

**Yuma Elementary School District Number One
Governing Board
Special Meeting**

The Governing Board for Yuma Elementary School District Number One held a Special Meeting on **August 10, 2020** at 5:30 p.m. *(This meeting is Closed to the Public due to Health Emergency – COVID -19, but was available via WebEx on Facebook Live @ www.yuma.org)* in the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

Members present: Mrs. Barbara Foote, President; Cory Mayrant, Clerk (remotely); Mrs. Irene Montoya, Member; Mrs. Theresa Fox, Member.

Members absent: Mrs. Karen Griffin, Member

Others present: Mr. James Sheldahl, Superintendent, and other Members of the Administrative Staff of Yuma Elementary School District Number One.

Call to Order The regular meeting was called to order at 5:30 p.m. Followed by the Pledge of Allegiance and a moment of silence. A motion was made by Mrs. Montoya, seconded by Mrs. Fox to adopt the agenda. The motion passed unanimously.

Board Report – Mrs. Foote reported that she had attended a webinar on August 7, 2020 put on by Arizona Health Services and provided some guidelines for schools.

Superintendent’s Report

Mr. Sheldahl reported that the Arizona Department of Health Services has released the benchmarks regarding in-person learning. There are three benchmark indicators and each indicator have three different levels. Cases per 100,000 percent positivity, in Yuma County we will need a positive rate below 7% for two weeks. Two weeks of hospitalizations for COVID-like illnesses below 10%. Right now, Yuma County’s positivity rate is at roughly 17.5%.

Donation Recognition- Mr. Sheldahl, Superintendent, highlighted several donations for the month and thanked our Yuma Community as a whole for its generous support to District One. The total for the month was \$49,101.54 and year-to-date is \$163,003.37. Donations for the month are listed in the consent agenda item 4.8 for approval. No action was required for this item.

Information Items

First Week of School Update – Mr. Sheppard reported that the first week of school in District One was exciting in a very different way. A variety of District One certified teachers and administrators shared their perspectives and insights to a unique opening to the 2020-21 school year. Presenters were Mr. Gettings, Principal, CDMS, Angela Logan, Principal, OC Johnson, Matt Kaste, ESS Director, Jennifer Adair, School Effectiveness Mentor, Penny Doten, Teacher. All updates were positive and hopeful for a great school year.

District Financial Trends – Mrs. Valenzuela reported that as of July 31 the district had spent 3% of its maintenance and operations budget and 19.4% of the district additional assistance funds. Remaining in the district’s bond for the ongoing construction and improvement projects at RWMS this project is expected to be completed in the next few months.

Enrollment Report – Mrs. Valenzuela reported that the first 5 days have been fluctuating, it shows an 8% decrease in enrollment from this time last year. Applying for the stability grant funding afforded by Gov. Doug Ducey to absorb up to 98% of the cost of districts’ whose enrollment drops.

First Read of Policy Advisories 672-676 - This agenda item serves as a "first read" for the proposed policy changes. ASBA's Policy Advisories 672-676. Though no action is required on this agenda item, Superintendent is prepared to address questions, comments, or concerns from Governing Board members

Consent Agenda - *Approval of these items are of a routine nature and those that normally do not require deliberations on the part of the Governing Board. A board member may pull items, which will be discussed and voted on separately.* Mrs. Foote asked if there were any items that needed to be pulled for discussion, there was none. A motion to approve the consent agenda was made by Mrs. Montoya, seconded by Mrs. Fox. The motion passed unanimously.

Approval of Minutes: Consideration to approve the minutes for the Study Session held on June 30, 2020 for Yuma Elementary School District Number One.

Approval of Payroll Vouchers: Copies of four (4) payroll vouchers totaling \$1,435,984.27 from July 24, 2020 through August 3, 2020 were submitted for signature.

