line 40

<b>FY15 Budget Limit</b>	<b>\$ 2,727,146</b>
<b>FY15 Carry forward (projection)</b>	<b>\$ 749,240</b>
<b>FY16 State Allocation</b>	<b>\$ 2,151,701</b>
<b>FY16 Projected Budget Limit</b>	<b>\$ 2,900,941</b>
<b>Difference</b>	<b>\$ 173,795</b>

**Fund 011 = 20% Teacher Base Pay**  
 \$1,300 Base Pay for 300 Certified Eligible Employees

**Fund 012 = 40% Teacher Performance Payment**  
 \$2,700 Performance Pay for 300 Certified Eligible Employees

**Fund 013 = 40% Other: class size reduction, dropout prevention, professional development**  
 10 FTE – Class size reduction Teachers, and \$1,000 Certified Eligible Employees



# Unrestricted Capital Fund District Additional Assistance Fund

Page 4, Line 10

FY15 Budget Limit	\$ 2,046,140
FY15 Carry forward	\$ 1,500,000
FY16 Projected Tuition Revenues	\$ 29,006
FY16 State Allocation	\$ 415,524
FY16 Projected Budget Limit	\$ 1,944,530
Difference	(\$ 101,610)

Unrestricted Capital / District Additional Assistance Fund is the Level of funding which the District may utilize for Capital purposes. Typical expenses include: Furniture & Equipment, Land & Building Improvements, Vehicles, Technology Equipment, and Leases (Transportation)

# Special Projects: Federal & State

Page 6, Line 29

FY15 Budget Limit (85.6 FTE)	\$ 6,245,086
FY16 Projected Budget Limit (84.6FTE)	\$ 4,493,411
Difference	(\$ 1,751,675)

## Federal & State Projects

Budgeted amounts are estimates only

Most applications are not yet available

The majority of these funds are administered through the Arizona Department of Education and are available to School Districts via an application process which requires eligibility and strict compliance.

# Federal

Page 6, Line 18

	Federal Fund/Name	FY15	FY16	Difference
101	TITLE I	\$ 2,777,289	\$ 2,221,831	\$ (555,458)
140	TITLE II	\$ 344,027	\$ 275,222	\$ (68,805)
199	TITLE III	\$ 296,347	\$ 237,078	\$ (59,269)
183	RURAL & LOW	\$ 167,737	\$134,190	\$ (33,547)
220	IDEA BASIC	\$ 1,048,136	\$ 838,509	\$ (209,627)
226	IDEA PRESCHOOL	\$ 38,439	\$ 30,000	\$ (8,439)
260	VOC ED BASIC	\$ 123,850	\$ 99,080	\$ (24,770)
265	TSW	\$ 96,000	\$ 76,000	\$ (20,000)
275	JROTC (NHS)	\$ 75,000	\$ 75,000	\$ 0.00
290	MEDICAID ( SPED)	\$ 110,000	\$ 10,000	\$ (100,000)
374	E-RATE	\$ 360,000	\$ 252,000	\$ (108,000)
304	PEP ( SALUD POR VIDA )	\$ 331,080	\$ 0.00	\$ (331,080)
349	FOREST FEES	\$ 143,500	\$ 0.00	\$ (143,500)
355	RACE TO THE TOP	\$ 82,747	\$ 0.00	\$ (82,747)
	<b>FEDERAL TOTALS</b>	<b>\$ 5,994,152</b>	<b>\$ 4,248,910</b>	<b>\$ (1,745,242)</b>

# State

Page 6, Line 28

State Fund/Name	FY15	FY16	Difference
400 VOC ED (Priority)	\$ 64,313	\$ 57,880	\$ (6,433)
466 Family Resource Center	\$ 128,161	\$ 128,161	\$ 0.00
408 School Safety Program	\$ 58,460	\$ 58,460	\$ 0.00
<b>STATE TOTALS</b>	<b>\$ 250,934</b>	<b>\$ 244,501</b>	<b>\$ (6,433)</b>

# Instructional Improvement Fund

Page 6, Line 5

FY15 Budget Limit (3.0 FTE)	\$ 236,250
FY16 Projected Budget Limit (3.0 FTE)	\$ 236,250
Difference	\$ 0.00

This fund is similar to the Classroom Site Fund – however, revenues determine Budget total. No revenue projections are provided by the State. Fluctuations in projected revenues will cause an increase or decrease in the Budget Total.

A.R.S.§15-979 (D) & (E) states that these funds may be expended for:

- up to 50% for teacher compensation increases and class size reduction
- the remainder of monies can be utilized for the following M&O purposes:
  1. Dropout prevention programs
  2. Instructional improvement programs including programs to develop minimum reading skills

# Other Funds

Page 6

<b>FY15 Budget Limit</b>	<b>\$ 9,842,832</b>
<b>FY16 Projected Budget Limit</b>	<b>\$ 9,229,472</b>
<b>Difference</b>	<b>(\$ 613,090)</b>

Other Funds - Special Revenue Funds serve a specific purpose determined by the USFR . These funds are controlled by cash flow.

