



NOTICE OF PUBLIC MEETING

TOLLESON UNION HIGH SCHOOL DISTRICT #214 GOVERNING BOARD AGENDA FOR REGULAR MEETING

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Tolleson Union High School District Governing Board and the general public that the Governing Board will hold a public meeting open to the public as follows:

DATE: April 14, 2015

TIME: 6:00 p.m.

PLACE: District Administrative Center, 9801 West Van Buren Street, Tolleson, AZ 85353

The agenda for this meeting is provided below. However, the Governing Board reserves the right to change the order of items on the Agenda with the exception of public hearings set for a specific time. One or more members of the Governing Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03 A.3, the Governing Board may vote to convene an executive session, which will not be open to the public, for discussion or consultation for legal advice with the Governing Board's attorney on any matter listed on the Agenda.

A copy of background material for an agenda item provided to Governing Board members (with the exception of materials relating to executive sessions) is available for public inspection at the District Administrative Center, 9801 W. Van Buren Street, Tolleson, AZ 85353, at least twenty-four (24) hours prior to the Governing Board meeting. Please contact Karyn Morse Eubanks, the Governing Board's Executive Assistant, at 623-478-4001 for more information.

Persons with a disability may request reasonable accommodations by contacting Ms. Eubanks. Accommodations should be requested at least two (2) working days prior to a public meeting to allow time for the District to arrange for the accommodation.

Posted: April 9, 2015 By: Karyn Morse Eubanks, Executive Assistant to the Governing Board

A complete copy of the meeting agenda can be found on the TUHSD website: www.tuhsd.org

REGULAR MEETING

1. Call to Order and Roll Call

The meeting was called to order by _____ at _____.

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

2. Pledge of Allegiance

3. Approval of the Regular Agenda

Recommendation: That the Governing Board approve the Regular Agenda.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

4. Celebrations

A. Employees of the Month

The following March 2015 Employees of the Month will be recognized for their contributions to the District.

Sierra Linda High School

- Cherrie Aldama, Guidance Clerk

Tolleson Union High School

- Aaron Carlon, ELL Teacher/Department Chair
- Ashley Cruz, Math Teacher
- Cheryl Holder, Cafeteria Cashier
- Martina Moreno, Receptionist
- Diane Woodman, History Teacher/Department Chair

Westview High School

- Darin Williams, Reading Teacher/Department Chair/Site Reading Coordinator

5. Public Participation

The Governing Board is committed to providing regular opportunities for the public to address the Governing Board. To that end, the public is invited to address the Governing Board on any issue within its jurisdiction, subject to reasonable time, place, and manner restrictions.

Members of the public who wish to address the Governing Board are to complete a public participation form and provide it to Karyn Morse Eubanks, the Governing Board’s Executive Assistant, prior to the beginning of the meeting.

Governing Board members are not permitted to discuss or take legal action on matters raised during the open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Governing Board members to do the following at the conclusion of the open call to the public: (a) respond to criticism made by those who have addressed the Governing Board; (b) ask staff to review a matter; or (c) ask that a matter be put on a future agenda.

During public participation, the Governing Board shall not hear personal complaints against school personnel or any other person connected with the District. Persons with complaints/concerns regarding District matters are referred to Governing Board Policies KE, KEB, KEC, and KED.

6. Summary of Current Events

The Superintendent and/or Governing Board members may present a brief summary of current events. The Governing Board will not propose, discuss, deliberate, or take legal action at the meeting on any matter in the summary unless the specific matter is properly noticed for legal action.

7. Approval of the Consent Agenda

It is recommended that the Governing Board approve the Consent Agenda.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

8. Discussion/Action of Items(s) Previously Removed From the Consent Agenda

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

CONSENT AGENDA* ITEMS

Items marked with an asterisk (*) are designated as Consent Agenda Items. These items will be considered without discussion. Consent Agenda items may be removed for discussion by any member of the Governing Board by notifying the Governing Board President or the Superintendent twenty-four hours before the regular Governing Board meeting or by a majority of the Governing Board members present at the Governing Board meeting.

	<u>PDF PAGE #</u>
*1. Human Resources	
A. Personnel Items	9-22
Personnel items include recommendations and ratifications for various actions including employment, contract assignments and revisions, stipends, extra duty assignments, position changes, leaves of absence, retirements, resignations, and terminations.	
*2. Financial Services	
A. Vouchers	23-24
Prior to ratification at each Governing Board meeting, Governing Board members review vouchers and/or journal entries. Vouchers represent orders for payment of material, equipment, salaries, and services.	
*3. Purchasing	
A. RFP #15-022-20, Job Order Contracting Services	25-26
On February 6, 2015, the District issued RFQ #15-021-20, Job Order Contracting Services, to obtain proposals from qualified firms interested in providing construction, renovation, and tenant improvement type services throughout the District. The solicitation was developed to obtain two classifications of general contractors: large and small. Administration recommends an award to GCON, Inc. and Sun Valley Builders, LLC (small firms) and Caliente Construction, Inc. and Core Construction, Inc. (large firms).	

- B. Authorization to Utilize Cooperative Contract – Midstate Mechanical**
Administration recommends utilizing a Government Procurement Alliance cooperative contract for HVAC equipment installation and repair services job order contracting contract previously awarded to Midstate Mechanical to replace 149 roof top units and 1 split system at La Joya Community High School.
- C. Contract Extensions and Renewals: RFP #13-018-18, DJ Services and RFP #13-002-17, Soft Drink Products** 30-31
The multi-year contracts require approval in order to extend for an additional one-year period or portion thereof. Since performance under these contracts has been satisfactory, Administration recommends an extension of the contracts to AZ Party Rockers, Blue Dice Entertainment, Push Play Entertainment, and Pepsi.
- D. Disposals #887, #888, and #889 (Technology); #890 and #891 (Food Services Equipment); and #892 (Facilities Equipment)** 32-42
Administration recommends disposal of obsolete technology, food service equipment, and facilities equipment that is no longer safe to use or in good working condition.
- *4. Superintendent’s Office**
- A. Travel Requests** 43-46
- Kimberly Luvisi, Director of Food and Nutrition; Teri Winburn, Cafeteria Manager, Westview High School; and Lorre Vega, Cafeteria Manager, Tolleson Union High School wish to attend the School Nutrition Association’s 2015 National Conference on July 10-15, 2015 in Salt Lake City, UT.
 - Copper Canyon High School Band Director Mike Torres; Brad Lasater, CTE/Math Teacher; Lindsey Lewandowski, Art Teacher; Kirk Johnson, Social Studies Teacher; Heather Gilbert, Performing/Visual Arts Teacher; Frank Talbert, Chaperone; Michelle Bickley, Chaperone; June Doren, Chaperone; and students in Varsity Band, Beginning Band, and Choir wish to participate in the Disneyland Performing Arts Workshop on May 7-9, 2015 in Anaheim, CA.
 - La Joya Community High School Visual Arts Teacher Gwen Lauletta and Kevin Alaniz, Special Education Teacher, wish to take Art Club students on their Annual Art Club Trip to Jerome, AZ on May 1-3, 2015.
 - La Joya Community High School Head Varsity Football Coach Josh Mitchell; Assistant Coaches Marcus Jones, Zeke Abel, Jon Fontes, Larry Marrs, Ches Gessner, Bill Schwyhart, Tommy Romanisin, Devin Dourisseau, Davaren Hightower, and Chris Davis; and members of the Varsity Football Team wish to attend the Camp of Champions on July 20-23, 2015 in Snowflake, AZ.

- La Joya Community High School Head Varsity Basketball Coach (Boys) Roger Lefebvre; Jeff Steger, Head JV Coach; Damien Edwards, Assistant Coach; DeAnthony Ellison, Head Freshman Coach; Mark Taylor, Assistant Coach; Abe Newell, Assistant Coach; Aaron Dille, Head Varsity Basketball Coach (Girls); and Kylee Ingram, Assistant Coach wish to attend and participate in the Spring Nike Championship Basketball Clinic held in Las Vegas, NV on May 8-11, 2015.
- Sierra Linda High School Head Football Coach Ross Crow; Assistant Coaches John Baldinelli, Jim Trischan, Brandon Love, Steve Reeser, and Chris Chinchilla; and members of the Varsity Football Team wish to attend Summer Football Camp on July 13-16, 2015 at Northern Arizona University in Flagstaff, AZ.
- Tolleson Union High School MCJROTC Instructors Chief Warrant Officer Freddie Jordan and Master Sergeant James Carver, along with MCJROTC cadets, wish to participate in the Arizona Senior Leadership Course Summer Camp Competition on May 26-30, 2015 at Camp Pine Rock in Prescott, AZ.
- Tolleson Union High School Dance Teacher Heidi Wilkes, Science Teacher Tabitha Fedina, and students in the Dance program wish to attend Universal Dance Association’s Summer Camp on June 24-27, 2015 at Northern Arizona University, Flagstaff, AZ.
- Westview High School Social Studies Teacher and Student Government Advisor Benjamin Geiger and STUGO officers wish to attend the National Association of Student Councils Convention on June 24-29, 2015 at Rio Rancho High School in Albuquerque, NM.
- Westview High School Varsity, Junior Varsity, and Freshman Football Staff members Joseph Parker, John Carroll, George Burgess, William Chaffee, Mario Renteria, Antonio Gutierrez, Matt Schock, Charles Martel, Richard Vasquez, and Steven Arenas, along with members of the football teams, wish to attend the California Football Camp on July 21-27, 2015 at Concordia University in Irvine, CA.
- Westview High School MCJROTC Instructors Master Sergeant Peter Washington and Captain Francisco Cardoza, as well as cadets in the MCJROTC program, wish to attend the Arizona Senior Leadership Course Summer Camp Competition on May 26-30, 2015 at Camp Pine Rock in Prescott, AZ.

B. Minutes – March 24, 2015 Regular Meeting **47-71**
All Governing Board members were present.

C. Intergovernmental Agreement Amendment with City of Phoenix for School Resource Officer Services – Sierra Linda High School **72-75**
The amendment to the Intergovernmental Agreement with the City of Phoenix to provide school resource officer services to Sierra Linda High School shortens the term length from June 30, 2015 to May 22, 2015.

D. Second Reading – Policy BEDB; Agenda

The proposed change to current policy on agenda preparation will specify an area for Governing Board members to request future agenda items.

INFORMATION/DISCUSSION ITEMS

1. Tolleson Union Education Association Presentation

79

Michael Conner, Westview High School Social Studies Teacher and President of the Tolleson Union Education Association (TUEA), will introduce the Governing Board to the TUEA officers and share the mission and vision of the organization as outlined in the TUEA constitution and bylaws.

ACTION/DISCUSSION ITEMS

1. 2015-2016 Insurance Rates, Plan Benefits, District Contribution Amounts, and Employee Costs

80-86

Tracy McLaughlin, will present the proposed insurance rates, plan benefits, District contribution amounts, and employee costs for 2015-2016.

Recommendation: That the Governing Board approve the (1) rates and utilization of contracts awarded through Valley School Employee Benefits Trust for the purchase of major medical, dental, vision, life, accidental death and dismemberment, voluntary short term disability insurance, Flexible Spending Account, and COBRA administration services; (2) District contribution amounts; and (3) employee cost for the 2015-2016 insurance plan.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

2. Agreement for Staffing Services – Education Services, Inc.

87-101

In March 2008, the District began utilizing a Phased Retirement Employment Program, which has enabled the District to retain experienced employees who choose to retire but want to continue working. Employees wishing to retire and immediately return to the District must return under the Phased Retirement Employment Program. The District determines the salary that will be paid to employees participating in the Phased Retirement Employment Program but the employees are responsible for payment of the alternate contribution rate (ACR) assessed to the District.

Recommendation: That the Governing Board approve the 2015-2016 Agreement for Staffing Services with Educational Services, Inc.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

3. Phased Retirement Employment Program

Advantages in utilizing a Phased Retirement Employment Program include retaining the services of exceptional educators and staff reducing the need to train new and/or inexperienced staff and reducing the cost of fringe benefit packages. However, keeping employees on the Phased Retirement Employment Program past the initial year has the potential to deter qualified candidates from seeking employment, or remaining, with the District. Currently, all employees wishing to retire and return to the District must go through the phased retirement process. Should an employee qualify to return, he/she currently earns 70.98% of his/her previous salary and is paid only for actual days worked (pursuant to the 2014-2015 service agreement). New staff members to the District who are already an employee, and remain an employee, of a phased retirement company are placed at the beginning level salary of District employees in similar positions and are also paid just for days worked. In addition, all employees utilizing the Phased Retirement Employment Program are responsible for payment of the alternate contribution rate (ACR) assessed against the District and are not eligible to receive District-paid discretionary, sick, or vacation time.

The recommendation to the Governing Board will allow a Phased Retirement Employment Program employee, following the one-year period, to return as a District employee. The employee's supervisor will have the option of recommending the employee for full-time employment. If the employee is rehired by the District, the employee will be responsible for continuing to pay the ACR (9.36% for 2015-2016) but will be eligible for leave time and District-offered benefits.

Recommendation: That the Governing Board approve contracting with a Phased Retirement Employment Program employee only for one year.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

4. First Reading – Policy H; Professional Negotiations Agreement

104-105

New or revised policy language is normally proposed by the Arizona School Boards Association, based on changes to law. However, Policy BG states that “suggestions regarding the content of policies may originate with a member of the Board, the Superintendent, a staff member, a parent, a student, a consultant, a civic group, or any resident of the District.”

The first reading of a new proposed policy – Policy H; Professional Negotiations Agreement – will be discussed at the request of Governing Board President Steven Chapman.

Recommendation: At the discretion of the Governing Board.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

5. Travel Request – National Association of Latino Elected and Appointed Officials 32nd Annual Conference – Ms. Corina Madruga

According to its website (www.naleo.org), the National Association of Latino Elected and Appointed Officials (NALEO) is “the nation’s leading nonprofit organization that facilitates the full participation of Latinos in the American political process, from citizenship to public service.” The NALEO annual conference will present “a unique opportunity for Latino policymakers to meet with their colleagues from all levels of government to address the challenges and opportunities facing our communities and our nation. The NALEO Annual Conference provides a venue for the meaningful exchange of ideas and solutions to today’s most pressing policy issues.” (www.naleo.org/lasvegas2015/)

Governing Board Member Corina Madruga, a member of NALEO, requests Governing Board approval to attend NALEO’s 32nd Annual Conference, June 16-19, 2015 in Las Vegas, NV.

Recommendation: That the Governing Board approve, if appropriate, the travel request from Ms. Corina Madruga to attend the National Association of Latino Elected and Appointed Officials 32nd Annual Conference held in Las Vegas, Nevada on June 16-19, 2015.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

6. My Brother’s Keeper – Pledge in Support of Males of Color

109-112

President Obama launched the My Brother’s Keeper initiative to address persistent opportunity gaps faced by boys and young men of color and ensure that all young people can reach their full potential. The My Brother’s Keeper initiative encourages the use of proven tools that expand opportunity for young people, including access to basic health, nutrition, mentorship, high-quality early education, and early introductions into the workforce, as well as partnering with communities and police to reduce violence and make classrooms and streets safer.

At the request of Governing Board Vice President Devin Del Palacio, the Governing Board members are asked to consider and approve, if desired, the Pledge in Support of Males of Color as part of the My Brother’s Keeper Initiative.

Recommendation: That the Governing Board consider and approve, if desired, the Pledge in Support of Males of Color.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

ADJOURNMENT

Motion made by _____; seconded by _____

The meeting was adjourned at _____.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Personnel Items

PURPOSE:

Administration seeks Governing Board approval of personnel actions.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The Governing Board has sole responsibility for personnel actions including, but not limited to, new hires, re-employment, contract revisions, position changes, leaves of absence, resignations, retirements, and terminations.

STUDENT, EMPLOYEE, AND/OR COMMUNITY BENEFIT:

The personnel action recommendations are in the best interest of the District and those that it serves.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

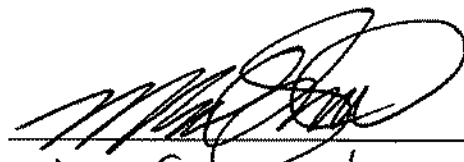
It is recommended that the Governing Board approve/ratify the personnel recommendations.

Submitted by: _____

Date: _____

Approved by: _____

Date: _____


Lexi Cunningham/kxe

4-8-15

4-8-15

TUHSD HUMAN RESOURCES

To: Karyn Eubanks, Executive Assistant to the Superintendent and Governing Board
From: Michael Stewart, Human Resources Director
Date: 4/2/2015
Re: Personnel Items, Governing Board Meeting, 04/14/2015

Please submit the following recommendations and ratifications for Governing Board approval.

CERTIFICATED ADMINISTRATIVE STAFF

Re-employment of Personnel for 2015/2016

Abbas, Michael	CCHS	Assistant Principal
Marsit, Mindy	CCHS	Principal
Stewart, Jonathan	CCHS	Assistant Principal
Stinnett, Richard	CCHS	Assistant Principal
Baumgart, Nicole	DO	Instructional Leadership Coordinator, English and Social Studies
Johnson, Travis	DO	Director of Alternative Education
Landis, Vickie	DO	Director of Curriculum and Instruction
McKintosh, Deborah	DO	Director of Career and Technical Education
Mospan, John	DO	Instructional Leadership Coordinator, Mathematics and Science
Sempkowski, Lorin	DO	Instructional Leadership Coordinator, Literacy
Speer, John	DO	Assistant Superintendent for Teaching and Learning
Varela-Franco, Guadalupe	DO	Parent Engagement Coordinator
Widmaier, Lisette	DO	English Acquisition Program Coordinator
Gordillo, Remigio	LJCHS	Assistant Principal
Haskins, Brandi	LJCHS	Principal
McClendon, Paul	LJCHS	Assistant Principal
Powell, Nikki	LJCHS	Assistant Principal
Luedemann, Thom	SLHS	Assistant Principal
Medrid, Timothy	SLHS	Principal
Renouard, John	SLHS	Assistant Principal
Valenzuela, Christina	SLHS	Assistant Principal
Doyle, Ched	TUHS	Assistant Principal
Frenk, Casey	TUHS	Assistant Principal
Howell, Suzanne	TUHS	Assistant Principal
Molina, Ernest	TUHS	Principal
Thompson, Susen	UHS	Academic Dean
Junk, Thomas	WHS	Assistant Principal
Mohn, Scott	WHS	Assistant Principal
Peters, Russell	WHS	Assistant Principal
Wilson, Michele	WHS	Principal

Extra Duty Assignment

Baumgart, Nicole

DO

Summer Academy Assistant Principal

CERTIFICATED PROFESSIONAL SERVICES STAFF**Re-employment of Personnel for 2015/2016**

Bjork, Dawn	DO	District Mentor
Carter, Jeffrey	DO	Instructional Coech
Cordner, Jennifer	DO	Special Projects Manager
Loveland, Hope	DO	District Mentor
Hill, Amy	DO	Program Coordinator, Special Services
Carver, Madge	DO	Program Coordinator, Special Services
Lawson Risoldi, Liza	DO	District Mentor
Sanchez Sgrillo, Elizabeth	DO	District Mentor
Suggs, Tara	DO	Instructional Technology Integration Specialist
Thomsen, Teri	DO	District Mentor

NON-CERTIFICATED PROFESSIONAL SERVICES STAFF**Re-employment of Personnel for 2015/2016**

Aguirre, Antonio	DO	Network and Project Manager
Barrie, Wendy	DO	Director of Special Services
Bounds, Patricia	DO	SIS Coordinator
Burt, Cheryl	DO	Director of Purchasing
Gonzalez, Francisco	DO	Plant Manager, SLHS
Johns, Timothy	DO	Plant Manager, WHS
Kistler, Eric	DO	Software Developer
Lochner, Bianca	DO	Director of Technology
Luvisi, Kimberly	DO	Director of Food and Nutrition
McLaughlin, Tracy	DO	Director of Financial Services
Morin, Ramon	DO	Plant Manager, LJCHS
Moya, Julia	DO	Payroll and Accounting Manager
Olson, Bruce	DO	Network Systems Administrator
Oros, Richard	DO	Director of Facilities Management
Ortega-Rosales, Hilda	DO	Grants and Federal Projects Coordinator
Reddin, Lovina	DO	Director of Transportation
Stewart, Michael	DO	Director of Human Resources
Vallone, Peter	DO	Plant Manager, CCHS

Re-employment of Personnel for the 2015/2016 Under Phased Retirement Program

Cerda, Miguel	DO	Plant Manager, TUHS
Eubanks, Karyn Morse	DO	Executive Assistant to the Superintendent and Governing Board
Mendoza, Cruzita	DO	Facilities Management Supervisor

CERTIFIED STAFF

Employment of Personnel

Zukowski, Shreyia	CCHS	School Nurse
Arellano, Andrew	DO	Guest Teacher
Jaramillo, Rudy	DO	Guest Teacher
Ridener, Kimberly	DO	Guest Teacher
Sanford, Gene	DO	Guest Teacher
Smith, Wesley	DO	Guest Teacher

Position Change

Chaffee, William	WHS	From Guest Teacher to Science
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Extra Duty Assignments – Department Chair

Hofmann, David	LJCHS	Wellness
Hughes, Richard	LJCHS	Reading
Locker, Laura	LJCHS	Foreign Language
Lucca, Nathan	LJCHS	Social Studies
Muller, Maryann	LJCHS	Mathematics
Nowbath, Stephen	LJCHS	Science
Quinonez, Natalie	LJCHS	Performing and Visual Arts
Tracy, Melissa	LJCHS	CTE
Turnbaugh, Lynette	LJCHS	English
Valenzuela, Tina	LJCHS	Guidance

Extra Duty Assignments

Brown, John	CCHS	Speech and Debate Sponsor
Jimerson, DeKenda	CCHS	Graduate Placement Survey
Matthews, Kelly	CCHS	Graduate Placement Survey
Valenzuela, Tina	LJCHS	Graduate Placement Survey
Franciotti, Adelina	SLHS	S3 PBIS/Advisory Curriculum Revisions
Franciotti, Deanna	SLHS	S3 PBIS/Advisory Curriculum Revisions
Gordon, Samantha	SLHS	CTE/Core Integration
Sobampo, Elena	TUHS	Graduate Placement Survey
Wolochuk, Andrea	TUHS	Graduate Placement Survey
Centner, Patrick	WHS	Title I Tutoring – Mathematics
Petruncola, Cristine	WHS	Title I Tutoring – English

