

# GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Regular Meeting of the Governing Board  
January 12, 2017, 5:30 p.m.

Revised  
January 10, 2017

## Public Notice - Meeting Agenda

Notice of this meeting has been posted consistent with the requirements of A.R.S. §38-431.02.  
The meeting's location is the Board Room in the District Office, 7301 N. 58<sup>th</sup> Avenue, Glendale.

The Board reserves the right to change the order of items on the agenda, with the exception of public hearings, which are scheduled for a specific time. At the chair's discretion, the Board may carry over consideration of any business not concluded by 9:00 p.m. to the next regular meeting's agenda. Governing Board members may participate via telephone conference call if necessary. The Governing Board reserves the right to convene to executive session for the purpose of obtaining legal advice from its attorney for any item listed on the agenda, in person or by telephone, pursuant to A.R.S. §38-431.03(A)(3).

### GOVERNING BOARD PRIORITIES

- Student Achievement
- Quality Teachers and Staff
- Financial Stability
- Community Engagement

### OUR GOALS

- Increase Student Achievement
- Eliminate the Achievement Gap

### 5:00 p.m. Ceremony and Reception

*The Governing Board will publicly commemorate the new and re-elected Board members' swearing of the oath of office. A reception will immediately follow the swearing-in ceremony.*

#### 1. Call to Order and Roll Call

#### 2. Organizational Meeting

##### Election of Officers

##### a) President of the Board

- i) Nominations
- ii) Motion \_\_\_\_\_ Second \_\_\_\_\_
- iii) Board Discussion
- iv) Vote

##### b) Clerk of the Board

- i) Nominations
- ii) Motion \_\_\_\_\_ Second \_\_\_\_\_
- iii) Board Discussion
- iv) Vote

#### 3. Opening Exercises

- a. Offer of Spanish Interpretation
- b. Moment of Silence
- c. Pledge of Allegiance
- d. Adoption of Agenda
- e. Approval of Acting Clerk (if necessary)

#### 4. Special Recognition

None at this time.

#### 5. Call to the Public

The public is invited to address the Board on any issue within its jurisdiction, subject to reasonable time, place and manner restrictions. Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits

Individuals can access copies of documentation provided to the Board to substantiate administrations' recommendations, i.e. reports, detailed information, agreement documents, etc., the Friday before the Board meeting in each school's office, the Superintendent's office, or on the Governing Board's page of the District's website. Persons with disabilities may request reasonable accommodations by contacting (623) 237-7136 at least two days prior to the meeting.

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 Board; (b) Ask staff to review a matter; or (c) Ask that a matter be put on a future agenda.

Those wishing to address the Board should complete a "Call to the Public" form and submit it to the Board Secretary prior to the start of the meeting. Each speaker will be provided three (3) minutes to address the Board, unless provided other direction by the Board. At the outset of the speaker's remarks, the speaker should state their name and the Board requests that the speaker provide his/her address.

## 6. Consent Agenda

### a. Approval of Minutes

The minutes of the December 2, 2016 Special Meeting, December 8, 2016 Regular Meeting, December 22, 2016 Special Meeting and December 22, 2016 Executive Session are submitted for approval.

### b. Ratification of Vouchers

It is recommended the Governing Board approve the expense and payroll vouchers as presented.

### c. Acceptance of Gifts

It is recommended the Governing Board ratify and approve acceptance of gifts offered to the District as presented.

### d. Certified Personnel Report

Revised It is recommended the Governing Board approve the employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, terminations and/or contract renewals of certified personnel.

### e. Classified Personnel Report

It is recommended the Governing Board approve the employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, and/or terminations of classified personnel.

### f. Travel

Revised It is recommended the Governing Board approve employee requests for out of county, out of state travel as presented.

### g. Surplus Property Disposal

It is recommended the Governing Board approve the items listed as surplus property and grant permission to dispose of them through public auction or salvage company.

### h. Surplus Property Trade-In

It is recommended the Governing Board approve the item listed as surplus property and grant permission to use as a trade in for new equipment.

### i. Facsimile Signatures

It is recommended the Governing Board approve the annual, routine reaffirmation of its authorization for the use of one Board member's original signature and facsimile signatures for the other Board members when signing expense and payroll vouchers.

### j. Execution of Vouchers

It is recommended the Governing Board approve the annual, routine resolution authorizing the signing of vouchers between Board meetings, with ratification at the next meeting pursuant to A.R.S. § 15-321.

k. Hearing Officer List

It is recommended the Governing Board approve the annual, routine reaffirmation of the list of hearing officers who may be utilized for student discipline hearings or employee discipline hearings when needed as presented.

l. Authorization to Issue Preliminary Notices of Inadequacy

It is recommended the Governing Board approve the annual, routine authorization of the Superintendent, or his designee, to issue preliminary notices of inadequate classroom performance.

m. Employee and Student Discipline Hearings

It is recommended the Governing Board authorize the use of a hearing officer to conduct student and employee discipline hearings pursuant to A.R.S. § 15.341, 15-541, and 15-843, effective for the 2017 calendar year.

n. Student Activity Fund Balance Statement

It is recommended the Governing Board approve the Student Activity Fund Balance Statements for September, October and November 2016 as presented.

o. Auxiliary Operations Fund Balance Statement

It is recommended the Governing Board approve the Auxiliary Fund Balance Statements for September, October and November 2016, as presented.

p. Request for Proposals

It is recommended the Governing Board award Request for Proposals 17.06.21 for Staffing and Recruitment Services to: Appleton Plus People, Futures Education, Gary D Stromberg & Associates, LLC, Maxim Healthcare Services, Inc., MTX Group, My Therapy Company, Substitutes Any Time, Teachers On Call, Parallel Education Division, EDU Staff, LLC, Delta T Group Phoenix Inc., Kaleidoscope Family Solutions Inc., Concentric Healthcare Staffing, Kelly Educational Services, and Corporate Job Bank Personnel Services for the 2016-2017 school year, with the right to renew for four (4) additional years.

**7. Reports and Information Items**

a. Academic Assessments

New

**Administration will present a report on Benchmark Two Assessment results.**

**8. Action Items**

None at this time.

**9. Discussion Item**

a. Community Events

The Governing Board will discuss parameters for the District's participation in community fundraising events.

**10. Board and Superintendent Strategic Goals**

a. Discussion: Goal Progress

The Governing Board will discuss the District's progress towards Board and Superintendent Strategic Goals and may provide administration with direction related to goals for possible future action.

### **11. Future Meetings and Events**

a. Future Meetings

The Governing Board will review the list of upcoming Board meetings and potential agenda topics.

b. Agenda Item Requests

Governing Board Members will request items to be included on future meeting agendas for discussion, information and/or action.

### **12. Summary of Current Events**

a. Superintendent Report

The Superintendent will present a brief summary of current events.

b. Governing Board Report

Governing Board Members will present brief summaries of current events, as necessary.

### **13. Adjournment**

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.A. TOPIC: Approval of Minutes

SUBMITTED BY: Ms. Elizabeth Powell, Executive Assistant

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

The minutes of the December 2, 2016 Special Meeting, December 8, 2016 Regular Meeting, December 22, 2016 Special Meeting and December 22, 2016 Executive Session are submitted for approval.

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RATIONALE:

**MINUTES OF THE SPECIAL MEETING OF THE GOVERNING BOARD**  
**School District No. 40 of Maricopa County, Arizona**  
**District Office Executive Conference Room**  
**December 2, 2016**

**Present:** Ms. Brenda Bartels, President  
Ms. Mary Ann Wilson, Clerk  
Mr. Jamie Aldama, Member  
Mr. Martin Samaniego, Member  
Ms. Sara Smith, Member

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Ms. Bartels at 8:04 a.m. She noted the presence of all five Board members, constituting a quorum, with four participating telephonically.

**OPENING EXERCISES**

Mr. Aldama moved to adopt the meeting agenda and Ms. Wilson seconded the motion. Upon call to vote, the motion carried.

**CALL TO THE PUBLIC**

None at this time.

**ACTION ITEM**

Arizona School Boards Association

Proposed Bylaw Changes      The Governing Board discussed the proposed changes to Arizona School Boards Association bylaws and took action to provide direction in casting the Board's vote associated with these changes. *Note: Mr. Samaniego was disconnected at approximately 8:10 and was not able to be reached following. Ms. Wilson left the meeting at approximately 8:15 a.m.*

**Proposal A** ASBA Governance Committee proposes that if any director or officer on the ASBA Board of Directors misses more than one meeting in a given year it will be deemed that they have vacated their office.

Ms. Smith moved to vote Nay to the proposed change and Ms. Wilson seconded the motion. Upon call to vote, the motion carried.

**Proposal B** Chino Valley USD recommends that a bylaw may be amended or repealed by 2/3 of the member boards that are VOTING instead of by 2/3 vote of the entire membership.

Ms. Smith moved to vote Aye to the proposed change and Ms. Wilson seconded the motion. Upon call to vote, the motion carried.

**Proposal C** The ASBA Hispanic Native American Indian Caucus (HNAIC) proposal will allow a seat on the ASBA Board of Directors for the President and Past President of the HNAIC and one for the President of the Black Caucus.

Mr. Aldama moved to vote Aye to the proposed change and Ms. Smith seconded the motion. Upon call to vote, the motion carried.

**Proposal D** ASBA Governance Committee proposes a change that would require a candidate wishing to run from the floor for an Executive Officer position must provide written notification to the Nominating Committee and Executive Director one week prior to the annual membership meeting.

Mr. Aldama moved to vote Nay to the proposed change and Ms. Smith seconded the motion. Upon call to vote, the motion carried.

**Proposal E** Maricopa USD proposes the elimination of running from the floor for candidates who seek a position on the Executive Committee. The Nominating Committee should provide two or more nominees for each open seat on the Executive Committee to be voted on at the annual membership meeting.

Mr. Aldama moved to vote Nay to the proposed change and Ms. Smith seconded the motion. Upon call to vote, the motion carried.

**Proposal F** Oracle ESD proposes the elimination of running from the floor for candidates who seek a position on the Executive Committee.

Mr. Aldama moved to vote Nay to the proposed change and Ms. Smith seconded the motion. Upon call to vote, the motion carried.

**ADJOURNMENT**

Ms. Smith moved to adjourn the meeting and Mr. Aldama seconded the motion. Upon call to a vote, the motion carried and the regular meeting adjourned at 8:25 a.m.

Submitted by:

\_\_\_\_\_  
Elizabeth Powell, Executive Assistant

Approved By:

\_\_\_\_\_  
Mary Ann Wilson, Clerk of the Board

Date: January 12, 2017

**MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD  
School District No. 40 of Maricopa County, Arizona  
District Office Governing Board Room  
December 8, 2016**

**Present:** Ms. Brenda Bartels, President  
Ms. Mary Ann Wilson, Clerk  
Mr. Jamie Aldama, Member  
Ms. Sara Smith, Member

**Absent:** Mr. Martin Samaniego, Member

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Ms. Bartels at 5:30 p.m. She noted the presence of four of five Board members, with Mr. Samaniego absent, constituting a quorum.

**OPENING EXERCISES**

Ms. Bartels welcomed everyone and thanked them for coming. She called for a moment of silence and asked the students from Bicentennial South's singing group to lead the Pledge of Allegiance.

Mr. Aldama moved to adopt the meeting agenda and Ms. Smith seconded the motion. Upon call to vote, the motion carried.

**SPECIAL RECOGNITION**

Student Performance Third grade students from Bicentennial South Elementary School performed the following musical selections under the direction of Ms. Mary Bennett:

*One Small Step* by Sally K. Albrecht and Jay Althouse  
*Winter Wonderland*, by Felix Bernard and Richard B. Smith  
*Marshmallow World* by Carl Sigman and Peter DeRose  
*Jingle Bells* by James Lord Pierpont  
*Jingle Bell Rock* by Joe Beal and Jim Boothe  
*Feliz Navidad* by Jose Feliciano

**CALL TO THE PUBLIC**

Mr. John Dyer addressed the Governing Board to express his gratitude to administration, the community, support staff, and everyone who pulled together to make the school closure earlier this year have a minimal impact on students and teachers.

**CONSENT AGENDA**

Ms. Smith moved to approve the consent agenda as presented. Ms. Wilson seconded the motion. Upon call to vote, the motion carried and the following items were approved:

Approval of Minutes The Governing Board approved the minutes of the November 17, 2016, Regular Meeting.

Ratification of Vouchers The Governing Board approved the expense and payroll vouchers as presented.

Acceptance of Gifts The Governing Board ratified and approved acceptance of gifts offered to the District as presented.

