

GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Special Meeting of the Governing Board
March 30, 2017, 5:30 p.m.

Revised
March 28, 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 Governing Board Room in the District Office, 7301 N. 58th 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 in person or via telephone conference call. 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.

ORDER OF BUSINESS

1. Call to Order

2. 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)

3. 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 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.

4. Consent Agenda

a. 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.

b. Classified Personnel Report

REVISED

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

c. Out-of-County Field Trip

It is recommended the Governing Board approve the out-of-county field trip for MESA (Mathematics, Engineering Science Achievement) Club students from Challenger and Don Mensendick to travel to the University of Arizona in Tucson, Arizona on April 22, 2017.

d. Out-of-County Field Trip

REVISED

It is recommended the Governing Board approve the out-of-county field trip for eighth grade students from Melvin E. Sine to travel to Six Flags Magic Mountain in Valencia, California on May 5 and 6, 2017.

e. Supplemental Dental Insurance

It is recommended the Governing Board approve Total Dental Administrators (TDA) Insurance benefits through Total Dental Administrators (TDA) Insurance as presented for 2017-2018.

f. Dental Insurance

It is recommended the Governing Board approve the Delta Dental benefits with no cost and plan design changes for 2017-2018.

g. Vision Insurance

It is recommended the Governing Board approve Vision benefits through United Healthcare as presented for 2017-2018.

h. Medical Insurance

It is recommended the Governing Board approve medical insurance with United Healthcare as presented for 2017-2018.

i. Flexible Spending Account Administration

It is recommended the Governing Board approve administration of Flexible Spending Account (FSA) benefits through Basic as presented for 2017-2018.

j. Life Insurance

It is recommended the Governing Board approve Life Insurance benefits through Voya Financial as presented for 2017-2018.

k. Mid-Term Disability Insurance

It is recommended the Governing Board approve Mid-Term Disability benefits through Unum as presented for 2017-2018.

l. Short Term Disability Insurance

It is recommended the Governing Board approve Short-Term Disability benefits through Assurant as presented for 2017-2018.

m. Out-of-County Field Trip

It is recommended the Governing Board approve the out-of-county field trip for seventh and eighth grade students from Glendale Landmark to travel to Tucson, AZ, on April 20, 2017, for the State Health Occupation Students of America (HOSA) Conference. (Contingent on transportation arrangements)

5. Reports and Information Itemsa. Academic Assessments

Administration will present a report on Benchmark Three Assessment results.

6. Action Itema. Administrative Contract Renewals

It is recommended the Governing Board approve the renewal of administrator employment contracts for the 2017-2018 school year.

7. Discussion Itema. Board Member Contact Information

The Governing Board will discuss and possibly provide direction to Administration regarding Board members' contact information on the District's website.

8. Future Meetings and Eventsa. 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.

9. Summary of Current Eventsa. 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.

10. Executive Session

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

a. Legal Advice

In accordance with A.R.S. § 38-431.03(A)(3), to obtain legal advice from the attorney for the public body regarding student disciplinary proceedings.

b. Student Disciplinary Proceeding Appeal

In accordance with A.R.S. § 38-431.03(A)(2) and A.R.S. § 15-843, for consideration and possible action regarding the appeal of the student disciplinary hearing outcome for Student No. 1045210 in accordance with District Policy JKD -Student Suspension.

11. Reconvene to Public Session**12. Action Item**a. Long-Term Suspension Appeal

The Governing Board may consider possible action regarding the appeal filed by Student No. 1045210 regarding long-term suspension.

13. Adjournment

GLENDALE ELEMENTARY SCHOOL DISTRICT
ACTION AGENDA ITEM

Revised
March 28, 2017

AGENDA NO: 4.A. 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: March 30, 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. Phillips, Lanette	Teacher	\$41,250	07/24/17
2. Purdy, Kaitlin	Psychologist Intern	\$36,000	07/24/17

Resignation

1. Bahler, Derek	Teacher	CNA	05/26/17
2. Barkey, Julia	Teacher	Other Employment	05/26/17
3. Benitez, Martha	Teacher	CNR	05/26/17
4. Bigman, Kimberly	Teacher	Personal Reasons	05/26/17
5. Bojorquez, Audrey	Teacher	Personal Reasons	05/26/17
6. Borst, Kymberlee	Teacher	CNA	05/26/17
7. Bowman, Nicole	Teacher	Personal Reasons	05/26/17
8. Boyle, Rachel	Achievement Advisor	CNA	05/26/17
9. Brehm, Julie	Psychologist	Personal Reasons	05/31/17
10. Brodel, Wendy	Teacher	CNR	05/26/17
11. Butler, Sarah	Teacher	CNR	05/26/17
12. Caraveo, Susana	Teacher	Moving	05/26/17
13. Clark, Ryan	Teacher	CNR	05/26/17
14. Cramer, Alexandra	Teacher	CNA	05/26/17
15. D'Ambrosi, Lynn	Teacher	CNA	05/26/17
16. Forbes, Shelly	Teacher	CNA	05/26/17
17. Fredrickson, Ronni	Teacher	Personal Reasons	05/26/17
18. Garner, Joseph	Teacher	CNR	05/26/17
19. Gleason, Joyce	Teacher	CNA	05/26/17
20. Gofron, Alan	Teacher	Personal Reasons	05/26/17
21. Gray, Jillian	Teacher	CNR	05/26/17
22. Greenen, Sharon	Teacher	CNR	05/26/17
23. Gudeman, Brynn	Teacher	CNA	05/26/17
24. Guenther, Kevin	Teacher	CNR	05/26/17
25. Hanna, Matthew	Teacher	CNR	05/26/17
26. Hatler, Heather	Teacher	CNA	05/26/17
27. Hensel, Christine	Teacher	Other Employment	05/26/17
28. Hernandez, Priscilla	Teacher	Personal Reasons	05/26/17
29. Herndon, Sara	Teacher	CNR	05/26/17
30. Heier, Maureen	Teacher	CNA	05/26/17
31. Herranen, Selena	Teacher	CNR	05/26/17
32. Kij, Chelsea	Teacher	CNR	05/26/17
33. Kirch, Annah	Teacher	CNA	05/26/17

