

# GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Special Meeting of the Governing Board

April 25, 2019 5:00 p.m.

## **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 North 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).

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### **GOVERNING BOARD GOALS**

1. Increase Student Achievement
2. Ensure the District's Financial Solvency
3. Attract and Retain Highly Qualified Staff

### **DISTRICT GOALS**

Increase Student Achievement

Eliminate the Achievement Gap

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

#### **2. Opening Exercises**

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

#### **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. Study Session**

The Governing Board will conduct a study session with Administration for the following purposes:

##### **a. Policy Manual Review**

The Governing Board will review and discuss Board Policy Manual Section K-School Community Relations as part of the comprehensive policy manual review with Arizona School Boards Association.

##### **b. School Safety, Student Discipline, Social Emotional Learning, and Mental Health Services**

The Governing Board and Administration will conduct a study session to review and discuss information related to school safety, student discipline, social emotional learning, and mental health services.

#### **5. Consent Agenda**

##### **a. Certified Personnel Report**

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.

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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.

b. 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.

c. Affiliation Agreement

It is recommended the Governing Board approve the Affiliation Agreement with Grand Canyon University for student teaching internships, practicum, and observations effective through December 2023.

**6. Action Item**

a. Policy Revision First Reading

It is recommended the Governing Board approve the first reading of revised policy manual section K-School Community Relations as presented.

b. ASBA Political Agenda Priorities and Proposals

The Governing Board will consider taking action to approve its top five political agenda priorities and proposed issues to submit for consideration on Arizona School Boards Associations' 2020 Political Agenda.

**7. Future Meetings and Events**

a. Future Meetings and Agenda Item Requests.

The Governing Board will review the list of upcoming Board meetings and potential agenda topics. Governing Board Members will have the opportunity to request items to be included on future meeting agendas for discussion, information and/or action.

**8. 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.

**9. Adjournment**

GLENDALE ELEMENTARY SCHOOL DISTRICT

**STUDY SESSION**

AGENDA NO: 4.A. TOPIC: Policy Manual Review

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED: April 25, 2019

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The Governing Board will conduct a study session with Administration to review and discuss Board Policy Manual Section K-School Community Relations as part of the comprehensive policy manual review with Arizona School Boards Association.



**KA ©**  
**SCHOOL - COMMUNITY - HOME**  
**RELATIONS**  
**GOALS / PRIORITY OBJECTIVES**

The Superintendent shall interpret the educational program to the people and invite discussions and suggestions on important educational issues, and shall attempt, at all times, to represent the entire community rather than any single group or section. The District shall pursue the following school-community relations goals:

- To develop intelligent citizen understanding of the District in all aspects of its operation.
- To determine how the citizenry feels about the District and what it wishes the District to accomplish.
- To develop citizen understanding of the need for adequate financial support for a sound educational program.
- To help citizens assume a more direct responsibility for the quality of education the District provides.
- To earn the goodwill, respect, and confidence of the citizenry in the personnel and services of the District.
- To bring about citizen understanding of the need for the improvement and what must be done to facilitate essential change.
- To involve citizens in the work of the District and the solving of its educational problems.
- To invite the assistance, cooperation, and understanding of elected and appointed community officials and committees in the development of educational programs and facilities.
- To promote a genuine spirit of cooperation between the District and community in sharing leadership for the improvement of the community.

Adopted: date of manual adoption

# Compare KB © PARENTAL INVOLVEMENT IN EDUCATION

first

(version 4 to 1)

last

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

## KB © PARENTAL INVOLVEMENT IN EDUCATION

The Superintendent, in consultation with parents, teachers, and administrators, shall develop procedures for parental involvement in the school(s). These shall include:

●—A. A plan for parent participation in the school designed to improve parent and teacher cooperation in ~~such areas as~~ such areas as homework, attendance, and discipline. ●—A The plan shall provide for the administration of a parent-teacher satisfaction survey.

B. A method by which parents may learn about the course of study for their children and review ~~learning materials~~ learning materials, including the source of any supplemental educational materials.

●—A-C. A procedure by which parents who object to any learning material or activity on the basis that it is ~~harmful may~~ harmful may withdraw their children from the activity or from the class or program in which the material is used ~~and request~~ and request an alternative assignment. Objection to a learning material or activity on the basis that it is ~~harmful includes objection~~ harmful includes objection to a material or activity because it questions beliefs or practices in sex, morality, or ~~religion or~~ religion or, because of sexual content, violent content, or profane or vulgar language.

●—A-D. A procedure by which parents or guardians of students enrolled in the District shall have access in ~~advance to the~~ advance to the instructional materials, learning materials and activities currently used by, or being considered for ~~use by~~ use by, the District.

●—A-E. A procedure by which the District shall obtain signed, written consent from a student's parent or ~~guardian before~~ guardian before using video, audio or electronic materials that may be inappropriate for the age of the student.

●—~~Procedures~~-F. Procedures to prohibit the School District from providing sex education instruction to a student unless ~~the student~~ the student's parent provides written permission for the student to participate in the sex education curricula ~~if the~~ if the School District offers any sex education curricula pursuant to A.R.S. ~~15-711 on~~ on the requirement to include instruction to ~~include instruction to~~ student in grades seven (7) through twelve (12) on laws relating to sexual ~~conduct with a~~ conduct with a minor ~~or~~ or ~~15-716 concerning~~ concerning instruction on immune deficiency syndrome, or pursuant to any ~~rules adopted~~ rules adopted by the State Board of Education.

●—~~Procedures~~-G. Procedures by which parents will be notified in advance of and given the opportunity to withdraw their ~~children from~~ children from any instruction or presentations regarding sexuality in courses other than formal sex education curricula.

- ~~Procedures~~-H. **Procedures** by which parents may learn about the nature and purpose of clubs and activities that are part ~~of the~~ of the school curriculum, extracurricular clubs, and activities that have been approved by the school.
- ~~Procedures~~-I. **Procedures** by which parents may learn about parental rights and responsibilities under the laws of this state, ~~including~~ including the following:
  - ~~The~~-1. **The** right to opt in to a sex education curriculum if one is provided by the District.
  - ~~Open~~-2. **Open** enrollment rights pursuant to A.R.S. [15-816.01](#), relating to the District policies on ~~open enrollment~~ open enrollment.
  - ~~The~~-3. **The** right to opt out of assignments pursuant to A.R.S. [1-601](#), Parents Bill of Rights. [See Exhibit KB-EB]
  - ~~The~~-4. **The** right to opt ~~out~~ a child out of immunizations as authorized by A.R.S. [15-873](#), relating to an ~~outbreak of~~ outbreak of a communicable disease.
  - ~~The~~-5. **The** promotion requirements prescribed in A.R.S. [15-701](#) ~~for~~ for students in grades one (1) ~~through eight~~ through eight (8).
  - ~~The~~-6. **The** minimum course of study and competency requirements for graduation from high ~~school prescribed~~ school prescribed in A.R.S. [15-701.01](#).
  - ~~The~~-7. **The** right to opt out of instruction on the acquired immune deficiency syndrome as provided ~~by A~~ by A.R.S. [15-716](#).
  - ~~The~~-8. **The** right to review their child's standardized norm-referenced test results pursuant to A.R.S. [15-743](#).
  - ~~The~~-9. **The** right to participate in gifted programs pursuant as prescribed by A.R.S. [15-779.01](#).
  - ~~The~~-10. **The** right to access instructional materials as directed by A.R.S. [15-730](#).
  - ~~The~~-11. **The** right to receive the school's annual report card pursuant to A.R.S. [15-746](#).
  - ~~The~~-12. **The** school attendance and age requirements for children prescribed in A.R.S. [15-802](#), [15-803](#) ~~and~~ and [15-821](#).
  - ~~The~~-13. **The** right to public review of courses of study and textbooks in the common schools (~~preschool programs~~ preschool programs through grade eight [8]), as prescribed in A.R.S. [15-721](#), and in high schools, prescribed in A. ■ ~~The~~ R.S. [15-722](#).
  - 14. **The** right to be excused from school attendance for religious purposes as described by A.R.S. [15-806](#).
  - ~~Policies~~-15. **Policies** related to parental involvement pursuant to A.R.S. [15-102](#) ~~and~~ and set out herein.
  - ~~The~~-16. **The** right to seek membership on school councils pursuant to A.R.S. [15-351](#), describing the purpose, ~~duties~~ duties, and membership of a school council.

[Subject to the exemption of certain school ~~districts exempted~~ districts exempted as described in A.R.S. [15-352](#).]

~~■ The right to participate in a parental satisfaction survey to be distributed to the parent of every child enrolled at the school, pursuant to A.R.S. [15-353](#).~~

~~■ Information~~

17. Information about the student accountability information system (SAIS) as prescribed in ~~section~~ section [15-1042](#).

~~■ The~~ 18. The right to access the failing schools tutoring fund pursuant to A.R.S. [15-241](#).

The District plan under this policy may also include:

A. Making parents aware of this District parental involvement policy, including:

1. Rights under the Family Educational Rights and Privacy Act (FERPA) of 1974, as revised (20 U.S.C. 1232g) relating to access to children's official records.
2. The parent's right to inspect the District policies and curriculum.

B. Efforts to encourage the development of parenting skills.

C. The communication to parents of techniques designed to assist the student's learning experience in the home.

D. Efforts to encourage access to community and support services for children and families.

E. The promotion of communication between the school and parents concerning school programs and the academic progress of the parents' children.

F. Identifying opportunities for parents to participate in and support classroom instruction at the school.

G. Efforts to support, with appropriate training, parents as shared decision makers and to encourage membership on school councils.

H. The recognition of the diversity of parents and the development of guidelines that promote widespread parental participation and involvement in the school at various levels.

I. The development of preparation programs and specialized courses for certificated employees and administrators that promote parental involvement.

J. The development of strategies and programmatic structures at schools to encourage and enable parents to participate actively in their children's education.

K. Provide to parents the information in this policy in an electronic form.

Resumés of all current and former instructional personnel shall be maintained and available for inspection by parents and guardians of pupils enrolled. The resumé shall include individual educational and teaching background and experience in a particular academic content subject area.

For the purposes of this policy parent means the natural or adoptive parent or legal guardian of a minor child.

When a parent submits a written request for information to the Superintendent or a school principal during regular business hours:

● ~~The A.~~ **The A.** The Superintendent or principal shall:

■ ~~Deliver 1.~~ **Deliver 1.** Deliver the requested information to the parent within ten (10) calendar days, or

■ ~~Provide 2.~~ **Provide 2.** Provide to the parent a written explanation for denial of the requested information.

● ~~If B.~~ **If B.** If the requested information is denied or is not received by the parent within fifteen (15) calendar days:

■ ~~The 1.~~ **The 1.** The parent may submit to the Governing Board a request for the requested information, and

■ ~~The 2.~~ **The 2.** The Governing Board shall consider the request at the next scheduled meeting of the Board on ~~which the~~ **which the** request can be properly noticed. If the request cannot be properly noticed on the next ~~scheduled meeting~~ **scheduled meeting** agenda, the Governing Board shall formally consider the request at the next ~~subsequent public meeting~~ **subsequent public meeting** of the Governing Board.

Adopted: ~~September 22, 2011~~ **date of Manual adoption**

LEGAL REF.:

A.R.S.

[1-601](#)

[1-602](#)

[15-101](#)

[15-102](#)

[15-113](#)

[15-117](#)

[15-341](#)

[15-722](#)

CROSS REF.:

[ABA](#) - Community Involvement in Education

[IHBD](#) - Compensatory Education

[IJ](#) - Instructional Resources and Materials

[IJND](#) - Technology Resources

[JHD](#) - Exclusions and Exemptions from School Attendance

[KDB](#) - Public's Right to Know/Freedom of Information







## **KB-R ©**

### REGULATION

#### **PARENTAL INVOLVEMENT IN EDUCATION**

##### Parent and Teacher Cooperation in Homework, Attendance, and Discipline

When homework, attendance, and discipline rules are being considered, a procedure similar to, but not limited to, the following shall be used:

- An ad hoc committee shall be appointed by the appropriate administrative officer under the provisions of Board policy. The committee will study the issue and make recommendations to the appointing administrator. The committee will be dissolved when the final report is submitted.
- School staff members, including teachers, will be appointed to study the issues and report to the appointing administrator. The administrator will schedule hearings on the staff report, give parents sufficient notice, and conduct hearings to permit parent reaction to the staff report, copies of which shall be readily available for parent review. Following the hearings, the administrator will prepare recommendations that give careful consideration to the views of teachers and parents. Such recommendations will be submitted to the Superintendent unless the recommendations are prepared by the Superintendent, in which case the recommendations will be submitted to the Board.

##### Parents' Access to Courses of Study and Learning Materials

Parents who wish to learn about the course of study for their children or to review learning materials shall do so under provisions of Board Policy IJ and supporting regulations.

##### Parental Objections to Learning Activities or Materials

Parents who wish to object to any learning activities or learning materials may do so under provisions of Board Policies IJ, KB and supporting regulations.