<u>Donor</u>	<u>Gift</u>	<u>Recipient</u>
Donor's Choose	"New Toys" Project Est. Value \$500.00	American
Donor's Choose	"To Computer Programming and Beyond" Project Est. Value \$675.00	American
AMF Bowling	8 coupons for 1 free bowling session for student incentives	American
Rosemary Garcia	\$10.00 Donation to Student Council	Bicentennial North
Donor's Choose	"Cheerleaders Need Uniforms" Project Est. Value \$350.00	Challenger
Coca Cola	\$22.48 gift to school	Challenger
Coyote Ridge Booster Club	\$359.04 gift to student council	Coyote Ridge
Wells Fargo Community Support Campaign	\$166.14 Classroom Field Trips	Coyote Ridge
AZ Kids Think Too	23 Hygiene bags for incoming refugee students Est. Value \$450.00	District Wide
Child Safety Network	Donation of 70 Turkeys for Student Families	District Wide
Palo Verde Dentistry (Dr. Phan)	\$500.00 Student Incentives	GSA



<u>Donor</u>	<u>Gift</u>	<u>Recipient</u>
Home Depot	Food and Supplies for Thanksgiving Feast Est. Value \$200.00	GSA
Angelique Alvarez (Harber)	2 2-gallon beverage dispensers/lemonade for Thanksgiving Feast Est. Value \$20.00	GSA
Kingdom First Ministries	Donation of 16 Turkeys for Student Families	GSA
Camelback Vending	\$39.12 gift to School	Landmark
Walmart/Christopher Rios	\$250.00 After School Activities	Mensendick
Coca Cola	\$131.98 Employee Incentives	Sine

Certified Personnel: The Board approved the employments, resignations, retirements, promotions, leaves of absence, and/or terminations of certified personnel:

**New Employment**

Moreno, Michelle	Teacher	\$19,659.31	12/12/16
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**Resignation**

Henriquez, Arthur	Retire		12/23/16
McAndrews, Emily*	Moved		12/23/16
Corey, Jeffrey*	Personal		12/23/16
Aggarwal, Himani*	Personal		12/02/16
Chadwick, Nikki	Personal		12/23/16

\*Recommend liquidated damages fee applied per contract

**Change of Position**

Conley, Jennise	Moved from Social Emotional Learning Specialist to Achievement Advisor		11/30/16
Matson, Danielle	Moved from Achievement Advisor to Teacher 6 <sup>th</sup> Grade		11/07/16
Regan, Tracey	Moved from Educational Assistant to Teacher Resource at Horizon		11/28/16

**Guest Teacher - New Hire**

Alfonso, Daniel P.	Guest Teacher		11/28/16
Johnson, LaVisa	Guest Teacher		11/28/16
Mohamed, Lina H.	Guest Teacher		12/05/16
Reiswig, Kim	Guest Teacher		11/28/16
Steinkamp, Dori L.	Guest Teacher		11/28/16

**Guest Teacher - Re-Hire**

Froncek, Martin E.	Guest Teacher		11/29/16
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**Guest Teacher - Resignation**

Lewin, Rueben	Personal		07/25/16
Livingston, Lupe	Personal		10/24/16

Classified Personnel The Governing Board approved the following employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, and/or terminations of classified personnel as presented.

**New Employment**

Doepke, Darlene	School Bus Driver	\$14.13	11/14/16
Lizarraga, Brittanie A.	Substitute Administrative Assistant	\$15.83	11/17/16
Madrigal, Maria J.	Food Service Worker	\$8.54	11/21/16
Pate, Sandra	Extended Day Site Supervisor	\$8.54	12/05/16

**Position Change**

Bradley, Ronnie I.	From Educational Assistant CCSE to Educational Assistant CCLS	\$11.79	11/14/16
Cangas, Rosaura	From Lead Custodian to Unit Operations Manager	\$14.46	11/21/16
Eason, Victoria D.	From Substitute Bus Driver to School Bus Driver	\$16.22	12/05/16
Hallett, Evita M.	From Extended Day Site Supervisor to Extended Day Substitute	\$11.77	11/15/16
Lopez, Teresa	From Substitute Cleaner to Cleaner	\$9.90	11/14/16
Topete, Angelica	From Substitute Cleaner to Cleaner	\$9.90	11/14/16
Valdivia, James A.	From Educational Assistant Resource to Educational Assistant CCSE	\$11.75	11/14/16
Westmoreland, James	From Food Service Worker to Substitute Food Service Worker	\$8.54	11/28/16

**Resignation**

Alvarez, Carlos	Substitute Crossing Guard	Personal	05/26/16
Austin, Claudia E.	Library Clerk	Personal	12/02/16
Branham, Douglas L.	Groundskeeper	Personal	11/01/16
Chaney, Denise D.	Substitute Bus Monitor	Personal	11/03/16
Chaparro, Erick H.	Campus Monitor	Employment	11/18/16
Encizo, Cecilia Maria	Substitute Food Service Worker	Personal	03/11/16
Flores, Hilda	Food Service Worker	Personal	11/30/16
Gipson, Maurice Dewayne	School Bus Driver	Employment	11/16/16
Godinez, Marco A.	Cleaner II	Personal	11/28/16
Hallett, Evita M.	Extended Day Site Supervisor	Employment	11/14/16
McCutcheon, Javelin	Educational Assistant	Personal	12/16/16
Morris, Nicole	Attendance Secretary	Personal	11/22/16
Moscayra, Marco A.	Substitute Bus Driver	Personal	06/16/16
Pogue, Mary L.	Educational Assistant	Personal	11/04/16
Quintero, Norma	Food Service Worker	Health	11/29/16
Ramirez, Celene	Food Service Worker	Personal	11/18/16
Rojas, Mirna G.	Campus Monitor	Personal	10/24/16
Rubalcaba, Ashley	Educational Assistant	Personal	10/28/16
Wittrock, Rebecca	Administrative Assistant	Moving	11/16/16

**Correction to Leave of Absence**

Ramirez, Stephanie V.                    Food Service Specialist                    08/04/16 - 02/06/17

Travel                    The Governing Board approved employee requests for out of county, out of state travel as presented.

Surplus Property Disposal                    The Governing Board approved the items listed as surplus property and grant permission to dispose of them through public auction or salvage company.

Out-of-State Teacher Recruitment Trip                    The Governing Board approved the proposed Out-of-State Recruitment Trip to New York.

Surplus Property Trade-In                    The Governing Board approved the item listed as surplus property and grant permission to use as a trade in for new equipment.

**REPORTS AND INFORMATION ITEMS**

None at this time

**ACTION ITEMS**

Employee Contracts and Work Agreements                    Mr. Quintana recommended the Governing Board approve the employee contracts and work agreements as presented for the 2017-2018 school year. Ms. Smith inquired about how the liquidated damages fees are applied for those who do not honor their contract after accepted the commitment. Ms. Smith moved to approve the recommendation as stated and Mr. Aldama seconded the motion. Upon call to vote the motion carried.

Self-Insured Trust Board Member                    Mr. Quintana recommended the Governing Board appoint Mr. Mike Martinez to serve on the District's Self-Insured Trust Board as a community member representative. Mr. Aldama moved to approve the recommendation as stated and Ms. Wilson seconded the motion. Upon call to vote the motion carried.

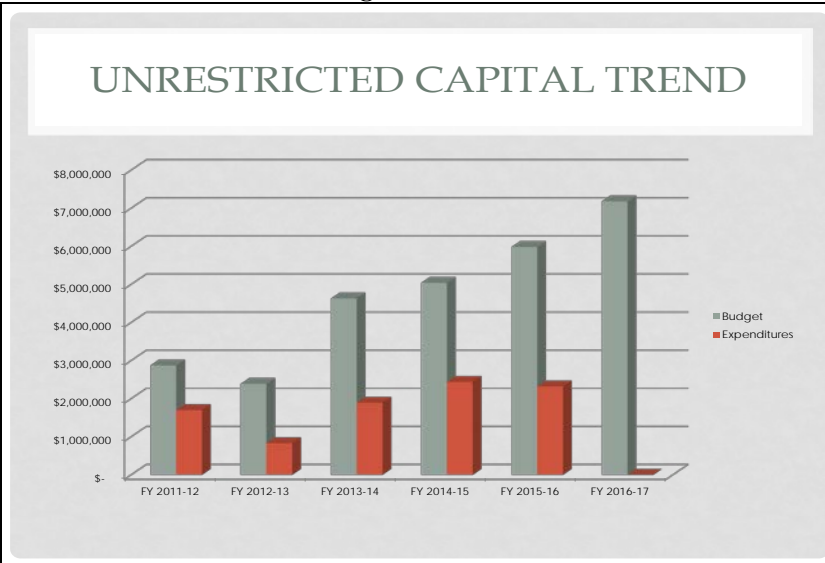
Revised Expenditure Budget                    Mr. Quintana recommended the Governing Board approve the Revised Expenditure Budget for fiscal year 2016-2017 as presented. Mr. Barragan reviewed the following presentation to explain the recommended revisions.

## FY 2017 REVISED #1 EXPENDITURE BUDGET

PRESENTED 12/8/2016

FY17 GENERAL BUDGET LIMIT			
Adopted		Revised #1	
RCL	\$ 60,958,000	RCL	\$ 60,958,000
Override	\$ 9,466,564	Override	\$ 9,333,420
BBCF	\$ 2,855,429	BBCF	\$ 2,855,429
Transfer	\$ - 458,653	Transfer	\$ - 466,132
<b>TOTAL</b>	<b>\$ 72,821,340</b>	<b>TOTAL</b>	<b>\$ 72,680,717</b>

FY17 UNRESTRICTED CAPITAL			
Adopted		Revised #1	
BBCF	\$ 2,423,374	BBCF	\$ 2,322,492
Interest	\$ 20,000	Interest	\$ 24,204
RCL	\$ 2,148,379	RCL	\$ 2,095,125
DAA	\$ 840,546	DAA	\$ 840,780
<b>TOTAL</b>	<b>\$ 6,568,603</b>	Prop. 123	\$ 560,553
		<b>TOTAL</b>	<b>\$ 7,181,222</b>



### LEGISLATIVE REDUCTIONS

Year	M&O	CORL	SCA (or DAA)	Total
2009	\$ 1,386,913.13	\$ -	\$ 307,194.00	\$ 1,694,107.13
2010	\$ -	\$ -	\$ 2,013,781.00	\$ 2,013,781.00
2011	\$ 1,605,426.00	\$ -	\$ 2,351,130.00	\$ 3,956,556.00
2012	\$ -	\$ 1,280,766.00	\$ 2,690,341.00	\$ 3,971,107.00
2013	\$ -	\$ 1,075,384.00	\$ 2,292,084.00	\$ 3,367,468.00
2014	\$ -	\$ -	\$ 3,381,567.00	\$ 3,381,567.00
2015	\$ -	\$ -	\$ 3,594,172.00	\$ 3,594,172.00
2016	\$ -	\$ -	\$ 5,082,580.40	\$ 5,082,580.40
2017	\$ -	\$ -	\$ 4,957,703.00	\$ 4,957,703.00
<b>Total</b>	<b>\$ 2,992,339.13</b>	<b>\$ 2,356,150.00</b>	<b>\$ 26,670,552.40</b>	<b>\$ 32,019,041.53</b>

Estimate

2014 - CORL now known as District Additional Assistance; SCA fund deleted.

- 91% of reductions are specific to capital funding

- ### FINAL THOUGHTS
1. Current Year Funding (CYF) would have caused GESD to decrease the budget by approximately \$1.6 million
  2. Continue to allocate a portion of RCL/DAA into Capital
  3. Mitigate declining enrollment
  4. Implementation of Proposition (Prop. 206) will be a significant financial impact to GESD

Mr. Aldama inquired if the one hundredth day of school had passed yet. He asked students from charter schools were enrolling after the 100<sup>th</sup> day as had been reported in

the past. He encouraged administration and the Board to start thinking outside the box in order to increase student enrollment.

Ms. Smith moved to approve the recommendation as stated and Ms. Wilson seconded the motion. Upon call to vote the motion carried.

Revised 2016-2017 School  
Year Calendars

Mr. Quintana recommended the Governing Board approve revised 2016-2017 school year calendars for Glendale Landmark School and Challenger Middle School as a result of the temporary closures.

Ms. Wilson moved to approve the recommendation as stated and Mr. Aldama seconded the motion. Upon call to vote the motion carried.

Policy Revision  
Second Reading

Mr. Quintana recommended the Governing Board approve the second reading and adoption of proposed revisions to Policy *GCCA Professional/Support Staff Sick Leave*.

Ms. Wilson noted the revised regulation contains details which she had noticed were missing from the revised policy.

Mr. Aldama stated his concerns for the record: he suggests adding domestic partner as a familial relationship; the other relationships listed seem too vague/general, and also had concerns with the language stating the conditions in which maternity leave may be taken.

Dr. Goodwin addressed Mr. Aldama's concerns to be noted by the Meet and Confer group when the policy is reviewed again.

Ms. Bartels noted questions were raised following a webinar regarding Proposition 206, and Dr. Goodwin confirmed the policy would be reviewed again this year to integrate changes from the passage of Prop. 206.

Mr. Aldama asked when information is requested from an employee's physician, who is asking for this. Dr. Goodwin explained these situations are handled by Human Resources.

Ms. Smith moved to approve the recommendation as stated and Mr. Aldama seconded the motion. Upon call to vote the motion carried.