34. Kirkham, Jeremy	Teacher	CNR	05/26/17
35. Knighton, Sara	Teacher	CNA	05/26/17
36. Langer, Rosanne	Teacher	CNA	05/26/17
37. Leister, Carolyn	Teacher	CNA	05/26/17
38. Loos, Kelsie	Teacher	CNR	05/26/17
39. Lopez, Ramon	Teacher	CNA	05/26/17
40. Maaske, Carol	Speech Pathologist	Other Employment	05/26/17
41. Maitner, Mary	Teacher	CNA	05/26/17
42. Marquart, Megan	Teacher	CNR	05/26/17
43. Marsollier, Nives	Speech Pathologist	Personal Reasons	05/26/17
44. Martinez, Michelle	Teacher	CNR	05/26/17
45. Mazzone, Lara	Teacher	CNR	05/26/17
46. McLellan, Stephen	Teacher	CNR	05/26/17
47. McGrath, Margaret	Teacher	Moving	05/26/17
48. Medina, Daniela	Achievement Advisor	CNA	06/09/17
49. Meyer, Laura	Teacher	CNA	05/26/17
50. Miller, Jeffrey	Teacher	CNR	05/26/17
51. Moreno, David	Teacher	CNR	05/26/17
52. Moreno, Michelle	Teacher	CNA	05/26/17
53. Morris, Whitney	Teacher	Personal Reasons	05/26/17
54. Pearce, Courtney	Teacher	CNA	05/26/17
55. Pettitt, Catherine	Teacher	CNA	05/26/17
56. Pfeifle, Jaime	Teacher	CNR	05/26/17
57. Phillips, Chyrl	Teacher	CNR	05/26/17
58. Ramsdell, Carrie	SELS	CNA	05/26/17
59. Rabinowitz, Benjamin	Teacher	CNR	05/26/17
60. Reddick, Courtney	Teacher	CNR	05/26/17
61. Renn, Rachel	Teacher	CNA	05/26/17
62. Riebold, Rachel	SELS	CNR	05/26/17
63. Ridgeway, Kara	Teacher	Personal Reasons	05/26/17
64. Sliwinski, Chelsi	Teacher	CNA	05/26/17
65. Snyder, Susan	Teacher	CNA	05/26/17
66. Sotelo, Amarilis	Teacher	CNA	05/26/17
67. Stillings, Kimberly	Achievement Advisor	Personal Reasons	06/09/17
68. Straabe, Mildred	Teacher	CNR	05/26/17
69. Tatlow, Susan	Teacher	Personal Reasons	05/26/17
70. Thimons, Alexandra	Teacher	CNA	05/26/17
71. Thompson, Tiffany	Teacher	CNR	05/26/17
72. Thornton, Dominica	Teacher	CNR	05/26/17
73. Tucker, Andrew	Teacher	CNR	05/26/17
74. Tuttle, Brian	Teacher	CNR	05/26/17
75. Turner, Mary	Teacher	Other Employment	05/26/17
76. Urban, James	Teacher	CNA	05/26/17
77. Visnov, Beverly	Teacher	CNR	05/26/17
78. Vogel, Shawn	Teacher	CNR	05/26/17
79. Washburn, Brittaney	Teacher	CNR	05/26/17
80. Webb, Charlene	Teacher	Other Employment	05/26/17
81. Welsh, Jessie	Teacher	CNA	05/26/17
82. West, Victoria	Teacher	CNA	05/26/17
83. Weyer, Nicolette	Teacher	CNR	05/26/17
84. Whittaker, Miranda	Teacher	CNA	05/26/17
85. Wilson, Janae	Teacher	Personal Reasons	03/21/17
86. Wilson, Michelle	Achievement Advisor	CNA	06/09/17
87. Wisser, Marisa	Teacher	Other Employment	05/26/17
88. Witting, Ryan	Teacher	CNA	05/26/17

89. Wolfe, Amanda	Teacher	CNR	05/26/17
90. Zeleznak, Laura	Teacher	CNA	05/26/17
91. Zerwinski, Marcy	Teacher	CNR	05/26/17

*Recommend liquidated damages fee applied per contract

CNA = Contract Not Accepted

CNR = Contract Not Returned

Retirements

1. Alvarez, Ricardo	Principal		06/30/17
2. Carbajal-Mohn, Joselli*	Teacher		05/26/17
3. Gonzalez, Olga*	Teacher		05/26/17
4. Lively, Ann E.*	Teacher		05/26/17
5. Longoria, Lucy*	Teacher		05/26/17
6. Luviano, Alicia*	Teacher		05/26/17
7. Roberts, Lynn*	Teacher		05/26/17

*Entering Phased Retirement

Change of Position

1. Gatesman, Leif	Guest Teacher to Teacher		7/24/17
2. Goatson, Rani	Guest Teacher to Teacher		7/24/17
3. Herrera, Leticia	Guest Teacher to Teacher		7/24/17
4. Hernandez, Rachel	Guest Teacher to Teacher		7/31/17
5. Idso, Elaine	Guest Teacher to Teacher		7/31/17
6. Ingram, Angelica	Guest Teacher to Teacher		7/24/17
7. Michaels, Kristen	Guest Teacher to Teacher		7/31/17
8. Naseer Ahmad, Fariba	Guest Teacher to Teacher		7/31/17
9. Perkins, Lenore	Guest Teacher to Teacher		7/31/17
10. Porter, Marie	Guest Teacher to Teacher		7/31/17
11. Ramirez, Robert	Guest Teacher to Teacher		7/24/17
12. Sakurai, Sandra	Guest Teacher to Teacher		7/31/17
13. Sulaiman, Badria	Guest Teacher to Teacher		7/24/17
14. Sanchez, Lorenzo	Guest Teacher to Teacher		7/31/17
15. Valdez, Lourdes	Guest Teacher to Teacher		7/24/17
16. Wahinepio, Malia	Guest Teacher to Teacher		7/31/17
17. Wilson, Kane	Guest Teacher to Teacher		7/31/17

Non-Administrative Contract Renewal

1. Cliff, Cynthia	Teacher		
-------------------	---------	--	--

Guest Teacher - New Hire

1. <u>Rouse, Eric</u>	<u>Guest Teacher</u>		<u>03/28/17</u>
-----------------------	----------------------	--	-----------------

GLENDALE ELEMENTARY SCHOOL DISTRICT

Revised
March 28, 2017

ACTION AGENDA ITEM

AGENDA NO: 4.B. 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: March 30, 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. Corkran, Robert E.	Educational Assistant	\$10.00	03/06/17
2. Espinoza, Eileen	Cleaner II	\$10.80	03/27/17
3. Grayson, Jackie N.	Educational Assistant	\$10.00	03/06/17
4. Hanson, Yolanda	Food Service Worker	\$10.00	03/13/17
5. Kamp, Linda	Campus Monitor	\$10.00	03/27/17
6. Medina, Hulday	School Bus Driver Trainee	\$13.39	03/06/17
7. Nix, Macie	Admin Secretary	\$14.63	03/20/17

