

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

**\*Revised 11/20/20**

The Governing Board for Yuma Elementary School District Number One held a Regular Meeting on **October 13, 2020** at 5:30 p.m. (*This meeting is Closed to the Public due to Health Emergency – COVID -19, but was available via YouTube Live on our Facebook page @ www.yuma.org*) in the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

**Members present:** **Mrs. Barbara Foote, President (remotely);** Mrs. Karen Griffin, Member; Mrs. Irene Montoya, Member; Mrs. Theresa Fox, 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. **facilitated by Mrs. Karen Griffin.** Followed by the Pledge of Allegiance and a moment of silence. A motion was made by Mrs. Fox, seconded by Mrs. Montoya to adopt the agenda. The motion passed unanimously.

**Board Report** – Mrs. Montoya reported that she visited McGraw, Gila Vista and Palmcroft Schools. She reported, Principals and staff are doing well dealing with uncertainty and challenges but delivering good instruction in a calm environment. Mrs. Griffin read a heartfelt letter of gratitude signed by all Board Members to all staff. Also reported was 100% Board participation at the Yuma County ASBA meeting.

**Superintendent’s Report**

**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 August 2020, the District proudly recognizes the following individuals as the selected High Five Employees. 1) Jamie Walden, *Director of Finance* – District Office, 2) Kristina Ben Saida, *Teacher* – Rolle Elementary, 3) Monica Hughes, *Teacher* – Palmcroft Elementary, 4) Ana Rivera, *Paraprofessional*. – Dorothy Hall Elementary, 5) Martha Esqueda, *Home School Liaison* – Roosevelt Elementary. 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 \$7,190.00 and year-to-date is \$58,291.54. 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 that as of September 30 the district had spent 17% of its Maintenance and Operations budget, 61% of the District Capital budget, 6% of the Computer Consortium, 6% of Purchasing Consortium, 8% of Transportation and 39.6% of the Bond. As stated in the bond update once we finalize invoices for Ron Watson the bond will have been spent 100%.

**20<sup>th</sup> Day Enrollment Report** – Mrs. Valenzuela reported we continue to see a decrease in our student enrollment. The 40<sup>th</sup> day enrollment shows a 5.39% decrease compared to last fiscal year. As stated previously we will revise our budget accordingly in December after our 40<sup>th</sup> day is reconciled at the state level, we will then utilize the cares act grants along with any additional M&O carry forward to offset the enrollment loss this fiscal year.

**Galileo Benchmark Assessment Comparative Results** - Mr. Sheppard presentation was based on the Galileo Benchmark Pre-Assessment that was administered at the start of the school year. The benchmark assessments are administered three times a year to test student proficiency in Math Science and English Language Arts (ELA). In the testing of ELA in which reading, writing and language skills are tested, the district saw an 1.5% decrease in this year’s overall score, while third grade student’s performance was equal to last years. In Math this year’s third, fourth, fifth and eighth grade student’s outperformed last year’s scores binging a 1.5% increase to the districts overall score. For Science all grade levels increased their scores, with the exception of fourth grade which experienced and 11-point drop. However, Mr. Sheppard noted they are on track for meeting proficiency. Overall, they performed an increase of about 0.5% better than last year. The next round of assessments is slated for December and will be administered in a hybrid environment. Mr. Sheppard commented “Based on the Galileo pre-test, District One Students didn’t experience the expected academic gap and slide.”

**Summary of Hybrid Learning Enrollment** – Dr. Alka’s presentation included a slide show of updates for the Board regarding the Hybrid Learning Model. In person hybrid learning began on Oct. 1, 2020. Parents were given the option to choose remote or hybrid learning. Students with last names ending in A-L (cohort A) go Monday and Tuesday to school in person instruction then remote Wednesday thru Friday either at home or school. Students with last names ending in M-Z (cohort B) go to school Thursday and Friday, then remote either at home or school Monday thru Wednesday. There are also students on remote learning all five days from home. The percentage of students in learning models are as follows; two day in person hybrid - group A, 17.96%. Two day in person hybrid – group B, 17.34%. Five day in person hybrid 22.78%. Five day remote – 41.92%. Also featured in the presentation was the health and safety measures provided across the district signage, cleaning procedures, social distancing reminders School meals are packaged daily for easy safe distribution. Rindy Ward addressed the instruction with the hybrid model and how the day is scheduled out with hybrid and remote students all learning at the same time.

**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](http://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.*

**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. Griffin 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. Montoya, seconded by Mrs. Fox. The motion passed unanimously.*

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

**Approval of Payroll Vouchers:** Submitted for signature copies of payroll vouchers totaling \$4,519,638.03 from September 11, 2020 thru September 25, 2020.

**Approval of Expense Vouchers:** Submitted for signature are copies of Six (6) Encumbered Vouchers totaling \$3,342,055.57 from September 3, 2020 thru September 30, 2020.

