

GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Regular Meeting of the Governing Board

February 6, 2020 5:30 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 of the District Office, 7301 N. 58th Avenue, Glendale.

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

GOVERNING BOARD 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

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. Special Recognition

a. Student Recognition

The Governing Board will recognize the winners of the District Spelling Bee.

5. Consent Agenda

a. Minutes

It is recommended the Governing Board approve the minutes of the January 9, 2020 Regular Meeting and January 23, 2020 Special Meeting as presented.

b. Ratification of Vouchers

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

c. Acceptance of Gifts

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

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.

d. 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.

e. Classified Personnel Report

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

f. Student Activity Fund Balance Statement

It is recommended the Governing Board approve the Student Activity Fund Balance Statement for December, 2019 as presented.

g. Travel

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

h. Surplus Property Disposal

It is recommended the Governing Board approve the items listed as surplus property and grant permission to dispose of them through public auction, salvage company and/or donation to local non-profit(s) and remove them from the asset listing.

i. Fundraiser Activity Requests

It is recommended the Governing Board approve the fundraiser activity requests as presented.

j. Certified Contract Renewals

It is recommended the Governing Board approve the renewal of certified staff (Non-Administrative) employment contracts for the 2020-2021 school year as presented.

k. Revised Job Description

It is recommended the Governing Board approve the revised job description for Technology Specialist as presented.

l. Job Description

It is recommended the Governing Board approve the new job description for Verizon Innovative Learning Grant Coach as presented.

6. Reports and Information Items

a. Strategic Plan Presentation

Administration will present the Strategic Plan.

b. Revised Regulations and Exhibits

Revisions to the following Regulations and Exhibits are provided for the Governing Board's review and information:

GCCG-RA Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-RB Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-RC Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-EA Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-EB Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-EC Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-ED Professional/Support Staff Voluntary Transfer of Accrued Sick Leave

7. Action Items

None at this time.

8. Discussion Item

a. Governing Board Goals

The Governing Board will discuss the Governing Board Goals.

9. 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.

10. 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.

11. Adjournment

GLENDALE ELEMENTARY SCHOOL DISTRICT

SPECIAL RECOGNITION

AGENDA NO: 4.A. TOPIC: Student Recognition

SUBMITTED BY: Dr. Gerry Petersen-Incorvaia, Assistant Superintendent for Educational Services

DATE ASSIGNED: February 6, 2020

The Governing Board will recognize the winners of the District Spelling Bee.

The following students are moving on to the Region 4 Spelling Bee:

Diana Usmanova - Glendale Landmark (1st Place)

Jamisen Carpenter - Discovery School (2nd Place)

Isaiah Ramirez - Coyote Ridge School (3rd Place)

Maria Castro - Horizon School (4th Place)

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.A. TOPIC: Minutes

SUBMITTED BY: Ms. Elizabeth Powell, Executive Assistant

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the minutes of January 9, 2020 Regular Meeting and January 23, 2020 Special Meeting as presented.

RATIONALE:

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD
School District No. 40 of Maricopa County, Arizona
District Office Governing Board Room
January 9, 2020

Present: Ms. Sara Smith, President
Ms. Brenda Bartels, Clerk
Ms. Monica Pimentel, Member
Ms. Mary Ann Wilson, Member

Absent: Mr. Jamie Aldama, Member

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Ms. Smith at 5:36 p.m. She noted the presence of four of five Board members, with Mr. Aldama absent, constituting a quorum.

ORGANIZATIONAL MEETING

The Governing Board held its annual Organizational Meeting for the election of officers:

Governing Board President: Ms. Smith noted she does not wish to serve as President this year. Ms. Wilson nominated Ms. Pimentel to be Board President, and Ms. Pimentel seconded the motion. Upon call to vote, the motion carried with votes in favor from Ms. Smith, Ms. Bartels, Mr. Pimentel, and Ms. Wilson.

Governing Board Clerk: Ms. Pimentel nominated Ms. Wilson and Ms. Bartels seconded the motion. Upon call to vote, the motion carried with votes in favor from Ms. Smith, Ms. Bartels, Mr. Pimentel, and Ms. Wilson.

OPENING EXERCISES

Ms. Bartels moved to adopt the meeting agenda and Ms. Smith seconded the motion. Upon call to vote, Ms. Bartels, Ms. Wilson, Ms. Pimentel and Ms. Smith voted 'aye', and the motion carried.

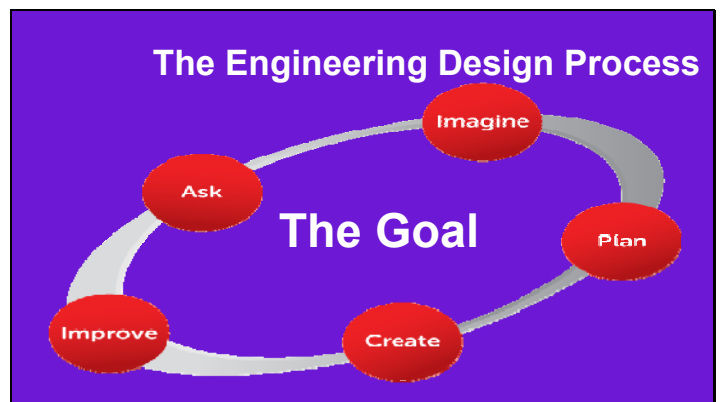
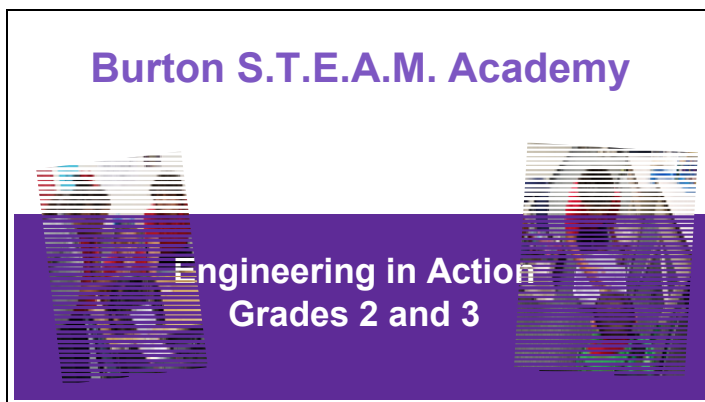
Ms. Smith called for a moment of silence followed by the Pledge of Allegiance.

CALL TO THE PUBLIC

None at this time.


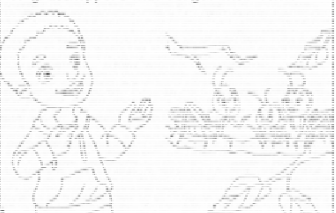
SPECIAL RECOGNITION

Student Showcase Students and Staff from Glenn F. Burton School showcased the STEAM (Science, Technology, Engineering, Arts and Math) Program. Dr. Petersen-Incorvaia introduced Ms. Alonzo to begin the presentation. Tonya Hurt and Clairissa Vinson joined second and third grade students to share about engineering challenges conducted. Students described the materials they used, the problem solving process they applied to their projects, and the outcome. Slides from the presentation are provided below:



Ask: What is the problem?

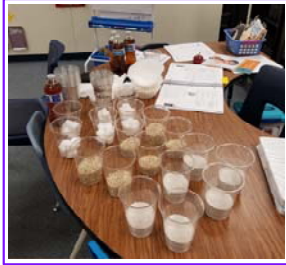
Challenge: Can you create a tent for a family of grasshoppers that forgot their tent?



Imagine: What would happen if...

I used


- Cotton
- Sand
- Water/Tea



Plan: What materials will I use? How will I use them?

The materials I used are...


- Cardstock
- Tissue paper
- Straws
- Popsicle sticks



Create: How will I build it? How will I test it?

I built it and when I tested it.....


- My sail made it half of the way!



Improve: How can I make my technology even better? Try again!

One way I could have made it better is....

- To use foil instead of tissue paper to make the sail stronger



AMOM Classroom Recognition

The Governing Board recognized Ms. Cristina LaNuez and her Kindergarten Class at Glendale American School as the December AMOM Classroom. A short video of the classroom presentation was shared. Students from the class received certificates and parent bumper stickers. Ms. Segotta-Jones described the classroom behavior and skills

the students and teacher have exhibited to make them the AMOM Classroom of the month.

Student Recognition

The Governing Board recognized Angel Benavidez Amaral from Challenger Middle School and Javier Ochoa Grijalva from Desert Garden School for being named English Language Learner Student Success Story winner and honorable mention, respectively.

District Recognition

The Governing Board recognized the District for being named the Arizona School Boards Association's 2019 Advocate of the Year.

CONSENT AGENDA

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

Minutes

The Governing Board approved the minutes of the December 12, 2019 Regular Meeting as presented.

Ratification of Vouchers

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

Acceptance of Gifts

The Governing Board ratified and approved acceptance of the following gifts offered to the District:

Donor	Description	Cash Amount or Estimated Value	Recipient
Margaret Balder	Sports balls/ pump	\$114.80	Bici North
Waterford Early Learning	Visa gift cards	\$225.00	Districtwide
Don McKim	10 boxes Nitrel gloves	\$100.00	Desert Spirit
Northwest Christian Church	100 food boxes	\$2,500.00	Discovery
Domino's Smart Slice Rewards	9 Under Armour headphones	\$900.00	Districtwide
Domino's Smart Slice Rewards	8 Mongoose bicycles	\$1,080.00	Districtwide
Goldman/Pottrock families	Monetary gift to school	\$169.50	GSA
Anonymous	Glendale Glitters	\$819.00	GSA
ASU	Better Together Challenge Grant	\$300.00	Landmark
Center for the Future of Arizona	Monetary gift to school	\$750.00	Landmark
The Phyto Nutrient House	Face cream/ perfume	\$21.00	Wellness
Uneed Martial Arts	4 Free classes	\$75.00	Wellness
Skeens and Jarnigin	Staples gift card	\$25.00	Wellness
True North Mortgage	2 bags True North Nuts	\$20.00	Wellness
Memory Lane Boutique	Arizona gift items	\$20.00	Wellness
First Credit Union	Visa gift cards	\$25.00	Wellness
Living Well Now	Bath bombs	\$20.00	Wellness
VALIC	Teacher Survival Kit	\$25.00	Wellness

Certified Personnel

The Governing Board approved the employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, terminations and/or contract renewals of certified personnel.

Resignation

- | | | | |
|---------------------|-----------|------------------|----------|
| 1. Hogans, Rabiah | Teacher | Personal Reasons | 01/06/20 |
| 2. Molina, Tiffany* | Principal | Moving | 01/07/20 |

*Recommend liquidated damages fee applied per contract

Change in Position

- | | | |
|---------------------|---|----------|
| 1. Sydney Lindebak | From TOSA to Interim Assistant Principal | 01/08/20 |
| 2. Bradley Horstman | From Assistant Principal to Interim Principal | 01/08/20 |

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

New Employment

1. Knippenberg, Alicia	Ed. Assist. Resource	\$12.71	12/11/19
2. Norden, Patricia	Ed. Assist. Resource	\$11.00	12/11/19
3. Truitt, Clayton	Ed. Assist. Resource	\$13.75	12/09/19

Position Change

1. Castillo, Federico	from School Bus Driver to Vehicle Service Worker	\$16.70	12/02/19
2. Garcia, Monique	from Lead Custodian to Unit Manager	\$18.77	12/02/19

Retirement

1. Mota de Favela, Maria	Cleaner		12/10/19
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Resignation

1. Barron, Veronica	School Bus Driver	Personal Reasons	12/13/19
2. Carlos, Lazaro	Cleaner II	Career Change	12/20/19
3. Ramirez, Gabriela	Ed. Assistant	Personal Reasons	12/05/19

Increase in Hours

1. Bustillos, Josefina	Food Service Worker 4.5 to 5.50 hrs. p/d	\$11.55	12/03/19
2. Rodriguez, Margarita	Food Service worker 5.0 to 5.50 hrs. p/d	\$12.13	11/22/19

Resignation-Substitutes

1. Valenzuela, Jocelyn	Sub. Ed. Assistant	Personal Reasons	11/26/19
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Leave of Absence

1. Leiva, Alida			11/27/2019-02/28/2020
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Student Activity Fund

Balance Statement The Governing Board approved the Student Activity Fund Balance Statement for November, 2019 as presented.