##### Availability of Instructional Employee Resumés

The administration shall inform parents of the availability of each teaching employee's resumé and make that document available for inspection upon request of parents or guardians of pupils enrolled at a school. Such information shall not include teacher address, salary, social security number, and telephone or other personally identifiable information as determined by the District.



**KB-E ©**

EXHIBIT

**PARENTAL INVOLVEMENT  
IN EDUCATION**

**RESUMÉ OUTLINE**

**Instructor Identification**

Name	Current teaching assignment(s)

**Professional Preparation**

Certificated to teach in current assignment     yes     no

Emergency or provisional status     yes     no

Institution		Institution
<input type="radio"/> Bachelor Degree _____		<input type="radio"/> Masters Degree _____
<input type="radio"/> Doctorate Degree _____		<input type="radio"/> Other _____
		Education/ _____
		Training _____

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**Professional Experience**

Grade level or Academic Content Subject Area\*

Years Taught

**\*Grade Level for self-contained classroom;  
Subject Area for departmentalized courses.**



## **KB-EB ©**

### **EXHIBIT**

## **PARENTAL INVOLVEMENT IN EDUCATION**

### **PARENTS' BILL OF RIGHTS\***

**(Enacted by the 49th Arizona Legislature,  
2nd Regular Session (2010)  
Session Law SB1309, Chapter 307  
Arizona Revised Statutes 1-601 and 1-602)**

#### Parents' Rights Protected

The liberty of parents to direct the upbringing, education, health care and mental health of their children is a fundamental right.

This state, any political subdivision of this state or any other governmental entity shall not infringe on these rights without demonstrating that the compelling governmental interest as applied to the child involved is of the highest order, is narrowly tailored and is not otherwise served by a less restrictive means.

#### Parents' Bill of Rights; definition

All parental rights are reserved to a parent of a minor child without obstruction or interference from this state, any political subdivision of this state, any other governmental entity or any other institution, including, but not limited to, the following rights:

- A. The right to direct the education of the minor child.
- B. All rights of parents identified in Title 15, including the right to access and review all records relating to the minor child.
- C. The right to direct the upbringing of the minor child.
- D. The right to direct the moral or religious training of the minor child.
- E. The right to make health care decisions for the minor child, including rights pursuant to sections [15-873](#), [36-2271](#) and [36-2272](#), unless otherwise prohibited by law.
- F. The right to access and review all medical records of the minor child unless otherwise prohibited by law or the parent is the subject of an investigation of a crime committed against the minor child and a law enforcement official requests that the information not be released.
- G. The right to consent in writing before a biometric scan of the minor child is made pursuant to section [15-109](#).

H. The right to consent in writing before any record of the minor child's blood or deoxyribonucleic acid is created, stored or shared, except as required by section 36-694, or before any genetic testing is conducted on the minor child pursuant to section 12-2803 unless authorized pursuant to section 13-610 or a court order.

I. The right to consent in writing before the state or any of its political subdivisions makes a video or voice recording of the minor child, unless the video or voice recording is made during or as a part of a court proceeding, during or as part of a forensic interview in a criminal or child protective services investigation or to be used solely for any of the following:

1. Safety demonstrations, including the maintenance of order and discipline in the common areas of a school or on pupil transportation vehicles.
2. A purpose related to a legitimate academic or extracurricular activity.
3. A purpose related to regular classroom instruction.
4. Security or surveillance of buildings or grounds.
5. A photo identification card.

J. The right to be notified promptly if an employee of this state, any political subdivision of this state, any other governmental entity or any other institution suspects that a criminal offense has been committed against the minor child by someone other than a parent, unless the incident has first been reported to law enforcement and notification of the parent would impede a law enforcement or child protective services investigation.

This paragraph does not create any new obligation for school districts and charter schools to report misconduct between students at school, such as fighting or aggressive play, that are routinely addressed as student disciplinary matters by the school.

K. The right to obtain information about a child protective services investigation involving the parent pursuant to section 8-807.

L. This section does not authorize or allow a parent to engage in conduct that is unlawful or to abuse or neglect a child in violation of the laws of this state. This section does not prohibit courts, law enforcement officers or employees of a government agency responsible for child welfare from acting in their official capacity within the scope of their authority. This section does not prohibit a court from issuing an order that is otherwise permitted by law.

M. Any attempt to encourage or coerce a minor child to withhold information from the child's parent shall be grounds for discipline of an employee of this state, any political subdivision of this state or any other governmental entity, except for law enforcement personnel.

N. Unless those rights have been legally waived or legally terminated, parents have inalienable rights that are more comprehensive than those listed in this section. This chapter does not prescribe all rights of parents. Unless otherwise required by law, the rights of parents of minor children shall not be limited or denied.

O. For the purposes of this section, "parent" means the natural or adoptive parent or legal guardian of a minor child.

\*Note: The literal language of the Parents' Bill of Rights is retained as enacted by the Legislature. However, the layout and style has been modified to be consistent with that of the other documents in the District's Manual of Governing Board Policies and Administrative Regulations. Where the term "section" appears it is to be understood as the identified section of the Arizona Revised Statutes (A.R.S.).



**KCCA ©**  
**COMMUNITY INVOLVEMENT**  
**IN BOND CAMPAIGNS**

While the Board may, and should, provide information to the public on school building needs, it may not use District funds to advocate "yes" votes on bond issues.

It shall be the policy of the Board to use the input from a citizens' advisory committee in examining educational and building needs of the District.

As the need for a bond issue arises, a citizens' committee may encourage and promote the passage of the bond issue and collect funds needed for such promotion.

Adopted: date of manual adoption

LEGAL REF.:

A.R.S.

[15-491](#)

[15-492](#)

[15-493](#)

A.G.O.

179-192

183-117



**KCD ©**  
**PUBLIC GIFTS / DONATIONS**  
**TO SCHOOLS**

The Board has the authority to accept gifts and donations as may be made to the District or to any school in the District.

The Board reserves the right to refuse to accept any gift that does not contribute toward the achievement of the goals of this District and the ownership of which would tend to adversely affect the District.

Any gift accepted by the Board shall become the property of the District, may not be returned without the approval of the Board, and is subject to the same controls and regulations as are other properties of the District. The Board shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

The Board will make every effort to honor the intent of the donor in its use of the gift, but reserves the right to utilize any gift it accepts in the best interest of the educational program of the District.

In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product or business enterprise or institution of learning.

The Superintendent shall:

- Encourage individuals and organizations considering contributions to the schools to consult with the Superintendent on the appropriateness of any such gifts.
- Report to the Board all gifts that have been offered to the District, for their review and action.
- Acknowledge the receipt and value of any gift accepted by the District, and prepare fitting means, as appropriate, for recognizing or memorializing gifts to the District.

Gifts shall be recorded in appropriate inventory listing(s) and property records.

Adopted: date of manual adoption

LEGAL REF.:

A.R.S.

[15-341](#)

[15-393](#)

[15-1224](#)

A.G.O.

180-156

CROSS REF.:

[DDA](#) - Funding Sources Outside the School System





## KCD-R ©

### REGULATION

#### **PUBLIC GIFTS / DONATIONS TO SCHOOLS**

To be acceptable, a gift must satisfy the following criteria:

- It will have a purpose consistent with those of the school.
- It will be offered by a donor acceptable to the Board.
- It will not begin a program that the Board would be unwilling to take over when the gift or grant funds are exhausted.
- It will not bring undesirable or hidden costs to the school system.
- It will place no restrictions on the school program.
- It will not imply endorsement of any business or product.
- It will not be in conflict with any provision of the school policy or public law.

All gifts, grants, and bequests shall become District property and subject to policies of the District.



**KD ©**  
**PUBLIC INFORMATION**  
**AND COMMUNICATIONS**

The Superintendent has the responsibility of keeping the public informed as to the purpose, goals, methods, and progress of the educational program. Accuracy, reliability, and leadership in this area will develop confidence and understanding, creating better relationships between the District and the community. All school personnel are responsible for good public relations.

All written notices, bulletins, newsletters, and matters pertaining to students are to be approved prior to release. Matters that pertain to an individual school are to be approved by the principal prior to release. Matters that pertain to the District are to be submitted for approval to the Superintendent prior to release.

Non-school-originated material shall not be released through the students without the approval of the principal.

This policy is not intended to interfere with the responsibility of District personnel to communicate directly with the parents or legal guardians of a particular student in areas affecting that student's progress at school. It is intended to ensure that prompt, reliable, and accurate information is released to the parents and patrons of the District.

Adopted: October 3, 2012

CROSS REF.:

[KHC](#) - Distribution/Posting of Promotional Materials



**KDB ©**  
**PUBLIC'S RIGHT TO KNOW /**  
**FREEDOM OF INFORMATION**

The Board recognizes the right of the public to information concerning its actions, its policies, and the details of its educational and business operations. The Board encourages study, discussion, and active participation by all concerned in the promotion of the best possible program of education in the community. It is the practice of the Board to utilize the advice and assistance of interested individuals and groups in the solution of its educational and financial problems.

In recognizing the cooperating organizations in the District and by encouraging their active participation in educational policy making, the Board wishes to make it clear that in no way does it wish to escape its responsibility to the citizens of the community as the official governing body responsible for a final decision on all matters of policy and educational programs. The Board accepts the following basic principles that are essential to a good public-relations program:

- The Board will transact all official business in open meetings (except as exempted by law), which the press, the public, and school employees are welcome to attend, and at which time communications, both oral and written, may be received and considered when placed on the agenda.
- The Board will function as speedily and as efficiently as circumstances permit, and always with due regard for the public interest.
- Board members will familiarize themselves with the work of the school system in all major areas and shall bring to the schools the viewpoint, the knowledge, and the wisdom of the community.
- The Board will make provision for keeping a record of the proceedings of all meetings. Minutes of all Board meetings (except executive sessions) shall be considered matters of public record.
- The Board will keep in mind that maintaining the confidence and respect of the community is of paramount importance to the success of the educational program of the District.

Adopted: date of manual adoption

LEGAL REF.:

A.R.S.

[38-431](#) to [38-431.09](#)

[39-101](#)

[39-103](#)

A.G.O.

183-006

184-179

185-023

186-090

191-004

## Compare KDB-R © (version 3 to 1)

*first* Click on the changed parts for a detailed description. Use the left and right arrow keys to walk *last* through the modifications.

### KDB-R ©

#### REGULATION

#### PUBLIC'S RIGHT TO KNOW /

#### FREEDOM OF INFORMATION

Public records of the District will be open for inspection by any person as provided by law.

Public record means any recorded information that is made, maintained, or kept by, or is in the possession of, the District. Such records include minutes of the Governing Board, agendas, financial records, contracts, and statistical summaries.

The office of the Superintendent will be open to receive requests for records inspection or copying during normal business hours on Monday through Friday.

Requests for access to records shall be ~~made in writing and~~ directed to the office of the Superintendent.

All persons requesting inspection and/or copying of public records must attest that they have not requested the public records of the District for a commercial purpose. If the records are requested for a commercial purpose, the requester must provide a statement, verified by the requester, setting forth the commercial purpose for which the materials will be used.

The above declaration will be made and signed on the official form provided by the District for requesting inspection and/or copying of public records.

The Superintendent ~~may~~ shall permit access to, or provide for the copying of, the records requested ~~within a reasonable period of time following receipt of the signed~~ promptly following the request or will provide an explanation of a cause for further delay and will give notification of the time the records will be available, ~~or, if access is denied, the Superintendent will provide a written statement of the grounds for denial.~~

Requirements of access and inspection apply only to existing records and do not require creation of new records. Public inspection of a document that otherwise would be a public record may be denied by the Superintendent if ( 1) the record is made confidential by statute, ( 2) the record involves the privacy interests of persons, or ( 3) disclosure would be detrimental to the best interests of the District. If a public record contains material that is not subject to disclosure, the District will delete such material and make available to the requester such material in the record as is subject to disclosure.

Records contained on a computer will be provided only in the form in which the information can be made available using existing computer programs.

Copies of radio or recording tapes of discs, video or films, pictures, slides, graphics, illustrations, or similar audio or visual items or devices will not be furnished unless such items

or devices have been shown or played at a public meeting of the Governing Board.

A fee shall be levied on each request to cover the cost of making copies, ~~staff time, computer time, etc. Fees~~. The fee will be collected prior to releasing material.

The fees will be based upon the following:

- ~~10¢~~ A. Ten cents (\$.10) per copy for materials indicated as Board minutes, agendas, financial records, contracts, ~~courses~~ courses of study, or statistical summaries.
- ~~35¢~~ B. Thirty-five cents (\$.35) per copy for materials not listed above ~~that require additional clerical and/or professional staff time to make available~~.
- ~~Actual~~ C. Actual cost, if available, will be assessed.
- ~~Free~~ D. Free copies shall be furnished if they are to be used in claims against the United States.

### Commercial Purpose

When a person requests copies, printouts or photographs of public records for a commercial purpose, the person shall provide a statement setting forth the commercial purpose for which the copies, printouts or photographs will be used. Upon being furnished the statement the Superintendent may furnish reproductions of the such requested records. The charge for such records shall include the following:

- A. A portion of the cost for the District to obtaining the original or copies of the documents, printouts or photographs requested.
- B. A reasonable fee for the cost of time, materials, equipment and personnel in producing such reproduction.
- C. The value of the reproduction on the commercial market as best determined by the Superintendent.

