

**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 November 12, 2019, at 5:30 PM in the District Administration Office, 450 W. Sixth Street, Yuma, Arizona.

Members present: Mrs. Karen Griffin, President; Mrs. Barbara Foote, Clerk; Mrs. Irene Montoya, Member; Mr. Cory Mayrant, Member; Mrs. Theresa Fox, Member

Others present: Mr. James Sheldahl, Superintendent; Members of the administrative, certified and classified staff of Yuma Elementary School District Number One; and other interested citizens.

The meeting was called to order at 5:30 pm, followed by the Pledge of Allegiance and a Moment of Silence. Mrs. Griffin welcomed the public, asked for a motion to adopt the agenda, motion was moved by Mrs. Foote, seconded by Mr. Mayrant. There was no discussion, the motion passed unanimously.

**Board Report:**

Mrs. Foote assisted serving the students/parents of Price Elementary lunch (traditional Thanksgiving meal) prepared by our Child Nutrition Department. Mr. Mayrant also assisted @ Price Elementary serving lunch, attended the 6<sup>th</sup> grade Honor Roll Assembly @ Castle Dome, the Palmcroft Elementary Fall Festival, judged the Salsa contest put on by our Child Nutrition staff and attended the Dorothy Hall Family Inquiry Night with NAU. Mrs. Montoya attended the OC Johnson Ribbon Cutting Ceremony for the Community Garden, Carver Elementary Fall Carnival, Palmcroft Maker Space Ribbon Cutting Ceremony, Alice Byrne's Halloween Parade. Mrs. Fox was able to attend the Veterans Day Flag Raising Ceremony at Ron Watson Middle School, four Marines from the MCAS Air Squadron raised the flag and although it was not a school function she wanted to give Woodard Jr. High, Gila Vista Jr. High and Ron Watson Middle School Bands a shout out for their participation in the Veteran's Day Parade that she attended as well.

**Superintendent's Report:**

**School Showcase:** Mr. Sheldahl introduced Mr. Rich Gerber, Principal of Desert Mesa. Mr. Gerber said their school's presentation would revolve around their 21<sup>st</sup> Century After-school program. He then thanked Terry Lowe for writing the grant to receive it, Parents and Students of Desert Mesa for their support. Three Students all members of the Student Council and BUG Program (21<sup>st</sup> Century after-school program) introduced their fellow students in attendance that were there to perform a dance routine and music routine to the song "Best Day of My Life". The presentation was then followed by two video presentations highlighting more of the programs in the after-school programs at Desert Mesa.

**High Five 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 October, the District proudly recognizes the following individuals as the selected High Five Employees. 1) Sofia Ramirez, *Principal* – Roosevelt Elementary, 2) Douglas Norton, *Teacher* – Gila Vista Jr. High, 3) Carol Bickford, *Counselor* – Otondo Elementary, 4) Angelique Myers, *Paraprofessional* – Rolle Elementary, 5) April Smith, *Technician* – Child Nutrition Department. 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:** All donations for the month are listed in the consent agenda item 5.8. No action was required for this item. Dr. Alka, Associate 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 \$21,051.39, year-to-date is \$59,981.56.

**Art Recognition:** Mr. Sheldahl, reported the Artwork displayed in the boardroom for the month of November has been submitted by Jose Doramé, Art Teacher and students of Pecan Grove and Roosevelt and Kayla Cox, Art Teacher and students of Castle Dome Middle School.

**Information Items:**

**Enrollment Reports:** Mrs. Valenzuela reported that as of the 60<sup>th</sup> day enrollment showed an increase of 56 students from last fiscal year. We continue to head into a positive direction with continued growth.

**Monthly Budget Reports/Financial Trends:** Mrs. Elizabeth Valenzuela, CFO reported to the School Board that as of October 31st the district has spent 26% of our M&O Budget, 72% Capital Budget, 9% of our Computer Consortium, 10% of Purchasing, 22% of our Transportation Budget and 40% of what is remaining in our Bond. Last year at this time we were at 25% of our M&O and 76% of our Capital.

**Calls to the Public:** There were no calls from the public.

**Consent Agenda:**

Mrs. Griffin asked for a motion to accept the agenda as presented. A motion was made by Mrs. Montoya, seconded by Mrs. Foote. There was no discussion. The motion passed unanimously.

**Minutes:** The following minutes were submitted for approval: Public Hearing on October 15, 2019 and Regular School Board Meeting, held on October 15, 2019 for Yuma Elementary School District Number One.

