

**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 **September 14, 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; 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. Followed by the Pledge of Allegiance and a moment of silence. A motion was made by Mrs. Griffin, seconded by Mrs. Montoya to adopt the agenda. The motion passed unanimously.

**Board Report** – Mrs. Montoya reported that she visited Alice Byrne School specifically to see the new building. She regrets that we were not able to have an opening ceremony. The building is very comfortable and beautiful. Mrs. Foote attended the ASBA Law Conference, she reported that it was very informative.

**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) Matthew Buckley, *Principal* – Carver Elementary, 2) Christine McCoy, *Communications Coordinator* – District Office, 3) Brandie Luna, *Teacher* – Palmcroft Elementary, 4) Samuel Rodriguez, *Technician*. – Technology, 5) Erica Jimenez, *Director* – Preschool 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. Mr. Munoz informed the Board that this is the 7<sup>th</sup> Year of this program, over the 7 years there have been 230 employees highlighted. Also introduced were the new committee members for the next two years; Clarice Stevens, Supervisor, Matt Kaste, Director, Leeanne Lagunas, Principal, Ana Ortega, Assistant Principal, and Frank Evenson, Director.

**District Art Highlight** – District One Art Teachers continue to engage their students with creative instruction during remote learning. Students shared their amazing artwork with a highlighted video, inspired by Mavreen Fleming Sharrar, Art teacher from Fourth Avenue Jr. High.

**Arizona Department of Health Services Update** - Mr. Sheldahl updated the School Board on the Arizona Department of Health Services Dashboard. The latest county level data has not experienced a two-week decline in positive cases, it has maintained less than 100 cases per 100,000 residents for two consecutive weeks. The data also reflected that as of Aug. 23, 2020 Yuma County had met the benchmarks for percent positivity and COVID-related hospital visits for two consecutive weeks. "If the dashboard numbers are favorable over the next two uploads, then that would trigger a return to the hybrid model. The county health district has given our Return to Learning Mitigation Plan a very positive review. District One will move forward in a way that ensures safety for all." Mr. Sheldahl also informed the board about the new Parent Resource Webpage developed by Kathi Mata, Liz Miranda-Lomeli and Christine McCoy to provide

parents with tips and information in both print and video a communication, student success and support, and technology tools for remote and hybrid learning. This webpage will be linked to our District website.

**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 \$6,242.27 and year-to-date is \$51,101.54. Donations for the month are listed in the consent agenda item 4.6 for approval. No action was required for this item.

**Public Comment** – None at this time.

**Information Items**

**Enrollment Stabilization, FEMA, ESSER Grant Overview** – Mrs. Valenzuela reported on the three grant opportunities that are available to the district. The three funding sources that are available for COVID-19 related expenditures are the Federal Emergency Management Agency Grant, this is a Federal grant that is managed by the Department of Emergency & Military Affairs (DEMA). We will submit reimbursement for PPE related expenditures on a monthly basis. Enrollment Stabilization Grant was submitted before the application deadline which was September 4, 2020 and is under review. The award date will be announced no later than November 11, 2020. The amount is based on the greater of FY21 40<sup>th</sup> day ADM or 98% of FY20 100<sup>th</sup> day ADM. Some allowable expenditures are COVID-19 related expenditures incurred March 1-December 4, 2020. Some examples (technology, instructional software, training, sanitization, districtwide communication, custodial). Non-COVID related expenditures are not allowed. The Elementary & Secondary Education Relief Fund (ESSER) has been submitted and approved by ADE. The award amount is 1.9 million dollars (based on title 1 formula). Some examples of allowable expenditures are; COVID-19 related expenditures incurred March 13, 2020-September 30, 2020 (technology, instructional software, training, sanitization, districtwide communication, custodial). The financial impact for our district is that our State funding formula has not changed so if our enrollment is down, we will bring a budget revision in December and reduce our M&O budget accordingly. The district will cover that loss with a combination of the relief funds.

**20<sup>th</sup> Day Enrollment Report** – Mrs. Valenzuela reported that enrollment is down 4.5% compared to last year at this time, we are down 400 hundred students. The district's budget will be revised to reflect enrollment reduction after it's 40-day count which is on September 28, 2020.

