

# GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Special Meeting of the Governing Board

September 24, 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 in the District Office, 7301 North 58<sup>th</sup> Avenue, Glendale.

The Board reserves the right to change the order of items on the agenda, with the exception of public hearings, which are scheduled for a specific time. At the chair's discretion, the Board may carry over consideration of any business not concluded by 9:00 p.m. to the next regular meeting's agenda. Governing Board members and the attorney for the public body 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 COVID-19 MEETING PROCEDURES - UPDATED**

Until further notice, the Glendale Elementary School District Governing Board will be enforcing the Center for Disease Control's health precautionary recommendation limiting all public gatherings to ten people. *Reference: Arizona Attorney General's Opinion dated March 13, 2020 Re: Concerns Relating to Arizona's Open Meeting Law and COVID-19.*

Members of the public can view the meeting livestream via the Glendale Elementary School District's YouTube Channel: <https://www.youtube.com/user/glendaleelementary>; or can call in to listen to the meeting by telephone at the numbers listed below. Please note members of the public will not be able to participate in the meeting, only to listen in or view the livestream. Community members may email in comments for Call to the Public to [calltopublic@gesd40.org](mailto:calltopublic@gesd40.org) up until Noon on the day of the meeting, and the comments will be read into the record during the Call to the Public agenda item.

To listen to the Board meeting by telephone, call one of the following numbers:

1 (602) 666-0783 or 1 (408) 418-9388

Access Code: 960 622 628

Access to call in for the meeting will begin 15 minutes prior to the start of the meeting. Callers will not hear anything until the meeting begins.

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### **GOVERNING BOARD GOALS**

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

### **DISTRICT GOALS**

Increase Student Achievement

Eliminate the Achievement Gap

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#### **1. Opening Exercises**

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

#### **2. Executive Session**

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

- a. In accordance with A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431.03(A)(7) for the purpose of discussion and/or consultation for legal advice with the attorney of the public regarding the sale and or lease of district real property.

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

### 3. Call to the Public

The public is invited to submit comments on any issue within its jurisdiction via email to be read to the Board during Call to the Public, 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 submit comments for Call to the Public may email their comments to [calltopublic@gesd40.org](mailto:calltopublic@gesd40.org) up to Noon on the meeting date. The email will be read into the meeting record during the Call to the Public agenda item.

### 4. 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 as presented.

#### 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 as presented.

#### c. Waiver of 2020-2021 Evaluation Handbook Announced Observation Date

It is recommended the Governing Board waive the required date for announced observations in the 2020-2021 Evaluation Handbooks due to COVID-19.

### 5. Reports and Information Items

#### a. GESD Health Benchmarks Update

Administration will present an update on GESD's Health Benchmarks.

### 6. Action Items

#### a. Arizona School Boards Association All Arizona School Board Member Award

The Governing Board will discuss and consider taking action to select a member of the Board to nominate for the All-Arizona School Board Member Award.

#### b. Policy Revision Second Reading

It is recommended the Governing Board approve the second reading and adoption of revised policies ACA-Sexual Harassment, ACAA-Title IX Sexual Harassment (new), GCOE-Retirement of Professional Staff Members, GDQC-Retirement of Support Staff Members, IHA-Basic Instructional Program, and KB-Parental Involvement in Education as presented.

### 7. Discussion Items

#### a. Board Meeting Procedures

The Governing Board will discuss Board meeting procedures, including handling of Call to the Public, and re-opening meetings for in-person attendance.

#### b. Arizona School Boards Association Law Conference

Governing Board members and administrators will share information and learning from the Arizona School Boards Association Law Conference.

### 8. 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.

### 9. 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.

**10. Adjournment**

GLENDALE ELEMENTARY SCHOOL DISTRICT  
**ACTION AGENDA ITEM**

AGENDA NO: 4.A. TOPIC: Certified Personnel Report

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

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

DATE ASSIGNED FOR CONSIDERATION: September 24, 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.