Travel

The Governing Board approved and ratified the requests for employee out-of-county travel as presented.

Hearing Officer List

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

Employee and Student

Discipline Hearings

The Governing Board authorized the use of a hearing officer to conduct student and employee discipline hearings pursuant to A.R.S. § 15.341, 15-541, and 15-843, effective for the 2019 calendar year.

REPORTS AND INFORMATION ITEMS

None at this time.

ACTION ITEMS

Bus Driver and Bus

Driver Trainer

Wage Increase

Ms. Segotta-Jones recommended the Governing Board approve the increase in the hourly rate for bus drivers and bus driver trainer and approve of the placement schedules for fiscal year 2019 - 2020 as presented. Ms. Segotta-Jones explained the District employed the services of Educational Management Services to conduct a market analysis and come up with a competitive wage amount for recommendation.

Ms. Smith asked when the last time bus driver salaries were looked at for market comparison. She asked Mr. Barragan to explain the training process and services offered

to drivers. She inquired whether there is a commitment from those individuals who the District trains to stay with the District for a certain amount of time. There is language in place for individuals who leave employment less than a year from the time training is completed to be required to compensate the District \$1,000 for the cost of training. Ms. Smith would like to have this process brought back for Board consideration in the future.

Ms. Smith moved to approve the recommendation as stated and Ms. Bartels seconded the motion. Upon call to vote, the motion carried with votes in favor from Ms. Bartels, Ms. Pimentel, Ms. Smith and Ms. Wilson.

DISCUSSION ITEM

Arizona School Boards
Association Annual
Conference

The Governing Board and Administration shared learning gained from attending the ASBA Annual Conference in December.

Ms. Smith stated the conference this year was a disappointment. Sessions she attended were primarily related to educating the whole child.

Ms. Bartels commented on the importance of students making connections at schools.

Ms. Pimentel complimented Dr. Laffitte, Ms. Gallimore, Ms. Shively, and Ms. Arellano for the session they conducted at the conference. She also noted the need for more ethnic studies.

FUTURE MEETINGS

Future Meetings and
Agenda Item Request

A list of upcoming meetings was reviewed. The next meeting will take place on January 23rd. The strategic plan presentation

Governing Board Members were given the opportunity to request items to be included on future meeting agendas for discussion, information and/or action. Ms. Smith noted ASBA's list of recommended and required items was released and asked to ensure these are being reviewed and followed. Ms. Pimentel requested information regarding staff resignations for the school year. This will be provided in a Board Update.

SUMMARY OF BOARD AND SUPERINTENDENT CURRENT EVENTS

Ms. Segotta-Jones reported on current events:

- Update on lobby remodels at Sunset Vista and Desert Spirit schools.
- Boardroom Artwork Display: Coyote Ridge and Glenn F. Burton
- Partnering with City of Glendale to inform the community about the 2020 Census
- Glendale Glitter and Glow Saturday, January 11th
- 100th Day attendance challenge, Wednesday, January 22nd. The GUSTO foundation has committed up to \$1,200 for incentives to encourage student attendance this day.
- Governing Board Appreciation Month

Ms. Smith expressed her pride in the District's parade and being recognized for the Community Spirit award.

Ms. Bartels welcomed everyone back from break.

Ms. Pimentel wished everyone a Happy New Year and thanked administration for the recognition.

ADJOURNMENT

Ms. Bartels moved to adjourn the meeting and Ms. Smith seconded the motion. Upon call to vote, Ms. Wilson, Ms. Bartels, Ms. Pimentel, and Ms. Smith voted 'aye', the motion carried and the regular meeting adjourned at 6:37 p.m.

Submitted by:

Elizabeth Powell, Executive Assistant

Approved by:

Mary Ann Wilson, Clerk of the Board

Date: _____ February 7, 2020 _____

**MINUTES OF THE SPECIAL MEETING OF THE GOVERNING BOARD
School District No. 40 of Maricopa County, Arizona
District Office Governing Board Room
January 23, 2020**

Present: Ms. Monica Pimentel, President
Ms. Brenda Bartels, Member
Mr. Jamie Aldama, Member

Absent: Ms. Mary Ann Wilson, Clerk
Ms. Sara Smith, Member

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Ms. Pimentel at 5:30 p.m. She noted the presence of three of five Board members, with Ms. Smith and Ms. Wilson absent, constituting a quorum.

OPENING EXERCISES

Ms. Pimentel welcomed everyone and thanked them for coming.

Ms. Bartels moved to adopt the meeting agenda and Mr. Aldama seconded the motion. Upon call to vote, the motion carried with votes in favor from Ms. Smith, Mr. Aldama, Ms. Bartels, and Ms. Pimentel.

Ms. Bartels moved to approve herself as Acting Clerk. Mr. Aldama seconded the motion. Upon call to vote the motion carried with votes in favor from Ms. Pimentel, Ms. Bartels and Mr. Aldama.

Ms. Pimentel called for a moment of silence, followed by the Pledge of Allegiance.

CALL TO THE PUBLIC

None at this time.

SPECIAL RECOGNITION

Just Because
Recognition

The Governing Board recognized Mr. Jayden Aguirre-Torres from Glendale American School for being selected as the January Just Because Award student recipient.

School Recognition

The Governing Board recognized William C. Jack School for being selected by Sandy Hook Promise as one of the three 2019 Start With Hello School Award winners in the Western Region of the United States for their leadership in creating a more socially inclusive community.

Ms. Segotta-Jones called for a point of privilege to speak to items on her Superintendent's Report at this time. She recognized Mr. Aldama for her service and the Board, and also noted Mr. Horstman and Ms. Lindebak as the acting principal and assistant principal at Challenger Middle school.

CONSENT AGENDA

Ms. Bartels moved to approve the Consent Agenda as presented and Mr. Aldama seconded the motion. Upon call to vote, Mr. Aldama, Ms. Bartels, and Ms. Pimentel voted 'aye', and the following items were approved:

Certified Personnel
Report

The Governing Board approved the employments, resignations, retirements, promotions, leaves of absence, cancellations of employment, terminations and/or contract renewals of certified personnel.

New Employment

1. Allen, Cristi	Teacher	\$49,500	01/06/2020
2. Avelino, Michelle	Teacher	\$39,000	01/06/2020
3. Cervantes Contreras, Monica	Teacher	\$39,000	01/06/2020
4. Gamble, James	Teacher	\$43,500	01/06/2020
5. Harris-Frey, Kelly Jo	Teacher	\$51,000	01/06/2020
6. Nelson, Michael	Teacher	\$49,500	12/16/2019
7. Suber, Edith	Teacher	\$47,250	01/06/2020

8. Thompson, Riley	Teacher	\$39,000	01/06/2020
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Resignation

1. Allen, Jonathon	Teacher	Personal Reasons	12/20/2019
2. Campillo, Stella	Teacher	Personal Reasons	01/06/2020
3. Madril, Shamolee*	Achievement Advisor	Personal Reasons	01/06/2020
4. Walczewski, Kristina	MOU	Other Employment	01/10/2020

*Recommend liquidated damages fee applied per contract

Change of Position

1. Bandin, Sabrina	from MOU to Teacher		01/06/2020
2. Walczewski, Kristina	from Student Teacher Intern to MOU		01/07/2020

**Classified Personnel
Report**

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

New Employment

1. Adame, Eydie	Ed. Assist. Sped Resource	\$12.36	01/08/2020
2. Enos, Josefina	Lead Custodian	\$12.68	01/08/2020
3. Kellar-Skinner, Bernice	Ed. Assist. Standard	\$12.36	01/06/2020
4. Walker, Amber	Ed. Assist. Standard	\$12.36	01/06/2020
5. Zavala, Patricia	Ed. Assist. Standard	\$12.00	01/06/2020

Position Change

1. Bojorquez, Jakeline	Sub Cleaner to Cleaner	\$12.00	01/06/2020
2. Franco, Ana	Campus Monitor to Ed. Assist. SPED	\$12.00	01/07/2020

Resignation

1. Ramirez, Chelsey	School Bus Driver	Other Employment	12/20/2019
2. Schumacher, Janet	Ed. Assist Standard	Personal Reasons	11/28/2019

Increase in Hours

1. Gamez, Angelica	Campus Monitor from 3.25 to 3.50	\$12.00	01/07/2020
2. Ortega, Ruth	Food service worker from 4.50 to 4.75	\$12.13	01/07/2020

New Hire Substitutes

1. Monsivais, Silvia	Sub-Cleaner	\$12.00	01/07/2020
2. Salazar, Margarita	Sub-Cleaner	\$12.00	01/08/2020

Correction to Resignation Date

1. Ramirez, Gabriela	Personal Reasons	12/10/19
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Travel The Governing Board approved and ratified the requests for employee out-of-county travel as presented

Fundraiser Activity Requests The Governing Board ratified and approved the fundraiser activity requests as presented.

ACTION ITEM

Employee Contracts

And Work Agreement Ms. Segotta Jones recommended the Governing Board approve the employment contracts and work agreement as presented for the 2020-2021 school year. She noted the changes are recommended by District legal counsel.

Mr. Aldama moved to approve the recommendation as stated and Ms. Bartels seconded the motion. Upon call to vote the motion carried with votes in favor from Ms. Bartels, Ms. Pimentel and Mr. Aldama.

FUTURE MEETINGS

Future Meetings and

Agenda Item Request A list of upcoming meetings was reviewed. The next meeting is scheduled for February 6th at 5:30 p.m. The February 20th meeting will be kept on schedule for possible personnel items that may be needed.

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

SUMMARY OF BOARD AND SUPERINTENDENT CURRENT EVENTS

Ms. Segotta-Jones reported on the following:

- Board Appreciation Month
- Artwork Display: Glendale Landmark and Melvin E. Sine
- 100th Day Celebrations
- Speak Up Stand Up Save a Life
- Resolution Roundup
- Spelling Bee Friday 10:30 a.m.
- Job Fair Saturday 9-Noon
- Market on the Move Saturday 8-10 a.m. at Landmark

Ms. Bartels expressed appreciation for the pictures of the celebration on the 100th day. She wished the spelling bee participants good luck in tomorrow's competition.

Mr. Aldama commented on the 100th day and thanked staff for all the work they do for the kids in our community. He thanked the District for the appreciation gestures.

Ms. Pimentel congratulated Mr. Horstman for his new position. She expressed her gratitude for the thank you messages.

ADJOURNMENT

Ms. Bartels moved to adjourn the meeting and Mr. Aldama seconded the motion. Upon call to a vote, Ms. Bartels, Mr. Aldama, and Ms. Pimentel voted 'aye', and the motion carried and the regular meeting adjourned at 5:52 p.m.