If the Superintendent determines that the intended commercial use is a misuse of the requested public records or is an abuse of the right to receive public records, the Superintendent may apply to the Governor requesting that the Governor, by executive order, prohibit the furnishing of copies, printouts or photographs for such commercial purpose. If the Governor determines that such public record shall not be provided for commercial purpose the Governor shall issue an executive order prohibiting the providing of the requested records for such commercial purpose. If no order is issued within thirty days (30) of the date of application, the Superintendent shall provide reproductions of requested copies, printouts or photographs upon being paid the fee determined pursuant to this regulation.

The Superintendent shall advise the Board when District records are requested for commercial purposes.

# Compare KDB-E © (version 3 to 2)

*first* Click on the changed parts for a detailed description. Use the left and right arrow keys to walk *last* through the modifications.

## KDB-E ©

EXHIBIT

### PUBLIC'S RIGHT TO KNOW / FREEDOM OF INFORMATION

### REQUEST FOR PUBLIC RECORDS OF THE SCHOOL DISTRICT

**Note:** It is not required by law that this form be filled out by a person requesting public records. The District may request the document be filled out or the District may use the document internally as documentation of public records requests.

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
(street) (city) (state) (zip)

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

E-mail address \_\_\_\_\_

Nature of request:

- Opportunity to review records (no original record may leave the custodian's office)
- Copies of records.

Please read and sign the following statement:

I have requested public records of the School District for a noncommercial purpose. I understand that if the records should be used for a commercial purpose, a verified statement of the purpose must be submitted per A.R.S. [39-121.03](#).

\_\_\_\_\_  
(Date) (Signature)

*Notice:* A fee will be charged for copying based upon actual cost for providing the information.

*Records requested* (please be as explicit as possible as to the records you desire):

\_\_\_\_\_  
\_\_\_\_\_

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**KDC ©**  
**SCHOOL - SPONSORED**  
**INFORMATION MEDIA**

Publications issued by and in the name of the schools of this District shall reflect a high quality of editorial content and format. The exercise of appropriate economy in materials and production is expected as long as the main purpose is not jeopardized.

Articles circulated or submitted for publication by District employees in which the District, or employees of the District, are mentioned directly or indirectly must be cleared by the Superintendent.

Adopted: date of manual adoption





**KDCA ©**  
**USE OF STUDENTS IN**  
**PUBLIC INFORMATION PROGRAM**

The participation of students in interpreting the educational program of the schools to the community shall be encouraged with the understanding that:

- Students shall not be exploited for the benefit of any individual or group.
- Students shall participate only in appropriate situations.
- The use of students shall always be evaluated in terms of the effect on the students.
- Students shall not solicit or promote District issues without approval by the Superintendent's office.
- The best possible community relations grow from a superior teaching job in the classroom. Enthusiastic students with serious intentions, well directed by sympathetic and capable teachers, communicate positively with parents and the community. This shall be the cornerstone of good community relations in the District.

Adopted: date of manual adoption



**KDD ©**  
**MEDIA RELATIONS**

The Board recognizes its responsibility to provide information to the community and actively seeks to establish a good working relationship with local news media.

To promote a positive relationship between the District and the media, the Board shall provide information to the media concerning the programs and activities of the District as well as matters pending before the Board.

Adopted: date of manual adoption

CROSS REF.:

[KDC](#) - School-Sponsored Information Media



**KDDA ©  
PRESS RELEASES, CONFERENCES,  
AND INTERVIEWS**

All communication with the news media for the purposes of seeking or arranging news coverage, providing official statements from the District, or responding to requests from the news media shall be channeled through the office of the Superintendent.

Adopted: date of manual adoption

CROSS REF.:

[KD](#) - Public Information and Communications

[KDC](#) - School-Sponsored Information Media



**KE ©**  
**PUBLIC CONCERNS AND COMPLAINTS**

Whenever a complaint is made directly to the Board as a whole or to a Board member as an individual, it will be referred to the school administration for study and resolution, if possible.

The administration will develop a procedure for courteously receiving complaints, and will take steps to make proper replies to complainants. If resolution of a problem cannot be accomplished at the building level, either party may refer the matter to the Superintendent for review.

The Board will consider hearing citizen complaints when they have not been resolved by the administration. Matters referred to the Board as a whole must be in writing, should clearly identify the problem, and specifically state the desired action. The Board will not consider or act on complaints that have not been explored at the appropriate administrative level.

Adopted: date of manual adoption



## **KE-R ©**

### REGULATION

#### **PUBLIC CONCERNS AND COMPLAINTS**

If a member of the community has a complaint, the following procedures are intended to assist in its resolution:

- If the matter relates to a student, and it is appropriate, talk with the student's teacher. If the matter remains unresolved, talk with the building administrator.
- If resolution of a problem cannot be accomplished at the building level, either party may refer the matter to the Superintendent for review.
- When a complaint is made directly to the Board as a whole or to a Board member as an individual, it will be referred to the school administration for study and resolution, if possible.



**KE-E ©**

EXHIBIT

**PUBLIC CONCERNS AND COMPLAINTS  
(This Form to be Submitted to the Superintendent)**

Person(s) or group filing complaint \_\_\_\_\_

Complainant's address \_\_\_\_\_ Phone \_\_\_\_\_

Complainant's E-mail address \_\_\_\_\_

Date complaint is filed \_\_\_\_\_

Has problem been discussed with the administration?

Yes  No          Date \_\_\_\_\_

Summary of the charges (description of incident or event, including date, place, time, additional persons, alleged problem, and suggested solution):

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Identification of other witnesses or persons with information about concern:

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The Projected Solution

Indicate what you think can and should be done to solve the problem. Be as specific as possible.

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\_\_\_\_\_  
Signature of complainant

\_\_\_\_\_  
Date

The administration shall give one (1) copy to the complainant and shall retain one (1) copy for the file.

Compare KEB © PUBLIC CONCERNS / COMPLAINTS ABOUT  
PERSONNEL (version 2 to 1)

first

last

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

**KEB ©  
PUBLIC CONCERNS / COMPLAINTS  
ABOUT PERSONNEL**

Trust in staff members and support for their actions should be such that employees are freed from unnecessary, spiteful, or negative criticisms and complaints.

In spite of this, criticisms and complaints may be forthcoming from the community. These complaints are best handled starting at the school [site](#) or [department](#) level and, when necessary, should proceed through the various administrative levels.

All complaints shall be referred to the Superintendent for investigation. The employee involved shall be given an opportunity, at each administrative level at which the matter is reviewed, for explanation, comment, and presentation of facts, either formally or informally. The employee will be afforded elements of due process as provided in Arizona law.

Adopted: date of manual adoption

CROSS REF.:

[BBAA](#) - Board Member Authority and Responsibilities

[BEDH](#) - Public Participation at Board Meetings





## KEB-R ©

### REGULATION

#### **PUBLIC CONCERNS / COMPLAINTS ABOUT PERSONNEL**

##### **Required Information**

The following information concerning a complaint is required:

- The name(s) of the person(s) making the complaint.
- Whether the person(s) making the complaint represents an individual or a group. If a group is represented, information shall be provided about the nature of the group and the manner in which the group has reviewed and taken a position on the matter.
- Whether the person(s) making the complaint has discussed the problem with the employee in question.
- A summary of the complaint(s) and of the above three (3) items.

##### Processing of Complaint(s) Following Written Summation

The complaint shall be presented to the employee toward whom it is directed, together with a suggested solution, personally and in writing, by the person(s) filing the complaint. It is the responsibility of the employee's supervisor to keep the Superintendent informed as the matter is reviewed at the various administrative levels.

The employee will have a minimum of five (5) working days in which to reply to the complaint at each administrative level at which the matter is reviewed.

If the complaint is not resolved between the originator of the complaint and the employee, the complaint shall be reviewed by the employee's supervisor. Until the matter is resolved, it may be reviewed at each successive administrative level.

The Superintendent shall be the final administrative level.

Following the decision of the Superintendent, if any of the parties concerned deem it necessary, the matter may be referred to the Board within ten (10) working days following the Superintendent's decision.

The Board shall consider all facts and provide the employee with all elements of due process in reaching a decision.



**KEB-E ©**

EXHIBIT

**PUBLIC CONCERNS / COMPLAINTS  
ABOUT PERSONNEL**

**PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL  
(This Form to be Submitted to the Employee's Supervisor)**

Person against whom the complaint is made \_\_\_\_\_

Employee's position \_\_\_\_\_ School/dept. \_\_\_\_\_

Person(s) or group filing complaint \_\_\_\_\_

Complainant's address \_\_\_\_\_ Phone \_\_\_\_\_

Complainant's E-mail address \_\_\_\_\_

Date complaint is filed \_\_\_\_\_

Has problem been discussed with the employee?

Yes  No      Date \_\_\_\_\_

Has problem been discussed with the employee's supervisor?

Yes  No      Date \_\_\_\_\_

Summary of the charges (description of incident or event, including date, place, time, additional persons, alleged improper conduct, and suggested solution):

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The Projected Solution





**KEC**  
**PUBLIC CONCERNS / COMPLAINTS**  
**ABOUT INSTRUCTIONAL RESOURCES**

Occasional objections to the selection of instructional materials or library resources may be made by the public despite the care taken to select materials most valuable for the student and the teacher. The complainant will be asked to first meet with the appropriate on-site individual (teacher or library/media specialist) to discuss the issue. If not resolved, the complainant will be asked to complete the form "Request for Reconsideration of Instructional Material."

The Superintendent shall establish procedures to resolve concerns at the school level. Should resolution not be reached at the school level, a District review committee, appointed by the Superintendent, will be convened. Upon receipt of a request for reconsideration, the District review committee will consider the work in question and submit a report to the Superintendent including any recommended action. After review by the Superintendent, copies of the request form and the report will be sent to the principal and the complainant.

If not satisfied with the decision contained in the report, the complainant may appeal the decision to the Board.

Should a complaint reach the Board, the Board may refer the matter back to the Superintendent for further review, or the Board may review the materials in question in the light of its policy establishing criteria for the selection of materials.

Adopted: December 2, 2003

LEGAL REF.:

A.R.S.

[15-341](#)

[15-721](#)



## KEC-R

### REGULATION

#### **PUBLIC CONCERNS / COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES**

##### **(Procedures for Reconsideration of Instructional Materials)**

When the suitability of classroom or library instructional materials is questioned, the following procedure shall be followed:

During the review, materials in question which are being used in the classroom for assigned instruction shall remain in use for all students other than those whose parent/guardians requested substitution. Library materials (student self-selected) shall remain in circulation provided the individuals responsible for reviewing the materials in response to a complaint also have access to them. Patrons who have lodged a request for reconsideration shall be granted the option of having their own children excused from using such materials, and alternative materials will be provided by the school team.

- The teacher/media specialist shall meet informally with the patron and shall endeavor to resolve any concern related to the materials. The teacher/media specialist will inform the school principal of the issue, who in turn will inform the Assistant Superintendent for Administrative Services. If the patron and the teacher/media specialist reach an agreement that the instructional material is appropriate and shall remain in use, no other action is necessary.
- If the matter remains unresolved, the teacher/media specialist will give the patron the Request for Reconsideration of Instructional Material form. The patron shall complete this form and meet with the school principal, along with the teacher/media specialist. If the school principal, patron, and teacher/media specialist reach an agreement, no other action is necessary. This form will be sent to the Assistant Superintendent for Administrative Services by the school principal.
- If the matter remains unresolved, a District reconsideration committee shall be convened and will meet to hear the issue. Members of this committee shall be appointed by Superintendent as needed. Committee membership shall consist of: the Assistant Superintendent for Administrative Services, a school principal, two (2) media specialists, one (1) classroom teacher, and two (2) patrons. Individuals shall be selected who will have the most objective view of the issue. The Assistant Superintendent for Administrative Services or designee will serve as chairperson. The committee shall issue a majority recommendation, with the chairperson voting only in the case of a tie.
- If the committee's recommendation is challenged, the results will be sent to the Superintendent for review and final decision.
- Teachers, media specialists, or principals directly involved in the reconsideration issue will not be on the District-level review committee.

- The committee will meet to discuss guidelines for reconsideration and then to consider the issues and make recommendations on the matter.
- As a final response to continuing patron challenge, the matter is sent to the Governing Board.



**KEC-E ©**

EXHIBIT

**PUBLIC CONCERNS / COMPLAINTS  
ABOUT INSTRUCTIONAL RESOURCES**

**REQUEST FOR RECONSIDERATION  
OF INSTRUCTIONAL MATERIAL**

Author \_\_\_\_\_ Hardcover \_\_\_\_ Paperback \_\_\_\_ Other media \_\_\_\_\_

Title \_\_\_\_\_ Copyright date \_\_\_\_\_

Publisher (if known) \_\_\_\_\_

Request initiated by \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Complainant's E-mail address \_\_\_\_\_

Complainant

represents:  himself or herself

(name organization): \_\_\_\_\_

(identify other group): \_\_\_\_\_

**Please use the reverse side for additional  
space or comments**

To what in the material do you object? (Please be specific; cite pages.)