Suspension of Policy

Mr. Quintana recommended the Governing Board approve the suspension of Board Policy *BGB-Policy Adoption*, related to the first and second reading of recommended revisions to Board Policy *CBI- Evaluation of Superintendent* as listed in Item 7.G. of this Board meeting agenda dated December 8, 2016.

Ms. Wilson moved to approve the recommendation as stated and Ms. Smith seconded the motion. Upon call to vote the motion carried.

Policy Revision First  
and Second Reading

The Governing Board considered taking action to approve the first and second reading and adoption of revisions to Policy *CBI-Evaluation of Superintendent*. Ms. Bartels noted changes requested in the last meeting had been integrated into the documents before them.

Ms. Smith moved to approve the first and second reading and adoption of revisions to Policy *CBI-Evaluation of Superintendent* and Ms. Wilson seconded the motion. Upon call to vote the motion carried.

**DISCUSSION ITEM**

Superintendent Evaluation  
Process

The Governing Board discussed how the Superintendent's Evaluation Process will move forward.

Ms. Bartels asked to have Part I provided to the Board next week to complete prior to the December 22<sup>nd</sup> meeting. She asked to have Mr. Quintana present his goal progress reports (District and personal) at the December 22<sup>nd</sup> meeting. Ms. Smith asked Mr. Quintana to summarize the updates he had given the Board during meetings for his reports in order to keep it simple and not extensive. The meeting will begin at 3:00 p.m. on the 22<sup>nd</sup> in order to allow ample time for the evaluation to be completed.

#### **BOARD AND SUPERINTENDENT STRATEGIC GOALS**

**Goal Progress** The Governing Board discussed the District's progress towards Board and Superintendent Strategic Goals.

Mr. Quintana noted information shared with the Board in the last update regarding progress and work towards accomplishing the District's goals.

*Note: Mr. Aldama left the meeting during the goal progress discussion at approximately 6:45 p.m.*

#### **FUTURE MEETINGS AND EVENTS**

**Future Meetings:** The Board reviewed the list of upcoming meetings and planned agenda items.

The next meeting is scheduled on January 12<sup>th</sup>. The Board will also hold a reception prior to the start of the meeting for the ceremonial swearing in of new and returning Governing Board members.

Ms. Bartels asked when Benchmark data would be available for a report to be presented in a Board meeting. This will be done at the January special meeting.

**Agenda Item  
Requests:**

Governing Board Members were given the opportunity to request items to be included on future meeting agendas for discussion, information and/or action.

Ms. Smith asked to have ASBA brought in to facilitate a workshop with the Board and Executive Team. This will be scheduled as a study session attached to the January special meeting.

Ms. Wilson suggested the Board conduct a self-evaluation in January.

#### **SUMMARY OF BOARD AND SUPERINTENDENT CURRENT EVENTS**

Mr. Quintana encouraged everyone to take advantage of the many student performances scheduled in the coming weeks, and also asked Board members to inform his office of any events they plan to attend so appropriate notice can be posted as necessary. He added this is a time of year when encouraging words and being extra supportive of one another is especially important.

Ms. Smith complimented Educational Services for the District Math Night held earlier this week.

Ms. Wilson shared her holiday wishes for everyone. She gave a special shout out for the District's music teachers and the extra effort they put forward to bring holiday performances to our families.

Ms. Bartels acknowledged the students who performed earlier in the meeting and thanked them for the wonderful performance.

Mr. Quintana made mention of the District's Adopt a Family program currently underway and the need for additional individuals to step forward to help these very deserving families.

#### **ADJOURNMENT**

Ms. Smith moved to adjourn the meeting and Ms. Wilson seconded the motion. Upon call to a vote, the motion carried and the regular meeting adjourned at 7:05 p.m.

Submitted by:

\_\_\_\_\_  
Elizabeth Powell, Executive Assistant

Approved By:

\_\_\_\_\_  
Mary Ann Wilson, Clerk of the Board

Date: January 12, 2017

**MINUTES OF THE SPECIAL MEETING OF THE GOVERNING BOARD  
School District No. 40 of Maricopa County, Arizona  
District Office Governing Board Room  
December 22, 2016**

**Present:** Ms. Brenda Bartels, President  
Ms. Mary Ann Wilson, Clerk  
Mr. Jamie Aldama, Member  
Ms. Sara Smith, Member

**Absent:** Mr. Martin Samaniego, Member

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Ms. Bartels at 3:00 p.m. She noted the presence of four of five Board members, with Mr. Samaniego absent, constituting a quorum.

**OPENING EXERCISES**

Ms. Bartels welcomed everyone and thanked them for coming. She called for a moment of silence followed by the Pledge of Allegiance.

Ms. Bartels announced that due to Mr. Samaniego's absence, there would not be a recess at 5:00 p.m. for the reception (although refreshments would still be served at about 4:30 p.m. for anyone attending the meeting.) Ms. Smith moved to adopt the meeting agenda and Ms. Wilson seconded the motion. Upon call to vote, the motion carried.

**SPECIAL RECOGNITION**

Governing Board

Member Recognition The Governing Board recognized Mr. Martin Samaniego for his service to the Glendale Elementary School District during his term as Governing Board Member. Mr. Quintana stated he would ensure Mr. Samaniego receives the plaque made in recognition for his service.

**CALL TO THE PUBLIC**

None at this time.

**CONSENT AGENDA**

Ms. Smith moved to approve the consent agenda and Mr. Aldama seconded the motion. Upon call to vote, the motion carried and the following items were approved:

Certified Personnel: The Board approved the employments, resignations, retirements, promotions, leaves of absence, and/or terminations of certified personnel:

New Employment\*

Retzloff, Gerry	Teacher	\$16,930.69*	01/09/17
Saikhon, Tamari	Teacher	\$16,930.69*	01/09/17

\*Salary is subject to change pending employment and transcript verification.

\*\*Rehire Smart School-Issuance of Contract for 16-17 School Year

Correction to Resignation Date

Corey, Jeffrey	Teacher		12/07/16
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Change of Position

Howe, Jenifer	from Guest Teacher to Teacher		12/19/16
McBreen, Paul	from Guest Teacher to Teacher		12/19/16
Orcutt, Peyton	from Guest Teacher to Teacher		12/19/16

Retirements

Fischer, Terry	Teacher		12/23/16
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\*Entering Phased Retirement

Guest Teacher - New Hire

Schooler, Joseph A.	Guest Teacher		12/01/16
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Guest Teacher - Resignation

Taylor, Lori E.	Guest Teacher Other Employment		12/01/16
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Leave of Absence

Wright, Kellie	Speech Language Pathologist		02/13/17 - 05/08/17
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Classified Personnel The Governing Board approved the following employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, and/or terminations of classified personnel as presented.

New Employment

Garza, Vanessa R.	Campus Monitor	\$8.54	12/05/16
Johnson, Sophia E.	Substitute Part-Time Recruiting Secretary	\$11.49	12/05/16
Radkte, David J.	Trainee School Bus Driver	\$12.07	01/09/17
Rivera, Rosa	Substitute Cleaner	\$9.90	11/28/16
Sadow, Melissa A.	Educational Assistant	\$10.36	12/05/16

Position Change

Acejo, Michelle	From Substitute Cleaner to Lead Custodian	\$12.68	12/12/16
Bender, Wyatt, J.	From Food Service Manager to Warehouse Delivery Driver	\$13.76	01/09/17
Lopez, Anthony J.	From Substitute Cleaner to Cleaner II	\$9.90	11/28/16
Mellouk, Moez	From Bus Monitor to Substitute Bus Monitor	\$9.20	11/28/16
Ortega, Ruth A.	From Substitute Food Service Worker to Food Service Worker	\$9.48	12/05/16
Pike, Anthony	From Trainee School Bus Driver to Bus Monitor	\$9.20	12/05/16
Ramirez, Maria C.	From Substitute Cleaner to Cleaner II	\$10.08	12/12/16

Resignation

Allen, Don	School Bus Driver	Other Employment	12/09/16
Bustamante, Ashley	Campus Monitor	Move	12/2/16
Her Many Horses, Lorna	Educational Assistant	Education	12/14/16
Morris, Nicole	Attendance Secretary	Personal	11/22/16
Quintero, Norma	Food Service Worker	Health	11/29/16
Super, Ali	Food Service Specialist	Personal	12/08/16
Torres, Angie Ruth	Food Service Manager	Personal	12/23/16

Additional Position

Pence, Pamela	Campus Monitor	\$9.20	08/08/16
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Change in Pay (Prop 206)

Aceves Tavares, Dulce Maria	Sub - Cleaner	1/1/2017	\$10.00
Acosta Rosales, Rosalio	Campus Monitor	1/1/2017	\$10.00
Aguilar, Sylvia Ann	Food Services - Worker	1/1/2017	\$10.00
Amaya, Eugenia	Food Services - Worker	1/1/2017	\$10.00
Ancira, Alicia A	Food Services - Worker	1/1/2017	\$10.00
Arballo, Veronica S	Campus Monitor	1/1/2017	\$10.00
Arellano, Emily L	Campus Monitor	1/1/2017	\$10.00
Austerman, Larry R	Sub - Food Services	1/1/2017	\$10.00
Avalos, Priscilia	Campus Monitor	1/1/2017	\$10.00
Baker, Marsha	Campus Monitor	1/1/2017	\$10.00
Banuelos, Mina	Food Services - Worker	1/1/2017	\$10.00
Barajas, Ana K	Cleaner II	1/1/2017	\$10.00
Barajas-Tapia, Francisco Antonio	Sub - Cleaner	1/1/2017	\$10.00
Barragan, Roxanne C	Food Services - Cashier	1/1/2017	\$10.00
Barraza, Carmen B	Sub - Cleaner	1/1/2017	\$10.00
Basave, Juan G	Ed Assist - Ortho Impaired	1/1/2017	\$10.00
Bender, Lorri L	Sub - Extended Day	1/1/2017	\$10.00
Bermudez-Lopez, Veronica B	Food Services - Worker	1/1/2017	\$10.00
Bohn, Monique	Campus Monitor	1/1/2017	\$10.00
Bolin, Lela M	Food Services - Worker	1/1/2017	\$10.00
Bowden, Jennifer K	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Bowdry, LaShane Shereen	Sub - Bus Monitor	1/1/2017	\$10.00

Bradley, Kealohilani C	Campus Monitor	1/1/2017	\$10.00
Brothers, Adrian J	Ed Assist - Standard 1:1	1/1/2017	\$10.00
Brothers, Adrian J	Sub Campus Monitor	1/1/2017	\$10.00
Brown, Alfred L	Sub - Food Services	1/1/2017	\$10.00
Brown, Loretta A	Family Services Advocate	1/1/2017	\$10.00
Burciaga, Rosario Gonzales	Food Services - Worker	1/1/2017	\$10.00
Caban, Doris	Bus Monitor	1/1/2017	\$10.00
Campa, Leticia	Food Services - Worker	1/1/2017	\$10.00
Canales, Monica S	Ed Assist - Standard - CEP	1/1/2017	\$10.00
Canela, John D	Sub - Cleaner	1/1/2017	\$10.00
Carbajal, Vivian D	Sub - Cleaner	1/1/2017	\$10.00
Carmelo, Daniel R	Sub - Cleaner	1/1/2017	\$10.00
Carrasco, Jillia A	Campus Monitor	1/1/2017	\$10.00
Carter, Maurice D	Sub - Cleaner	1/1/2017	\$10.00
Casas, Maria Guadalupe	Food Services - Worker	1/1/2017	\$10.00
Castillo, Juana	Food Services - Worker	1/1/2017	\$10.00
Castro, Miriam Arlene	Food Services - Cashier	1/1/2017	\$10.00
Castro, Patricia A	Campus Monitor	1/1/2017	\$10.00
Chambers, Diane N	Campus Monitor	1/1/2017	\$10.00
Chaney, Denise D	Sub - Bus Monitor	1/1/2017	\$10.00
Chavez Ronquillo, Elvia G	Cleaner II	1/1/2017	\$10.00
Chavez, Julia E	Sub - Cleaner	1/1/2017	\$10.00
Chavez, Manuel A	Sub - Cleaner	1/1/2017	\$10.00
Chavez, Sara L	Campus Monitor	1/1/2017	\$10.00
Chavez, Sylvia	Food Services - Worker	1/1/2017	\$10.00
Chrisco, Korinna M	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Contreras, Maria E	Campus Monitor	1/1/2017	\$10.00
Correa, Emily M	Ed Assist - Standard - CEP	1/1/2017	\$10.00
Cota, Arlene Victoria	Food Services - Worker	1/1/2017	\$10.00
Cota, Francisca D	Food Services - Worker	1/1/2017	\$10.00
Cox, Darcie A	Campus Monitor	1/1/2017	\$10.00
Cruz Martinez, Mayra A	Food Services - Cashier	1/1/2017	\$10.00
Cue, Joyce Y	Bus Monitor	1/1/2017	\$10.00
Czerwinski, Susan B	Food Services - Worker	1/1/2017	\$10.00
Daniels, Charlene	Bus Monitor	1/1/2017	\$10.00
Dazey, Trisha Ruth	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Deaton, Susan K	Bus Monitor	1/1/2017	\$10.00
Desselles, Charles	Campus Monitor	1/1/2017	\$10.00
Desselles, Charles	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Dhaliwal, Amrinder K	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Dippold, Jennifer C	Sub - Extended Day	1/1/2017	\$10.00
Duncan, Carleesa V	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Echeverria, Jeannie	Food Services - Worker	1/1/2017	\$10.00
Edelson, Justin S	Ed Assist - Standard	1/1/2017	\$10.00
Edwards, Janaea A	Campus Monitor	1/1/2017	\$10.00
Elder, Maria L	Campus Monitor	1/1/2017	\$10.00
Ellis, Carol A.	Sub - Extended Day	1/1/2017	\$10.00
Encizo, Leticia A	Food Services - Worker	1/1/2017	\$10.00
Enriquez Mendoza, Laura	Campus Monitor	1/1/2017	\$10.00
Escobedo, Guadalupe	Campus Monitor	1/1/2017	\$10.00
Farley, Michelle Marie	Campus Monitor	1/1/2017	\$10.00
Fender, Robert J	Sub - Cleaner	1/1/2017	\$10.00
Fields, Laurie M	Campus Monitor	1/1/2017	\$10.00
Filippone, Vali Maria	Campus Monitor	1/1/2017	\$10.00
Galaviz, Ashley	Sub - Cleaner	1/1/2017	\$10.00
Galvez Carillo, Carismeldi	Sub - Cleaner	1/1/2017	\$10.00
Garcia, Corina G	Campus Monitor	1/1/2017	\$10.00
Garcia, Estefany Z	Food Services - Cashier	1/1/2017	\$10.00
Garcia, Lorena	Food Services - Worker	1/1/2017	\$10.00
Garner, Contina Ann	Food Services - Worker	1/1/2017	\$10.00
Garza, Vanessa R	Campus Monitor	1/1/2017	\$10.00
Gomez De Jesus, Milagro	Family Services Advocate	1/1/2017	\$10.00

