

GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Special Meeting of the Governing Board

August 22, 2019 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 in the District Office, 7301 North 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. Study Session

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

a. Enrollment and Budget

The Governing Board and Administration will conduct a study session regarding student enrollment and budget ramifications.

b. Policy Manual Update

Administration will provide an update on the Policy Manual Adoption process, and the Board will review and discuss policies, exhibits and regulations pulled during the first reading of the policy manual.

5. Consent Agenda

a. Certified Personnel Report

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

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

b. Classified Personnel Report

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

c. Fundraiser Activity Requests

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

d. Invitation for Bids

It is recommended the Governing Board award the Invitation for Bids for Sunset Vista Weatherization to Edge Construction, LLC as presented.

e. Travel

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

6. Reports and Information Items

a. Verizon Innovative Learning

Administration will provide a report on the Verizon Innovative Learning program at Melvin E. Sine and Challenger Middle School.

7. Future Meetings and Events

a. Future Meetings and Agenda Item Requests.

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

8. Summary of Current Events

a. Superintendent Report

The Superintendent will present a brief summary of current events.

b. Governing Board Report

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

9. Adjournment

GLENDALE ELEMENTARY SCHOOL DISTRICT

STUDY SESSION

AGENDA NO: 4.A. TOPIC: Enrollment and Budget

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE OF REPORT: August 22, 2019

Study Session:

The Governing Board and Administration will conduct a study session regarding student enrollment and budget ramifications.

GLENDALE ELEMENTARY SCHOOL DISTRICT

STUDY SESSION

AGENDA NO: 4.B. TOPIC: Policy Manual Update

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED: August 22, 2019

Administration will provide an update on the Policy Manual Adoption process, and the Board will review and discuss policies, regulations and exhibits pulled during the first reading of the revised policy manual.

The following policies, regulations and exhibits will be reviewed and discussed:

- JLIF-Sex Offender Notification
- JLIF-R Sex Offender Notification
- JLIF-E Removed

Compare JLIF © SEX OFFENDER NOTIFICATION (version 2 to

first

1)

last

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

JLIF © SEX OFFENDER NOTIFICATION

(Sex Offender and Dangerous Juvenile Offender Notification and Protective Measures)

Arizona statutes require law enforcement agencies to provide notification to the District regarding certain registered sex offenders and require courts to notify the District regarding juveniles adjudicated delinquent for "dangerous offenses" or certain sex offenses.

- ~~Arizona~~ A. Arizona Revised Statutes (A.R.S.) ~~13-3825 and~~ and ~~13-3826~~ require the local law enforcement agency to ~~notify the~~ notify the community, including area schools, of the presence of a registered sex offender in the community ~~when the~~ when the offender has been determined by the agency to be a "level two" (medium risk) or "level three" (high risk) ~~offender~~ offender.
- ~~AB.~~ A.R.S. ~~8-350~~ directs the court to notify the District when a student attending a school in the District has ~~been adjudicated~~ been adjudicated delinquent for or convicted of and placed on probation for a dangerous offense or sexual ~~conduct with~~ conduct with a minor, sexual assault, molestation of a child, or continual sexual abuse of a child. ~~Dangerous offense is defined in~~ Dangerous offense is defined in ~~8-350~~ as "an offense involving the discharge, use or threatening exhibition of a deadly ~~weapon or~~ weapon or dangerous instrument or the intentional or knowing infliction of serious physical injury on another person."
- ~~AC.~~ A.R.S. ~~13-3821~~ permits a juvenile court to require a juvenile who has been adjudicated delinquent for ~~certain sex~~ certain sex offenses to register as a sex offender until the person reaches the age of twenty-five (25), and A.R.S. ~~13-3825~~ permits a juvenile court to further require such juvenile registered sex offender to be subject to ~~the State~~ the State's community notification requirements.