Medical Leave of Absence Requests

Jones, Lauren	CCHS	Special Services
Kosterman, Kristy	TUHS	Special Services
Demouy, Matthew	WHS	Mathematics
Erekson, Jared	WHS	English
Novoa, Rosa	WHS	School Psychologist

Return from Medical Leaves of Absence

Kosterman, Kristy	CCHS	Special Services
Tillotson, Brent	SLHS	English
Demouy, Matthew	WHS	Mathematics
Novoa, Rosa	WHS	School Psychologist
Wiggins, Christine	WHS	Special Services

Military Leaves of Absence

Miley, Whitney	TUHS	Special Services
Geiger, Benjamin	WHS	Social Studies

Resignations at End of 2014/2015 Contract

Bremser, Cheryl	DO	Instructional Coach, Mathematics
Bogus, Justin	CCHS	CTE
Harris, Alison	CCHS	English (Intern)
Gustafson, Kyle	LJCHS	French
Heller, Kirsten	LJCHS	Biology
Snyder, Brandon	LJCHS	Mathematics
Cruz, Ashley	TUHS	Mathematics
Headrick, Elisse	TUHS	Biology
Schlomach, Brenda	TUHS	English
Taylor, Abby	TUHS	Mathematics
Neel, Abbye	WHS	Mathematics

Coaches-Spring

Ortega, Omar	LJCHS	Assistant Boys and Girls Track
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Coach Resignations

Bogus, Justin	CCHS	Varsity Boys Soccer Coach
Arellano, Jesus	LJCHS	Varsity Wrestling
Heller, Kirsten	LJCHS	Varsity Spiritline
Wilkes, Heidi	TUHS	Varsity Spiritline

CLASSIFIED STAFF

Employment of Personnel

Castañeda, Maria	DO	Substitute Bus Monitor
Leonard, Jason	DO	Skilled Maintenance, Electrician
Thomas, Orson	SLHS	Cafeteria Cashier

Position Change

Camacho, Elizabeth	DO	From Substitute Bus Monitor to Bus Monitor
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Position/Location Change

Villeges, Santiago

SLHS

From Instructional Assistant II (CCHS) to Clerical Support II, Attendance

Re-employment of Personnel for 2015/2016

Angel, Jacqueline	CCHS	Tech Support Specialist II
Birk, Barbara	CCHS	Instructional Assistant I, Title I
Caltabellota, Elizabeth	CCHS	Instructional Assistant I, Special Services
Cano, Norma	CCHS	Administrative Assistant IV, Athletics
Castro Alvarez, Bertha	CCHS	Cafeteria Cashier
Ceballos, Charles	CCHS	Custodian II, Cafeteria
Ceja, Jovita	CCHS	Cafeteria Cashier
Chase, Karen Lee	CCHS	Cafeteria Manager
Colman, Jennifer	CCHS	Instructional Assistant I, Title I
Cook, April	CCHS	Caregiver Designee
De La Cruz, Gledis	CCHS	Custodian III
Ericson, Dave	CCHS	Cafeteria Cashier
Gonzalez Bonilla, Claudia	CCHS	Instructional Assistant II
Gonzalez, Erica	CCHS	Behavior Specialist
Guajardo, Lorena	CCHS	Behavior Specialist
Guerrero, Cheryl	CCHS	Instructional Assistant II
Harris, Heather	CCHS	Administrative Assistant to the Principal
Helm, Luise	CCHS	Cafeteria Cashier
Huerta, Vanessa	CCHS	Clerical Support II, Receptionist
Iribe, Angelica	CCHS	Administrative Assistant IV, Discipline
Jones, Jeffrey	CCHS	Instructional Assistant II
Lassen, Shelly	CCHS	Instructional Assistant II
Lozano, Andrea	CCHS	Clerical Support II, Guidance
Macias, Becky	CCHS	Caregiver Designee
Madrigal, Carmen	CCHS	Cafeteria Cashier
Madrigal, Laura	CCHS	Cafeteria Cashier
Maldonado, Sylvia	CCHS	Instructional Assistant II
Mason, Bonnie	CCHS	Cafeteria Cashier
Mbainamoundou, Tongarem	CCHS	Instructional Assistant I, Mathematics
Milburn, Belinda	CCHS	Lead Security Guard
Mitchell, Krystal	CCHS	Administrative Assistant IV, Guidance
Moran, Roberto	CCHS	Equipment Manager
Morse, Samantha	CCHS	Instructional Assistant I, Mathematics
Munoz, Vera	CCHS	Student Information Systems Manager
Murrell, Bobbie	CCHS	Instructional Assistant II
Nunez, Lucio	CCHS	Groundskeeper
Pedilla, Lupe	CCHS	Clerical Support II, Attendance
Poteat, Sheila	CCHS	Bookstore Manager
Renteria, Victoria	CCHS	Instructional Assistant I, Special Services
Rodriguez, Manuel	CCHS	Security Guard
Rodriguez, Michelle	CCHS	Cafeteria Cashier
Rodriguez, Rosa	CCHS	Custodian II, Cafeteria
Salazar De Cerpentier, Beatriz	CCHS	Clerical Support I, Library
Salazar, Maricela	CCHS	Cafeteria Cook
Sosa, Julissa	CCHS	Administrative Assistant III, Special Services
Soto, Daniela	CCHS	Cafeteria Cashier
Swartwood, Cynthia	CCHS	Instructional Assistant II
Temayo, Ivonne	CCHS	Cafeteria Cashier
Torres, Angela	CCHS	Instructional Assistant II
Torres, Karina	CCHS	Caregiver

Trujillo, Michele	CCHS	Security Guard
Tucker, Pamala L	CCHS	Clerical Support II, Records
Valenzuela, Ruth	CCHS	Cafeteria Cashier
Werner, Shelby	CCHS	Caregiver
White, Danial	CCHS	In School Support Spacialist
Zazueta, Cynthia	CCHS	Cafeteria Cashier
White, Anne	CEA	Administrative Assistant IV
Adame, Madelin	DO	Administrative Assistant IV, Food and Nutrition
Arce, Denise	DO	Administrative Assistant III, Special Services
Botian, Jesse Vida	DO	Clerical Support II, District Receptionist
Carvantes, Zenaido	DO	Skilled Maintenance
Chancey, Melissa	DO	Budget Analyst
Cooper, Henrietta	DO	Accounting Technician
Council, Joyca	DO	Grant Budget Analyst
Erives-Perez, Octavio	DO	Groundskaepar
Eubanks, Katelyn	DO	Tach Help Desk Support I
Falcon, Mark	DO	Groundskeeper
Gamez, Natividad	DO	SASI/SAIS Technician
Garcia, Hanry	DO	Skilled Maintenance
Guerrero, Armando	DO	Skilled Maintenance
Gutierrez, Raquel	DO	Accounting Technician
Guzman, Josa	DO	Assistant Buyer
Helm, Richard	DO	Buyer
Henson, Tina	DO	Student Information Systems Technician
Heredia, Sonia	DO	Payroll Assistant
Hilty, Robert	DO	Skilled Maintenance
Keanini, Michelle	DO	Administrative Assistant III, Title I
Keener, David	DO	Inventory and Property Control Analyst
Laonard, Jason	DO	Skilled Maintenance
Levens, Laura	DO	Cafeteria Floater
Luna, Julio	DO	Skilled Maintenance
Marler, Christine	DO	Benefits Coordinator
Martinez, Ramon	DO	Groundskeeper
Martinez, Yvette	DO	Administrative Assistant V, Special Services
Mathaws, Yolanda	DO	CTE Student Support Analyst
Moya, Martin	DO	Warehouse Clerk
Olivarria, Jeremy	DO	Groundskeeper
Ontiveros, Dalia	DO	Administrative Assistant, Curriculum and Instruction
Ontiveros, Jorge	DO	Groundskeeper
Perez, Sonia	DO	Substitute Coordinator
Pierce, Darrell	DO	Skilled Maintenance
Pina, Christina	DO	Accounting Technician
Piper, James	DO	Human Resources Coordinator
Reyes, Alicia	DO	Administrative Assistant III, Bilingual
Rodriguez Vasquez, Lea	DO	HR Specialist, Classified
Rodriguez, Jesus	DO	Groundskeeper
Salvador, Clinton	DO	Tech Support Specialist III
Surdyn, Bogdan	DO	Skilled Maintenance
Turner, Nancy	DO	Program Specialist, Food and Nutrition
Vega, Ysmael	DO	Groundskeeper
Waling, Traci	DO	Administrative Assistant to the Assistant Superintendent
White, Dao	DO	Accounting Technician

Lee, Marwin	LA	Behavior Specialist
Martinez, Yolanda	LA	Administrative Assistant IV
Pogue, Chelsea	LA	Behavior Specialist
Aguilera, Armando	LJCHS	Cafeteria Worker
Alarcon, Cecilia	LJCHS	Instructional Assistant I, Title I
Avalos, Rosa	LJCHS	Cafeteria Cashier
Ayala, Ana	LJCHS	Cafeteria Cashier
Banuelos, Dalla	LJCHS	Cafeteria Cashier
Barriga, Bonnie	LJCHS	Cafeteria Cashier
Borroel, Jennifer	LJCHS	Instructional Assistant I, Mathematics
Cabral, Veronica	LJCHS	Administrative Assistant IV, Discipline
Carrasco, Rebecca	LJCHS	Administrative Assistant IV, Curriculum and Instruction
Cooper, Lori	LJCHS	Cafeteria Cashier
Crawford, Robert	LJCHS	Tech Support Specialist II
Cubie, Chenita	LJCHS	Instructional Assistant II
Dever, Mary	LJCHS	Instructional Assistant I, Title I
Diaz, Celinnette	LJCHS	Administrative Assistant III, Special Services
Diaz, Norma	LJCHS	Cafeteria Cashier
Edmonds, Antwaun	LJCHS	In School Support Specialist
Farmer, Tammy	LJCHS	Custodian II, Cafeteria
Garcia, Maria	LJCHS	Cafeteria Cashier
Gonzales, Elaine	LJCHS	Instructional Assistant II
Gutierrez, Robert	LJCHS	Security Guard
Halbash, Terri	LJCHS	Instructional Assistant II
Hernandez, Yolanda	LJCHS	Instructional Assistant II
Kelly, Donna	LJCHS	Instructional Assistant II
Lively, Pamela	LJCHS	Instructional Assistant II
Llames, Kristina	LJCHS	Cafeteria Cashier
Madrid, Jamie	LJCHS	Clerical Support II, Records
Marrero, Yvette	LJCHS	Clerical Support II, Guidance
Marshall, Megan	LJCHS	Clerical Support I, Library
Martinez, Adam	LJCHS	Groundskeeper
Mencias, Jessica	LJCHS	Cafeteria Cashier
Mendoza, Nelida	LJCHS	Cafeteria Cook
Munoz, Patricia	LJCHS	Administrative Assistant to the Principal
Oden, Mary	LJCHS	Cafeteria Cashier
Padilla, Diane	LJCHS	Instructional Assistant I, Title I
Pitts, Johnny	LJCHS	Security Guard
Poole, Jill Diane	LJCHS	Administrative Assistant IV, Athletics
Pratt, Krystal	LJCHS	Instructional Assistant I, Special Services
Quinonez, Anthony	LJCHS	Equipment Manager
Ramirez, Christina	LJCHS	Cafeteria Cashier
Rendon, Sarai	LJCHS	Student Information Systems Manager
Reynoso, Felicia	LJCHS	Instructional Assistant II
Romo, Vanesse	LJCHS	Behavior Specialist
Sainz, Emilio	LJCHS	Custodian III
Selas, Katherine	LJCHS	Clerical Support II, Receptionist
Saldana, Brenda	LJCHS	Cafeteria Cashier
Salgado, Reyna	LJCHS	Cafeteria Cashier
Sanchez, Olga	LJCHS	Clerical Support II, Attendance
Shivers, Shemena	LJCHS	Instructional Assistant I, Special Services
Sianez, Nikki	LJCHS	Instructional Assistant II
Tudisco, Cathy	LJCHS	Instructional Assistant I, Title I
Urrabazo, Pauline	LJCHS	Cafeteria Cashier
Valere, Omari	LJCHS	Security Guard

Velderrain, Nancy	LJCHS	Bookstore Manager
Wilmore, Teresa	LJCHS	Lead Security Guard
Winn, Mellissa	LJCHS	Cafeteria Manager
Aguayo, Victor	SLHS	Custodian III
Alcantar, Melissa	SLHS	Administrative Assistant IV, Discipline
Aldama, Cherrie	SLHS	Clerical Support II, Guidance
Aldama, Monica	SLHS	Administrative Assistant IV, Curriculum and Instruction
Alvarez, Erick	SLHS	Cafeteria Cashier
Andrus, Diana	SLHS	Clerical Support I, Library
Boisvert, Victoria	SLHS	Instructional Assistant I, Special Services
Bolden, Bethany	SLHS	Bookstore Manager
Bynum, Maria	SLHS	Cafeteria Cashier
Cardenas, Gilbert	SLHS	Lead Security Guard
Carrasco, Maria	SLHS	Cafeteria Cashier
Chavez, Alfred	SLHS	Equipment Manager
Contreras, Juanita	SLHS	Administrative Assistant III, Special Services
Cooper, Jaclyn	SLHS	Instructional Assistant I, Title I
Copeland, Tiwan	SLHS	Custodian
Davis, Antoinette	SLHS	Cafeteria Cashier
Del Bosque, Delfino	SLHS	Tech Support Specialist II
Delgado, Candace	SLHS	Behavior Specialist
Dominguez, April	SLHS	Custodian II, Cafeteria
Garcia, Leticia	SLHS	Administrative Assistant IV, Athletics
Harris, Tamisha	SLHS	Instructional Assistant I, Mathematics
Harris, Tiona	SLHS	Cafeteria Cashier
Hernandez, Teresita	SLHS	Security Guard
Holloway, Karrie	SLHS	Instructional Assistant II
Ingram, Crystal	SLHS	In School Support Specialist
Loera, Rafael	SLHS	Instructional Assistant I, Special Services
Lopez, Hebert	SLHS	Cafeteria Cashier
Lueraharris, Monica	SLHS	Instructional Assistant I, Title I
Martin, Emily	SLHS	Instructional Assistant II
Mertinez, Aide	SLHS	Instructional Assistant I, Title I
Montes, Estela	SLHS	Student Information Systems Manager
Montoya, Steven	SLHS	Instructional Assistant I, Mathematics
Morales, Jessica	SLHS	Instructional Assistant I, Title I
Moreno De Camacho, Maribel	SLHS	Cafeteria Cashier
Munoz, Yesenia	SLHS	Instructional Assistant I, Special Services
Patino, Subrina	SLHS	Security Guard
Perez, Beverly	SLHS	Clerical Support II, Records
Riefkohl, Elizabeth	SLHS	Instructional Assistant I, Special Services
Rodriguez, Mirna	SLHS	Cafeteria Cashier
Schrock, Kathy	SLHS	Cafeteria Cook
Scott, Twila	SLHS	Instructional Assistant II
Silva, Matthew	SLHS	Cafeteria Manager
Soto, Michael	SLHS	Security Guard
Thomas, Orson	SLHS	Cafeteria Cashier
Vidrio, Jennifer	SLHS	Administrative Assistant to the Principal
Villegas, Santiago	SLHS	Clerical Support II, Attendance
Adan, John	Transportation	Lot Attendant
Alford, Corinne	Transportation	Bus Driver
Alvarado, Marie	Transportation	Bus Driver
Alvidrez, Bonita	Transportation	Substitute Bus Driver
Anderson, Eric	Transportation	Substitute Bus Driver

Anderson, Pamela	Transportation	Bus Driver
Aylor, Crystal	Transportation	Bus Driver
Baca L, Felipe	Transportation	Bus Driver
Bettis, Melodie	Transportation	Bus Driver
Boston, Maria	Transportation	Bus Driver
Brooks, Mary	Transportation	Bus Monitor
Bryant, Angela	Transportation	Route Specialist
Caldara, Eugene	Transportation	Bus Driver
Camacho, Elizabeth	Transportation	Bus Monitor
Castañeda, Maria	Transportation	Substitute Bus Monitor
Chapa, Julie	Transportation	Bus Monitor
Chavez, Virginia	Transportation	Substitute Bus Monitor
Croxton, Jeffrey	Transportation	Substitute Bus Driver
Cuellar, Michael	Transportation	Bus Driver
Douglas, Rosa	Transportation	Bus Monitor
Duran, Stephanie	Transportation	Bus Driver
Felix, Harry	Transportation	Bus Driver
Fiorentino, Tarry	Transportation	Bus Driver
Fletcher, Dawn	Transportation	Bus Driver
Frye, Christina	Transportation	Bus Driver
Glasser, David	Transportation	Bus Driver
Gomaz Noguei, Yanely	Transportation	Bus Driver
Hernandez, Julianna	Transportation	Bus Monitor
Hoffman, Kenneth	Transportation	Bus Driver
Hoover, Arleen	Transportation	Substitute Bus Driver
Huyck, David	Transportation	Lead Mechanic
Jimenez, Maria	Transportation	Bus Monitor
Johnson, Irene	Transportation	Bus Monitor
Keene, Brianna	Transportation	Substitute Bus Monitor
Kreuzer, Richard	Transportation	Bus Driver
La Mew, Tiffany	Transportation	Bus Driver
Lawson, Jeffrey	Transportation	Bus Driver
Ledger, Mina	Transportation	Bus Monitor
Lockwood Jr, Jimmy	Transportation	Bus Driver
Lopez, Maria	Transportation	Bus Monitor
Lucero, Natalie	Transportation	Bus Driver
Marker, Kimberly	Transportation	Bus Driver
Marquaz, Marylou	Transportation	Bus Driver
Marquez, Sarah	Transportation	Bus Monitor
Martin, Jennifer	Transportation	Clerical Support II, Transportation Receptionist
Martinez, David	Transportation	Mechanic
Martinez, Evangelina	Transportation	Bus Driver
Mayorquin, Samuel	Transportation	Substitute Bus Driver
Mccandless, Lori	Transportation	Bus Driver
Moreno, Mary	Transportation	Bus Driver
Moton-Carroll, Tonika	Transportation	Bus Driver
Murrell, Sabrina	Transportation	Bus Driver
Norfleet, Nicole	Transportation	Substitute Bus Driver
Olivas, Danial	Transportation	Substitute Bus Driver
Padilla, Irma	Transportation	Bus Driver
Paz, Hector	Transportation	Bus Driver
Peaty, Michael	Transportation	Bus Driver
Paraz, Celia	Transportation	Driver/Trainer
Peterson, Travis	Transportation	Bus Monitor
Porchas, Angel	Transportation	Bus Driver
Puerta, Blanca	Transportation	Bus Driver

Ramirez, Patricie	Transportation	Bus Driver
Rivera, Methew	Transportation	Mechanic
Rodriguez, Andres	Transportation	Bus Driver
Rodriguez, David	Transportation	Bus Driver
Rodriguez, Grace	Transportation	Bus Monitor
Romero, Edward	Transportation	Bus Driver
Romo-Merchant, Tammy	Transportation	Bus Driver
Ruiz, Darlene	Transportation	Bus Driver
Salazar, Victoria	Transportation	Bus Driver
Sanford, Isabellita	Transportation	Bus Monitor
Schoen, Gayle	Transportation	Bus Driver
Servellon, Hector	Transportation	Bus Driver
Sharma, David	Transportation	Bus Driver
Shegog, John	Trensportation	Bus Driver
Temple, Dyan	Transportation	Route Specialist
Tucker, April	Transportation	Bus Driver
Umstattd, John	Transportation	Bus Driver
Vallone, Petra	Transportation	Bus Driver
Walker, Melody	Transportation	Substitute Bus Driver
Wallace, Ted	Transportation	Bus Driver
Williams, Julianne	Transportation	Driver/Trainer
Wilson, Billy Ray	Transportation	Bus Driver
Aguilar, Wendy	TUHS	Cafeteria Cashier
Alvarez De Madrigal, Elodia	TUHS	Custodian II, Cafeteria
Arce, Alice	TUHS	Administrative Assistant IV, Athletics
Ayala, Miguel	TUHS	Custodian II, Cafeteria
Brankel, James	TUHS	Instructional Assistant I, Title I
Carmona, Krishnna	TUHS	Instructional Assistant I, Title I
Carrillo, Salvador	TUHS	Instructional Assistant I, Title I
Esones, Mark	TUHS	Tech Support Specialist II
Espana, Maricela	TUHS	Cafeteria Cashier
Felix-Zayas, Maria	TUHS	Cafeteria Cashier
Fernandez-Corona, Lisa	TUHS	Administrative Assistant IV, Discipline
Garcia, Rosa	TUHS	Cafeteria Cashier
Graff, Linda	TUHS	Administrative Assistant, Guidance
Grijalva, Richard	TUHS	Custodian III
Guerrero, Anna	TUHS	Bookstore Manager
Harris, Julia	TUHS	In School Support Specialist
Hernandez, Kathleen	TUHS	Clerical Support II, Guidance
Hess, Glen	TUHS	Cafeteria Worker
Holden-Harris, Dymonn	TUHS	Instructional Assistant I, Title I
Holder, Cheryl	TUHS	Cafeteria Cashier
Jimenez, Ana	TUHS	Cafeteria Cook
Jordan, Renee	TUHS	Student Information Systems Manager
Luna, Gloria	TUHS	Cafeteria Cashier
Mecias, Roy	TUHS	Lead Security Guard
Martin, Bianca	TUHS	Clerical Support II, Records
Martinez, Manuela	TUHS	Cafeteria Worker
Medrano, Frances	TUHS	Cafeteria Cashier
Mier, Irma Isaias	TUHS	Cafeteria Cashier
Moreno, Martina	TUHS	Clerical Support II, Receptionist
Morin, Vellia Celia	TUHS	Instructional Assistant I, Special Services
Mosley, Tammy	TUHS	Instructional Assistant II
Odle, Nathan	TUHS	Behavior Specialist
Ordonez Lucio, Maria	TUHS	Cafeteria Cashier