Approval of Expense Vouchers: Copies of Six (6) Encumbered Vouchers totaling \$1,909,052.25 for FY 2019/2020 and four (4) vouchers totaling \$2,345,324.95 for FY 2020/2021 from July 17, 2020 thru July 30, 2020 were submitted for signature.

Approval of Human Resource Items

Approval/Ratification of Salary Adjustments/Coaching Contracts: Individual requests for additional duties/working days - (15) Classified Staff, (9) Certified staff.

Approval/Ratification of Hiring for Certified, Classified Personnel: (63) Certified Staff, (6) Classified Staff and (21) transfers.

Approval/Ratification of Non-Renewal for Certified and Classified Personnel: None at this time.

Approval/Ratification of Resignations for Certified, Classified and Substitute Personnel: None at this time.

Approval/Ratification of Resignation Agreement for Certified Personnel: None at this time.

Approval/Ratification of Job Abandonment for Certified, Classified and Substitute Personnel: None at this time

Approval/Ratification of Release of Contract: None at this time.

Approval/Ratification of Request to Retire: None at this time.

Approval of Leaves of Absence: None at this time.

Approval of Job Description Updates: None at this time.

Approval/Ratification of Termination of Classified and Substitute Personnel: Felix, Zeferino, Custodian at Woodard, effective August 10, 2020.

Approval of Solicitations: Price Elementary School- Requesting Board permission to solicit for materials and funds throughout the community through various fundraisers for the 2020-2021 school year. Benefactors of materials and funds will be the students and staff of PFC James D Price School

Consideration to Approve Student Activity Treasurers: A.R.S. § 15-1122 states that "The Governing Board of any school district having student activities monies shall establish a student activity fund and appoint a student activities treasurer." The treasurer oversees the student activity fund on the Board's behalf and provides monthly reports to the Board. It is recommended that the Governing Board appoint Jamie Walden, Director of Budget/Finance, as student activities treasurer, and the following employees as assistants: Frances Marron - RON WATSON, Ana Quintana - CARVER, Janna Baker - SUNRISE, Tammy Babb - PALMCROFT, Amalia Lomeli - ROLLE, Keena Grande - OTONDO, Kendra Holland - CASTLE DOME, Jaqueline Ledgerwood - WOODARD, Martha Leon - O.C. JOHNSON, Gabriela Acosta - FOURTH AVE, Ana Mendoza - GILA VISTA, Stacie Oliver - PRICE, Ilse Barajas, ROOSEVELT, Mercedes Reyes -ALICE BYRNE, Julissa Hernandez - PECAN GROVE, Neyva Leon - DOROTHY HALL, Lois Hoyt - MCGRAW
Christina Rooks - DESERT MESA.

Approval of Student Activities and Tax Credit: Student activity and tax credit statements were submitted for the month of July 2020.

Approval of Donations:

Alice Byrne Elementary School- Donation from Kroger, in the amount of \$206.28. The donation will be used at principal's discretion.

Alice Byrne Elementary School- Donation from Kroger, in the amount of \$220.13. The donation will be used at principal's discretion.

Alice Byrne Elementary School- Donation from John J. Peach III, in the amount of \$1,000. The donation will be used to purchase educational resource supplies for school.

Alice Byrne Elementary School- Donation from Box Tops for Education, in the amount of \$15.20. Donation to be used at principal's discretion.

Castle Dome Middle School- Donation from Swire Coca-Cola, in the amount of \$90.31. The donation will be used at principal's discretion.

Castle Dome Middle School- Donation from Box Tops for Education, in the amount of \$3.50. The donation will be used at principal's discretion.

C.W. McGraw Elementary School- Donation from Swire Coca-Cola, in the amount of \$22.99. The donation will be used at principal's discretion.

C.W. McGraw Elementary School- Donation from Box Tops for Education, in the amount of \$2.30. The donation will be used at principal's discretion.

C.W. McGraw Elementary School- Donation from Charities Aid Foundation of America, in the amount of \$6.99. The donation will be used school wide.