What do you feel might be the result of the use of this material?

For what age group would you recommend this material?

What do you feel is good about this material?

Did you review the entire material? \_\_\_\_\_ What parts?

Are you aware of the judgment of this material by literary critics?

What do you believe is the theme of this material?

Are you aware of the instructional purpose in using this work?

What would you like the District to do about this material?

- Do not assign or recommend it to my child (children).
- Do not assign it to students.
- Withdraw it from all patrons of the library.
- Refer it to an official committee for reevaluation.

In its place, what material of equal literary quality would you recommend that would convey as valuable a picture and perspective?

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Signature of complainant

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Date





**KED ©**  
**PUBLIC CONCERNS / COMPLAINTS**  
**ABOUT FACILITIES AND SERVICES**

The Superintendent shall establish procedures to be used by citizens of the District who have complaints about District facilities or services. Such procedures shall provide for administrative review of such complaints and, further, shall provide for Board review at the request of the complainant if the matter is not resolved by administrative review.

Adopted: date of manual adoption

LEGAL REF.:

A.R.S.

[15-341](#)

[15-342](#)

29 U.S.C. 794, Rehabilitation Act of 1973, Section 504



## **KED-R ©**

### REGULATION

#### **PUBLIC CONCERNS / COMPLAINTS ABOUT FACILITIES AND SERVICES**

Citizens of the District who have complaints about District facilities or services may register such complaints with the site administrator.\*

Required information concerning complaint:

- Name(s) of person(s) making the complaint.
- Whether the person(s) represents an individual or group.
- Whether the person(s) making the complaint has discussed the problem with the site administrator.
- A summary of the complaint and suggested solution.

Processing of complaint:\*

- Level 1. The complaint shall be presented in writing, with a suggested solution, to the site administrator. Five (5) working days will be allowed for a reply.
- Level 2. If a satisfactory response is not received within five (5) working days, a copy of the complaint may be forwarded to the Superintendent, who will have ten (10) working days to reply.
- Level 3. If a satisfactory response is not received within ten (10) working days, a copy of the complaint may be forwarded to the Governing Board for its consideration. Consideration as to the disposition of the complaint will be given within thirty (30) days.

\*If the matters of concern are eligibility and related procedures, procedural safeguards, or provision of a free and appropriate public education, the matter may be referred at any juncture in the procedure to the appropriate compliance coordinator.



**KED-E ©**

EXHIBIT

**PUBLIC CONCERNS / COMPLAINTS  
ABOUT FACILITIES AND SERVICES**

Complainant \_\_\_\_\_

Representing \_\_\_\_\_

Date of presentation \_\_\_\_\_

School (if appropriate) \_\_\_\_\_

Prior contacts with the site administrator or teacher \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Statement of complaint:

Action requested:

Signature \_\_\_\_\_

# Compare KF © COMMUNITY USE OF SCHOOL FACILITIES

first

(version 2 to 1)

last

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

## KF © COMMUNITY USE OF SCHOOL FACILITIES

### Leasing (renting)

School facilities and property may be leased to extended day resource programs and any person, group or organization for any lawful purpose in the interest of the community. The purposes include but are not limited to the following:

- ~~recreational,~~ ~ ~~scientific,~~
  - ~~educational,~~ ~ ~~social,~~
  - ~~political,~~ ~ ~~religious,~~
  - ~~economic,~~ ~ ~~other civic,~~
  - ~~artistic,~~ ~ ~~or governmental.~~
- |                                     |                     |
|-------------------------------------|---------------------|
| ● <del>moral</del> A. recreational, | G. scientific,      |
| B. educational,                     | H. social,          |
| C. political,                       | I. religious,       |
| D. economic,                        | J. other civic,     |
| E. artistic,                        | K. or governmental. |
| F. moral,                           |                     |

A reasonable use fee shall be charged for the lease of school facilities and property and this fee may be offset by goods contributed or services rendered by the lessee. "Reasonable use fee" means an amount that is at least equal to the cost for utilities, services, supplies or personnel provided to the lessee pursuant to the terms of the lease.

### Uncompensated Use

The Superintendent may permit the uncompensated use of facilities and property by any school related group, including student political organizations, or by any organization whose membership is open to the public and whose activities promote the educational function of the District. "Education function" means uses that are directly related to the educational mission of the District as adopted by the Board and includes the educational mission related uses of parent - teacher organizations, youth organizations and school employee organizations. Use of facilities or property by organizations indicated above that will require a substantial District cost

for utilities, services, supplies and/or personnel may be permitted only if goods contributed, services rendered or payments are made to reimburse these costs to the District.

The mission of the District is found in section A of the policy manual (see cross referenced policies below). The mission statement and the group's or organization's promotion of the educational function through the activity, as interpreted by the Superintendent in good faith, will be the basis upon which uncompensated use of District facilities and property shall be approved or denied.

### **Generally**

The Superintendent shall annually recommend a fee schedule to the Board for the lease of school property and such schedule shall include a procedure for determining the value of goods and services being provided as compensation for the use of school property. The schedule shall include a designation of those groups whose activities promote the educational function of the School District as determined in good faith by the Superintendent and presented for Board review.

Property not associated with the use of facilities is covered in section E of the policy manual (see cross referenced policies below). The District will use its best efforts to avoid conflicts with approved use of the facilities and property but no lease or use provision shall be effective if the administrator of the facility finds that it would cause delay, cancellation, or rescheduling of a school-sponsored activity.

Proof of liability insurance shall be required for the use or lease of school property pursuant to A.R.S. [15-1105](#). The School District and its Governing Board, employees, and agents shall be named an additional insured under the liability insurance policy during the use of the facilities and property.

The School District and its employees, including the Governing Board, Superintendent or Chief Administrative Officer, are immune from civil liability with respect to all decisions made and actions taken to allow the lease or use of school property, unless the School District or its employees are guilty of gross negligence or intentional misconduct. This does not limit any other immunity provisions that are prescribed by law.

The Superintendent shall establish such rules and regulations as are needed to implement this policy as well as to assure the preservation of District property.

The lessee of school facilities must affirm knowledge of and enforce the requirements and restrictions set out in Chapter 28.1 of A.R.S. Title 36 related to medical marijuana.

The lessee of school facilities to be used for athletic activities must confirm knowledge of and compliance with the requirements and restrictions for such use as set out in Board Policy JJIB.

Adopted: ~~September 22, 2011~~ date of Manual adoption

LEGAL REF.:

A.R.S.

[15-511](#)

[15-1105](#)

[15-1141](#) to [15-1143](#)

[16-411](#)

[36-2801](#) et seq., Arizona Medical Marijuana Act

CROSS REF.:

[A](#) - District Mission and Belief Statement

[AC](#) - Nondiscrimination/Equal Opportunity

[EDC](#) - Authorized Use of School-Owned Materials and Equipment

[KFA](#) - Public Conduct on School Property

## Compare KF-R © (version 3 to 2)

**first** *Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.* **last**

### **KF-R ©**

#### REGULATION

#### **COMMUNITY USE OF SCHOOL FACILITIES**

The principal may deny a request to provide space for use as a polling place if within two (2) weeks after a request has been made the principal provides a written statement indicating a reason why the election cannot be held in the school that includes any of the following:

- Space is not available at the school.
- A disruption of the normal school activities would occur.
- The safety or welfare of the students would be jeopardized.

## Compare KF-EA © (version 2 to 1)

*first* Click on the changed parts for a detailed description. Use the left and right arrow keys to walk *last*  
through the modifications.

### KF-EA ©

#### EXHIBIT

#### COMMUNITY USE OF SCHOOL FACILITIES

An applicant requesting the use of school facilities agrees to comply with the following rules and the District policy concerning conduct on school property if granted permission to use the requested school facilities.

● ~~All~~

A. ~~All~~ community group activities, including preparations, must be conducted in such a manner that students

~~can continue~~

~~can continue~~ their educational programs without undue interruption.

● ~~An~~

B. ~~An~~ employee of the District must be on duty whenever a school building is used by an organization or

~~group unless~~

~~group unless~~ prior approval for other arrangements has been granted.

● ~~The~~

C. ~~The~~ applicant is held responsible for the preservation of order. All children attending or participating in

~~the event~~

~~the event~~ or activity must be supervised by responsible adults.

● ~~No~~

D. ~~No~~ alcoholic liquors or beverages shall be brought to or consumed in the buildings or on the grounds.

● ~~Tobacco~~

E. ~~Tobacco~~ and smoking is prohibited on school property.

● ~~Putting~~



F. Putting up decorations or scenery or moving pianos or other major furniture is not allowed without

~~prior permission~~

prior permission.

● ~~Nothing~~

G. Nothing shall be sold, given, exhibited, or displayed for sale without prior permission from the school.

~~Any sales~~

Any sales are prohibited unless the proceeds will be used for charitable or nonprofit educational purposes.

● ~~Unless~~

H. Unless waived by the District when use is in conjunction with a District activity, groups must provide

~~the District~~

the District with documentary evidence of liability insurance of at least one million dollars (\$1,000,000).

~~Each~~

Each group will be responsible for the repair or replacement of damaged equipment, furniture, or facility.

● ~~The District~~

I. The School District and its employees, including the Governing Board, Superintendent or Chief Administrative Officer, are immune from civil liability with respect to all decisions made and actions taken to allow the lease or use of school property, unless the School District or its employees are guilty of gross negligence or intentional misconduct. This does not limit any other immunity provisions that are prescribed by law.

J. The District reserves the right to require, if it should deem it necessary, a cash bond of five hundred

~~dollars~~

dollars (\$500), or more to cover any damages that might be done to any equipment, furniture, or facility.

● ~~All~~

K. All wages earned by District employees on duty for approved facilities use shall be paid by the District.

~~No~~

No District employees shall be paid directly by any group using the facilities.

~~• The~~

L. The availability of cafeteria kitchens and other special subject or usage areas may be restricted to

~~specific times~~

specific times or activities. Special fees may be charged for the use of those facilities.

~~• When~~

M. When more than one (1) applicant requests the use of a facility for the same time, the applicant filing first

~~shall be~~

shall be given first consideration. If a school program or calendar changes, the school program shall take priority,

~~even~~

even if the activity has been scheduled. Every effort will be made to reschedule the activity as

~~conveniently as~~

conveniently as possible when such cancellation has occurred.

~~• The~~

N. The issuance of keys to facilities is to be discouraged. However, if no alternative is suitable, it shall be

~~the principal~~

the principal's responsibility to issue and retrieve facility keys according to the District key-control procedures.

~~• Permission~~

O. Permission shall be denied for activities that would exceed the capacity of the facility or be in violation of

~~fire or~~

fire or safety regulations. It shall be the responsibility of the applicant to make appropriate members familiar

~~with the~~

with the use of fire and other safety devices and procedures.

~~• Confirm~~

P. Confirm knowledge of and commitment to comply with the requirements and restrictions for use of facilities

~~for athletic~~

for athletic activities as set out in Board Policy JJIB.

● ~~Comply~~

Q. **Comply** with all applicable requirements of The Arizona Medical Marijuana Act.

● ~~All~~

R. **All** activities must be conducted within the laws, rules and regulations of the State of Arizona and

~~applicable municipal~~

applicable municipal subdivisions.

● ~~Requests~~

S. **Requests** for future use may be denied to an organization that fails to comply with established rules.

## Compare KF-EB (version 3 to 2)

**first** Click on the changed parts for a detailed description. Use the left and right arrow keys to walk **last**  
through the modifications.