It is the Governing Board's desire to create and maintain a safe environment for the District's students and staff members. Therefore, the Superintendent is directed to develop procedures to disseminate the information received from the local law enforcement agency regarding adult and juvenile registered sex offenders present in the District and to provide teachers, parents, guardians, or custodians, upon request, information received from a court pursuant to A.R.S. ~~8-~~ 8-350 concerning a juvenile who has been adjudicated for or convicted of a dangerous offense or a specified sex offense.

District Procedures

Procedures within the District shall encompass, but not necessarily be limited to:

●—~~Measures~~ A. ~~Measures~~ to disseminate information received from the local law enforcement agency to staff members, ~~parents~~ ~~parents~~, guardians, or custodians when the District has been notified that a registered offender has ~~moved into~~ ~~moved into~~ the community. When in the judgment of the Superintendent it is determined to be appropriate, ~~the measures~~ ~~the measures~~ will include disseminating the information to students.

●—~~Measures~~ B. ~~Measures~~ to provide to teachers, parents, guardians, or custodians, upon request, information received ~~by the District~~ ~~by the District~~ under A.R.S. ~~8-350~~, regarding juveniles adjudicated delinquent of "dangerous offenses" or ~~sex offenses~~ ~~sex offenses~~.

Adopted:

~~October 9, 2008~~

date of Manual adoption

LEGAL REF.:

A.R.S.

[8-208](#)

[8-321](#)

[8-350](#)

[8-371](#)

[13-1405](#)

[13-1406](#)

[13-1410](#)

[13-1417](#)

[13-3821](#)

[13-3825](#)

[13-3826](#)

20 U.S.C. 1232g(b)(7)

42 U.S.C. 14071(d)

CROSS REF.:

[DJE](#) - Bidding/Purchasing Procedures

[EB](#) - Environmental and Safety Program

[GCF](#) - Professional Staff Hiring

[GDF](#) - Support Staff Hiring

[IJNDB](#) - Use of Technology Resources in Instruction

[JA](#) - Student Policies Goals/Priority Objectives

[JF](#) - Student Admissions

[JLI](#) - Student Safety

[JLF](#) - Reporting Child Abuse/Child Protection

[JR](#) - Student Records

Compare JLIF-R © (version 2 to 1)

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

JLIF-R ©

REGULATION

SEX OFFENDER NOTIFICATION

(Sex Offender and Dangerous Juvenile Offender

Notification and Protective Measures)

To fulfill the requirements of Policy JLIF the following procedures are to be implemented.

Registered Sex Offender

Community Notification

When the local law enforcement agency notifies the District pursuant to A.R.S. [13-3825](#) and [13-3826](#) of a registered sex offender's presence in the community, the following actions shall occur:

- ~~A.~~ **A.** A copy of the notification flyer provided by the law enforcement agency, displaying the offender's ~~photograph and~~ **photograph and** disclosing the offender's exact address, status summary, and criminal background, is to be distributed ~~to each~~ **to each** school and department.
- ~~The B.~~ **B.** The school principal or department supervisor shall post the notification flyer at locations where the ~~flyer is readily~~ **flyer is readily** accessible for viewing by staff members, students, and visitors.
- ~~When C.~~ **C.** When the registered sex offender described in the notice is also a student within the District, then ~~the provisions~~ **the provisions** regarding juvenile (youthful) dangerous offenders and sex offenders shall also be followed, ~~except~~ **except** that the restrictions against disclosure of information shall not apply to the information ~~obtained in~~ **obtained in** the community notification received from the local law enforcement agency.

When the individual under suspicion is a student in the District, the Superintendent may, pursuant to A.R.S. [8-350](#), request from the juvenile court the criminal history of the student to determine if the student has been adjudicated delinquent for or convicted of a dangerous offense or a violation of A.R.S. [13-1405](#), [13-1406](#), [13-1410](#), or [13-1417](#). If the criminal history provided by the court shows such an adjudication or conviction, then the District shall implement the procedures outlined below for juvenile (youthful) dangerous offenders and sex offenders.

Juvenile (Youthful) Dangerous

Offenders and Sex Offenders

When the District is notified by a juvenile court pursuant to A.R.S. [8-350](#) that a student attending a school in the District has been adjudicated delinquent for or convicted of and placed on probation for a dangerous offense or sexual conduct with a minor, sexual assault, molestation of a child, or continual sexual abuse of a child the Superintendent shall promptly notify the principal of the school where the student is in membership.