**Payroll Vouchers:** Vouchers being submitted for signature are as follows: Seven (7) vouchers totaling \$4,410,238.71 from October 11, 2019 thru October 25, 2019.

**Expense Vouchers:** Expense Vouchers being submitted for signature are as follows: Five (5) vouchers totaling \$3,105,827.75 from October 10, 2019 thru October 31, 2019.

**Out-of-State Travel Request Submitted:** None at this time.

**Approval/Ratification of Student Field Trips:** 1). Kerry Morse, Ana Batres and Meghan Bender, Teachers, from Castle Dome Middle School, request Board approval for 85 Students, 3 teachers and 5 Chaperones, to visit Sea World and UCSD on January 24, 2020, in San Diego, CA. Field Trip Course of study: Students will get an educational tour of Sea World and do college and career research after hearing from a student panel at UCSD. Costs will be paid from Student Activity Funds. 2). \*Amended; Deborah Wiles, Teacher, from Castle Dome Middle School, requests Board approval for 15 Students, 1 teacher and 6 Chaperones, to visit the USS Midway, on November 8, 2019, in San Diego, CA. Field Trip Course of study: TMF teaches young men and women how to make positive life choices that build character and develop leadership skills. CDMS proudly houses the only Travis Manion Foundation program in Yuma. Along with character building, our Spartans (members) also accept a service project. For our service project this quarter, we will be visiting the Mount Soledad Veterans Memorial and cleaning the tiles that honor fallen heroes along with tidying up the surrounding areas. Costs will be paid from Student Activity Funds.

**Approval of Human Resource items are as follows:**

November 12, 2019

**Approval/Ratification of Salary Adjustments/Coaching Contracts:** AVID Stipends; Kerry Morse-Castle Dome, Dovie Warthen-Fourth Avenue, Dough Norton-Gila Vista, Patty Quiroz-Woodard \$400.00 each by June 19, 2020. Sharon Mott and Sara Carey- Ron Watson \$200. Each. STEM Cadre and Science Cadre Stipends \$370.00 if all requirements are fulfilled 3 certified staff from; Rolle, Sunrise, Desert Mesa, Palmcroft, and Otondo. Apprentice Science Cadre Trainers to receive an annual stipend of \$2,000 each; Lenora Higuera-Woodard Jr. High and Cheryl Wright-Palmcroft.

**Approval/Ratification of hiring for certified, support staff and substitute personnel:** (2) Certified Staff, (25) support staff and (4) transfer were submitted for approval.

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

**Approval/Ratification of Resignation for Certified, Support Staff and Substitute Personnel:** There were (12) Support Staff submitted.

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

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

**Approval/Ratification of Early Release of Contract:** Smith, Sheri, 1st Grade at Otondo, request for release of contract for 2019-2020 school year effective December 13, 2019. *\*It is the administration recommendation that the release of contract request be approved due to extenuating circumstances and approved not to collect liquidated damages*

**Approval/Ratification of Request to Retire at the End of the 2019-2020:** None at this time.

**Leave of Absence:** None at this time.

**Job updates:** *Item 1: Substitute Rate Increase – Substitute Rate Schedule:* The district has been working to increase the number of certified teacher substitutes in our District. Human Resources has completed a study of surrounding Yuma county school districts to review how competitive our substitutes rates compare. We have determined that increasing our substitute rate by \$15.00 would make our district more competitive and assist in our goal of attracting new substitutes to our District. We have seen a trend of unfilled absences especially affecting middle schools and during district-wide professional development days. We have confidence that this change will assist in resolving this current challenge. Current Substitute Rate Schedule: Requested through the Human Resource Department. Proposed Substitute Rate Schedule: Requested through the Human Resource Department

*Item 2: Hard-to-Fill Fourth Ave Junior High School Stipend Revision*

**Funding:** The source of funding for this position will be from our Title federal funds, which allow expenditures for the attraction and retention of highly effective and properly certified teachers.

**Stipend Recommendation:** The Governing Board has already approved the hard-to-fill stipends to be implemented this school year. However, additional criteria to receive the stipend must be stipulated in order to meet the parameters set by the federal funding source. The parameters are included below.

#### **Retention Stipends at Fourth Avenue**

One of the strategies we hope to employ at Fourth Avenue is to offer retention stipends in the amount of \$1,500 as an incentive to decrease the amount of teacher turnover and promote Fourth Avenue as a quality school with quality teachers. The stipend is available to appropriately certified teachers. The Arizona Department of Education has guidelines for this stipend. We will use an aggregated academic goal, a professional development initiative training, and coaching as our requirements to earn the retention stipend. Below is our administrative recommendation.