Gomez, Daniel Cruz	Ed Assist - Ortho Impaired	1/1/2017	\$10.00
Gonzalez, Elia K	Campus Monitor	1/1/2017	\$10.00
Gonzalez, Laura E	Cleaner II	1/1/2017	\$10.00
Gonzalez, Maria C	Sub - Cleaner	1/1/2017	\$10.00
Goodwin, Norward L	Sub - Cleaner	1/1/2017	\$10.00
Griego, Nicole Rosanne	Campus Monitor	1/1/2017	\$10.00
Griffin, Dennis A	Food Services - Worker	1/1/2017	\$10.00
Guerrero, Orlando A	Sub - Cleaner	1/1/2017	\$10.00
Guzman, Julieta	Cleaner I	1/1/2017	\$10.00
Hampton, Kimberly A	Food Services - Worker	1/1/2017	\$10.00
Hernandez, Lenira A	Food Services - Worker	1/1/2017	\$10.00
Hernandez, Maria L	Food Services - Worker	1/1/2017	\$10.00
Hernandez-Guevara, Selina R	Campus Monitor	1/1/2017	\$10.00
Herrera, Luz E	Sub - Cleaner	1/1/2017	\$10.00
Higareda Ramirez, Bertha A	Sub - Cleaner	1/1/2017	\$10.00
Hinojosa, Maria Refujio Amaya De	Cleaner II	1/1/2017	\$10.00
Hoepelman, Stephanie A	Ed Assist - Ortho Impaired	1/1/2017	\$10.00
Holguin, Christian	Ed Assist - Standard	1/1/2017	\$10.00
Houston, Jermaine L	Sub - Cleaner	1/1/2017	\$10.00
Huaracha, Veronica E	Campus Monitor	1/1/2017	\$10.00
Hunt, Antonio J	Food Services - Worker	1/1/2017	\$10.00
Johnson, Cheryl E	Campus Monitor	1/1/2017	\$10.00
Johnson, Matthew L	Food Services - Worker	1/1/2017	\$10.00
Jones, Dimitria N	Bus Monitor	1/1/2017	\$10.00
Jones, Nicole Marie	Ed Assist - Standard	1/1/2017	\$10.00
Juarez, Antonia	Food Services - Worker	1/1/2017	\$10.00
Kadhim, Nada Hashem	Food Services - Worker	1/1/2017	\$10.00
Khanal, Saraswati	Campus Monitor	1/1/2017	\$10.00
Kinlicheenie, Ralphine	Campus Monitor	1/1/2017	\$10.00
Landeros, Maria G	Ext Day - Activity Leader	1/1/2017	\$10.00
Lara, Elena	Campus Monitor	1/1/2017	\$10.00
Lee, Irene A.	Sub - Food Services	1/1/2017	\$10.00
Leyba, Maria D	Food Services - Cashier	1/1/2017	\$10.00
Limon Rodriguez, Rosa Elena	Family Services Advocate	1/1/2017	\$10.00
Lizarraga Villa, Kimberly G	Campus Monitor	1/1/2017	\$10.00
Lopez, Anthony J	Sub - Cleaner	1/1/2017	\$10.00
Lopez, Diana	Family Services Advocate	1/1/2017	\$10.00
Lopez, Teresa	Cleaner II	1/1/2017	\$10.00
Luevano Hernandez, Xochitl A	Food Services - Worker	1/1/2017	\$10.00
Madrigal, Maria J	Food Services - Worker	1/1/2017	\$10.00
Marshall, Shaniqua T	Sub - Bus Monitor	1/1/2017	\$10.00
Martinez, Jessica Rose	Campus Monitor	1/1/2017	\$10.00
Mazariegos, Cristina P	Food Services - Worker	1/1/2017	\$10.00
McCall, Magayla Lynne	Campus Monitor	1/1/2017	\$10.00
McCall, Magayla Lynne	Family Services Advocate	1/1/2017	\$10.00
Mcdonald, Kate E	Campus Monitor	1/1/2017	\$10.00
Mcinerney, Nancy M	Food Services - Worker	1/1/2017	\$10.00
Mellouk, Moez	Sub - Bus Monitor	1/1/2017	\$10.00
Mendez, Cynthia E	Campus Monitor	1/1/2017	\$10.00
Mendoza, Aura L.	Food Services - Worker	1/1/2017	\$10.00
Miranda, Edward Romero Jr.	Sub - Cleaner	1/1/2017	\$10.00
Misbeek, Marjorie F	Campus Monitor	1/1/2017	\$10.00
Moreno, Maria L	Food Services - Worker	1/1/2017	\$10.00
Munoz, Angela S	Campus Monitor	1/1/2017	\$10.00
Munoz, Concepcion Cayetana	Campus Monitor	1/1/2017	\$10.00
Murillo, Denecia Y	Campus Monitor	1/1/2017	\$10.00
Murillo, Monica	Food Services - Worker	1/1/2017	\$10.00
Nava, Brenda Y	Ed Assist - Standard	1/1/2017	\$10.00
Newell, Catherine A	Ed Assist - Standard	1/1/2017	\$10.00
Niemier, Michelle Marie	Food Services - Worker	1/1/2017	\$10.00
Nosov, Tatiana Danilovna	Food Services - Worker	1/1/2017	\$10.00
Olague, Michelle Dawn	Sub - Extended Day	1/1/2017	\$10.00

Ortega, Ruth	Food Services - Worker	1/1/2017	\$10.00
Ortez Mendoza, Paula	Campus Monitor	1/1/2017	\$10.00
Pacheco, Monica	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Pape, Beverly J	Bus Monitor	1/1/2017	\$10.00
Pasos, Sabrina Jonel	Bus Monitor	1/1/2017	\$10.00
Pate, Sandra L	Ext Day - Activity Leader	1/1/2017	\$10.00
Pena Nunez, Maria De La Luz	Food Services - Worker	1/1/2017	\$10.00
Peralta, Adrian F	Sub - Cleaner	1/1/2017	\$10.00
Perez Martinez, Hilda I	Sub-Extended Day	1/1/2017	\$10.00
Perez, Alexandra V	Bus Monitor	1/1/2017	\$10.00
Perez, Cristina R	Food Services - Worker	1/1/2017	\$10.00
Perez, Debora Cassandra	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Powers, Esmeralda San Jo	Bus Monitor	1/1/2017	\$10.00
Quintero, Grace S	Food Services - Worker	1/1/2017	\$10.00
Ramirez, Jenny	Campus Monitor	1/1/2017	\$10.00
Ramirez, Maria Cristina	Sub - Cleaner	1/1/2017	\$10.00
Ramos, Angelica	Campus Monitor	1/1/2017	\$10.00
Rivera, Rosa I	Sub - Cleaner	1/1/2017	\$10.00
Robinson, Hearly L	Ed Assist - Ortho Impaired	1/1/2017	\$10.00
Rodriguez, Erica M	Ed Assist - Standard	1/1/2017	\$10.00
Rodriguez, Paul Francis	Campus Monitor	1/1/2017	\$10.00
Rosales De Cardoza, Rosa Delia	Food Services - Worker	1/1/2017	\$10.00
Rouse, Johnathan M	Ed Assist - Ortho Impaired	1/1/2017	\$10.00
Ruelas, Natalie	Ed Assist - Standard - CEP	1/1/2017	\$10.00
Ruelas, Natalie	Sub-Extended Day	1/1/2017	\$10.00
Ruiz, Brenda S	Campus Monitor	1/1/2017	\$10.00
Ruiz, Brenda S	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Ruiz, Maria G	Campus Monitor	1/1/2017	\$10.00
Rutledge, Andrea K	Ed Assist - Standard - CEP	1/1/2017	\$10.00
Salazar, Olga L	Food Services - Worker	1/1/2017	\$10.00
Salguero Linares, Valeriana	Sub - Cleaner	1/1/2017	\$10.00
Salih, Pary	Campus Monitor	1/1/2017	\$10.00
Salih, Pary	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Sanchez, Lidia P	Food Services - Worker	1/1/2017	\$10.00
Sandoval, Serafin	Food Services - Worker	1/1/2017	\$10.00
Shaw, Dave S	Sub - Cleaner	1/1/2017	\$10.00
Smith, Robert L	Campus Monitor	1/1/2017	\$10.00
Soto, Sonia	Food Services - Worker	1/1/2017	\$10.00
Spears, Wrenches L	Bus Monitor	1/1/2017	\$10.00
Staats, Sierra	Food Services - Worker	1/1/2017	\$10.00
Stearns, Theresa Marie	Ed Assist - Standard	1/1/2017	\$10.00
Steel, Jeannie	Campus Monitor	1/1/2017	\$10.00
Steel-thaxton, Angela D	Campus Monitor	1/1/2017	\$10.00
Tarlton III, Robert William	Sub - Extended Day	1/1/2017	\$10.00
Thorson, Barbara M	Campus Monitor	1/1/2017	\$10.00
Tom, Thomas	Food Services - Worker	1/1/2017	\$10.00
Topete, Angelica	Cleaner II	1/1/2017	\$10.00
Ulen, Alyssa Nicole	Ext Day - Activity Leader	1/1/2017	\$10.00
Urias, Ana L	Food Services - Worker	1/1/2017	\$10.00
Valdes, Gabriel J	Sub - Cleaner	1/1/2017	\$10.00
Valenzuela, Jocelyn Y	Campus Monitor	1/1/2017	\$10.00
Valera, Maria R	Food Services - Worker	1/1/2017	\$10.00
Vandever, Dora Ann	Campus Monitor	1/1/2017	\$10.00
Vasquez, Rufino R	Campus Monitor	1/1/2017	\$10.00
Vega, Inez R	Sub - Cleaner	1/1/2017	\$10.00
Velazquez-Meza, Juan	Food Services - Worker	1/1/2017	\$10.00
Veleta, Maria Y	Sub - Cleaner	1/1/2017	\$10.00
Vinson, Linda S	Food Services - Worker	1/1/2017	\$10.00
Wallace, Nickolaus Dean	Sub - Cleaner	1/1/2017	\$10.00
Washington, Keith	Campus Monitor	1/1/2017	\$10.00
Washington, Keith	Ed Assist - Standard	1/1/2017	\$10.00
Watson, Lori A	Food Services - Worker	1/1/2017	\$10.00

Westmoreland, James Roth	Sub - Food Services	1/1/2017	\$10.00
Whelan, Michael	Food Services - Worker	1/1/2017	\$10.00
Williams, Theresa J	Sub - Extended Day	1/1/2017	\$10.00
Williams, Vicky L	Food Services - Worker	1/1/2017	\$10.00
Wood, Teresa M	Food Services - Worker	1/1/2017	\$10.00
Zamora, Liliana	Campus Monitor	1/1/2017	\$10.00
Zamora, Liliana	Ed Assist - Spec Ed Resource	1/1/2017	\$10.00
Zamora, Maricela	Campus Monitor	1/1/2017	\$10.00
Zatarain, Agueda	Food Services - Worker	1/1/2017	\$10.00
Zazueta Garcia, Veronica	Food Services - Worker	1/1/2017	\$10.00

## REPORTS AND INFORMATION ITEMS

### Superintendent's Progress Report

Mr. Quintana presented the Governing Board with the following Progress Report.