Desert Mesa Elementary School- Donation from Swire Coca-Cola, in the amount of \$20.68. The donation will be used school wide.

Dorothy Hall Elementary School- Donation from Box Tops for Education, in the amount of \$37.20. The donation will be used at principal's discretion.

Fourth Ave Jr High School- Donation from Box Tops for Education, in the amount of \$19.40. The donation will be used at principal's discretion.

Fourth Ave Jr High School- Donation from GenYouth, Inc, in the amount of \$3000.00. The donation will be used towards school nutrition.

Gila Vista Jr High School- Donation from Charities Aid Foundation of America, in the amount of \$11.60. Donation to be used at principal's discretion.

Gila Vista Jr High School- Donation from Charities Aid Foundation of America, in the amount of \$55.80. Donation will be used at principal's discretion.

Gila Vista Jr High School- Donation from Kroger, in the amount of \$42.40. Donation will be used at principal's discretion.

Gila Vista Jr High School- Donation from Box Top for Education, in the amount of \$9.40. Donation will be used at principal's discretion.

Gila Vista Jr High School- Donation from Kroger, in the amount of \$30.58. Donation will be used at principal's discretion.

Gila Vista Jr High School- Donation from Charities Aid Foundation of America, in the amount of \$5.58. Donation will be used at principal's discretion.

G.W. Carver Elementary School- Donation from Box Tops for Education, in the amount of \$5.70. Donation will be used at principal's discretion.

James B. Rolle Elementary School- Donation from Box Tops for Education, in the amount of \$8.70. Donation will be used at principal's discretion.

James B. Rolle Elementary School- Donation from McDonalds, in the amount of \$253.80, from McTeacher night. Donation will be used at principal's discretion.

James B. Rolle Elementary School- Donation from GenYouth, Inc., in the amount of \$1500.00. Donation will be used for school nutrition.

Mary A. Otondo Elementary School- Donation from Lifetouch National School Studios, in the amount of \$319.00. Donation will be used at principal's discretion.

Palmcroft Elementary School- Donation from Box Tops for Education, in the amount of \$124.90. Donation will be used at principal's discretion.

Palmcroft Elementary School- Donation from Charities Aid Foundation of America, in the amount of \$6.99. Donation will be used at principal's discretion.

Palmcroft Elementary School- Donation from Charities Aid Foundation of America, in the amount of \$4.66. Donation will be used at principal's discretion.

Palmcroft Elementary School- Donation from McDonalds, in the amount of \$327.40 from Teacher McNight. Donation will be used at principal's discretion.

Palmcroft Elementary School- Donation from GenYouth., Inc, in the amount of \$3000.00. Donation will be used for child nutrition.

Palmcroft Elementary School- Donation from Chucke E Cheese, CEC Entertainment Inc., in the amount of \$255.12. Donation will be used at principal's discretion.

Ron Watson Middle School- Donation from Box Tops for Education, in the amount of \$10.50. Donation will be used at principal's discretion.

Sunrise Elementary School- Donation from Sunrise Yuma PTA, in the amount of \$4,048.24. Donation will be used at principal's discretion.

Sunrise Elementary School- Donation from Charities Aid Foundation of America, in the amount of \$33.48. Donation will be used at principal's discretion.

Sunrise Elementary School- Donation from Box Tops for Education, in the amount of \$27.10. Donation will be used at principal's discretion.

Sunrise Elementary School- Donation from Charities Aid Foundation of America, in the amount of \$20.86. Donation will be used at principal's discretion.

Sunrise Elementary School- Donation from Sunrise Yuma PTA, in the amount of \$1,495.10. Donation will be used as followed, \$41.85 for Art, \$149.33 for PE, \$40.05 for 4th grade, \$117.29 for 3rd grade, \$201.56 for 2nd grade, \$37.30 for 1st grade, \$199.65 for Sunrise closet, \$289.36 for PBIS, and \$418.71 to be used as needed.

Yuma School District One- Donation from Charities Aid Foundation of America, in the amount of \$9.65. Donation to be used as needed.