**Academic Goal:** Teachers to receive this stipend will achieve an aggregate Galileo score of 12% passing rate. Currently students are passing math and reading in a range from 5.9% - 20.9%.

**Professional Development Goal:** Teachers to receive this stipend will attend the Capturing Kids Hearts training or a component thereof.

**Coaching:** Teachers to receive this stipend will receive a minimum of 3 coaching sessions with a District One Instructional Coach, Principal, or Assistant Principal.

*Item 3: New Job Description*

**Proposed Title:** Communications and Community Engagement Coordinator

**Proposed Pay Range:** Range IV (\$52,000)

**Job Description:** Requested through the Human Resource Department

Funding: The source of funding for this position will be from the maintenance and operations fund.

**Position Recommendation:** The District has made a commitment to continue its efforts in communication and community engagement. The current structure in place does not allow for an expansion of these efforts since the assigned personnel are currently also responsible for the district-wide Human Resources operations. This new position would be a sole dedication to achieving the Governing Board and District goals of increased communication and community engagement. Our District has made great strides in its communication and community engagements efforts thus far, however, this position will allow the opportunity to bolster our communication and community engagement efforts to a new level.

**Approval/Ratification of Termination of Support Staff and Substitute Personnel: Support Staff Personnel –** Kottenbrook, Geoffrey, Bus Driver at Transportation Center, effective November 12, 2019.

**Donations submitted for Approval:**

**Castle Dome Middle School-** Donation from Artsonia, in the amount of \$55.89, to be used for art classes/programs at art teacher's discretion.

**Desert Mesa Elementary School-** Donation of \$102.91, from Swire Coca-Cola USA, to be used school wide at principal's discretion.

**Dorothy Hall Elementary School-** Donation of 20- 2inch binders, 2 packages of Christmas Cards, 2 packages of card seals, 1 moleskin notebook and 1 desktop calendar, with a total value of \$290.00 from Staples Gen Manager Benjamin Roberson to Mrs. Danford's 4<sup>th</sup> grade teacher.

**Dorothy Hall Elementary School-** Donation of \$45.00 from McElory Family (Heidi & Thomas), to be used to purchase balls for recess.

**Dorothy Hall Elementary School-** Donation from Donors Choose of various resources needed for Mrs. Cerda's Kinder classroom project "Daily Supply Usage Running Low" with a total value of \$172.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources needed for Ms. Newell's 1<sup>st</sup> grade classroom project "Supplies for the New Year" with a total value of \$576.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources needed for Mrs. Velasquez Kindergarten class project "Feel Comfortable, Safe and Relaxed in a Learning Environment" with a total value of \$933.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Mrs. Cradics 2<sup>nd</sup> grade classroom project "Colorful Readers Workshop" with a total value of \$379.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Mrs. Doten's 5<sup>th</sup> grade classroom project "Elevate Student Engagement with Flexible Seating" with a total value of \$575.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Mrs. Reardon's Kindergarten classroom project "Let's Go Down to the Stations" with a total value of \$991.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Mrs. Hendersons 1<sup>st</sup> grade classroom project "STEM is the Building Block to a Great Future!" with a total value of \$752.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Ms. Navarro's 5<sup>th</sup> grade classroom project "Innovative Seating for Our Innovators" with a total value of \$770.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Mrs. Newell's 1<sup>st</sup> grade classroom project "A Safe Place to Calm Down" with a total value of \$1,134.00.

**Dorothy Hall Elementary School-** Donation from Donors Choose, of various resources for Mrs. Bobbio's 2<sup>nd</sup> grade classroom project "A Fun, Organized Learning Environment for My Students" with a total value of \$1,185.00.

**Gila Vista Jr High School-** Donation from Kroger, in the amount of \$34.60 to be applied to school wide activities at Principals discretion.

**G.W. Carver Elementary School-** Donation from Donors Choose, of various materials to be used for Mrs. Ramos 1<sup>st</sup> grade classroom with a total value of \$691.05.

**Mary A. Otondo Elementary School-** Donation Clorox Wipes from Foothills Assembly of God, to be used by all grades and classrooms with an estimated total value of \$535.50.

**Mary A. Otondo Elementary School-** Donation from Donors Choose, of various items such as Ink Cartridges, wobble chair, log builders master set and privacy partitions for Mrs. Parrish Kindergarten classroom project "Flexible Seating for a 21<sup>st</sup> Century Classroom!" with an approximate total value of \$788.00.

