

REGULAR MEETING OF THE GOVERNING BOARD

Monday, July 15, 2019 AT 5:45 PM

TO BE HELD IN THE BOARDROOM

- [1. Call to Order](#)
- [2. Hearing of Visitors](#)
- [3. Approval of Minutes](#)
- [4. Special Budget Override Election](#)
- [5. Approval of Operating and Lease Agreement with Catholic Charities-Westside Headstart](#)
- [6. Approval of Intergovernmental Agreement with Buckeye Union High School District](#)
- [7. Discussion of District Goals for 2019-2020](#)
- [8. Reauthorization of Bank Accounts and Authorized Signers](#)
- [9. Ratification of FY2020 Capital Plan](#)
- [10. Authorization to Exceed Subsection of Budget 2018-2019](#)
- [11. Adoption of the 2019-2020 Budget](#)
- [12. Approval to Transfer Debt Service Funds to Reduce Taxes](#)
- [13. Extracurricular Activities Fees](#)
- [14. Approval of Increase to Substitute Teacher Pay](#)
- [15. Approval of Personnel Actions](#)
- [16. Approval of Vouchers](#)
- [17. Approval of Student Activities Statement](#)
- [18. Gifts and Donations to the District](#)
- [19. Regular Board Meeting](#)
- [20. Business Manager Report](#)
- [21. Superintendent/Principal Report](#)
- [22. Adjournment](#)

1. Call to Order

Submitted By:	Robert Aldridge		Information
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BACKGROUND:

The Board President will call the meeting to order at 5:45 p.m.

2. Hearing of Visitors

Submitted By:	Robert Aldridge		Information
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BACKGROUND:

The Board invites the viewpoints of citizens throughout the District, and considers the responsible presentation of these viewpoints vital to the efficient operation of the District. The Board also recognizes its responsibility for the proper governance of the schools and therefore the need to conduct its business in an orderly and efficient manner.

Any individual desiring to address the Board shall complete a form (Request to Address Board) and give this form to the Superintendent prior to the start of the Board meeting.

3. Approval of Minutes

Submitted By:	Robert Aldridge		Action
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RECOMMENDATION:

It is recommended that the Governing Board approve the minutes from the April 8, 2019, May 13, 2019, and June 11, 2019, Regular Meeting.

[April Minutes](#)

[May Minutes](#)

[June Minutes](#)

4. Special Budget Override Election

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The Board previously approved a resolution to conduct an election to renew our 14% M&O budget override. It now must consider, discuss, amend if desired, and, if deemed advisable, to adopt a resolution approving the governing board's argument in support of the special maintenance and operation budget override election.

RECOMMENDATION:

It is recommended that the Governing Board adopt a resolution approving the governing board's argument in support of the special maintenance and operation budget override election.

[Certificate of Meeting](#)

[Election Resolution](#)

5. Approval of Operating and Lease Agreement with Catholic Charities-Westside Headstart

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The Headstart program on our campus governed by Catholic Charities is up for renewal.

RECOMMENDATION:

It is recommended that the Governing Board approve the Operating and Lease Agreement with Catholic Charities-Westside Headstart.

[Agreement](#)

6. Approval of Intergovernmental Agreement with Buckeye Union High School District

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The Buckeye Union High School District has provided Special Education services for several years to surrounding districts. It is recommended the agreement be renewed.

RECOMMENDATION:

It is recommended that the Governing Board approve the Intergovernmental Agreement for Special Education and Alternative Placement, and transportation services with Buckeye Union High School District.

[BUHSD IGA 19-20](#)

[Learning Center Rates 19-20](#)

[IGA Addendum 19-20](#)

7. Discussion of District Goals for 2019-2020

Submitted By:	Robert Aldridge		Information
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BACKGROUND:

This item is to discuss district goals for the 2019-2020 school year.