Submitted by:

Elizabeth Powell, Executive Assistant

Approved by:

Mary Ann Wilson, Clerk of the Board

Date: February 6, 2020

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.B. TOPIC: Ratification of Vouchers

SUBMITTED BY: Ms. Courtney Piña, Accounting Budget Supervisor

RECOMMENDED BY: Ms. Valerie Caraveo, Director of Finance and Purchasing

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

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

RATIONALE:

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

Expense Vouchers		
Date	Voucher #	Amount
12/12/2019	2053	\$329,209.55
12/12/2019	2054	\$101,769.89
12/19/2019	2055	\$1,449,926.88
12/19/2019	2056	\$121,670.36
12/19/2019	2057	\$15,095.86
1/9/2020	2058	\$549,808.06
1/9/2020	2059	\$105,772.73
	Total:	\$2,242,273.89

Payroll Vouchers		
Date	Voucher	Amount
12/6/2019	1011	\$2,965,347.80
12/10/2019	22	\$6,826.56
12/19/2019	1012	\$2,843,434.93
12/24/2019	24	\$149,374.56
1/2/2020	1013	\$2,344,148.59
1/7/2020	25	\$115,293.74
	Total:	\$8,424,426.18

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.C. TOPIC: Acceptance of Gifts

SUBMITTED BY: Ms. Courtney Piña, Accounting Budget Supervisor

RECOMMENDED BY: Ms. Valerie Caraveo, Director of Finance and Purchasing

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

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

RATIONALE:

Donor	Description	Cash Amount or Estimated Value	Recipient
Salvation Army	Toys, sport balls, scooters	\$250.00	Bici South
Lain Ehmann	Portable volleyball net	\$499.99	Burton
Kroger	Gift to school - check	\$62.91	Burton
Fresh Artists	Sculpting supplies	\$283.43	Burton
Box Tops for Education	Gift to school - check	\$27.10	Challenger
Kroger	Gift to school - check	\$79.36	Coyote Ridge
Box Tops for Education	Gift to school - check	\$112.50	Coyote Ridge
Donor's Choose	Sight Word Readers	\$200.00	Coyote Ridge
Kroger	Gift to school - check	\$25.43	Desert Spirit
Box Tops for Education	Gift to school - check	\$83.20	Desert Spirit
Special Olympics Arizona	Gift to school - check	\$137.20	Desert Spirit
Kroger	Gift to school - check	\$127.54	Discovery
Chipotle Mexican Grill	Gift card	\$30.00	Districtwide
Firehouse Subs	Gift card	\$30.00	Districtwide
Lowe's	40 Christmas trees	\$1,800.00	Districtwide
Anonymous	Gift to school - check	\$1,610.00	GSA
Kroger	Gift to school - check	\$43.20	Horizon
Lowe's	2 refrigerators, window blinds	\$1,300.00	Imes
Kroger	Gift to school - check	\$64.46	Landmark
AZ Diamondbacks Foundation Inc.	Gift to school - check	\$5,000.00	Landmark
Cardinals Charity	Gift to school - check	\$500.00	Sunset Vista
Grand Canyon University	Mini wireless speaker	\$25.00	Wellness
Ascent Audiology	Placard	\$25.00	Wellness
Arizona Central Credit Union	ACCU logo goodie box	\$25.00	Wellness
Arizona Central Credit Union	Starbucks gift card	\$10.00	Wellness
A New Leaf- VITA program	Stationery	\$20.00	Wellness
Glendale Public Library	Starbucks gift card	\$15.00	Wellness
Glendale Police Department	Books	\$50.00	Wellness
Bonnie Apperson Jacobs	Books	\$11.99	Wellness

GLENDALE ELEMENTARY SCHOOL DISTRICT
ACTION AGENDA ITEM

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

SUBMITTED BY: Ms. Jacque Horine, Director of Human Resources

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

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

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. Gil, Michael	Teacher	\$46,500	01/09/2020
2. Lee, Earnest	Teacher	\$39,000	01/09/2020
3. Lopez, Chelsea	Teacher	\$46,500	01/16/2020

Resignation

1. Almuthafer, Asia	Teacher	Personal Reasons	01/15/2020
2. Fallon, Kevin	Teacher	Personal Reasons	01/24/2020
3. Gutierrez, Michelle*	Achievement Advisor	Personal Reasons	01/31/2020
4. Marze, Melissa	Principal	Personal Reasons	06/30/2020

*Recommend liquidated damages fee applied per contract

Memorandum of Understanding

1. Hudalla, Lindsay	Teacher	01/06/2020
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Position Change

1. Fitzgerald, Erica	From 1.0 to 0.8 FTE	01/06/2020
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Guest Administrator – New Hire

1. Hagen, Richard	Guest Administrator	01/14/2020
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Leave of Absence

1. Whitesell, Kelley	Teacher	01/06/2020-05/22/2020
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GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

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

SUBMITTED BY: Mr. Brian Duguid, Coordinator for Human Resources

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

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

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. Crotzer, Anita	Food Service Worker	\$12.00	01/15/2020
2. Fiene, Tyler	Trainee School Bus Driver	\$12.07	01/15/2020

Position Change

1. Gonzalez-Mercado, Olga	From Sub-Cleaner to Cleaner II	\$12.00	01/21/2020
2. Guerrero, Blanca	From Sub-Cleaner to Cleaner II	\$12.00	01/16/2020
3. Kinlicheenie, Ralphine	From Ed. Assist Resource to Ed. Assist Preschool	\$14.31	01/13/2020
4. Narleski, Samuel	From Trainee School Bus Dr. to School Bus Driver	\$15.19	01/17/2020
5. Vallejo, Maria	From Sub-Cleaner to Cleaner 1	\$12.00	01/07/2020

Resignation

1. Adame, Eydie	Ed. Assist. Spec. Ed. Resource	Personal Reasons	01/21/2020
2. Beausejour-Allen, Jaarly	Campus Monitor	Personal Reasons	12/16/2019
3. Hackbarth, Bryan	Unit Operations Manager	Other Employment	01/17/2020
4. Marrufo, Norberta	Sub-Cleaner	Career change	01/24/2020
5. Palomino, Jesus	Sub-Cleaner	Personal Reasons	01/06/2020
6. Quintero, Marissa	Bus Monitor	Other employment	01/31/2020
7. Totman, Sherri	Ed. Assist. Special Ed SE-SD	Personal Reasons	01/24/2020

Increase in Hours

1. Marshall, Mary	School Bus Driver (7 to 8)	\$15.15	01/16/20
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New Hire Substitutes

1. Lizardi Barcenas, Ana	Sub-Cleaner	\$12.00	01/15/2020
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Rehire - Substitutes

1. Monge, Yadira	Sub-Cleaner	\$12.00	01/21/2020
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GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.F. TOPIC: Student Activity Fund Balance Statement

SUBMITTED BY: Ms. Courtney Piña, Accounting Budget Supervisor

RECOMMENDED BY: Ms. Valerie Caraveo, Director of Finance and Purchasing

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the Student Activity Fund Balance Statement for month end of December 31, 2019 as presented.

RATIONALE:

Balance statement attached.

SCHOOL		BEGINNING CASH BALANCE	YEAR TO DATE REVENUE	YEAR TO DATE EXPENDITURES	CASH BALANCE
101	LANDMARK	\$12,539.21	\$1,195.99	\$241.59	\$13,493.61
102	ISAAC IMES	\$11,773.40	\$2,069.30	\$1,826.75	\$12,015.95
103	HAROLD W. SMITH	\$1,485.40	\$1,028.10	\$0.00	\$2,513.50
104	MELVIN E. SINE	\$6,724.69	\$1,897.77	\$242.48	\$8,379.98
105	WILLIAM C. JACK	\$3,174.21	\$963.29	\$0.00	\$4,137.50
106	DON MENSENDICK	\$4,785.69	\$0.00	\$0.00	\$4,785.69
107	GLENN F. BURTON	\$4,850.57	\$3,980.03	\$2,037.52	\$6,793.08
108	GLENDALE AMERICAN	\$2,270.78	\$655.36	\$0.00	\$2,926.14
109	BICENTENNIAL NORTH	\$652.18	\$0.00	\$0.00	\$652.18
110	HORIZON	\$1,935.53	\$1,070.75	\$47.05	\$2,959.23
111	CHALLENGER	\$1,980.70	\$6,188.00	\$1,274.02	\$6,894.68
112	BICENTENNIAL SOUTH	\$1,363.33	\$321.37	\$297.31	\$1,387.39
113	DISCOVERY	\$2,442.35	\$2,217.64	\$531.22	\$4,128.77
114	DESERT GARDEN	\$1,560.61	\$4,118.35	\$0.00	\$5,678.96
115	COYOTE RIDGE	\$3,310.67	\$1,383.21	\$734.09	\$3,959.79
116	DESERT SPIRIT	\$4,333.66	\$2,283.75	\$2,452.90	\$4,164.51
117	SUNSET VISTA	\$1,000.30	\$0.00	\$0.00	\$1,000.30
TOTAL:		\$66,183.28	\$29,372.91	\$9,684.93	\$85,871.26

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.G. TOPIC: Travel

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

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

Traveler	Purpose/Location	Dates	Cost
Kathy Joyner Koral Owens Hayley Shephard Amy Troutt	95% Group Training Tucson, AZ	Feb. 26	\$387.07 <i>M&O</i>
Mike Barragan	PASBO Annual Conference Pittsburg, PA	Mar 17-19	No Cost
Mike Barragan Valerie Caraveo Courtney Piña Roberto Nuñez Nick Magann Tom Clark Russell Deneault	AASBO Spring Conference Laughlin, NV	Apr. 1-3	\$4,088.04 <i>M&O</i>
Brad Horstman Stephen Darling Jeremy Smith Yolanda Camacho Traci Beisner Laura Ross Bryan Estes Tabitha Lancina Sharla Higley Alisha Holly Elizabeth Gallas Jessica Johnson	Leading Change Teacher Institute Tucson, AZ	June 2-3	\$6,636.60 <i>Title I</i>
Brad Horstman Stephen Darling Jeremy Smith	Leading Change Institute Tucson, AZ	June 4-5	\$1,783.32 <i>Title I</i>
DeAnza Baker TBD	ISTE Conference Anaheim, CA	June 28-July 1	\$4,354 <i>Title I/VILS Grant</i>

TRAVEL REQUEST FORM

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

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

Name of Traveler(s): Kathy Joyner, Koral Owens, Hayley Shephard, Amy Troutt

Working at School/Department: Glendale American

Reason for Travel: Practical Strategies to Accelerate Reading Achievement
95% Group Training for Grade 1

Traveling to: Tucson, Arizona

Dates of Travel: February 26, 2020

Substitute Needed/Dates: N/A

	Code	Cost	Requisition Number
Charge Sub to:	N/A	\$0.00	
Charge Teacher Registration to:	001.100.2213.6360.108.108.0000	\$ 327.00	
Charge Admin Registration to:	001.100.2213.6360.108.108.0000	\$ 0	
Charge Teacher Airline/Bus to:			
Charge Admin Airline/Bus to:			
Charge Teacher Meal/Lodging to:			
Charge Admin Meal/Lodging to:		\$	
Charge Teacher Auto Mileage to:		\$	
Charge Admin Auto Mileage to:	001.100.2213.6360.108.108.0000	\$ 60.07	
Total Cost of Travel		\$ 387.07	

APPROVED BY: _____ **DATE** _____

_____ Approved _____ Not Approved By the Governing Board on _____
date

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s): Kathy Joyner, Hayley Shepherd, Koral Owens, Amy Troutt
Conference/Workshop Title: Practical Strategies to Accelerate Reading Achievement
(Reason for Travel) 95% Group Training for Grade 1

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

Through analyzing Glendale American's most recent Dibels data it is evident that our teachers need additional training and support in the area of phonological awareness and phonics. The 95% Group training titled Practical Strategies to Accelerate Reading Achievement will explain and guide teachers how to use phonological awareness and phonics interventions to support their students in the classrooms. The training specifically focuses on using diagnostics data to identify who and why individuals are struggling in the area of reading. This training will help our teachers identify specific skills that our students need in order to improve our their reading skills. The training will focus on using the phonological awareness and phonics continuum (see 95% Group Continuum below) to address students deficits in reading. They will also learn the importance of nonsense word analysis and how this can contribute to how readers attack and learn new words. Teachers will also be able to collaborate with other educators and create intensive phonics interventions and reading instruction.

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

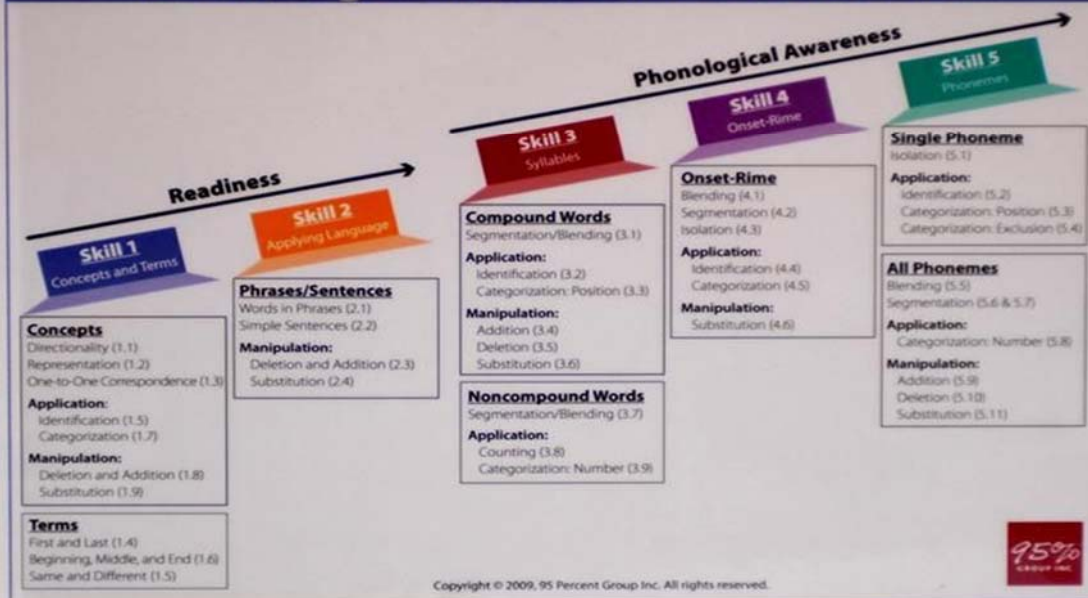
The first grade teachers will present the information they have learned during this conference with their colleagues during Collaborative Team time. This will allow grade levels to learn from one another and vertically plan together in the area of reading. Teachers will also be able to do some peer to peer observations supported by administration in order to better understand the 95% Group program procedures, lessons, and materials. The information from the training will be helpful for all teachers in grades K-2 as phonological awareness and phonics are keys to becoming and sustaining strong readers. Since grades K-2 administer and plan instruction based on the quarterly Rolling Assessment this will in turn help our teachers gain a better understanding of how to improve our students' reading abilities.