**Mary A Otondo Elementary School-** Donation from Donors Choose, of a Samsung 65" RU7100 LED Smart 4K UHD TV 2019 for Mrs. Melanson's 4<sup>th</sup>/5<sup>th</sup> combo classroom with an approximate total value of \$700.00.

**O.C. Johnson Elementary School-** Donation from Donors Choose, of various items for Mrs. Buitrago's classroom project "Back to Basics" such as Dry Erase Chisel Tip Markers, Tricondera-Golf Pencils, Toner Cartridge, Copy Paper, Laminating Pouches and some additional requested with a total value of \$300.00.

**O.C. Johnson Elementary School-** Donation from Donors Choose, of various items for Ms. Campos project "Watch Us Flex" such as Flexible seating stool, Bungee Saucer Chair, Big Joe Sued Plus, Sofa Sack Plush Ultra Soft Bean Bag Chair with a total value of \$350.00.

**O.C. Johnson Elementary School-** Donation from Donors Choose, of items such as Permanent Adhesive Backed Vinyl Sheets, Cricut tools bundle, Cricut explorer air 2 cherry blossom, Cricut mint tools and basic trimmer set HTV Heat transfer vinyl 20 pack for Ms. Buitrago "Cricut to the Rescue of Creativity" project with a total value of \$450.00.

**O.C. Johnson Elementary School-** Donation from Donors Choose, of various items such as Play balls, Wilson Football, Jump Ropes of assorted colors, Flying Saucer Set, Volleyballs, Basketball and American Brasilia Soccer balls for Mrs. Campos project "Soccer Basketball, Frisbee Oh My!" with a total value of \$250.00.

**O.C. Johnson Elementary School-** Anonymous donation in the amount of \$310.00 to be used at Principals' discretion.

**Palmcroft Elementary School-** Donation from CAF America C/O Cyber Grants in the amount of \$4.66.

**Palmcroft Elementary School-** Donation from Ed. Foundation of Yuma in the amount of \$500.00 to be used by Ms. Luna's 1<sup>st</sup> grade classroom to complete project.

**Palmcroft Elementary School-** Donation from Palmcroft PTO, in the amount of \$143.00 to be used towards 2<sup>nd</sup> grade field trip.

**Palmcroft Elementary School-** Donation from Donors Choose of various items for Mrs. McGinnis 3<sup>rd</sup> grade classroom with a total value of \$1,022.82.

**Palmcroft Elementary School-** Donation from Donors Choose, in various items to be used for light parade in December & Makerspace for Mrs. Guerrero's 4<sup>th</sup> grade class with a total value of \$1,132.59.

**Palmcroft Elementary School-** Donation from Donors Choose, of various items to be used for light parade by Mrs. Wright's AVID, iTEAMS and Ambassadors with a total value of \$1,244.75.

**Palmcroft Elementary School-** Donation from Donors Choose, of various classroom supplies for Mrs. Hailes Kindergarten class with a total value of \$947.91.

**Palmcroft Elementary School-** Donation from Donors Choose, of various classroom supplies for Mrs. Hartley's 2<sup>nd</sup> grade classroom with a total value of \$1,262.41.

**Pecan Grove Elementary School-** Donation from Donors Choose, of various items as Blick economy buff manila draw, riheson bulk pack watercolor, riheson powder tempera paint, Crayola colored drawing chalk, Crayola large paintbrush varie to be used by Ms. Christiansen's "Empowering Young Artists" with an estimated total value of \$300.00.

**Pecan Grove Elementary School-** Donation from Donors Choose, of various items as Magazine subscription, coding cards, coding with scratch Jr, 100-piece essentials value set, Kid K'nex classroom collection, building

brick STEM challenge kit, creative kids flake 600 interlocking pieces to be used by Mrs. Buitrago's class "Future Engineers of Tomorrow" with an estimated total value of \$250.00.

**Pecan Grove Elementary School-** Donation from Donors Choose of \$997.51 worth of items for music classroom use.

**Ron Watson Middle School-** Donation from Center for the Future of Arizona, to be used for possible future curriculum and/or classroom resources per principles discretion with a total value of \$750.00.

**Sunrise Elementary School-** Donation from Zumba- Michelle Sims, in the amount of \$120.00 to be used as needed.

**Yuma School District One-** Donation of \$5.79 from Charities Aid Foundation of America C/O Cyber Grants, to be used for Education.