The principal shall:

A. Send notice to the student's teacher(s), and such other staff members as the principal determines appropriate to the circumstance, to contact the principal concerning a confidential matter. The noticed staff members will be provided with the information received from the juvenile court, and be directed to comply with the student record confidentiality requirements prescribed in District Policy JR. A staff member who improperly discloses confidential student information may be disciplined pursuant to District policy.

Compare JLIF-E © (version 2 to 1)

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

Exhibit

JLIF-E ©

EXHIBIT

SEX OFFENDER NOTIFICATION

SEX OFFENDER AND DANGEROUS JUVENILE OFFENDER

NOTIFICATION AND PROTECTIVE MEASURES

Following is a checklist¹ to help parents, teachers, and counselors spot an adult's possible sexual interest in children.

- A. *Persons who promote and sustain a special one-on-one relationship with a particular child.*
- B. *Persons who spend an inordinate amount of time alone with children other than their own.*
- C. *Persons who take pictures of children other than their own.*
- D. *Teachers, coaches, activity providers, et cetera, who pursue and cultivate an intense ongoing relationship with a child or student who is not a member of the adult's group.*

The checklist is provided only to aid school personnel and parents in the protection of students; it is not intended to be a finite or discriminatory listing. Each potential concern should be carefully considered and evaluated on a case-by-case basis.

¹Adapted from *The Stop Child Molestation Book, What Ordinary People Can Do In Their Everyday Lives to Save Three Million Children*, Gene G. Abel, M.D, and Nora Harlow, authors.

GLENDALE ELEMENTARY SCHOOL DISTRICT
ACTION AGENDA ITEM

AGENDA NO: 5.A. 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: August 22, 2019

RECOMMENDATION:

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

New Employment

1. Agee, Brian	Teacher	\$39,000	07/29/19
2. Amaral, Randy	Teacher	\$39,000	07/29/19
3. Carver, Trisha	SELS	\$51,517	07/29/19
4. Estes, Kathy	Teacher	\$48,000	07/29/19
5. Garza, Karen	Teacher	\$47,250	08/12/16
6. Innocenzi, Jessica	Teacher	\$43,500	07/29/19
7. Kusnetzow, Kathy	Teacher	\$49,500	07/29/19
8. Morrill, Diamond	Teacher	\$42,750	07/29/19
9. Witting, Ryan	Teacher	\$48,000	08/07/19
10. Wong, Melissa	Teacher	\$48,750	07/29/19
11. Zavala, David	Teacher	\$41,250	07/29/19

Memorandum of Understanding

1. Bandin, Sabrina	Teacher	07/29/19
2. Gutierrez, Roberto	Teacher	07/29/19
3. Walczewski, Kristina	Teacher	07/29/19

Change of Position

1. Carmack, Kayla	From SLPMA to SLPCCC	08/05/19
2. Riley, Megan	From SLPMA to SLPCCC	08/05/19

Guest Teacher - New Hire

1. Andersen, Lorna	Guest Teacher	07/31/19
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GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

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

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

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

DATE ASSIGNED FOR CONSIDERATION: August 22, 2019

RECOMMENDATION:

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

New Employment

1. Campbell, Thomas	Campus Monitor	\$11.00	08/05/19
2. Cook, Patrice	Ed. Assist. Ortho Impaired	\$11.36	08/01/19
3. Elizarraraz, Maria	Ed. Assist. Resource	\$11.36	08/05/19
4. Fourcher, Joanna	Food Service Manager	\$15.15	07/31/19
5. Ibal, Valerie	Ed. Assist. Sped Resource	\$11.36	08/01/19
6. Ibarria, Roberto	Bus Monitor	\$11.00	07/31/19
7. Morales, Evangeline	Ed. Assist. Ortho Impaired	\$11.36	08/01/19
8. Munoz, Angela	Campus Monitor	\$11.00	08/07/19
9. Ruiz, Janice	Ed. Assist. Special Ed. Resource	\$11.36	08/05/19
10. Murillo, Celia	Ed. Assist. Ortho Impaired	\$11.00	08/01/19
11. Nava, Brenda	Ed. Assist. Standard	\$11.00	08/05/19
12. Ruiz, Janice	Ed. Assist. Special Ed. Resource	\$11.36	08/05/19
13. Ruiz, Maria	Food Service Worker	\$11.00	08/05/19
14. Seidelma, Brittany	Ed. Assistant	\$11.36	08/05/19
15. Schilling, Shelly	Activity Leader	\$11.00	08/12/19
16. Shemafukuro, Nayeli	Campus Monitor	\$11.00	08/14/19
17. Silverman, Marcy	Ed. Assist. Standard	\$11.36	08/05/19
18. Zurek, Rosa	Family Services Advocate Liaison	\$11.00	08/07/19

Position Change

1. Aguayo, Verenice	from Ed. Assist. Special Ed. to Preschool Secretary	\$11.64	07/30/19
2. Avalos, Priscilia	from Ext. Day Activity Leader to Ed. Assist.	\$12.32	08/01/19
3. Barajas, Ana	from Cleaner II to Food Service Worker	\$11.40	08/05/19
4. Canjura-Campos, Roxana	from Food Serv. Specialist to Food Serv. Mgr.	\$15.85	07/31/19
5. Casas, Maria	from Food Service Worker to Food Service Specialist	\$12.94	08/01/19
6. Cota, Lareina	from Ext. Day Activity Leader to Ext. Day Site Sup.	\$14.15	08/05/19
7. Niblick, Judy	from Admin Sec. to Human Resources Technician	\$18.38	07/01/19
8. Sills, Christina	Dispatcher	\$18.09	07/22/19

Resignation

1. Acuna, Theresa	Ed. Assist. Special Ed.	Education	05/22/19
2. Alvarez-Hernandez, Janett	Campus Monitor	Personal Reasons	05/23/19
3. Bartlett, Angela	Substitute Nurse LPN	Temporary Position Ended	06/28/19
4. Branaman, Toni	Ed. Assist. Special Ed.	Personal Reasons	05/23/19
5. Carson, Odessa	Food Service Worker	Personal Reasons	05/23/19
6. Makhol, Anthony	School Bus Driver	Personal Reasons	07/27/19
7. Martinez, Donna	Ed. Assist Special Education	Personal Reasons	05/23/19
8. Miera, Jennifer	Library Clerk	Personal Reasons	08/02/19
9. Nolasco, Michael	Extended Day-Activity Leader	Personal Reasons	05/23/19
10. Norberto, Julia	Ed. Assist	Moved	05/23/19

11. Serna, Angeline	Food Service Worker	Other employment	05/23/19
12. Thraillkill-Simmons, Patricia	Ed. Assist. Standard	Personal Reasons	05/23/19
13. Vandenhoeck, Heather	Substitute Nurse RN	Temporary Position Ended	06/28/19
14. Zamora, Liliana	Campus Monitor	Personal Reasons	05/23/19
15. Zubia, Oscar	Campus Monitor	Personal Reasons	05/23/19

Rescinded Resignation

1. Maria, Cindy	Ed. Assistant		05/23/19
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Increase in Hours

1. Castillo, Juana	Food Service Worker (4 to 5.5)	\$12.13	08/05/19
2. Sloan, Felicia	Food Service worker (4 to 4.75)	\$12.13	08/05/19

New Hire Substitutes

1. Nunez, Ana Gabriela	Sub-Cleaner	\$11.00	07/29/19
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Rehire - Substitutes

1. Alvarez, Maria	Sub Ed Assist	\$11.00/\$11.49/\$12.07	07/01/19
2. Anderson, Cheryl	Sub Nurse LPN	\$17.48	07/01/19

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

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

SUBMITTED BY: Various Schools

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

DATE ASSIGNED FOR CONSIDERATION: August 22, 2019

RECOMMENDATION:

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

RATIONALE:

School	Event	Purpose
Desert Garden	Book Fair	Funds for the Library
Glendale Success Academy	Yogurtini Night (Eat yogurt, feed a cause)	Unrestricted Funds.
Glenn F. Burton	Donors Choose	Research has shown that one of the best ways to get young students to learn any subject, is to provide them opportunities to get “hands-on” in the process. Over my many years of teaching, I have found that it’s one thing to teach basics of music melody, rhythm, form and harmony etc. to young students, however the moment they get their hands on a real musical instrument- the whole universe of music is transformative for them. The Piano is an instrument that crosses all the language barriers and cultures around the world- universal in its popularity it is the standard by which all musical instruments are held to. Put simply, a child who learns to navigate the piano keyboard can easily transition to any musical instrument or musical style they wish.
Harold W. Smith	Book Fair	To raise money for books and other library related items.
Bicentennial South	Peter Piper Pizza Night	Community Engagement
Sunset Vista	Peter Piper Pizza Night	Raise money for PTO

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.D. TOPIC: Invitation for Bid

SUBMITTED BY: Ms. Tammy Delgado, Purchasing/Warehouse Manager

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

DATE ASSIGNED FOR CONSIDERATION: August 22, 2019

RECOMMENDATION:

It is recommended the Governing Board award Invitation for Bid for Sunset Vista Weatherization to Edge Construction , LLC as presented.

RATIONALE:

The Purchasing Department solicited sealed bids for the weatherization project at Sunset Vista on June 4, 2019.

The Invitation for Bids (IFB) was posted to AzPurchasing.org notifying 287 vendors, posted on the District's website and published in the Arizona Business Gazette. A pre-bid meeting was conducted on June 25th with eleven (11) contractors present. On July 1st a pre-bid walk through was conducted with five (5) contractors present.

All responses were due and opened on July 10, 2019 at 12:00 p.m. with five (5) responses being received. Responses were received from Edge Construction, LLC, GCON, LOR Construction, Inc., Torcom Construction, LLC, and Sun Valley Builders. Lowest responsive responsible bid was Edge Construction, LLC, bid cost of \$254,338.00, Alternate #1: \$6,000.00, Alternate #2: \$1,500.00, Alternate #3: \$4,000.00 and Alternate #4: \$4,000.00.

The IFB file for this solicitation is held in the Purchasing Department for review.

Primary funding is provided through School Facilities Board and/or Bond.

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 5.E. TOPIC: Travel

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: August 22, 2019

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
Diane Litwiller Katherine Richman Nicholas Magann Leonard Horn Carol Lettieri	Edupoint User Conference Anaheim, CA	Nov. 6-9	\$889 <i>M&O</i>
Leslee Miele Norma Jauregui	Waterford Summit Salt Lake City, UT	Sept. 29- Oct. 1	\$1,366 <i>Title I</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): Diane Litwiller, Katherine Richman, Nicholas Magann, Leonard Horn and Carol Lettieri

Working at School/Department: Information Technology Department and Special Education

Reason for Travel: 2019 Edupoint User Conference

Traveling to: Anaheim, California

Dates of Travel: November 6th thru November 9th, 2019

Substitute Needed/Dates: DNA

	Code	Cost	Requisition Number
Charge Sub to:	<u>N/A</u>	<u>\$N/A</u>	<u></u>
Charge Registration to:	<u>001.100.2580.6360.500.571.0000</u>	<u>\$0.00</u>	<u></u>
Charge Airline/Bus to:	<u>001.100.2570.6580.500.571.0000</u>	<u>\$0.00</u>	<u></u>
Charge Meal/Lodging to:	<u>001.100.2570.6580.500.571.0000</u>	<u>\$825.00</u>	<u></u>
Charge Auto Mileage to:	<u>001.100.2570.6580.500.571.0000</u>	<u>\$64.00</u>	<u></u>
	Total Cost of Travel	<u>\$889.00</u>	<u></u>

Cost listed is total for all 5 participants. The conference includes breakfast and lunch on the 7th and 8th.