Osornio, Ofelia	TUHS	Cafeteria Cashier
Padilla, David	TUHS	Equipment Manager
Patrick, Danielle	TUHS	Instructional Assistant I, Mathematics
Peeples, Chanel	TUHS	Instructional Assistant II
Perez, Maria	TUHS	Cafeteria Cashier
Perez, Samantha	TUHS	Instructional Assistant I, Mathematics
Raynovic, Sarah	TUHS	Administrative Assistant III, Special Services
Sandoval, Gabriel	TUHS	Security Guard
Sosa, Jessica	TUHS	Cafeteria Cashier
Stark, Lynette	TUHS	Administrative Assistant to the Principal
Turner, Leslie	TUHS	Clerical Support I, Library
Vega, Lorre A	TUHS	Cafeteria Manager
Villarreal, Alyssa	TUHS	Security Guard
White, Jeremiah	TUHS	Security Guard
Zeller, Maxine	UHS	Administrative Assistant to the Academic Dean
Aguayo, Rosa	WHS	Cafeteria Cashier
Aguilar, Mercedes	WHS	Clerical Support II, Attendance
Alvarez, Mary	WHS	Cafeteria Cashier
Amador, Nancy	WHS	Cafeteria Cashier
Bustamante, Hector	WHS	Instructional Assistant I, Mathematics
Calderon, Socorro	WHS	Instructional Assistant II
Cancel, Carlos	WHS	Behavior Specialist
Cassavant, Christine	WHS	Instructional Assistant II
Chiriff-Sequezza, Stella	WHS	Custodian
Clark, Anahi	WHS	Administrative Assistant IV, Discipline
Cox, Valerie	WHS	Administrative Assistant IV, Athletics
Cuellar Alferez, Teresa	WHS	Cafeteria Cashier
Curran, Terry	WHS	Clerical Support I, Library
Esparza Luna, Gricelda	WHS	Cafeteria Cook
Flores, Valerie	WHS	Security Guard
Garcia, Antonio	WHS	Tech Support Specialist II
Gaucin, Salome	WHS	Cafeteria Cashier
Gonzalez, Maria	WHS	Cafeteria Worker
Gualdoni, Gregory	WHS	Custodian III
Guillen, Dina	WHS	Cafeteria Cashier
Guzman, Claudia	WHS	Cafeteria Cashier
Holguin, Fernando	WHS	Lead Security Guard
King, Sandra	WHS	Instructional Assistant I, Title I
Lefebvre, Lisa	WHS	Instructional Assistant I, Reading
Lewis, Cathy	WHS	Clerical Support II, Attendance
Manzanares, Herman	WHS	Equipment Manager
Matos, Omar	WHS	Security Guard
McKinney, Becky	WHS	Administrative Assistant IV, Curriculum and Instruction
Moreau, Mary	WHS	Clerical Support II, Guidance
Munoz, Ethan	WHS	In School Support Specialist
Noriega, Carmen	WHS	Cafeteria Cashier
Ortiz, Gordon	WHS	Security Guard
Pacheco, Georgia	WHS	Instructional Assistant I, Title I
Patterson, JC	WHS	Instructional Assistant I, Special Services
Prince, Selena	WHS	Cafeteria Cashier
Quiroz, Sophia	WHS	Administrative Assistant to the Principal
Reyes, Angela	WHS	Student Information Systems Manager
Rodriguez, Martha	WHS	Cafeteria Cashier
Ruiz, Denise Danielle	WHS	Instructional Assistant II

Sabillon, Norma Cuevas De	WHS	Cafeteria Cashier
Sampson, Patricia	WHS	Administrative Assistant III, Special Services
Santos, Edelmira	WHS	Cafeteria Cashier
Thomas, Rachel	WHS	Instructional Assistant II
Valdivia, Yannette	WHS	Clerical Support II, Guidance
Willbrand, Lawana	WHS	Instructional Assistant I, Title I
Willis, Deborah	WHS	Security Guard
Winburn, Teresa Lea	WHS	Cafeteria Manager
Zogut, Ronald Gary	WHS	Bookstore Manager

Re-employment of Personnel for 2015/2016 Under Phased Retirement Program

Jelinek, Carolyn	DO	Accounting Technician
Bustamante, Ricky	DO	Groundskeeper
Wellman, Marsha	Transportation	Route Specialist
Cordova, Yolanda	TUHS	Instructional Assistant II
Shelley, Sherry	WHS	Clerical Support II, Receptionist

Coaches-Spring

Terrazas, Daniel	CCHS	Assistant Baseball Coach
Begay, Kindall	LJCHS	Assistant Boys and Girls Track Coach
Moreno, Ruben	WHS	Assistant Baseball Coach
Winger, Cory	WHS	Assistant Baseball Coach

Medical Leave of Absence Requests

Martinez, Ramon	DO	Groundskeeper
Martinez, Adam	LJCHS	Groundskeeper
Martin, Emily	SLHS	Instructional Assistant II, Special Services
Montes, Estela (Intermittent)	SLHS	Registrar
España, Maricela	TUHS	Cafeteria Cashier
Mosley, Tammy	TUHS	Instructional Assistant II, Special Services

Return from Medical Leaves of Absence

Villegas, Santiago	CCHS	Instructional Assistant II, Special Services (Temporarily Assigned to DO)
Martinez, Ramon	DO	Groundskeeper
Madrigal, Laura	CCHS	Cafeteria Cashier
Martin, Emily	SLHS	Instructional Assistant II, Special Services
Umstatted, John	Transportation	Bus Driver

Resignations

Frank, Mark	DO	Warehouse Clerk
Taylor, Chandlin	Transportation	Bus Driver
Caster, Katie	WHS	Clerical Support II, Health Aide

VOLUNTEERS

Volunteers

Doren, June	CCHS	Chaperone
Bickley, Michelle	CCHS	Chaperone
Talbert, Frank	CCHS	Chaperone
Sitze, Christina	WHS	Chaperone

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Vouchers

PURPOSE:

Administration seeks Governing Board ratification of payroll vouchers 31-33 and expense vouchers 7083-7093.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Pursuant to A.R.S. §15-321(G), "An order on a county school superintendent 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 the 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."

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:



Ratification of vouchers and/or journal entries ensures that timely payment of material, equipment, salaries, and services are made.

BUDGET IMPACT AND COSTS:

Payroll Vouchers: \$ 5,623,411.42
Expense Vouchers: \$ 1,786,523.88

RECOMMENDATION:

It is recommended that the Governing Board ratify payroll vouchers 31-33 and expense vouchers 7083-7093.

Submitted by:  Date: 4/11/15
Approved by:  Date: 4.1.15

APPROVAL OF PAYROLL/EXPENSES VOUCHERS

RATIFY PAYROLL VOUCHERS:

Voucher	31	\$	1,898,632.11
Voucher	32	\$	1,939,525.37
Voucher	33	\$	1,785,253.94
TOTAL			<u>\$ 5,623,411.42</u>

RATIFY EXPENSE VOUCHERS:

Voucher	7083	\$	221,694.58
Voucher	7084		149,693.52
Voucher	7085		267,235.92
Voucher	7086		91,018.57
Voucher	7087		335,729.34
Voucher	7088		8,559.63
Voucher	7089		103,051.58
Voucher	7090		349,484.88
Voucher	7091		88,957.95
Voucher	7092		84,988.25
Voucher	7093		86,109.66
TOTAL			<u>\$ 1,786,523.88</u>

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: RFP #15-022-20, Job Order Contracting Services

PURPOSE:

Administration seeks Governing Board approval to award RFP #15-022-20, Job Order Contracting Services, to GCON, Inc. and Sun Valley Builders, LLC. under the Small Firms classification and Caliente Construction, Inc. and Core Construction, Inc. under the Large Firms classification.

GOALS ADDRESSED AND/OR BACKGROUND:

On February 6, 2015, the District issued RFQ #15-021-20, Job Order Contracting Services, to obtain proposals from qualified firms that would be interested in providing construction, renovation, and tenant improvement type services throughout the District. The Request for Qualifications (RFQ) was issued through the AZ Purchasing website to two hundred eighty-seven (287) vendors. Twenty-two (22) vendors submitted responses. A final list of six (6) vendors was selected to participate in the Request for Proposal (RFP) phase of the solicitation. The RFP requested proposals clarifying warranty information that was presented in the RFQ phase and asked for pricing information. The Evaluation Committee, consisting of Richard Oros, Executive Director of Facilities Management; Cruzita Mendoza, Facilities Management Supervisor; Richard Helm, Buyer; Dennis J. Roehler, Director of Operations at Avondale Elementary School District; Jalal Avades, Engineer at AGR Consulting, LLC.; and John McCormack, Senior Project Consultant at Sunland Asphalt, recommends awarding to the four (4) firms listed above.

Tolleson Union High School District is a member of the Greater Phoenix Purchasing Consortium of Schools, "GPPCS." While this award is for the Tolleson Union High School District, other public entities have expressed interest in utilizing the resulting contracts. Members of "GPPCS," a group of schools/public entities, have signed an intergovernmental agreement under such a cooperative purchase agreement to obtain economies of scale. After award, this solicitation may be utilized by the eligible school districts/public entities.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

This solicitation was developed to obtain two (2) classifications of General Contractors: large and small. This was done to ensure that the District would have access to highly qualified and cost effective contractors for each particular project. The students, employees, and community will enjoy facilities built, maintained, repaired, and renovated by the highest quality firms, while the District, and taxpayers realize the low cost benefits of the very competitive firms awarded under this contract.

BUDGET IMPACT AND COSTS:

The projects completed under this award may be funded through M&O, Capital, School Facilities Board, Bond, or Federal and State Grant funds. These projects are limited to a maximum of \$3,000,000.00 per project.

RECOMMENDATION:

It is recommended that the Governing Board award RFP #15-022-20, Job Order Contracting Services, to the following firms: GCON, Inc. and Sun Valley Builders, LLC. under the Small Firms classification and Caliente Construction, Inc. and Core Construction, Inc. under the Large Firms classification.

Submitted by: Cheryl Beent Date: 4/8/15
Approved by: Lexi Cunningham/rme Date: 4-8-15

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Authorization to Utilize Cooperative Contract – Midstate Mechanical

PURPOSE:

Administration seeks Governing Board approval to utilize a 1Government Procurement Alliance (1GPA) cooperative contract for HVAC Equipment Installation and Repair Services Job-Order-Contracting (JOC) to replace 149 roof top units and 1 split system at La Joya Community High School. This project will include an Energy Management System upgrade for better control of the units with the use of CO2 sensors.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

On May 23, 2013, 1GPA awarded Midstate Mechanical, Inc. a contract to provide HVAC Equipment Installation and Repair Services under a JOC contract. A.R.S. §11-952 and A.A.C. R7-2-1191 through R7-2-1195 authorizes and governs intergovernmental procurements. A school district may participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement unit in accordance with an agreement entered into between the participants.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

A JOC is a competitively procured, fixed-price indefinite-quantity contract. It is placed with a contractor for the accomplishment of minor construction, emergency repair, rehabilitation, and alternation services. The emphasis of a JOC contract is on building relationships through teamwork and partnering by the contractor, the customer, and the subcontractors. The goal of a JOC contract is to provide the highest possible quality and service resulting in maximum volume and favorable prices.

BUDGET IMPACT AND COSTS:

Administration seeks approval to utilize this contract in the amount of \$1,531,584.00. This project will be funded through Capital (fund 610) funds.

RECOMMENDATION:

It is recommended that the Governing Board approve the utilization of the 1Government Procurement Alliance (1GPA) cooperative JOC contract awarded to Midstate Mechanical for the HVAC upgrade at La Joya Community High School.

Submitted by: Cheryl Bunt Date: 4/8/15
Approved by: Lexi Cunningham/kne Date: 4-8-15

April 2, 2015

Authorization to Utilize Cooperative Contract – Midstate Mechanical Services

1. Scope of work at La Joya Community High School:

- Replacement of 149 roof top units
- Replacement of split system
- Energy Management System upgrade
- Economizers, where needed
- Recommissioning of units not upgraded
- Disposal of replaced units
- Work to begin approximately May 25, 2015

2. In accordance with AAC R7-2-1116, Procurement of Construction using Alternative Project Delivery Methods, the District has considered the following factors and has determined that the use of a job-order-contracting construction services contract is in the best interest of the District:

- a. Cost control - Lack of definition and many options on a project require a project delivery process where the designer, contractor, and school district work together to produce a best value design solution for a given budget. This is accomplished through contractor and designer value engineering efforts making trade-offs of different design solutions with the school district.

Through the JOC process, the District worked with Midstate Mechanical in defining the scope of the projects, realizing savings through value engineering, and culminating in a guaranteed maximum price for each project.

- b. Value engineering - The advantages provided by early involvement of the contractor in the design phase of the project. Value engineering includes constructability reviews, materials reviews, and design consultation. These services should result in increased project quality and lower lifetime costs associated with the project.

Value engineering will allow the District to address health and safety issues at La Joya Community High Schools and produce a quality project at the best possible pricing for the District.

- c. Market conditions - Local and national economic conditions and the availability of various materials and services in the local construction market.

Pricing under this JOC contract is based on a three-quote process from a list of pre-qualified subcontractors for each trade. The lowest price quote is used in determining the GMP.

- d. Schedule - Critical timing of construction that may have to be phased or may need to be tailored to educational schedules.

The schedule is a critical piece of the overall scope of these projects to ensure units are operational before the start of school. By utilizing a cooperative JOC contract, the District is able to complete the majority of these projects over the summer break.

- e. Specialized expertise - Unique features or functional requirements of the project that make past experience with similar situations or detailed knowledge critical to project success.

The JOC process will allow the contractor to select the best subcontractors based on expertise and past performance in completing a project of this nature. Risk management is improved because aspects of cost, schedule, and quality are defined early and clearly and the responsibilities/risks are appropriately balanced.

- f. Technical complexity - Any unusual or particularly technically-sensitive aspects of the project that require specific skills or experience. This may also include the District's need to have the construction manager at-risk or design-build firm provide financing for the project as well as operations and maintenance services.

The JOC process will allow the highly qualified contractor to work hand-in-hand with the District to ensure a quality final product.

- g. Project management - An evaluation of the District's ability to manage the project, in terms of experience, manpower, and the understanding and implementation of partnering and teambuilding concepts. These factors may indicate that an alternate or additional source of project management is warranted.

Because of the fast-track nature of these projects, weekly construction meetings will be held with the onsite project manager and appropriate subcontractors to discuss major milestones and to ensure that the project is on schedule.

For the reasons stated above, the District believes the projects will be best managed through the Alternative Project Delivery Methods of Job-Order-Contracting.

3. The GMP pricing for these projects was established under an "open book" process. Three quotes were obtained by the Contractor from a list of pre-qualified subcontractors for each trade and the lowest quote was selected. An overhead and profit factor, as set under the SAVE contract, was applied and a fixed price for the work was established.
4. The Executive Director of Facilities Management has reviewed the GMP submitted and has determined the job order costs to be appropriate.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Contract Extension and Renewals: RFP #13-018-18, DJ Services and RFP #13-002-17, Soft Drink Products

PURPOSE:

Administration seeks approval of annual contract extension and renewals for DJ services and soft drink products.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The multi-year contracts require approval in order to extend for an additional one-year period or portion thereof. Since performance under these contracts has been satisfactory, extension of the contracts is recommended.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The estimated requirements cover the period of the contracts and are reasonable and continuing. A multi-term contract encourages effective competition and promotes economies in school district procurement.

BUDGET IMPACT AND COSTS:

Estimated expenditures and funding source for each of the contracts are listed on the attached.

RECOMMENDATION:

It is recommended that the Governing Board approve the annual contract extension and renewals for DJ Services to AZ Party Rockers, Blue Dice Entertainment, and Push Play Entertainment and to Pepsi for Soft Drink Products.

Submitted by: Cheryl Bunt Date: 4/8/15
Approved by: Lexi Cunningham/rne Date: 4-8-15

**Annual Contract Extension and Renewals for the 2015-2016 School Year
April 14, 2015**

The following multi-term contracts are recommended for renewal for one year:

CONTRACT TITLE	VENDOR NAME	IFB/RFP NUMBER	AWARD	NO. OF YRS. CONTRACT	ESTIMATED EXPENDITURES	FUNDING SOURCE
DJ Services	AZ Party Rockers Blue Dice Entertainment Push Play Entertainment	13-018-18	4/19/13	5 years 4/18/18	\$15,000.00	Student Activities Fund 850
Soft Drink Products	Pepsi	13-002-17	4/18/13	5 years 4/17/18	\$180,000.00	Food Services Fund 510

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Disposals #887, #888, and #889 (Technology); #890 and #891 (Food Services Equipment); and #892 (Facilities Equipment)

PURPOSE:

Administration seeks Governing Board approval to dispose of obsolete technology, food services equipment, and facilities equipment that is no longer needed by the District.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

All disposals arrangement will be made in accordance with USFR guidelines and the Arizona Administrative Code, Title 7, Education/Procurement, Section: Materials Management and Disposition.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Benefits to the District are derived from maintaining furniture and equipment that is safe to use and in good operating condition.

BUDGET IMPACT AND COSTS:

All disposals are processed during the normal course of the work day. There will be no out-of-pocket costs for the disposal of these items.

RECOMMENDATION:

It is recommended that the Governing Board approve the Requests for Authorization for Disposal #887, #888, and #889 (Technology); #890 and #891 (Food Services Equipment); and #892 (Facilities Equipment).

Submitted by: Cheryl Beato Date: 4/8/15

Approved by: Lexi Cunningham/koe Date: 4-8-15

TOLLESON UNION HIGH SCHOOL DISTRICT #214 REQUEST FOR AUTHORIZATION FOR DISPOSAL

887

- Equipment Non-Equipment Technology
 General Fixed Asset (GFA) Stewardship List Instructional Material Other (explain below)

Part I – Disposal Site

School/Department Initiating Request CHS/Technology	Phone No. 62314784154
Person to Contact (Name/Title) Jacque Angel	E-Mail Address jacque.angel@tuhsd.org

Part II – Disposal Method

State Surplus Trade-In (Provide explanation below) Unusual Circumstance:
 Competitive Sealed Bid Posted Price Appraisal
 Public Auction Donation to non-profit (Instructional Materials only) Barter
 Established Market Loss (Explanation below) Salvage (List disposal costs below)
 Other (Explanation below)

Detailed Explanation:

Part III – Items for Disposal

Qty	Item Description (include Model #)	Serial #	Fixed Asset Tag #	Purchase Price	Current Estimated Value	Reason for Disposal
	See attached					

Part IV – Requester Signature

Jacque Angel 3/4/15 *[Signature]* 03/4/15
 Requester Date Site Administrator Date

Part V – Governing Board Approval

Submitted for Governing Board Meeting Date _____

_____ Date

Governing Board Approval

Part VI – Administrative Action

Disposal Date	Final method of disposal	Compensation/(expenditure)
_____	_____	_____

_____ _____ _____ _____
 Disposal Performed By: Date Purchasing/GFA Administrator Date

CHS 1400 IDF			
Model	Serial Number	Asset	Asset 2
HP LJ M1522NF	CNG898F0J0	No Asset	
HP Color inkjet CP1700	TH490110D8	No Asset	
Epson Stylus CX7400	K47Y375492	No Asset	
HP LJ 1300N	CNBJC59813	No Asset	
HP LJ M1522N	CNC981NVV	No Asset	
HP LJ 1022N	VNB3D16478	No Asset	
HP LJ 2420DN	CNDJC39911	No Asset	
HP LJ 2300DN	CNBGG16579	No Asset	
Brother DCP8060 Laser	U61506H8J752060	No Asset	
HP LJ 4250N	CNRXX29294	17150	
HP LJ M1522NF	CNC985N0JR	No Asset	
Dell 1815DN MFP	CNONF5657221166C0	No Asset	
HP LJ 4250N	CNRXR67828	17151	20080551
HP LJ M1522NF	CNC985N09C	No Asset	
HP LJ 4300DTN	CNGY443824	13743	

TOLLESON UNION HIGH SCHOOL DISTRICT #214 REQUEST FOR AUTHORIZATION FOR DISPOSAL

888

- Equipment Non-Equipment Technology
 General Fixed Asset (GFA) Stewardship List Instructional Material Other (explain below)

Part I - Disposal Site

School/Department Initiating Request <i>WHS</i>	Phone No. <i>623-478-4153</i>
Person to Contact (Name/Title) <i>Melanie Ludwig</i>	E-Mail Address <i>Melanie.Ludwig@tuhisd.org</i>

Part II - Disposal Method

State Surplus Trade-In (Provide explanation below) Unusual Circumstance:
 Competitive Sealed Bid Posted Price Appraisal
 Public Auction Donation to non-profit (Instructional Materials only) Barter
 Established Market Loss (Explanation below) Salvage (List disposal costs below)
 Other (Explanation below)

Detailed Explanation:

Part III - Items for Disposal

Qty	Item Description (Include Model #)	Serial #	Fixed Asset Tag #	Purchase Price	Current Estimated Value	Reason for Disposal
	<i>See Attached</i>					

Part IV - Requester Signature

Melanie Ludwig *2-5-15* *Michelle Wilson* *2/6/15*
 Requester Date Site Administrator Date

Part V - Governing Board Approval

Submitted for Governing Board Meeting Date _____

_____ _____
Governing Board Approval Date

Part VI - Administrative Action

Disposal Date	Final method of disposal	Compensation/(expenditure)
_____	_____	_____
Disposal Performed By: _____	Date _____	Purchasing/GFA Administrator _____
		Date _____

Qty	Item	Serial	Tag
1	Dell 620	483PCB1	15152
1	NP510W5	0y00007ff	
1	NP510WS	0400102fe	
1	NP510WS	0y00014ff	
1	NP510WS	0y00002ff	
1	NP510WS	9800044fa	
1	NP510WS	0400104fe	
1	NP510W5	0y00008ff	
1	NP510W5	9800041fa	
1	NP510WS	0100093fc	
1	Panasonic WV-GL700 Camera	33807326	6729
9	Short throw wall arms		

TOLLESON UNION HIGH SCHOOL DISTRICT #214 REQUEST FOR AUTHORIZATION FOR DISPOSAL

889

- Equipment Non-Equipment Technology
 General Fixed Asset (GFA) Stewardship List Instructional Material Other (explain below)

Part I – Disposal Site

School/Department Initiating Request Sierra Linda High School	Phone No.
Person to Contact (Name/Title) Delfino Del Basque	E-Mail Address delfino.delbosque@tuhsd.org

Part II – Disposal Method

State Surplus Trade-In (Provide explanation below) Unusual Circumstance:
 Competitive Sealed Bid Posted Price Appraisal
 Public Auction Donation to non-profit (Instructional Materials only) Barter
 Established Market Loss (Explanation below) Salvage (List disposal costs below)
 Other (Explanation below)

Detailed Explanation:

Part III – Items for Disposal

Qty	Item Description (include Model #)	Serial #	Fixed Asset Tag #	Purchase Price	Current Estimated Value	Reason for Disposal
	See Attached					

Part IV – Requester Signature

Requester _____
Date *Cheryl Burt* **3/26/15**
Site Administrator Date

Part V – Governing Board Approval

Submitted for Governing Board Meeting Date

Governing Board Approval _____
Date

Part VI – Administrative Action

Disposal Date	Final method of disposal	Compensation/(expenditure)
_____	_____	_____
Disposal Performed By:	_____	Purchasing/GFA Administrator
_____	Date	_____
_____	_____	Date

Sierra Linda High School Disposal

PALLET 1-02/02/2015		
GFA TAG	SERIAL NUMBER	DESCRIPTION
	cnc989j1jh	C8534A
001120632cf2	inm08181fqg	CI5CO 7912 PHONE
2009-0580	JZ92PH1	DELL 755
2009-0651	8ct1ph1	DELL 755
2009-0712	DX92PH1	DELL 755
2009-0748	cvs1ph1	DELL 755
2009-0754	gx92ph1	DELL 755
2009-0592	6ws1ph1	DELL 755
20090598	83t1ph1	DELL 755
2009-0584	73t1ph1	DELL 755
2009-0751	6x92ph1	DELL 755
2009-0752	2Y92PH1	DELL 755
2009-0753	jvs1ph1	DELL 755
2009-0755	fjj1ph1	DELL 755
20100008	81MW8K1	DELL 760
20100083	f1mwbk1	DELL 760
	cn0fk94571618756afs9	MONITOR
	cn0fk94571618756afcb	MONITOR
	CNOF534H71618	MONITOR
	CNOF534H71618	MONITOR
	cn0u185j7444595o806u	MONITOR
	cn0u185j7444595jafis	MONITOR
	cn0u185j7444595jac6s	MONITOR
	CNOF534H71618	MONITOR

GFA TAG	SERIAL NUMBER	DESCRIPTION
20100070	h1mwbk1	DELL 760
20100128	chmwbk1	DELL 760
20100131	ghmwbk1	DELL 760
	6fyj1	DELL 760
20100101	jpgwbk1	DELL 760
20100117	1jmwbk1	DELL 760

**TOLLESON UNION HIGH SCHOOL DISTRICT #214
REQUEST FOR AUTHORIZATION FOR DISPOSAL #**

890

- Equipment Non-Equipment Technology
 General Fixed Asset (GFA) Stewardship List Instructional Material Other (explain below)

Part I - Disposal Site

School/Department Initiating Request <i>Cooper Canyon Kitchen</i>	Phone No. <i>623-478-4843</i>
Person to Contact (Name/Title) <i>Karen Chase, Manager</i>	E-Mail Address <i>Karen.Chase@TUHSD.org</i>

Part II - Disposal Method

State Surplus Trade-In (Provide explanation below) Unusual Circumstance:
 Competitive Sealed Bid Posted Price Appraisal
 Public Auction Donation to non-profit (Instructional Materials only) Barter
 Established Market Loss (Explanation below) Salvage (List disposal costs below)
 Other (Explanation below)

Detailed Explanation:
*Warming drawer units no longer in working condition
 Not cost effective to repair*

Part III - Items for Disposal

Qty	Item Description (include Model #)	Serial #	Fixed Asset Tag #	Purchase Price	Current Estimated Value	Reason for Disposal
<i>1</i>	<i>Alto-Sham</i>	<i>229905-001-0304</i>	<i>NO Tag</i>			<i>Broken</i>
<i>1</i>	<i>Alto Sham</i>	<i>244763-120-3</i>	<i>NO Tag</i>			<i>"</i>
<i>1</i>	<i>Alto Sham</i>	<i>229903-001-0304</i>	<i>NO Tag</i>			<i>"</i>

Part IV - Requester Signature

Requester _____	Date _____	Site Administrator <i>[Signature]</i> _____	Date <i>3.11.15</i> _____
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Part V - Governing Board Approval

Submitted for Governing Board Meeting Date _____

Governing Board Approval _____ Date _____

Part VI - Administrative Action

Disposal Date _____	Final method of disposal _____	Compensation/(expenditure) _____
Disposal Performed By: _____	Date _____	Purchasing/GFA Administrator _____ Date _____

**TOLLESON UNION HIGH SCHOOL DISTRICT #214
REQUEST FOR AUTHORIZATION FOR DISPOSAL #**

891

- Equipment Non-Equipment Technology
 General Fixed Asset (GFA) Stewardship List Instructional Material Other (explain below)

Part I - Disposal Site	
School/Department Initiating Request <i>Tolleson Union High School Cafeteria</i>	Phone No. <i>(602) 478-4236</i>
Person to Contact (Name/Title) <i>Lorre Vega Cafeteria Manager</i>	E-Mail Address <i>lorre.vega@tuhisd.org</i>

Part II - Disposal Method		
<input type="checkbox"/> State Surplus <input type="checkbox"/> Competitive Sealed Bid <input type="checkbox"/> Public Auction <input type="checkbox"/> Established Market	<input type="checkbox"/> Trade-In (Provide explanation below) <input type="checkbox"/> Posted Price <input type="checkbox"/> Donation to non-profit (Instructional Materials only) <input type="checkbox"/> Loss (Explanation below)	<input type="checkbox"/> Unusual Circumstance: <input type="checkbox"/> Appraisal <input type="checkbox"/> Barter <input type="checkbox"/> Salvage (List disposal costs below) <input type="checkbox"/> Other (Explanation below)
Detailed Explanation:		

Qty	Item Description (Include Model #)	Serial #	Fixed Asset Tag #	Purchase Price	Current Estimated Value	Reason for Disposal
1	<i>Frymaster Filler Machine Model# FM35ESC</i>	<i>0404GJ0012</i>				<i>No longer being used</i>
1	<i>Frymaster Footprint processor</i>	<i>0806GJ0021 FPP35ESC Model#</i>				<i>No longer being used</i>

Part IV - Requester Signature				
<table style="width:100%;"> <tr> <td style="width: 33%; text-align: center;">  Requester </td> <td style="width: 15%; text-align: center;"> 2/25/15 Date </td> <td style="width: 33%; text-align: center;">  Site Administrator </td> <td style="width: 15%; text-align: center;"> 2.25.15 Date </td> </tr> </table>	 Requester	2/25/15 Date	 Site Administrator	2.25.15 Date
 Requester	2/25/15 Date	 Site Administrator	2.25.15 Date	

Part V - Governing Board Approval		
Submitted for Governing Board Meeting Date		
<table style="width:100%;"> <tr> <td style="width: 80%; border-top: 1px solid black; border-bottom: 1px solid black;"></td> <td align="right" style="width: 20%; border-top: 1px solid black; border-bottom: 1px solid black;">Date</td> </tr> </table>		Date
	Date	

Part VI - Administrative Action		
Disposal Date	Final method of disposal	Compensation/(expenditure)
Disposal Performed By:	Date	Purchasing/GFA Administrator
		Date

TOLLESON UNION HIGH SCHOOL DISTRICT #214

REQUEST FOR AUTHORIZATION TO DISPOSE OF EQUIPMENT #

892

School: Copper Canyon High School Department: MAINTENANCE

Disposal Methods: Salvage Trade Sale Loss Auction Other (please explain) Method Chosen: salvage/sale

***** THIS FORM MUST BE COMPLETED AND SIGNED BEFORE DISPOSING OF EQUIPMENT *****

TUHSD Tag #	Item Description (Include Model #)	Serial Number	Purchase Price	Disposal Date	Salvage Value
NONE	4- soccer goals, 3 of them in pieces	none			\$0.00
14386	John Deere gator	mohp2gx010506	\$7,398.21		\$0.00
20121832	club car precedent village 4 (gas) 11.5	PF1213-268040	\$8,063.06		\$0.00
14394	wrangler 2016 floor scrubber	237050a22694504			\$0.00
none	nss champ 2s29	762912a00937604			\$0.00
none	walker mtghs	92388			\$0.00
none	whirlpool refrigerator et1chmxkt03	er2539047			\$0.00

Explain Reason for Disposal:

Requester: Peter Vallone *Peter Vallone*

Approval / Disapproval: Approval Date: 3/25/15 SIGNATURE: *[Signature]*
 (Principal/ Department Adm)

Approval / Disapproval: _____ Date: _____ SIGNATURE: _____
 (School Board / Authorized Agent)

DR 14-155551
THEFT OF MEANS OF TRANSPORTATION
W KAMMAN 13399
12/17/14

ON 12/17/14 AT 1228 HOURS, I WAS WORKING AS A SCHOOL RESOURCE OFFICER AT COPPER CANYON HIGH SCHOOL, 9126 W CAMELBACK RD. WHILE WORKING, I WAS CONTACTED BY THE PLANT MANAGER OF THE SCHOOL IN REFERENCE TO A GOLF CART BEING STOLEN.

UPON SPEAKING WITH PETER VALLONE, THE PLANT MANAGER, WHO STATED THE MAINTENANCE STAFF AT THE SCHOOL WAS DRIVING A GOLF CART AROUND CAMPUS LAST NIGHT, 12/16/14. BETWEEN THE HOURS OF 1700 AND 1830 HOURS, THE GOLF CART WAS TAKEN WITH OUT PERMISSION.

THE GOLF CART WAS DESCRIBED AS A TAN 2011 CLUB GOLF CART WITH SERIAL NUMBER PF1213268040. THE VALUE OF THE GOLF CART WAS ESTIMATED AT 4000 DOLLARS. THIS CART IS GAS POWERED AND SEATS 4 PASSENGERS.

PETER STATED THE GOLF CART WAS PARKED AT THE SOUTH END OF THE 100 BUILDING (ADMINISTRATION BUILDING). THE CART THEN WAS MISSING WHEN MAINTENANCE RETURNED TO USE THE CART.

VIDEO SURVEILLANCE HAS BEEN CHECKED AND THE CAMERAS WENT BLACK AND COULD NOT SEE THE CART OR IT BEING TAKEN.

COPPER CANYON HIGH SCHOOL DESIRES PROSECUTION FOR THE STOLEN GOLF CART.

PETER SIGNED AN AUTO THEFT INVESTIGATION SUPPLEMENT WHICH WAS ATTACHED TO THE REPORT.

THE GOLF CART WAS ENTERED INTO NCIC AS STOLEN BY OPERATOR 9779 WITH A NIC NUMBER OF V957257117.

PETER SUPPLIED ME WITH A COPY OF THE PROPERTY LOSS REPORT FROM THE SCHOOL. THIS COPY WAS ATTACHED AS A SUPPORTING DOCUMENT TO THIS REPORT.

PETER WAS SUPPLIED WITH VICTIM RIGHTS INFORMATION AND THE REPORT NUMBER.

THIS CONCLUDES MY INVOLVEMENT IN THIS CASE.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Travel Requests

PURPOSE:

Administration seeks Governing Board approval of travel requests.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The Governing Board is responsible for approving out-of-state (staff and students) and in-state overnight (student) travel.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

As described on attachment.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the travel requests from the District Office, Copper Canyon High School, La Joya Community High School, Sierra Linda High School, Tolleson Union High School, and Westview High School.

Submitted by: Karen Marie Eubanks Date: 4-8-15
Approved by: Lexi Cunningham/Kone Date: 4-8-15

TRAVEL REQUESTS

April 14, 2015

SCHOOL/DO	WHO	WHAT/WHEN/ WHERE	PURPOSE
District Office	Kimberly Luvisi, Director of Food and Nutrition Teri Winburn, Cafeteria Manager, Westview High School Lorre Vega, Cafeteria Manager, Tolleson Union High School	School Nutrition Association's 2015 Annual National Conference 07/10/15 – 07/16/15 Salt Lake City, UT	Attend conference.
Copper Canyon	Mike Torres, Band Director Brad Lasater, CTE/Math Teacher Lindsey Lewandowski, Art Teacher Kirk Johnson, Social Studies Teacher Heather Gilbert, Performing/Visual Arts Teacher Frank Talbert, Chaperone Michelle Bickley, Chaperone June Doren, Chaperone Students in Varsity Band, Beginning Band, and Choir	Disneyland Performing Arts Workshop 05/07/15 – 05/09/15 Anaheim, CA	Participate in the workshop and perform in the Disneyland Park recording studios.
La Joya Community	Gwen Lauletta, Visual Arts Teacher Kevin Alaniz, Special Education Teacher Art Club students	Annual Art Club Trip 05/01/15 – 05/03/15 Jerome, AZ	Tour local galleries and museums and take photos in order to prepare a travel poster.
La Joya Community	Josh Mitchell, Head Varsity Football Coach Marcus Jones, Assistant Coach Zeke Abel, Assistant Coach Jon Fontes, Assistant Coach Larry Marrs, Assistant Coach Ches Gessner, Assistant Coach Bill Schwyhart, Assistant Coach Tommy Romanisin, Assistant Coach Devin Dourisseau, Assistant Coach Davaren Hightower, Assistant Coach Chris Davis, Assistant Coach Members of the varsity football team	Camp of Champions 07/20/15 – 07/23/15 Snowflake, AZ	Prepare for fall football season.

TRAVEL REQUESTS

April 14, 2015

SCHOOL/DO	WHO	WHAT/WHEN/ WHERE	PURPOSE
La Joya Community	Roger Lefebvre, Head Varsity Basketball Coach-Boys Jeff Steger, Head JV Coach Damien Edwards, Assistant Coach DeAnthony Ellison, Head Freshman Coach Mark Taylor, Assistant Coach Abe Newell, Assistant Coach Aaron Dille, Head Varsity Basketball Coach-Girls Kylee Ingram, Assistant Coach	Spring Nike Championship Basketball Clinic 05/08/15 – 05/11/15 Las Vegas, NV	Attend clinic.
Sierra Linda	Ross Crow, Head Football Coach John Baldinelli, Assistant Coach Jim Trischan, Assistant Coach Brandon Love, Assistant Coach Steve Reeser, Assistant Coach Chris Chinchilla, Assistant Coach Members of the varsity football team	Summer Football Camp 07/13/15 – 07/16/15 Northern Arizona University Flagstaff, AZ	Prepare for fall football season.
Tolleson Union	Freddie Jordan, Chief Warrant Officer/MCJROTC Instructor James Carver, Master Sergeant/MCJROTC Instructor MCJROTC cadets	Arizona Senior Leadership Course Summer Camp Competition 05/26/15 – 05/30/15 Camp Pine Rock Prescott, AZ	Participate in leadership course.
Tolleson Union	Heidi Wilkes, Dance Teacher Tabitha Fedina, Science Teacher Dance students	Universal Dance Association's Summer Camp 06/24/15 – 06/27/15 Northern Arizona University Flagstaff, AZ	Participate in advanced dance workshops.
Westview	Benjamin Geiger, Social Studies Teacher/Student Government Advisor Five (5) STUGO members	National Association of Student Councils Convention 06/24/15 – 06/29/15 Rio Rancho High School Albuquerque, NM	Attend convention.

TRAVEL REQUESTS

April 14, 2015

SCHOOL/DO	WHO	WHAT/WHEN/ WHERE	PURPOSE
Westview	Varsity, Junior Varsity, and Freshman Football Staff: Joseph Parker John Carroll George Burgess William Chaffee Mario Renteria Antonio Gutierrez Matt Schock Charles Martel Richard Vasquez Steven Arenas Members of the football teams	California Football Camp 07/21/15 – 07/27/15 Concordia University Irvine, CA	Prepare for fall football season.
Westview	Peter Washington, Master Sergeant/MCJROT Instructor Francisco Cardoza, Captain/MCJROTC Instructor MCJROTC Cadets	Arizona Senior Leadership Course Summer Camp Competition 05/26/15 – 05/30/15 Camp Pine Rock Prescott, AZ	Participate in leadership course.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Minutes – March 24, 2015 Regular Meeting

PURPOSE:

Administration seeks Governing Board approval of the March 24, 2015 Governing Board Regular Meeting minutes. All Governing Board members were present.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Governing Board Policy BEDG states that the “Board will take action at a subsequent meeting to amend and/or approve ...” minutes.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

In accordance with Open Meeting laws, Governing Board meetings are recorded and transcribed for the benefit of the public who have an interest in the discussions of and actions taken by Governing Board members at scheduled Governing Board meetings.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the March 24, 2015 Governing Board Regular Meeting minutes.

Submitted by: Karen Marie Eubanks Date: 4-8-15
Approved by: Lexi Cunningham/KME Date: 4-8-15



TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

GOVERNING BOARD MINUTES

REGULAR MEETING

TUESDAY, MARCH 24, 2015

DISTRICT ADMINISTRATIVE CENTER
9801 W. VAN BUREN STREET
TOLLESON, ARIZONA

The Tolleson Union High School District No. 214 Governing Board Meeting was called to order at 6:00 p.m. by Governing Board President Mr. Steven Chapman with the following members present: Mr. Devin Del Palacio, Ms. Corina Madruga (telephonically), Mr. Vincent Moreno, and Mr. Freddie Villalon.

Pledge of Allegiance

Mr. Chapman led in reciting the Pledge of Allegiance.

Approval of the Regular Agenda

Mr. Moreno moved to approve the Regular Agenda; seconded by Mr. Del Palacio. In a roll call vote, the motion carried 5-0.

Celebrations

A. Athletes of the Month

The Athlete of the Month Program recognizes student athletes who exhibit exemplary sportsmanship, performance, leadership, and work ethic, both in the classroom and in a competitive environment. The following February Athletes of the Month were recognized:

Copper Canyon High School

Taylor Bickley (Tennis) and Marcos Navarette (Baseball)

La Joya Community High School

Angel Canez (Softball) and Juan Rentana (Baseball)

Sierra Linda High School

Jenay Bojorquez (Basketball) and Dontae Aguirre (Basketball)

Tolleson Union High School

Josette Valdez (Softball) and Diego Padilla (Baseball)

Westview High School

Jimya Chambers (Basketball) and Daniel Arce (Basketball)

Public Participation

In accordance with Governing Board Policy BEDH, the Governing Board President recognizes citizens who wish to address the Governing Board members.

- Cruzita Mendoza, Carolyn Jelinek, and Marsha Wellman requested that the Governing Board consider allowing phased retirement program personnel to return to the District pursuant to the requirements of A.R.S. §38.766.01

- Nancy Turner, Madelin Adame, Julianne Williams, John Shegog, Tammy Farmer, Cheryl Holder, Gricelda Esparza, Nancy Amador, Lorre Vega, Lu Reddin, Michael Peaty, Mary Alvarez, and Claudia Guzman encouraged the Governing Board to strongly consider approving the proposed salary increase for all employees.

Summary of Current Events

Superintendent – Dr. Cunningham

- Dr. Cunningham thanked the District's Food and Nutrition Department staff who served 1,300 more breakfasts than usual during National School Breakfast Week.
- The Sierra Linda High School band received a Superior with Distinction rating at a recent competition, the first time a District band has received this mark in a competition. The band will perform at a May Governing Board meeting.
- The Westview High School choir is headed to New York City to perform at Carnegie Hall and view various New York City sites. This is a tremendous honor for the stellar choir program under the direction of Lori Dixon.
- Copper Canyon High School's theater troupe was one of 18 schools selected to perform at the state competition, where they received an Excellent rating.
- Tolleson Union High School Principal Ernie Molina and Assistant Principal Chad Doyle hosted a press conference and ribbon cutting during spring break to dedicate the new football field. The Arizona Cardinals organization was represented and several local community members attended.
- There was no rest for the Transportation Department staff over spring break, as they had 48 buses go through emissions testing.
- University High School senior Domonique Carbajal, a Gates Millennium Scholar finalist, has been invited to participate in a paid weekend at Penn State University, her school of choice, as part of the program.
- Sixty-five incoming La Joya Community High School freshman have signed up for next year's band program.
- Facilities Management Department staff was thanked for their hard work over spring break, especially with the extra effort at Westview High School as it prepares for their A+ committee visit.
- Dr. Cunningham congratulated Mr. Del Palacio who was elected Pacific Region director for the National School Boards Association's National Black Council of School Board Members.

Governing Board

- Ms. Madrugá mentioned that she was currently attending the National Association of Latino Elected Officials conference in Washington, D.C. and thanked the District's state legislators for reading the Governing Board's budget resolution on the senate and legislative floors.
- Mr. Del Palacio, Mr. Villalon, Mr. Moreno, and Mr. Chapman spoke of their experiences while attending the National School Boards Association's annual conference. In addition, Mr. Del Palacio also mentioned his election as a National Black Council of School Board Members regional director representing the Pacific Region; Mr. Moreno stated that attending various National School Boards Association's conference workshops helped to reinforce that the District is growing in the right direction; and Mr. Chapman mentioned that prior to each general session at the National School Boards Association's annual conference, a student performance takes place. It is his hope that a District student performance will occur at a future conference.
- Mr. Villalon and Mr. Moreno thanked all staff for their dedication to the District and assistance with students.
- Mr. Moreno thanked past and current Governing Board members for supporting the District's music program.
- Mr. Chapman also thanked the audience for their engagement in the public participation process.

Approval of the Consent Agenda

Mr. Moreno moved to approve the Consent Agenda; seconded by Mr. Villalon. In a roll call vote, the motion carried 5-0.

Discussion/Action of Item(s) Previously Removed from the Consent Agenda

No items were removed.