Rehire

1. Sharp, Silvia A	Human Resources Technician	\$16.58	03/15/17
--------------------	----------------------------	---------	----------

Position Change

1. Heard, Sherriel A.	Bus Monitor to Sub Bus Monitor	\$10.00	03/27/16
2. Smythe, Terry	Sub Bus Driver to Sub Bus Monitor	\$10.00	03/27/17

Resignation

1. Gipson, Paula M.	School Bus Driver	Other Employment	03/06/17
2. Gonzales, Shauna	Human Resources Technician	Personal	04/07/17
3. King Jones, Vonzetta	Trainee School Bus Driver	Personal	03/21/17
4. Misbeek, Marjorie F.	Educational Assistant	Other Employment	05/25/17
5. Misbeek, Marjorie F.	Campus Monitor	Other Employment	05/25/17
6. Moreno, Maria L.	Food Service Worker	Other Employment	03/03/17
7. Patel-Somerville, Anushka	Administrative Secretary-School	Other Employment	03/17/17
8. Rohrbacher, Margaret R.	Educational Assistant	Personal	03/10/17
9. Soza, Raymond	Unit Operations Manager	Personal	03/27/17
10. Wade, Angela	Food Service	Personal	03/09/17
11. Weisenhunt, Temple	Educational Assistant	Health	02/24/17

WANR = Work Agreement Not Returned

Retirement

1. DiPasquale, Sara*	Director of Finance	12/01/17
2. Smith, Mary K.*	Nurse, RN	05/26/17

*Entering Phased Retirement

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.C. TOPIC: Out of County Field Trip

SUBMITTED BY: Ms. Tiffany Molina and Ms. Michelle Brady, Principals of Challenger Middle and Don Mensendick schools, respectively

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the out-of-county field trip for MESA (Mathematics, Engineering Science Achievement) Club students from Challenger and Don Mensendick to travel to the University of Arizona in Tucson, Arizona on April 22, 2017.

Request form attached.

GLENDALE ELEMENTARY SCHOOL DISTRICT No. 40

REQUEST FOR OUT-OF-COUNTY/OUT-OF-STATE/OVERNIGHT FIELD TRIPS

Route:

- Approval by Supervisor
- Approval by Director of Transportation
- Approval by Assistant Superintendent for Educational Services
- Submitted to Superintendent's office by Educational Services
- Approval by the Governing Board

School: Challenger Middle School/Don Mensendick School

Date(s) of Trip: April 22, 2017

Destination of Travel: University of Arizona

Grade(s) of participants: MESA Club Students

Number of Students: 15

Number of Supervising Adults: 2

Total Chaperone to Student Ratio: 1:10

Female Chaperone to Female Student Ratio: N/A Male Chaperone to Male Student Ratio: N/A

Contact Person(s) at Governing Board Meeting: _____

Principal Approval: *Dylan Mo / Michelle Brady*

Schedule

Location	Date	Time	Activity
University of Arizona	April 22, 2017	7:00am-5:00pm	Mathematics Engineering Science Achievement

Educational Value

Activities Before Trip	Standards Addressed	Follow-up/Assessment
<ul style="list-style-type: none"> • Career exploration activities. • Choosing fields of study to meet my career expectations. • Developing a “map” to show possible paths from 8th grade to a job in this career. • Modelling the engineering process. • Hands on engineering activities. • Research on various science topics. 	<p>College and Career Readiness</p> <p>6.S5.C3 Transfer of Energy</p> <p>6.S1.C1 Observations, Questions, and Hypotheses</p> <p>6.S1.C2 Scientific Testing</p> <p>6.S1.C3 Analysis and Conclusions</p> <p>6.S1.C4 Communication of Results</p>	<ul style="list-style-type: none"> • Understanding and transitioning to High School and College. • Developing a 5-6 year plan to meet high school requirements for graduation and admission to university. • Discussion of how they can implement changes from competition day. • Overall score on engineering design notebook based on competition. • Overall score on MESA day for project.

EMERGENCY INFORMATION

Emergency cards MUST be prepared prior to trip to include emergency phone numbers, emergency medical information/special information on allergies, etc. A copy of these cards MUST be retained by the chaperones throughout the trip and a set must be filed with the school office prior to the trip.

A final list of all student/adult participants shall be filed with the school office prior to field trip departures. For all overnight trips, a final list of participants shall also be sent to Administrative Services prior to departure.

Contact

Person: Jessica Johnson

Contact Phone

Number(s): 623-237-5150

FOR OVERNIGHT TRIPS

Field trip site has been assessed to assure the health, safety, and any accommodations for special needs of all participants
by N/A on

_____ through (visitation or contact)
(Name/Position) (Date) (Circle One)
with _____ on _____
(Name/Position at Site) (Date)

LODGING

PHONE NUMBER

N/A

LODGING

PHONE NUMBER

N/A

What arrangements are made for male and female sleeping arrangements and appropriate chaperone coverage?

N/A

INSURANCE

Name of Insurance Carrier for Field Trip:

GESD Coverage

Policy Number:

Description of Policy Coverage:

If using District Transportation, indicate "Glendale Elementary Coverage/District Transportation." Coverage is only applicable if District is proven negligent – purchase of Student Accident Insurance is highly recommended for all students in case of accident on/off the bus.

TO OBTAIN GOVERNING BOARD APPROVAL THE ABOVE INSURANCE INFORMATION MUST BE PROVIDED.

STAFFING

Student /Chaperone Ratio:

10:1

Lead Teacher: Jessica Johnson

Names of Certified Staff Chaperoning:

Jessica Johnson, Michelle Brady, To Be Determined

Names of Non-Certified Staff/Parents Chaperoning:

TRANSPORTATION

Name of Transportation Carrier: All Aboard America Phone #: 480-222-6940

Address: 230 S. Country Club Mesa, AZ 85210

Departure Date: April 22nd, 2017 Time: 5:30am Arriving at Destination Date: April 22nd, 2017 Time: 7:30am

Return Date: April 22nd, 2017 Time: 3:30pm Arriving at Return Date: April 22nd, 2017 Time: 5:30pm

TRANSPORTATION APPROVAL: _____ Date: _____
Do Buses Need to Remain: YES NO

FUNDING

Source of Funding (Substance Abuse, District, Student, Student Scholarships available, if necessary, etc.):

title 1 money Amount \$ 895.00
_____ Amount \$ _____

Please indicate the process your school uses to provide this opportunity to students who are unable to provide their own funds:

How many students may be accommodated by this scholarship procedure? _____

Approvals:

Supervisor [Signature] Date 3-14-17

Director of Transportation _____ Date _____

Assistant Superintendent for Educational Services _____ Date _____

Date Submitted to Superintendent's Office by Educational Services _____

Governing Board Approval: Approved Not Approved Date _____



230 S Country Club
Mesa, AZ 85210

480-222-6940

800-848-4728

(Fax: 480-222-6961)
www.allboardamerica.com
sales@allboardamerica.com

Challenger Middle School
Jessica Jones
6905 W Maryland Ave
Glendale, AZ 85303

Quote

Quote # Q21252
Date Printed: Monday, March 13, 2017
PO #:
Group Name:
Phone: 623-237-4011 Fax:
Salesperson: Lisa Chafin
Salesperson Email: lisa@allboardamerica.com
Customer Email: shigley@gesd40.org

		Spot Time	Depart Time	Date	# Vehicles	Description	Total Capacity
Pickup	Challenger Middle School 6905 W. Maryland Ave. Glendale, A	5:15am	5:30am	4/22/2017	1	48 Pax Coach	48
Dropoff	U of A Tucson, AZ			4/22/2017			48
Pickup	U of A Tucson, AZ			4/22/2017			48
Dropoff	Challenger Middle School 6905 W. Maryland Ave. Glendale, A	3:30pm	3:30pm	4/22/2017			48

Cost of Charter: \$ 895.00

Itinerary:Quote-

^Driver gratuity is not included in the rate.

THIS IS ONLY A QUOTE, NOT A CONTRACT.

Thank you for the opportunity to provide you with a quotation for your future travel plans. The quote is a projection of mileage and/or hours per your provided information and is subject to change in accordance with your actual itinerary. Driver gratuity has not been added to the quote.

Both Tucson & Sky Harbor International Airports charge for picking up passengers. This fee will be added to the final Invoice based on number of pick-ups.

ALL BOOKINGS WILL BE BASED ON AVAILABILITY AT TIME OF CONTRACT REQUEST. PLEASE CONTACT YOUR SALES REPRESENTATIVE OR RETURN THE SIGNED QUOTE TO INDICATE YOUR REQUEST TO RESERVE THE ABOVE SERVICES.

Signature _____

Date _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.D. TOPIC: Out of County Field Trip

SUBMITTED BY: Ms. DeAnza Baker, Principal of Melvin E. Sine School

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the out-of-county field trip for eighth grade students from Melvin E. Sine to travel to Six Flags Magic Mountain in Valencia, California on May 5 and 6, 2017.

Melvin E. Sine is requesting approval to travel to Six Flags Magic Mountain to take part in Six Flags Magic Mountain's Science and Math day. Students will be able to participate in hands on math and science activities which focus on the practical implementation of science and math standards. All activities are closely aligned to the Common Core Next Generation Science Standards. This is a wonderful opportunity for students to link the math and science standards they have learned in the classroom to the different attractions they will be experiencing. The Science and Math day will give our students the incredible opportunity to experience real-world application of both math and science. We hope this trip will help encourage our students to continue to strive for excellence in the classroom.

Special Group Event

- AAA Member Exclusive Night
- Apostolic Jubilee
- AVID Private Party
- Choral Magic
- Deaf & Hard of Hearing Awareness Day
- Emergency Services Night
- Grad Nite 2017
- Guest Star Program: Perform in the Park 2017
- Junior High Grad Nites 2017
- Life Teen Inspiration Tour - Catholic Youth Rally
- Miss Dance Drill Team USA
- Outdoor Classroom Educational Events**
- Praise on the Mountain
- Sharp Cheer & Dance Competition

Outdoor Fun with Vicki White, "The Science Lady"

You're invited to enjoy the day at the Thrill Capital of the World during Outdoor Classroom Days hosted by Vicki White, "The Science Lady"!

Now presenting five days of fun, Six Flags offers a funfilled outdoor learning experience with fun interactive activities. Join us on one or more of the following days:

- April 21 and 28
- May 3, 4 and 5

Soak up the sun with a Lesson in Fun 101

Join us during a hands-on interactive assembly "Motion in Use at Magic Mountain". Following the assembly, students are able to participate in four activities with prizes that include practical application from the Common Core Next Generation Science Standards. Plus, you'll have all day access to all rides and attractions. Activities for your students to participate in include the following:

- Marble Roller Coaster: Design & Race
- Newton's Balloon Races
- Wind Power Boat: Design & Race
- Balance Game

Choose from two ticket options:

- Admission Only
- Catered Package - *Best Value!*

A minimum purchase of 15 tickets is required. You will also receive one free ticket with every 15 tickets purchased in advance. The Catered Package includes park admission and an all-you-can-eat meal and will be held in our Grande Oak Picnic Pavilion.

For questions or to buy tickets over the phone, please contact our Group Sales department at 881-255-4501, Monday-Friday 8:30am -5:00pm.

Special Group Event
April 21 & 28, May 3, 4 & 5

Mardi Gras SALE
SAVE UP TO 53% OFF

Learn More

GLENDALE ELEMENTARY SCHOOL DISTRICT #40
Administrative Services

REQUEST FOR OUT-OF-COUNTY/OUT-OF-STATE/OVERNIGHT FIELD TRIPS

This form must be submitted to the Assistant Superintendent for Administrative Services prior to any field trip meetings with parents or students.

Submit this completed application to Administrative Services for review. This application will then be considered for approval by the Assistant Superintendent for Administrative Services, Superintendents Cabinet, and the Governing Board.

(PLEASE TYPE)

School:	<u>Melvin E. Sine</u>	Number of Participants:	<u>58</u>
Principal Approval:	<u>DeAnza Baker</u>	Grade(s) of Participants:	<u>8th</u>
Contact Person(s) at Governing Board Meeting:	<u>Elizabeth Laughlin/Sheri Kisselbach</u>		
Destination of Travel:	<u>Six Flags Magic Mountain Valencia, CA</u>		
Type of Field Trip (Science, Social Studies, Substance Abuse Prevention, Music, etc):	<u>Science</u>		

(ATTACH ADDITIONAL INFORMATION AND SCHEDULE, IF APPROPRIATE)

<u>SITE</u>	<u>DATE</u>	<u>LOCATION</u>	<u>EDUCATIONAL VALUE</u>

EMERGENCY INFORMATION

Emergency cards **MUST** be prepared prior to trip to include emergency phone numbers, emergency medical information/special information on allergies, etc. A copy of these cards **MUST** be retained by the chaperones throughout the trip and a set must be filed with the school office prior to the trip.

A final list of all student/adult participants shall be filed with the school office prior to field trip departures. For all overnight trips, a final list of participants shall also be sent to Administrative Services prior to departure.