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**New Employment**

1. Beaudoin, Brittany	Behavior Specialist	\$40,406.09	09/08/2020
2. Williams, Dwayne	Teacher	\$48,250	09/10/2020

**Resignation**

1. Malutan, Naomi*	Teacher	Personal	09/18/2020
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\*Liquidated Damages Fee applied per contract

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 4.B. TOPIC: Classified Personnel Report

SUBMITTED BY: Ms. Melissa Marze, Coordinator for Human Resources

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

DATE ASSIGNED FOR CONSIDERATION: September 24, 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. Arismendez, Sienna	Campus Monitor	\$12.00	09/02/2020
2. Duran, Briana	Ed. Assist Special Ed SE-CD	\$12.07	09/02/2020
3. Gonzlaes, Yvette	School Bus Monitor	\$12.00	09/02/2020
4. Klopp, Samanatha	Ed. Assist. Special Ed. CC-MD	\$12.71	09/09/2020
5. Haro, Jose	Groundskeeper	\$12.07	09/09/2020
6. Lopez, Samantha	Ed. Assist. Special Ed. Autism	\$12.49	09/02/2020
7. Tran, Lincoln	Lead Help Desk Specialist	\$15.81	09/02/2020
8. Valencia, Gerardo	Ed. Assist. Special Ed. CC-SE	\$13.52	09/02/2020

**Position Change**

1. Baker, Tara	from Teacher to Ed. Assist Spec Ed-Resource	\$12.36	09/14/2020
2. Elder, Maria	from Sped Assist. Autism to Sped Assist. CC-SE	\$14.64	09/10/2020
3. Kirk, Toran	from Trainee School Bus Driver to School Bus Driver	\$15.55	08/31/2020
4. Ruiz, Janice	from Ed. Assist. Spec Ed Resource to Ed Assist Standard	\$13.36	09/03/2020
5. Voldase, Tyeisha	from Trainee School Bus Driver to School Bus Driver	\$20.84	09/09/2020

**Resignation**

1. Campillo, Daniel	Educational Assist.	Personal Reasons	09/09/2020
2. Rafael, Ponciana	Campus Monitor	Personal Reasons	08/28/2020
3. Smith, Robert	Campus Monitor	Personal Reasons	08/27/2020

**Decrease in Hours**

1. Edwards, Karen	Campus Monitor	From 3.5 to 3.0hrs p/day	09/02/2020
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**Increase in Hours**

1. Casas, Maria	Food Service Worker	From 5.0 to 5.50hrs p/day	08/31/2020
2. De la Rosa, Wendy	Campus Monitor	From 3.0 to 3.5hrs p/day	09/02/2020

**Additional Position**

1. Norden, Patricia	Campus Monitor	\$12.00	08/10/2020
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GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 4.C. TOPIC: 2020-21 Evaluation Handbooks Announced Observation Date

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

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: September 24, 2020

RECOMMENDATION:

It is recommended the Governing Board waive the required date for announced observations in the 2020-21 Evaluation Handbooks due to COVID-19.

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**RATIONALE:**

Administration is recommending the Evaluation Handbooks' date of December 15<sup>th</sup> for "Announced Observations" be waived due to COVID-19.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**INFORMATIONAL AGENDA ITEM**

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

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AGENDA NO: 5.A. TOPIC: GESD Health Benchmarks Update

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE OF REPORT: September 24, 2020

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**Report on:**

Administration will present an update on GESD's Health Benchmarks.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.A. TOPIC: Arizona School Boards Association All Arizona School Board Member Award

SUBMITTED BY: Ms. Sara Smith, Board Member

DATE ASSIGNED FOR CONSIDERATION: September 24, 2020

RECOMMENDATION:

The Governing Board will discuss and consider taking action to select a member of the Board to nominate for the All-Arizona School Board Member Award.

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**RATIONALE:**

**ALL-ARIZONA SCHOOL BOARD MEMBER AWARD**

The All-Arizona School Board Member Award is ASBA's highest individual board member honor. This award is bestowed on up to five Arizona school board members who exemplify best practices in boardsmanship, understand their roles and follow through on their responsibilities. The honor is awarded for proven records of active service on the governing board, leadership at local, state and federal levels, contributions to ASBA and/or NSBA, demonstrated concern for the district's children, rapport with fellow board members, commitment to boardsmanship training, and support of ASBA and its activities.

This award is presented in conjunction with the ASBA-ASA Annual Conference.