APPROVED BY: _____ **DATE** _____

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

**Per diem for meals is \$66.00 per day.*

CONFERENCE/WORKSHOP REQUEST
JUSTIFICATION FORM

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

Name of Traveler(s):Diane Litwiller, Katherine Richman, Nicholas Magann, Leonard Horn and Carol Lettieri

Conference/Workshop Title: Edupoint User Conference
(Reason for Travel)

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

The conference Provides information on the functionality of Synergy as well as information on Arizona State Reporting. Synergy is the Districts Student Information Management System.

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

Information will be shared with district staff, departments, school staff, technology mentors and teachers as relevant. Opportunities to share include district, department and school staff meetings as appropriate.

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

Student information management is a key function that requires each user be as knowledgeable in managing the District student data. Synergy is the District Student Management system and the program used daily by each school and each team member of the Student Information Management Team.

Information Technology staff that supports the student management system meet regularly with the Department Director to ensure the District has the most accurate student data for District use and is reporting data accurately to the Arizona Department of Education. This year the director of Special Education will also attend, as there are many changes and advances in the special education module.

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): Leslee Miele and Norma Jauregui

Conference/Workshop Title: Waterford Summit
(Reason for Travel)

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

Waterford has selected Glendale Elementary School District to be part of the yearly summit. As Directors supporting schools in the implementation of the Early Literacy Waterford Program in K-3 classrooms for Tier III students, it is important to know how schools and districts across the nation are using Waterford to increase academic achievement. This summit will help support our learning and improve our use of this program by increasing our involvement and collaboration with other districts and administrators.

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

We will continue to build leadership capacity for the trainer of trainer model by sharing learned information with this group of leaders. These individuals are assigned at each campus to support the implementation of Waterford and help their peer teachers use and successfully implement the program. Learned information will also support the growth of our k-3 teacher skills in learning to appropriately and strategically monitor student growth through Waterford.

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

To continue to build our three tiers of supports for students. Specifically how Waterford can help k-3 students in their skill development of reading and phonics. Our goal is to increase supports and academic achievement in the K-3rd grade realm. Students need all three tiers of supports. This program will also allow our teachers to strategically target tier III students during center times, instead of them being on their own and struggling. Learning what other districts and schools are doing to ensure growth and continued improvement as students work through the Waterford program can help in ensuring progress of students.

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: Verizon Innovative Learning

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

DATE OF REPORT: August 22, 2019

Report on:

Administration will provide a report on the Verizon Innovative Learning program at Melvin E. Sine and Challenger Middle School.

GLENDALE ELEMENTARY SCHOOL DISTRICT

INFORMATIONAL AGENDA ITEM

AGENDA NO: 7.A. TOPIC: Future Meetings

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: August 22, 2019

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.

September 12	AzMERIT 100% Club Recognition Peer Observers Phased Retirement Plan Digital Communication Systems Report Superintendent Goal Progress Report Board Discussion on Strategic Planning Priorities Board Policy Manual Adoption
September 26	Special Meeting Annual Financial Report Executive Session for Superintendent's Evaluation
October 17	Board Self Evaluation <i>Annual Board Self-Evaluation deadline October 30</i> ASBA Bylaw Changes
November 7	Strategic Plan Presentation A-F Letter Grade Presentation
November 21	Special Meeting <i>Superintendent Summative Performance Evaluation Deadline November 30</i>
December 12	Revised Budget School Year Calendars
January 9	Organizational Meeting <i>Organizational Meeting deadline January 15</i> Employee and Student Discipline Hearing Procedures Hearing Officer List
January 23	Employment Contracts and Agreements
February 6	Certified Contract Renewals
February 20	Special Meeting
March 5	Meet and Confer/Salary Recommendations Extra Duty Pay Schedule Administrative Contract Renewals
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
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	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
Community Involvement, Committee information and discussion	6/13/19	Sara Smith	7/11/19	
Salary Schedule Study Session	5/9/19	Sara Smith		
Procurement Process Study Session	7/11/19	Jamie Aldama		