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

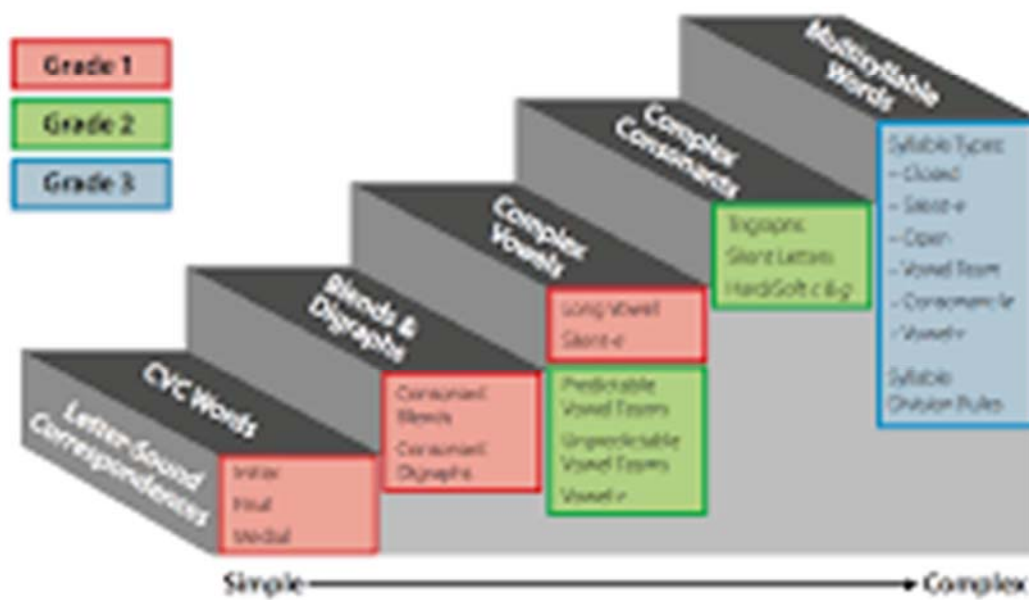
GESD's Rolling Assessment Standards encompasses standards that are taught throughout the 95% Group continuum. The third quarter subtests are as follows with the standard attached.

- ❖ Subtest 1: The student can read Rigby Level 7 (1.RF.4)
- ❖ Subtest 2: The student can distinguish short vowel sounds in spoken single-syllable words. (1.RF.2a)
- ❖ Subtest 3: The student can decode regularly spelled one-syllable CVC words, some with the -ck consonant pattern. (1.RF.3a)
- ❖ Subtest 4: The student can read words with inflectional endings (-s). (1.RF.3e)
- ❖ Subtest 5: The student can read 25 high frequency words. (1.RF.3f)

95 Percent Group's Advanced Phonological Awareness Continuum



95 Percent Group's Phonics Continuum Skills Mastered at Grades 1-3



TRAVEL REQUEST FORM

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

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

Name of Traveler(s): Mike Barragan

Working at School/Department: Finance and Auxiliary Services

Reason for Travel: PASBO 65TH Annual Conference and Exhibits

Traveling to: Pittsburgh, Pennsylvania

Dates of Travel: March 17th- 19th, 2020

Substitute Needed/Dates: None required

	Code	Cost	Requisition Number
Charge Sub to:	_____	\$0	_____
Charge Registration to:	_____	\$0	_____
Charge Airline/Bus to:	_____	\$0	_____
Charge Meal/Lodging to:	_____	\$0	_____
Charge Auto Mileage to:	_____	\$0	_____
	Total Cost of Travel	\$0	_____

APPROVED BY: _____ **DATE** _____

_____ Approved _____ Not Approved By the Governing Board on _____
Date

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s): Mike Barragan

Conference/Workshop Title: PASBO 65TH Annual Conference and Exhibits
(Reason for Travel)

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

Discussions will focus on making decisions that affect all facets of student learning and committing to finding new ways to achieve greater operational efficiency in our district. It is important that we stay on top of financial and compliance audit issues. Several sessions include topics that will help to sidestep potential problems and find practical and efficient solutions that improve the effectiveness of business processes for the district.

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

Knowledge gained from the conference will be shared with colleagues at Executive Team meetings and with key Business Services staff.

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

By attending the PASBO Conference, staff will gather knowledge on best practices, case studies, and contacts that will assist them to succeed and grow.

TRAVEL REQUEST FORM

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

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

Name of Traveler(s): Mike Barragan, Valerie Caraveo, Courtney Piña, Roberto Nunez, Nick Magann, Tom Clark, Russell Deneault,
Working at School/Department: Finance and Auxiliary Services
Reason for Travel: AASBO 2020 Spring Conference
Traveling to: Laughlin, Nevada
Dates of Travel: April 1-3, 2020
Substitute Needed/Dates: None Required

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

APPROVED BY: _____ DATE _____

____ Approved _____ Not Approved By the Governing Board on _____ Date

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s): Mike Barragan, Valerie Caraveo, Courtney Pina, Roberto Nunez, Nick Magann, Tom Clark, Russell Deneault,

Conference/Workshop Title: AASBO's 2020 Spring Conference
(Reason for Travel)

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

Discussions will focus on school district's success, making decisions that affect all facets of student learning and committing to finding new ways to achieve greater operational efficiency in our district. It is important that we stay on top of financial and compliance audit issues. Several sessions include topics that will help to sidestep potential problems and find practical and efficient solutions that improve the effectiveness of business processes for the district. This is an excellent professional development opportunity for staff.

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

Knowledge gained from the conference will be shared with colleagues at Executive Team meetings and with key Business Services staff.

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

By attending the AASBO Spring Conference, staff will gather knowledge on best practices, case studies, and contacts that will assist them to succeed and grow.

TRAVEL REQUEST FORM

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

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

Name of Traveler(s): Brad Horstman, Stephen Darling, Jeremy Smith, Yolanda Camacho, Traci Beisner, Laura Ross, Bryan Estes, Tabitha Lancina, Sharla Higley, Alisha Holly, Elizabeth Gallas, Jessica Johnson

Working at School/Department: Challenger Middle School

Reason for Travel: Teaching strategies and knowledge

Traveling to: Tucson

Dates of Travel: June 2, 2020 - June 3, 2020

Substitute Needed/Dates: NA

	Code	Cost	Requisition Number
Charge Sub to:	100.100.2570.6360.111.111.0000	\$250	
Charge Registration to:	100.100.2213.6360.111.111.0000	\$2750	
Charge Airline/Bus to:	100.100.2570.6580.111.111.0000	\$260	
Charge Meal/Lodging to:	100.100.2213.6580.111.111.0000	\$2860	
Charge Auto Mileage to:	100.100.2570.6580.111.111.0000	\$103.32	
	100.100.2213.6580.111.111.0000	\$413.28	
	Total Cost of Travel	\$6,636.60	

APPROVED BY: _____ **DATE** _____

_____ Approved _____ Not Approved By the Governing Board on _____ date

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s):

Conference/Workshop Title:

(Reason for Travel)

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

The Teacher's Institute begins the week with a special two-day event, June 2nd and 3rd, geared towards teachers and instructional leaders. During these two days, teachers will hear from national and local presenters and will learn new techniques and information that will help them enhance their instructional approaches.

There is a special focus on teams this year for both events, with each day having specific time set aside for teams to meet and collaborate on their plans for the coming year or to process the learning they will receive at the events. Schools and districts are encouraged to send teams to take advantage of this time together. Participants will leave reinvigorated and focused on the coming school year.

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

Information will be shared during returning teacher week, as part of PLC, leadership, and learning teams.

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

Keynote speakers and break out sessions will discuss curriculum, instruction, data, strategies for children of poverty, strategies for children suffering from trauma, PLC, RTI, and other topics aligned to district objectives.

TRAVEL REQUEST FORM

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

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

Name of Traveler(s): Brad Horstman, Stephen Darling, Jeremy Smith

Working at School/Department: Challenger Middle School

Reason for Travel: Improve teacher and student outcomes.

Traveling to: Tucson

Dates of Travel: June 4, 2020 - June 5, 2020

Substitute Needed/Dates: NA

	Code	Cost	Requisition Number
Charge Sub to:	_____	_____	_____
	100.100.2570.6360.111.111.0000	\$300	
Charge Registration to:	100.100.2213.6360.111.111.0000	\$600	_____
Charge Airline/Bus to:	_____	_____	_____
	100.100.2570.6580.111.111.0000	\$260	
Charge Meal/Lodging to:	100.100.2213.6580.111.111.0000	\$520	_____
		\$103.32	
Charge Auto Mileage to:	_____	_____	_____
	Total Cost of Travel	\$1783.32	

APPROVED BY: _____ **DATE** _____

_____ Approved _____ Not Approved By the Governing Board on _____ date

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s):

Conference/Workshop Title:

(Reason for Travel)

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

This year participants will hear from national presenters that are top in the leadership field. Each year participants learn new leadership strategies, important updates, and inspiring stories.

There is a special focus on teams this year for both events, with each day having specific time set aside for teams to meet and collaborate on their plans for the coming year or to process the learning they will receive at the events. Schools and districts are encouraged to send teams to take advantage of this time together. Participants will leave reinvigorated and focused on the coming school year.

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

Information will be shared during returning teacher week, as part of PLC, leadership, and learning teams.

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

Keynote speakers and break out sessions will discuss curriculum, instruction, data, strategies for children of poverty, strategies for children suffering from trauma, PLC, RTI, and other topics aligned to district objectives.

TRAVEL REQUEST FORM

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

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

Name of Traveler(s): DeAnza Baker, Principal; TBD, VILS Coach

Working at School/Department: Melvin E. Sine

Reason for Travel: Attend the ISTE conference

Traveling to: Anaheim California

Dates of Travel: June 28-July 1

Substitute Needed/Dates: None

	Code	Cost	Requisition Number
Charge Sub to:		\$	
	<u>100.100.2213.6360.104.104.0000</u>	<u>\$550</u>	<u></u>
	<u>168.100.2570.6360.104.567.0000</u>	<u>\$550</u>	<u></u>
Charge Registration to:			
	<u>100.100.2213.6580.104.104.0000</u>	<u>\$200</u>	<u></u>
	<u>168.100.2570.6580.104.567.0000</u>	<u>\$200</u>	<u></u>
Charge Airline/Bus to:			
	<u>100.100.2213.6580.104.104.0000</u>	<u>\$1337</u>	<u></u>
	<u>168.100.2570.6580.140.567.0000</u>	<u>\$ 1337</u>	<u></u>
Charge Meal/Lodging to:			
	<u>100.100.2213.6580.104.104.0000</u>	<u>\$90</u>	<u></u>
	<u>168.100.2570.6580.104.567.0000</u>	<u>\$90</u>	<u></u>
Charge Auto Mileage to:			
	<u>100.100.2213.6580.104.104.0000</u>	<u>\$90</u>	<u></u>
	<u>168.100.2570.6580.104.567.0000</u>	<u>\$90</u>	<u></u>
	<u>Total Cost of Travel</u>	<u>\$ 4,354</u>	<u></u>

APPROVED BY:DATE

Approved Not Approved

By the Governing Board on

date

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s): DeAnza Baker, TBD

Conference/Workshop Title: ISTE
(Reason for Travel)

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

Melvin E Sine is a Verizon Innovative Learning Campus. With the introduction of new technology comes the need to identify the newest ways to integrate this technology into our classrooms and into our students learning experience. This conference brings together IT leadership, administrators and teachers for a unique experience to share best practices and advice that can only come from bringing this large diverse group from around the nation together. Bringing new technology into the classroom is a constantly evolving process and to continue to be exposed to new ideas and to open our minds to how others are using this technology will give us a wonderful advantage.