**SUBMISSION DEADLINE:**

Completed nomination/entry materials are being accepted now through the deadline: **5 p.m. on Friday, October 16, 2020.**





(<https://azsba.org/>)

## **ALL-ARIZONA SCHOOL BOARD MEMBER AWARD**

The All-Arizona School Board Member Award is ASBA's highest individual board member honor. This award is bestowed on up to five Arizona school board members who exemplify best practices in boardsmanship, understand their roles and follow through on their responsibilities. The honor is awarded for proven records of active service on the governing board, leadership at local, state and federal levels, contributions to ASBA and/or NSBA, demonstrated concern for the district's children, rapport with fellow board members, commitment to boardsmanship training, and support of ASBA and its activities.

This award is presented in conjunction with the ASBA-ASA Annual Conference.

### **JUDGING**

By a panel of past presidents of the Arizona School Boards Association.

### **SUBMISSION DEADLINE:**

Completed nomination/entry materials are being accepted now through the deadline: **5 p.m. on Friday, October 16, 2020.**

## **2020 - THE ALL-ARIZONA SCHOOL BOARD MEMBER AWARD NOMINATION FORM**

Recognizing school board members nominated by their boards for exemplifying best practices in boardsmanship.

*We recommend you prepare your responses in a Word document to copy and paste into this form.*

*Requires proof of board action **BEFORE** the nomination deadline.*

**The nominated board member is currently serving on a governing board, which is a member of the Arizona School Boards Association (ASBA): \***

Yes

No

Not sure if your district is a member? View our [membership directory](https://www.azsba.org/membership-directory/).  
(<https://www.azsba.org/membership-directory/>).

**The nominated board member has never before received the All-Arizona School Board Award: \***

Yes

No

**Only one nomination has been made by the district's governing board this year: \***

Yes

No

**The nominated board member was elected at least once. If appointed to fill out a term, the nominated board member must have been elected following their appointment to the board: \***

Yes

No

**Year of first election: \***

**The nominated individual has served as a school board member for at least 5 years: \***

Yes

No

**Name of School District: \***

**Name of Board Member: \***

First

Last

**Nominee's Home Address: \***

Street Address

Address Line 2

City

State

ZIP Code

**Section A - Years of Board Service: \***

Please indicate the first year of each term served by the nominee

(click plus sign to add more terms)

Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
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Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



**Section B – Describe nominee’s board and district leadership, such as service as board president or on district committees: \***

Please limit your response to 250 words.

**Section C – Describe community, state, and national positions related to their board service including service to ASBA and/or NSBA: \***

Please limit your response to 250 words.

**Section D – Describe the nominee’s visibility as a positive ambassador and advocate for the district and its students: \***

Please limit your response to 250 words.

**NOTE:** Sections E, F and G will receive greater proportionate emphasis relative to the candidate's qualifications than other sections.

**Section E – Describe the personal and leadership characteristics that contribute to the nominee’s excellence in boardsmanship: \***

Please limit your response to 250 words.

**Section F: Describe the nominee’s major contribution to the school district and/or community during their years of school board service: \***

Please limit your response to 250 words.

**Section G – Letter of Endorsement**

No file chosen

*Electronic submittal of at least one letter of endorsement is required. Other supporting information may also be submitted.*

**PDF attachments, only.**

**Section H - Acknowledgements**

**Acknowledgement One:**

By checking this box, I hereby certify that the Governing Board of this district has approved this nomination.

**Upload copy of minutes from the meeting at which this nomination was approved. PDF attachments, only.**

No file chosen

**Acknowledgement Two:**

By checking this box, the district understands images of the award winners will be used in an audio-visual presentation during the awards celebration at the ASBA-ASA Annual Conference. The district will email a high-resolution image of the nominee to ASBA within 5 business days of award notification.

**Name of Submitter: \***

First

Last

**Title of Submitter: \***

**Email of Submitter: \***

Enter Email

Confirm Email

**Phone of Submitter: \***

**SUBMIT**

GLENDALE ELEMENTARY SCHOOL DISTRICT

**ACTION AGENDA ITEM**

AGENDA NO: 6.B. TOPIC: Policy Revision Second Reading

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: September 24, 2020

RECOMMENDATION:

It is recommended the Governing Board approve the second reading and adoption of revised policies ACA-Sexual Harassment, ACAA-Title IX Sexual Harassment (new), GCOE-Retirement of Professional Staff Members, GDQC-Retirement of Support Staff Members, IHA-Basic Instructional Program, and KB-Parental Involvement in Education as presented.