### ~~KF-EB-EB~~ ©

#### EXHIBIT

### COMMUNITY USE OF SCHOOL FACILITIES

#### ~~RENTAL AGREEMENT~~

**Please read the following terms and conditions before signing:**

- ~~1. All organizations using Glendale Elementary School District facilities must use the same adult supervision and police staffing standards that are required for school activities.~~
- ~~2. The leased premises are to be used by the lessee for the following purposes only:~~

#### REQUEST FOR USE OF SCHOOL FACILITIES

Date \_\_\_\_\_, 20\_\_\_\_

TO: \_\_\_\_\_

We, \_\_\_\_\_, request the use of a school building

- ~~3. No smoking is to be allowed. No alcoholic beverages allowed. No refreshments are to be sold in the building.~~
- ~~4. Administrators or caretakers are to have access to all facilities at any and all times.~~
- ~~5. All properties are to be accounted for (based on facilities checklist form) and left in as good condition as when received. Extra property is to be removed from the premises immediately upon completion or as arrangements have been made.~~
- ~~6. No lighting, wiring, or scenery is to be changed except by special permission from the principal of the school; and, when special permission is granted, such lighting, wiring, or scenery must be replaced as directed, at the expense of the party requesting the change.~~
- ~~7. The program of speakers, plays, or amusements to be produced must be submitted for approval before the rental agreement is signed.~~
- ~~8. Any advertising for the promotion of this program, such as newspaper releases, posters, tickets, and handbills, must indicate the sponsoring agent.~~

~~9. The lessor reserves the right to refund deposits paid in advance for rental of any facilities should the Glendale District decide the usage is not for the best interests of the lessor and cancel the use of the facility on the date or dates specified in this agreement by notifying in the following manner: by telephone, letter to address as given below, or inserting one advertisement in a daily newspaper in Glendale, Arizona, at any time prior to any such performance.~~

~~10. Liability insurance shall be provided by the lessee and evidence of same (satisfactory to lessor) filed with the lessor at the time of signing this agreement. This insurance shall be provided in the minimum limits of \$1,000,000 combined single limit for Bodily Injuries and Property Damage. Lessee agrees to name the Glendale Elementary School District No. 40, all Governing Board Members, all employees, and volunteers as additional insureds.~~

~~11. Lessee agrees to comply with all federal, state, and municipal laws, rules, ordinances, regulations, and orders with respect to the use and occupancy thereof. Lessee, during the term of this permit, covenants and agrees to indemnify and hold harmless lessor from each and every loss, cost, damage, and expense arising out of any accident or other occurrence causing injury to or death of persons or damage to property due to the conditions of the leased premises or the use or neglect thereof by lessee. Lessee agrees that it will pay for any unusual wear, tear, breakage, and damage to facility occurring from the public or principals representing the lessee. Subsequent to use of the facility, maintenance staff members will inspect the premises to determine that no unusual wear, tear, breakage, or damage was done. Should an inspection reveal damages, lessee shall reimburse the lessor for full costs necessary to restore facility to its condition prior to occupancy. Lessee agrees to provide necessary security protection as prescribed by lessor.~~

~~12. Permits for use of school facilities by institutions of higher learning for college-level courses to be taught for groups of Glendale Elementary School District employees shall be issued free of charge only if the request for such course(s) is made by the Governing Board or the Superintendent as a phase of in-service training for such employees. **For all other requests, the regular fee schedule shall be in effect.**~~

~~13. School grounds (fields) will not be reserved for any particular group, but shall be open for community use, except during irrigation runs or prolonged rains where grounds may become susceptible to damage because of wetness.~~

~~14. This rental agreement is conditional upon the noninterference with educational programs.~~

~~15. Any change or modification to this form makes the rental agreement null and void.~~

~~This agreement is accepted upon the aforementioned terms and conditions. Please sign and return this form to the Support Services Office, 7015 W. Maryland Avenue. A signed copy will be returned to lessee.~~

~~Note: This agreement is not valid and facilities will not be reserved until signed by the principal in charge of the facility and a certificate of insurance is filed with the support services office.~~

Name of organization/group

facility at \_\_\_\_\_ School for the purpose of presenting the following

program:

---

Specific location requested \_\_\_\_\_

We wish the above facility on the following dates: (An attachment is acceptable.)

Day(s) of week	Month	Date(s)	Year	Hours
----------------	-------	---------	------	-------

If equipment, lighting, tables or chairs are required please specify and indicate any special arrangements needed on the form provided.

There  (will)  (will not) be an admission charge. The admission will be \_\_\_\_\_ for adults and

\_\_\_\_\_ for children. The proceeds will be used for: \_\_\_\_\_

The rental fee will include custodial or school personnel services, utility costs, and equipment usage fee, if applicable. *NOTE:* Food services charges and technicians are paid separately.

Two (2) people the District may contact, if necessary, are:

Name \_\_\_\_\_ Address \_\_\_\_\_

=

~~For lessor: Glendale Elementary~~

Phone: (work) \_\_\_\_\_ (home) \_\_\_\_\_

~~For lessee:~~

~~School District No. 40~~

Zip code

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone: (work) \_\_\_\_\_ (home) \_\_\_\_\_

~~Name of LesseeBy:~~

Zip code

***We agree to become familiar with and abide by the printed rules and regulations of the District concerning the public use of school facilities and conduct on school grounds.***

This request shall be submitted at least two (2) weeks prior to the requested date(s).

RENTAL IS PAYABLE IN ADVANCE TO \_\_\_\_\_

Remit to District Office,

~~By:~~

\_\_\_\_\_  
Signatures and titles of organization representatives (2)  
\_\_\_\_\_

~~Principal~~

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR DISTRICT USE ONLY**

LEASE AGREEMENT (where applicable)

It is understood that all rates quoted, as well as other conditions stipulated, are a part of this agreement and that proof of liability insurance is required.

Base charge of facility to be used . . . . . \$ \_\_\_\_\_

Additional charges . . . . . \$ \_\_\_\_\_

~~Signature and Title Insurance certificate received (expiration date): \_\_\_\_\_~~

Total \$ \_\_\_\_\_

Classification of user (circle one)

I      II      III

Your application for school building usage has been:

Building Action

\_\_\_ Recommended    \_\_\_ Not recommended for approval

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

~~By~~

\_\_\_\_\_  
District Action

\_\_\_ Denied or altered for the following reason(s): \_\_\_\_\_

~~Director of Facilities~~

Copy to:

 Lessee

 Support Services

 Principal

 Unit Operations Manager

 Payroll

\_\_\_\_\_ Approved: \_\_\_\_\_

Business Administrator

Superintendent

Date \_\_\_\_\_ 20 \_\_\_\_\_

**Lessee Acknowledgement**

Signature \_\_\_\_\_ Date \_\_\_\_\_ 20 \_\_\_\_\_

**Note:** All requests for use of property and/or equipment must be initiated with the campus principal to be involved in authorizing campus-level approval. The request will be forwarded to the District office for final approval/disapproval. In order to avoid conflict in use, please submit all requests *at least fourteen (14) days* prior to date of requested usage.

**Checklist of Needs (part of application)**

- Custodial services needed.
- Cook needed.
- Special equipment needed:
  - Audiovisual equipment.
  - Public address system.
  - Scoreboard controls.
  - Kitchen equipment.
  - Concession stand equipment and keys.
  - Stage equipment.
  - Shop equipment.
  - Special school personnel.
- Keys for access to: \_\_\_\_\_
- Custodial services:



- Open building.
  - Close building.
  - Extra time needed for extra cleanup needed \_\_\_\_\_
  - Custodial time needed to set up \_\_\_\_\_
- Estimated number of hours \_\_\_\_\_
- Total hours \_\_\_\_\_

# Compare KFA © PUBLIC CONDUCT ON SCHOOL PROPERTY

first

(version 2 to 1)

last

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

## KFA © PUBLIC CONDUCT ON SCHOOL PROPERTY

No person shall engage in conduct that may cause interference with or disruption of an educational institution. Interference with or disruption of an educational institution includes any act that might reasonably lead to the evacuation or closure of any property of the educational institution or the postponement, cancellation or suspension of any class or other school activity. For the purposes of this policy, an actual evacuation, closure, postponement, cancellation or suspension is not required for the act to be considered interference or disruption.

A person commits interference with or disruption of an educational institution by doing any of the following:

### ● ~~Intentionally~~

A. ~~Intentionally~~, knowingly or recklessly interfering with or disruption of the normal operations of an

~~educational institution~~

~~educational institution~~ by either:

### ■ ~~Threatening~~

1. ~~Threatening~~ to cause physical injury to any employee or student of an educational institution or

~~any person~~

~~any person~~ on the property of an educational institution.

### ■ ~~Threatening~~

2. ~~Threatening~~ to cause damage to the District, the property of the District, or the property of any

~~person attending~~

~~person attending~~ the District.

### ● ~~Intentionally~~

B. ~~Intentionally~~ or knowingly entering or remaining on the property of an educational institution for the purpose

~~of interfering~~

of interfering with or denying lawful use of the property to others.

● ~~Intentionally~~

C. **Intentionally** or knowingly refusing to obey a lawful order given by the Superintendent or a person

~~designated to~~

**designated to** maintain order.

The above identified acts need not be directed at a specific individual, the District, or specific property of the District to constitute a violation of this policy.

Restitution for any financial loss caused by a violation of the policy may be required. Furthermore, an individual who interferes with or disrupts an educational institution is subject to misdemeanor or felony charges as provided in A.R.S. [13-2911](#).

A person may also interfere with or disrupt the District function by committing any of the following:

● ~~Any~~

A. **Any** conduct intended to obstruct, disrupt, or interfere with teaching, research, service, administrative,

~~or disciplinary~~

**or disciplinary** functions or any activity sponsored or approved by the Board.

● ~~Physical~~

B. **Physical** or verbal abuse or threat of harm to any person on property owned or controlled by the District

~~or at supervised~~

**or at supervised** functions sponsored by the District.

● ~~Forceful~~

C. **Forceful** or unauthorized entry to or occupation of District facilities, including both buildings and grounds.

● ~~Illicit~~

D. **Illicit** use, possession, distribution, or sale of tobacco, alcohol, or drugs, other controlled substances, or

~~other illegal~~

**other illegal** contraband on District property or at school-sponsored functions.

● ~~Use~~

E. **Use** of speech or language that is offensive or inappropriate to the limited forum of the public

~~school educational~~

**school educational** environment.

● ~~Failure~~

F. **Failure** to comply with the lawful directions of District officials or of District security officers or other

~~law enforcement~~

**law enforcement** officers acting in performance of their duties, and failure to identify oneself to such

~~officials or~~

**officials or** officers when lawfully requested to do so.

● ~~Knowing~~

G. **Knowing** violation of a District rule and regulation. Proof that an alleged violator has a reasonable

~~opportunity to~~

**opportunity to** become aware of such rules and regulations shall be sufficient proof that the violation was done knowingly.

● ~~Any~~

H. **Any** conduct constituting an infraction of any federal, state, or city law or policy or regulation of the Board.

● ~~Carrying~~

I. **Carrying** or possessing a weapon on school grounds unless the individual is a peace officer or has

~~obtained specific~~

**obtained specific** authorization from the appropriate school administrator.

## **Additional Requirements**

### **of the General Public**

The definition

~~of~~

**of general public**

~~is~~

is anyone who does not come under the definition of student, faculty member, staff member, or employee.

~~● No~~

A. No person shall visit or audit a classroom or other school activity, nor shall any person come upon or

~~remain upon~~

remain upon school premises, without approval by the principal or the principal's authorized representative.

~~Nor shall~~

Nor shall any person conduct or attempt to conduct any activity on school premises without prior approval

~~by the Superintendent~~

by the Superintendent or the Superintendent's authorized representative.

~~● Any~~

B. Any member of the general public considered by the Superintendent, or a person authorized by

~~the Superintendent~~

the Superintendent, to be in violation of these rules shall be instructed to leave the property of the District.

~~Failure~~

Failure to obey the instruction may subject the person to criminal proceedings pursuant to A.R.S. [13-2911](#)

~~and~~

and to any other applicable civil or criminal proceedings, or to tribal ordinance.

~~● Persons~~

C. Persons attending special functions shall confine themselves to the specific part of the facility assigned in

~~the permit~~

the permit.

~~● Persons~~

D. Persons who engage in disorderly conduct of any kind may be subject to removal and exclusion from

~~the facility~~

the facility.

~~• The~~

E. The use of facilities shall be granted only for legitimate purposes. Therefore, the permit holder shall

~~assume full~~

assume full responsibility for any unlawful act committed during the exercise of the permit.

~~• No person shall, except as authorized by A.R.S. [36-2801 et seq.](#):~~

~~■~~

F. No person shall possess or engage in the use of medical marijuana

~~5~~

~~⇒ on a school bus, or~~

~~⇒ on the grounds of any preschool, elementary or secondary school.~~

~~■ smoke marijuana,~~

~~⇒ on any form of public transportation, or~~

~~⇒ in any public place.~~

~~■ operate, navigate or be in actual physical control of any motor vehicle, aircraft or motorboat while under the influence of marijuana,~~

~~⇒ except that a registered qualifying patient shall not be considered to be under the influence of marijuana solely because of the presence of metabolites or components of marijuana that appear in insufficient concentration to cause impairment~~

on District property, at a District event, or in a District vehicle.

Adopted: ~~September 22, 2011~~ date of Manual adoption

LEGAL REF.:

A.R.S.

[13-2905](#)

[13-2911](#)

[13-3102](#)

[15-341](#)

[15-507](#)

[36-2801](#) et seq.

[36-2802](#)

CROSS REF.:

[GBEB](#) - Staff Conduct

[GCQF](#) - Discipline, Suspension, and Dismissal of Professional

Staff Members

[GDQD](#) - Discipline, Suspension, and Dismissal of Support Staff Members

[JIC](#) - Student Conduct

[JK](#) - Student Discipline

~~[KFAA](#) - Smoking on School Premises at Public Functions~~ [KI](#) - Visitors to Schools



**KFAA ©**  
**SMOKING ON SCHOOL PREMISES**  
**AT PUBLIC FUNCTIONS**

The possession or use of tobacco products, tobacco substitutes, electronic cigarettes, other chemical inhalation devices, or vapor products is prohibited in the following locations:

- School grounds.
- School buildings.
- School parking lots.
- School playing fields.
- School buses and other District vehicles.
- Off-campus school-sponsored events.

Under the provisions of A.R.S. [36-798.03](#), a person who violates the prohibition is guilty of committing a petty offense.

The prohibitions do not apply to an adult when possession or use of the tobacco products are for demonstration purposes as a necessary instructional component of a tobacco prevention or cessation program that is:

- Approved by the school.
- Established in accord with Arizona Revised Statute [15-712](#).