Yuma School District One- Donation from United Way of Yuma County in the amount of 8,000 12oz bottles of hand sanitizer. The donation estimated total amount is \$32,000. Donation will be used district wide.

Yuma School District One- Donation of 700 backpacks each containing school and/or personal hygiene supplies, to be distributed to deserving students at District #1 Schools, from Mr. Esluardo Rodriguez President, UNITECHZ Communication and Technology. Donation has no estimated amount.

Yuma School District One- Donation from McCarthy Building Companies, Inc., in the amount of 850 coloring/activity books each valued at \$1.00. The donation estimated total amount is \$850.00.

THIS MONTH'S TOTAL = \$49,101.54, YEAR-TO-DATE TOTAL = \$163,003.37

Approval of School Activity Calendars/Newsletters: School calendars and newsletters were submitted for the month of August 2020.

Consideration to Approve Petty Cash Account for 2020/2021 SY: Business Office Department requests petty cash/change fund in order to maintain the funds only for emergency needs across the District. When needed, schools and departments will request petty cash/change fund from the District Office - Business Office/Jamie Walden directly from Accounts Payable.

Approval/Ratification of Terms and Condition for Acceptance of Monies from Building Renewal Grants (BRG) fund: This approval/ratification is for the following request for funds:

144 BRG- \$3,250.00 to replace fire alarm system- 2020
 145 BRG- \$8,464.00 to replace 5-ton HVAC unit- 2020
 146 BRG- \$2,650.00 to replace HVAC compressor- 2020

147 BRG- \$82, 422.00 to replace Soffit- 2020
 149 BRG- \$39,521.00 to repair ceiling- 2020

The School Facilities Board (SFB) has implemented a new fast track approach to approving BRG applications that are less than \$50,000. The districts submit the application and it is generally approved within 24 hours. Larger projects must go before the SFB for approval and this process is rather cumbersome and time consuming when equipment has failed and needs to be repaired quickly. Terms and Conditions must be signed by the Governing Board President for each application. Since these approvals are routine in nature, they have been placed on the consent agenda.

Consideration to Approve the Renewal of Existing District Procurement Contracts: BACKGROUND:

The multi-year contracts shown below were awarded by the Governing Board under term contracts that expire this month. These contracts require approval by the Governing Board in order to be extended for an additional one-year period. All vendors under District contracts have provided satisfactory service during the term of their contract. These Contract extensions and procurement approvals are in the best interest of the District and will ensure compliance with the Arizona School District Procurement Rules.

CHANGE IN PROCEDURE:

The District has changed from a fiscal year renewal to a calendar year renewal. Contracts will now be renewed annually from when they were originally awarded by the board instead of in bulk at the beginning of the year. The change provides for better control of the contracts. NOTE: Not all contracts are renewed annually for 5 years.

Bid Number	Vendor	Contract Year
IFB-1-19-1-5 Audit Services	Heinfeld & Meech, P.C.	3

Consideration to Approve the Renewal Umbrella IGA with the Yuma Educational Consortium Partners: This Intergovernmental Agreement maintains the existence of the Yuma Educational Consortium. The YEC members are: Yuma Elementary School District No. 1 Governing Board, Yuma Union High School District No. 70, Governing Board, The Yuma La Paz Counties Community College District and the Arizona Board of Regents for Northern Arizona University. The IGA is available upon request. It is recommended that the Governing Board approve this intergovernmental agreement for the 2020 - 2021 fiscal year.

Consideration to Approve Emergency Procurement to Obtain Personal Protection Equipment (PPE) for the District: BACKGROUND: The purpose of this agenda item is to report to the Governing Board the declaration of an Emergency Procurement for Personal Protection Equipment (PPE).

R7-2-1055 of the School District Procurement Code governs emergency procurement. The rules state, "The designated board member or district official who makes an emergency procurement shall, at the first scheduled board meeting following the procurement, provide the governing board with a report concerning the emergency procurement." James Sheldahl, Superintendent determined that this emergency procurement was necessary and authorized the processing of a purchase order.

