

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

The Governing Board for Yuma Elementary School District Number One held a Regular Meeting on **January 11, 2021** at 5:30 p.m. (*This meeting is Closed to the Public due to Health Emergency – COVID -19, but was available via YouTube Live, the public is invited to view virtually on our YouTube page 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, Member; 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 Elementary School District Number One.

Call to Order: The meeting was called to order at 5:30 pm, followed by the Pledge of Allegiance and a Moment of Silence.

Election of Officers:

First order of business was to make a motion for nomination of Board President. A motion was made by Mrs. Griffin to nominate Mrs. Barbara Foote as President, seconded by Mrs. Fox. There was no discussion, the motion passed unanimously. Mrs. Foote then made a motion to nominate Mrs. Griffin as Board Clerk, seconded by Mrs. Fox. There was no discussion, the motion passed unanimously.

Time and Place of Meetings:

Mrs. Foote read the recommendation to set the time and place of School Board Meetings for 2021. The recommendation was made to keep the existing schedule of the second Monday of each month (except July) at 5:30 p.m. There was a motion made by Mrs. Griffin, seconded by Mrs. Fox. The motion passed unanimously.

Adoption of Agenda:

A motion was made by Mrs. Fox to adopt the agenda as presented, seconded by Mrs. Griffin. There was no discussion, the motion passed unanimously.

Board Report – None at this time.

Superintendent's Report – Mr. Sheldahl wanted to validate the decision that the Board made to remain in remote learning with support in December given the current scenario in the COVID -19. We are hopeful that the metrics take a downward turn very soon and we can have students back in school and back in the classroom. Mr. Sheldahl wanted to congratulate the wisdom of that decision. Mr. Sheldahl also welcomed to the Board two new members Faith Klostreich and Adele Hennig.

High Five Employee Recognition Program – The High Five Program is our District's employee recognition program. Each month employees are able to nominate peers district-wide that exemplify the traits of a High Five employee. Each month five (5) stellar employees will be selected by the Celebrate and Honor committee based on the five (5) traits of a High Five employee. The five (5) traits are listed below. *Demonstrates Professionalism, Sees It, Owns It, Solves It, Does It, Displays a Positive Attitude, Demonstrates District Pride, Goes Above and Beyond.* For the month of November and December 2020, the District proudly recognizes the following individuals as the selected High Five Employees. 1) Adar Garcia *Principal* – McGraw Elementary, 2) Amy Kelly, *Substitute* – Desert Mesa Elementary, 3) Trevor Wilson, *Warehouse Supervisor* – Child Nutrition, 4) Hilda Holguin, *Office Technician*. – Sunrise Elementary, 5) Norma Nevarez, *Language Tester* – Multiple Schools. All employees were honored with a special recognition power point, and a \$25.00 gift card courtesy of Mr. G's/Chili Pepper Restaurant, a T-shirt and pin.

Donation Recognition- Mr. Sheldahl, Superintendent, recognized and 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 \$26,400.00 and year-to-date is \$128,845.18. Donations for the month are listed in the consent agenda item 5.6 for approval. No action was required for this item.

Information Items

District Financial Trends – Mrs. Valenzuela reported the financial trends report reflects the budget revision approved last month. Of the \$55.8 million budget, \$21.7 million has been expended 38% from July 1 thru December 31, 2020. There is \$29.8 million that has been encumbered for payroll for the rest of the year and open purchase orders, districtwide laptop refresh and replacement of some of our white fleet. The District has expended 16.49% of the

computer consortium budget, 19.95% of the purchasing consortium, 31.27% of the transportation budget and 46.8% of its bond.

Public Comment – *The Governing Board welcomes statements from residents and appreciates constructive suggestions and comments that help meet the educational needs of the District. A form to submit your comments/suggestions can be found on our website www.yuma.org. The completed form should be submitted by 4pm the day of the meeting which is traditionally the second Monday of the Month.* There were no comments/suggestions submitted.

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, hearing none. A motion to approve the consent agenda was made by Mrs. Griffin, seconded by Mrs. Fox. The motion passed unanimously.

Approval of Minutes: Consideration to approve the minutes for the Public Hearing and Regular Meeting held on December 14, 2020 for Yuma Elementary School District Number One.