**Approval of Human Resource Items**

**Approval/Ratification of Salary Adjustments/Coaching Contracts:** Individual requests for additional duties/working days - (4) Certified staff. Group Requests for additional duties/working days; 21<sup>st</sup> Century Program-Teacher, AVID – Elementary and Middle School Coordinator and Lead Teachers Stipends, Rolle – Benchmark/AVID night – planning and virtual sessions. Mechanics/Lead Mechanics be on -call status as needed throughout the 2020-2021 school year.

**Approval/Ratification of Hiring for Certified, Classified Personnel:** (3) Certified Staff, (14) 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:** (14) 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:** Lopez, Ramon, Bus Driver, at Transportation effective October 13, 2020. Rios, Lionel, Bus Driver, at Transportation effective October 13, 2020.

**Approval/Ratification of Release of Contract:** *It is the administration recommendation that the release of contract request be approved due to extenuating circumstances and approved not to collect liquidated damages.* Ayon, Hector, Social Studies & Science 7th grade teacher at Woodard, request for release of contract for 2020-2021 school year effective October 13, 2020. Felsenthal, Keishla, PE teacher at Carver and Roosevelt, request for release of contract for 2020 – 2021 school year effective October 02, 2020. Ingram, Elvira, Migrant Educator at Pecan Grove, request for release of contract for 2020 – 2021 school year effective October 13, 2020. Keegan, Madeleine, Speech Language Pathologist at E.S.S., request for release of contract for 2020 – 2021 school year effective October 16, 2020. Perez, Graciela, 2nd grade teacher at Sunrise, request for release of contract for 2020 – 2021 school year effective November 13, 2020.

**Approval/Ratification of Request to Retire on 2020-2021 School Year:** None at this time.

**Approval of Leaves of Absence:** Southworth, Gary, Social Studies 7th grade teacher at Woodard, requesting for Leave of Absence for the 2020 – 2021 school year effective October 13, 2020. Swope, Addie, 1st grade teacher at Sunrise, requesting for Leave of Absence for the 2020 – 2021 school year effective October 13, 2020.

**Approval of Job Description Updates:** None at this time.

**Approval/Ratification of Termination of Certified Staff, Classified Staff and Substitute Personnel:** Chairez, Ashley, Bus Monitor at Transportation, effective October 13, 2020.

**Approval of Student Activities and Tax Credit:** Student activity and tax credit statements were submitted for the month of September 1-30, 2020.

**Approval of Donations:**

**Alice Byrne Elementary School-** Donation from Kroger, in the amount of \$210.02, which will be used to purchase educational supplies for school.

**Dorothy Hall Elementary School-** Donation from Donors Choose, in various resources for Ms. Newell classroom project "Looking to Rock This Year". Donation has an estimated total amount of \$369.00

**Dorothy Hall Elementary School-** Donation from APS-Supply My Class, of (2) \$500 Visa gift cards for Mrs. Doten and Ms. Newell.

**Dorothy Hall Elementary School-** Donation from Donors Choose, in various resources for Ms. Newells 1<sup>st</sup> grade classroom project "Books for Comprehension". Donation has an estimated total amount of \$588.00

**Gila Vista Jr High School-** Donation from Charities Aid Foundation of America, in the amount of \$19.40, to be used school wide.

**Gila Vista Jr High School-** Donation from Kroger, in the amount of \$18.96, to be used school wide.

**G.W. Carver Elementary School-** Donation from Neighborhood Walmart, in binders, folders, composition books and hand sanitizers for the K-5 classrooms, students and teachers. Donation estimate total amount is \$1500.00

**James B. Rolle Elementary School-** Donation from Wal-Mart Supercenter, in paper and plastic folders, to be used by all grade levels. Donation has an estimated total amount of \$700.00

**James B. Rolle Elementary School-** Donation from Donors Choose, in various resources for Mrs. Buitrago DD class (K-3), to be used for student's benefit. Donation has an estimated total amount of \$2,661.97

**Sunrise Elementary School-** Donation from Charities Aid Foundation of America, in the amount of \$19.40, to be used as needed.

**Sunrise Elementary School-** Donation from Charities Aid Foundation for America, in the amount of \$19.40, to be used as needed.

**Yuma School District No. 1-** Donation from Advocate Pest & Wild life- Brittney Olague, in 20 cases of water, with estimated total amount of \$80.00, to be used district wide.

**Yuma School District No. 1-** Donation from Charities Aid Foundation of America, in the amount of \$3.86, to be used as needed district wide. **THIS MONTH'S TOTAL = \$7,190.00, YEAR-TO-DATE TOTAL = \$58,291.54.**

**Approval of School Activity Calendars/Newsletters -** School calendars and newsletters were submitted for the month of October 2020.