# Other Funds

OTHER FUNDS	FY15	FY16	DIFFERENCE
071 Structure English Immersion	\$ 6,223	\$ 0.00	\$ (6,223)
506 School Plant (Sale)	\$ 10,500	\$ 10,500	\$ 0.00
510 Food Service	\$ 2,950,000	\$ 2,950,000	\$ 0.00
515 Civic Center	\$ 9,000	\$ 7,000	\$ (2,000)
520 Community School (Summer School)	\$ 84,000	\$ 58,000	\$ (26,000)
525 Auxiliary Operations	\$ 400,000	\$ 400,000	\$ 0.00
526 Extracurricular Activities Fees Tax Credit	\$ 100,000	\$ 100,000	\$ 0.00
530 Gifts and Donations	\$ 157,644	\$ 150,000	\$ (7,644)
535 Career & Tech. Ed. & Voc. Ed. Projects	\$ 20,895	\$ 20,000	\$ (895)
550 Insurance Proceeds	\$ 26,000	\$ 15,000	\$ (11,000)
565 Litigation Recovery	\$ 86,000	\$ 80,000	\$ (6,000)
570 Indirect Costs	\$ 350,000	\$ 280,000	\$ (70,000)
575 Unemployment Insurance	\$ 300,000	\$ 300,000	\$ 0.00
585 Insurance Refund	\$ 2,620	\$ 2,000	\$ (620)
590 Grants and Gifts to Teachers	\$ 5,800	\$ 5,800	\$ 0.00
595 Advertisement	\$ 18,250	\$ 15,000	\$ (3,250)
620 Adjacent Ways	\$ 5,800	\$ 5,800	\$ 0.00
665 Energy and Water Savings	\$ 0.00	\$ 374,319	\$ 374,319
691 Building Renewal Grant	\$ 860,000	TBD	TBD
<b>OTHER FUNDS TOTAL</b>	<b>\$ 5,392,732</b>	<b>\$ 4,773,419</b>	<b>\$ (619,313)</b>
<b>INTERNAL FUNDS</b>			
855/856 Self-Insurance	\$ 4,255,983	\$ 4,255,983	\$ 0.00
956 Print shop	\$ 200,340	\$ 200,340	\$ 0.00
<b>INTERNAL FUNDS</b>	<b>\$ 4,456,323</b>	<b>\$ 4,456,323</b>	<b>\$ 0.00</b>
<b>GRAND TOTAL</b>	<b>\$ 9,849,055</b>	<b>\$ 9,229,742</b>	<b>\$ (619,313)</b>

# Compensation Increase Proposal FY16

Funds	2%					
	1 %	Administrators	Certified	Classified	Nurses	Special Svcs.
M&O	\$ 17,500	\$ 229,301	\$ 105,747	\$ 3,778	\$ 5,233	\$ 1,399
Others	\$ 2,246	\$ 39,732	\$ 21,083	\$ 0.00	\$ 8,065	\$ 1,339
<b>Totals</b>	<b>\$ 19,745</b>	<b>\$ 269,033</b>	<b>\$ 126,830</b>	<b>\$ 3,778</b>	<b>\$ 13,298</b>	<b>\$ 2,738</b>

For employees with one year of service or more; 1% for Administrators, 2% for all other classifications

<b>M&amp;O Projection</b>	<b>\$ 362,960</b>
<b>Others Projection</b>	<b>\$ 72,465</b>
<b>Grand Total</b>	<b>\$ 435,425</b>



## All Funds

FY15 Budget Limit	\$ 50,657,974
FY16 Projected Budget Limit	\$ 49,129,043
Difference	\$ (1,528,931)

Proposed Budget FTE 558

## Tax Rate Factors

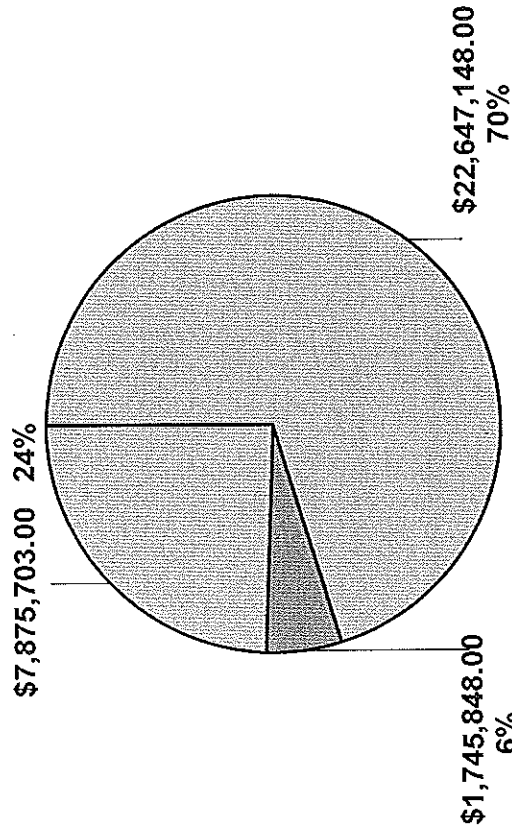
Factor	Definition/Explanation
Levy Fund Budget Limit	Maintenance & Operations, Capital (DAA)
State Equalization	Amount of State Aid to be paid to support M&O and DAA
QTR – Qualifying Tax Rate	Factor set by legislature to determine amount to be paid by the State (JLBC)
Override	Amount of M&O budget paid by secondary tax rate – approved by voters
Total Local Cash	The sum of local property taxes, prior year cash carry forward and tuition
Tax Rate	Calculation of the total amount of levy divided by LCV assessed valuation
Assessed Property Value	Primary: Funds M&O and Capital minus override Secondary: Funds M&O Override only Factor provided by the County Assessor that is subject to change; Increases or decreases affect the property tax rate.