Sine is one of two schools in the District chosen as a Verizon Innovative Learning Campus. With the hopes to add two more schools next year it is incumbent upon us to be the best leaders and pave the way for our upcoming cohort's. ISTE has classes such as Amp it up: Empower Student Engagement, Creating Technology Rich Learning Environments and School Culture and hundreds of others that will move us forward in our classrooms. This is a Technology rich conference which give us a unique opportunity to speak with experts and peers.

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

Our Verizon Innovative Learning coach will determine what learning is most aligned to our campus's vision and goals. From there, professional development will be created to introduce teachers to the technology or strategies and let them practice before implementing in the classroom. Once several teachers have mastered the tool or strategy, they will become the site experts to help train others.

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

Melvin E. Sine is a Blended Learning school providing blended learning opportunities to our students. These are our initiative outcomes: The learning from this conference will be fully aligned with these initiatives and allow the professional learning to be richer and deeper. Increasing collaboration and communication through professional learning from experiences learned at the conference will support goals and initiatives.



GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.H. TOPIC: Surplus Property Disposal

SUBMITTED BY: Mr. Wyatt Bender, Fixed Assets Specialist

RECOMMENDED BY: Ms. Valerie Caraveo, Director of Finance and Purchasing

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the items listed as surplus property and grant permission to dispose of them through public auction, salvage company and/or donation to local non-profit(s), and remove them from the asset listing.

RATIONALE:

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

** See Attached*

GESD ASSET #	SERIAL #	DESCRIPTION
334761	BP52HCNSC00335	Samsung 48" Television
334762	BP52HCNSC00391	Samsung 48" Television
338004	BP52HCNSC00391	Ice Maker
N/A	N/A	Polycam HDX 7000 Webcam
N/A	N/A	Roper Dryer
N/A	N/A	3 - Office Desks
N/A	N/A	3 - Echo Weedeaters
N/A	N/A	5 - Echo Pole Saws
N/A	N/A	1 - Echo PB 755 Blower

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.I. TOPIC: Fundraiser Activity Requests

SUBMITTED BY: Various Schools

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

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board ratify and approve the fundraiser activity requests as presented.

RATIONALE:

<u>School</u>	<u>Event</u>	<u>Purpose</u>
Desert Spirit	Skating Party	To raise money for PTO sponsored activities for parents, teachers, and student enrichment.
Desert Spirit	Family Game Night	To raise money for PTO sponsored activities for enrich parents, teachers, and students.

Source of Funding -

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

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.J. TOPIC: Certified Contract Renewals

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

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

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the renewal of certified staff (Non-Administrative) employment contracts for the 2020-2021 school year as presented.

RATIONALE:

Administration recommends renewal of the contracts for the certified staff identified on the attached list for the 2020-2021 school year.

Once contracts are distributed, staff will have 15 to 30 days as specified within their contract to sign and return.

The evaluation process for some certified teachers has not yet concluded. Administration may recommend the non-renewal of individual certified staff members upon conclusion of the process.

Acosta, Maria-angeles	Teacher
Acosta, Tomasa S	Teacher
Acuna, Carlos X	Teacher
Acuna, Teresa L	Psychologist
Adair, Justin	Teacher
Agee, Brian C	Teacher
Ajjjedidun, Victoria A	Speech/Language Pathologist
Alcantar, Laura E	Teacher
Alonzo, Brooke L	Teacher
Alonzo, Erin N	Teacher
Alvarez, Angelique	Teacher
Amaral, Randy M	Teacher
Amavisca, Maria T	Teacher
Ancell, Sandra Lynn	Teacher
Anderson, Traci Lee	Teacher
Andreozzi, Nickolas	Teacher
Apicella, Ashley M	Achievement Advisor
Aranda, Aleksandra M	Social Emotional Learning Specialist
Arenivar, Jasmin A	Teacher
Armenta, Janie	Teacher
Ascencio, Maria Ana	Teacher
Ashley, Alisa C	Teacher

Assimacopoulos, Diane	Achievement Advisor
Avila, Aureliano Munoz	Teacher
Baker, Michelle M	Teacher
Baker, Tara M	Teacher
Bakken, Adrianna M	Teacher
Balder, Mark	Teacher
Balthis, Harold A	Teacher
Banks, Latoya Y	Achievement Advisor
Barbara, Lee Anne	Teacher
Barrera, Maricela C	Teacher
Barrett, Savannah J	Teacher
Bauer, Abigail M	Teacher
Becker, Dominique Echo	Teacher
Bedard, Joseph	Teacher
Begay, Brittany A	Teacher
Begay, Gloria	Teacher
Bejarano Arzate, Berenice	Teacher
Bell, Kerry A	Teacher
Belsan, Sonja	Teacher
Benavidez, Joseph A	Teacher
Benavidez-Benech, Carolina	Teacher
Bender, Alicia Megan	Teacher

Benedict, Roberta G	Teacher
Berg, Julie S	Teacher
Berg, Terri Lynn	Teacher
Berlan, Stephanie L	Teacher
Bersch, Jenny	Achievement Advisor
Bickman, Isabel C	Teacher
Blair, Susan M	Teacher
Blanks, Michelle L	Teacher
Blocher, Alexandra S	Speech/Language Pathologist
Block, Gail P	Achievement Advisor
Blondina, Sara M	Teacher
Boe, Katie A	Teacher
Boehm, Janelle M	Teacher
Bonhote, Heather	Teacher
Bonilla, Josephine V	Teacher
Bornhorst, Jessica	Teacher
Braden, Laura L	Teacher
Bradford, Kimberly Susan	Teacher
Brandenburg, Kimberly	Teacher
Britton, Patricia Lynn	Teacher
Brooks, Keith A	Teacher
Bross, Sarah T	Teacher

Brown, Gena B	Teacher
Bruemmer, Amber D	Teacher
Brumm, Becky L	Achievement Advisor
Burtless, David M	Teacher
Butwinski, Stephanie K	Teacher
Calderon, Karen L	Teacher
Calhoun, Geraldine Marie	Teacher
Camacho, Yolanda J	Teacher
Cameron, Jessica L	Teacher
Campbell, Brandon D	Teacher
Campbell, Melanie	Teacher
Cantella, Lisa M	Teacher
Carbajal, Javier V	Teacher
Cardenas Jauregui, Ysaura	Teacher
Carlson, Ericka C	Psychologist
Carmack, Kayla M	Speech/Language Pathologist
Carmichael, Barbara J	Teacher
Caruso, Alec J	Teacher
Carver, Trisha V	Social Emotional Learning Specialist
Castaneda, Teresa M	Teacher
Castillo, Debra A	Teacher
Castillo, Denise A	Teacher

Castro, Silvia	Social Emotional Learning Specialist
Catalano, Renee M	Achievement Advisor
Celis, Alicia B	Social Emotional Learning Specialist
Cerjak, Courtney	Teacher
Chavez, Adrian	Teacher
Cherrick, Alexis T	Teacher
Chornomaz, Sarah E	Teacher
Christensen, Kimberly M	Teacher
Clark, Kimberlee Ruth Ann	Social Emotional Learning Specialist
Clark, Ryan J	Teacher
Clay, Katherine M	Teacher
Cleland, Jessica F	Teacher
Cole, Sonia D	Teacher
Colebourne, Chelsea F	Teacher
Colwell, Hannah E	Teacher
Comella, Tyler	Teacher
Connolly, Dennis C	Teacher
Connolly, Narges	Psychologist
Conrad, Laura	Speech/Language Pathologist
Coopmans, Kimberly R	Teacher
Cordova, Alba L	Achievement Advisor
Coulter, Lindsay	Teacher

Cox, Diannah	Teacher
Coxon, Bobbi Jo	Teacher
Craigen, Anne M	Teacher
Creagh, Molly E	Teacher
Crocker, James F	Teacher
Crosley, Rachel	Teacher
Crownover II, David A	Teacher
Cusack, Breanna	Teacher
Daly, Heather M	Teacher
Darling, Stephen W	Achievement Advisor
Darony Suarez, Gwendolyne Grace	Teacher
Davis, Owen G	Teacher
Dawson, Susan L	Speech/Language Pathologist
De la Huerta, Concepcion T	Teacher
Dean, Flora	Parent Trainer
Dejovine, Mariah	Teacher
Delceg, Karen Ann	Teacher
Deligente, Michelle C	Teacher
Demerson, Denise D	Teacher
Deneault, Dawn Marie	Teacher
Dent, Tracy L	Teacher
Derichie, Alyssa	Teacher

Derichie, Cynthia	Achievement Advisor
Devine, Celeste	Achievement Advisor
Dipadova, Caitlin M	Teacher
Dockery-Cerven, Dawn	Social Emotional Learning Specialist
Doinidis, Patricia	Teacher
Dominguez, Zachary T	Teacher
Donelson, Dana L	Teacher
Dong, Maria V	Teacher
Dool, Daniel	Teacher
Doyle, Alishia K	Teacher
Driver, Deanna N	Teacher
Droegemueller, Lesa	Teacher
Dubiach, Julie A	Achievement Advisor
Duprest, Courtney Nichole	Teacher
Eberenz, Katie M	Teacher
Edmondson, Taylor	Teacher
Elizarraraz, Maria D	Teacher
Ellis, Debra	Teacher
Enricco, Norma D	Achievement Advisor
Epel, Jacob B	Teacher
Esparza, Michael R	Teacher
Estes, Bryan E	Teacher

Estes, Kathy L	Teacher
Estrada, Crystal	Teacher
Estrada, Daniela	Speech/Language Pathologist
Eustace, Christine N	Teacher
Evans, Michael L	Teacher
Falvey, Jeremiah	Teacher
Farmer, David E	Teacher
Farmer, Lauren	Teacher
Fatima, Farzana	Teacher
Feffer, Alexis J	Teacher
Ferguson, Nikki L	Teacher
Fernandez, Leticia Romo	Teacher
Fischer, Lindsay R	Teacher
Fitzgerald, Erica V	Teacher
Flores, Alejandra R	Teacher
Flores, Monica R	Teacher
Flores-Sanchez, Jacqueline	Teacher
Ford, Deborah L	Teacher
Fowler, Mary H	Teacher
Fox, Nevada	Teacher
Fox, Ryan	Teacher
Foxx, Ethan A	Teacher

Frank, Samantha J	Teacher
Frederick, Richard	Teacher
Frenette, Daniel R	Teacher
Friedrich, Lauren Krista	Achievement Advisor
Furnia, Meagan	Teacher
Galaz, Myrna K	Teacher
Gallas, Elizabeth Rae	Teacher
Gallmeyer, William C	Teacher
Garcia, Dianna	Teacher
Garcia, Maria M	Teacher
Garcia, Tina M	Teacher
Garduno, Helen M	Speech/Language Pathologist
Garnett, Jeffrey W	Teacher
Garza, Karen L	Teacher
Gatesman, Leif M	Teacher
Gath, Dawn W	Teacher
Gaudreau, Lindsay A	Teacher
Gehl, Robert R	Teacher
Gereshenski, Jennifer	Teacher
Gleba, Michael E	Teacher
Gloria-Pray, Stephanie M	Psychologist
Gonzales, Priscilla M	Teacher

Gonzalez, Beatriz	Teacher
Gould, Aaron J	Achievement Advisor
Grant, Corinne N	Teacher
Gray, Brandi Susan	Teacher
Greco, Janine	Teacher
Greer, Christine B	Teacher
Gross, Mary K	Teacher
Hagemeyer, Tonya L	Teacher
Hairr, Kennedy N	Teacher
Hall, Andrea S	Teacher
Hall, Maryann L	Teacher
Hallas, Susan M	Achievement Advisor
Hallum, Dana	Teacher
Hamblen, Tammy J	Teacher
Hamilton, Kelsey R	Teacher
Hammer, Krista L	Teacher
Hammerl, Rose M	Teacher
Hanks, Susan M	Teacher
Hanson, Daniel	Teacher
Harper, Thomas D	Teacher
Harris, Matthew D	Teacher
Harris, Qiana Y	Achievement Advisor