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**RATIONALE:**

Arizona School Boards Association Policy Services has recommended the proposed revisions to policies ACA-Sexual Harassment, ACAA-Title IX Sexual Harassment (new), IHA-Basic Instructional Program, and KB-Parental Involvement in Education.

Policies GCOE-Retirement of Professional Staff Members and GDQC-Retirement of Support Staff Members are recommended to be rescinded based upon the Board's approval of Meet and Confer Recommendations in May 2016.



## ACAA © TITLE IX SEXUAL HARASSMENT

Title IX of the Federal Education Amendments Act protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. The District does not discriminate on the basis of sex and is required by Title IX not to discriminate in such a manner. The District adheres to all conditions established by Title IX by recognizing the right of every student who attends school in the District and every employee who works in the District to do so without the fear of sexual harassment.

The District accepts and shall employ the definition of sexual harassment as established by the Title IX regulations. Sexual harassment means conduct on the basis of sex that satisfies one (1) or more of the following:

- A. An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
- B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
- C. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

The District also accepts and shall employ the definition of a complainant as an individual who is alleged to be the victim of conduct that could constitute sexual harassment, and a respondent as an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

The District shall designate and authorize an employee as the "Title IX Coordinator" to comply with its responsibilities pertaining to sexual harassment under Title IX. Inquiries about the application of Title IX may be referred to the District's Title IX Coordinator.

Any person may report sex discrimination, including sexual harassment, regardless of whether the person reporting is the person alleged to be the victim of the reported conduct or not. A report may be made in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator. The District shall notify students, parents or legal guardians of students, employees, applicants for employment, and all unions or professional organizations holding collective bargaining or professional agreements with the District, of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator.

The District will respond promptly when any school employee has notice of sexual harassment. Upon receive of notice of sexual harassment, the Title IX Coordinator shall notify the complainant, including the parent/guardian of a minor complainant, of the District's grievance procedures and grievance process, including how to report or file a formal complaint of sexual harassment, and how the District shall respond. The District is committed to investigating each formal complaint submitted and to taking appropriate action on all confirmed violations of policy.



The District shall follow grievance procedures that provide for the prompt and equitable resolution of formal complaints from students and employees alleging sexual harassment.

The District shall, to the extent reasonably feasible, keep confidential the identity of any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as is necessary to carry out the grievance process and as may otherwise be permitted by law.

Title IX sexual harassment complaints may include violations covered by Arizona's mandatory reporting statute, A.R.S. [§13-3620](#). Any abuses classified by statute as "reportable offenses" must be reported as such to the authorities because not reporting a reportable offense is classified as a Class 6 Felony.

### **Retaliation Prohibited**

Neither the District nor any person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has in good faith made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing.

Intimidation, threats, coercion, or discrimination, including charges against an individual for violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, constitutes retaliation.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[13-3620](#)

20 U.S.C. 1092

20 U.S.C. 1681, Education Amendments of 1972, Title IX

34 U.S.C. 12291

CROSS REF.:

[AC](#) - Nondiscrimination/Equal Opportunity

[JB](#) - Equal Educational Opportunities

## Compare ACA © SEXUAL HARASSMENT (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

### ACA © SEXUAL HARASSMENT

All individuals associated with this District, including, but not necessarily limited to, the Governing Board, the administration, the staff, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Sexual harassment ~~includes unwelcome sexual~~ against a District employee is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964.

The Equal Employment Opportunity Commission defines "sexual harassment" as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when ~~made by a member of the school staff to a student or to another staff member, or when made by a student to another student where:~~

- A. Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment ~~or education~~; or
- B. Submission to or rejection of such conduct is used as a basis for employment ~~or education~~ decisions affecting such individual; or
- C. Such conduct has the purpose or effect of substantially interfering with an individual's ~~educational or~~ work performance, or creating an intimidating, hostile, or offensive ~~employment or education~~ work environment.

Sexual harassment may include, but is not limited to:

- A. Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, assault, touching, impeding or blocking movement, leering, gestures, or display of sexually suggestive objects, pictures, or cartoons.
- B. Continuing to express sexual interest after being informed that the interest is unwelcome. (Reciprocal attraction between peers is not considered sexual harassment.)
- C. Implying or withholding support for an appointment, promotion, or change of assignment; suggesting that a poor performance report will be prepared; suggesting that probation will be failed; ~~implying or actually withholding grades earned or deserved; or suggesting that a scholarship recommendation or college application will be denied.~~
- D. Coercive sexual behavior used to control, influence, or affect the career, salary, and/or work environment of another employee; ~~or engaging in coercive sexual behavior to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.~~
- E. Offering or granting favors or ~~educational or~~ employment benefits, such as ~~grades or~~ promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, et cetera, in exchange for sexual favors.