No person shall smoke marijuana in any public place.

Adopted: October 22, 2013

LEGAL REF.:

A.R.S.

[13-3622](#)

[15-341](#)

[15-712](#)

[36-798.03](#)

[36-2802](#)

20 U.S.C. 6083

20 U.S.C. 7181

20 U.S.C. 7183

CROSS REF.:

[GBED](#) - Smoking by Staff Members

[JICG](#) - Tobacco Use by Students

[KFA](#) - Public Conduct on School Property





**KH ©  
PUBLIC SALES ON  
SCHOOL PROPERTY**

Sales by employees or outside vendors - e.g., Avon Products, Stanley Home Products, men's or women's wear, greeting cards, etc. - shall not be conducted, nor shall deliveries be made, during working hours. Use of District vehicles for this purpose is strictly forbidden.

Employees violating this policy are subject to disciplinary action.

Adopted: date of manual adoption

LEGAL REF.:  
A.R.S.  
[38-538](#) et seq.



**KHA ©**  
**PUBLIC SOLICITATIONS IN SCHOOLS**

A school employee's position in the District shall not be used to influence parents or students to purchase books or other merchandise, except for materials approved by the Superintendent for use in the classroom.

Solicitation of employees and/or students by any profit, nonprofit, or charitable groups, institutions, or organizations must have the approval of the Superintendent in advance.

Districts shall not use an automated system that plays recorded messages or sends text messages to solicit persons to purchase goods or services or requests survey information if the results are to be used directly for the purpose of soliciting persons to purchase goods or services unless the message was sent with prior express invitation or permission by the recipient or the recipient has an existing business relationship with the sender.

The District shall strive to safeguard the students and their parents from money-raising plans of outside organizations, commercial enterprises, and individuals. This policy shall apply particularly to ticket sales and sales of articles or services except those directly sponsored by school authorities or school organizations.

Adopted: October 22, 2013

LEGAL REF.:

A.R.S.

[13-2919](#)

## Compare KHB © ADVERTISING IN SCHOOLS (version 2 to 1)

first

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

last

### KHB © ADVERTISING IN SCHOOLS

No ~~advertising or materials~~ materials from outside of the school system used for propaganda purposes (ideas, facts, or allegations spread deliberately to further a cause or to damage an opposing cause) shall be permitted to be posted in school buildings or on school grounds or properties ~~.Nothing~~ while students are present for instructional or recreational purposes.

School sponsored student government activities, mock elections and promotions are exempt from the prohibition against propaganda posting.

Unless otherwise prohibited by law nothing herein shall be construed to prevent the District or a District school from the sale of advertising ~~in student publications that are published by student organizations. Solicitation of advertising or use of the school system to~~ space in accordance with A.R.S. 15-342, subject to the following conditions:

A. Such advertisements shall be age appropriate and not contain promotion of any substance that is illegal for minors, such as alcohol, tobacco and drugs, or gambling. Advertisements shall comply with the state sex education policy of abstinence.

B. Advertising approved by the Governing Board for the exterior of school buses may appear only on the sides of the bus in the following areas:

1. The signs shall be below the seat level rub rail and not extend above the bottom of the side windows.
2. The signs shall be at least three (3) inches from any required lettering, lamp, wheel well or reflector behind the service door or stop signal arm.
3. The signs shall not extend from the body of the bus so as to allow a handhold or present a danger to pedestrians.
4. The signs shall not interfere with the operation of any door or window.
5. The signs shall not be placed on any emergency doors.

C. The District shall establish an advertisement fund that is composed of revenues from the sale of advertising. The monies in the advertisement fund are not subject to reversion.

Requests for advertising to promote the merit of any product by brand name or trademark shall ~~not be permitted by~~ submitted to the Board.

The Governing Board has discretion to decline specific advertisements.

Adopted: date of

Manual adoption

LEGAL REF.:

A.R.S.

15-342

CROSS REF.:

DFE - Income from School Sales and Services

# Compare KHC © DISTRIBUTION / POSTING OF PROMOTIONAL MATERIALS (version 3 to 1)

first

last

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

## KHC © DISTRIBUTION / POSTING OF PROMOTIONAL MATERIALS

Non-school promotional material is that material not under the control of the school which may be in a variety of mediums. Without exhaustion this may include but is not limited to pictures, flyers, items with a visual or printed message, electronic representations, and other visual and auditory representations.

~~Non-school promotional material other than that which provides financial benefit to the educational program as determined by the Board will not be allowed on school property during school sessions.~~

Nonprofit organizations providing activities and instruction for school age students shall be permitted limited display or posting of promotional material for those activities at an individual school site within the guidelines indicated. Authorization shall be premised upon a written assurance and confirming material received by the distributing/posting school at least two (2) weeks prior to the instruction/activity that the organization will:

### ~~• Agree~~

A. ~~Agree~~ that any charges for the instruction/activities will be based on and not exceed the cost of providing

~~the instruction~~

~~the instruction~~/activities;

### ~~• Not~~

B. ~~Not~~ use fighting words, obscenities, defamatory speech or encourage disruption of the

~~educational environment~~

~~educational environment~~;

### ~~• Not~~

C. ~~Not~~ provide representations or visuals that are inappropriate as described in The Children's Internet

~~Protection Act~~

~~Protection Act~~;

### ~~• Label~~

D. Label all material with the name of the organization;

~~● Display~~

E. Display the name, address and telephone number of the local representative for the organization

~~prominently on~~

prominently on the promotional material; and

~~● Have~~

F. Have an authorized representative of the organization sign the written assurances.

The promotional material shall be provided to the school office at the same time as the assurance form to evidence compliance. School personnel shall not use the viewpoint expressed in the material as justification for disallowing the authorization.

### ***Manner of Display/Posting or Stacking***

The manner of communication elected by each school shall be either:

~~● display~~

A. display of a representative item (posting on a bulletin board like structure); or

~~● stacking~~

B. stacking flyers or representative materials on a flat surface

;

The material shall be located in an area on the school campus generally accessible to students. Display/posting or stacking will be on a space- available basis.

From a list of signed and dated assurance forms maintained in the school office, the school administrator shall determine the items to be granted permission for posting/displaying or stacking during a prescribed time period, limited to the available space designated for such purposes.

Materials permitted for display/posting or stacking must be delivered to the approving school office by a person properly authorized to represent the entity providing the materials. The material shall not be larger than a standard eight and one-half by eleven inch (8 1/2" x 11") sheet of paper. Where stacking of materials for pick up is permitted, the quantity of materials stacked at the designated location shall not exceed one hundred (100) copies at any given time.

***Times and places for display/posting or stacking.*** Display/posting or stacking of non-school promotional materials is prohibited in any school location except the designated area or surface for such materials. Materials shall be removed on a date certain not more than one (1) month after it has been posted/stacked or five (5) days after the activity begins, whichever is earlier.

The display/posting and/or stacking location shall be available every day without regard to weather, to students who are in attendance. A description and a map of this location will be posted at the administrative office of each school and made available in the District administrative offices.

Any challenge to a denial to distribute/post promotional materials shall utilize a simplified Alternative Dispute Resolution process as referenced in A.R.S. [15-110\(G\)](#), Rights of students at public educational institutions; limitations; definition, which stipulates that a student or a student's parent shall not initiate legal action to enforce this section unless the student or the student's parent has done the following:

● ~~The~~

A. ~~The~~ student or the student's parent shall submit a complaint in writing with the specific facts of the

~~alleged violation~~

~~alleged violation~~ to the principal of the school. The principal shall investigate the complaint and respond in writing,

~~including~~

~~including~~ a description of any action taken to resolve the complaint, within fifteen (15) days of receiving

~~the written~~

~~the written~~ complaint.

● ~~If~~

B. ~~If~~ the complaint is not resolved, the written complaint specifying the facts of the alleged violation

~~may be~~

~~may be~~ submitted by the parent or student to the Superintendent or designated administrator, who

~~shall investigate~~

~~shall investigate~~ the complaint and respond in writing, including a description of any action taken to

~~resolve the~~

~~resolve the~~ complaint, within twenty-five (25) days of receiving the written complaint.

School District legal counsel shall be consulted at any time there is a substantive question or dilemma resulting from a request related to this policy. Challenges originating from a source alleging viewpoint-based denial of authorization shall be referred immediately.

Adopted: ~~October 3, 2012~~ date of Manual adoption

LEGAL REF.:

A.R.S.

[15-110](#)

20 U.S.C. 9134, The Children's Internet Protection Act

47 U.S.C. 254, Communications Act of 1934 (The Children's Internet

Protection Act)

CROSS REF.:

[KD](#) - Public Information and Communications



# Compare KHC-E © (version 2 to 1)

*first* Click on the changed parts for a detailed description. Use the left and right arrow keys to walk *last* through the modifications.

Exhibit

## KHC-E ©

EXHIBIT

### DISTRIBUTION / POSTING OF PROMOTIONAL MATERIALS

#### REQUEST TO DISPLAY/POST OR STACK MATERIALS

Date \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Name of organization / group

We wish to display/post or stack promotional materials on the following dates: (Not to exceed one [1] month.)

\_\_\_\_\_  
Month

Date(s)

Year

There  (will)  (will not) be a charge for the instruction/activity.

The person who may be contacted, if necessary, about the content of this literature, by the school, parent, or other recipient of information is:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_  
Zip code

E-mail address \_\_\_\_\_

Phone: (work) \_\_\_\_\_ (home) \_\_\_\_\_

I/We hereby assure the school that the organization will:

A. Agree that any charges for the instruction/activities will be based on and not exceed the cost of providing the instruction/activities;

- B. Not use fighting words, obscenities, defamatory speech or encourage disruption of the educational environment;
- C. Not provide representations or visuals that are inappropriate as described in The Children's Internet Protection Act;
- D. Remove the material on a date certain not more than one (1) month after it has been displayed/posted/stacked or five (5) days after the activity begins, whichever is earlier;
- E. Label all material with the name of the sponsoring organization;
- F. Provide the name, address and telephone number of the local representative for the organization prominently on the promotional material;
- G. Have an authorized representative of the organization sign the written assurances.

The promotional material and assurance form affirming compliance shall be provided to the school office at the same time.

This request must be submitted to the school office at least two (2) weeks prior to the requested date(s).

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Signatures and titles of organization representatives

**FOR SCHOOL USE ONLY**

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

**Action**

\_\_\_\_\_ Denied or requested alteration for the following reason(s):

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\_\_\_\_\_ Approved



## **KHD BUSINESS SOLICITATIONS IN SCHOOLS**

School-business relationships based on sound principles can contribute to high-quality education. However, compulsory attendance confers on educators an obligation to protect the welfare of their students and the integrity of the learning environment. Therefore, when working together, schools and businesses must ensure that educational values are not distorted in the process. Positive school-business relationships should be ethical and structured in accordance with all eight of the following principles:

- Corporate involvement shall not require students to observe, listen to, or read commercial advertising.
- Selling or providing access to a captive audience in the classroom for commercial purposes is exploitation and a violation of the public trust.
- Since school property and time are publicly funded, any type of advertising on school property, selling, or providing free access to advertising involves ethical and legal issues that must be addressed. Corporate involvement must support the goals and objectives of the schools. Curriculum and instruction are within the purview of educators.
- Programs of corporate involvement must be structured to meet an identified need, not a commercial motive, and must be evaluated for effectiveness by the school/District on an ongoing basis.
- Schools and educators should hold sponsored and donated materials to the same standards used for the selection and purchase of curriculum materials.
- Corporate-involvement programs should not limit the discretion of schools and teachers in the use of sponsored materials.
- Sponsor recognition and corporate logos should be for identification rather than commercial purposes.
- The District shall strive to safeguard the students and their parents from money-raising plans of outside organizations, commercial enterprises, and individuals. This policy shall apply particularly to ticket sales and sales of articles or services except those directly sponsored by school authorities or school organizations.

Adopted: date of manual adoption

CROSS REF.:

[JJE](#) - Student Fund-Raising Activities

[KH](#) - Public Sales on School Property

[KHA](#) - Public Solicitations in the Schools

[KHB](#) - Advertising in the Schools

## **KHD-R**

### REGULATION

#### **BUSINESS SOLICITATIONS IN SCHOOLS**

The following guidelines should be used when considering and evaluating a school business partnership and/or fundraiser.

- The school-business partnership shall not require students to watch/read advertisements in order to use materials/equipment.
- The school-business partnership shall not require or entice students to purchase a commercial product or require teachers, students, or parents to promote a commercial product.
- The proposed business partnership shall not market products that are detrimental to the health and well-being of students.
- The school-business partnership will not have as a primary objective the marketing and/or promotion of products with students.
- The school-business partnership must promote the development of student learning, skills, interest, or participation in school activities.
- The program must be open to all students who can appropriately participate, without being capped or limited in a manner that discriminates against any student or group of students.
- The school-business partnership shall not disrupt regularly planned instruction.
- The aim of the school-business partnership shall be to benefit youth in educational, civic, social, and ethical development.