CONSENT AGENDA * ITEMS

Human Resources *

A. Personnel Items

CERTIFIED STAFF

Position Change

Rock, Dennis	TUHS	From Guest Teacher to Permanent Substitute
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Staff Reemployment for the 2015-2016 School Year

Abbott, Richard	CCHS	Economics
Abrams, Richard	CCHS	Physical Education
Adrian, Kristen	CCHS	English
Akers, Katherine	CCHS	Physics/General Science
Allman, Charles	CCHS	English
Armenta, Morgan	CCHS	Special Education
Atkinson, Dacia	CCHS	Physical Education
Atkinson, Ryan	CCHS	Special Education
Basford, Jessica	CCHS	Biology
Bauer, Maury	CCHS	School Psychologist
Bhatnagar, Omi	CCHS	English
Bloomquist, Kathryn	CCHS	CTE
Bogus, Justin	CCHS	CTE
Brown, John	CCHS	Biology
Coffman, Carren	CCHS	Guidance Advisor
Connors, Erin	CCHS	History
Daly, Kenneth	CCHS	English
Davis, Patrick	CCHS	English
Doherty, Maryse	CCHS	French
Dusthimer, Cody	CCHS	History
Ernster, Rachelle	CCHS	Social Worker
Farley, Kendrick	CCHS	English
Frank, Ronald	CCHS	Physical Education
Gammon, Michelle	CCHS	English/Reading
Gilbert, Heather	CCHS	Visual Art
Glover, Sylvester	CCHS	Chemistry
Godinez, Nancy	CCHS	Spanish
Goodsell, Jeremy	CCHS	English
Gouveia, Yvette	CCHS	Spanish
Hahs, Melody	CCHS	Special Education
Harris, Alison	CCHS	English
Hennessy, Susan	CCHS	Guidance Advisor
Herrera, Vincent	CCHS	English
Heytens, Andrew	CCHS	Mathematics
Holzer, Richard	CCHS	Biology
Huckins, Stephanie	CCHS	Mathematics
Ingersoll, Faith	CCHS	Special Education
James, Britt	CCHS	English
Jimerson, Dekenda	CCHS	CTE
Johnson, Curtis	CCHS	Biology/CTE

Staff Reemployment for the 2015-2016 School Year (Continued)

Johnson, Geoff	CCHS	Political Science/Government
Johnson, Jennifer	CCHS	Biology
Johnson, Kirk	CCHS	History
Kemmer, Shawn	CCHS	Psychology/Sociology
Khoo, Li Pei	CCHS	Dance
Kindell, Brian	CCHS	Mathematics
Klunk, Andrew	CCHS	General Science
Knudsen, Niels	CCHS	CTE (.6 FTE)
Lamothe, Brian	CCHS	Guidance Advisor
Lapalm, Doug	CCHS	Physical Education
Lasater, Bradley	CCHS	Mathematics
Lewandowski, Lindsey	CCHS	Art
Lewis, Justin	CCHS	Mathematics
Luetmer, Grace	CCHS	Mathematics
Macias, Catarina	CCHS	General Science
Malave, Joy	CCHS	Reading
Masciulli, Sabrina	CCHS	Physical Education (.4 FTE)
Matthews, Kelly	CCHS	CTE
Mitchell, Jason	CCHS	English
Mosoianu, Adrian	CCHS	Mathematics
Muhammad-Douglas, Linda	CCHS	Reading
Murphy, Paul	CCHS	CTE
Newman, Jeffrey	CCHS	English
Nicol, Cory	CCHS	History
Ortega, Robert	CCHS	Mathematics
Oxford, Alfred	CCHS	Mathematics
Perry, Lisa	CCHS	Special Education
Potter, Melissa	CCHS	Special Education
Purdy, Linda	CCHS	Visual Art
Quintero, Alicia	CCHS	Special Education
Ray, Benjamin	CCHS	History
Riggers, Warren	CCHS	Earth Science
Riggs, Randahl	CCHS	Guidance Advisor
Rodas, Amy	CCHS	SEI/ELL
Ruvalcaba, Bertha	CCHS	Spanish
Saini, Archana	CCHS	SEI/ELL
Schaefer, Cara	CCHS	Physical Education
Seckinger, Kristal	CCHS	Special Education
Spiegel, Elyse	CCHS	English
Stagliano, Joseph	CCHS	Special Education
Stuart, Seth	CCHS	Guidance Advisor
Sweat, Sara	CCHS	Special Education
Tandel, Tiffany	CCHS	English
Taylor, Abby	CCHS	Mathematics
Torres, Michael	CCHS	Music
Trembly, Lynn	CCHS	Media Center Specialist
Turner, Anika	CCHS	History/Political Science/Government
Unsworth, Matthew	CCHS	History
Warren, Andrew	CCHS	History

Staff Reemployment for the 2015-2016 School Year (Continued)

Wellum, Justin	CCHS	Chemistry
Zimmerman, Nicole	CCHS	Physical Education
Eavey, James	CEA	Special Education
Hoban, Richard	CEA	General Science
Ibarra, Tirza	CEA	Credit Recovery
Mader, Dennis	CEA	English
Hood, Nicole	LA	English
Latten II, Aedee	LA	Credit Recovery
Lyon, Lindsey	LA	Reading
Virgil, Leigh	LA	Special Education
Abel, Zeke	LJCHS	Mathematics
Alaniz, Kevin	LJCHS	Special Education
Arellano, Jesus	LJCHS	History
Baez, Felipe Jr	LJCHS	English
Beachy, Nathan	LJCHS	English
Bond, Karola	LJCHS	Chemistry
Brasch, Nikole	LJCHS	History
Brunk, April	LJCHS	English
Buchignani, Cassandra	LJCHS	English
Bylsma, Jason	LJCHS	Visual Art
Cardiel, Jesus	LJCHS	Spanish
Dabney, Darrell	LJCHS	Special Education
Deleon, Molly	LJCHS	Mathematics
Dille, Aaron	LJCHS	English
Durrant, Mira	LJCHS	Special Education
Dyer, Andrew	LJCHS	Special Education
Eaton, Heather	LJCHS	Photography
Eggleston, Mary Jean	LJCHS	Special Education
Fingerson, Chad	LJCHS	Mathematics
Flynn, Robyn	LJCHS	Music
Fontes, Jonathan	LJCHS	Physical Education
Garcia, Raquel	LJCHS	SEI/ELL
Garcia, Raquel	LJCHS	Bilingual ELD
Gorgan, Samantha	LJCHS	English
Gregory, Michael	LJCHS	Mathematics
Guiney, Lindsay	LJCHS	Physical Education
Gustafson, Kyle	LJCHS	French
Harding, Derek	LJCHS	Mathematics
Heller, Kirsten	LJCHS	Biology
Hofmann, David	LJCHS	Physical Education
Hughes, Richard	LJCHS	Reading
Hurtado, Fernando	LJCHS	English
Ingram, Kylee	LJCHS	Biology
Jacinto, Vanessa	LJCHS	CTE
Kesler-Winans, Deborah	LJCHS	Special Education
Kovach, Zachary	LJCHS	Physics
Kuehn, Deborah	LJCHS	CTE

Staff Reemployment for the 2015-2016 School Year (Continued)

Lake, David	LJCHS	Mathematics
Lambert, Jacob	LJCHS	Special Education
Landgrebe, Jennifer	LJCHS	Biology
Lauletta, Gwen	LJCHS	Visual Art
Lefebvre, Roger	LJCHS	Credit Recovery
Lewis, Jeremy	LJCHS	Biology
Locker, Laura	LJCHS	Spanish
Lohman, Rachel	LJCHS	Special Education
Loughran, Lindsey	LJCHS	Guidance Advisor
Lucca, Nathan	LJCHS	History
Ludlow, Katherine	LJCHS	Speech/Drama
Mahal, Rikinder	LJCHS	Mathematics
Martinez, Rachel	LJCHS	Biology
Meza, Carlos	LJCHS	History
Mikkelsen, Camille	LJCHS	Special Education
Mitchell, Joshua	LJCHS	Physical Education
Muller, Maryann	LJCHS	Mathematics
Nichols, Janeen	LJCHS	Special Education
Nichols, Sally	LJCHS	Guidance Advisor
Nowbath, Stephen	LJCHS	Biology
Ortega, Omar	LJCHS	Spanish
Owen, Gregory	LJCHS	Biology
Oxford, Paula	LJCHS	Physical Education
Perez, Peter	LJCHS	Guidance Advisor
Quinonez, Natalie	LJCHS	Physical Education
Ramirez, Claudia	LJCHS	Spanish
Recio, Bridget	LJCHS	English
Richman, Debbie	LJCHS	Nurse
Rodriguez, Carlos	LJCHS	History/Political Science/Government/Economics
Rosenberger, Johnathan	LJCHS	English
Rowley, Vikki	LJCHS	Reading
Saco, Sandra	LJCHS	English
Salcido, Michelle	LJCHS	English
Sanchez, Fernando	LJCHS	English/Reading
Schmunk, Greg	LJCHS	Special Education
Sciacchitano, Andrew	LJCHS	Mathematics
Sepulveda, Fernando	LJCHS	Physical Education
Simpson, Troy	LJCHS	Special Education
Sinor, Charles	LJCHS	History
Snyder, Brandon	LJCHS	Mathematics
St. John, Patricia	LJCHS	General Science
Stegner, Linnea	LJCHS	French
Summers, George	LJCHS	Mathematics/Music
Taylor, Mark	LJCHS	History
Tonn, Emily	LJCHS	Social Studies
Tracy, Melissa	LJCHS	CTE
Turbitt, Jeffrey	LJCHS	English
Turnbaugh, Lynette	LJCHS	English
Valenzuela, Ernestina	LJCHS	Guidance Advisor

Staff Reemployment for the 2015-2016 School Year (Continued)

Vandernaalt, Shawn	LJCHS	Guidance Advisor
Virgil, Jose	LJCHS	School Psychologist
Voit, Kevin	LJCHS	Political Science/Government
Wallace, Grace	LJCHS	Chemistry
West, Scott	LJCHS	History
White, Angelica	LJCHS	Social Worker
Whiting, James	LJCHS	Economics
Wright, Alana	LJCHS	Special Education
Zemeida, Greg	LJCHS	English
Aiton, Stephen	SLHS	Music
Arviso, Christina	SLHS	Mathematics
Baldinelli, John	SLHS	Mathematics
Belanger, Susanna	SLHS	English
Berquam, Juliane	SLHS	Biology
Bihn, William	SLHS	Mathematics
Boydston, Chase	SLHS	History
Brady, Sondra	SLHS	CTE
Braun, Colleen	SLHS	Dance
Brooks, Meggan	SLHS	History
Carranza, Desirae	SLHS	Physical Education
Chinchilla, Christopher	SLHS	English
Ciesielczyk, Jacob	SLHS	Biology
Clark, Stephanie	SLHS	Mathematics
Clark, Ty	SLHS	Special Education
Contreras, Sara	SLHS	Special Education
Crow, Ross	SLHS	History
Deibert, Alysha	SLHS	Biology
Del Rincon, Agueda	SLHS	Spanish
Diaz, Matias	SLHS	Spanish
Dima, Valentina	SLHS	Visual Art
Emelander, Tanya	SLHS	Physical Education
Enciso, Andrew	SLHS	History
Erickson, Kristina	SLHS	English
Falvo, Cheryl	SLHS	English
Figueroa, Breezy	SLHS	Special Education
Figueroa, Daniel	SLHS	Spanish
Franciotti, Adelina	SLHS	English
Franciotti, Deanna	SLHS	Reading
Fresquez, Lissa	SLHS	Media Center Specialist
Furkert, Karen	SLHS	English
Garcia, Edith	SLHS	Physical Education
Given, Diana	SLHS	Mathematics/Speech/Drama
Gordon, Samantha	SLHS	CTE
Haagensen, Joshua	SLHS	History
Hamilton, John	SLHS	Credit Recovery
Helm, Rosa	SLHS	Nurse LPN
Hernandez, Daisy	SLHS	Guidance Advisor
Kepple, Michael	SLHS	English/Reading

Staff Reemployment for the 2015-2016 School Year (Continued)

Lapinsky, Piper	SLHS	Visual Art
Lebrecht, Terri	SLHS	Biology
Love, Brandon	SLHS	Special Education
Lozano, Antonio	SLHS	Music
Lussier, Michael	SLHS	Economics
Maguire, Shelby	SLHS	Biology
Marks, Ramon	SLHS	Physical Education
Marshall, Tramane	SLHS	History
Meyer, Michael	SLHS	Special Education
Morris, Brett	SLHS	Teacher on Assignment
Murrieta, David	SLHS	Visual Art
Ochoa, Brigitte	SLHS/UHS	Guidance Advisor
Ostrowski, Tiffany	SLHS	Guidance Advisor
Pacheco, Christy	SLHS	Reading
Palange, Alfred	SLHS	History
Pankaj, Prem	SLHS	Mathematics
Perez, Sushyla	SLHS	CTE
Perez, Taylor	SLHS	Social Worker
Quinonez Zanabria, Eduardo	SLHS	Chemistry
Ramirez, Amanda	SLHS	English
Ramirez, Daniel	SLHS	Spanish
Ray, Belinda	SLHS	Special Education
Reeser, Steven	SLHS	English
Richards, Angela	SLHS	Special Education
Roman, Victoria	SLHS	SEI/ELL
Ross, Larry	SLHS	Journalism/Photography
Saenz, Sonia	SLHS	CTE
Saldamando, Denise	SLHS	Guidance Advisor
Sanchez, Ruth	SLHS	English
Sanders, Joely	SLHS	Guidance Advisor
Schmidt, Christina	SLHS	General Science
Schweikert, John	SLHS	Mathematics
Shelkin-Hill, Judith	SLHS	CTE
Siano, Jessica	SLHS	Mathematics
Singh, Grishma	SLHS	Mathematics
Skousen, Elizabeth	SLHS	Mathematics
Slaybaugh, Chad	SLHS	School Psychologist
Sovinski, Kaitlin	SLHS	Biology
Stout, Slate	SLHS	English
Tillotson, Brenton	SLHS	English
Trischan, Andrea	SLHS	English
Trischan, James	SLHS	Physical Education
Valev, Tzvetan	SLHS	Chemistry/Biology
Vazquez, Whoopi	SLHS	Special Education
Young, Bleshea	SLHS	Biology
Zmolek, Meg	SLHS	Mathematics
Aguilar, Margaret	TUHS	Biology
Alvarez, Francisco	TUHS	Spanish

Staff Reemployment for the 2015-2016 School Year (Continued)

Andronic, Benjamin	TUHS	Mathematics
Anibas, Karla	TUHS	Guidance Advisor
Arpaia, Mary	TUHS	Spanish
Baird, Joyce	TUHS	History
Baker, Shane	TUHS	Speech/Drama
Barnes, Grace	TUHS	Guidance Advisor
Barnhiser, Lora	TUHS	Visual Art
Bealer, Eric	TUHS	CTE
Beland, Lynda	TUHS	Special Education
Benson, Nicole	TUHS	Media Center Specialist
Brankel, Alicia	TUHS	English
Bush, Elizabeth	TUHS	English/Speech/Drama
Carlson, Aaron	TUHS	SEI/ELL
Carson, Joyce	TUHS	English
Carter, Sheila	TUHS	Visual Art
Carver, James	TUHS	MJROTC
Chernyshova, Yana	TUHS	French
Corral, Alonzo	TUHS	Social Worker
Cruz, Ashley	TUHS	Mathematics
De Vera, Maria	TUHS	Special Education
Di Nello, Jennifer	TUHS	Guidance Advisor
Doyle, Colin	TUHS	Economics
Estupinan, Alba	TUHS	Spanish
Fedina, Tabitha	TUHS	Biology
Finch, Stephanie	TUHS	Guidance Advisor
Flick, David	TUHS	Special Education
Gabriel, Laura	TUHS	Biology
Galindo, Miguel	TUHS	Mathematics
Garry, Dennis	TUHS	Chemistry
German, Diana	TUHS	Spanish
Godbehere, Brent	TUHS	Music
Gonzalez, Stephanie	TUHS	Visual Art
Greer, Joseph	TUHS	Mathematics
Gulick, Rosemary	TUHS	Physical Education
Headrick, Elisse	TUHS	Biology
Heinz, Matthew	TUHS	History
Hernandez, Alex	TUHS	Music
Hernandez, Daisy	TUHS	English
Hopper, Daniel	TUHS	Biology
Hymel, Clifford	TUHS	Earth Science
Jordan, Freddie	TUHS	MJROTC
Kindell, Robyn	TUHS	Mathematics
King, Annette	TUHS	English
Knudsen, Niels	TUHS	CTE (.4 FTE)
Kosterman, Kristy	TUHS	Special Education
Langan, Sean	TUHS	Mathematics
Larm, Luke	TUHS	Mathematics
Lauer, Scott	TUHS	Economics
Lee, Joseph	TUHS	English

Staff Reemployment for the 2015-2016 School Year (Continued)

Lopez-Vejar, Patricia	TUHS	CTE
Louis, Soncierra	TUHS	English
Mangan, Shelby	TUHS	English
Masciulli, Sabrina	TUHS	Physical Education (.6 FTE)
Meana, Andrew	TUHS	Special Education
Meana, Sara	TUHS	Mathematics
Medrano, Mark	TUHS	Earth Science
Miley, Whitney	TUHS	Special Education
Minton, Tyler	TUHS	Chemistry
Montalvo, Sergio	TUHS	School Psychologist
Nangle, David	TUHS	Mathematics
Nichols, David	TUHS	History/Political Science/Government
Owen, Alicia	TUHS	English
Peacock, Rosie	TUHS	Reading
Rhoades, Tallyn	TUHS	Political Science/Government
Rhoney, Samantha	TUHS	English/ELL
Riccelli, Denny	TUHS	Mathematics
Richardson, James	TUHS	Special Education
Richardson, Scott	TUHS	Physical Education
Riley, Patrick	TUHS	History
Rodriguez, Amira	TUHS	Biology
Rodriguez, Lucia	TUHS	Mathematics
Schlomach, Brenda	TUHS	English
Schweikert, Kathleen	TUHS	English/Reading
Simons, Crystal	TUHS	Guidance Advisor
Sobampo, Elena	TUHS	CTE
Soto, Pottia	TUHS	Reading
Stier, Nancy	TUHS	English
Stuart, Tacara	TUHS	Mathematics
Thornton, James	TUHS	Special Education
Trigg, Leonard	TUHS	English
Valdivia, Silvia	TUHS	Mathematics
Vega Soledad, Martha	TUHS	Spanish
Vespignani, David	TUHS	Special Education
Walker, Cynthia	TUHS	Nurse RN
Wallace, Kimberly	TUHS	Biology/General Science
Wilbur, Jeffery	TUHS	Special Education
Wilke, Jason	TUHS	Physical Education
Wilkes, Heidi	TUHS	Dance
Wills, Heidi	TUHS	English
Wingo, Gregory	TUHS	Credit Recovery
Wolochuk, Andrea	TUHS	Guidance Advisor
Woodman, Diane	TUHS	History
Young, Wayne	TUHS	CTE
Burns, Michelle	UHS	Mathematics
Caruso, Terry	UHS	English
Champie, Morgan	UHS	Guidance Advisor
Doyle, Dennis	UHS	Mathematics

Staff Reemployment for the 2015-2016 School Year (Continued)

Geshell, Sarah	UHS	Biology/Chemistry
Goman, Daniel	UHS	History
Kennedy, Marissa	UHS	English
Lawson, Sharon	UHS	Physics
McClellan, Susan	UHS	Geography
Mozal, Danielle	UHS	Mathematics
Naylor, John	UHS	Biology
O'Meara, Matthew	UHS	English
Padilla, John	UHS	History/Political Science/Government/Economics
Perry, Clayton	UHS	Mathematics
Spacht, Tricianne	UHS	English
Tung, Qadri	UHS	Biology/Chemistry
Weber, Rena	UHS	History/Geography
White, Natasha	UHS	English
Allomov, Katie	WHS	English
Arenas, Steven	WHS	English
Aronsohn, Liz	WHS	Physical Education
Austin, Asha	WHS	English
Austin, Brian	WHS	Mathematics
Beadle, Dana	WHS	English
Biscotti Arquinigo, Nicole	WHS	Spanish
Bower, Stephen	WHS	Mathematics
Brax, David	WHS	Music
Buensuceso, Monica	WHS	Guidance Advisor
Burd, Joni	WHS	Reading
Burgess, George	WHS	History
Camacho, Randy	WHS	History
Cardoza, Francisco	WHS	MJROTC
Carroll, John	WHS	Physical Education
Casey, Michael	WHS	History
Cassavant, Michael	WHS	CTE
Caudill, Gay	WHS	Art
Centner, Patrick	WHS	Mathematics
Chaffee, Paula	WHS	Social Worker
Clemente, Kevin	WHS	Biology/Earth Science
Cleverly, Lori	WHS	Physical Education
Cochran, Susan	WHS	Special Education
Conner, Michael	WHS	Political Science/Government
Cook, Charlotte	WHS	Special Education
Degerman, Trevor	WHS	Mathematics
Delgado, Jesse	WHS	Special Education
Devogelaere, Scott	WHS	History
Dixon, Lori	WHS	Music
Eadelman, Faith	WHS	Nurse RN
Eccles, Thomas	WHS	History
Erekson, Jared	WHS	English
Faiello, Rebecca	WHS	Special Education
Fergus, Ashley	WHS	CTE

Staff Reemployment for the 2015-2016 School Year (Continued)

Ferguson, Eva	WHS	English
Fierros, Amy	WHS	English
Forest, McKenna	WHS	Dance
Garrett, Matthew	WHS	Chemistry
Geiger, Benjamin	WHS	Economics
Gilliland, Stephanie	WHS	Guidance Advisor
Gollihar, Melissa	WHS	Guidance Advisor
Gorosics, Christopher	WHS	CTE
Green, Courtney	WHS	Special Education
Guerra, Sienna	WHS	Biology
Harris, Benjamin	WHS	History
Hernandez, Jimmy	WHS	Special Education
Holliday, Lynn	WHS	Speech/Drama
Irish, Robert	WHS	English
Ivey, Sara	WHS	Visual Art
Juarez, Erik	WHS	Economics
Kallmes, Lisa	WHS	History
Keith, Huntington	WHS	Earth Science
Lee, Tonya	WHS	Teacher on Assignment
Liddicoat, Janyne	WHS	English
Linder, Pegi	WHS	English
Lobo, Oscar	WHS	Spanish
Macias, Carlos	WHS	Spanish
Macomber, Matthew	WHS	English
Mangan, Patrick	WHS	History
Martel, Charles	WHS	Biology/Chemistry
McDowell, Robert	WHS	Mathematics
McEvoy, Brendan	WHS	English
Merklin, Sean	WHS	Mathematics
Mickadeit, Fritz	WHS	Chemistry/Physics
Miller, Clarice	WHS	English
Mosco, Michele	WHS	Media Center Specialist
Moses, Andrina	WHS	English
Neel, Abbye	WHS	Mathematics
Nicoloff, Sarah	WHS	Mathematics
Nitka, Peter	WHS	Guidance Advisor
Novoa, Rosa	WHS	School Psychologist
Olderbak, Samuel	WHS	Mathematics
Pappalardo, Carmen	WHS	Guidance Advisor
Parker, Joseph	WHS	Biology
Pederson, Matthew	WHS	Biology
Perez, Angela	WHS	Special Education
Peterson, Cassandra	WHS	Biology
Petruncola, Cristine	WHS	English
Puig, Nolly	WHS	Special Education
Purdy, Linda	WHS	Art
Ramirez, Nanette	WHS	CTE
Reynoso, Bryce	WHS	English
Rhoades, Miranda	WHS	Mathematics