The following report outlines the emergency procurement: **1. Basis of the emergency:** Due to COVID-19 and the threat to public health, welfare and safety of our staff our district needed to procure PPE immediately. **2. Basis of selecting the contractor:** Premier Copper Products was the only vendor that was able to procure the PPE supplies that our district needed in a timely manner. All of our vendors on contract did not have PPE items in stock or have a long lead time. **3. Meeting of the Board:** It was impracticable to convene a meeting before making this contractor selection due to the need of the personal protective equipment. Executive Order 2020-41 allows for Emergency Procurement items. **4. Competition:** Other vendors did not have the items/quantity needed in stock. **5. Price Paid:** The price paid was reasonable under the circumstances. **6. Timeliness of contractor response:** Premier Copper Products responded immediately to our PPE needs and delivered items in a timely manner.

Action Items:

Consideration to Approve Equity Statement: At Yuma Elementary School District #1, our strength lies in our diversity. We believe in the potential of every child, and we are committed to working to remove barriers that prevent students from realizing that potential.

This summer, social justice marches across the country cast a bright light on systemic racism that persists in our country. Throughout American history, the education system has not been immune to systemically racist policies and practices. Conditions ranging from legal school segregation and funding inequities to housing discrimination that segregates neighborhoods have disproportionately impacted communities of color, limiting opportunities and suppressing potential for children of color.

Yuma Elementary School District #1 rejects racism in all its forms. We strive every day to promote equity, to value diversity and to root out conditions and biases, both overt and implicit, that persist within our system and in the larger society.

As ONE Community Pursuing Excellence, we will always be committed to supporting every child, especially those who are underrepresented and underserved. The Administrative recommendation that this statement be approved by the Governing Board. The statement is available upon request. A motion to approve the statement was made by Mr. Mayrant, seconded by Mrs. Montoya. The motion passed unanimously.

Consideration to Approve the Purchase of COVID-19 Liability Coverage for the Arizona Risk Retention: Background:

In July, the Trust communicated with its members that their reinsurers were enacting an "organic pathogen exclusion" to their coverage, resulting in the Trust's inability to provide COVID-19-related coverage for Arizona school districts.

On August 4, 2020, the Trust Board of Directors approved a COVID-19 liability endorsement to be funded by member school districts and community colleges. The endorsement limits districts' liability for claims and lawsuits. By implementing a waiver, release and assumption of risk form related to COVID-19, the district will reduce its deductible to \$0.

The premium for the COVID-19 Liability Coverage is based on district enrollment, \$75,000 for District #1. The Trust has stated that it is not its intent to receive a windfall of profits from this coverage. The Trust will return unused funds from the account to school districts and community colleges through its Trust Loyalty Credit Program.

Recommendation:

Administration recommends the Yuma Elementary School District #1 Governing Board approve the purchase of COVID-19 Liability Coverage to include implementation of the waiver, release and assumption of risk form.

August 10, 2020

A motion to approve the recommendation was made by Mrs. Fox, seconded by Mr. Mayrant. The motion passed unanimously.

Future Agenda Items: Mr. Mayrant and Mrs. Montoya both agreed that a special meeting would be required to discuss and outline the metrics issued by the Arizona Department of Health in regards to in-person learning in Yuma County. Mr. Mayrant requested that someone from the Yuma County Health Department be invited to the meeting to field questions. A special meeting will be scheduled for Aug. 24, 2020 at 5:30p.m. Mrs. Montoya would like an update on the Mandated On-Site Remote Learning.

Adjournment: Meeting adjourned at 6:24 p.m.

Respectfully submitted,

Alice Quintero, Secretary to the Board

Barbara Foote, President

Cory Mayrant, Clerk

Karen Griffin, Member

Irene Montoya, Member

Theresa Fox, Member