Harwell, Tina M	Teacher
Hasbrouck, Shannon Marie	Teacher
Hawkins, Brianna M	Teacher
Helland, Eric S	Teacher
Helman, Courtney	Teacher
Helman, Serena E	Teacher
Henning, Joanne L	Teacher
Hernandez, Rachel E	Teacher
Hernandez, Tania	Teacher
Herrera, Leticia	Teacher
Higley, Sharla A	Teacher
Hines, Cecilia Kim	Psychologist
Hodges, Robert	Social Emotional Learning Specialist
Hoffer, Ashley B	Teacher
Holly, Alisha	Teacher
Holman, Brian	Teacher
Holt, Toni M	Teacher
Horn, Leonard C	Technology Integration Specialist
Howe, Jenifer	Teacher
Howell, Marisa V	Teacher
Hubble, Laurel B	Teacher
Hurt, Tonya M	Teacher

Hutson, Mikayla N	Teacher
Ianos, Damaris	Teacher
Ibrahim-Guadagni, Laurie	Teacher
Ingram, Angelica L	Teacher
Ira, Anne L	Teacher
Jackino, Rhonda	Teacher
Jacob, Lisa A	Teacher
Jakola, Stephanie	Teacher
Jaramillo, Ginette J	Teacher
Javellana, John Ganon	Social Emotional Learning Specialist
Jensen, Rebecca C	Speech/Language Pathologist
Johnson, Bryanna M	Teacher
Johnson, Charleen N	Teacher
Johnson, Jessica R	Teacher
Johnson, Stephanie R	Teacher
Johnston, Stacy	Teacher
Jones, Britney N	Teacher
Jones, Lisa C	Teacher
Joyner, Kathy	Teacher
Juarez, Rudy M	Teacher
Julca Ilquimiche, Johana Melina	Teacher
Kagi-Vincente, Jenny L	Teacher

Kalle, Sallar	Teacher
Kane, Chris J	Achievement Advisor
Kariuki, Daniel	Teacher
Kaser, Gina	Teacher
Katzenberger, Michelle Louise	Teacher
Kaufman, Meryl L	Teacher
Kennedy, Angela E	Teacher
Kessler, Donita L Hales	Teacher
Kinsey, Nickie E	Social Emotional Learning Specialist
Kisselbach, Sherilyn	Teacher
Kliewer, Amy A	Teacher
Klught, Sarah	Teacher
Knyaz, Matalin R	Teacher
Kornak, Ewelina	Teacher
Lacasse, Rebecca J	Achievement Advisor
Lacey, Jennifer L	Speech/Language Pathologist
Lambert, Christine M	Teacher
Lancaster, Emma N	Achievement Advisor
Lancina, Tabitha	Teacher
Lanuez, Cristina D	Teacher
Larsen, Madison L	Teacher
Larsen, Richard N	Teacher

Latch, Jayna	Teacher
Lavery, Kara	Teacher
Lawrence, Suzanne	Teacher
Lee, Natalie Kate	Teacher
Leigh, Nanette M	Psychologist
Lenell, Trevor B	Teacher
Leon, Christina A	Teacher
Lerma, Leslie	Teacher
Levesque, David J	Teacher
Lewis, Brooke E	Teacher
Liddicoat, Sharyn D	Teacher
Lieberman, Ronald J	Teacher
Light, Jenna R	Teacher
Lilienthal, Erica D	Teacher
Linkiewicz, Erin E	Teacher
Lively, Ann E	Teacher
Livingston, Tracy Nan	Teacher
Lopez, Catalina L	Teacher
Lopez, David P	Teacher
Louvau, John C	Achievement Advisor
Luevano, Jennifer Marie	Teacher
Lundberg, Brittany K	Teacher

Lutton, Rhona L	Teacher
Luviano, Alicia R	Teacher
Lyke, Catherine	Teacher
Maccarone, Nancy	Lead Librarian
Magie, Katelyn	Teacher
Magnan-Badaoui, Sharon K	Teacher
Malutan, Naomi	Teacher
Mangra, Nadine	Social Emotional Learning Specialist
Manning, Amanda M	Achievement Advisor
Manore, Lisa M	Teacher
Manuel, Elizabeth M	Teacher
Markiewicz, Amanda J	Teacher
Marquez -DeJovine, Jeanette	Teacher
Martindale, Mindy	Teacher
Martinez, Margarita A	Teacher
Martinez, Nancy Selene	Teacher
Mashek, Philip O	Teacher
Maskulinski, Erica L	Teacher
Matus, Ashley	Teacher
Maynes-Dale, Mary Kristin	Teacher
Mazza, Joseph J	Teacher
McCallum, Daniel R	Teacher

McCann, Sierra S	Teacher
McCave, Megan Ashley	Achievement Advisor
McClenny, Deborah Belle	Teacher
Mccormick, Jason K	Achievement Advisor
McEvoy, Holly A	Teacher
McGowan, Mary Kathryn	Teacher
McGuire, Mary V	Teacher
McLaughlin, Katelyn M	Teacher
McNally, Maureen M	Teacher
McReynolds, Nicole	Teacher
Medina, Mary Louise	Achievement Advisor
Medole, Amanda R	Social Emotional Learning Specialist
Meins, Lisa D	Teacher
Mejia, Elisa C	Teacher
Melendrez, Rebekah C	Teacher
Mendoza, Raquel F	Teacher
Mercado, Jaime E	Teacher
Messner, Roselyn R	Teacher
Micelli, Dennis A	Teacher
Michaels, Kristen A	Teacher
Mildenberger, Thomas C	Teacher
Milla, Sonia L	Teacher

Miller, Carly A	Teacher
Miranda, Zulema	Social Emotional Learning Specialist
Mireles, Gloria	Teacher
Mirgorod, Donna A	Teacher
Mischung, Jamie A	Social Emotional Learning Specialist
Mistry, Sonal A	Teacher
Molina, Jazmin D	Teacher
Monserat, Melissa A	Teacher
Morales, Yesenia J	Teacher
Morgan, Robert N	Teacher
Moriarty, Christina L	Teacher
Moultrie, Regina	Teacher
Mulholland, Joni	Teacher
Mumford, Atina M	Teacher
Munguia, Suzanne L	Teacher
Munoz, Mireya C	Teacher
Munoz, Nancy M	Teacher
Munson, Jessica	Teacher
Murillo, Hilda	Teacher
Murphy, Kimberly H	Teacher
Murrell, Victoria R	Teacher
Nagi, Amy W	Teacher

Nash, Nicolle R	Teacher
Nelmida, Carla S	Teacher
Nelson, Dione L	Teacher
Nelson, Michael W	Teacher
Nesselroad, Nicole V	Social Emotional Learning Specialist
Nettles, Kip J	Teacher
Newberry, Jennifer A	Teacher
Newman, Mary E	Teacher
Nix, Macie E	Teacher
Nottingham, Amanda B	Teacher
Novak, Mary C	Teacher
Nua, Veronica Nancy	Teacher
Oates, Jessica L	Teacher
Oberoi, Shivani	Teacher
Obst, Kathleen M	Teacher
Ocampo, Susana Ethel	Teacher
O'Connell, Meagan	Teacher
Oines, Kailee E	Achievement Advisor
Okenwa, Jennifer A	Teacher
O'Neill, Kimberly A	Teacher
Ortega, Cesiah G	Teacher
Ortiz, Carmen	Teacher

Ortiz-Guzman, Elizabeth A	Teacher
Otte, Michelle L	Teacher
Ottens, Anissa M	Achievement Advisor
Owens, Koral	Teacher
Padilla, Marta S	Teacher
Pahl, Jennifer L	Speech/Language Pathologist
Palmer, Megan D	Teacher
Palmer, Shyla P	Teacher
Paperman, Jennie Y	Teacher
Parker, Kaelynn M	Teacher
Pasillas, Teresa	Teacher
Pastorello, Amber L	Teacher
Patronik, Elizabeth L	Teacher
Pawlowski, Kelly R	Achievement Advisor
Peck, Jessica A	Teacher
Peoples, Christina L	Teacher
Pepper, Dena	Teacher
Peralta, Luis E	Teacher
Perez, Janina M	Teacher
Perez, Mayra J	Teacher
Perkins, Lenore	Teacher
Perkins, Michael Gerard	Teacher

Peterson, Kristine N	Teacher
Peterson, Sarah M	Teacher
Phillips, Lanette L	Teacher
Pierce, Brandy D	Teacher
Pietrocarlo, Cheryl L	Teacher
Pinkelman, Mackenzie K	Teacher
Pohle, Cynthia A	Social Emotional Learning Specialist
Politis, Maria Nectaria	Teacher
Poole, Andrea	Teacher
Popa, Lindsey B	Achievement Advisor
Porter, Marie G	Teacher
Potts, Laura M	Teacher
Powers, Brian M	Teacher
Preston, Melisa L	Teacher
Puckett, Lauren M	Teacher
Putnam, Katherine E	Teacher
Quick, Tatianna K	Teacher
Quintana Morgan, Marcela	Teacher
Quintana, Ralph	Teacher
Rarrick-Supanich, Rebecca A	Teacher
Reddick, Kortney T	Teacher
Regan, Tracey L	Teacher

Renteria, Mariela	Teacher
Reyes, Mitzi	Teacher
Richards, Randal Edward	Teacher
Ridgeway, Kara L	Teacher
Riley, Angela	Teacher
Riley, Megan	Speech/Language Pathologist
Rittenhouse, Sarah L	Teacher
Rivera, Elizabeth A	21st Cent CCLC & Family Learning Cntr Facilitator
Roberts, Lynne H	Social Emotional Learning Specialist
Robertson, Alex J	Teacher
Rock, Timothy	Teacher
Rodriguez, Jacquelynn N	Teacher
Rohrbacher, Isabella M	Teacher
Ronson, Kevin J	Psychologist
Rose, Sarah Kretzmer	Achievement Advisor
Rose, William E	Teacher
Ross, Laura R	Teacher
Rowe, Billie S	Teacher
Rowe, Sheila	Teacher
Royston, Vanessa	Teacher
Ruiz, Tammy M	Teacher
Rylatt, Colleen	Achievement Advisor

Saints, Sarah S	Teacher
Saldana, Natalia	Teacher
Salgado, Bronte D	Teacher
Sam, Sarah	Social Emotional Learning Specialist
Sanchez, Donna	Teacher
Sanchez, Lorenzo G	Teacher
Sanchez, Regina Y	Teacher
Sanders, Cheryl A	Psychologist
Sanders, Tina M	Teacher
Schlittenhart, Erika E	Teacher
Schmitz, Taylor A	Teacher
Schock, Matthew C	Teacher
Schrader, Ashley N	Teacher
Scott, Stephanie Margaret	Social Emotional Learning Specialist
Sedig, Marlene	Teacher
Seifter, Elizabeth	Teacher
Seronko, Thomas W	Teacher
Servizzi, Samantha H	Teacher
Shafer, Scott M	Teacher
Shaikh, Zeenat	Teacher
Shaw, Briana D	Teacher
Sheldahl, Erin J	Teacher

Shepherd, Hayley K	Teacher
Sheppard, Wayne P	Teacher
Sherzada, Manija	Teacher
Shotsky, Vikki	Teacher
Silva-garcia, Cynthia J	Teacher
Sinclair, Lance C	Teacher
Smith, Dustin C	Teacher
Smith, Jamie L	Teacher
Smith, Jeremy R	Achievement Advisor
Smith, Tammy	Teacher
Smones, Megan L	Achievement Advisor
Smythe, Stephanie C	Teacher
Sneddon, Sandra Lee	Teacher
Soliz, Jessica A	Teacher
Sparks, Jamie E	Teacher
Stitzer, Jane E	Teacher
Stitzer, Thomas P	Teacher
Stobo, Christine E	Teacher
Storlie, Mackenzie E	Teacher
Swail, Lillian J	Teacher
Swalley, Phenicia M	Teacher
Szabados, Vincent M	Teacher