## **KI © VISITORS TO SCHOOLS**

The Superintendent shall establish school-visit procedures for the control of persons other than school personnel or students who enter District premises. Such procedures shall permit full use of all legal means to ensure that students, employees, and District property are properly safeguarded. No person, other than one who is a peace officer or one who has obtained specific authorization from the appropriate school administrator, shall carry or possess a weapon on school grounds.

Adopted: date of manual adoption

**LEGAL REF.:**

A.R.S.

[13-1302](#)

[13-2905](#)

[13-2911](#)

[15-341](#)

[15-507](#)

**CROSS REF.:**

[AD](#) - Educational Philosophy/School District Mission

[KFA](#) - Public Conduct on School Property



## **KI-R ©**

### **REGULATION**

#### **VISITORS TO SCHOOLS**

Parents are encouraged to visit the schools.

All visitors to any school must report to the school office upon arrival.

For those who wish to visit a classroom during the school day, it is preferred that the teacher and the principal be contacted in advance to arrange a day and time for such visit so as to avoid any conflicts with the school schedule.

In visiting a classroom, parents must realize that the teacher's first responsibility is to the class as a whole, and the teacher will be unable to converse at any length with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent either before or after school hours.

No person may enter onto school premises, including visits or audits to a classroom or other school activity, without approval by the principal. Neither will any person be allowed to conduct or attempt to conduct any activity on school premises that has not had prior approval by the principal.

Anyone who is not a student or staff member of the District schools, and is in violation of this policy, may be asked to leave the property of the District. Failure to comply with the lawful directions of District officials or of District security officers or any other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

# Compare KJA © RELATIONS WITH BOOSTER

first

## ORGANIZATIONS (version 2 to 1)

last

*Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.*

### KJA © RELATIONS ~~WITH~~ WITH BOOSTER ORGANIZATIONS

~~Some of the strongest school support comes from parents or organizations having strong interests in specific students or school activities. Support from booster organizations is encouraged wherever appropriate as a means of involving the public in the activities and goals of the District. School personnel shall seek to strengthen and support booster organizations by cooperating in any way possible to provide assistance, materials, facilities, or other aid to assist them in helping the schools.~~

~~Close communication with booster organizations ensures greater harmony with the policies and goals of the District. Each principal shall assume responsibility for the conduct of any organization approved by that principal for interaction with the students, staff, or program of the school.~~

~~The Superintendent shall develop procedures as necessary for the guidance of school personnel who are involved with booster organizations.~~

~~Adopted: date of manual adoption~~

~~GROSS REF.:~~ Booster clubs shall function as organizations for the purpose of assisting and supporting all athletic activities in the District.

Membership in a booster club should be based on an interest in a quality sports program and willingness to donate labor or services, or to participate in fund raising.

Booster clubs will keep accurate and complete records of each fund-raising activity in accord with the county school uniform accounting system, recording the net receipts of each activity, keeping a current balance of all monies, and submitting an annual report, through the Superintendent, to the Board on July 1.

Booster clubs will present to the Superintendent, in writing, the recommended projects in order of priority for the year. Likewise, each term, coaches will submit to the principal and to the Superintendent a list of needs in priority. These will be followed by a meeting of the coaches, principal, and boosters so that a consolidated list is agreed upon.

The principal will recommend purchases to the Superintendent from the consolidated lists described above.

All projects involving expenditure of money, matching funds or not, will be submitted to the principal, with a copy to the Superintendent. Board approval will be necessary before any project is undertaken or any purchase orders are written.

Any and all moneys donated by a booster club to a school will be for a purpose or need on the consolidated lists described above. The principal will have invoices and statements for all expenditures, a copy of which will be provided the booster club before payment is made by the club treasurer.

Purchases of fifty dollars (\$50) or more shall be approved only on the basis of three (3) or more bids, with one (1) from a local county bidder unless county businesses decline to bid on the items to be purchased.

Selection of athletic participants is the decision of the coaches who are responsible. Individual or group interference will be considered highly improper by the District.

The Board has final authority over all phases of school operation and money raised for schools.

Adopted: date of Manual adoption

CROSS REF.:

JJE - Student Fund-Raising Activities





**KL ©  
RELATIONS WITH  
GOVERNMENT AUTHORITIES**

The District shall seek to establish mutually beneficial relations with all local, county, state, and federal governmental agencies. Governmental agencies are an integral part of the community, and their participation shall be sought in matters that affect the educational program and quality of life in the community.

Adopted: date of manual adoption

LEGAL REF.:

A.R.S.

[15-342](#)

[15-362](#)

[15-363](#)

[15-364](#)

GLENDALE ELEMENTARY SCHOOL DISTRICT

**STUDY SESSION**

AGENDA NO: 4.B. TOPIC: School Safety, Student Discipline, Social Emotional Learning, and Mental Health Services

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED: April 25, 2019

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The Governing Board and Administration will conduct a study session to review and discuss information related to school safety, student discipline, social emotional learning, and mental health services



# Project AWARE

## Advancing Wellness and Resiliency in Education

### PURPOSE

The Arizona Department of Education (ADE) is a grantee for the 5-year Project AWARE funded through the Department of Health and Human Services Substance Abuse and Mental Health Services. The purpose of this program is to build or expand the capacity to: (1) increase awareness of mental health issues among school-aged youth; (2) provide training for school personnel and other adults who interact with school-aged youth to detect and respond to mental health issues; and (3) connect school-aged youth, who may have behavioral health issues (including serious emotional disturbance or serious mental illness), and their families to needed services. Project AWARE supports the development and implementation of a comprehensive plan of activities, services, and strategies to decrease youth violence and support the healthy development of school-aged youth.

**Sub-grantees:** Glendale Elementary School District, Pinon Unified School District, and Sunnyside Unified School District submitted a Letter of Commitment to work collaboratively with ADE to improve or expand mental health related interventions and services. Project AWARE sub-grantees were identified in the original grant application to the Department of Health and Human Services Substance Abuse and Mental Health Services Administration using the Arizona Healthy Communities Index (2016) indicating zip codes throughout the state that lack access to care, with insufficient education and prevalent poverty rates. Subgrantee districts are eligible to request funding for certified mental health professionals to foster site level screening, early intervention, and immediate response to mental health issues.

### Whole School, Whole Community, Whole Child

The CDC Whole School, Whole Community, Whole Child (WSCC) Model is foundational to the programs and technical assistance provided by the ADE School Health and Safety Team. The WSCC model is student-centered and is a unified and collaborative approach designed to improve learning and health in schools.



### Performance Measures



### FUNDING AMOUNT

**\$1,800,000 per year**

### PROJECT PERIOD

**10/1/2018 - 09/30/2023**

### The ADE AWARE Team

The Arizona Department of Education AWARE Team includes a partnership with the Arizona Health Care Cost Containment System (AHCCCS) to work collaboratively with the Community Project Managers to: improve or expand school-and community-based mental health services, implement the ability to respond immediately on-site, through the employment of at least one mental health professional in each grant-funded school, provide coordinated services, and follow-up to youth and their families, develop and implement a workforce development training plan to increase mental health awareness and literacy of those who interact with school-aged youth, engage in local and state program and process development to support improvements in school-aged youth and family serving systems to include improving the quality of school-based services, use of trauma-informed approaches, and social and emotional learning.





# *Project AWARE*

## *Advancing Wellness and Resiliency in Education*

### **Goals and Objectives**

#### **GOAL#1: Build and maintain infrastructure for mental health services in Arizona schools for school-aged youth.**

- 1) By September 30, 2019, utilize existing statewide coalitions, and invite up to 10 private and public partners to identify gaps in resources to increase/improve access to culturally competent and developmentally appropriate school and community-based mental health services.
- 2) By September 30, 2019, partner with a minimum of 5 internal and external programs, meet quarterly to promote available resources, facilitate communication, encourage collaboration, and market awareness of school behavioral health initiatives.
- 3) By September 30, 2019, coordinate the development of mental health focused infrastructure within the 3 selected LEAs and throughout the state to connect school-aged youth and their families to mental health services, to include baseline data and needs assessment.
- 4) By September 30, 2019, develop a behavioral health resource document to be utilized by grant funded schools and at LEAs 50 schools throughout Arizona to connect schools, families, and communities with resources, and targeted support services.
- 5) By September 30, 2019, develop a Performance Assessment (PA), and meet with an Evaluator quarterly to review PA data to determine project goal achievement, objectives, and outcomes are met and make modifications as needed throughout the project.

#### **GOAL#2: Conduct outreach and engagement with school-aged youth and their families to increase awareness and identification of mental health issues and to promote positive mental health.**

- 1) By September 30, 2019, connect the 3 selected LEAs with evidenced-based practices that are culturally competent and developmentally appropriate for school-aged youth.
- 2) By September 30, 2019, develop strategies to engage 25% of selected LEA students and families in the design and implementation of education and community initiatives related to youth mental health through activities such as celebrating child mental health day and participating in family engagement events.

#### **GOAL#3: Provide professional development and training to school personnel, SEA staff, community partners and other adults who interact with school-aged youth, to detect and respond to mental health issues.**

- 1) By September 30, 2019, assess, via survey, pre- and post-training knowledge and skill of grant funded LEA staff and administration to enable them to increase capacity for the identification and connection to mental health services.
- 2) By September 30, 2019, design and develop quarterly educational opportunities and provide training for the 3 selected LEAs, partners, and adults that work with school-aged youth to promote consistent messaging to detect and respond to mental health issues.
- 3) By September 30, 2019, train LEAs and partners statewide through workshops and media-based sources to utilize the ADE behavioral health resource document to connect schools, families, and communities with support services in the event of a crisis or need for clinical intervention.
- 4) By September 30, 2019, provide technical assistance to the 3 grant funded LEAs on their Emergency Response Plan to respond to behavioral health needs in a crisis.



GLENDALE ELEMENTARY SCHOOL DISTRICT  
**ACTION AGENDA ITEM**

AGENDA NO: 5.A. TOPIC: Certified Personnel Report

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

RECOMMENDED BY: Ms. Deby Valadez Assistant Superintendent for Human Resources

DATE ASSIGNED FOR CONSIDERATION: April 25, 2019

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. Dennis, Jo Faber	Teacher	\$38,000	07/29/19
2. Falvey, Jeremiah	Teacher	\$39,500	07/29/19
3. Gregory, Suzanne	Psychologist Intern	\$38,000	07/29/19
4. Helman, Serena	Teacher	\$38,000	07/29/19
5. Hosseini, Narges	Psychologist	\$59,072	07/29/19
6. Hrycyk, Cara	Psychologist Intern	\$38,000	07/29/19
7. Wells, Amanda	Teacher	\$38,000	07/29/19
8. White, Alyssa	Teacher	\$43,250	07/29/19

**Resignation**

1. Bonilla, Celia	Teacher	Moving	05/24/19
2. Bernhardt, Jodi	Director of Student Services	Personal	06/30/19
3. Frick, Morgan	Teacher	Personal	05/24/19

**Rescind Resignation**

1. Allen, Jonathon	Teacher		04/11/19
2. Silva-Garcia, Cynthia	Teacher		04/11/19
3. Lavery, Kara	Teacher		04/11/19

\*Contract Renewal for 19-20 SY

**Retirements**

1. Slonina, Sally	Teacher		05/24/19
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**Guest Teacher - New Hire**

1. Melendrez, Rebekah	Guest Teacher		08/22/18
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**Guest Teacher - Separation**

1. Reed, Uvonte	Guest Teacher		04/12/19
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GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 5.B. TOPIC: Classified Personnel Report

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

RECOMMENDED BY: Ms. Deby Valadez, Assistant Superintendent for Human Resources

DATE ASSIGNED FOR CONSIDERATION: April 25, 2019

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. Ayala Moreno, Yuridia	Food Service Worker	\$11.00	04/10/2019
2. Lopez Martinez, Guadalupe	Trainee School Bus Driver	\$12.07	04/03/2019
3. Serna, Angeline	Food Service Worker	\$11.00	04/03/2019
4. Skinner, April	School Bus Operator	\$14.89	04/10/2019

**Terminations**

1. Venable, Tiffani	Library Clerk		04/25/2019
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**Position Change**

1. Hunter, Vonshillia	Trainee School Bus Driver to School Bus Driver	\$13.65	04/08/2019
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**Resignation**

1. Alvarado, Elena	Library Clerk	Education	05/24/2019
2. Anchondo, Brenda	Campus Monitor	Personal Reasons	03/15/2019
3. Cox, Darcie	Crossing Guard	Personal Reasons	03/27/2019
4. Ewing, Billie	School Bus Driver	Personal Reasons	04/09/2019
5. Gillespie, Cameron	Educational Assistant	Personal Reasons	05/23/2019
6. Powers, Pamela	School Bus Driver	Personal Reasons	03/27/2019

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 5.C. TOPIC: Affiliation Agreement

SUBMITTED BY: Ms. Deby Valadez, Assistant Superintendent for Human Resources

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: April 25, 2019

RECOMMENDATION:

It is recommended the Governing Board approve the Affiliation Agreement with Grand Canyon University for student teaching internships, practicum, and observations effective through December 2023.

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**RATIONALE:**

The Affiliation Agreement and Glendale Elementary School District is to form a strategic alliance between GCU and GESD whereby GESD offers high quality pre-service and intern classroom placements for Grand Canyon University students.