Anyone who is subject to sexual harassment, or who knows of the occurrence of such conduct, should inform the compliance officer, as provided in ACA-R.

A substantiated charge against a staff member in the District shall subject such staff member to disciplinary action.

~~A substantiated charge against a student in the District shall subject that student to disciplinary action, which may include suspension or expulsion.~~

All matters involving sexual harassment complaints will remain confidential to the extent possible.

Adopted: ~~date of Manual adoption~~[<-- z2AdoptionDate -->](#)

#### LEGAL REF.:

A.R.S.

[41-1461](#) *et seq.*

20 U.S.C. 1681, Education Amendments of 1972, Title IX

20 U.S.C. 1703, Equal Employment Opportunity Act of 1972

42 U.S.C. 2000, Civil Rights Act of 1964 as amended, Title VII

#### CROSS REF.:-

[AC](#) - Nondiscrimination/Equal Opportunity

[GBA](#) - Equal Employment Opportunity

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

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

~~[IHBA](#) - Special Instructional Programs and Accommodations for~~

~~----- Disabled Students~~

~~[JB](#) - Equal Educational Opportunities~~

~~[JH](#) - Student Concerns, Complaints and Grievances~~

~~[JK](#) - Student Discipline~~

~~[JKD](#) - Student Suspension~~

[KED](#) - Public Concerns/Complaints about Facilities or Services

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

# Compare GCQE RETIREMENT OF PROFESSIONAL STAFF MEMBERS (version 5 to 4)

◀ first

last ▶

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

## GCQE

### ~~RETIREMENT OF PROFESSIONAL~~

### ~~STAFF MEMBERS~~

### ~~(Teacher Longevity Program)~~

~~The Teacher Longevity Program is intended to provide teachers with the opportunity to receive an incremental increase in salary during the final two (2) years of employment in exchange for additional days worked and the voluntary release, by the employee, of tenure rights or employee benefits rights accrued during such employment.~~

~~A teacher with twenty (20) or more years of service in the District may work for up to twenty (20) extra contract days at per diem rate for two (2) years. The purpose is to utilize teachers with relevant experiences and expertise to assist in curriculum planning, teaching and program development during the summer months or intersession breaks. This incentive is not related to any age restriction; only to years of experience in the Glendale Elementary School District.~~

~~Each eligible teacher shall commit to a two (2) year agreement by January 15 of the year in which they will begin the Longevity Incentive Plan. Employees must complete the application for Teacher Longevity Incentive Plan and submit the form to human resources. The employee shall be notified of acceptance into the plan once the Governing Board has approved the budget for the following year. At the time of acceptance into the Teacher Longevity Program, the teacher shall submit an irrevocable letter of the teacher's intent to retire at the end of the two (2) year period.~~

~~Enrollment in this plan will be limited to thirteen (13) teachers each year, based on seniority and subject to sufficient funds in the District's budget. Additional teachers will be eligible to participate in the plan if District funds allow. The additional teachers selected for participation will be determined on a priority basis with the years of service in the District being the determining factor.~~

~~Adopted: date of Manual adoption~~

~~LEGAL REF.:~~

~~A.R.S.:~~

~~38-711 et seq.~~

~~38-741 et seq.~~

# Compare GDQC RETIREMENT OF SUPPORT STAFF MEMBERS (version 4 to 3)

[first](#)[last](#)

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

## ~~GDQC~~

### ~~RETIREMENT OF~~

### ~~SUPPORT STAFF MEMBERS~~

#### ~~(Support Staff Longevity Incentive Program)~~

~~The Support Staff Longevity Incentive Program is intended to provide support staff, exempt and non-exempt, the opportunity to receive additional increase to their salary during the final two (2) years of employment.~~

~~A support staff employee with twenty (20) or more years of service in the District may receive two (2) additional ranges on the salary schedule. This will be applied the first year of the two (2) years only. When additional ranges are approved on the salary schedule, those on the incentive program will also receive the ranges.~~