**District Financial Trends** – Mrs. Valenzuela reported that as of July 31 the district had spent 10% of its maintenance and operations budget and 47% of the District capital budget.

**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. Griffin. The motion passed unanimously.

**Approval of Minutes:** Consideration to approve the minutes for the Special Meeting held on August 24, 2020 for Yuma Elementary School District Number One.

**Approval of Payroll Vouchers:** Copies of payroll vouchers totaling \$4,650,464.91 from June 30, 2020 through August 28, 2020 were submitted for signature.

**Approval of Expense Vouchers:** Copies of Six (6) Encumbered Vouchers totaling \$488,722.97 for FY 2019/2020 and seven (7) vouchers totaling \$3,664,246.23 for FY 2020/2021 from July 9, 2020 thru August 31, 2020 were submitted for signature.

**Approval of Human Resource Items**

**Approval/Ratification of Salary Adjustments/Coaching Contracts:** Individual requests for additional duties/working days - (4) Classified Staff, (4) Certified staff. Group Requests for additional duties/working days; iTeam Teachers, Pecan Grove EL Planning and Training, 21<sup>st</sup> Century Program-Teacher, Fourth Ave – PD on Instructional Best Practices, Fourth Ave- AVID Site Planning, Castle Dome – Avid Site Planning, 5<sup>th</sup> Grade Band Instruction, 6<sup>th</sup> Grade Intramurals, 5<sup>th</sup> Grade Band Recruiting, Personalized Learning Leads and CPR Training

**Approval/Ratification of Hiring for Certified, Classified Personnel:** (12) Classified 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) Classified Staff.

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

**Approval/Ratification of Job Abandonment for Certified, Classified and Substitute Personnel:** Ruiz, Jessica, Groundskeeper, Dorothy Hall Elementary, effective September 14, 2020.

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

**Approval/Ratification of Request to Retire on 2020-2021 School Year:** Lydick, Michelle, Data Entry, at Transportation effective September 16, 2020. Meza, Rosa, Cafeteria Baker, at Sunrise, would like to change her retirement date from May 25, 2021 to October 31, 2020. Please see attached letter. Previously approved to retire on the May 11, 2020 board meeting.

**Approval of Leaves of Absence:** None at this time.

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

**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 August 2020.

**Approval of Donations:**

**G.W. Carver Elementary School-** Donation from The Benevity Community Impact Fund, in the amount of \$2,519.20, to be used at principal's discretion.

**G.W. Carver Elementary School-** Donation from Woodmen of the World Camp 152, in the amount of \$500.00, to be used at principal's discretion.

**Mary A. Otondo Elementary School-** Donation from United Way of Yuma County, in 15 backpacks filled with school supplies for students that need backpacks and basic school supplies, donation has an estimated total amount of \$180.00.

**Palmcroft Elementary School-** Donation from Donors Choose, in classroom supplies for Mrs. Hughes 3<sup>rd</sup> grade class, with an estimated total amount of \$537.09.

**Palmcroft Elementary School-** Donation from Donors Choose, in educational resources for Mrs. Garcia's Kinder class, with an estimated total amount of \$163.12.

**Palmcroft Elementary School-** Donation from Donors Choose, in classroom supplies for Mrs. Haile's Kinder class, with an estimated total amount of \$290.93.

**Sunrise Elementary School-** Donation from Bryan Whelchel, in the amount of \$50.00, to be used as needed.

**Yuma School District One-** Donation from Charities Aid Foundation of America (CAF), in the amount of \$1.93, to be used district wide.

**Yuma School District One-** Donation from Sonja Shrauner from Yuma Free Maskers and Rising Stars 4H Sewing, in hand made masks to distribute between all schools for students and teachers. Donation has an estimated total amount of \$2,000. **THIS MONTH'S TOTAL = \$6,242.27, YEAR-TO-DATE TOTAL = \$51,101.54**

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

**Consideration to Approve 2020/2021 Yuma Area AVID Tutor Partnership IGA** - Annually, District One partners with the high school district to jointly share the hiring, training, and supervision of AVID tutors and to hire a person to recruit and schedule all of the tutors for the AVID program. Scheduling across a large number of schools enables us to attract, train and retain high-quality tutors because the tutors get more hours, customized to their own needs. This IGA is the partnership agreement for that process. This academic year, to maintain safety during pandemic conditions, all AVID tutoring will take place digitally with direct teacher supervision through WebEx breakout rooms. Tutor training will also be delivered digitally. The IGA can be viewed upon request from the Business Office.