Staff Reemployment for the 2015-2016 School Year (Continued)

Rice, Trevor	WHS	CTE
Richardson, Martha	WHS	English
Roebuck, Scott	WHS	Chemistry/Earth Science
Sanders, Brian	WHS	Guidance Advisor
Sewell, Brian	WHS	Visual Art
Sluiter, Shad	WHS	CTE
Soto, Steve	WHS	Physical Education
Squelch, Casaundra	WHS	Biology
Storm, Kay	WHS	Mathematics
Thornton, Janet	WHS	English
Valkingburg, Paul	WHS	Mathematics
Vargo, Megan	WHS	English
Vaughan, Janel	WHS	English/Reading
Washington, Peter	WHS	MJROTC
Wiggins, Christine	WHS	Special Education
Williams, Darin	WHS	Reading
Willis, Tom	WHS	Biology
Wonner, Larry	WHS	Political Science/Government
Wylie, Misty	WHS	History

Extra Duty Assignments – Department Chair

Arviso, Christina	SLHS	Mathematics
Branch, Verity	SLHS	Special Education
Carranza, Desirae	SLHS	Wellness
Figueroa, Daniel	SLHS	Foreign Language
Franciotti, Deanna	SLHS	Reading
Lozano, Antonio	SLHS	Performing and Visual Arts
Marshall, Tremane	SLHS	Social Studies
Ramirez, Amanda	SLHS	English
Saenz, Sonia	SLHS	CTE
Saldamando, Denise	SLHS	Guidance
Schmidt, Christina	SLHS	Science

Extra Duty Assignments

Gammons, Michelle	CCHS	Curriculum Implementation Review Title I Parent Information Night
Goodsell, Jeremy	CCHS	Curriculum Implementation Review
Muhammad-Douglas, Linda	CCHS	Title I Parent Information Night
Newman, Jeff	CCHS	Curriculum Implementation Review
Ruvalcaba, Bertha	CCHS	Technology Cohort Quarterly Meeting
Abel, Zeke	LJCHS	Title I Parent Information Night
Hughes, Richard	LJCHS	Title I Parent Information Night
Ingram, Kylee	LJCHS	Game Worker
Landgrebe, Jennifer	LJCHS	Technology Cohort Quarterly Meeting
Rosenberger, Johnathan	LJCHS	Game Worker
Rowley, Vikki	LJCHS	Title I Parent Information Night
Sanchez, Fernando	LJCHS	Title I Parent Information Night
Turnbaugh, Lynette	LJCHS	Curriculum Implementation Review

Extra Duty Assignments (Continued)

Franciotti, Adelina	SLHS	Curriculum Implementation Review
Ramirez, Amanda	SLHS	Curriculum Implementation Review
Sanchez, Ruth	SLHS	Curriculum Implementation Review
Cruz, Ashley	TUHS	Hungry for Math Tutor
Hernandez, Daisy M.	TUHS	Curriculum Implementation Review
Hoban, Richard	TUHS/CEA	Hungry for Math Tutor
Larm, Luke	TUHS	Hungry for Math Tutor
Peacock, Rosie	TUHS	Title I Parent Information Night
Schlomach, Brenda	TUHS	Wolverine Academy Tutor
Schweikert, Kathleen	TUHS	Curriculum Implementation Review
Stuart, Tacara	TUHS	Title I Parent Information Night
Trigg, Leonard	TUHS	Curriculum Implementation Review
Doyle, Dennis	UHS	Curriculum Writing and Class Instruction – Parent University
Geshell, Sarah	UHS	Curriculum Writing and Class Instruction – Parent University
McClellan, Susan	UHS	Curriculum Writing and Class Instruction – Parent University
Spacht, Tricianne	UHS	Curriculum Writing and Class Instruction – Parent University
Fierros, Amy	WHS	Curriculum Implementation Review
Rhoades, Miranda	WHS	Title I Parent Information Night
<u>Resignations</u>		
Hellhake, Emily	CCHS	Mathematics – Effective at End of Contract
Hinton, Sarah	CCHS	Mathematics – Effective at End of Contract
Sees, Jessica	CCHS	Social Studies – Effective at End of Contract
Cruz, Joe	LJCHS	Media Specialist – Effective at End of Contract
Branch, Verity	SLHS	Special Education – Effective at End of Contract
Jawhar, Tamani	WHS	ELL (No Liquidated Damages)

CLASSIFIED STAFF**Employment of Personnel**

Delgado, Juan	DO	Substitute Bus Monitor
Hoover, Arleen	DO	Substitute Bus Driver
Sandoval, Gabriel	TUHS	Security Guard
White, Jeremiah	TUHS	Security Guard
<u>Coaches – Spring</u>		
Scott, Naithan	LJCHS	Assistant Track Coach
Del Toro, Jose	TUHS	Assistant Baseball Coach
Goodwin, Leon	TUHS	Assistant Baseball Coach
Herrera, Aaron	TUHS	Assistant Baseball Coach

Coaches – Spring (Continued)

Larranaga, Xavier	TUHS	Assistant Baseball Coach
Viscaina, Marcus	TUHS	Assistant Baseball Coach
Moreno, Ruben	WHS	Assistant Baseball Coach

Medical Leave of Absence Request

Leyva, Rene	CCHS	Security Guard
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Return from Medical Leaves of Absence

Leyva, Rene	CCHS	Security Guard
Peaty, Michael	DO	Bus Driver

Resignation

Rodriguez, Bernadina	DO	Bus Monitor
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Dismissal

Esparza, Conrado	DO	Bus Monitor
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Job Abandonment

Vasquez, Alicia	WHS	Cafeteria Cashier
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VOLUNTEERS

Volunteers

Bickley, Michelle	CCHS	Chaperone (Pending Fingerprints)
Doren, June	CCHS	Chaperone (Pending Fingerprints)
Lara, John	TUHS	Assistant Baseball Coach
Quezada, Ramiro	TUHS	Assistant Boys and Girls Track Coach
Mendez, Jeanelle	WHS	Chaperone
Portz, Estella	WHS	Chaperone
Schartz, Melinda	WHS	Chaperone (Pending Fingerprints)
Sitze, Christina	WHS	Chaperone (Pending Fingerprints)

Financial Services *

A. Donations

The following donations were received:

- National Football League – \$100,000 – Stadium field turf from the 2015 Super Bowl game for Tolleson Union High School.
- Vulcan Materials Company – \$500 – Miscellaneous expenses for the Westview High School DECA Club.

Superintendent's Office *

A. Travel Requests

District Office

- Richard Oros, Executive Director of Facilities Management; Tracy McLaughlin, Director of Financial Services; and Julia Moya, Payroll/Accounting Supervisor will attend the Arizona Association of School Business Officials Spring Conference on April 8-10, 2015 in Laughlin, NV.

Sierra Linda High School

- Antonio Lozano, Performing Arts Department Chair; Sonia Saenz, CTE Department Chair; Sushyla Perez, Culinary Arts Teacher; Sondra Brady, Ceramics Teacher; Andrew Encisco, Social Studies Teacher; Christina Arviso, Math Department Chair; and students in the Performing and Culinary Arts programs will attend college clinics, participate in a recording session, and compete in a choral competition as part of the Performing and Culinary Arts California Tour on April 30-May 3, 2015 in and around Santa Monica, Anaheim, and Buena Park, CA.

B. Minutes – March 10, 2015 Regular Meeting

All Governing Board members were present.

C. Second Reading – Policy JFABB; Admission of Exchange and Foreign Students

Revision of this policy clarifies the number of foreign exchange students who may enroll in District schools.

INFORMATION/DISCUSSION ITEMS

1. Aguila Youth Leadership Update

During past years, District students have participated in the Aguila Youth Leadership Program, primarily during summer months. Rosemary Ybarra-Hernandez, founder of AYL, spoke of past experiences, current events, acknowledged past District students who have progressed, or are progressing, as a result of their experiences with AYL, and described how students can become involved in the program.

ACTION/DISCUSSION ITEMS

1. Employee Salary Increase and Salary Schedules – 2015-2016

Administration recommended (1) a salary increase for all staff and (2) approval of the following salary schedules, which reflect the same amounts as for 2014-2015.

- Administrative/Professional Services Initial Placement Salary Schedule
- Principal Initial Placement Salary Schedule
- Assistant Principal Initial Placement Salary Schedule
- Academic Dean Initial Placement Salary Schedule
- Certified Initial Placement Salary Schedule
- School Psychologist Initial Placement Salary Schedule
- Support Staff Salary Schedule
- Support Staff – Information Technology Salary Schedule
- Support Staff – Licensed Practical Nurse (LPN) Salary Schedule
- Extracurricular Salary Schedule
- Club, Class, Extra Duty, Other, and Travel Schedule

Dr. Cunningham shared information on the following topics via a PowerPoint presentation (attached):

- Budget Priorities
- Unique to TUHSD
- Overview
- Banding
- Compression
- Salary Increases – Base Salary
- Salary Increases – Cost per Employee Group

- Salary Increases – Historical Information
- Salary Increases – Extracurricular and Coaching
- Initial Hires – Hard to Fill and Years of Experience
- Certified Professional Growth
- Substitute Budget
- Issuance of Contracts and Notices of Appointment

Following discussion, Mr. Moreno moved to accept the recommendation of a percentage salary increase based on the bands and approve the salary schedules for 2015-2016; seconded by Mr. Villalon. In a roll call vote, the motion carried 5-0.

2. First Reading – Policy BEDB; Agenda

A change to current policy on agenda preparation will allow Governing Board members to request future agenda items at the end of each meeting.

Following discussion, Mr. Moreno moved to approve the first reading of Policy BEDB; Agenda; seconded by Mr. Villalon. In a roll call vote, the motion carried 5-0.

FORMAL ADJORNMENT OF REGULAR MEETING

Mr. Moreno moved to adjourn the Regular Meeting; seconded by Mr. Villalon. Mr. Chapman called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 8:06 p.m.

Mr. Steven Chapman, Governing Board President

2015-2016 Employee Salary Increase

Tolleson Union High School District
March 24, 2015

Budget Priorities

- All budget decisions in the Tolleson Union High School District...
 - Must be legal.
 - Must support the District's mission of guaranteeing higher levels of learning for all students.
 - Must have parity (fair and equal access to educational programs, materials, staff, and facilities; equal access is defined as providing students with the opportunity to participate in consistent programming at all schools and recognizes parity in employee expectations across all levels of the District).
 - Must be financially responsible (cost effective for long and short term).

Unique to TUHSD

- TUHSD is in a unique position among districts in Phoenix and Arizona –
 - Our 100th day ADM increased by approximately 350 students from the previous year.
 - Due to double digit insurance increases over the past 5-10 years, we were anticipating a double-digit increase and budgeted accordingly. The increase was below 5%; this budgeted money can now be used for salaries.
 - TUHSD is still receiving funds from the 2010 voter-approved override.
 - Can decrease funds added to the capital plan for the 2019-2020 school year and still maintain facilities.

Overview

- Governing Board approved a stepless salary schedule in 2010.
- TUHSD has worked to increase the base pay to the stepless salary schedules/placement guides during the last few years to become more competitive.
- During the 2014-2015 year, the Certified Communication Council, the Classified Communication Council, and the Budget Workgroup met to provide recommendations and feedback on salary increases for all employees.
- Recommendations included the elimination of compression, recognizing years of service through banding, and providing all employees with a salary increase.

Banding

- Banding refers to grouping of employees based upon their years of experience within TUHSD.
- Recommended bands for TUHSD -

Bands (Consecutive years in TUHSD)	Employees
1-3	514
4-14	367
15-30+	65

Compression

- Compression occurs when the salary differential between more senior staff and less senior staff is less than it should be (compression)

OR

- Where the salary of a more senior staff member is actually less than the salary of a less senior staff member (inversion).

Salary Increases – Base Salary

- There will be no changes to the initial placement guides. They will remain the same as for 2013-2014.
- The recommendation for salary increases, for all employee group base salaries, totals **\$1,231,887.72**. This does not include benefits.
- Compensation would be provided based upon a percentage for each employee band –

Bands (Consecutive years in TUHSD)	Percentage of Increase	Cost Per Band
1-3	3.25%	\$515,533.75
4-14	4.25%	\$558,704.99
15-30+	5%	\$157,648.97

Salary Increases – Cost per Employee Group

Group	Cost
Certified	\$745,335.20
Classified	\$298,736.89
Administrative	\$187,815.63

Salary Increases – Historical Information

- Since 2012, TUHSD has provided all employees with either a stipend or percentage increase.

Year	Increase
2012	3% to all employees & initial placement schedules
2013	\$600 stipend to all employees
2014	2% to all employees & initial placement schedules plus two \$600 stipends to all employees
2015	1.5% to all employees & initial placement schedules

Salary Increases – Extra Curricular & Coaching

- There will be no changes to the placement guides for extracurricular and coaching. They will remain the same as for 2013-2014.
- The recommended increase will be 2% for all current coaches and sponsors who return to coach and/or sponsor in the same position.
- The recommendation for salary increases for all coaches and/or sponsors will total **\$970,615.00**. This does not include benefits.
- This is an increase of \$19,015.00.

Initial Hires - Hard to Fill & Years of Experience

- TUHSD provides up to eight (8) years of experience for initial placement of certified staff. Most comparable districts usually do not provide more than five (5) years.
- TUHSD has a Hard to Fill guide when placing teachers in ELL, English, Math, Reading, Science, and Special Education.
 - Example –
 - BA+18 with 5 years
 - Regular salary schedule - \$39,191
 - Hard to Fill salary schedule - \$39,761

Certified Professional Growth

- Certified staff can have \$1,108.00 added to their base upon the completion of 18 credit hours and with committee approval.
- Certified staff can receive \$70.00 per credit hour as a one-time stipend and with committee approval for up to 18 credit hours.

Substitute Budget

- In order to provide the increase in salaries to all employee base salaries and the extracurricular/ coaching compensation guides, the substitute budget would remain at **\$249,277.89**. This does not include benefits.
- Each site will have a permanent substitute assigned to their site for the 2015-2016 year. This position will be funded through M&O.
- Site substitute budgets will be used to pay for daily substitutes, as well as class coverage by certified staff when necessary.
- With the current teacher shortage across the country, more and more substitutes are being asked to cover classes on a permanent basis. Class coverage may continue as there continues to be a substitute shortage.

Issuance of Contracts & Notices of Appointment

- If approved tonight –
 - Certified contracts will be issued on Monday, March 30, 2015.
 - Classified notices of appointment will be issued on Monday, April 20, 2015.
 - Administrative contracts will be issued on Monday, April 20, 2015.
- If not approved tonight –
 - Certified contracts will be issued on Monday, April 20, 2015.
 - Classified notices of appointment will be issued on Monday, May 4, 2015.
 - Administrative contracts will be issued on Monday, May 4, 2015.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Intergovernmental Agreement Amendment with City of Phoenix for School Resource Officer Services – Sierra Linda High School

PURPOSE:

Administration seeks Governing Board approval of the Intergovernmental Agreement Amendment with the City of Phoenix to provide school resource officer services to Sierra Linda High School from July 31, 2014 through May 22, 2015.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The Governing Board has the legal responsibility for approving Intergovernmental Agreements. This agreement meets the District's standards for cost effectiveness and the District's goals for school safety education and reducing crime on the school campus. The Agreement also supports the Elementary and Secondary Education Act (ESEA) Continuous Improvement Plan Indicator of an effective LEA: "Manages the organization to provide a safe, efficient, and effective learning environment." The District has had continued successful participation in this intergovernmental agreement for several years.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The Intergovernmental Agreement approval recommendations are in the best interest of the District and those that it serves. The agreement allows for a police officer to work with and aid the school administration and student population in reducing crime on the school campus through activities that include education, positive police/student interactions and enforcement of criminal laws.

BUDGET IMPACT AND COSTS:

The School Resource Officer's 11-month assignment will be reduced to a 10-month assignment as the District's Summer School will be held at Copper Canyon High School.

RECOMMENDATION:

It is recommended that the Governing Board approve the Intergovernmental Agreement Amendment with the City of Avondale to reduce the Sierra Linda High School School Resource Officer's assignment from 11 months to 10 months.

Submitted by: *Helda Ortega* Date: *3-30-15*

Approved by: *John Speer* Date: *3.30.15*

**Amendment No. 1
to City of Phoenix
Agreement No. 139916-0**

This Amendment No. 1 to Agreement No. 139916-0 ("**Agreement**") is between the City of Phoenix, a municipal corporation of the State of Arizona (the "**City**"), and Tolleson Union High School District, a political subdivision of the State of Arizona, (the "**District**") and is made effective as of the last date below.

RECITALS

1. The Agreement was entered into on or about October 15, 2014, to provide one Officer for the Sierra Linda High School, School Safety Plan.

2. The parties mutually desire to amend the Agreement to change the scope of services and decrease the payment amount.

AMENDMENT

The parties hereby agree as follows:

1. Paragraph 2, "Term and Termination", is amended by replacing the termination date of "June 30, 2015" with "May 22, 2015".

2. Paragraph 4.A, "Costs and Payment", is amended by replacing "\$117,672" with "\$96,277".

3. Except as otherwise amended herein, all other terms and conditions of the Agreement and any prior amendments not in conflict shall remain in full force and effect. If there is a conflict or ambiguity among amendments and the Agreement, the documents in the following order prevail and control: (1) the most recent amendment; (2) original Agreement.

CITY OF PHOENIX, a municipal corporation
ED ZUERCHER, City Manager

By: _____
Name: Joseph G. Yahner
Title: Police Chief
Date: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

Acting City Attorney

Tolleson Union High School District

By: _____
Name: _____
Title: _____
Date: _____

CITY OF PHOENIX, a municipal corporation
ED ZUERCHER, City Manager

By: _____

Name: Joseph G. Yahner

Title: Police Chief

Date: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

Acting City Attorney

Tolleson Union High School District

By: _____

Name: _____

Title: _____

Date: _____

*Approved as to form:
Catherine M. Daily
Attorney for District*

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Second Reading – Policy BEDB; Agenda

PURPOSE:

Administration seeks Governing Board approval of the second reading of Policy BEDB; Agenda.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The Governing Board has sole responsibility for adopting Governing Board policies and charging administrative employees with implementing them.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Current policy on agenda preparation does not specify an area for Governing Board members to request future agenda items.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the second reading of Policy BEDB; Agenda.

Submitted by: Lakyn Morise Embanks Date: 4-8-15
Approved by: Lexi Cunningham/koe Date: 4-8-15

AGENDA

The agenda shall list the specific matters to be discussed, considered or decided at the meeting. The Governing Board may discuss, consider or make decisions only on matters listed on the agenda and other matters related thereto (*Subject to A.R.S. 38-431.02*)

Unless changed by a majority vote of Board members present at a meeting, the order of business shall be as follows:

Regular meetings:

- Call to order and roll call
- Pledge of allegiance
- Approval of agenda
- Celebrations/Recognitions
- Public participation
- Summary of current events
 - Superintendent
 - Governing Board members
- Consent agenda items
- Information/discussion items
- Action/discussion items
- **Agenda items for future meeting(s)**
- Adjournment

Special meetings:

- Call to order and roll call
- Pledge of allegiance
- Approval of agenda
- Items for which the special meeting was called
- Adjournment

Executive sessions:

- An executive session may be scheduled, as necessary, during either a regular or special meeting. (*See Arizona Attorney General Agency Handbook Section 7.6.7*)
 - When an executive session is to be held, the notice must state the specific provision of law authorizing the executive session.
 - The Board may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. 38-431.03(A)(3).

Emergency meetings:

In the case of an actual emergency, the Governing Board, after giving such notice as is appropriate to the circumstances, may act on an emergency matter or call an emergency meeting in accordance with the requirements set out in A.R.S. 38-431.02. The emergency meeting shall follow the order of business for a special meeting. An emergency meeting shall be subsequently followed by the posting of a public notice within twenty-four (24) hours declaring that an emergency session has been held and setting forth the information specified by A.R.S. 38-431.02. Chapter 7 of the Arizona Agency Handbook shall be consulted for guidance when an emergency action or meeting is being considered.

Accommodations for the Disabled

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Governing Board Executive Assistant at (623) 478-4001. Requests should be made as early as possible to allow time to arrange the accommodation.

Adopted:

LEGAL REF.: A.R.S. 38-431
38-431.01
38-431.02
38-431.03

CROSS REF.: BEC – Executive Sessions/Open Meetings

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Tolleson Union Education Association Presentation

PURPOSE:

Michael Conner, Westview High School Social Studies Teacher and President of the Tolleson Union Education Association (TUEA), will introduce the Governing Board to the TUEA officers and share the mission and vision of the organization as outlined in the TUEA constitution and bylaws.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

TUEA represents certified employees throughout the District. The President of TUEA serves on several District committees representing the TUEA membership.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The Governing Board will have an opportunity to meet the officers of the organization and gain an understanding of the TUEA mission and vision.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. No Governing Board action is required.

Submitted by: Rakyn Marie Eubanks

Date: 4-8-15

Approved by: Lexi Cunningham/kne

Date: 4-8-15

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: 2015-2016 Insurance Rates, Plan Benefits, District Contribution Amounts, and Employee Costs

PURPOSE:

Administration seeks Governing Board approval of the 2015-2016 insurance rates, plan benefits, District contribution amounts, and employee costs.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

On September 5, 2008, the District signed a Membership Agreement with Valley Schools Management Group, a governmental entity formed for the purpose of jointly purchasing various types of insurance and related benefit services. Arizona Revised Statutes §11-952.01 permits two or more public agencies to enter into contracts or agreements for the joint purchase of various types of insurance, health benefits plans, and related services. It further allows public agencies to form a separate entity specifically for that purpose. Furthermore, it explicitly provides that any pool established pursuant to this section is exempt from the provisions of the Arizona Procurement Code when purchasing insurance, reinsurance, or retaining certain consultants and professional services.

The recommendation includes the utilization of Valley Schools Employee Benefits Trust (VSEBT) to purchase major medical, dental, vision, life, accidental death and dismemberment, voluntary short term disability insurance, and Flexible Spending Plan/Cafeteria Plan and COBRA administration services.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

By utilizing cooperative contracts awarded by VSEBT, the District can (1) obtain savings through the volume purchase of employee insurance benefits, and (2) continue to offer employees a rich plan of coverage, determine plan options that benefit all employees, and cover the employee-only portion of the cost.

