

**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 February 27, 2021 at 10:00am (*This meeting is Closed to the Public due to the Health Emergency – COVID -19, but is available via YouTube at Yumaschooldistrict1 and or our Facebook page.* In the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

Members present: Mrs. Barbara Foote, President; Mrs. Karen Griffin, Clerk; Mrs. Theresa Fox, Member, Mrs. Faith Klostreich, Member and Mrs. Adele Hennig, Member

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

Call to Order: Mrs. Foote started the meeting with the Pledge of Allegiance and a moment of silence. There was a motion to approve the agenda made by Mrs. Fox seconded by Mrs. Klostreich. The motion passed unanimously.

INFORMATION ITEMS:

The district administration has developed several employee compensation and benefit scenarios for the 2021-2022 school year. These scenarios have been presented to district cabinet and to the district compensation committee. Mr. Munoz and Mrs. Valenzuela will present an overview of that process and the consensus recommendation of the two groups for Governing Board discussion and consideration. Introduction of the compensation committee members were presented. Mr. Munoz made mention that all employee groups were represented, (2) middle school teachers, (3) elementary teachers, (1) other certificated member, (1) transportation member, (1) child nutrition member, one maintenance member, (2) support staff members and (1) administrator. Mrs. Allison Sparks, Capitol Financial was introduced to guide governing board members through the process of selecting the best insurance for District #1. District history was shared with the board from 2015/2016 school year until present school year. Comparisons were shared in regards to claims, fixed costs and BCBS premiums from 2017-2018 SY until present school year. The increases in every category were highlighted. Rate renewal history was also shared from the 2018-2019 SY until present. This year we went through a request for proposal. Ms. Sparks highlighted the Compensation Committee for initiating the committee and involving all employees. Health insurance direction was discussed with pros and cons to a self-funded model, director contract model and insurance pool. There were (6) responses to our request for proposal and after discussion it was narrowed down to 3 companies, the top insurance options were; BlueCross BlueShield (current provider), AETNA (requires changing network), and ASBAIT (requires changing network). A summary of the health insurance options; BlueCross BlueShield- \$8,968 savings, premiums remain the same and no changes to plan. AETNA - \$419,238 savings, premiums decrease by 7.5% (two positive plan changes. ASBAIT - \$374,402 savings, premiums decrease by 6.7%, negative and positive plan changes. An Analysis network specific to Yuma District One was reviewed and all were comparable to offering service to the most visited providers. The insurance survey review produced 516 responses from all employees. The top employee insurance priorities were to continue dental/vision paid by District @ 272 votes and to continue \$1,200 District HSA contribution @ 243 votes. Mr. Munoz noted that 4 of the 6 top priorities will have been met in the recommendation that will be presented later in the meeting.

Salary increases scenarios, Mrs. Valenzuela commented that this year we have seen significant student enrollment decrease. The projected budget will be built with a 250-student gain \$912,045. This year the insurance savings will be used for salary increases. The projected budget plus insurances savings scenarios;

- Scenario 1- BCBS budget of \$912,045, insurance savings \$8,968 total budget would = \$912,013.
- Scenario 2- AETNA budget of \$912,045, insurance savings \$419,238, total budget would = \$1,331,283.
- Scenario 3- ASBAIT- budget of \$912,045, insurance savings \$374,402, total budget would = \$1,286,447.

Mr. Munoz reviewed the employee groups with the board to understand where they fall on the placement schedule as Certified employees, other employees and support staff employees. Scenario 1 - BCBS could create a 2% increase for certified/ other staff and 50 cents raise for classified. Scenario 2 – AETNA could create a 3.5% increase for certified/ other staff and 50 cents raise for classified. The recommendation from the Compensation Committee will be to switch to AETNA insurance network provider because of the comparable network, lower

monthly premiums (7.5%), \$15,000 wellness fund, 50/50 surplus refund, two positive changes. This presentation has received approval of the Cabinet members and the compensation committee.

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 that needed to be pulled for discussion, hearing none a motion to approve the Consent Agenda was made by Mrs. Griffin, seconded by Mrs. Hennig. The motion passed unanimously.

Consideration to Approve the 2020-2021 Revised Student Fees, Fines and Charges – Pursuant to A.R.S. 15-342, a school district may charge fees for school activities and programs. The Board recognizes the need for student fees to fund certain school activities that are not financed by local, state, or federal funds. It also recognizes that some students may not be able to pay these fees. All fees shall contain a provision that allows the fees to be waived in the event of economic hardship to the pupil. Students will, however, be responsible and accountable for loss of or damage to school property. A copy of the schedule is available for view in the Business Office. It is recommended that the Governing Board approve the 2020-2021 Revised Student Fees, Fines, and Charges.