## Tax Rate Calculation Factors

Factor	2015	2016
Levy Fund Budget Limit	\$31,752,353	\$32,268,699
State Equalization	\$22,758,766	\$22,647,148
QTR – Qualifying Tax Rate %	4.2246	4.1954
Override	\$1,648,131	\$1,745,848
Total Local Cash	\$7,345,455	\$7,875,703
Tax Rate	Primary: 4.47	Primary: 5.06
	Secondary: 1.4037	Secondary: 1.4866

### Tax Rate FY16

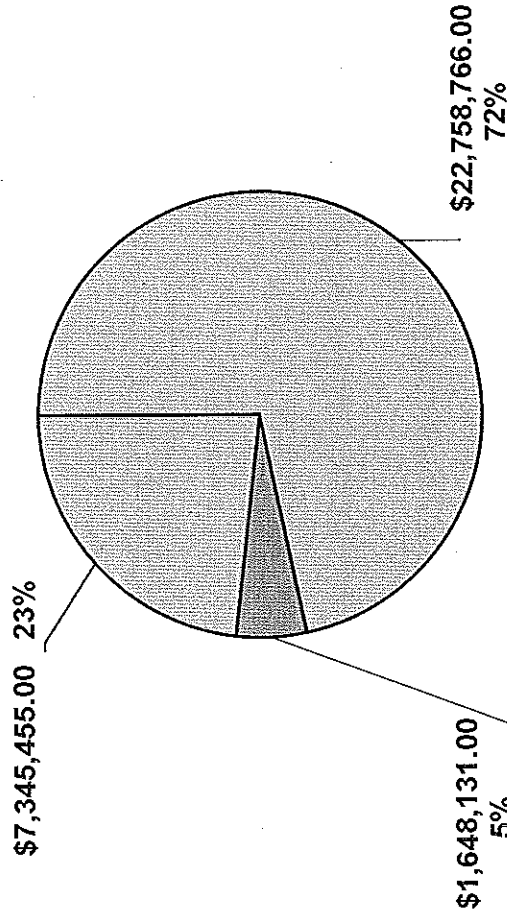
Primary	5.0683%
Secondary ( Override )	1.4866%
Projected Tax rate	6.5549%



State Equalization (QTR)    Override    Local Cash

### Tax Rate FY15

Primary	4.4721%
Secondary ( Override )	1.4037%
Tax rate	5.8758%



State Equalization (QTR)    Override    Local Cash

## NOGALES UNIFIED SCHOOL DISTRICT #1 TAX RATE HISTORY

Tax Year	Primary Tax Rate (%)	Secondary Tax Rate (%)	Total Tax Rate (%)	Tax Rate Increase or Decrease (-)	QTR
15-16 (Projection)	5.0683	1.4866	6.5549	0.6791	4.1954
14-15	4.4721	1.4037	5.8758	0.2326	4.2246
13-14	4.2858	1.3574	5.6432	0.4873	4.2530
12-13	3.9190	1.2369	5.1559	0.477	3.9170
11-12	3.4956	1.1833	4.6789	0.2763	3.5364
10-11	3.2864	1.1162	4.4026	0.0676	3.9594
09-10	3.2188	1.1162	4.3350	-2.1518	2.7452
08-09	3.8297	2.6571	6.4868	-0.8687	2.9244
07-08	4.5094	2.8461	7.3555	-0.0193	3.2040

Tax Year	Primary Assessed Valuation (PAV)	PAV Increase or Decrease (-)	Secondary Assessed Valuation (SAV)	SAV Increase or Decrease (-)	Total Amount Levied
15-16	\$115,814,516.00	-0.04%	\$117,440,024	.02%	\$9,621,550
14-15	\$115,864,000.00	-4.14%	\$117,414,520	-3.30%	\$7,079,763
13-14	\$120,868,037.00	-9.54%	\$121,421,498	-10.33%	\$6,828,299
12-13	\$133,615,940.00	-3.42%	\$135,402,733	-4.93%	\$6,911,209
11-12	\$138,342,333.00	-8.21%	\$142,428,882	-8.39%	\$6,631,287
10-11	\$150,709,873.00	1.85%	\$155,470,066	-0.19%	\$6,688,177
09-10	\$147,974,080.00	4.86%	\$155,767,311	3.72%	\$6,501,654
08-09	\$141,115,561.00	5.87%	\$150,174,843	6.87%	\$9,394,586
07-08	\$133,295,303.00	6.32%	\$140,520,813	9.37%	\$10,010,174

# QUESTIONS?

**NOGALES UNIFIED SCHOOL DISTRICT #1**  
**AGENDA ITEM SUMMARY**  
**June 22, 2015**

---

**DISCUSSION ITEM:** Policy Discussion for Academic Achievement and Regulation for Jerry Barnett Medallion of Merit  
**SUBMITTED BY:** Mayra Zuniga, Human Resources Director  
**DATED:** June 2015

**BACKGROUND:** The Governing Board requested staff bring forth a sample/model Governing Board policy to propose language to ensure that the tradition of issuing the Jerry Barnett Medallion of Merit Award at Wade Carpenter Middle School (WCMS) be honored and continue for generations to come.

Staff requested assistance from the Arizona School Boards Association (ASBA) policy analyst which recommended that the Governing Board review Policy IK Academic Achievement for inclusion in its Governing Board policies. Along with Policy IK a regulation (IK-R) would accompany the policy which would contain language more specific to the award/recognition.