Szapiro, Jody Celia	Teacher
Tejada, Maria	Teacher
Thomas, Baylee	Teacher
Thomas, Larry B	Teacher
Thueringer, Brandilynne M	Teacher
Tovar, Linda G	Teacher
Truax, Sarah E	Teacher
Tsika, Aaron	Teacher
Tugung, Heather D	Teacher
Tully, Catherine H	Teacher
Tupper-peck, Sarah E	Teacher
Valadez, Delena M	Teacher
Valdez, Lourdes Isela	Teacher
Van de Bogart, Tammy C	Teacher
Vander Zanden, Julie A	Teacher
Vega, Violeta J	Teacher
Velie, Philip D	Teacher
Villasano, Morling Yajahira	Teacher
Vinson, Clairissa S	Teacher
Voigtman, Ellen M	Teacher
Wade, Scott	Teacher
Walker, Jessica M	Teacher

Washburn, Deserae N	Teacher
Waugaman, Christine L	Teacher
Weible, Mika R	Teacher
Weimar, Maureen	Achievement Advisor
Wells, Amanda N	Teacher
Wendel-Nitzschke, Darlene M	Teacher
Wengel, Joshua A	Teacher
Wesolowski, Brandy N	Teacher
West, Christopher A	Teacher
West, Crystal J	Teacher
Whitesell, Kelley F	Teacher
Williams, Danielle L	Speech/Language Pathologist
Williamson, James I	Teacher
Willie, Corrina	Teacher
Willingham, Victoria R	Teacher
Wilsman, Melissa M	Teacher
Wilson, Alexis M	Teacher
Wilson, Kane	Teacher
Winch, Barbara J	Teacher
Wisnbaugh, Kayla	Psychologist
Witting, Ryan	Teacher
Womack, Theresa L	Teacher

Wong, Melissa K	Teacher
Wright, Sarah M	Teacher
Wunderlich, Craig M	Teacher
Wyda, Sabrina Marie	Teacher
Wyke, Lori Ann	Speech/Language Pathologist
Yarkosky, Krystin	Teacher
Yturraspe, Shannon Keigh	Teacher
Zanella, Nicole R	Teacher
Zapata, Lily	Teacher
Zavala, David	Teacher
Zorob, Hanan K	Teacher
Zuniga, Rosa	Teacher

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.K. TOPIC: Revised Job Description

SUBMITTED BY: Ms. Jacque Horine, Director of Human Resources

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

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the revised job description for Technology Specialist as presented.

RATIONALE:

The revision of the Technology Specialist job description is connected to technology certifications and education. The industry required certifications and education changes as quickly as technology does. The industry standards change, which drives the need for technology specialties to seek new certifications and new specialties. The Information Technology Department felt with the vast amount of change in the technology field since the last job description warranted an update to ensure we invite applicants with relevant experience and education.

Technology Specialist

Purpose Statement

The position of Technology Specialist is for the purpose/s of providing ongoing maintenance, support, technical assistance, and documentation for level I technical support for District technologies; resolving problems and/or determining appropriate direction for resolution.

Essential Functions

- Serves as a primary point of contact for customers seeking technical assistance.
- Performs level I support based on directives from supervisor and work orders from District employees.
- Conducts routine installation, maintenance, and support to end-user devices, network connectivity, and application support as appropriate. Areas of technology support include:
 - Hardware repair (desktop computers, laptops)
 - Network topology, wireless connectivity
 - Standard operating system installation and troubleshooting
 - Root-cause analysis
 - Telephony
 - Software/application support
 - Audio/visual hardware (projectors, interactive displays)
- Collaborates with Information Technology Department staff for projects and resolving issues requiring level II or specialized support.
- Coordinates with schools and departments organization-wide for resolving technology-related requests and implementing projects.
- Communicates with highly proficient communication and customer-service focused skills in person and electronically.
- Documents relevant work order information, resolution, communication with IT Department staff and customers.
- Conducts periodic inventory of district technology hardware.
- Transports tools, equipment, and software as needed.

Other Functions

- Participates in meetings and training as directed.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: preparing and maintaining accurate records; maintaining, troubleshooting, and repairing technology equipment including software applications and operating systems; utilizing professional communications, etiquette, and documentation.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: computer hardware, basic networking, software and hardware configurations, hardware/software troubleshooting and repair; current generation software applications.

ABILITY is required to schedule activities and/or meetings; often gather, collate, and/or classify data; and consider a wide variety of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined and similar processes; and utilize equipment under a variety of conditions for multiple purposes. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize a variety of types of job-related equipment. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific ability based competencies required to satisfactorily perform the functions of the job include: scheduling activities, meetings, and/or events; gathering, collating, and/or classifying data; prioritizing workload; triaging reported issues; considering a number of technical and non-technical factors when using equipment and working with customers; routinely lifting up to 15lbs. above the head and 40lbs. to waist height (with or without reasonable accommodations).

Responsibility

Responsibilities include: working under limited supervision using standardized practices; communicating effectively; functioning well in a team environment. Informing and/or advising others

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling, some climbing and balancing, frequent stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally, the job requires 35% sitting, 20% walking, and 45% standing. The job is performed under minimal temperature variations.

Valid Arizona driver's license and dependable transportation in the performance of job duties.

Experience: Experience and knowledge relating to technology is required. Strong job-related experience in customer service is preferred.

Education: High School diploma or GED. Associates degree in a related field is preferred.

Equivalency: Targeted, job related education with study in job-related area.

Required Testing:

Continuing Educ. / Training:

FLSA Status
Non Exempt

Approval Date

Certificates and Licenses

Certification in technology-related subject is preferred.

Clearances

Criminal Justice/Fingerprint Clearance
Measles/Rubella Immunity/Vaccination
Valid form I-9

Salary Grade
30

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.L. TOPIC: Job Description - Verizon Innovative Learning Grant Coach

SUBMITTED BY: Ms. Jacque Horine, Director of Human Resources

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

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the new job description for Verizon Innovative Learning Grant Coach as presented.

RATIONALE:

As part of the Verizon Innovative Learning School grant, each school is required to have and granted a teacher on assignment position that is paid for by the grant for three years. This job description is aligned with the job duties of the position.

JOB DESCRIPTION

Glendale Elementary School District #40

Teacher – Verizon Innovative Learning Grant Coach

Purpose Statement

Under the direction of the Principal, the Innovative Digital Learning Teacher serves as a facilitator of learning in a Verizon Innovative Learning School – Digital Promise during the duration of the grant and is contingent on grant funding. The Innovative Digital Learning Teacher provides teachers with the pedagogical support to effectively leverage technology in the classroom for optimal learning.

Essential Functions

- Supports and challenges teachers and leaders to fulfill their vision, and advocates to improve student achievement by engaging students in the learning process, personalizing learning, etc.
- Works to ensure that every teacher in the building has the opportunity to become proficient in leveraging technology in the classroom to access deeper learning through rigorous and relevant lessons.
- Collaborates with staff and school leadership to develop and execute strategic plans.
- Collaborates with national Digital Promise staff on weekly tracking and reporting of progress on program implementation.
- Leads and supports the faculty in the integration of effective uses of digital technology through a consistent pattern of strategic outreach and informal support.
- Collaborates with teachers in composing effective technology-infused, content-based lessons, and support teachers as they implement these lessons in their classrooms. In addition, helping teachers reflect upon and improve lessons.
- Promotes a strong learning culture among all project participants using the Professional Learning Communities process.
- Participates in ongoing professional development related to job responsibilities and maintaining expertise in the field.
- Promotes model instructional practices and the role of technology in them.
- Collaboratively develops engaging lessons with faculty and provides support through classroom observations, modeling, and co-teaching.
- Provides assistance and training to instructional staff in the integration of technology to support student achievement. This includes planning and implementing job-embedded professional development and workshops for individuals, small groups, and large groups.
- Nurtures and grows student opportunities for leadership in technology and STEM.
- Periodically collects data on levels of technology integration via classroom observations to inform professional learning supports.

Job Requirements

- Skills are required to perform multiple tasks. Specific skill based competencies required to satisfactorily perform the functions of the job include: establishing and maintaining productive, collaborative relationships with others; relates to students and staff with mutual respect while carrying out integrative technology lessons and professional development; models district standards of ethics, confidentiality and

professionalism; meets schedules and deadlines; plans and organizes work; follows through with directives; uses effective interpersonal skills including tact, patience and courtesy.

- Knowledge is required to interpret and apply procedures, processes, and policies as appropriate; knowledge of best practices in curriculum, instruction and assessment and methods of supporting and extending integrative technology in instruction and student learning; can read, interpret, and apply and explain rules, policies and procedures.

Responsibility

Responsibilities include working under limited supervision using standardized practices and/or methods, leading, guiding, and facilitating learning of others. Utilizing resources from other work units is often required to perform the job's functions.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: lifting, carrying, pushing, pulling, climbing, balancing, stooping, kneeling, crouching, and fine finger dexterity. Generally, the job requires 10% sitting, 30% walking, 60% standing. The job is performed under minimal temperature variations and in generally hazard free environment.

Experience

A minimum of 3 years of successful teaching experience in appropriate content areas and effective use of integrating technology in instruction and student learning. Technology Integration Professional Learning required.

Education

Bachelor's Degree
Arizona Teaching Certificate

Equivalency Non Specified

Required Testing

None Specified

Certificates & Licenses

AZ Teaching Certificate

Continuing Educ./Training

Clearances

Criminal Justice, Fingerprint Clearance
Measles/Rubella Immunity/Vaccination
Valid form 1-9

FLSA Status

Exempt

Approval Date

Salary Grade

Teacher Salary

GLENDALE ELEMENTARY SCHOOL DISTRICT

INFORMATIONAL AGENDA ITEM

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

AGENDA NO: 6.A. TOPIC: Strategic Plan

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE OF REPORT: February 6, 2020

Report on:

Administration will present the Strategic Plan.

GLENDALE ELEMENTARY SCHOOL DISTRICT

INFORMATIONAL AGENDA ITEM

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

AGENDA NO: 6.B. TOPIC: Revised Revisions and Exhibits

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

DATE OF REPORT: February 6, 2020

Report on:

Following review by the Sick Leave Bank Committee, revisions to the following Regulations and Exhibits are provided for the Governing Board's review and information:

GCCG-RA Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-RB Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-RC Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-EA Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-EB Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-EC Professional/Support Staff Voluntary Transfer of Accrued Sick Leave
GCCG-ED Professional/Support Staff Voluntary Transfer of Accrued Sick Leave

Compare GCCG-RA (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**

GCCG-RA

REGULATION

PROFESSIONAL / SUPPORT STAFF VOLUNTARY TRANSFER OF ACCRUED SICK LEAVE

(Sick Leave Bank Application)

The application must be in writing.

The application must be supported by a physician's letter confirming the conditions required for receipt of sick-leave bank assistance.

Data in the application shall include the nature of the illness, diagnosis, and prognosis for return to duty.

The application ~~shall~~ must be received by the District office within ~~ten~~ twenty (20) business days ~~following the applicant beginning~~ from the date the employee moves to unpaid leave status.

Compare GCCG-RB (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**

~~GCCG-RB~~

~~REGULATION~~

~~PROFESSIONAL / SUPPORT STAFF~~

~~VOLUNTARY TRANSFER OF~~

~~ACCRUED SICK LEAVE~~

~~(Application Screening Committee)~~

~~A committee consisting of one (1) staff member from each building and one (1) from the central staff selected by the staff and an administrator appointed by the Superintendent shall review each application and submit a recommendation to the Superintendent.~~

~~The applications are to be reviewed in accord with the guidelines found in policy and as presented below:~~

- ~~A. The application must be in writing.~~
- ~~B. The application must be supported by a physician's letter confirming the conditions required for receipt of sick leave bank assistance.~~
- ~~C. Data in the application shall include the nature of the illness, diagnosis, and prognosis for return to duty.~~
- ~~D. The application shall be received by the District office within ten (10) days following the beginning of the applicant's unpaid leave status.~~

~~For approval, the applicant shall:~~

- ~~A. Be a full-time employee.~~
- ~~B. Have a non-job-related, seriously incapacitating, and extended illness or injury.~~
- ~~C. Be presently on unpaid leave status with the District.~~
- ~~D. Not be eligible for disability benefits, including but not limited to Social Security, provided at District expense.~~
- ~~E. Be one whose return to duty is projected to occur within a period no longer than six (6) months.~~
- ~~F. Submit an application, which shall be received by the District office within ten (10) days following the beginning of the applicant's unpaid leave status.~~

Compare GCCG-RC (version 4 to 3)

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

GCCG-~~R~~ERB

REGULATION

PROFESSIONAL / SUPPORT STAFF VOLUNTARY TRANSFER OF ACCRUED SICK LEAVE

(Sick Leave Bank)

Objective: Establish a Sick Leave Bank for District employees.