Job Updates - Contract/Working Appointment Language for 21-22 SY Recommendation: Annually, the District works with legal counsel in order to finalize and update the contract/working appointment language for the upcoming school year. It is recommended that the Governing Board approve the templates as presented in order to issue contracts/working appointments for the upcoming school year. (See schedule attachments are available for view in the Human Resource Department).

ACTION ITEMS:

CONSIDERATION TO APPROVE WRITTEN DETERMINATION AND RECOMMENDATION TO AWARD RFP-1-21-3-5 MEDICAL INSURANCE – BACKGROUND: The purpose of this agenda item is to award RFP 1-21-3-5 Medical Insurance to the firm deemed most advantageous to the District. An evaluation committee evaluated and scored the firms based on the criteria set forth in the Request for Proposal.

One hundred ten (110) Prospective vendors were sent a Request for Proposal. Of the 110, fifty-seven (57) vendors downloaded the solicitation; seventeen (17) submitted a No Bid and six (6) submitted a response. All six vendors were determined to be both responsive and responsible.

Aetna	EMI Health Benefits
ASBAIT	Kairos
Blue Cross/Blue Shield of AZ	United Healthcare

The purpose of this Request for Proposal was to solicit vendors to provide Medical Insurance to Yuma Elementary School District No. 1.

An evaluation committee evaluated and scored the firms based on the criteria set forth in the Request for Proposal. The evaluation committee consisted of Suzanne Alka, Associate Superintendent, Luciano Munoz, Executive Director of Human Resources; James Sheldahl, Superintendent, Duane Sheppard, Associate Superintendent, and Elizabeth Valenzuela, Chief Financial Officer. After scoring the written proposals, the committee made the decision to enter into discussions with the top three (3) scoring firms. After discussions, a written request for Best and Finals was sent to each of the three firms. The committee again scored the firms based on the same evaluation criteria. After final evaluation scoring was completed, it was determined that an award to Aetna was most advantageous to the district.

WRITTEN DETERMINATION: The following written determination is required:

Multi-Term Contract: The award of the contract under this RFP will result in a multi-term contract to cover Medical Insurance for fiscal year starting July 1, 2021 through June 30, 2022 with the option of four (4) annual renewals. In accordance with School District Procurement Rules R7-2-1093, before the use of a multi-term contract, the Governing Board must make a written determination that it is appropriate to do so.

It is recommended that the Governing Board make the following written determination:

1. The estimated requirements cover the period of the contract and are reasonable and continuing. Medical Insurance will be required on a continual basis so it is reasonable to have the option of four (4) annual renewals with this contract.

2. The use of the subsequent multi-term contract will serve the best interests of the school district by encouraging effective competition or otherwise promoting economies of scale in school district procurement. Using a multi-term contract for these services, provided for effective competition among offerors and promotes economies of scale by providing for a potentially longer relationship between the district and awarded vendor.
3. If monies are not appropriated or otherwise made available to support continuation of performance in subsequent fiscal period the contract shall be canceled and the contractor may only be reimbursed for the reasonable value of any nonrecurring costs incurred but not amortized in the price of the materials or services delivered under the contract or which are otherwise not recoverable. The cost of cancellation may be paid from any appropriations available for such purpose. **RECOMMENDATION:** It is recommended the Governing Board award RFP 1-21-3-5 to **Aetna Insurance** as noted in the background. Hearing the recommendation, a motion was moved by Mrs. Fox, seconded by Mrs. Griffin. The motion passed unanimously.

Consideration to Approve the Employee Compensation for the 2021-2022 School Year: District Administration has developed several employee compensation and benefit scenarios for the 2021-2022 school year. These scenarios have been presented to the district cabinet and the district compensation committee and now the Board, both groups support the recommendation the Governing Board approve the employee compensation recommendation for the 21-22 school year as presented. Hearing the recommendation, a motion to approve was moved by Mrs. Klostreich, seconded by Mrs. Griffin. The motion passed unanimously.

The meeting adjourned at 11:06am.

Respectfully submitted,

Alice Quintero, Secretary to the Board

Barbara Foote, President

Karen Griffin, Clerk

Theresa Fox, Member

Faith Klostreich, Member

Adele Hennig, Member