**ENCLOSURES:**  
Sample Policy IK Academic Achievement  
Sample Regulation IK - R Academic Achievement

**IK**  
**ACADEMIC ACHIEVEMENT**

The District places high value on educational achievement and excellence for each student, regardless of whether the student intends to continue his education or enter the job market, so that he will attain the highest possible level of academic achievement in order to assure success. Individual student achievement shall be evaluated in relation to a student's mastery of the course work, with consideration given to his learning capacity.

A record of educational achievement shall be maintained for each student in the District schools.

Adopted: ????



**IK - R**  
**ACADEMIC ACHIEVEMENT**

The Governing Board believes that students who achieve at a high academic level should receive special recognition for their efforts.

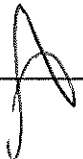
As a result the following special awards and recognitions shall be awarded to students in recognition for academic achievement.

- Jerry Barnett Medallion of Excellence Award at Wade Carpenter Middle School to recognize the top 25 academic students based on five semesters of academic work.

NOGALES UNIFIED SCHOOL DISTRICT NO. 1

AGENDA ITEM SUMMARY

**ITEM:** Information & Discussion Agenda **APPROVED:** \_\_\_\_\_  
Food Service Program Update

**SUBMITTED BY:** Adelmo Sandoval **DATE SUBMITTED:** 6/15/2015  
Finance Director 

**BACKGROUND:**

Food Service Program Update

**RECOMMENDATION:**

NONE

**ENCLOSURES:**

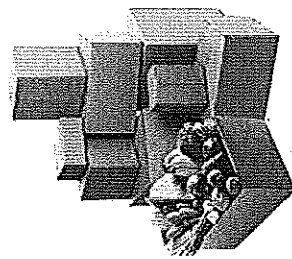
Food Service Program Update – Power Point Presentation