Contact Person:	<u>Elizabeth Laughlin</u>
Contact Phone Number(s):	<u>623-237-4401</u>

FOR OVERNIGHT TRIPS

Field trip site has been assessed to assure the health, safety, and any accommodations for special needs of all participants

by _____ on _____ through (visitation or contact)
(Name/Position) *(Date)* *(Circle One)*

with _____ on _____
(Name/Position at Site) *(Date)*

LODGING

PHONE NUMBER

INSURANCE

Name of Insurance Carrier for Field Trip: See Certificate of Liability Insurance

Policy Number: See Certificate of Liability Insurance

Description of Policy Coverage: See Certificate of Liability Insurance

If using District Transportation, indicate "Glendale Elementary Coverage/District Transportation." Coverage is only applicable if District is proven negligent – purchase of Student Accident Insurance is highly recommended for all students in case of accident on/off the bus.

TO OBTAIN GOVERNING BOARD APPROVAL THE ABOVE INSURANCE INFORMATION MUST BE PROVIDED.

STAFFING

Student /Chaperone Ratio: 7/1 Lead Teacher: Elizabeth Laughlin

Names of Certified Staff Chaperoning: Elizabeth Laughlin, Kevin Fallon, Sheri Kisselbach, Ryan Witting, Brad Stepp, Tarrah Bernabe, Renee Catalano

Names of Non-Certified Staff/Parents Chaperoning:

TRANSPORTATION

Name of Transportation Carrier: Divine Transportation Phone #: 602-340-0018

Address: 2239 N. Black Canyon Highway

Departure Date: May 5, 2017 Time: 4:00 am Arriving at Destination Date: May 5, 2017 Time: 9:30 am

Return Date: May 5, 2017 Time: 8:00pm Arriving at Return Date: May 6, 2017 Time: 2:30 am

TRANSPORTATION APPROVAL: _____ Date: _____

Do Buses Need to Remain: YES NO

FUNDING

Source of Funding (Substance Abuse, District, Student, Student Scholarships available, if necessary, etc)

Student Amount \$ \$34.00 per student

Gifts and Donations Amount \$ \$6238.00

Please indicate the process your school uses to provide this opportunity to students who are unable to provide

their own funds: Students who are unable to provide their own funds will be given the price of admission through the Gifts and Donations fund.

How many students may be accommodated by this scholarship procedure? 25

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.E. TOPIC: Supplemental Dental Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve Total Dental Administrators (TDA) Insurance benefits through Total Dental Administrators (TDA) Insurance as presented for 2017-2018.

RATIONALE:

Based on the renewal information, our analysis projects an increase of \$1,227.48 increase for GESD in FY18. Below you will find the cost analysis.

	<u>Current</u>	<u>Renewal</u>
Employee	\$ 10.10	\$ 10.61
Emp. & Spouse	\$ 19.98	\$ 20.98
Emp. & Child	\$ 22.39	\$ 23.51
Family	\$ 24.58	\$ 25.81

FY17 TDA Option							
Tier	Total Annual Cost	District Contribution	Employee Cost	# of Employees Participating	FY17 District's Annual Cost	FY17 Employee's Annual Cost	FY17 Total Annual Cost
Employee	\$ 121.20	\$ 121.20	\$ -	47	\$ 5,696.40	\$ -	\$ 5,696.40
Employee + Spouse	\$ 239.76	\$ 239.76	\$ -	17	\$ 4,075.92	\$ -	\$ 4,075.92
Employee + Child(ren)	\$ 268.68	\$ 268.68	\$ -	24	\$ 6,448.32	\$ -	\$ 6,448.32
Family	\$ 294.96	\$ 294.96	\$ -	28	\$ 8,258.88	\$ -	\$ 8,258.88
Total				116	\$ 24,479.52	\$ -	\$ 24,479.52

FY18 TDA Option							
Tier	Total Annual Cost	District Contribution	Employee Cost	# of Employees Participating	FY18 District's Annual Cost	FY18 Employee's Annual Cost	FY18 Total Annual Cost
Employee	\$ 127.32	\$ 127.32	\$ -	47	\$ 5,984.04	\$ -	\$ 5,984.04
Employee + Spouse	\$ 251.76	\$ 251.76	\$ -	17	\$ 4,279.92	\$ -	\$ 4,279.92
Employee + Child(ren)	\$ 282.12	\$ 282.12	\$ -	24	\$ 6,770.88	\$ -	\$ 6,770.88
Family	\$ 309.72	\$ 309.72	\$ -	28	\$ 8,672.16	\$ -	\$ 8,672.16
Total				116	\$ 25,707.00	\$ -	\$ 25,707.00

Source of Funding -

M & O Budget _____ State Grant _____ Federal Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.F. TOPIC: Dental Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the Delta Dental benefits with no cost and plan design changes for 2017-2018.

RATIONALE:

FY18 Base Plan							
Tier	District Contribution	Employee Contribution	Total Annual Cost	# of Employees Participating	FY18 District's Annual Cost	FY18 Employee's Annual Cost	FY18 Total Annual Cost
Employee	\$ 313.32	\$ -	\$ 313.32	611	\$ 191,438.52	\$ -	\$ 191,438.52
Employee + Spouse	\$ 335.00	\$ 291.64	\$ 626.64	57	\$ 19,095.00	\$ 16,623.48	\$ 35,718.48
Employee + Child(ren)	\$ 335.00	\$ 322.96	\$ 657.96	69	\$ 23,115.00	\$ 22,284.24	\$ 45,399.24
Family	\$ 335.00	\$ 604.84	\$ 939.84	43	\$ 14,405.00	\$ 26,008.12	\$ 40,413.12
Total				780	\$ 248,053.52	\$ 64,915.84	\$ 312,969.36

FY18 Buy-Up Plan							
Tier	District Contribution	Employee Contribution	Total Annual Cost	# of Employees Participating	FY18 District's Annual Cost	FY18 Employee's Annual Cost	FY18 Total Annual Cost
Employee	\$ 335.00	\$ 205.12	\$ 540.12	168	\$ 56,280.00	\$ 34,460.16	\$ 90,740.16
Employee + Spouse	\$ 335.00	\$ 745.36	\$ 1,080.36	34	\$ 11,390.00	\$ 25,342.24	\$ 36,732.24
Employee + Child(ren)	\$ 335.00	\$ 799.36	\$ 1,134.36	36	\$ 12,060.00	\$ 28,776.96	\$ 40,836.96
Family	\$ 335.00	\$ 1,285.48	\$ 1,620.48	26	\$ 8,710.00	\$ 33,422.48	\$ 42,132.48
Total				264	\$ 88,440.00	\$ 122,001.84	\$ 210,441.84

Source of Funding –

M & O _____ State Grant _____ Federal Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.G. TOPIC: Vision Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve Vision benefits through United Healthcare as presented for 2017-2018.