# Student Teaching Affiliation Agreement Between GCU and Glendale Elementary School District

- PARTIES:** This agreement is entered into on this 22 day of January by and between Grand Canyon University (GCU) and Glendale Elementary School District located at 7301 N 58th Ave, Glendale, AZ 85301. Hereafter referred to as the "District."
- PURPOSE:** The purpose of this non-exclusive Agreement is to establish the terms and conditions under which students of GCU may participate in Student Teaching Internships, Practicum and Observations at the schools located in the District.
- TERM:** The term of this Agreement begins January 22, 2019 and ends December 31, 2023.
- COMPLIANCE WITH HANDBOOK AND POLICY:** GCU and GCU's participating students shall comply with all policies of the University and District. Students accepted to the District for clinical training shall be subject to all applicable policies and regulations of the District and GCU. Prior to assignment of students to the District, GCU will advise students of any specific requirements that must be met to participate in the clinical. These specific requirements are outlined in GCU's student teaching manual. Failure to complete the requirements will result in non-placement of students.
- COOPERATING TEACHERS:** The District shall provide qualified Cooperating Teachers to provide oversight, feedback and mentoring to GCU's participating students. Quality standards and service expectations for Cooperating Teachers are outlined in Exhibit A. GCU shall pay a \$500 stipend to Cooperating Teachers per each sixteen (16) week session of full-time service. Longer or shorter assignments will be assessed on a pro-rated basis. Compensation will not be provided for practicum courses. The stipends contemplated herein are to be paid directly to Cooperating Teacher. Should stipends be a lesser amount than those of the district, the participating student shall pay the difference. Stipend will be paid upon the completion of the student teaching semester providing all paperwork has been submitted. The relationship between Cooperating Teachers and GCU shall be that of an independent contractor and shall not be deemed to be that of an employer-employee relationship, joint venture, or partnership. Cooperating Teachers shall be solely responsible for the payment of his/her own state and federal income tax and self-employment tax as applicable.
- CONFIDENTIALITY:** GCU shall inform each participating student of Federal law governing the confidentiality of District student information, including FERPA. The District shall inform each participating student of any applicable state law governing the confidentiality of student information. The District shall also inform each participating Cooperating Teacher that he/she is bound to maintain in confidence, any documents or other confidential information about GCU to which he/she might have access. Any breach of confidentiality by a participating Student or Cooperating Teacher shall be grounds for immediate termination of the clinical experience.
- INDEMNIFICATION AND HOLD HARMLESS:** Neither party shall be responsible for personal injury or property damage or other loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible. The District will provide participating students with immediate first aid for work-related injuries or illnesses, such as blood or body fluid exposure.
- ASSIGNMENT:** The provisions of this agreement shall insure to the benefit of, and shall be binding upon the successors of the parties hereto. Neither this agreement nor any of the rights or obligations here under may be transferred or assigned without prior written consent of the other party.
- NOTICES:** Notices under this agreement shall be mailed or delivered to the parties as follows:

University District Dr. Kimberly LaPrade Dean, College of Education Grand Canyon University 3300 W. Camelback Road Phoenix, Arizona 85017	Glendale Elementary School District 7301 N 58th Ave, Glendale, AZ 85301
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- MODIFICATION OF AGREEMENT:** This agreement may be modified only by written amendment executed by all parties.
- TERMINATION:** Either party, upon thirty (30) days written notice to the other party, may terminate this agreement.



12. **PARTNERSHIP/JOINT VENTURE/EMPLOYMENT:** Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties or to create the relationship of principal and agent between or among any of the parties.
13. **NONDISCRIMINATION:** The parties shall comply with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990 and the regulations related thereto. The parties will not discriminate against any individual including but not limited to employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin. This section shall not apply to discrimination in employment on the basis of religion that is specifically exempt under the Civil Rights Act of 1964 (42 U.S.C. §2000 e).
14. **RESPONSIBILITIES OF GCU**

- A. To promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, to take prompt and effective remedial action when discrimination or harassment is found to have occurred and to promptly notify the District of the existence and outcome of any complaint of harassment by, against or involving any participating student.
- B. GCU agrees to comply with all federal, state and local statutes and regulations applicable to the operation of the Agreement, including without limitations, laws relating to the confidentiality of student records.
- C. GCU requires that all students who must enter a FIELDWORK SITE provide us with a current and clear copy of a background check. Students will be prohibited to move forward until this document is received.
- D. GCU will maintain in full force and effect, at its sole expense and written by carriers acceptable to District:

i. Commercial General Liability (Minimum Requirements):

Limits of Liability:

- \$1,000,000 Combined Single Limit
- \$2,000,000 General Aggregate
- \$1,000,000 Products Aggregate
- \$1,000,000 Personal Injury
- \$5,000 Medical Payments

Coverage:

- Premises/Operation Liability
- Medical Payments Liability
- Contractual Liability
- Personal Injury Liability
- Independent Contractors

ii. Professional Liability, as related to Educational Services

Limits of Liability:

- \$1,000,000 each wrongful act
- \$1,000,000 aggregate

iii. Certificates of Insurance:

In witness whereof, the parties hereto have caused this Agreement to be duly executed and delivered by their respective officials thereunto duly authorized as of the date first above written.

Grand Canyon University

By:   
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: Dr. Kimberly LaPrade

Name: \_\_\_\_\_  
(Please print or type)

Title: Dean, College of Education

Title: \_\_\_\_\_  
(Please print or type)

Date: 1/22/19 \_\_\_\_\_

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

LENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.A. TOPIC: Policy Revision First Reading

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: April 25, 2019

RECOMMENDATION:

It is recommended the Governing Board approve the first reading of revised policy manual section K-School Community Relations as presented.

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**RATIONALE:**

Administration is in the process of completing a comprehensive policy manual review and update through the Arizona School Boards Association. Prior to rescinding the current manual and adopting the new one, the Board must complete a first reading of the revised manual. After each study session, the Board will approve the first reading of the sections of the manual reviewed. Once all sections have had a first reading conducted, the entire manual will be rescinded, then adopted again as a whole.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION ITEM**

AGENDA NO: 6.B. TOPIC: ASBA Political Agenda Priorities and Proposals

SUBMITTED BY: Ms. Elizabeth Powell, Executive Assistant

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: April 25, 2019

RECOMMENDATION:

The Governing Board will consider taking action to approve its top five political agenda priorities and proposed issues to submit for consideration on Arizona School Boards Associations' 2020 Political Agenda.

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**RATIONALE:**

Arizona School Boards' Association's Legislative Committee has requested that Governing Boards review the current 2019 Political Agenda and reaffirm their top five priorities.

Last year, Glendale Elementary School District's Governing Board opted not to assign priorities.

ASBA has also invited school boards to submit two additional priorities for the Legislative Committee to consider.

At the April 11, 2019 Governing Board Meeting, the Board discussed submitting proposals related to student mental health and funding for such. These have been added to the submission form for Board consideration.

The current 2019 Political Agenda is attached for your reference.

**Adequately and Equitably Fund District Schools to at Least the National Median per Pupil Funding.**

- Provide additional state funding for nationally competitive salaries to attract, recruit, and retain talented teachers and staff.
- Revise the School Finance formula to:
  - Provide a stable, dedicated revenue source less reliant on the general fund or annual legislative appropriation.
  - Ensure the formula addresses the unique financial needs of schools serving students in poverty and in rural schools.
- Fully fund full-day kindergarten and include kindergarten students in the override calculations.
- Advocate to preserve and protect the voters’ original intent of Prop 301.
- Provide adequate ongoing resources to ensure district equipment and facilities are maintained and comply with at least minimum school facility standards.
- Accelerate full restoration of district additional assistance (DAA) funding.
- Provide new school construction funding for site acquisition, design, and construction before existing schools exceed their maximum capacity and become overcrowded.

- Eliminate unfunded mandates and administrative burdens.
- Return desegregation funding to a primary tax levy.
- Conduct an exceptional student services cost study to provide greater equity in funding and access for exceptional student services within the public-school system.
- Adequately fund the cost of student transportation.
- Provide funding for preschool programs.
- Reform current year funding to a system that provides districts with appropriate stable annual budgeting ability and technical reliability.
- Prorate funding over the entire school year among all schools that a student has attended during the year for any student that changes enrollment during the year but has not moved.
- Provide funding to individual districts to implement locally directed school safety initiatives.

**Preserve and Strengthen Local Control**

- Maximize local control and flexibility in managing funds and programs.
- Maintain board control of all secondary property tax levies for district schools.
- Change “override/budget increase” language to better reflect what voters are being asked to support.
- Allow school districts greater flexibility in the divestiture or use of taxpayer-funded assets.

- Preserve elected governing boards as the final authority in selecting qualified vendors to provide products or services to school districts.
- Allow districts the option to operate individual schools for 200-day years and increase accompanying funding.
- Oppose legislative intrusion on school site budgeting decisions.
- Maintain exclusive local authority over any measure that would propose to consolidate and/or unify any number of school districts into a larger school district.

**Improve Outcomes for All Students**

- Increase the compulsory attendance age from 16 to 18 years.
- Enact research-based reform of the English Language Learner model of instruction to improve student achievement that does not segregate English Language Learners from English speaking peers; integrates reading, writing and oral language instruction; and incorporates multiple assessment measures to demonstrate English proficiency.
- Fully restore 9th grade CTE/JTED eligibility and funding to allow students to explore career fields and/or certification completion.
- Allow JTEDs to serve students through age 21 regardless of graduation status.

- Support policy that recognizes and respects teaching as a profession.
- State standardized testing shall not be used for any purpose other than a year over year measurement of student growth in the tested subject.
- Support policy that protects school district employees and students from discrimination based on sexual orientation and gender identity.

**Require Public Accountability for Taxpayer Dollars Spent on Education**

- Establish financial and academic transparency for all institutions that accept public funds.
- Repeal any program that gives public funds for private schools, vouchers (Empowerment Scholarship Accounts) and private school subsidies (Student Tuition Organizations) and prevent any future expansion.
- Require comparative classroom spending audits for school districts and all other institutions that accept public funds and define “classroom spending” as both instructional spending and student support spending.
- Require consistency in the recusal of a board member from a decision in which the member or the member’s employer stands to benefit financially.
- Enforce financial requirements and seek recovery of improperly received and/or expended public funds by charter and private schools and organizations.

# Arizona School Boards Association 2019 Political Agenda

Adequately and Equitably Fund District Schools to at  
Least the National Median per Pupil Funding.

Preserve and Strengthen Local Control

Improve Outcomes for All Students

Require Public Accountability for Taxpayer Dollars Spent on Education

ASBA leadership and members of the association's  
Governmental Relations and Legal Services staff  
guide the political agenda process.



DR. TIMOTHY L. OGLE  
Executive Director



LAWRENCE ROBINSON  
2019 President



CHRIS KOTTERMAN  
Director of Governmental  
Relations and Public Affairs



LEIGH JENSEN  
Governmental Relations  
Associate



CHRIS THOMAS  
General Counsel / Associate  
Executive Director of Legal  
and Policy Services



**ISSUES FOR LEGISLATIVE COMMITTEE CONSIDERATION –  
2020 POLITICAL AGENDA**

The Governing Board of \_\_\_\_\_ School District presents the following issue(s) to the ASBA Legislative Committee as adopted by the Governing Board on \_\_\_\_\_.

**Top Five Priorities**

**Rationale**

- |          |       |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |

**Additional items for consideration**

**Rationale**

- |  |       |
|--|-------|
| 1. <u>Support policy that addresses student mental health and wellness.</u>          | _____ |
| 2. <u>Adequately fund legislation related to student mental health and wellness.</u> | _____ |

**Please include the rationale for each proposed item. This will help provide context during the Legislative Committee discussion.**

**PLEASE RETURN BY: MAY 24, 2019**  
ASBA FAX #: 602.254.1177 OR EMAIL: [gmooss@azsba.org](mailto:gmooss@azsba.org)  
Prefer to complete this form online? [Click here.](#)

GLENDALE ELEMENTARY SCHOOL DISTRICT

**INFORMATIONAL AGENDA ITEM**

AGENDA NO: 7.A. TOPIC: Future Meetings

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: April 25, 2019

Board Meetings dates for the 2018-2019 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.

May 9	Retiree Recognition/Reception Authorized Signatories Renewal of Sole Source, Cooperative, and Purchasing Contracts Final Revised Budget
May 23	Study Session - Policy Manual Review
June 13	Study Session - Policy Manual Review Study Session -District Strategic Planning Discussion, Board Norms and Commitments, Committees/Community Involvement
June 27	Study Session - Board Self-Evaluation

**Agenda Item Requests Tracking:**

Agenda Item	Date of Board Request	Board Member Making Request	Date Placed on Agenda	Action Taken	Completion Date
Census Community Forum	11/8/18	Monica Pimentel		Information in Nov. 30 Board Update	
Demographics Study Session	12/5/18	Brenda Bartels	1/24/19	Study Session Held	
Student Discipline Study Session	1/10/18	Brenda Bartels		Information in Board Update	