**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
RFP 1-17-2-5 Psychological Services	Ardor Health Solutions Arizona Behavioral Health Associates, P.C. Learn It Therapy Service, LLC	5

**Approval of Solicitations - G.W. Carver 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 G.W. Carver School.

**Consideration to Approve Agreement Between YSD1 and Learn-IT-Systems, LLC Special Education Services –**

The agreement, from our colleagues at Desert Choice Schools (Learn It Systems), for the 2020-2021 school year. Our district is proposing to continue our partnership with Desert Choice Schools, to ensure our K-8 students with significant emotional disabilities in our district and the Yuma community, have access to a private day special education program. Over the last several years, this program has yielded positive results for this population of students as well as their families.

We are excited about the possibility of offering this level of support and expertise to another campus and another group of our students in need of this type of specialized instruction. The agreement can be viewed upon request in the Business Office.

**Approval of Competitive Grant(s) - State of Arizona, Department of Economic Security (DES), Child Care Administration Preschool Grants:** The State of Arizona, Department of Economic Security (DES), Child Care Administration has awarded grants to the following preschools to support preschool services: North End Preschool at

Pecan Grove School - \$31,750, O. C. Johnson Preschool - \$8,300. To receive the funds, the District must agree to open the preschools for in-person services on or before September 30, 2020 or whenever Yuma County has met the Arizona Department of Health Services metrics for safely reopening public schools. District preschools are already partially open for special services students; we are seeking clarification from DES for whether our current situation will meet their requirements. Funding for the approved schools will be dispersed beginning on September 15. The administration therefore requests that the Governing Board authorize the acceptance of these grant funds, should they be awarded.

The District has also applied for the same grant funding from the State of Arizona Department of Economic Security for the preschool programs at Rolle School (\$11,850) and Desert Mesa (\$19,850). The District expects notification of award or denial imminently but too late to include in this agenda. The administration therefore requests Governing Board acceptance of these additional grant funds, should they be awarded.

It is the administrative recommendation that the Governing Board accept the \$31,750 grant from the State of Arizona, Department of Economic Security for the North End Preschool, the \$8,300 grant for O. C. Johnson Preschool and any additional grant funds from this source awarded to the Desert Mesa or Rolle preschool programs.

**Action Items:**

**Consideration to Change the October 12, 2020 School Board Meeting** - The October School Board Meeting is scheduled on Monday, October 12<sup>th</sup>. This a non-school day for Yuma Elementary District One. After some discussion, a motion to move the October meeting to Tuesday, October 13, 2020 was made by Mrs. Griffin, seconded by Mrs. Fox. The motion passed unanimously.

**Consideration to Approve District Delegate(s) for Arizona School Boards Association (ASBA)** With three ASBA events at which the district is asked to vote on the direction of ASBA coming in the next four months – the County Meeting at which the County Director will be elected, the Delegate Assembly at which the ASBA Political Agenda is decided and the ASBA Annual Business Meeting at which ASBA officers are elected, the board is asked to approve one delegate and an alternate for each, or a single delegate and single alternate for all, to vote on the board's behalf. This will ensure the district's voice is represented with ASBA. There may be discussion by the board at a future board meeting to give further direction to the delegate(s) on these matters. After some discussion Mrs. Fox made a motion to nominate Mrs. Griffin as the YSD1 District Delegate. The motion was seconded by Mrs. Montoya. 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. After some discussion regarding some of the issues presented in the draft agenda, and needing more time to read through the agenda thoroughly, a motion to table the approval of the Political Agenda was made by Mrs. Griffin, seconded by Mrs. Montoya. The motion passed unanimously.

**Future Agenda Items:** There were no items requested.

**Adjournment:** Meeting adjourned at 6:20 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