~~Each eligible support staff employee shall commit to the two (2) year agreement by January 15 two (2) years before they intend to retire. Support staff employees must complete the application for the Support Staff Longevity Incentive Program. Support staff employees must complete the application for the Support Staff Longevity Incentive Program and submit the form to human resources. The support staff employee shall be notified of acceptance into the plan once the Governing Board has approved the budget for the following fiscal year. At the time of acceptance into the Support Staff Longevity Program, the support staff employee shall submit an irrevocable letter of the employee's intent to retire at the end of the two (2) year period.~~

~~Enrollment in this plan will be limited to twenty-five thousand dollars (\$25,000), based on seniority.~~

~~Adopted: date of Manual adoption~~

## Compare IHA © BASIC INSTRUCTIONAL PROGRAM (version 5 to 4)

first

last

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

### IHA © BASIC INSTRUCTIONAL PROGRAM

The various instructional programs will be developed to maintain a balanced, integrated, and sequential curriculum that will serve the educational needs of all school-aged children in the District. The curriculum will be broad in scope and provide for a wide range in rate, readiness, and potential for learning.

The instructional program shall reflect the importance of language acquisition/reading-skill development as the basic element in each student's education. The first priority of the instructional program will be language acquisition through a planned sequence of reading skills and language experiences beginning in the kindergarten program. The improvement of specific reading skills of students should be continuous throughout their education. Each school educating students in kindergarten and grades one (1) through three (3) shall have a reading program as required by A.R.S. [15-704](#) and applicable State Board of Education rules.

The second priority of the instructional program will be mastery of the fundamentals of mathematics, beginning in the kindergarten program.

The instructional program will ensure that on or before July 1, 2021, at least one (1) kindergarten through third (K-3) grade teacher in each school has received training related to dyslexia that complies with the requirements prescribed in A.R.S. [15-219](#) and A.R.S. [15-501.01](#) which includes enabling teachers to understand and recognize dyslexia and to implement structured literacy instruction that is systematic, explicit, multisensory and evidence-based to meet the educational needs of students with dyslexia.

Attention to the above-listed priorities shall not result in neglect of other areas of the curriculum.

The instructional program will include planned sequences in:

- A. Language arts - reading, spelling, handwriting, English grammar, composition, literature, and study skills.
- B. Mathematics experiences.
- C. Social studies - history including Native American history, geography, civics, economics, world cultures, political science, and other social science disciplines.
- D. Science experiences.
- E. Fine and practical arts experience - art education, vocal and instrumental music, and vocational/business education.
- F. Technology skills.
- G. Health and safety education.

H. Physical education.

I. Foreign or Native American language.

The planned program for all students shall also include library instruction, individual study, guidance, other appropriate instructional activities, and all instruction required under state law and State Board of Education regulations.

~~Adopted: date of Manual adoption~~

September 25, in each year, shall be observed as Sandra Day O'Connor Civics Celebration Day, which is not a legal holiday. On Sandra Day O'Connor Civics Celebration Day, each public school in this state shall dedicate the majority of the school day to civics education.

If Sandra Day O'Connor Civics Celebration Day falls on a Saturday, Sunday or other day when a public school is not in session, the preceding or following school day shall be observed in the public school as the holiday

The Superintendent is directed to emphasize the use of the resources developed by the State Board of Education relating to civics education which align with the academic standards in social studies pursuant to A.R.S.15-701 and 15-701.01.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[1-319](#)

[15-203](#)

[15-211](#)

[15-219](#)

[15-341](#)

[15-501.01](#)

[15-701](#)

[15-701.01](#)

[15-704](#)

[15-710](#)

[15-741.01](#)

[15-802](#)

A.A.C.