RATIONALE:

There is no rate increase for vision benefits which is provided through United Healthcare Benefits. In fiscal year 2016, \$70,131.68 was spent on vision insurance. From July, 2016 through December, 2016, we have incurred \$34,132.24 on vision insurance. Staff projects vision insurance to cost approximately \$68,264.48 by June 30, 2017.

	<u>Current</u>	<u>Renewal</u>
Employee	\$ 4.14	\$ 4.14
Employee + One	\$ 7.40	\$ 7.40
Employee + Children	\$ 7.74	\$ 7.74
Family	\$ 9.72	\$ 9.72

Source of Funding -

M & O Budget _____ State Grant _____ Federal Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.H. TOPIC: Medical Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve medical insurance with United HealthCare as presented for 2017-2018.

RATIONALE:

Staff recommends the following for medical benefits:

1. No increase to premium
 - ✓ (Health Savings Accounts (HSA) contributions of \$1,000 will be in installments; employees are required to complete three wellness activities. Contributions may be prorated based on an employee's start and ending date.)
 - ✓ Implement the Value Network which has an estimated savings of approximately \$65,000 - \$80,000. A complete list of in network pharmacies is attached.
2. Beginning in FY18 the Choice Plus 104 Plan (traditional PPO Plan) will be frozen to new employees. FY18 will be the last year that current GESD employees may enroll in the traditional PPO Plan. Employees enrolled in the traditional PPO plan as of FY18 may remain in the traditional PPO plan until they migrate to an HSA plan or terminate coverage with the district. As of FY18 all new hires will only be offered HSA plans.
3. Include the Navigate HSA option to employees. This option is voluntarily and it's an attempt to provide medical insurance at a lower cost. This option is a narrower network when compared to the current medical options.

Based on current enrollment numbers staff does not anticipate any additional cost, however, if enrollment increases GESD will incur higher medical cost. Below you will find our cost analysis for FY18.

FY18 UHC: Traditional PPO Plan

Tier	District Contribution	Employee Contribution	Total Premium (Annual) Cost	# of Participants	FY18 District's Premium (Annual) Cost	FY18 Employee's Premium (Annual) Cost	FY18 Total Premium (Annual) Cost
Employee Only	\$ 5,264.40	\$ 720.00	\$ 5,984.40	582	\$ 3,063,880.80	\$ 419,040.00	\$ 3,482,920.80
Employee + Spouse	\$ 7,920.00	\$ 4,594.20	\$ 12,514.20	42	\$ 332,640.00	\$ 192,956.40	\$ 525,596.40
Employee + Child(ren)	\$ 7,920.00	\$ 3,456.60	\$ 11,376.60	76	\$ 601,920.00	\$ 262,701.60	\$ 864,621.60
Employee + Family	\$ 7,920.00	\$ 8,576.04	\$ 16,496.04	17	\$ 134,640.00	\$ 145,792.68	\$ 280,432.68
Total				717	\$ 4,133,080.80	\$ 1,020,490.68	\$ 5,153,571.48

FY18 UHC: HSA/ HDHP

Tier	District Contribution	Employee Contribution	Annual Premium Cost	Health Savings Account Contribution*	# of Participants	FY18 District's Annual Cost	FY18 Total GESD HSA	FY18 Employee's Annual Cost	FY18 Total Annual Cost
Employee Only	\$ 5,264.40	\$ -	\$ 5,264.40	\$ 1,000.00	307	\$ 1,616,170.80	\$ 307,000.00	\$ -	\$ 1,923,170.80
Employee + Spouse	\$ 7,920.00	\$ 2,341.68	\$ 10,261.68	\$ 1,000.00	9	\$ 71,280.00	\$ 9,000.00	\$ 21,075.12	\$ 101,355.12
Employee + Child(ren)	\$ 7,920.00	\$ 1,408.80	\$ 9,328.80	\$ 1,000.00	29	\$ 229,680.00	\$ 29,000.00	\$ 40,855.20	\$ 299,535.20
Employee + Family	\$ 7,920.00	\$ 5,606.76	\$ 13,526.76	\$ 1,000.00	7	\$ 55,440.00	\$ 7,000.00	\$ 39,247.32	\$ 101,687.32
Total					352	\$ 1,972,570.80	\$ 352,000.00	\$ 101,177.64	\$ 2,425,748.44

FY18 UHC: HSA/ HDHP Navigate

Tier	District Contribution	Employee Contribution	Annual Premium Cost	Health Savings Account Contribution*	# of Participants	FY18 District's Annual Cost	FY18 Total GESD HSA	FY18 Employee's Annual Cost	FY18 Total Annual Cost
Employee Only	\$ 4,764.36	\$ -	\$ 4,764.36	\$ 1,000.00	0	\$ -	\$ -	\$ -	\$ -
Employee + Spouse	\$ 7,500.00	\$ 1,838.16	\$ 9,338.16	\$ 1,000.00	7	\$ 52,500.00	\$ 7,000.00	\$ 12,867.12	\$ 72,367.12
Employee + Child(ren)	\$ 7,500.00	\$ 989.16	\$ 8,489.16	\$ 1,000.00	25	\$ 187,500.00	\$ 25,000.00	\$ 24,729.00	\$ 237,229.00
Employee + Family	\$ 7,500.00	\$ 4,809.36	\$ 12,309.36	\$ 1,000.00	5	\$ 37,500.00	\$ 5,000.00	\$ 24,046.80	\$ 66,546.80
Total					37	\$ 277,500.00	\$ 37,000.00	\$ 61,642.92	\$ 376,142.92

Source of Funding -

M & O Budget _____ State Grant _____ Federal Grant _____ Capital _____ Other _____

UnitedHealthcare's Value Pharmacy Network

Pharmacy List

City Market	Medicine Shoppe International
Dillon Stores	Meijer
Food Lion	Quality Food Stores
Fred Meyer	Raley's Drug Center
Frys Food and Drug Stores	Ralphs Pharmacy
Hannaford Brothers	Rite Aid
Harris Teeter, Inc.	Roundy's Pharmacies
Hy-Vee & Pharmacy	Shopko Pharmacy
King Soopers Pharmacy	Smiths Food and Drug
Kinney Drugs	Walgreens
Kroger	Walmart Stores
Marianos Pharmacies	Wegman Food Market
Medicap Pharmacies	

**For more information visit myuhc.com
or call the toll-free number on the
back of your health plan ID card.**

Value Network Chains with 25 or more stores as of January 2016. Subject to change without notice.