**SUPERINTENDENT'S ANNUAL PROGRESS  
REPORT**

December 22, 2016

**TWO OVER-ARCHING DISTRICT GOALS**

**Increase Student Achievement**

**Eliminate the Achievement Gap**

**WHAT'S BEING DONE TO ACHIEVE GOALS**

Professional Learning Communities Framework Implementation  
*See bullet points on handout*

- Cindy Segotta-Jones was appointed the Assistant Superintendent for Education Services. Mrs. Segotta-Jones brought with her a wealth of knowledge and experience in implementing the Professional Learning Communities framework.
- Established and providing ongoing training for the District's Guiding Coalition. This group is made up of teacher leaders from each school and is designed to help push out the work related to the implementation of the Professional Learning Communities framework and practices.
- Created and implemented the use of District pacing guides.
- Recommended new reading instructional materials for Governing Board adoption (approved in November). The adopted materials will provide teachers and students with the resources they need to support teaching and learning reading.
- Eliminated grade level combination classrooms.
- Implemented Boys' Town Education Model at five schools. The model emphasizes behavior management practices, relationship building techniques, and social skills instruction.
- Gifted Differentiation Plans shifted from record keeping to instructional planning. Shift from focus on compliance of program services to a focus on instruction for students.
- Shifted the ELD Department's focus from compliance to support.
- Created five Newcomer Classrooms at four sites to better serve refugee students.
- Aligned assessments with GESD Benchmarks and AzMERIT.
  - Alignment occurs when assessment items are parallel in structure, content, and level of rigor and/or complexity.
  - A universal screener was implemented at the beginning of this school year to ensure appropriate and immediate interventions and enrichments are in place.

- Providing ongoing training and support for site administrators, AA's, and other site personnel in interpretation and use of benchmark assessment data.
- Met with site administrators individually to plan Title I budgets aligned with Continuous Improvement Plans.
- Implemented Quarterly Principal Reviews to discuss and assess progress at each site and provide targeted support.
- Job-embedded principal coaching model implemented. Dr. Kramer works closely with principals at Bicentennial South and Bicentennial North. Five of our more effective principals are paired with developing principals to provide support and coaching. The five principal coaches observe and learn effective coaching techniques from Dr. Kramer's modeling. Coordinators, directors, and the District Principal Coach are also supporting specific principals and schools.
- New 21<sup>st</sup> Century Grant Facilitator/Family Services Advocate Liaison (Liz Rivera) hired to expand work with schools and services for parents (Family Math workshops, speakers for coffee talks, family engagement classes through American Dream Academy, Friendly House, and United Way, etc.).
- Coordinator for Student Services with experience working with students who have special education and behavior needs hired at GSA.
  - Dr. Imel has raised expectations related to student learning.
- Special Education Leadership Team analyzing student performance on the AzMERIT by various disabilities to create action steps to address student needs.
- New Special Education Director meeting with Achievement Advisors and walking through classrooms with Achievement Advisors to provide guidance and to model using assistive technology for students with special needs. Also providing PD related to better understanding students with special needs and our roles and responsibilities related to our special needs students.

- Secured the Arizona State Personnel Development Grant (multi-year) for Smith and continue to support teachers' professional development of rigorous teaching and learning for all students, especially those identified as special education.
- Achievement Advisors and Educational Services Coordinators provide after-school and Saturday professional development for teachers based on targeted needs.
- Provide all new teachers with targeted support through New Teacher Induction Coaches.
- Provide Preschool teachers and educational assistants with four-hour professional development once a month.
- Retooled Achievement Advisor professional development to be job-embedded and targeted to our work to increase student achievement. In addition, new Achievement Advisors have been paired with a mentor AA to provide them an extra level of support.
- Educational Services team members continue to participate in classroom walkthroughs and provide support to collaborative teams.
- Began process of providing cultural competency training to all employees. To date, training has been conducted for site administrators, school office staff, DO administrators, DO administrative support staff, SELS, Welcome Classroom teachers, and school nurses.
- Maintain a positive and respectful relationship with the teacher's association leadership, which allows for issues to be resolved quickly, keeping our focus on student learning.
- Working to build the collaborative culture of a professional learning community, including defining what a collaborative culture is and understanding the real work of collaborative teams.
- Working to create a culture of shared responsibility for student learning. Blaming the students, the community, and other factors cannot be part of our culture.
- Increased fall recruitment efforts in response the teacher shortage.
- Provided the Governing Board with ongoing reports and data from benchmark and other assessment results.

## Assessment Data

## Student Snapshot

• Total Students:	13,690
• English Language Learners:	2,335 (17%)
• Special Education:	1,459 (11%)
• Gifted:	1,073 (8%)
• Refugee:	274 (2%)
• Free or Reduced Meal Program Eligibility:	12,847 (91.69%)
• Stability/Mobility:	85.88%/33.83%



AzMERIT English Language Arts											
Grade	2015					2016					Percent Change
	GEN	ELL	SPED	GIFTED	Total Proficient	GEN	ELL	SPED	GIFTED	Total Proficient	
3	21%	2%	3%	74%	18%	23%	4%	5%	79%	21%	+3%
4	27%	2%	3%	77%	21%	33%	1%	6%	83%	27%	+6%
5	20%	0%	2%	68%	16%	34%	2%	2%	97%	27%	+11%
6	16%	0%	1%	79%	14%	25%	0%	1%	84%	21%	+7%
7	21%	0%	3%	86%	19%	30%	1%	3%	92%	26%	+7%
8	23%	0%	2%	95%	21%	24%	1%	1%	88%	21%	+/-0%

AzMERIT Math											
Grade	2015					2016					Percent Change
	GEN	ELL	SPED	GIFTED	Total Proficient	GEN	ELL	SPED	GIFTED	Total Proficient	
3	20%	5%	7%	74%	20%	35%	12%	12%	92%	32%	+12%
4	24%	1%	4%	61%	22%	33%	2%	11%	84%	30%	+8%
5	19%	1%	3%	72%	21%	31%	4%	5%	69%	29%	+8%
6	11%	1%	3%	60%	15%	18%	2%	1%	76%	21%	+6%
7	14%	1%	1%	58%	16%	18%	2%	2%	73%	20%	+4%
8	19%	0%	1%	71%	22%	23%	3%	3%	67%	23%	+1%
ALG	79%	N/A	100%	90%	84%	71%	0%	100%	90%	77%	-7%
GEOM	61%	N/A	N/A	63%	62%	67%	N/A	N/A	91%	82%	+20%

AIMS Science											
Grade	2015					2016					Percent Change
	FFB	App	Meets	Exceeds	Total Meet	FFB	App	Meets	Exceeds	Total Meet	
4	25%	36%	28%	12%	40%	27%	31%	30%	12%	42%	+2%
8	30%	24%	25%	21%	46%	35%	22%	25%	18%	43%	-3%

BENCHMARK 1 English Language Arts											
Grade	2015					2016					
	MP	PP	P	HP	Total Proficient	MP	PP	P	HP	Total Proficient	Percent Change
1	16%	25%	52%	7%	59%	13%	21%	53%	13%	66%	+7%
2	45%	19%	31%	5%	36%	45%	18%	29%	8%	37%	+1%
3	62%	17%	18%	3%	21%	59%	19%	20%	2%	22%	+1%
4	52%	25%	21%	1%	22%	49%	27%	22%	1%	23%	+1%
5	50%	29%	22%	0%	22%	41%	23%	35%	1%	36%	+14%
6	57%	20%	19%	4%	23%	44%	27%	27%	1%	28%	+5%
7	39%	31%	29%	1%	30%	39%	34%	27%	1%	27%	-3%
8	43%	29%	27%	1%	28%	36%	22%	36%	6%	42%	+14%

BENCHMARK 1 Mathematics											
Grade	2015					2016					
	MP	PP	P	HP	Total Proficient	MP	PP	P	HP	Total Proficient	Percent Change
K	15%	30%	44%	12%	56%	12%	24%	47%	17%	64%	+8%
1	20%	16%	36%	27%	63%	13%	15%	38%	34%	72%	+9%
2	31%	29%	32%	8%	40%	23%	18%	37%	22%	59%	+19%
3	63%	23%	13%	1%	14%	53%	22%	22%	3%	25%	+11%
4	64%	18%	17%	1%	18%	55%	20%	20%	4%	24%	+6%
5	48%	25%	23%	4%	27%	56%	16%	22%	7%	28%	+1%
6	61%	20%	17%	2%	19%	46%	24%	26%	3%	30%	+11%
7	55%	31%	12%	1%	14%	61%	22%	14%	3%	16%	+2%
8	74%	19%	7%	1%	8%	64%	20%	14%	2%	16%	+8%

DIBELS									
Grade	2015				2016				
	Well Below	Below	At or Above	Passing	Well Below	Below	At or Above	Passing	Percent Change
K	59%	16%	25%	25%	60%	18%	22%	22%	-3%
1	39%	14%	47%	47%	42%	13%	46%	46%	-1%
2	35%	19%	55%	55%	37%	9%	53%	53%	-2%
3	44%	10%	47%	47%	43%	11%	47%	47%	0%

**Executive Session**

At this time, the Governing Board considered voting to recess the special meeting in order to convene to executive session for the following purposes:



In accordance with A.R.S. § 38-431.03(A)(1) for the purpose of conducting the Superintendent's performance evaluation.

In accordance with A.R.S. §38-431.03(A)(1) for the purpose of discussion regarding the Superintendent's performance-based pay for the 2015-2016 school year.

In accordance with A.R.S. §38-431.03(A)(1) for the purpose of discussion regarding the Superintendent's performance goals.

Ms. Smith moved to recess the meeting to executive session for the reasons stated and Ms. Wilson seconded the motion. Upon call to vote, the motion carried and the meeting recessed to executive session at 3:45 p.m.

#### **RECONVENE TO PUBLIC SESSION**

Ms. Smith moved to reconvene to public session and Ms. Wilson seconded the motion. Upon call to vote, the motion carried and public session resumed at 7:00 p.m.

#### **ACTION ITEM**

Superintendent's  
Performance Pay

The Governing Board considered taking action to approve payment of the Superintendent's Performance Pay for the 2015-2016 school year as stipulated in his employment contract for an amount not to exceed \$20,000. Ms. Smith moved to approve performance pay per discussion in executive session and Ms. Wilson seconded the motion. Upon call to vote, the motion carried.

#### **GOVERNING BOARD SELF EVALUATION**

Governing Board  
Self-Evaluation

The Governing Board discussed and considered conducting a self-evaluation pursuant to Board Policy BAA-*Evaluation of School Board/Board Self-Evaluation*. Ms. Wilson suggested conducting the evaluation during a study session that could be held prior to a Board meeting. This could be facilitated by ASBA in the workshop requested in January.

#### **FUTURE MEETINGS AND EVENTS**

Future Meetings:

The next meeting will take place January 12. This will include a swearing in ceremony and organizational meeting. The Board will look at conducting a workshop for team building and the Board self-evaluation at the January special meeting.

Agenda Item

Requests:

Governing Board Members were given the opportunity to request items to be included on future meeting agendas for discussion, information and/or action. Ms. Smith asked to have the superintendent evaluation regulation brought back to reflect changes suggested in executive session.

#### **SUMMARY OF BOARD AND SUPERINTENDENT CURRENT EVENTS**

Mr. Quintana reported 46 families were sponsored by the District's holiday Adopt-a-Family program.

Ms. Smith commented on the ASBA conference attended last week.

Ms. Wilson wished everyone a happy holiday.

Ms. Bartels wished happy holidays to all, as well.

#### **ADJOURNMENT**

Ms. Smith moved to adjourn the meeting and Ms. Wilson seconded the motion. Upon call to a vote, the motion carried and the regular meeting adjourned at 7:14 p.m.

Submitted By: \_\_\_\_\_  
Elizabeth Powell, Executive Assistant

Approved By: \_\_\_\_\_  
Mary Ann Wilson, Clerk of the Board

Date: January 12, 2017

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.B. TOPIC: Ratification of Vouchers

SUBMITTED BY: Ms. Jill Winn, Accounting Budget Supervisor

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial and Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the expense and payroll vouchers as presented.

**RATIONALE:**

In accordance with A.R.S. § 15-321G, the expense and payroll vouchers must be approved and ratified by the Governing Board. The attached vouchers summarize expense and payroll warrants that were issued by Glendale Elementary School District and reviewed by the Clerk of the Governing Board.

**2016-2017 Fiscal Year Expense Vouchers:**

<u>DATE</u>	<u>VOUCHER #</u>	<u>AMOUNT</u>
11/03/2016	2046	\$3,812.61
11/10/2016	2047	\$512,878.21
11/10/2016	2048	\$127,021.36
11/18/2016	2049	\$234,932.47
11/18/2016	2050	\$116,539.63
11/18/2016	2051	\$1,647.50

**2016-2017 Fiscal Year Payroll Vouchers:**

<u>DATE</u>	<u>VOUCHER #</u>	<u>AMOUNT</u>
11/03/2016	23	\$1,152.53
11/14/2016	1012	\$2,754,711.38
11/17/2016	24	\$173,130.33

Source of Funding -

M & O \_\_\_\_\_ State \_\_\_\_\_ Federal \_\_\_\_\_  
Budget \_\_\_\_\_ Grant \_\_\_\_\_ Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.C. TOPIC: Acceptance of Gifts

SUBMITTED BY: Ms. Jill Winn, Accounting Budget Supervisor

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial & Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve acceptance of the following gifts offered to the District.