BUDGET IMPACT AND COSTS:

A. Medical Insurance – One (1) medical rate option, with three (3) tiers

- The District contribution has increased from \$4,417.43 to \$4,552.80; 2600 HDHP employee only tier will receive a \$700 contribution into the Health Savings Account (HSA); \$350 will be preloaded at the beginning of the plan year and the remaining \$350 contributed at the end of the plan year pending completion of the three (3) wellness activities.

B. Dental Insurance – Two (2) carriers, each with four (4) tier options

- Delta Dental of Arizona – The District pays 100% of the employee only cost. Dependent coverage is paid by the employee. This will continue the four (4) tier option of Employee, Employee plus Spouse, Employee plus Child(ren), and Employee plus Family.
- Total Dental Administrators (TDA) – The District will pay 100% on all four (4) tier options. TDA is a prepaid dental plan.

C. Basic Life Insurance and Optional Life Insurance

- Rates for supplemental life, accidental death and dismemberment, and dependent life remain at the 2014-2015 level.
- The District will continue to pay 100% for basic life insurance. Optional life insurance to remain fully paid by the employee.

D. Voluntary Benefits

- Rates for Short Term Disability, the Vision Service Plan and the Flexible Spending Account remain at the 2014-2015 level.
- Vision Insurance – to remain fully paid by the employee.
- Short Term Disability Insurance – to remain fully paid by the employee.
- Flexible Spending Account – to remain fully paid by the employee.
- COBRA Administration Services – to remain fully paid by the employee.

RECOMMENDATION:

It is recommended that the Governing Board approve the (1) rates and utilization of contracts awarded through Valley School Employee Benefits Trust for the purchase of major medical, dental, vision, life, accidental death and dismemberment, voluntary short term disability insurance, Flexible Spending Account, and COBRA administration services; (2) District contribution amounts; and (3) employee cost for the 2015-2016 insurance plan.

Submitted by:  Date: 4-8-15

Approved by:  Date: 4-8-15

Medical Insurance Rates and Plan Benefits for 2015-2016

Tier	Base Plan					\$2600 HDHP					\$1500 HDHP						
	# of Emp. Currently enrolled	FY15 Annual Cost*	FY16 Annual Cost*	Increase/Decrease	% Increase	# of Emp. Currently enrolled	FY15 Annual Cost*	FY16 Annual Cost*	Increase/Decrease	% Increase	# of Emp. Currently enrolled	FY15 Annual Cost*	FY16 Annual Cost*	Increase/Decrease	% Increase		
EE Only	47	\$ 2,400.00	\$ 2,473.55	\$ 73.55	10%	340	\$ -	\$ -	\$ -	0.00%	158	\$ -	\$ -	\$ -	0.00%		
EE + Spouse	3	\$ 8,300.04	\$ 8,797.27	\$ 497.23	11%	22	\$ 2,000.04	\$ 2,276.40	\$ 276.36	11.38%	4	\$ 4,500.00	\$ 4,637.91	\$ 137.91	10.31%		
EE+ Child(ren)	6	\$ 7,700.04	\$ 8,094.63	\$ 394.59	11%	92	\$ 1,800.00	\$ 2,048.76	\$ 248.76	11.38%	10	\$ 4,100.04	\$ 4,225.69	\$ 125.65	10.31%		
EE+Family	2	\$ 14,000.04	\$ 15,120.99	\$ 1,120.95	11%	12	\$ 8,485.92	\$ 8,485.92	\$ -	10.00%	14	\$ 8,200.00	\$ 8,451.29	\$ 251.29	10.31%		
Benefit Highlights						Benefit Highlights						Benefit Highlights					
Deductible		\$750/\$2,250				Deductible		\$2,600/\$5,200				Deductible		\$1,500/\$3,000			
Maximum out-of-pocket		\$2,500/\$7,500				Maximum out-of-pocket		\$4,500/\$9,000				Maximum out-of-pocket		\$3,750/\$7,500			
Coinsurance		80%				Coinsurance		80%**				Coinsurance		80%**			
Doctor copay		\$20/\$35				Doctor copay		80%**				Doctor copay		80%**			
Specialist copay		\$40/\$55				Specialist copay		80%**				Specialist copay		80%**			
Urgent care copay		\$50				Urgent care copay		80%**				Urgent care copay		80%**			
ER copay		\$500				ER copay		80%**				ER copay		80%**			
Pharmacy (retail)		\$0/\$30/\$50				Pharmacy (retail)		\$0/\$30/\$50				Pharmacy (retail)		\$0/\$30/\$50			

* Annual cost **does not** include District contribution.

** After deductible is met.

Items highlighted reflect changes to plans for 2015-2016 school year.

Dental Cost for 2015-2016

Delta Dental of Arizona

	2014-2015 Participating Employees	2014-2015 Annual Cost	2015-2016 Annual Cost	Annual Decrease	% of Decrease
Delta Dental					
EE	511	\$ 406.44	\$ 424.80	\$ 18.36	9.57%
EE+Spouse	59	\$ 833.16	\$ 870.72	\$ 37.56	9.57%
EE+Child(ren)	74	\$ 945.24	\$ 988.44	\$ 43.20	9.56%
EE+Family	74	\$ 1,393.08	\$ 1,456.44	\$ 63.36	9.56%
Total EE's enrolled	718				
Total Projected Annual Cost for 2014-2015		\$ 291,823.92			
Total Projected Annual Cost for 2015-2016		\$ 305,006.40			
Total Projected Increase for 2015-2016		\$ 13,182.48			

TDA

	2014-2015 Participating Employees	2014-2015 Annual Cost	2015-2016 Annual Cost	Annual Decrease	% of Decrease
TDA					
EE	13	\$ 114.00	\$ 117.72	\$ 3.72	10.33%
EE+Spouse	10	\$ 225.36	\$ 232.80	\$ 7.44	10.33%
EE+Child(ren)	12	\$ 252.60	\$ 260.88	\$ 8.28	10.33%
EE+Family	27	\$ 277.20	\$ 286.32	\$ 9.12	10.33%
Total EE's enrolled	62				
Total Projected Annual Cost for 2014-2015		\$ 7,068.00			
Total Projected Annual Cost for 2015-2016		\$ 7,298.64			
Total Projected Increase for 2015-2016		\$ 230.64			

District Paid Life and Voluntary Optional Life Rates for 2015-2016

Basic Life/AD&O

1. There will be no change in rate for Basic Life or A0&O.
2. Basic Life/A0&O is fully paid by the District for the employee.
3. Basic Life/A0&O is one (1) times the employee's annual salary.

Life/A0&O Rates	FY15 Monthly Cost	FY16 Monthly Cost
EE Life	\$ 0.054	\$ 0.054
EE A0&D	\$ 0.015	\$ 0.015

Optional Life

1. There will be no change in rate for optional life insurance.
2. This is fully paid by the employee.

Voluntary Life	FY15	FY16
EE Monthly Rate	\$0.04-\$1.648 per \$1,000	\$0.04-\$1.648 per \$1,000
Maximum Benefit	\$300,00	\$300,00
Spouse Monthly Rate	\$0.04-\$1.016 per \$1,000	\$0.04-\$1.016 per \$1,000
Child Monthly Rate	\$0.53 per \$2,000	\$0.53 per \$2,000

Vision Insurance Rates for 2015-2016

Vision-Vision Service Plan (VSP)

1. Vision benefits are paid fully by the District.
2. Employees only pay for any dependent coverage.
3. There is an increase to the rate for each tier.

Vision Rates		FY15 Annual Cost	FY15 Annual Cost	% Increase/(Decrease)	
EE Only		\$ 77.52	\$ 77.52	0.00%	\$ -
EE + one (1) dependent		\$ 147.36	\$ 147.36	0.00%	\$ -
EE + two (2) or more dependents		\$ 216.36	\$ 216.36	0.00%	\$ -

Short Term Disability Rates for 2015-2016

Short Term Disability-Assurant

1. There is no increase from 2014-2015.
2. Short term disability is fully paid by the employee.

Short Term Disability	Monthly Coverage Min./Max.	Rates for 2015-2016
EE	\$300/\$5,000	\$2.02 per month per \$100 of monthly benefit.

Flexible Spending Account (FSA) and COBRA

FSA/Cafeteria Plan and COBRA-B.A.S.I.C. Western USA

1. There will be no change or increase to the flexible spending rates or fees.
3. The employee pays 100% of the FSA contribution.
4. Includes medical and dependent care reimbursements.

FSA & COBRA fees	FSA fees per participant for 2015-2016	COBRA fees per participant for 2015-2016
EE	\$0.00 (paid for by Valley Schools)	\$0.00 (paid for by Valley Schools)

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Agreement for Staffing Services – Educational Services, Inc.

PURPOSE:

Administration seeks Governing Board approval of the 2015-2016 Agreement for Staffing Services (Phased Retirement Employment Program) with Educational Services, Inc. (ESI).

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

In March 2008, the District began utilizing a Phased Retirement Employment Program, which has enabled the District to retain experienced employees who choose to retire but want to continue working. Employees wishing to retire and immediately return to the District must return under the Phased Retirement Employment Program. The District determines the salary that will be paid to employees participating in the Phased Retirement Employment Program but the employees are responsible for payment of the alternate contribution rate (ACR) assessed to the District.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Approval of this agreement will enable the District to continue to hire employees who have retired from the Arizona State Retirement System. Advantages in utilizing a Phased Retirement Employment Program include retaining the services of exceptional educators and staff, reducing the need to train new and/or inexperienced staff, and reducing the cost of fringe benefit packages.

BUDGET IMPACT AND COSTS:

Employees utilizing the Phased Retirement Employment Program are brought back at a lower rate of pay and are responsible for paying the ACR.

RECOMMENDATION:

It is recommended that the Governing Board approve the 2015-2016 Agreement for Staffing Services with Educational Services, Inc. (ESI).

Submitted by: Karen Marie Eubank Date: 4-8-15
Approved by: Lexi Cunningham/kme Date: 4-8-15



AGREEMENT FOR STAFFING SERVICES

This Agreement for Employee Staffing Services (“Agreement”) is entered into in the State of Arizona on 07/01/2015 (“Effective Date”), by and between Tolleson Union High School District (“Client”), and Educational Services, Inc., an Arizona corporation (“Contractor”).

RECITALS

- A. Contractor is a corporation in the business of providing employee-staffing services.
- B. Client is an entity within the State of Arizona that requires qualified workers.
- C. Client desires to obtain certain temporary staffing services (“Services”) from Contractor and Contractor is willing to provide Services to Client upon the terms and conditions contained in this Agreement to provide for the allocation between Client and Contractor of responsibilities with respect to covered workers (“Workers” pursuant to Section 2 below).
- D. The parties acknowledge and agree that Contractor is not a Professional Employer Organization, as it does not provide Professional Employer Services as such terms are defined respectively in Arizona Revised Statutes (“A.R.S.”) §§ 23-561(8) and (9) and consequently the provisions of A.R.S. §§ 23-561 through 23-576 are inapplicable to this Agreement.
- E. This Agreement shall not (1) offset, modify or amend any Federal, Arizona or local licensing, registration or certification required by the Client or for any Worker employed under this Agreement; (2) diminish, abolish or remove any rights of Workers against the Client or obligations of the Client to any Workers (e.g., retirement benefits, retiree health insurance, etc.), if any, that existed before the effective date of this Agreement; or (3) establish new or additional enforceable rights of a Worker against the Contractor or the Client that are not specifically allocated to the Contractor under this Agreement.

AGREEMENT

In consideration of the foregoing premises, and mutual promises contained herein, Client and Contractor agree as follows:

1. Relationship of the Parties

Contractor is an independent contractor and shall perform its obligations under this Agreement as an independent contractor. Contractor agrees that persons performing Services hereunder are not employees of Client. All workers provided by Contractor shall be employees of Contractor. Client has the right to direct and control Workers only to the extent necessary to conduct the Client’s business and operations and to comply with licensing and certification requirements that apply to the Client or to any Worker.

2. Worker

In this Agreement, the term “Worker” or “Workers” means an individual(s) (a) who is employed by the Contractor in Arizona to work in Arizona, (b) who pursuant to this Agreement is performing Services for Client, (c) who is listed on Contractor’s roster of Workers delivered to Client, (d) who has completed Contractor’s required enrollment forms, and, where applicable, is certified to be an administrator or licensed as required by law for the position in which employed by the Contractor, (e) who has entered into an agreement with Contractor, (f) who has provided all data required by Contractor for payroll processing and workers’ compensation coverage, and (g) who has been entered onto Contractor’s payroll system. The parties understand, agree, and acknowledge that no individual will be considered a “Worker” under this Agreement unless and until all of the conditions set forth in this section have been satisfied with respect to such individuals.

Contractor will neither hire nor place into employment positions with the Client any employee who has not received all necessary endorsements for the position assigned.

Neglect or failure of a worker to carry out the Client’s policies is sufficient cause for dismissal from employment with Contractor and removal from association with the Client.

Workers who are placed with Client through Contractor and who have responsibilities including control over personnel decisions shall not take reprisal against an employee because the employee reports in good faith information regarding immoral or unprofessional conduct.

Contractor will maintain equal employment opportunity and anti-discrimination policies, including complaint procedures that address discrimination and/or harassment claims.

3. Contractor Cost Agreements

A copy of a standard cost agreement is attached as **Exhibit A**. Contractor shall be solely responsible for guaranteeing that a Worker performs in accordance with the Contractor’s agreements.

4. Term of Agreement

The initial term of this Agreement will be one (1) year following the Effective Date. Upon the expiration of the initial term, this contract may be renewed annually upon mutual agreement of both parties. This contract does not automatically renew at the end of each year.

5. Non-Appropriation Clause

Client may cancel this contract if funding is not available due to budget constraints.

6. Termination

a) Without Cause. Notwithstanding any other provision of this Agreement, Contractor or Client may terminate this Agreement with respect to any Worker at any time without cause upon the submission of at least fifteen (15) days’ written notice to the other party, or for non-appropriation at the end of Fiscal Year for lack of funds.

- b) With Cause. Notwithstanding any other provision of this Agreement, Client may terminate this Agreement at any time with respect to any Worker by written notice to Contractor upon the occurrence of any of the following:
- a. A material breach by Contractor or a Worker of any of Contractor's or Worker's obligations under this Agreement or under a Worker's contract.
 - b. If a Worker embezzles or misappropriates Client funds or property, defrauds Client, is convicted of a felony or of any crime involving moral turpitude, has his or her teaching certification or other licensing required for the position for which employed by Contractor revoked or suspended, fails to maintain a valid fingerprint card if one is required by Client, commits an act or omission which constitutes a breach of the Worker's contract, violation of the policies of the Client applicable to Client's own employees, unprofessional conduct or which adversely affects the reputation of Client.
 - c. Death or permanent disability of a Worker occurring any time during the term of this Agreement, in which event this Agreement (as it relates to that employee) shall terminate as of his or her death or permanent disability.
 - d. If a Worker is unwilling, unable or fails to satisfactorily comply with Client rules, guidelines, policies, procedures and regulations. Termination of the Agreement under this provision shall not occur unless written notice of the alleged non-compliance is first given to Contractor and Contractor fails to cure the non-compliance within ten (10) business days following receipt of such written notice. Notwithstanding this notice period, Client may at any time require that any Worker be immediately removed from any Client worksite or assignment. Furthermore, the Client will have complete discretion in deciding whether an employee is immediately terminated for violation of Client's policies, or given ten (10) day notice and opportunity to cure the violation per this subsection.
 - e. If it is later discovered that a Worker has made any material misrepresentations or has failed to provide any material representations in connection with the information provided to Contractor.
- c) Agreement. The Agreement between Contractor and Client may be terminated by either Party for any reason at any time prior to the expiration of the Term, by providing ninety-day (90) written notice to the other Party, in the manner described in Section 22.

7. Scope of Services

The Contractor shall supply Workers and shall perform the following services and/or activities in fulfillment of its obligations under the terms of the Agreement. Specifically, but without limitation, the Contractor shall:

- a) Recruit and provide Workers as needed by Client.

- b) Maintain a recruiting and hiring program that is in compliance with federal and state laws, rules and regulations, equal opportunity and anti-discrimination policies applicable to, and restricting, the hiring and selection process, including, but not limited to, Title VII of the Civil Rights Act of 1964 ("Title VII"), the Americans With Disabilities Act ("ADA"), the Age Discrimination in Employment Act ("ADEA"), the Fair Credit Reporting Act ("FCRA"), the Arizona Civil Rights Act ("ACRA") and the Arizona Employment Protection Act ("AEPA").
- c) Maintain a system of statewide personal background checks on all Workers provided to Client to include pre-screening, credentialing, licensure, statewide criminal background check, and fingerprinting, the results of which shall be made available to Client upon request to the extent permitted by law. Contractor shall ensure that all Workers possess certifications and licenses necessary to enable them to perform their assignments.
- d) Provide the Worker with information regarding his or her obligation to comply with all of Client's safety, drug/alcohol, work policies, anti-harassment, anti-discrimination, anti-retaliation and conduct policies.
- e) Inform the Worker in writing that s/he is employed by Contractor and not employed by the Client.
- f) Inform the Worker in writing that job related illness/injury reports are to be made to the supervisor or Contractor contact and provide information on where and how reports are to be made to the Contractor contact.
- g) Provide the Worker with an Employee Handbook that will identify and explain Contractor's policies and procedures, as well as the policies and procedures of the Client that will be followed during the course of the Worker's employment with Contractor.
- h) Pay Workers in compliance with applicable wage and hour laws, including, but not limited to the Fair Labor Standards Act ("FLSA") and Arizona Labor Code. Contractor shall maintain complete and accurate records of all wages paid to a Worker assigned to provide services to Client. Contractor shall be exclusively responsible for and will comply with applicable law governing the reporting and payment of wages, payroll-related and unemployment taxes attributable to wages paid to Workers assigned to provide services to Client.
 - a. Hourly employees will not be allowed to accrue comp time. The Contractor work-week runs from Monday through Sunday. If an authorized timesheet approver (employee of Client) approves a Worker timesheet with overtime hours on it, Contractor must pay that overtime and will bill Client accordingly for that overtime.
- i) Be responsible for, and hold the Client harmless from, claims of Workers arising from any act, error or omission of Contractor allocated to Contractor or shared by Contractor and Client under this Agreement.

8. Approval of Supplied Workers

Client has the right, but not the obligation, to pre-approve or decline to pre-approve, any Worker provided by Contractor to fill a position for which the Client has contracted with the Contractor to provide a Worker. The Client has the right to reject any Worker prior to or at the time of placement. Client may recommend or decline to recommend that Contractor impose discipline upon any Worker, and Contractor may, in its own right, impose discipline, up to and including dismissal, upon any Worker.

9. Service Fees

Client will pay Contractor a service fee in accordance with the Fee Schedule, attached as **Exhibit B**. Contractor may adjust the service fee for statutory increases in payroll taxes and insurance, including but not limited to increases in FICA (OASDI/Medicare), federal and state unemployment taxes (but not for increases in income taxes of Contractor), workers' compensation premiums/experience modifier, as declared annually by the National Council on Compensation Insurance, Inc., or any changes in job functions or positions of Workers, and other insurance premiums or any government mandated statutory insurance requirement that is not already known or currently required, or any government mandated wage increase, and any such adjustments will be effective on the date of the increase or change.

For the purposes of establishing a fee differential for Workers that select medical coverage from Contractor's medical plan as required by the Patient Protection and Affordable Care Act (PPACA), for every Worker that selects medical coverage from Contractor's benefit plan(s), the Client will be assessed a one-time surcharge equal to the lesser of \$1.00 per covered month that the Worker is insured through the Contractor's medical plan, or \$10.00 in total. This surcharge will be assessed at the termination of the Worker's contract.

10. Pre-Payment Incentive or Payroll Deposit

Contractor pays Workers for their services to Client before receiving corresponding payment from Client. Therefore, Client may elect to receive a pre-payment incentive of 10% off Contractor Administrative Fee as a discount or payable as a rebate.

Clients that do not take advantage of the pre-payment incentive shall provide a payroll deposit to Contractor, to ensure guaranteed, uninterrupted payroll service in the event of slow or late payment by Client. The payroll deposit for each Worker consists of an amount equal to 10% of the Total Service Fee from Exhibit A of the Worker's individual Subscriber Service Agreement. The deposit for each Worker will be billed prior to that Worker's start date with Client, and will be used for Worker payroll at the end of the Worker's term. The billings to Client will be reduced appropriately

11. Payment Terms

Contractor would like Client to view this agreement as a payroll partnership and not a regular procurement activity. As such, Contractor will bill Client with invoices as "Net 30". An 8% fee will be charged for late payments.

12. Workers' Compensation

- a) Except as otherwise provided in this Agreement, Contractor will be considered the "employer" of all Workers for the purposes of providing workers' compensation insurance within the meaning of A.R.S. § 23-901. Contractor shall provide workers' compensation and employer's liability insurance in accordance with the statutory requirements of the State of Arizona, including Employer's Liability insurance with limits of liability of not less than \$500,000 each accident and \$500,000 bodily injury or disease. The workers' compensation policy shall be endorsed to include the Alternate Employer Endorsement and shall include a waiver of subrogation in favor of Client from the workers' compensation insurer. Contractor shall, upon Client's request, upon termination of this Agreement, provide to Client records regarding the loss experience for workers' compensation insurance provided to Workers pursuant to this Agreement.
- b) Client and Contractor understand, agree, and acknowledge that no individual will be covered by Contractor's workers' compensation insurance, or be issued a payroll check unless and until that individual has, prior to commencing work for the Client, satisfied the requirements and definition of a "Worker" under Section 2 of this Agreement.
- c) Client understands, agrees, and acknowledges that the workers' compensation insurance that Contractor will provide under this Agreement will only cover individuals who are listed on the Contractor's roster of Workers provided to the Client as set forth in Section 2 of this Agreement, and that such Contractor's workers' compensation insurance will not cover other individuals who might perform services for Client, whether as employees, independent contractors, or otherwise. The parties agree that a percentage of the service fee paid by Client shall be for payment of workers' compensation insurance premiums. Client agrees to provide workers' compensation insurance or maintain a program of approved self-insurance covering Client's own employees.

13. Client's Liability Insurance

Client will provide liability indemnity protection to the Workers performing Services under this Agreement to the extent that the Worker is providing services for the Client, and the Worker is acting within the course and scope of the authorization granted.