[R7-2-301](#) *et seq.*

CROSS REF.:

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

# Compare KB © PARENTAL INVOLVEMENT IN EDUCATION

 first

(version 5 to 4)

last 

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

## KB © PARENTAL ~~INVOLVEMENT~~ INVOLVEMENT IN EDUCATION

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

- A. A plan for parent participation in the school designed to improve parent and teacher cooperation in such areas as homework, attendance, and discipline. The plan shall provide for the administration of a parent-teacher satisfaction survey.
- B. A method by which parents may learn about the course of study for their children and review learning materials, including the source of any supplemental educational materials.
- C. A procedure by which parents who object to any learning material or activity on the basis that it is harmful may withdraw their children from the activity or from the class or program in which the material is used and request an alternative assignment. Objection to a learning material or activity on the basis that it is harmful includes objection to a material or activity because it questions beliefs or practices in sex, morality, or religion or, because of sexual content, violent content, or profane or vulgar language.
- D. A procedure by which parents or guardians of students enrolled in the District shall have access in advance to the instructional materials, learning materials and activities currently used by, or being considered for use by, the District.
- E. A procedure by which the District shall obtain signed, written consent from a student's parent or guardian before using video, audio or electronic materials that may be inappropriate for the age of the student.
- F. Procedures to prohibit the School District from providing sex education instruction to a student unless the student's parent provides written permission for the student to participate in the sex education curricula if the School District offers any sex education curricula pursuant to A.R.S. [15-711](#) on the requirement to include instruction to ~~student~~ [students](#) in grades seven (7) through twelve (12) on laws relating to sexual conduct with a minor or [15-716](#) concerning instruction on immune deficiency syndrome, or pursuant to any rules adopted by the State Board of Education.
- G. Procedures by which parents will be notified in advance of and given the opportunity to withdraw their children from any instruction or presentations regarding sexuality in courses other than formal sex education curricula.
- H. Procedures by which parents may learn about the nature and purpose of clubs and activities that are part of the school curriculum, extracurricular clubs, and activities that have been approved by the school.



I. Procedures by which parents may learn about parental rights and responsibilities under the laws of this state, including the following:

1. The right to opt in to a sex education curriculum if one is provided by the District.
2. Open enrollment rights pursuant to A.R.S. [15-816.01](#), relating to the District policies on open enrollment.
3. The right to opt out of assignments pursuant to A.R.S. [1-601](#), Parents Bill of Rights. [See Exhibit KB-EB]
4. The right to opt a child out of immunizations as authorized by A.R.S. [15-873](#), relating to an outbreak of a communicable disease.
5. The promotion requirements prescribed in A.R.S. [15-701](#) for students in grades one (1) through eight (8).
6. The minimum course of study and competency requirements for graduation from high school prescribed in A.R.S. [15-701.01](#).
7. The right to opt out of instruction on the acquired immune deficiency syndrome as provided by A.R.S. [15-716](#).
8. The right to review their child's standardized norm-referenced test results pursuant to A.R.S. [15-743](#).
9. The right to participate in gifted programs pursuant as prescribed by A.R.S. [15-779.01](#).
10. The right to access instructional materials as directed by A.R.S. [15-730](#).
11. The right to receive the school's annual report card pursuant to A.R.S. [15-746](#).
12. The school attendance and age requirements for children prescribed in A.R.S. [15-802](#), [15-803](#) and [15-821](#).
13. The right to public review of courses of study and textbooks in the common schools (preschool programs through grade eight [8]), as prescribed in A.R.S. [15-721](#), and in high schools, prescribed in A.R.S. [15-722](#).
14. The right to be excused from school attendance for religious purposes as described by A.R.S. [15-806](#).
15. Policies related to parental involvement pursuant to A.R.S. [15-102](#) and set out herein.
16. The right to seek membership on school councils pursuant to A.R.S. [15-351](#), describing the purpose, duties, and membership of a school council. [Subject to the exemption of certain school districts exempted as described in A.R.S. [15-352](#).]
17. Information about the student accountability information system (SAIS) as prescribed in section [15-1042](#).
18. The right to access the failing schools tutoring fund pursuant to A.R.S. [15-241](#).

19. Access to the Arizona Department of Education (DOE) statutory handbook of parental rights, which is posted on the DOE website and is prominently posted on a publicly accessible portion of the District website with a link to the statutory handbook of parental rights with the title and sections as listed below.

- a. Title 1, chapter 6.
- b. Section [15-102](#).
- c. Section [15-110](#).
- d. Section [15-113](#).
- e. Section [15-117](#).
- f. Section [15-351](#).
- g. Section [15-721](#).
- h. Section [15-722](#).
- i. Section [15-730](#).