**RATIONALE:**

<u>Donor</u>	<u>Gift</u>	<u>Recipient</u>
Kona Ice	\$60.00 gift to student council	American
Donor's Choose	"Financial Literacy in Action" Field Trip	Challenger
Donor's Choose	"A Worthwhile Writers Workshop" Project Est. Value \$450.00	Challenger
Donor's Choose	"Hot Deals" Project Est. Value \$175.00	Challenger
Donor's Choose	"Pom Poms, Bows, and School Spirit" Project Est. Value \$150.00	Challenger
Kona Ice	\$110.00 gift to Classroom Field Trips	Coyote Ridge
Duke Photography	\$296.13 Classroom Field Trips	Coyote Ridge
Saralee Bakery Store	20 Bakery Outlet Coupon Booklets	District Wide
Kingdom First (K1)	Donation of Clothing Est. Value \$75.00	Glendale Success Academy
Donor's Choose	"Please help open my students Ears to Music!" 30 Sony Headphones, Project Est. Value \$270.00	Landmark
Cardno, Inc.	Donation of Boxes of Binders, Rolls of Butcher Paper, 4-drawer File Cabinets	Mensendick

Source of Funding -  
M & O Budget \_\_\_\_\_ State Grant \_\_\_\_\_ Federal Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_

GLENDALE ELEMENTARY SCHOOL DISTRICT  
**ACTION AGENDA ITEM**

Revised  
January 10, 2017

AGENDA NO: 6.D. TOPIC: Certified Personnel Report

SUBMITTED BY: Ms. Cathey Mayes, Director of Human Resources

RECOMMENDED BY: Dr. Barbara Goodwin, Assistant Superintendent for Human Resources

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, terminations, and/or contract renewals of certified personnel.

**New Employment\***

1. Ashton, Katherine*	Teacher	\$16,930.69	01/09/17
2. Forbes, Shelley*	Teacher	\$16,930.69	01/09/17
3. Gonzalez, Terry*	Teacher	\$18,178.22	12/19/17
4. Gross, Mary*	Teacher	\$16,930.69	01/09/17

\*Salary is subject to change pending employment and transcript verification.

\*\*Rehire Smart School-Issuance of Contract for 16-17 School Year

**Resignation**

1. Creger, Lori*	Personal		12/16/16
2. Everett, Frances*	Moved		12/23/16
3. Shepherd-Neal, Victoria	Personal		01/13/17

\*Recommend liquidated damages fee applied per contract

**Change of Position**

1. Fischer, Lindsay	Change from SUB Teacher to Special Education Teacher		01/09/17
2. Hailey, Nicholas L.	Change from SUB Teacher to Band Teacher		01/09/17

**Guest Teacher - New Hire**

1. Copeland, Wanda D.	Guest Teacher		01/09/17
2. Gatesman, Leif M.	Guest Teacher		01/09/17
3. Rippere, Katherine G.	Guest Teacher		01/09/17
4. Ramirez, Robert R.	Guest Teacher		01/09/17

**Guest Teacher - Rescind**

1. Taylor, Lori E.	Guest Teacher		12/20/16
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**Guest Administrator - Re-Hire**

1. Pesch, Diane M.	Guest Principal		12/23/16
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**Highly Qualified Evaluator**

1. <u>Pesch, Diane M.</u>	<u>Districtwide Administrator Substitute</u>		
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GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.E. TOPIC: Classified Personnel Report

SUBMITTED BY: Ms. Jacqueline Horine, Coordinator for Classified Human Resources

RECOMMENDED BY: Dr. Barbara Goodwin, Assistant Superintendent for Human Resources

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, and/or terminations of classified personnel.

**New Employment**

1. Boyle, Randy L.	Buyer/Contract Specialist	\$19.88	01/17/17
2. Boyle, Randy L.	Substitute Buyer/Contract Specialist	\$17.91	01/09/17
3. Cota, Lareina	Educational Assistant	\$10.00	01/09/17
4. Flores, Sergio	Lead Custodian	\$14.07	01/09/17
5. Heagy, Tabetha	Food Service Worker	\$10.00	01/09/17
6. Higgins, Kathleen	Food Service Worker	\$10.00	01/09/17
7. Lerma, Ruby J.	Substitute Cleaner	\$9.90	12/19/16
8. Montalbo, Juanita	Campus Monitor	\$10.00	01/09/17
9. Murchison, Lona M.	Substitute Bus Monitor	\$9.20	12/19/16
10. Nevarez, Beatriz	Food Service Cashier	\$10.00	01/09/17
11. Sills, Christina A.	Administrative Secretary-Department	\$15.15	12/19/16
12. Smith, Keeley	Educational Assistant	\$10.00	01/09/17

**Rehire**

1. Allen, Don	School Bus Driver	\$14.55	12/19/16
2. Brownridge, Keisha	School Bus Driver	\$14.97	01/09/17
3. Chaparro, Erick H.	Campus Monitor	\$9.20	12/19/16
4. Pasos, Bianca Lucy	Educational Assistant	\$11.69	12/13/16

**Position Change**

1. Alvino, Alan	From Trainee School Bus Driver to School Bus Driver	\$13.65	01/09/17
2. Herrera, Luz	Substitute Cleaner to Cleaner I	\$10.00	01/09/17
3. Lozano, Debra	From Food Service Specialist to Food Service Manager	\$16.16	01/09/17
4. Marshall, Shaniqua T.	From Substitute Bus Monitor to Bus Monitor	\$9.20	12/19/16
5. San Miguel-Chavez, Rebecca	From Cleaner to Clerical Substitute	\$13.65	12/13/16
6. Villanueva, Marcelina	From Food Service Cashier to Food Service Specialist	\$11.56	01/09/17

**Resignation**

1. Desselles, Charles	Educational Assistant	Personal	12/16/16
2. Desselles, Charles	Campus Monitor	Personal	12/16/16
3. Doepke, Darlene	School Bus Driver	Health	12/13/16
4. Entringer, Beth A.	Buyer/Contract Specialist	Other Employment	01/13/17
5. Favela, Annabell	School Bus Driver	Other Employment	12/23/16
6. Galaviz, Ashley	Substitute Cleaner	Education	12/23/16
7. Hurtado-Ival, Alma	Administrative Secretary-School	Personal	01/13/17
8. King, Barbara Rose	School Bus Driver	Retire	12/23/16
9. Mazariegos, Cristina P.	Food Service Worker	Personal	12/02/16

**Rescinded Resignation**

1. McCutcheon, Javelin	Educational Assistant		12/16/16
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**Decrease in Hours**

1. Contreras, Maria E

Campus Monitor

\$9.20

12/19/16

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

Revised  
January 10, 2017

AGENDA NO: 6.F. TOPIC: Approval of Travel

SUBMITTED BY: Various Departments

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the requests for employee and Board members' out-of-county travel as presented.

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<b>Traveler</b>	<b>Purpose/Location</b>	<b>Dates</b>	<b>Cost</b>
Tom Clark Russell Deneault	ISTE 2017 Conference San Antonio, TX	June 25-28	\$3,835 <i>M&amp;O</i>
Alicia Bender	Kagan Conference Clark County, NV	Feb 16-20	\$1,600 <i>Title I</i>
Teresa Wong Jill Winn Finance Personnel TBD	Tyler Technologies Conference San Antonio, TX	May 7-11	\$2,220 <i>M&amp;O</i>

# TRAVEL REQUEST FORM

## For Out-of-County/Out-of-State Travel by District Employee

**This form must be turned in with purchase requisitions and PAR to the Superintendent's Office with enough advance notice to ensure Board approval prior to travel date.**

Name of Traveler(s): Tom Clark & Russell Deneault

Working at School/Department: Information Technology Department

Reason for Travel: To attend the ISTE 2017 Conference

Traveling to: San Antonio, Texas

Dates of Travel: June 25-28<sup>th</sup>, 2017

Substitute Needed/Dates: DNA

	<b>Code</b>	<b>Cost</b>	<b>Requisition Number</b>
Charge Sub to:	<u>N/A</u>	<u>\$N/A</u>	<u></u>
Charge Registration to:	<u>001.100.2570.6360.571.0000</u>	<u>\$900.00</u>	<u></u>
Charge Airline/Bus to:	<u>001.100.2570.6580.571.0000</u>	<u>\$1931.40</u>	<u></u>
Charge Meal/Lodging to:	<u>001.100.2570.6580.571.0000</u>	<u>\$1003.56</u>	<u></u>
Charge Auto Mileage to:	<u>001.100.2570.6580.571.0000</u>	<u>\$N/A</u>	<u></u>
	Total Cost of Travel	<u>\$3,834.96</u>	<u></u>

**APPROVED BY:** \_\_\_\_\_ **DATE** \_\_\_\_\_

\_\_\_\_\_ Approved \_\_\_\_\_ Not Approved By the Governing Board on \_\_\_\_\_ date

*\*Per diem for meals is \$54.00 per day.*



**CONFERENCE/WORKSHOP REQUEST**  
**JUSTIFICATION FORM**

Must be completed and submitted to the Superintendent's Office for transmittal to the Governing Board along with the Travel Request Form.

Name of Traveler(s): Tom Clark & Russell Deneault

Conference/Workshop Title: 2017 ISTE Conference  
(Reason for Travel)

1. Relevance of conference/workshop to employee(s) work responsibilities:

The annual conference for the International Society for Technology in Education (ISTE) provides the opportunity to learn about best practices for educational technology in K-12 systems. Access to the latest trends in technology are available for a "real time" evaluation and consideration of how they will impact the students and staff of GESD.

2. How will employee(s) share information with colleagues?

Relevant information will be shared through IT staff meetings, School Technology Mentor meetings and discussions, interaction with school and department staff.

3. How is the conference/workshop related to district, school or department goals and or objectives?

The conference will support the development of a long-range technology plan, improving student access to digital resources, and technology training and professional development for GESD staff.

TRAVEL REQUEST FORM

For Out-of-County/Out-of-State Travel by District Employee

This form must be turned in with purchase requisitions and PAR to the Superintendent's Office with enough advance notice to ensure Board approval prior to travel date.

Name of Traveler(s): Alicia Bender
Working at School/Department: Discovery
Reason for Travel: Kagan Conference
Traveling to: Clarke County
Dates of Travel: February 16-20 , 2017
Substitute Needed/Dates: February 16, 17

Table with 4 columns: Description, Code, Cost, Requisition Number. Rows include Charge Sub to, Charge Registration to, Charge Airline/Bus to, Charge Meal/Lodging to, Charge Auto Mileage to, and Total Cost of Travel.

APPROVED BY: \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_ Approved \_\_\_\_\_ Not Approved By the Governing Board on \_\_\_\_\_ date

**CONFERENCE/WORKSHOP REQUEST**  
**JUSTIFICATION FORM**

Must be completed and submitted to the Superintendent's Office for transmittal to the Governing Board along with the Travel Request Form.

Name of Traveler(s): Alicia Bender

Conference/Workshop Title: Kagan Conference  
(Reason for Travel)

1. Relevance of conference/workshop to employee(s) work responsibilities:

“Teacher can create full student engagement with Kagan Structures—simple yet powerful cooperative learning instructional strategies. Supported by a large body of scientific research, and proven effective in countless classrooms, schools, and districts, this revolutionary way to teach is transforming teaching and learning. Come experience the power of Kagan Structures. See how easy it is use teamwork and pairs to create a greater level of engagement than you imagined possible, even for your reluctant learners. We're not talking about group work. We're talking the real deal, and knowing the difference is the difference between engaging some and engaging all students. When we engage all students, they all learn more. They have fewer discipline problems. And because the structures are so cooperative and interactive, they work wonders for students' social skill development. Come learn easy ways to use Kagan Structures as a part of every lesson, creating greater engagement, deeper understanding of the content, improved retention, and greater liking for class and content. Kagan will give you the Seven Keys to unlock the door to successful cooperative learning.”

From Kagan

2. How will employee(s) share information with colleagues?

Mrs. Bender has been a trainer for Kagan for us, as she has a natural ability to promote interactive language and accountability. She has studied Kagan and wants to learn from the Kagan conference anything she is missing. She will provide professional development on Kagan to the rest of the staff, especially new teachers coming in that are not familiar with Kagan.

3. How is the conference/workshop related to district, school or department goals and or objectives?

We have a goal of supporting ELL students with communication and content learning as displayed by AZELLA data and AZMERIT data. We will make sure that teachers are having students speak in complete sentences, must structures to increase oral communication practice, and to support their use and deep understanding of content language. Kagan structures support ELL, Gifted, and general education students as well. This is in our CIP plan for the school year.