**YSTE**

**NOGALES UNIFIED**  
School District #1

*In Partnership with*  
Food Service Update FY15



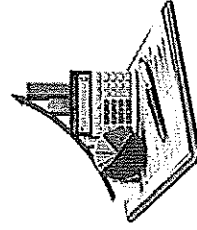
Requirements



Meals

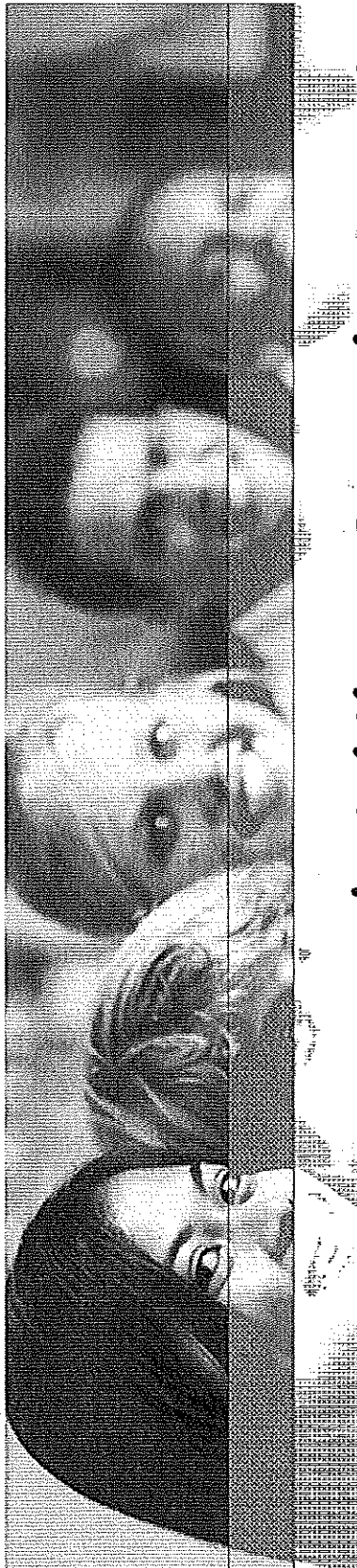


Accomplishments



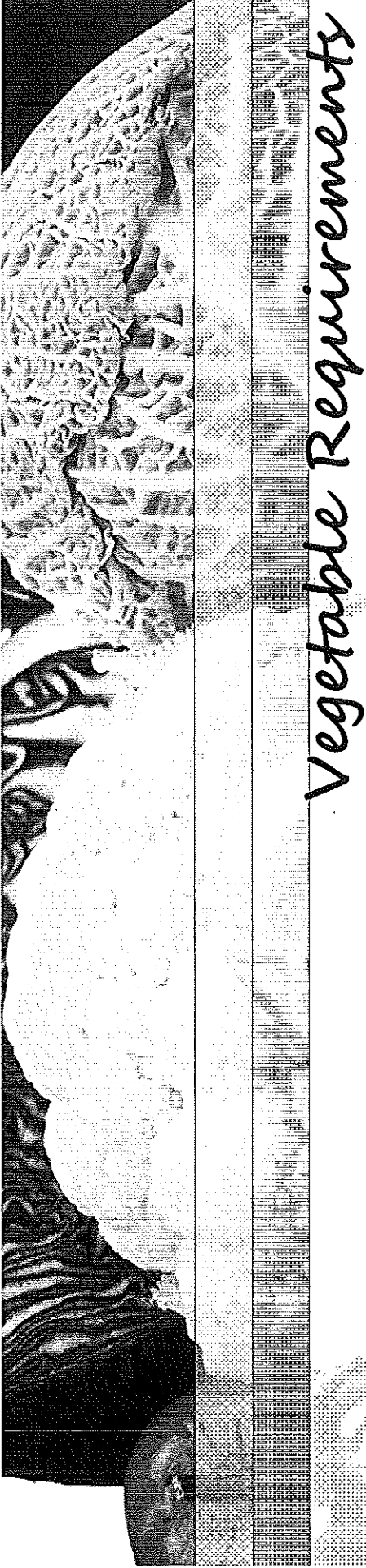
Goals  
Next School Year





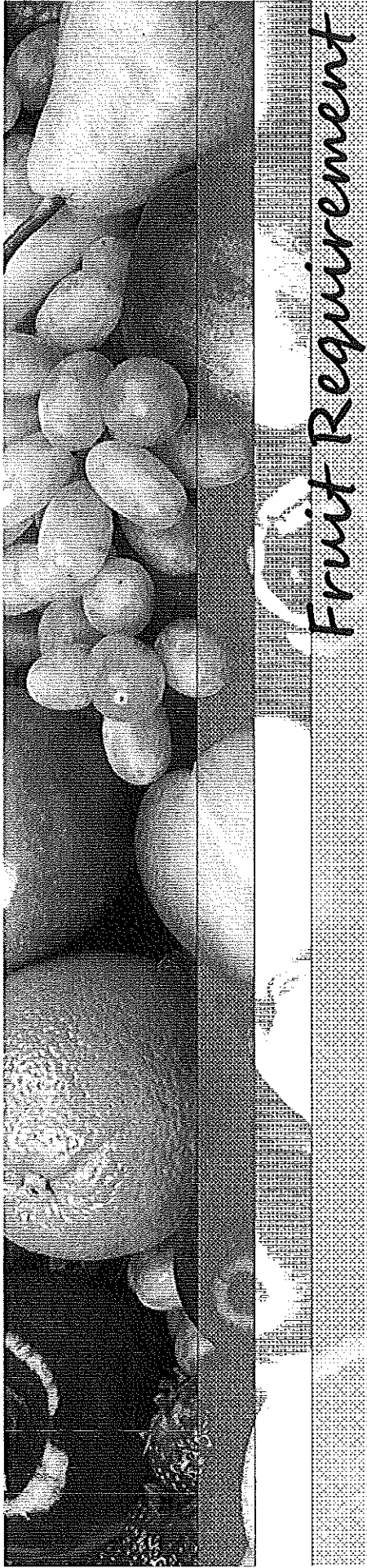
# Nutrition Requirements

	K-5	6-8	9-12
Calories	B: 350-500 L: 550-650	B: 400-550 L: 600-700	B: 450-600 L: 750-850
Sodium	B: <430 L: <640	B: <470 L: <710	B: <500 L: <740
Sat. Fat	<10%	<10%	<10%



## *Vegetable Requirements*

- ✓ 5 different vegetable subgroups must be offered each week
  - ✓ **Dark Green** (ex: broccoli, spinach)
  - ✓ **Red/Orange** (ex: carrots, tomatoes, sweet potato)
  - ✓ **Beans/Legumes** (ex: garbanzo beans, pinto)
  - ✓ **Starchy** (ex: potatoes, corn, green peas)
  - ✓ **Other** (ex: green beans, onions, celery, cucumber)
- ✓ This ensures that a wide variety of nutrients are available to students on a weekly basis



✓ Served daily (minimum requirements in all grade

levels)

✓ Types of fruit:

✓ Fresh fruit

✓ Dried fruit

✓ Frozen fruit without added sugar

✓ Canned fruit in juice/light syrup

✓ 100% juice

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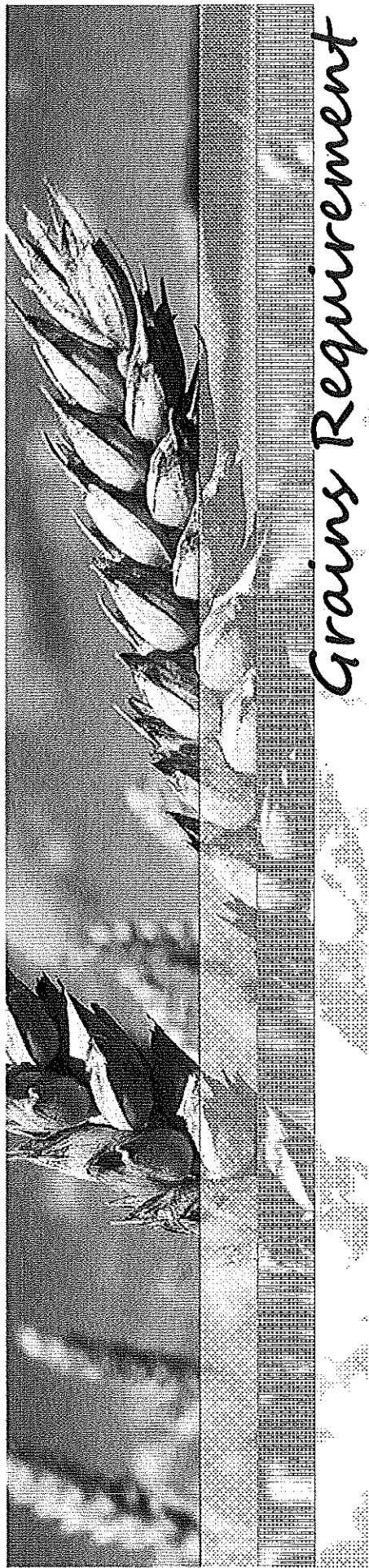
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## *Milk Requirements*