UnitedHealthcare® and the dimensional U logo are registered trademarks owned by UnitedHealth Group Incorporated. All branded medications are trademarks or registered trademarks of their respective owners.

Insurance coverage provided by or through UnitedHealthcare Insurance Company or its affiliates. Administrative services provided by UnitedHealthcare Insurance Company, United HealthCare Services, Inc. or their affiliates. Health Plan coverage provided by or through a UnitedHealthcare company. OptumRx is an affiliate of UnitedHealthcare Insurance Company.

© 2016 United HealthCare Services, Inc. UHC8867_160204

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.I. TOPIC: Flexible Spending Account Administration

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve Flexible Spending Account (FSA) benefits through Basic as presented for 2017-2018.

RATIONALE:

In fiscal year (FY) 2016, GESD spent \$5,014.71 and for FY 2018 there is no rate increase for the administration of the Flexible Spending Account Services. The cost will remain \$3.69 per participant per month.

Source of Funding -

M & O State Federal
Budget _____ Grant _____ Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.J. TOPIC: Life Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve Life Insurance benefits through Voya Financial as presented for 2017-2018.

RATIONALE:

There is no rate increase for life insurance. In fiscal year 2016, \$176,585.22 was spent on life insurance. From July, 2016, through December, 2016, we have incurred \$91,623.93 on life insurance. Staff projects life insurance to cost approximately \$183,247.86 by June 30, 2017.

Current/Basic
\$0.054

Renewal/Basic
\$0.054

Current/AD&D
\$0.015

Renewal/AD&D
\$0.015

Source of Funding -

M & O State Federal
Budget _____ Grant _____ Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.K. TOPIC: Mid-Term Disability Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve Mid-Term Disability benefits through Unum as presented for 2017-2018.

RATIONALE:

Valley Schools worked with Unum to provide a renewal decrease from \$0.14 to \$0.11. In fiscal year 2016, \$62,745.91 was spent on mid-term disability. From July, 2016, through December, 2016, we have incurred \$30,421.60 on mid-term disability. Staff projects mid-term disability to cost approximately \$60,843.20 by June 30, 2017.

Valley Schools projects a savings of approximately \$14,076 in fiscal year 2018 as a result of the decrease.

Source of Funding -

M & O State Federal
Budget _____ Grant _____ Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.L. TOPIC: Short-Term Disability Insurance

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve Short-Term Disability benefits through Assurant as presented for 2017-2018.

RATIONALE:

There is no rate increase for employee-paid short term disability. In fiscal year 2016, \$99,893.82 was spent on short term disability. From July, 2016 through December, 2016, we have incurred \$45,196.11 on short term disability. Staff projects short term disability to cost approximately \$90,392.22 by June 30, 2017.

Source of Funding -

M & O State Federal
Budget _____ Grant _____ Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.M. TOPIC: Out of County Field Trip

SUBMITTED BY: Ms. Gina Schmitz, Principal of Landmark School

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Assistant Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the out-of-county field trip for seventh and eighth grade students from Glendale Landmark to travel to Tucson, AZ, on April 20, 2017, for the State Health Occupation Students of America (HOSA) Conference.

RATIONALE:

Request form attached.

Source of Funding –

M & O State Federal
Budget _____ Grant _____ Grant _____ Capital _____ Other _____

GLENDALE ELEMENTARY SCHOOL DISTRICT #40
Administrative Services

REQUEST FOR OUT-OF-COUNTY/OUT-OF-STATE/OVERNIGHT FIELD TRIPS

This form must be submitted to the Assistant Superintendent for Administrative Services prior to any field trip meetings with parents or students.

Submit this completed application to Administrative Services for review. This application will then be considered for approval by the Assistant Superintendent for Administrative Services, Superintendents Cabinet, and the Governing Board.

(PLEASE TYPE)

School: <u>Landmark School</u>	Number of Participants: <u>20 students</u>
Principal Approval: <u>Gina Schmitz</u>	Grade(s) of Participants: <u>7th & 8th Grade students</u>
Contact Person(s) at Governing Board Meeting: <u>Gina Schmitz, Principal</u>	
Destination of Travel: <u>Tucson, Arizona</u>	
Type of Field Trip (Science, Social Studies, Substance Abuse Prevention, Music, etc): <u>Science – Health Services</u>	

(ATTACH ADDITIONAL INFORMATION AND SCHEDULE, IF APPROPRIATE)

<u>SITE</u>	<u>DATE</u>	<u>LOCATION</u>	<u>EDUCATIONAL VALUE</u>
Tucson, AZ	April 20, 2017	HOSA Conference	
We have partnered with Glendale Union High School CTE Nursing Program in our Health Services Career Academy. Students have been prepared presentations which will judged at the annual State HOSA Conference			

EMERGENCY INFORMATION

Emergency cards **MUST** be prepared prior to trip to include emergency phone numbers, emergency medical information/special information on allergies, etc. A copy of these cards **MUST** be retained by the chaperones throughout the trip and a set must be filed with the school office prior to the trip.

A final list of all student/adult participants shall be filed with the school office prior to field trip departures. For all overnight trips, a final list of participants shall also be sent to Administrative Services prior to departure.

Contact Person: <u>Gina Schmitz & Keegan Kuhlman</u>
Contact Phone Number(s): <u>480-329-5554</u>

FOR OVERNIGHT TRIPS

Field trip site has been assessed to assure the health, safety, and any accommodations for special needs of all participants by _____ on _____ through (visitation or contact) _____
(Name/Position) (Date) (Circle One)

with _____ on _____
(Name/Position at Site) (Date)

LODGING (PENDING)

PHONE NUMBER

INSURANCE

Name of Insurance Carrier for Field Trip: _____

Policy Number: _____

Description of Policy Coverage: _____

If using District Transportation, indicate "Glendale Elementary Coverage/District Transportation." Coverage is only applicable if District is proven negligent – purchase of Student Accident Insurance is highly recommended for all students in case of accident on/off the bus.

TO OBTAIN GOVERNING BOARD APPROVAL THE ABOVE INSURANCE INFORMATION MUST BE PROVIDED.