TRAVEL REQUEST FORM

For Out-of-County/Out-of-State Travel by District Employee

This form must be turned in with purchase requisitions and PAR to the Superintendent's Office with enough advance notice to ensure Board approval prior to travel date.

Name of Traveler(s): Teresa Wong, Jill Winn & 1 Additional Finance Person- TBD
Working at School/Department: Human Resources/ Finance
Reason for Travel: Tyler Technologies National Conference
Traveling to: San Antonio, TX
Dates of Travel: May 7, 2017 - May 11, 2017
Substitute Needed/Dates: None Required

Table with 4 columns: Description, Code, Cost, Requisition Number. Rows include Charge Sub to, Charge Registration to, Charge Airline/Bus to, Charge Meal/Lodging to, Charge Auto Mileage to, and Total Cost of Travel.

APPROVED BY: \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_ Approved \_\_\_\_\_ Not Approved By the Governing Board on \_\_\_\_\_ date

**CONFERENCE/WORKSHOP REQUEST**  
**JUSTIFICATION FORM**

Must be completed and submitted to the Superintendent's Office for transmittal to the Governing Board along with the Travel Request Form.

Name of Traveler(s): Teresa Wong, Jill Winn, & 1 Additional Finance Person- TBD

Conference/Workshop Title: Tyler Technologies National Conference, San Antonio TX  
(Reason for Travel)

1. Relevance of conference/workshop to employee(s) work responsibilities:

This annual conference is offered to current users of Tyler software products. Infinite Visions is GESD's primary human resources and finance (HR & Finance), payroll software. The conference will provide training on the various modules that make up this critical system. Each employee will attend education the tracks related to their work responsibilities to increase our knowledge and maximize utilization of the software's features.

2. How will employee(s) share information with colleagues?

The employees will share information learned at the conference with colleagues via departmental meetings and through in-house training workshops as appropriate.

3. How is the conference/workshop related to district, school or department goals and or objectives?

This conference will provide a basis for staff to improve work processes and provide better customer service to the District's employees and other departments, as well as to meet federal reporting requirements.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.G. TOPIC: Disposal of Surplus Property

SUBMITTED BY: Mr. Tony Remo, Fixed Assets Specialist

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial & Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the items listed as surplus property and grant permission to grant permission to dispose of them through public auction or salvage company.

**RATIONALE:**

The District is currently using Arizona Auctioneers and Sierra Auction for surplus equipment. The following is a list of equipment that is outdated, broken, or non-repairable.

<u>District ID#</u>	<u>Description</u>	<u>District ID#</u>	<u>Description</u>
333038	Active response system	330766	Active response system
328114	Active response system	333043	Active response system
333033	Active response system	330767	Active response system
328434	Active response system	329499	Active response system
328166	Active response system	328115	Active response system
331096	Active response system	331097	Active response system
330768	Active response system	330638	Active response system
330764	Active response system	329360	Active response system
328113	Active response system	333044	Active response system
330769	Active response system	333039	Active response system
333031	Active response system	330639	Active response system
328436	Active response system	310409	Hub
254250	Piano	331751	Smart board
329033	Security cart	329036	Security cart
329034	Security cart	326291	Security cart
328559	Security cart	329035	Security cart
328071	Security cart	324707	Alpha smart system
327725	Smart board	327726	Smart board
330272	Projector	330273	Projector
330274	Smart board	330275	Smart board
334781	Server	310409	HUB
330160	Fax machine	336548	Projector
336618	Projector	321830	Printer

Source of Funding -

M & O \_\_\_\_\_ State Grant \_\_\_\_\_ Federal Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_

<u>District ID#</u>	<u>Description</u>	<u>District ID#</u>	<u>Description</u>
329823	Printer	329463	Printer
320753	Printer	331393	Printer
326785	Printer	319996	Printer
336644	Printer	336216	Printer
331582	Projector	328129	Projector
328161	Projector	331283	Projector
334200	Projector	334560	Projector
333783	Projector	331295	Projector
333267	Projector	336571	Projector
328502	Projector	336579	Projector
327884	Projector	326246	Projector
332235	Projector	336714	Projector
337876	Projector	336693	Projector
336051	Projector	336558	Projector
331674	Projector	336594	Projector
336603	Projector	328245	Projector
334171	Projector	334240	Projector
334320	Projector	333787	Projector
334244	Projector	335649	Projector
333280	Projector	328227	Projector

00700 Scrap metal \*\*  
 \*\*State Salvage Vendor

---

Source of Funding -  
 M & O \_\_\_\_\_ State Grant \_\_\_\_\_ Federal Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.H. TOPIC: Trade-In of Surplus Property

SUBMITTED BY: Mr. Tony Remo, Fixed Assets Specialist

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial & Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the items listed as surplus property and grant permission to trade them in to Arizona Restaurant Supply.

**RATIONALE:**

The District is currently using Arizona Auctioneers and Sierra Auction for surplus equipment. The following is a list of equipment that is outdated, broken, or non-repairable.

<u>District ID#</u>	<u>Description</u>	<u>District ID#</u>	<u>Description</u>
311624	Oven	N/A (sn 0832R1173101)	Oven

---

**Source of Funding -**

M & O Budget \_\_\_\_\_ State Grant \_\_\_\_\_ Federal Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_



# Glendale Elementary Food & Nutrition



7015 W. Maryland Ave.  
Glendale, AZ 85303

December 15, 2016

From: Shannon Gleave

To: Board Members

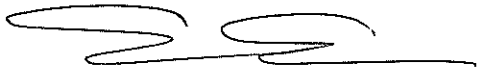
Food and Nutrition is requesting Board approval for the equipment listed below: The trade in value will be applied to the quote to purchase new ovens for Discovery.

If the equipment were to be taken to Public Auction, it would be sold at a fraction of the amount. Arizona Restaurant Supply (Mohave) is prepared to give the district as trade in:

Double Oven – Blodgett, model # DFG-100-3, Serial #  
0892R1173102/0892R1173101

Double Oven – Montague, Model # 2-115AG, Serial # 040-0-37115A,  
GESD Asset #311624

Thank you for your consideration,



Shannon Gleave  
Director of Food and Nutrition

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 6.I TOPIC: Facsimile Signatures

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the annual, routine reaffirmation of its authorization for the use of one original Board member's signature and facsimile signatures for the other Board members when signing expense and payroll vouchers.

---

**RATIONALE:**

This is a routine item which the Board approves at the onset of each new calendar year. The Board authorized this procedure for the signing of expense and payroll vouchers several years ago to help expedite the process. It is requested the Board renew this authorization for the 2017 calendar year.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.J. TOPIC: Execution of Vouchers

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the annual, routine resolution authorizing the signing of vouchers between Board meetings, with ratification at the next meeting pursuant to A.R.S. §15-321.

---

**RATIONALE:**

This is a routine item which the Board approves at the onset of each new calendar year. This item will permit the payment of salaries in a timely fashion and will help to maintain good vendor relations through the prompt payment of invoices and other expenses. It is requested that the Board renew this procedure for the 2017 calendar year.

## PAYMENT PROCEDURES

### RESOLUTION AUTHORIZING THE EXECUTION OF WARRANTS BETWEEN BOARD MEETINGS

WHEREAS, A.R.S. §15-321 sets forth the procedures for execution of warrants drawn on the District, and

WHEREAS, said statute provides that 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 and that order is ratified by the Board at the next regular or special meeting of the Governing Board;

NOW, THEREFORE, BE IT RESOLVED, that said statutory procedures be, and herein is, ordered for use in the District in accordance with the provisions of A.R.S. §15-321.

This resolution was moved, seconded, and passed at a meeting of the Glendale Elementary School District No. 40 Governing Board on January 12, 2017.

ATTEST:

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President

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 6.K. TOPIC: Hearing Officer List

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the annual, routine reaffirmation of hearing officers who may be utilized for student discipline hearings or employee discipline hearings when needed as presented.

---

**RATIONALE:**

This is a routine item which the Board approves at the onset of each new calendar year. It is requested the Board renew this authorization for the 2017 calendar year.

## HEARING OFFICER LIST

This list of potential hearing officers is established in accordance with the provisions of A.R.S. §15-541 pertaining to employee and student discipline hearings. This statute states in part, "If the governing board decides not to hold a hearing, the governing board shall designate a hearing officer to hold the hearing, hear the evidence, prepare a record and issue a recommendation to the governing board for action."

Larry K. Kelly, Ed. D.

Bill Raymond, Ed.D.

Tom Heck, Ed.D.

Carlton Jones

Paul Hanley

*Attorneys who will also serve as hearing officers:*

C. Benson Hufford

Melinda Garrahan

Harold J. Merkow

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.L. TOPIC: Authorization to Issue Preliminary Notices

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the annual, routine authorization of the Superintendent, or his designee, to issue preliminary notices of inadequate classroom performance.

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**RATIONALE:**

For notices of inadequacy of classroom performance and according to A.R.S. § 15-536.B, “. . . the board or its authorized representative, at least ninety days prior to such notice, shall give the teacher written preliminary notice of inadequacy, specifying the nature of the inadequacy with such particularity as to furnish the teacher an opportunity to correct he inadequacies and overcome the grounds for such charge. The governing board may delegate to employees of the governing board the general authority to issue preliminary notices of inadequacy of classroom performance to teachers pursuant to this subsection without the need for prior approval of each notice by the governing board. . . . “

Authorizing the Superintendent to issue preliminary notices allows for the notices to be issued without the need for approval from the Governing Board for each individual notice issued. This allows for greater timeliness of the notices, does not compromise the process, and it eliminates the need for several special Governing Board meetings.

---

Source of Funding -

M & O Budget \_\_\_\_\_ State Grant \_\_\_\_\_ Federal Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 6.M. TOPIC: Employee and Student Discipline Hearings

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: February 11, 2016

RECOMMENDATION:

It is recommended the Governing Board authorize the use of a hearing officer to conduct student and employee discipline hearings pursuant to A.R.S. § 15.341, 15-541, and 15-843, effective for the 2017 calendar year.

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**RATIONALE:**

According to Arizona Revised Statute, certain circumstances involving employee and student discipline require a hearing to be conducted, either in executive session by the Governing Board, or by a hearing officer. The Governing Board must authorize the use of a hearing officer, either through individual action as needed, or by action at the annual organizational meeting that all hearings conducted pursuant to A.R.S. § 15-541 and 15-843 shall be conducted before a hearing officer.



GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.N. TOPIC: Student Activity Fund Balance Statement

SUBMITTED BY: Ms. Jill Winn, Accounting Budget Supervisor

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial & Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the Student Activity Fund Balance Statements for September, October and November 2016 as presented

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RATIONALE:

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Source of Funding -  
M & O                      State                      Federal  
Budget \_\_\_\_\_      Grant \_\_\_\_\_      Grant \_\_\_\_\_      Capital \_\_\_\_\_      Other \_\_\_\_\_

STUDENT ACTIVITY BOARD REPORT

FOR MONTH END

September 30, 2016

UNIT	SCHOOL LOCATION	CARRYOVER BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$8,233.22	\$233.06	\$0.00	\$8,466.28
102	ISAAC IMES	\$7,310.95	\$863.65	\$0.00	\$8,174.60
103	HAROLD W. SMITH	\$3,566.68	\$0.00	\$0.00	\$3,566.68
104	MELVIN E. SINE	\$3,796.35	\$1,109.46	\$188.60	\$4,717.21
105	WILLIAM C. JACK	\$3,249.69	\$0.00	\$0.00	\$3,249.69
106	DON MENSENDICK	\$1,749.38	\$0.00	\$0.00	\$1,749.38
107	GLENN F. BURTON	\$3,241.77	\$0.00	\$0.00	\$3,241.77
108	GLENDALE AMERICAN	\$3,151.82	\$100.00	\$0.00	\$3,251.82
109	BICENTENNIAL NORTH	\$670.67	\$0.00	\$0.00	\$670.67
110	HORIZON	\$3,570.52	\$0.00	\$0.00	\$3,570.52
111	CHALLENGER	\$6,631.84	\$563.00	\$0.00	\$7,194.84
112	BICENTENNIAL SOUTH	\$1,441.99	\$0.00	\$0.00	\$1,441.99
113	DISCOVERY	\$2,463.11	\$683.30	\$47.15	\$3,099.26
114	DESERT GARDEN	\$8,107.62	\$802.06	\$0.00	\$8,909.68
115	COYOTE RIDGE	\$3,977.95	\$0.00	\$0.00	\$3,977.95
116	DESERT SPIRIT	\$5,958.18	\$110.00	\$0.00	\$6,068.18
117	SUNSET VISTA	\$985.10	\$0.00	\$0.00	\$985.10
TOTAL:		\$68,106.84	\$4,464.53	\$235.75	<b>\$72,335.62</b>