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- ✓ 1 cup or 8 fluid ounces
- ✓ At least 2 varieties offered daily at all meal periods
  - ✓ May only offer 1% or less
  - ✓ Flavored Milk must be Fat Free





## *Grains Requirement*

- ✓ 100% of grains offered must be whole grain rich
- ✓ Whole grain rich
  - ✓ at least 50% of the grain in a food must be whole grain
- ✓ Includes the following:
  - ✓ Brown rice / cereals
  - ✓ Whole wheat bread products
  - ✓ Whole wheat pizza crust
  - ✓ Whole grain breading in all breaded products



## *Meat/Meat Alternate Requirement*

- ✓ Meat/ Meat Alternate - Food items with an excellent source of protein

- ✓ Includes:
  - ✓ Beef
  - ✓ Poultry
  - ✓ Pork
  - ✓ Yogurt
  - ✓ Cheese
  - ✓ Beans
  - ✓ Eggs



# Breakfast Reimbursable Meal

**MSFE**  
**What Do I Need On MyPlate?  
 at Breakfast?**

To have a full meal at breakfast, please select 3 items from the following.

Must take fruit

**You must take 3 full servings.**

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- ✓ 3 Food Components
  - ✓ Grain/Meat/Meat Alternate
  - ✓ Fruit/Vegetable
  - ✓ Milk
- ✓ Requirements for Breakfast:
  - ✓ Must have at least 3 items
  - ✓ One of the items must be at least 1/2 cup fruit



# Lunch Reimbursable Meal

- ✓ 5 Food Components
  - ✓ Grain
  - ✓ Meat/Meat Alternate
  - ✓ Vegetable
  - ✓ Fruit
  - ✓ Milk
- ✓ Requirements for Lunch:
  - ✓ Must have at least 3 components
  - ✓ One of the items must be a 1/2 cup fruit or vegetable

**NYSEF**

**What Do I Need On MyPlate?  
at Lunch**

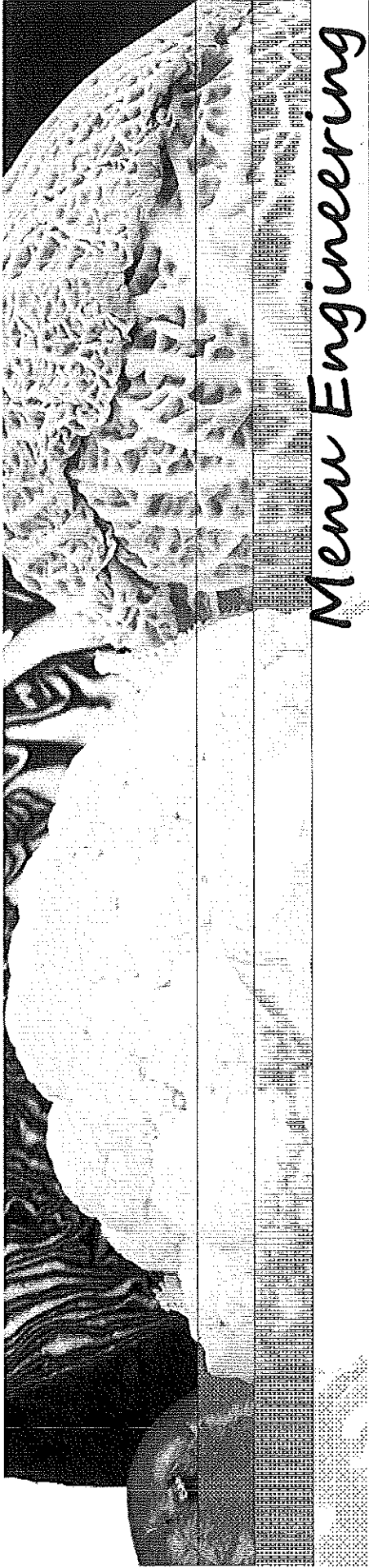
To have a full meal at lunch, please select at least 3 items from the following:

Must take a fruit or vegetable:

**You must take 3 or more of the 5 food groups.**

**CHOOSE MyPlate GOV**

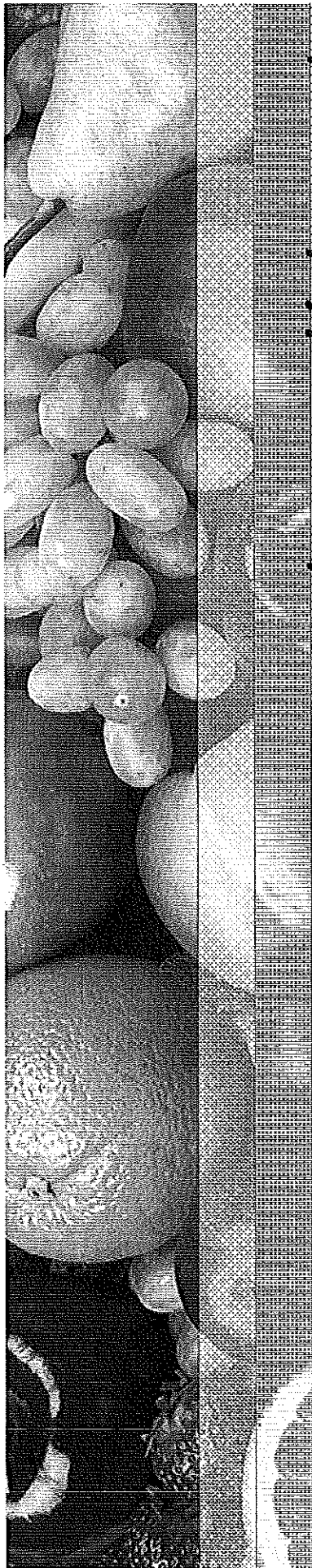
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## Menu Engineering