The District plan under this policy may also include:

- A. Making parents aware of this District parental involvement policy, including:
  1. Rights under the Family Educational Rights and Privacy Act (FERPA) of 1974, as revised (20 U.S.C. 1232g) relating to access to children's official records.
  2. The parent's right to inspect the District policies and curriculum.
- B. Efforts to encourage the development of parenting skills.
- C. The communication to parents of techniques designed to assist the student's learning experience in the home.
- D. Efforts to encourage access to community and support services for children and families.
- E. The promotion of communication between the school and parents concerning school programs and the academic progress of the parents' children.
- F. Identifying opportunities for parents to participate in and support classroom instruction at the school.
- G. Efforts to support, with appropriate training, parents as shared decision makers and to encourage membership on school councils.
- H. The recognition of the diversity of parents and the development of guidelines that promote widespread parental participation and involvement in the school at various levels.
- I. The development of preparation programs and specialized courses for certificated employees and administrators that promote parental involvement.

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

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

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

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

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

A. The Superintendent or principal shall:

1. Deliver the requested information to the parent within ten (10) calendar days, or
2. Provide to the parent a written explanation for denial of the requested information.

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

1. The parent may submit to the Governing Board a request for the requested information, and
2. The Governing Board shall consider the request at the next scheduled meeting of the Board on which the request can be properly noticed. If the request cannot be properly noticed on the next scheduled meeting agenda, the Governing Board shall formally consider the request at the next subsequent public meeting of the Governing Board.

Adopted: ~~date of Manual adoption~~<-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[1-601](#)

[1-602](#)

[15-101](#)

[15-102](#)

[15-110](#)

[15-113](#)

[15-117](#)

[15-249](#)

[15-341](#)

[15-351](#)

[15-721](#)

[15-722](#)

[15-730](#)

## CROSS REF.:

[ABA](#) - Community Involvement in Education[IHBD](#) - Compensatory Education[IJ](#) - Instructional Resources and Materials[IJND](#) - Technology Resources[JHD](#) - Exclusions and Exemptions from School Attendance[KDB](#) - Public's Right to Know/Freedom of Information

GLENDALE ELEMENTARY SCHOOL DISTRICT

**DISCUSSION ITEM**

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

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AGENDA NO: 7.A. TOPIC: Board Meeting Procedures

SUBMITTED BY: Ms. Sara Smith, Board Member

DATE OF REPORT: September 24, 2020

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The Governing Board will discuss Board meeting procedures, including handling of Call to the Public and re-opening meetings for in-person attendance.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**DISCUSSION ITEM**

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

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AGENDA NO: 7.B. TOPIC: Arizona School Board Association Law Conference

SUBMITTED BY: Ms. Brenda Bartels, Board Member

DATE OF REPORT: September 24, 2020

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Governing Board members and administrators will share information and learning from the Arizona School Boards Association Law Conference.

GLENDALE ELEMENTARY SCHOOL DISTRICT

**INFORMATIONAL AGENDA ITEM**

AGENDA NO: 8.A. TOPIC: Future Meetings

SUBMITTED BY: Ms. Cindy Segotta-Jones, Superintendent

RECOMMENDED BY: Ms. Cindy Segotta-Jones, Superintendent

DATE ASSIGNED FOR CONSIDERATION: September 24, 2020

Future Board Meetings dates 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.

October 8	Annual Financial Report Fundraiser Activity Requests ASBA Delegate Assembly Voting Direction
October TBD	Board Retreat: Class Sizes Board Self Evaluation Instrument Program Evaluation/Sustainability Board Goals Discipline Reports
October 22	Special Meeting Superintendent Goal Progress Report Executive Session for Discussion of Board Interests for Meet and Confer Qualified Evaluators Board Self Evaluation <i>Annual Board Self-Evaluation deadline October 30</i>
November 12	Executive Session for Superintendent's Evaluation. <i>Superintendent Summative Performance Evaluation Deadline November 30</i>
December 10	Revised Budget Phased Retirement Plan
January 14	Organizational Meeting <i>Organizational Meeting deadline January 15</i> Employee and Student Discipline Hearing Procedures Hearing Officer List Board Advocacy Discussion
January 28	Employment Contracts and Agreements
February 11	Certified Contract Renewals
February 25	Special Meeting
March 11	Meet and Confer/Salary Recommendations Administrative Contract Renewals
March 25	Special Meeting
April 15	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 29	Special Meeting
May 13	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 27	Special Meeting