STUDENT ACTIVITY BOARD REPORT

FOR MONTH END

October 31, 2016

UNIT	SCHOOL LOCATION	CARRYOVER BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$8,233.22	\$233.06	\$0.00	\$8,466.28
102	ISAAC IMES	\$7,310.95	\$1,093.20	\$0.00	\$8,404.15
103	HAROLD W. SMITH	\$3,566.68	\$0.00	\$0.00	\$3,566.68
104	MELVIN E. SINE	\$3,796.35	\$1,585.45	\$188.60	\$5,193.20
105	WILLIAM C. JACK	\$3,249.69	\$0.00	\$0.00	\$3,249.69
106	DON MENSENDICK	\$1,749.38	\$0.00	\$0.00	\$1,749.38
107	GLENN F. BURTON	\$3,241.77	\$466.00	\$0.00	\$3,707.77
108	GLENDALE AMERICAN	\$3,151.82	\$3,510.15	\$0.00	\$6,661.97
109	BICENTENNIAL NORTH	\$670.67	\$0.00	\$0.00	\$670.67
110	HORIZON	\$3,570.52	\$0.00	\$0.00	\$3,570.52
111	CHALLENGER	\$6,631.84	\$563.00	\$0.00	\$7,194.84
112	BICENTENNIAL SOUTH	\$1,441.99	\$0.00	\$0.00	\$1,441.99
113	DISCOVERY	\$2,463.11	\$683.30	\$194.96	\$2,951.45
114	DESERT GARDEN	\$8,107.62	\$882.06	\$0.00	\$8,989.68
115	COYOTE RIDGE	\$3,977.95	\$510.15	\$0.00	\$4,488.10
116	DESERT SPIRIT	\$5,958.18	\$867.30	\$0.00	\$6,825.48
117	SUNSET VISTA	\$985.10	\$0.00	\$0.00	\$985.10
TOTAL:		\$68,106.84	\$10,393.67	\$383.56	<b>\$78,116.95</b>

STUDENT ACTIVITY BOARD REPORT

FOR MONTH END

November 30, 2016

UNIT	SCHOOL LOCATION	CARRYOVER BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$8,233.22	\$2,472.56	\$1,653.28	\$9,052.50
102	ISAAC IMES	\$7,310.95	\$1,580.88	\$135.76	\$8,756.07
103	HAROLD W. SMITH	\$3,566.68	\$516.00	\$0.00	\$4,082.68
104	MELVIN E. SINE	\$3,796.35	\$2,518.70	\$524.19	\$5,790.86
105	WILLIAM C. JACK	\$3,249.69	\$0.00	\$0.00	\$3,249.69
106	DON MENSENDICK	\$1,749.38	\$483.00	\$0.00	\$2,232.38
107	GLENN F. BURTON	\$3,241.77	\$2,897.95	\$1,590.01	\$4,549.71
108	GLENDALE AMERICAN	\$3,151.82	\$3,575.15	\$0.00	\$6,726.97
109	BICENTENNIAL NORTH	\$670.67	\$10.00	\$0.00	\$680.67
110	HORIZON	\$3,570.52	\$0.00	\$0.00	\$3,570.52
111	CHALLENGER	\$6,631.84	\$1,127.00	\$0.00	\$7,758.84
112	BICENTENNIAL SOUTH	\$1,441.99	\$0.00	\$0.00	\$1,441.99
113	DISCOVERY	\$2,463.11	\$919.30	\$541.50	\$2,840.91
114	DESERT GARDEN	\$8,107.62	\$4,553.13	\$0.00	\$12,660.75
115	COYOTE RIDGE	\$3,977.95	\$869.19	\$840.44	\$4,006.70
116	DESERT SPIRIT	\$5,958.18	\$1,300.30	\$780.20	\$6,478.28
117	SUNSET VISTA	\$985.10	\$0.00	\$0.00	\$985.10
TOTAL:		\$68,106.84	\$22,823.16	\$6,065.38	<b>\$84,864.62</b>

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.O. TOPIC: Auxiliary Fund Balance Statement

SUBMITTED BY: Ms. Jill Winn, Accounting Budget Supervisor

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial & Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the Auxiliary Fund Balance Statements for September, October and November 2016 as presented.

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RATIONALE:

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Source of Funding -  
M & O Budget \_\_\_\_\_ State Grant \_\_\_\_\_ Federal Grant \_\_\_\_\_ Capital \_\_\_\_\_ Other \_\_\_\_\_

AUXILIARY OPERATIONS BOARD REPORT

FOR MONTH ENDING

September 30, 2016

UNIT	SCHOOL LOCATION	CARRYOVER BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$3,193.28	\$0.00	\$0.00	\$3,193.28
102	ISAAC IMES	\$2,770.38	\$372.57	\$0.00	\$3,142.95
103	HAROLD W. SMITH	\$541.89	\$0.00	\$0.00	\$541.89
104	MELVIN E. SINE	\$2,917.54	\$384.00	\$5.27	\$3,296.27
105	WILLIAM C. JACK	\$1,309.37	\$0.00	\$0.00	\$1,309.37
106	DON MENSENDICK	\$2,295.54	\$0.00	\$0.00	\$2,295.54
107	GLENN F. BURTON	\$1,206.22	\$173.52	\$0.00	\$1,379.74
108	GLENDALE AMERICAN	\$5,819.74	\$375.00	\$0.00	\$6,194.74
109	BICENTENNIAL NORTH	\$16.51	\$0.00	\$0.00	\$16.51
110	HORIZON	\$4,925.54	\$30.00	\$0.00	\$4,955.54
111	CHALLENGER	\$204.36	\$0.00	\$0.00	\$204.36
112	BICENTENNIAL SOUTH	\$2,186.31	\$0.00	\$0.00	\$2,186.31
113	DISCOVERY	\$830.87	\$0.00	\$438.11	\$392.76
114	DESERT GARDEN	\$8,006.29	\$63.03	\$0.00	\$8,069.32
115	COYOTE RIDGE	\$2,216.19	\$0.00	\$0.00	\$2,216.19
116	DESERT SPIRIT	\$609.89	\$0.00	\$0.00	\$609.89
117	SUNSET VISTA	\$729.70	\$297.27	\$0.00	\$1,026.97
TOTAL:		\$39,779.62	\$1,695.39	\$443.38	\$41,031.63

AUXILIARY OPERATIONS BOARD REPORT

FOR MONTH ENDING

October 31, 2016

UNIT	SCHOOL LOCATION	CARRYOVER BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$3,193.28	\$0.00	\$0.00	\$3,193.28
102	ISAAC IMES	\$2,770.38	\$436.07	\$0.00	\$3,206.45
103	HAROLD W. SMITH	\$541.89	\$0.00	\$0.00	\$541.89
104	MELVIN E. SINE	\$2,917.54	\$384.00	\$5.27	\$3,296.27
105	WILLIAM C. JACK	\$1,309.37	\$0.00	\$0.00	\$1,309.37
106	DON MENSENDICK	\$2,295.54	\$0.00	\$0.00	\$2,295.54
107	GLENN F. BURTON	\$1,206.22	\$248.55	\$0.00	\$1,454.77
108	GLENDALE AMERICAN	\$5,819.74	\$375.00	\$374.67	\$5,820.07
109	BICENTENNIAL NORTH	\$16.51	\$0.00	\$0.00	\$16.51
110	HORIZON	\$4,925.54	\$157.77	\$0.00	\$5,083.31
111	CHALLENGER	\$204.36	\$0.00	\$0.00	\$204.36
112	BICENTENNIAL SOUTH	\$2,186.31	\$0.00	\$0.00	\$2,186.31
113	DISCOVERY	\$830.87	\$0.00	\$438.11	\$392.76
114	DESERT GARDEN	\$8,006.29	\$63.03	\$0.00	\$8,069.32
115	COYOTE RIDGE	\$2,216.19	\$0.00	\$0.00	\$2,216.19
116	DESERT SPIRIT	\$609.89	\$0.00	\$0.00	\$609.89
117	SUNSET VISTA	\$729.70	\$359.71	\$0.00	\$1,089.41
	TOTAL:	\$39,779.62	\$2,024.13	\$818.05	\$40,985.70

AUXILIARY OPERATIONS BOARD REPORT

FOR MONTH ENDING

November 30, 2016

UNIT	SCHOOL LOCATION	CARRYOVER BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$3,193.28	\$0.00	\$0.00	\$3,193.28
102	ISAAC IMES	\$2,770.38	\$436.07	\$0.00	\$3,206.45
103	HAROLD W. SMITH	\$541.89	\$0.00	\$0.00	\$541.89
104	MELVIN E. SINE	\$2,917.54	\$1,433.00	\$764.27	\$3,586.27
105	WILLIAM C. JACK	\$1,309.37	\$0.00	\$0.00	\$1,309.37
106	DON MENSENDICK	\$2,295.54	\$0.00	\$0.00	\$2,295.54
107	GLENN F. BURTON	\$1,206.22	\$248.55	\$0.00	\$1,454.77
108	GLENDALE AMERICAN	\$5,819.74	\$375.00	\$374.67	\$5,820.07
109	BICENTENNIAL NORTH	\$16.51	\$0.00	\$0.00	\$16.51
110	HORIZON	\$4,925.54	\$157.77	\$0.00	\$5,083.31
111	CHALLENGER	\$204.36	\$0.00	\$0.00	\$204.36
112	BICENTENNIAL SOUTH	\$2,186.31	\$0.00	\$0.00	\$2,186.31
113	DISCOVERY	\$830.87	\$0.00	\$508.37	\$322.50
114	DESERT GARDEN	\$8,006.29	\$151.84	\$0.00	\$8,158.13
115	COYOTE RIDGE	\$2,216.19	\$0.00	\$0.00	\$2,216.19
116	DESERT SPIRIT	\$609.89	\$0.00	\$0.00	\$609.89
117	SUNSET VISTA	\$729.70	\$409.43	\$0.00	\$1,139.13
TOTAL:		\$39,779.62	\$3,211.66	\$1,647.31	\$41,343.97



GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.P. TOPIC: Request for Proposals 17.06.21 Staffing and Recruitment Services

SUBMITTED BY: Ms. Lourdes Banuelos, Manager of Purchasing and Warehouse

RECOMMENDED BY: Mr. Mike Barragan, Assistant Superintendent for Financial & Auxiliary Services

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

RECOMMENDATION:

It is recommended the Governing Board award Request for Proposals 17.06.21 for Staffing and Recruitment Services to: Appleton Plus People, Futures Education, Gary D Stromberg & Associates, LLC, Maxim Healthcare Services, Inc., MTX Group, My Therapy Company, Substitutes Any Time, Teachers On Call, Parallel Education Division, EDU Staff, LLC, Delta T Group Phoenix Inc., Kaleidoscope Family Solutions Inc., Concentric Healthcare Staffing, Kelly Educational Services, and Corporate Job Bank Personnel Services for the 2016-2017 school year, with the right to renew for four (4) additional years.

**RATIONALE:**

The Request for Proposals (RFP) was emailed to fifty (50) vendors obtained from the District's vendor list and requests from District Office contacts. It was also posted on the District's public web site.

Responses were received from fifteen (15) vendors and there were four (4) no bids. The other (31) vendors were found to be non-responsive and non-responsible for non-submittals.

The fifteen (15) vendors in the RFP were evaluated by Cathey Mayes (Director of Human Resources), Jacque Horine (Coordinator of Classified Employment), Brian Duguid (Coordinator of Recruitment), Andrea Jackson (Administrative Secretary for Special Education) and Brandi Ruiz (Administrative Secretary for Landmark School) to ensure vendors were responsive and responsible. All five evaluators use Staffing and Recruitment Services on a consistent basis.

This recommendation is the least number of suppliers necessary to meet the needs of the District. This RFP is a one (1)-year contract with the option to renew for four (4) additional one-year periods. The RFP file for this solicitation is held in the Purchasing Department for review.

**Source of Funding -**  
M & O  
Budget \_\_\_\_\_

State  
Grant \_\_\_\_\_

Federal  
Grant \_\_\_\_\_

Capital \_\_\_\_\_

Other \_\_\_\_\_

GLENDALE ELEMENTARY SCHOOL DISTRICT

**INFORMATIONAL AGENDA ITEM**

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Reports, presentations and other similar items are submitted to the Governing Board as information and do not require action.

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AGENDA NO: 7.A. TOPIC: Academic Assessments

SUBMITTED BY: Ms. Cindy Segotta-Jones, Assistant Superintendent for Educational Services

REPORT DATE: January 12, 2017

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Administration will present a report on Benchmark Two Assessment results.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**INFORMATIONAL AGENDA ITEM**

AGENDA NO: 11.A. TOPIC: Future Meetings

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: January 12, 2017

Board Meetings dates for the 2016-2017 school year are listed below with the agenda topics anticipated for each meeting. Routine items, i.e., vouchers, personnel reports, travel, etc., are not included in the list.

January 26	Special Meeting
February 9	Employment Agreements and Contracts
February 23	Special Meeting
March 9	Meet and Confer/Salary Recommendations Teacher Evaluation System Textbook Adoption Recruitment Report
March 30	Special Meeting
April 13	Employment Contract Renewals Budget Revision Board Meeting Schedule Attendance Boundaries
April 27	Special Meeting
May 11	Authorized Signatories Call for Election Renewal of Sole Source, Cooperative, and Purchasing Contracts
May 25	Special Meeting
June 8	Regular Meeting
June 22	Special Meeting