Participation:

A. Optional.

B. Predetermined Enrollment period :

~~1. For the 2013-2014 school year, the enrollment period~~

will be July

~~+~~

15-September

~~15~~

4.

~~2. For 2014-2015 and thereafter the enrollment period will be July 15 -- August 15.~~

C. One (1) day donation of sick leave accrual.

1. Day is based on current full-time equivalent (FTE). **Substitute status employees are non-eligible.**

2. If an employee's daily hours increase the employee will not need to contribute additional hours, nor if daily hours decrease will the employee receive hours **back** from the bank.

D. Employees must have a sick leave accrual balance equivalent of no less than sixty-four (64) hours at time of donation.

E. Donations are final and employees may not request refund of donation.

F. Donations will remain in bank upon termination of **employee**employment.

G. Employees who are receiving short-term disability benefits are eligible to participate.

Eligibility:

A. Leave bank hours may only be used for personal or family illness as determined by District policy.

B. A leave bank member/or designee may apply for leave bank hours if he/she has exhausted his/her accumulated sick leave, [personal leave](#) and/or vacation hours.

Administration of Sick Leave Bank:

A. Current Human Resources/Payroll System has ability to track Sick Leave Bank participants.

B. Employees will submit form authorizing Human Resources or Payroll to deduct one (1) day of the sick leave accrual to be donated to bank [during the enrollment period](#).

Requests from employee for donated days:

A. Employee must have exhausted all their current leave accruals.

B. A member must provide the leave bank committee with the data necessary to substantiate his/her need for leave hours.

C. Maximum of twenty (20) days may be given to each employee per year [upon initial request](#).

D. If employee is not granted the full twenty (20) days upon initial request, additional request(s) may be made up to a maximum of twenty (20) days total.

E. Employees may submit additional requests for days beyond the maximum twenty (20) days.

Requests will be sent to members to donate an additional day(s) for specific employee and not drawn from the bank.

F. All requests will be made on approved form and submitted to the Sick Leave Bank Committee.

G. Employees may not join the bank after enrollment period.

H. Employees receiving short-term disability will only be eligible for hours to supplement the difference of what they receive from short-term disability and their normal pay from the District.

Sick Leave Committee

Committee formed to review requests from employees for donated days:

Committee will consist of three (3) voting members and one (1) non-voting member.

1. *Three (3)* - One (1) administrator, one (1) certificated and one (1) support staff (classified) member.

- a. Representatives will serve a staggered three (3) year term with one (1) member being new each year to allow continuity.
 - b. Representative for all three (3) classifications must be present for decisions.
 - c. Majority vote is required for approval of all requests.
 - d. Names of committee members will remain confidential.
2. *One (1)* - Member to act as liaison for communication between the committee and employees.
- a. Director for Human Resources will attend committee meetings for the appeal process only.
 - b. All committee members must be Health Insurance Portability and Accountability Act (HIPAA) trained.
3. Committee will be required to meet annually prior to enrollment period.
- a. Compile an annual report of donations and usage.
 - b. Review Sick Leave Bank balance to determine if donations are required from all participants or only new enrollees depending on hours in bank.
 - c. Review possible changes to program for upcoming year.

Appeal Process:

- A. Members denied sick leave days may appeal the committee decision by providing additional information to substantiate the request.
- B. Director of Human Resources will review the appeal with the committee to help determine if the denial should be overturned.
- C. If request is denied a second time by committee the decision is final.

Miscellaneous:

In the event that the Sick Leave Bank is discontinued due to any reason all remaining hours will be distributed evenly to current members.

Compare GCCG-EA (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.

GCCG-EA

EXHIBIT

PROFESSIONAL / SUPPORT STAFF VOLUNTARY TRANSFER OF ACCRUED SICK LEAVE

SICK LEAVE BANK REQUEST FORM

~~Print~~ Member Name: _____ Date: _____

In order to request for hours, you must be a current member of the sick leave bank.

Number of hours requested _____ (not to exceed 160 hours or 20 days)

Documentation must be attached to request (doctor's statement, letter of explanation, etc.)

- A. Personal letter of explanation - Required
- B. Doctor's statement/diagnosis - Required
- C. Other supporting documentation - Optional

First Request

Check all that apply:

I have used all my sick leave/personal business/vacation.

I have not used all my sick leave/personal/business/vacation. All accruals will ~~be~~

~~be exhausted~~ be exhausted by _____ (input date).

I am/will be receiving short-term disability payments.*

Employee Signature _____

Second Request (not to exceed 160 hours, or 20 days)

Number of hours requested _____:

I ~~have not received the maximum hours from the sick leave bank.~~
~~I have received the allowed maximum~~ am/will be receiving short-term disability payments.*

By signing below, I agree to the following statement:

I have received the maximum hours from the sick leave bank. ~~_____~~ I am requesting additional donations from participants be requested on my behalf. ~~_____~~ I understand my name will be released to participants when requesting donations.

_____ Details regarding my leave will not be disclosed.

Employee Signature _____

*Employee must provide copies of short-term disability benefit checks to the Payroll Supervisor prior to any donated sick leave days being processed.

Return completed form to

~~Substitute Coordinator-~~

Human Resources - Attention: Assistant Superintendent for Human Resources.

This information will be shared with the Payroll Supervisor and committee members to determine eligibility.

Request granted for _____ hours

Granted Denied

_____ ◻
◻ Date: _____

_____ ◻
◻ Date: _____

_____ ◻
◻ Date: _____

_____ ◻
◻ Date: _____

Committee reason for denial: _____

Compare GCCG-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.

GCCG-EB

EXHIBIT

PROFESSIONAL / SUPPORT STAFF VOLUNTARY TRANSFER OF ACCRUED SICK LEAVE

SICK LEAVE BANK ~~DONATION~~ MEMBERSHIP FORM

Print Name: _____ Site: _____
~~Print Name~~

I elect to participate in the District Sick Leave Bank.

I understand:

- A. This donation is voluntary.
- B. Donation is final and I cannot request a refund of donated hours.
- C. I can only request assistance from the sick leave bank if I have donated hours.
- D. Eight (8) hours (or pro-rated amount if less than full-time) will be deducted from my sick leave balance.
- E. I must have a minimum sick leave balance of sixty-four (64) hours.

Please check here if you agree to the terms stated above and would like to participate in the sick leave bank.

Signature

Date

If you choose to participate, please complete and

return this form **electronically** to the Payroll Office during the enrollment period that occurs annually between July 15-September 4. **If you are already a member of the sick leave bank, you do not need to re-enroll.**

To be completed by Payroll. ~~Once processed employee~~ Employee will receive a copy of ~~this~~ the form ~~once processed~~.

Date Received: _____ Current Sick Leave Balance: _____ ◻
Approved

Reviewed by: _____ Sick Leave Adjusted on: _____ ◻
Denied

Compare GCCG-EC (version 4 to 3)

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

~~GCCG-EC~~

EXHIBIT

~~PROFESSIONAL / SUPPORT STAFF~~

~~VOLUNTARY TRANSFER OF~~

~~ACCRUED SICK LEAVE~~

~~MEDICAL LEAVE ASSISTANCE~~

~~PROGRAM INFORMATION NOTICE~~

~~NOTICE TO GLENDALE ELEMENTARY EMPLOYEES~~

~~_____ will be absent from work for a minimum of four (4) weeks because of a serious illness or injury and does not have enough leave to cover this time period.~~

~~Employees may donate up to five (5) days of sick leave in any contract year for no more than three (3) years if they have currently accrued thirty (30) or more days of sick leave.~~

~~Employees wishing to donate must complete the form available from the personnel department and return it to the assistant to the superintendent for personnel services no later than ten (10) working days from the issuance of this notice.~~

~~Please remove on _____~~

~~_____ Date~~

Compare GCCG-ED (version 4 to 3)

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

~~GCCG-ED~~

EXHIBIT

~~PROFESSIONAL / SUPPORT STAFF~~

~~VOLUNTARY TRANSFER OF~~

~~ACCRUED SICK LEAVE~~

~~SICK LEAVE DONATION FORM~~

Directions

Please read carefully the information below, sign, and submit to the assistant superintendent for personnel services.

A copy of this form will be returned to you and to the employee receiving the donated sick leave.

Employee name _____ Date _____

School/department _____

I desire to make a donation of sick leave and verify the following:

- ~~1. I have currently accrued thirty (30) or more days of sick leave.~~
- ~~2. I understand that I may donate no more than five (5) days of sick leave in any contract year for no more than three (3) years.~~
- ~~3. I understand that my donated leave, if issued, becomes the permanent property of the receiving employee and will not be returned to me if used.~~
- ~~4. I understand that days of leave, not my actual wage/salary, will be donated.~~
- ~~5. I am not donating leave to my immediate supervisor.~~

~~6. Information relative to this donation will remain confidential.~~

~~7. I make this donation voluntarily.~~

~~Number of days to be donated _____~~

~~Employee to receive donated days _____~~

~~Employee's Signature~~

~~Date~~

~~Approved~~

~~Disapproved~~

~~Assistant to the Superintendent's Signature~~

~~Date~~

~~Number of accumulated sick leave days _____~~

~~Number of donated days issued _____~~

GLENDALE ELEMENTARY SCHOOL DISTRICT

DISCUSSION AGENDA ITEM

AGENDA NO: 8.A. TOPIC: Governing Board Goals

SUBMITTED BY: Ms. Monica Pimentel, Board President

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

The Governing Board will discuss the Governing Board Goals.

RATIONALE:

GLENDALE ELEMENTARY SCHOOL DISTRICT

INFORMATIONAL AGENDA ITEM

AGENDA NO: 9.A. TOPIC: Future Meetings

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: February 6, 2020

Board Meetings dates for the 2019-2020 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.

February 20	Special Meeting
March 5	Meet and Confer/Salary Recommendations Extra Duty Pay Schedule Administrative Contract Renewals NSBA Conference Sessions
March 26	Special Meeting
April 9	Board Meeting Schedule Classified Employment Renewals Medical, Dental, Vision, Life, Mid-Term and Short-Term Disability Insurance Pay for Performance Plan ASBA Political Agenda Submissions NSBA Debrief
April 23	Special Meeting
May 14	Authorized Signatories Budget Revision Call for Election Renewal of Sole Source, Cooperative, and Purchasing Contracts Facsimile Signatures Salary Tables, Fringe Benefits and Extra Duty Stipends
May 28	Special Meeting
June 11	Strategic Plan Update/Discussion Employee Garnishments Student Activity Treasurer Execution of Vouchers Workers Compensation, Property, Casualty and Liability Insurance Claims Service Agreement Authorization to Settle Claims Evaluation Handbooks
June 25	Superintendent's 2020-2021 Performance Pay Criteria Superintendent Evaluation Instrument Principal and Teacher Evaluation Ratings Proposed Expenditure Budget State Assessment Data Extracurricular Fee Schedule SFB Capital Plan Facility Use Fee Schedule and Agreement

Agenda Item Requests Tracking:

Agenda Item	Date of Board Request	Board Member Making Request	Date Placed on Agenda	Action Taken
Salary Schedule Study Session	5/9/19	Sara Smith		Request withdrawn
Procurement Process Study Session	7/11/19	Jamie Aldama		Request withdrawn
Sick Leave Buy Back Policy Study Session	8/22/19	Mary Ann Wilson		Information provided in Board Update 9.20.19
SmartSchools Detailed Report on Costs/Savings	9/12/19	Jamie Aldama		Information provided in Board Update 9.20.19
Census Resolution	9/12/19	Brenda Bartels	10/14/19	Resolution Adopted
Superintendent's Evaluation Instrument	10/14/19	Sara Smith		Added to June 25 upcoming agenda items list
Staff Resignation Data	1/9/20	Monica Pimentel		