- ✓ Menus revised on a monthly basis
  - ✓ Menu meetings held every month to review menu
- ✓ Sources of Feedback
  - ✓ Cafeteria Managers, Student, teachers, principals, parents
- ✓ Menus analyzed to meet nutrition guidelines by week each month





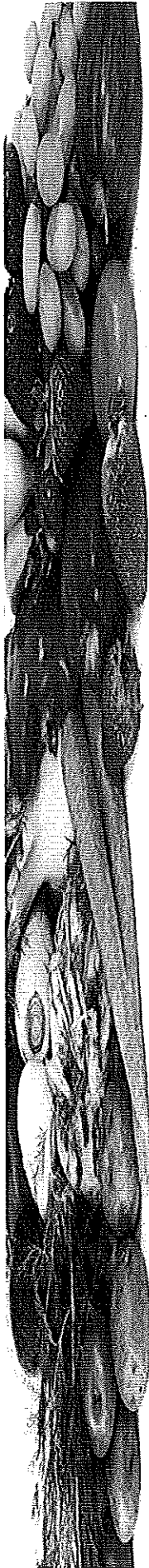
## *Accomplishments*

- ✓ Salad Bars at ALL Campuses
- ✓ Fruit and Vegetable Salad Bar offered every line, every grade level, every day
- ✓ Breakfast in the class room offer in all elementary
- ✓ Grab & Go breakfast in all middle schools
- ✓ Elementary Menu 3 choices
- ✓ Middle Schools 5 choices
- ✓ High School Menu 17 choices
- ✓ Hot Vegetable served daily
- ✓ Healthy Options Grab and Go Salads all schools
- ✓ HACCP Book for each specific cafeteria
- ✓ Computerized Production records for all sites
- ✓ Standardized recipes
- ✓ Employee training on recipes, cooking, production records and customer service.



## *Next School Year Goals*

- ✓ Roving Chefs
- ✓ Focus Groups and Product Samplings
- ✓ Grill cookouts
- ✓ Caterings
- ✓ Grab and Go Breakfast
- ✓ Recipe & Cooking Competitions
- ✓ Boot camp training



*Please tell us what you think...*

Please circle the answer that best describes how you feel about school breakfast and lunch.

1. Please circle what grade you are in:

Kindergarten

1st Grade

2nd Grade

3rd Grade

4th Grade

5th Grade

2. How I like school breakfast: (circle one)



3. How I like school lunch: (circle one)



4. Please tell us what you think... (circle one)

DOES THE FOOD TASTE GOOD? YES! IT'S OK! NO!

DOES THE FOOD TASTE GOOD? YES! IT'S OK! NO!

DOES THE FOOD TASTE GOOD? YES! IT'S OK! NO!

Tell us what your favorite breakfast and lunch items are:

Two horizontal lines provided for writing favorite breakfast and lunch items.





# YSRE Survey

*Please tell us what you think...*

Please put an "X" in the box that best describes how you feel about school breakfast and lunch.

1. Please tell us what grade you are in:

6th  7th  8th

9th  10th

11th  12th

2. How often do you eat at school?

Everyday  2-3 Times a week  Once a week  Once a Month

Everyday  2-3 Times a week  Once a week  Once a Month

3. Please tell us what you think...

Strongly agree  Agree  Don't know  Disagree

Strongly agree  Agree  Don't know  Disagree

Strongly agree  Agree  Don't know  Disagree

Strongly agree  Agree  Don't know  Disagree

Tell us what your favorite breakfast and lunch items are.

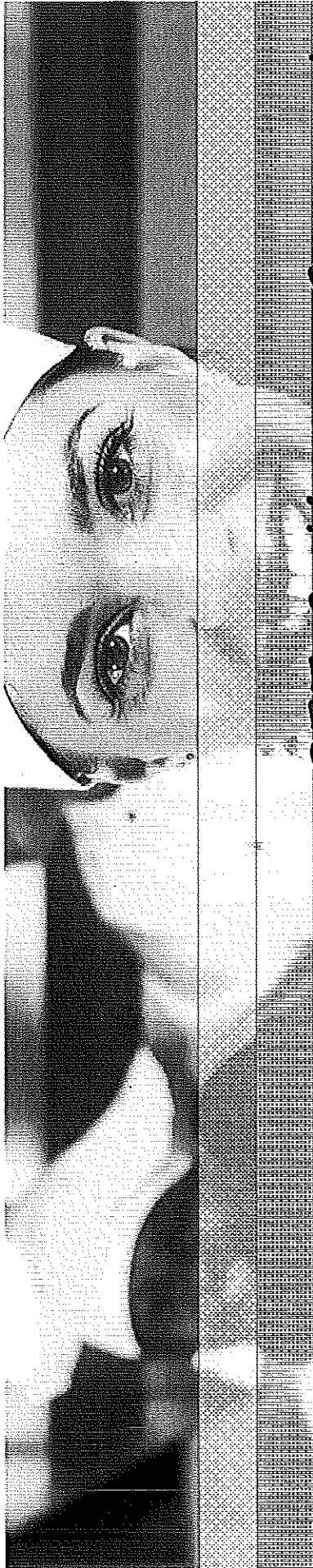
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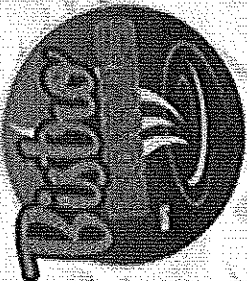
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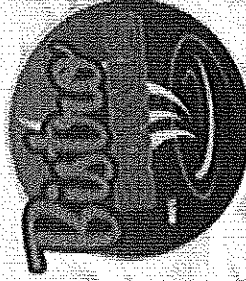
# SFE Culinary Concepts