Approval of Payroll Vouchers: Submitted for signature were copies of four (4) payroll vouchers totaling \$4,491,145.09 from December 18, 2020 thru December 30, 2020.

Approval of Expense Vouchers: Submitted for signature were copies of four (4) expense vouchers totaling \$1,215,295.87 from December 3, 2020 thru December 16, 2020.

Approval of Human Resource Items

Approval/Ratification of Salary Adjustments/Coaching Contracts: GROUP REQUESTS - CPR Training
Names of nurses, health assistants, and paraprofessionals that will be doing CPR training due to their card expiring through the 2020-2021 school year; Candia Irving, Paraprofessional and Brenda Moreno, Paraprofessional. Will be paid their regular hourly rate. Paid out of Medicaid Fund. **O.C. Johnson Training** – Complete listing available in the Human Resource Office.

Approval/Ratification of Hiring for Certified, Classified Personnel: (3) Support Staff and (2) 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: (7) Support Staff.

Approval/Ratification of Resignation Agreement and Release 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 on 2020-2021 School Year: None at this time.

Approval of Leaves of Absence: None at this time.

Approval of Job Description Updates: *Reclassification Compensation Change. Position Title:* Family Literacy Specialist. **Current Pay Range:** Range B (\$12.50/hour). **Proposed Pay Range:** Range E (\$14.00/hour). **History and Recommendation:** The Governing Board approved the Family Literacy Specialist position in June of 2019 due to the District being awarded a Family Literacy Grant by the State. The position has many responsibilities which includes serving as a lead in providing education to our families regarding the Family Literacy Program. They coordinate and monitor the involvement of parents in the education of their children.

Since that time, the position has grown in its responsibilities and skills required to be effective. The district has found it challenging to attract the necessary applicants to be successful in this position. We believe that by reclassifying this position to the recommended range, it will assist the District in solidifying the right individual with the skillset necessary to lead this program to be successful. It is our district recommendation that the Governing Board approves the compensation change for this position.

Funding:

The source of funding for this position will continue to be from our awarded grant funds. Full Job description is available in the Human Resource Office.

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

Approval of Student Activities and Tax Credit: Student activity and tax credit statements were submitted for the month of December 1-31, 2020.

Approval of Donations:

C.W. McGraw Elementary School- Donation from Donors Choose, in a gift certificate in the amount of \$100.00 for Mrs. Garibay 1st grade class to be used for educational resources.

Gila Vista Junior High- Donation from Jody King from JJJ Construction, in 6x6 inch beams in varying lengths of wood ranging from 10 feet to 20 feet. Donation was made to Gila Vista Career Explorations students for the purpose of constructing an "Outdoor Learning Ramada" space on campus. Donation has an estimated total value of \$26,000.00

Palmcroft Elementary School- Donation of 3 gift cards with a value of \$100 each, from Donors Choose, For Mrs. Hartley's 2nd grade classroom to purchase classroom supplies.

THIS MONTH'S TOTAL = \$26,400.00, YEAR-TO-DATE TOTAL = \$128,845.18.

Approval of School Activity Calendars/Newsletters - School calendars and newsletters were submitted for the month of January 2021.

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

- Award # 00172- Ceiling Repair \$54,147.50 -2021
- Award # 00478- Fire Alarm Panel Replacement \$4,594.92-2021

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 Intergovernmental Agreement for Maricopa County Air Quality Department- The purpose of this Intergovernmental Agreement is to administer the funding provided by the Environmental Protection Agency through Maricopa County to the sub recipient Yuma Elementary School District One for the State Clean Diesel Grant Program Funding provided through the Diesel Emissions Reduction Act (DERA). **It is recommended that the Governing Board approve the Intergovernmental Agreement between Maricopa County Air Quality Department and Yuma Elementary School District One.**

Action Items: None at this time.

Future Agenda Items: Nothing requested at this time.

Adjournment: Meeting adjourned at 5:57 p.m.

Respectfully submitted,

Alice Quintero, Secretary to the Board

Barbara Foote, President

Karen Griffin, Clerk

Theresa Fox, Member

Faith Klostreich, Member

Adele Hennig, Member