STAFFING

Student /Chaperone Ratio: 1:7 Lead Teacher: Keegan Kuhlman

Names of Certified Staff Chaperoning: Gina Schmitz

Names of Non-Certified Staff/Parents Chaperoning: Karlee , Student Teacher

TRANSPORTATION

Name of Transportation Carrier: _____ Phone #: _____

Address: _____

Departure Date: 4/20/17 Time: _____ Arriving at Destination Date: 4/20/17 Time: 7:45

Return Date: 4/20/17 Time: _____ Arriving at Return Date: _____ Time: 5:00

TRANSPORTATION APPROVAL: _____ Date: _____

Do Buses Need to Remain: YES _____ NO X

FUNDING

Source of Funding (Substance Abuse, District, Student, Student Scholarships available, if necessary, etc)

Parent and or Child's trip identified on Tax Credit Amount \$ 0

Student Fundraising through Student Council Amount \$ _____

Please indicate the process your school uses to provide this opportunity to students who are unable to provide their own funds: Buses will be provided by Student Council. Glendale Union High School CTE program paid for registrations for students as members of their HOSA organization..

How many students may be accommodated by this scholarship procedure? _____

GLENDALE ELEMENTARY SCHOOL DISTRICT

INFORMATIONAL AGENDA ITEM

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

AGENDA NO: 5.A. TOPIC: Academic Assessments

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

REPORT DATE: March 30, 2017

Administration will present a report on Benchmark Three Assessment results.

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 6.A. TOPIC: Administrative Contract Renewals

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

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

It is recommended the Governing Board approve the renewal of administrator employment contracts for the 2017-2018 school year.

RATIONALE:

Administration recommends renewal of contracts for administrative staff identified on the attached list for the 2017-2018 school year.

Upon receipt of contract, administrators will have 30 days to accept.

NAME	POSITION	DAC
Alonzo, Lorri S	Assistant Principal	107 Glenn F. Burton School
Arellano, Andrea T	Assistant Principal	113 Discovery School
Balder, Sarah L	Assistant Principal	110 Horizon School
Bernabe, Tarrah Marie	Assistant Principal	104 Melvin E. Sine School
Carrillo, Santana M	Assistant Principal	101 Glendale Landmark School
Clark, Caitlyn A	Assistant Principal	106 Don Mensendick School
Discello, Christy L	Assistant Principal	114 Desert Garden School
Horstman, Bradley J	Assistant Principal	111 Challenger Middle School
King, Joshua R	Assistant Principal	102 Isaac E. Imes School
McKim, Mary Elizabeth	Assistant Principal	117 Sunset Vista School
Nicol, Tamera Sue	Assistant Principal	109 Bicentennial North School
Saiz, Angelique D	Assistant Principal	108 Glendale American School
Salch, Mary-Catherine	Assistant Principal	112 Bicentennial South School
Scott, Stephanie T	Assistant Principal	115 Coyote Ridge School
Silva, Monica	Assistant Principal	116 Desert Spirit School
Yazzie, Tamara Lynn	Assistant Principal	105 William C. Jack School
Segotta-Jones, Cynthia J	Assistant Superintendent - Education Services	560 Educational Services
Goodwin, Barbara J	Assistant Superintendent - Human Resources	552 Human Resources
Barragan, Luis M	Asst Supt of Finance and Auxiliary Srv	570 Business Services
Horine, Jacqueline Kristine	Coordinator for Classified	552 Human Resources
Hay, Allison M	Coordinator for Curriculum and Instruction-Lang	554 Curriculum and Instruction
Schaffler, Kristina L	Coordinator for Curriculum and Instruction-Math	554 Curriculum and Instruction
Imel, Breck Michelle	Coordinator for Glendale Success Academy	563 Special Education
Garcia, Alejandrina	Coordinator for Language Acquisition	561 Language Acquisition
Duguid, Brian D	Coordinator for Recruiting and Retention	552 Human Resources
Hecht Jr, John A	Coordinator for Special Services	563 Special Education
Gallimore, Jody J	Coordinator for Student Services	560 Educational Services
Moritz, John A	Coordinator for Technology Integration	554 Curriculum and Instruction
Miele, Leslee J	Director for Effective Schools	567 Grants Management
Jordan, David A	Director for Research and Evaluation	553 Research Planning and Assessment
Cummings, James Robert	Director of Communications	550 Superintendent Office
Petersen-Incorvaia, Gerald A	Director of Curriculum and Instruction	554 Curriculum and Instruction
DiPasquale, J Sara	Director of Finance and Purchasing	572 Finance

NAME	POSITION	DAC
Gleave, Shannon M	Director of Food and Nutrition	580 Food and Nutrition
Mayes, Cathey L	Director of Human Resources	552 Human Resources
Clark, Thomas G	Director of Information Technology	571 Information Technology
Castillo, Marsha C	Director of Language Acquisition	561 Language Acquisition
Gilliam, Gregory James	Director of Maintenance/Operations/Construction	577 Maintenance/Oper/Grounds/Const
Caraveo, Valerie	Director of Transportation	585 Transportation
Lettieri, Carol L	Interim Director of Special Services	563 Special Education
Bernhardt, Jodi	Interim Director of Student Services	560 Educational Services
Abbott, Paul R	Principal	115 Coyote Ridge School
Alvarez, Ricardo L	Principal	103 Harold W. Smith School
Baker, DeAnza K	Principal	104 Melvin E. Sine School
Brady, Michelle D	Principal	106 Don Mensendick School
De La Huerta, Joseph F	Principal	114 Desert Garden School
Emerson, Cheri Dawn	Principal	110 Horizon School
Hartman, Shelly M	Principal	102 Isaac E. Imes School
Jauregui, Norma I	Principal	113 Discovery School
Laser, Catherine	Principal	112 Bicentennial South School
Molina, Tiffany	Principal	111 Challenger Middle School
Northcott, Holly M	Principal	107 Glenn F. Burton School
Parcells, Denis Jai	Principal	105 William C. Jack School
Richman, Bryan H	Principal	117 Sunset Vista School
Rodriguez, Amy E	Principal	109 Bicentennial North School
Schmitz, Gina M	Principal	101 Glendale Landmark School
Troutt, Amy D	Principal	108 Glendale American School
Winters, Scott P	Principal	116 Desert Spirit School
Bell, Kendra J	Principal Coach	567 Grants Management

GLENDALE ELEMENTARY SCHOOL DISTRICT

DISCUSSION AGENDA ITEM

AGENDA NO: 7.A. TOPIC: Board Member Contact Information

REQUESTED BY: Ms. Monica Pimentel, Board Member

DATE ASSIGNED FOR CONSIDERATION: March 30, 2017

RECOMMENDATION:

The Governing Board will discuss and possibly provide direction to Administration regarding Board members' contact information on the District's website.

GLENDALE ELEMENTARY SCHOOL DISTRICT

INFORMATIONAL AGENDA ITEM

AGENDA NO: 8.A. TOPIC: Future Meetings

SUBMITTED BY: Mr. Joseph Quintana, Superintendent

RECOMMENDED BY: Mr. Joseph Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: March 30, 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.

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