**Approval of Solicitations - Dorothy Hall 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 Dorothy Hall Elementary School

**Action Items:**

**Consideration to Approve Resolution for School Bus Safety Week October 19-23, 2020 Meeting –** Mr. Schepers read the Resolution for School Bus Safety Week, October 19-23, 2020 for Yuma School District One, which is in conjunction with National School Bust Safety Week. A motion was made by Mrs. Fox to approve the resolution, seconded by Mrs. Montoya. The motion passed unanimously. A copy of the Resolution is available for view upon request.

**Consideration to Approve National School Lunch Week 2020 Resolution -** Mrs. Lisa Thrower was introduced to address the school board on Yuma School District One Celebrate National School Lunch Week October 12th-16th, 2020– To recognize the National School Lunch Program, serving nearly 30 million children each day, Yuma School District One schools will celebrate National School Lunch Week from October 12th-16th, 2020. The theme, "Now Playing: School Lunch!" puts the spotlight on the importance of a healthy school lunch in a child's life, now more than ever. School lunches offer students fruits and vegetables, whole grains and milk, and meet federal nutrition standards limiting fat, calories and sodium. Currently our district is offering meals to all children 18 years of age and younger at no cost. The child nutrition department is offering breakfast, lunch and a snack to each child that requests a meal from the cafeteria. Parents can also request these nutritious meals To-Go for their remote learners. This USDA waiver will remain in effect until June 30th, 2021. The federally-funded National School Lunch Program and Summer

Food Program has been fueling students for success for more than 70 years. YSD One’s Child Nutrition Department has been a tradition in our community for providing tasty and healthy meals for our families for many generations. There is evidence of continued need for nutrition education and awareness of the value of school nutrition programs at both the local and national level. Our district supports this valuable program and encourages all of our students and families to participate. Mrs. Montoya made a motion to approve National School Lunch Week, seconded by Mrs. Fox. The motion passed unanimously.

**Consideration to Approve the Arizona School Boards Association’s (ASBA) draft of the 2020 Political Agenda and Direct the Districts Delegate(s) to the ASBA Delegate Assembly to Represent the Board’s Determined Position** - Governing Boards are to discuss and may consider action to approve the ASBA draft 2021 Political Agenda, and, direct the District’s delegate to the ASBA delegate assembly to represent the Board’s determined position. Mrs. Griffin will be attending the Delegate Assembly virtually and lend voice to the three items of interest of the district which are; maximize state funding, revise school finance formula and to fund all-day Kindergarten. All board members shared the same interest. A motion to approve the items for Mrs. Griffin to take to the Delegate Assembly was made by Mrs. Montoya, seconded by Mrs. Fox. The motion passed unanimously.

**Consideration to Approve the 2019-2020 Annual Financial Report** – Mrs. Valenzuela reported that the Annual Financial report reflects the activity for the 2019/2020 Fiscal Year. Arizona Revised Statutes (ARS) § 15-904 requires school districts to prepare and submit an Annual Financial Report (AFR) to the Arizona Department of Education (ADE) on or before the 15<sup>th</sup> of October of every year. The AFR must be submitted electronically in a format jointly developed by the ADE and the Auditor General. The AFR contains revenue and expenditure and other financial information for all District funds for the year ending June 30, 2020. A summary of the AFR presentation is provided to all Governing Board Members. FY19-20 budget factors; base revenue per weighted student count was \$4,202.31, \$81.58 for inflation and \$111.16 for teacher salary increase. Our budget objectives were certified salary increases based on years of service at 5%, 5.5% and 6%, Prop 206 @ \$1.00 increase. Other staff a 1%, 1.5% and 2% increase. Non-Prop 206 Support staff increase \$.50. Following is the total M&O expenditures by function; 53% - Instruction, 7% - Student Support, 1% - instructional support, 11% - administrative costs, 6% - central services, 13% - operations and 9% - transportation. Of the \$48.7 million, 76% was spent on salaries and benefits, 19% was spent on purchased services and 5% on supplies. Of the Classroom Site Fund, Certified staff received \$7,000 in addition to their salary, 43% was spent on performance pay, 31% on 301 Prop Menu and 18% to teachers’ base salary. Our total capital expenditures were \$2.9 million of that 53% was spent on instructional aides (iPads, curriculum and digital content), 1% student support services, 2% administrative costs, 3% maintenance and operations, 25% on student transportation and 15% on debt services (Climatec lease and Cisco phone lease). After the presentation Mrs. Griffin asked for a motion to approve the Annual Financial Report, moved by Mrs. Montoya, seconded by Mrs. Fox. There were no more questions, the motion passed unanimously.

**Future Agenda Items:** Items of interest request that could also be on a Friday report are number of students using the transportation consortium and number of students receiving Food Services and Operation School Bell.

**Adjournment:** Meeting adjourned at 6:41 p.m.

Respectfully submitted,

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Alice Quintero, Secretary to the Board

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Barbara Foote, President

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Karen Griffin, Member

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Irene Montoya, Member

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Theresa Fox, Member