**This month's total = \$21,051.39 with a Year-to-date total of = \$59,981.56.**

**Student Activity and Tax Credit:** Statements for the period October 1-31, 2019 were submitted for approval.

**Approval of Solicitations:** Alice Byrne Elementary School – Requesting Board permission to solicit for materials and funds throughout the community through various fundraisers for the 2019-2020 school year. Benefactors of materials and funds will be the students and staff of Alice Byrne Elementary School.

**Approval of Student Activity Calendars:** School calendars or newsletters for the month of November 2019 were submitted.

**Approval of Competitive Grants:** The Yuma Education Foundation has awarded \$500 competitive grants to two district staff who took the initiative to apply. Shannon Manigault, Occupational Therapy Assistant at Carver School, proposes to equip a sensory wall/area to assist special education children in having access to sensory textures for kinesthetic learning and sensory desensitization. Brandi Luna, teacher at Palmcroft School, proposes to rebuild the school's raised garden beds so that students can engage in growing edible foods to enhance their understanding of healthy eating and life science. ***It is the administrative recommendation that the Governing Board accept the two \$500 grants from the Yuma Education Foundation for Carver and Palmcroft Schools.***

**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:

- 122 BRG - \$9,938.00 to replace 5-ton HVAC Unit – 2019

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. It is recommended that the Governing Board approve the SFB terms and conditions for acceptance of monies from BRG funds.

**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.

		<b>Contract Year</b>
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Bid Number	Vendor	
RFP-1-17-5-5 Exceptional Student Services	Ardor Health Solutions Light Street Special Education Solutions (Learn It) Small Talk Therapy	4
RFP-1-18-3-5 Bulk Fuel Purchase and Delivery	Mansfield Oil Company SC Commercial (SC Fuels & SoCo Group) Sellers Petroleum Senergy Petroleum	3
RFP-1-18-4-5 Waste Management Services	Republic Services	3
IFB-1-19-2-5 Supplemental Vehicle and Bus Parts	Chassis Dynamics North End Auto Parts (NAPA) Truck Pro (AZ Brake & Clutch) Yuma Truck Center	2
IFB-1-19-3-5 Vehicle and Bus Glass Replacement and Repair Services	A Touch of Glass of Yuma (FTS Automotive)	2
IFB-1-19-5-5 Outsourced Shop Labor for Vehicle, Bus and Equipment Repairs	Canyon State Bus Sales Chassis Dynamics FTS Automotive & Diesel Center Purcell Tires & Service Center RWC International Transmission Plus	2

**RECOMMENDATION:**

It is recommended the Governing Board approve the renewal of the District procurement contracts listed in the background.

**Action Items:**

**Consideration to Approve the 2019/2020 Results Based Funding Spending Plan:** Pursuant to A.R.S. 15-249.08, School Districts and Charter Districts were awarded funding based on the test results of their schools in conjunction with their Free and Reduced Lunch rate. Seven District One schools received funding as follows for the student achievement during the 2017-2018 school year: Alice Byrne Elementary School - \$127,802.40, Desert Mesa Elementary School - \$250,223.12, McGraw Elementary School - \$112,138.13, O.C. Johnson Elementary School - \$ 95,909.38, Otondo Elementary School - \$284,022.40, Palmcroft Elementary School - \$120,700.60, Rolle Elementary School - \$271,914.00, **Total \$1,262,710.03.**

Based on guidance received, Yuma Elementary School District One proposes the following distribution:

\$3,000 Stipend – Teachers, Principals and Assistant Principals from the schools that earned the results-based funding or earned an A letter grade for the 2017-2018 school year.

\$1,000 Stipend – Teachers, Principals, and Assistant Principals from all other schools in our district. **Total Estimated Cost for Stipend Distribution: \$967,637** Any balance remaining will be set aside for school specific professional development at the principal's discretion. In addition, a portion of the funding will be used to replicate successful programs throughout our District. A motion to accept the administrative recommendation that the Governing Board approve the 2019/2020 Results Based Funding spending plan was made by Mrs. Montoya, seconded by Mr. Mayrant. There was no discussion. The motion passed unanimously.

**Future Agenda Items:** Mr. Sheldahl commentated that there would be a presentation on the new curriculum "Benchmark Advance." Mrs. Griffin announced that she was sent a letter regarding the Certificate of Achievement Award in Financial Reporting to Yuma District One Finance Department and wanted to thank Mrs. Valenzuela, and all staff for all their hard work.

The meeting was adjourned at 6:07 pm.

Respectfully submitted,

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Alice Quintero, Secretary to the Board

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Karen Griffin, President

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Barbara Foote, Clerk

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Irene Montoya, Member

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Cory Mayrant, Member

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Theresa Fox, Member