14. Contractor's Liability Insurance

Contractor shall maintain in full force and effect at all times during the term of this Agreement Commercial General Liability ("CGL") insurance with limits of liability of not less than one-million dollars (\$1,000,000) per occurrence, and if such Commercial General Liability insurance contains a general aggregate limit of liability, the limit of liability shall be at least two-million dollars (\$2,000,000). The CGL policy shall be written on an occurrence form and shall cover liability arising from the independent negligence or other wrongful act, error or omission of the Contractor and its employees that is not the direct consequence of the Services provided by Workers under the terms of this Agreement.

15. Patient Protection and Affordable Care Act (PPACA)

Contractor offers several medical benefit plan options that meet both "Minimum Value" and "Minimum Essential Coverage". Contractor is the employer of record for its Workers and is the applicable large employer (ALE) with the risk for 4980H penalty exposure. Contractor is responsible for determining hours of service as a full-time employee status for variable-hour Workers for purposes of section 4980H through the look-back measurement method requirements.

16. Administration

- a) Contractor is responsible for administrative employment matters such as payment of all federal, state and local employment taxes, providing workers' compensation insurance, as well as fringe benefit programs for Workers. Contractor agrees to pay and hold harmless Client from any and all taxes, assessments or governmental charges in connection with all or any of the Services provided under the terms of this Agreement.
- b) Client will immediately forward to Contractor any garnishment orders, involuntary deduction orders, notices of IRS liens, and other forms of legal process received by Client affecting payment of wages to Workers and will cooperate with Contractor in responding thereto.
- c) Workers will receive payment for services rendered pursuant to this Agreement solely through Contractor. It is a material breach of this Agreement for Client to pay any Worker in cash or by any other means for any Services rendered. Any individual whom a Client pays directly for any Services rendered will not be considered a Worker under this Agreement as to the Services for which the Client provides payment.
- d) Contractor shall warrant compliance with all federal immigration laws and regulations that relate to Workers and that it has verified employment eligibility of each Worker through the e-verify program. Contractor shall acknowledge that a breach of this warranty shall be deemed a material breach of this Agreement subject to penalties up to and including termination of the Agreement.
- e) Contractor further acknowledges that Client retains the legal right to inspect the papers of any Worker of Contractor who works under this Agreement to ensure compliance by Contractor. Contractor shall facilitate this right by notice to Workers and their supervisors.

17. Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA)

USERRA protects civilian job rights and benefits for veterans and members of Reserve components. As Workers have primary employment history with Client, and Contractor has no ability to influence Client staffing decisions, it will be Client's responsibility to comply with USERRA and provide for necessary employment and/or reemployment positions in the event that Workers are called away for military service. Contractor must be notified of dates for Worker separation due to military service and will suspend billing of the Client for that Worker accordingly. Client will provide two-week notice that Worker is returning for reemployment and Contractor will resume billing accordingly.

18. Safe Work Environment

- a) Contractor and its Workers will comply with all health and safety laws, regulations, ordinances, directives, and rules imposed by controlling federal, state, or local governments, and will immediately report all work related accidents involving the Worker within 24 hours to Client.
- b) Client will provide Workers with personal protective equipment as required by federal, state, local law, regulations, ordinance, directive, or rule.
- c) Contractor or its workers' compensation carrier has the right to inspect the Client's premises and operation, but is not obligated to conduct any inspections. Contractor reserves the right to audit safety activities. Contractor or its insurers may give reports to Client on the conditions found at Client's worksites. Client will supply documentation related to safety activities as prescribed by law (e.g., safety meeting, training, maintaining OSHA log). Neither the Contractor's insurer nor Contractor warrants the result of the inspections or the absence thereof, or that the operations or premises are in compliance with any laws, regulations, codes, or standards.

19. Indemnification

Contractor agrees to defend and indemnify Client and its governing board members, officers, directors, employees, insurers, indemnitors, and agents for and hold them harmless from all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities, attorney's fees, including injuries to Contractor's employees (including Workers) ("Claims"), arising from, connected with, relating to, or resulting from this Agreement and/or Contractor's or Worker's performance of Services under this Agreement, including without limitation all claims arising from, connected with, relating to, or resulting from any actual or claimed negligent acts or omissions of Contractor or its officers, directors, shareholders, employees, and agents, provided that this indemnification agreement shall only be applicable to the extent that Claims are not covered under the terms and conditions of the coverage provided to the Contractor and the Worker by any applicable insurance coverage, and that such Claims are not the sole result of any act, error or omission of the Client.

Client agrees to defend and indemnify Contractor and its officers, directors, employees, insurers, indemnitors, and agents for, and hold them harmless from, all claims, actions, suits, proceedings, costs, expenses, damages and liabilities, arising from, connected with, relating to, or resulting from this Agreement to the maximum allowable by law.

20. Adjudication of Agreement

If any court or arbitrator of competent jurisdiction holds that any provision of this Agreement is invalid or unenforceable, the parties desire and agree that the remaining parts of this Agreement will nevertheless continue to be valid and enforceable.

21. Modifications or Waiver of Agreement

No modification or waiver of this Agreement will be valid unless the modification or waiver is in writing and signed by the designated representative of the Client and a principal of Contractor. The failure of either party at any time to insist upon the strict performance of any provision of this Agreement will not be construed as a waiver of the right to insist upon the strict performance of the same provision, at any future time.

22. Notices

All notices or other communication required or permitted under this Agreement shall be in writing and shall be made by hand delivery or overnight courier, or prepaid first class certified mail addressed as follows:

Contractor: 21819 N. Scottsdale Road Suite 100, Scottsdale, AZ 85255

Client: 9801 W. Van Buren Street, Tolleson, AZ 85353

23. No Rule of Strict Construction

Both parties have approved the language of this Agreement, and no rule of strict construction will be applied against either party.

24. Headings

The descriptive headings of the paragraphs and subparagraphs of this Agreement are intended for convenience only, and do not constitute parts of this Agreement.

25. Counterparts

This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

26. Arbitration

In the event of any dispute between the parties to this Agreement arising out of, relating to, or in connection with the provisions of this Agreement or the performance hereunder, the parties hereby agree that any such dispute may be submitted to binding arbitration. The arbitrator shall be selected by mutual agreement. The arbitrator's decision and/or award shall be final and binding. The prevailing party, if any, shall be entitled to reasonable attorney's fees and costs.

27. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona without regard to the conflict of law provisions thereof.

28. Validity

This Agreement shall be valid and enforceable only after the designated representative of both Client and Contractor has signed it.

29. Cancellation for Conflict of Interest

Pursuant to A.R.S. § 38-511, the Client may, within three (3) years after its execution cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the Client is, at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity or a consultant to any other party to the contract with respect to the subject matter of the contract.

30. Record Retention

Contractor agrees that it shall maintain all books, accounts, reports, files and other records relating to the performance of the Contract for a period of five (5) years after the completion of the Contract and to make such documents open to the Client for inspection and audit at reasonable times.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated at their respective signatures below.

DATED: _____

By: _____

Its: _____

DATED: 3/26/2015

Educational Services Inc.

By: *Phil Tavasci*

Its: *President*

EXHIBIT A

Educational Services, Inc.



Employee Cost Agreement Example

Client:

FY: 15/16

We are pleased to honor your request for the position of XXX. Applicant is being recommended for this position. Please review the information below and return a signed original copy to ESI. Upon receipt of purchase order from the client, Applicant will be assigned to this position.

Start Date:

End Date:

Number of Contract Days:

Hours per day (if specified):

Benefits:

Special Requirements: None

Item	Description	Rate	Amount
Employee Gross Wages			
Payroll Liabilities			
ESI Admin Fee			

Total

Rates subject to change during contract period.

Billing is one month in advance.

Mohave Educational Services Cooperative
Mesc Contract No. 12E-ESI-0517

Purchase Order MUST accompany signed Employee Cost Agreement

This contract is not valid without a Purchase Order that predates the start date on the Employee Contract.

21819 N. Scottsdale Rd, Suite 100
Scottsdale, AZ 85255
Phone: 480-719-3271
Toll-free: 844-614-7784
Fax: 480-907-1957

EXHIBIT B

Fee Schedule

- **IGovernment Procurement Alliance (IGPA Contract No. 12-13)**
 - × **Return-to-Work, General and Substitute Leasing**
 - Standard Fee: 3.50% of gross salary
 - Volume Discount Tier I (25+ leased employees): 3.25% of gross salary
 - Volume Discount Tier II (50+ leased employees): 3.00% of gross salary
 - Multiple-Year Discount (Returning ESI employee 1+ year): 3.00% of gross salary
 - District may pass all or any portion of the fee to leased employee.
 - Substitute Leasing: \$8/Day

- **Mohave Educational Services Cooperative (Mohave Contract No. 12E-ESI-0517)**
 - × **Return-to-Work and General Leasing**
 - 1.00% fee to District. Remaining fee balance charged to participating employee.
 - The district is always charged a 1.00% fee. The variable fee is what we will charge the employee.

- **Strategic Alliance for Volume Expenditures (SAVE Contract No. 14-06MP)**
 - × **Return-to-Work and General Leasing**
 - Standard Fee: 4.00% of gross salary
 - Volume Discount Tier I (25+ leased employees): 3.50% of gross salary
 - Volume Discount Tier II (50+ leased employees): 3.00% of gross salary
 - District may pass all or any portion of the fee to leased employee.

EXHIBIT C

ESI employees are required to follow the Client Calendar and adhere to Client Policies with the same standards of conduct as regular employees. Daily activities are closely monitored by the Client's supervisor. If the supervisor has any concerns with the performance of one of our employees or their conduct we wish to be notified immediately so that we can, in collaboration with the Client, take any necessary action. Since we are the employer of record it is important that we are accountable for and responsive to any ESI employee concerns.

Please notify supervisors that monitor ESI employees so that they, too, understand the relationship and accountability of ESI employees to the District. Employee behaviors detrimental to the workplace will not be tolerated and immediate action for removal will be instigated by placing the employee on administrative leave until an investigation has been completed and a collaborative decision made by the Client and ESI.

If there are any complaints of sexual harassment or discrimination based on sex, race, color, national origin, religion, age, or disability report it immediately to ESI Human Resources at (844) 614-7784.

Thank you for collaborative participation in this venture with ESI.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015
TO: Dr. Lexi Cunningham and Governing Board Members
SUBJECT: Phased Retirement Employment Program

PURPOSE:

Administration seeks Governing Board approval to contract with a Phased Retirement Employment Program employee only for one year.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Advantages in utilizing a Phased Retirement Employment Program include retaining the services of exceptional educators and staff, reducing the need to train new and/or inexperienced staff, and reducing the cost of fringe benefit packages. However, keeping employees on the Phased Retirement Employment Program past the initial year has the potential to deter qualified candidates from seeking employment, or remaining, with the District. Currently, all employees wishing to retire and return to the District must go through the phased retirement process. Should an employee qualify to return, he/she currently earns 70.98% of his/her previous salary and is paid only for actual days worked (pursuant to the 2014-2015 service agreement). New staff members to the District who are already an employee, and remain an employee, of a phased retirement company are placed at the beginning level salary of District employees in similar positions and are also paid just for days worked. In addition, all employees utilizing the Phased Retirement Employment Program are responsible for payment of the alternate contribution rate (ACR) assessed against the District and are not eligible to receive District-paid discretionary, sick, or vacation time.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The recommendation to the Governing Board will allow a Phased Retirement Employment Program employee, following the one-year period, to return as a District employee. The employee's supervisor will have the option of recommending the employee for full-time employment. If the employee is hired back to the District, the employee will be responsible for continuing to pay the ACR (9.36% for 2015-2016) but would be eligible for leave time and District-offered benefits.

BUDGET IMPACT AND COSTS:

See above.

RECOMMENDATION:

It is recommended that the Governing Board approve contracting with a Phased Retirement Employment Program employee only for one year.

Submitted by: Karen Marie Eubanks Date: 4-8-15
Approved by: Teri Cunningham/kme Date: 4-8-15

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: First Reading – Policy H; Professional Negotiations Agreement

PURPOSE:

At the request of Governing Board President Steven Chapman, the first reading of a new proposed policy – Policy H; Professional Negotiations Agreement – will be discussed.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

New or revised policy language is normally proposed by the Arizona School Boards Association, based on changes to law. However, Policy BG states that “suggestions regarding the content of policies may originate with a member of the Board, the Superintendent, a staff member, a parent, a student, a consultant, a civic group, or any resident of the District.”

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The benefit(s) of the proposed policy, submitted by Mr. Chapman, will be discussed by the Governing Board.

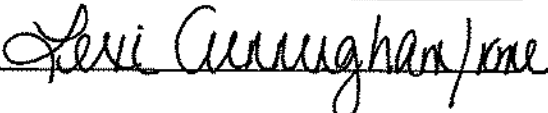
BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

At the discretion of the Governing Board.

Submitted by:  Date: 4-8-15

Approved by:  Date: 4-8-15

H-0050 H

MEET - AND - CONFER

(Professional Negotiations Agreement)

The Tolleson Union High School District will annually develop a Professional Negotiations Agreement which will serve as the governing procedures in all negotiations. The Professional Negotiations Agreement procedures will result in an annual recommendation from the Professional Negotiations Committee to the Governing Board for employee salaries, benefits, and professional conditions of employment.

The Governing Board of the Tolleson Union High School District recognizes the Tolleson Union Education Association (TUEA) as the chief negotiating agent for all certified and classified employees.

The Professional Negotiations Committee shall be comprised of up to twelve (12) members. The Governing Board and the TUEA Executive Board shall annually appoint up to six (6) representatives each to the Professional Negotiations Committee.

Nothing in this policy shall be interpreted as an attempt to deny an employee the right to talk with an individual Board member.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Travel Request – National Association of Latino Elected and Appointed Officials
32nd Annual Conference – Ms. Corina Madruga

PURPOSE:

Governing Board Member Corina Madruga, a member of the National Association of Latino Elected and Appointed Officials (NALEO), requests Governing Board approval to attend NALEO's 32nd Annual Conference, June 16-19, 2015 in Las Vegas, NV.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

According to its website (www.naleo.org) the National Association of Latino Elected and Appointed Officials (NALEO) is "the nation's leading nonprofit organization that facilitates the full participation of Latinos in the American political process, from citizenship to public service." Established in 1981, the nonprofit organization carries out their "mission through programs that integrate Latinos fully into American political society, provide professional development opportunities and technical assistance to the nation's more than 6,000 Latino elected and appointed officials, and monitor and conduct advocacy on issues important to the Latino community and our political participation."

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The NALEO annual conference will present "a unique opportunity for Latino policymakers to meet with their colleagues from all levels of government to address the challenges and opportunities facing our communities and our nation. The NALEO Annual Conference provides a venue for the meaningful exchange of ideas and solutions to today's most pressing policy issues." (www.naleo.org/lasvegas2015/)

BUDGET IMPACT AND COSTS:

Governing Board travel is paid from the Maintenance and Operations budget. Estimated costs for registration, mileage, hotel, and meals are \$1,671.12.

RECOMMENDATION:

It is recommended that the Governing Board approve, if appropriate, the travel request from Ms. Corina Madruga to attend the National Association of Latino Elected and Appointed Officials 32nd Annual Conference held in Las Vegas, Nevada on June 16-19, 2015.

Submitted by: _____

Corina Madruga

Date: _____

4-8-15

Approved by: _____

Lexi Cunningham/kne

Date: _____

4-8-15

**NATIONAL ASSOCIATION OF LATINO ELECTED AND APPOINTED OFFICIALS
(NALEO)**

32ND ANNUAL CONFERENCE

LAS VEGAS, NV

JUNE 16-19, 2015

Note: In preparing this cost estimate, certain assumptions were made, such as the availability of the conference hotel and the mileage reimbursement. Consequently, the estimation of costs can change.

Conference Registration:	\$600.00	Prior to June 5; \$700 after June 5
Car Mileage:	\$253.12	Round trip mileage from Ms. Madrugá's home to the conference hotel on Tuesday, June 16; returning on Friday, June 19 (568.83 miles)
Hotel:	\$582.00	\$194.00/night x 3 nights (Aria Resort and Casino; does not include tax)
Meals:	\$236.00	Allowable per diem = \$59/day x 4 days (Per diem = \$12 for breakfast; \$17 for lunch; \$30 for dinner)
Total:	<u>\$1,671.12</u>	



NALEO 32nd Annual Conference

JUNE 17-19, 2015 ★ ARIA RESORT & CASINO ★ LAS VEGAS, NEVADA

TUESDAY, JUNE 16	WEDNESDAY, JUNE 17	THURSDAY, JUNE 18	FRIDAY, JUNE 19
	Hoover Dam Tour Water, Energy and Infrastructure 7:00 - 9:00 A.M. <small>*Offsite Event . Advance registration required.</small>		
	High Stakes Testing: The Struggle and Implications for Students & Teachers 9:30 - 11:00 A.M.	Alternative School Models: The Policy Implications of Competition & Choice 9:30 - 11:00 A.M.	Preserving and Supporting a Qualified Teacher Workforce 9:30 - 11:00 A.M.
	Out of the Shadows: Youth Homelessness & Human Trafficking in our Communities 9:30 - 11:00 A.M.	Up in Smoke: Local Implications for the Regulation of Cannabis and E-Cigarettes 9:30 - 11:00 A.M.	Local Threats & Emergencies: Preventing, Preparing & Responding 9:30 - 11:00 A.M.
Conference Registration 2:00 - 5:00 PM	Healthy Outcomes for Our Community: An Update on the Affordable Care Act 9:30 - 11:00 A.M.	The Path to Success: Increasing Opportunities for Undocumented Students in Higher Education 9:30 - 11:00 A.M.	Boys Today, Men Tomorrow: Recognizing the Promise and Potential of Latino Males 9:30 - 11:00 A.M.
	NALEO 101: Ethical Decision Making for Policymakers 9:30 - 11:00 A.M.	Governance and Leadership 9:30 - 11:00 A.M.	Strategic Planning for Policymakers: Moving Your Priorities Forward 9:30 - 11:00 A.M.
	Plenary Session: America Post-Ferguson: Strategies for Effective Community Policing 11:30 A.M. - 1:00 P.M.	Democratic Presidential Forum 11:30 A.M. - 1:00 P.M.	Republican Presidential Candidate Forum 11:30 A.M. - 1:00 P.M.
	National Leadership Luncheon: Nevada Political Leadership and Role of Latino Electorate 1:30 - 3:30 P.M.	National Leadership Luncheon: Commemoration of VRA Anniversary 1:30 - 3:30 P.M.	National Leadership Luncheon: CIR/Executive Action Update 1:30 - 3:30 P.M.
	Opening Reception 6:00 - 8:00 P.M.	Evening Event: Cirque du Soleil Zarkana 6:00 - 10:00 P.M.	Evening Event: Las Vegas Night Life Experience 7:00 - 10:00 P.M.



FOR UPDATES, VISIT NALEO ONLINE:
WWW.NALEO.ORG/ANNUALCONFERENCE

PRELIMINARY DRAFT SUMMARY AGENDA. SUBJECT TO CHANGE.

SUMMARY OF AGENDA ITEM

DATE: April 14, 2015

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: My Brother's Keeper – Pledge in Support of Males of Color

PURPOSE:

At the request of Governing Board Vice President Devin Del Palacio, the Governing Board members are asked to consider and approve, if desired, the Pledge in Support of Males of Color as part of the My Brother's Keeper Initiative.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

President Obama launched the My Brother's Keeper initiative to address persistent opportunity gaps faced by boys and young men of color and ensure that all young people can reach their full potential. Through this initiative, the Administration is joining with cities and towns, businesses, and foundations who are taking important steps to connect young people to mentoring, support networks, and the skills they need to find a good job or go to college and work their way into the middle class. In addition President Obama signed a Presidential Memorandum establishing the My Brother's Keeper Task Force, an interagency effort, chaired by Assistant to the President and Cabinet Secretary Broderick Johnson, that will help determine what public and private efforts are working and how to expand upon them, how the Federal Government's own policies and programs can better support these efforts, and how to better involve State and local officials, the private sector, and the philanthropic community in these efforts.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:


The My Brother's Keeper initiative encourages the use of proven tools that expand opportunity for young people, including access to basic health, nutrition, mentorship, high-quality early education, and early introductions into the workforce, as well as partnering with communities and police to reduce violence and make our classrooms and streets safer. Most recently, leaders of the 60 largest urban school systems in the country joined in an unprecedented pledge to change the life outcomes of boys and young men of color by better serving these students at every level. With majority of our demographics being people of color, Mr. Del Palacio believes the pledge will send a strong message to the community that the District acknowledges the challenges these young folks face and will work hard to ensure they have an opportunity to succeed.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board consider and approve, if desired, the Pledge in Support of Males of Color.

Submitted by:  Date: 4-8-15
Approved by: Lesli Cunningham/kme Date: 4-8-15

**PLEDGE
IN SUPPORT OF MALES OF COLOR
IN THE TOLLESON UNION HIGH SCHOOL DISTRICT
APRIL 14, 2015**

WHEREAS, the academic achievement of Males of Color in the Tolleson Union High School District and nationally is well below what it needs to be for these young people to be successful in college and careers; and

WHEREAS, disproportionate numbers of Males of Color drop out of urban schools and often have low attendance rates; and

WHEREAS, the Tolleson Union High School District has an obligation to teach all students under their aegis to the highest academic standards and prepare them for successful participation in our nation;

BE IT RESOLVED that the Tolleson Union High School District pledges to continue its efforts to better serve Males of Color and their academic and social development; and

That Tolleson Union High School District will continue to monitor the progress of Males of Color and other students in our schools and appropriately intervene at the earliest warning signs; and

That Tolleson Union High School District will continue to implement promising and proven approaches to reducing absenteeism, especially chronic absenteeism, among Males of Color; and

That Tolleson Union High School District will pursue initiatives and regularly report to the governing board on progress in retaining Males of Color in school and reducing suspension and expulsion rates; and

That Tolleson Union High School District will continue initiatives and regularly report on progress in increasing the numbers of our Males of Color and other students participating in advanced placement and honors courses and gifted and talented programs; and

That Tolleson Union High School District will continue initiatives and regularly report on progress in increasing the numbers of Males of Color and other students who complete the FAFSA; and

That the Tolleson Union High School District will continue to transform high schools and increase graduation rates among Males of Color and others and to provide engagement initiatives with parents.

Steven Chapman, President

Devin Del Palacio, Vice President

Corina Madruga, Member

Vincent Moreno, Member

Freddie Villalon, Member