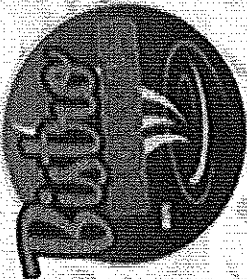
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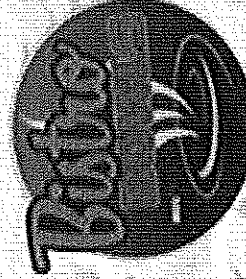
Rating ✓	Great!	OK	Needs Improvement
Comments			



Rating ✓	Great!	OK	Needs Improvement
Comments			



Rating ✓	Great!	OK	Needs Improvement
Comments			

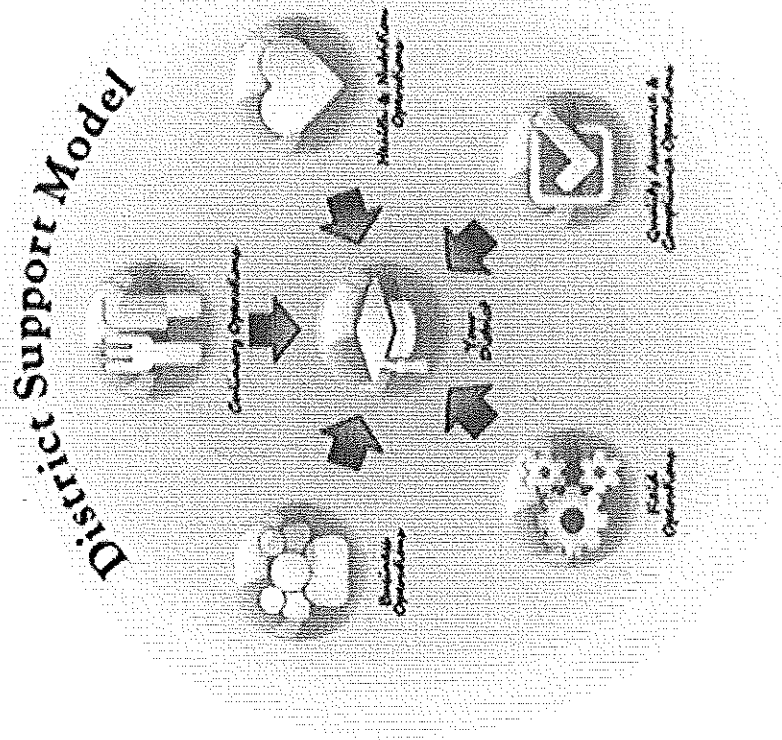


Rating ✓	Great!	OK	Needs Improvement
Comments			



*Specializing Only in K-12 Child Nutrition Services*

- ✓ SFE Concepts
- ✓ Breakfast Cart
- ✓ New Recipe Development
- ✓ Nutrition Education with DJ Cheetah
- ✓ GetFIT with Jackie Joyner Kersee
- ✓ Surveys & Focus Groups
- ✓ Promotions
  - ✓ Menu
  - ✓ Roving Chef
  - ✓ Catering



# Claims Snapshot

School Year 2010 - 2011 Before Provision	Amount	Meals Served
Total Claim Reimbursement Breakfast	\$467,868.94	293819
Total Claim Reimbursement Lunch	\$1,680,267.52	680214
<b>Total Reimbursement</b>	<b>\$2,148,136.46</b>	<b>974033</b>
School Year 2011 - 2012 with Applications	Amount	Meals Served
Total Claim Reimbursement Breakfast	\$502,538.67	286123
Total Claim Reimbursement Lunch	\$1,663,177.19	614398
<b>Total Reimbursement</b>	<b>\$2,165,715.86</b>	<b>900521</b>
School Year 2012 - 2013	Amount	Meals Served
Total Claim Reimbursement Breakfast	\$685,516.92	399240
Total Claim Reimbursement Lunch	\$1,787,379.76	703630
<b>Total Reimbursement</b>	<b>\$2,472,896.68</b>	<b>1102870</b>
School Year 2013 - 2014	Amount	Meals Served
Total Claim Reimbursement Breakfast	\$701,240.77	427607
Total Claim Reimbursement Lunch	\$1,898,582.49	719657
<b>Total Reimbursement</b>	<b>\$2,599,823.26</b>	<b>1147264</b>
School Year 2014 - 2015	Amount	
Total Claim Reimbursement Breakfast	\$703,701.83	420986
Total Claim Reimbursement Lunch	\$1,921,119.12	707521
<b>Total Reimbursement</b>	<b>\$2,624,820.95</b>	<b>1128507</b>





- ✓ Ed Bañuelos- Director of Food Service
- ✓ Oscar Acosta - Associate Director of Food Service / Chef
- ✓ Sam Schmale - Associate Director of Food Service



**RSFE**

**NOGALLES UNIFIED**  
School District #1

*Thank you!*