RECOMMENDATION:

8. Reauthorization of Bank Accounts and Authorized Signers

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The Uniform System of Financial Records (USFR), Section VI-C-2 states that Governing boards may authorize establishment of only certain bank accounts, and the bank accounts must be used only for their intended purpose. Below is a list of the District Bank Accounts:

- M&O Fund revolving account #8953 per A.R.S. §15-1101 in the amount of \$5,000.
- Miscellaneous Receipts clearing account #1001 per A.R.S. §15-341.A.21
- Food Service Fund clearing account # 8566 per A.G. Opinion I60-35
- Auxiliary Operations Fund account # 7599 per A.R.S. §15-1126
- Student Activities Fund account #7571 per A.R.S. §15-1122 (Treasurers Sandra Wilson & Jody Stanberry)
- Employee Insurance Programs Withholdings Accounts #8102(checking) per A.R.S. §15-1223. The savings account #4447 has been closed.
- Electronic Clearing account #7804 per A.R.S. §15-1221

All other funds are kept at the County Treasurer.

RECOMMENDATION:

It is recommended that the Governing Board re-authorize all bank accounts and signers on those accounts, Robert Aldridge, Sandra Wilson and Jody Stanberry.

9. Ratification of FY2020 Capital Plan

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

A Capital Plan which includes enrollment projections and future land and building needs must be approved and submitted to the School Facilities Board (SFB) annually by July 1st. The attached plan was submitted June 19th in order to meet the deadline.

RECOMMENDATION:

It is recommended that the Governing Board ratify the Capital Plan submitted to the Arizona School Facilities Board.

[SFB Capital Plan](#)

10. Authorization to Exceed Subsection of Budget 2018-2019

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The District is still waiting on acceptance or denial of a State grant for high cost special education expenditures for fiscal year 2018-2019. If the grant is denied in full we will need to exceed subsections of the budget or revise it again.

The governing board may authorize the expenditure of monies for any subsection within the M&O Fund in excess of the amounts specified in the budget. However, total expenditures of the M&O Fund may not exceed the budgeted amount. (A.R.S. §15-905.G)

RECOMMENDATION:

It is recommended that the Governing Board approve exceeding subsections 200, 400 and 600 of the M&O budget.

11. Adoption of the 2019-2020 Budget

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

At least ten days prior to the adoption of the budget, the Governing Board is required to publish a summary of the proposed budget and a notice of a public hearing to be held immediately before the adoption of the budget. Both were posted on the ADE and District websites. The Truth In Taxation notice was not required this year, because we are not proposing a tax for adjacent ways.

The proposed budget will be presented for consideration of the District residents at the public hearing on July 15, 2019. The Board will adopt the budget immediately after, making such deductions as it sees fit, but making no additions to the proposed budget total.

RECOMMENDATION:

It is recommended that the Governing Board approve the adoption of the 2019-2020 Budget.

[Budget](#)

12. Approval to Transfer Debt Service Funds to Reduce Taxes

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The final bond tax payment was made July 1, 2017, however, there is a balance in the account due to reserves set by the County Treasurer for delinquent property taxes.

A.R.S. §15-1028 states that if there is no outstanding bonded indebtedness, any balance remaining in or accruing to this fund 700, on written request of the governing board, must be used to reduce taxes. The balance as of June 19, 2019 is \$10,346.91, however, there may be further charges to the account because of tax resolutions still in the works, specifically, the Trans-Union railway dispute.

RECOMMENDATION:

It is recommended that the Governing Board request that \$5,500 of the Debt Service Funds be transferred to the M&O Fund to reduce taxes, leaving the balance to cover any tax resolutions.

[Request for Transfer](#)

13. Extracurricular Activities Fees

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The Governing Board set fees in the past in order to accept donations in accordance with A.R.S. 43-1089.01D2 (commonly referred to as the school tax credit) which states the following:

“Extracurricular activities’ means school sponsored activities that require enrolled students to pay a fee in order to participate...”

An extracurricular activity is any approved non-credit educational or recreational activity that supplements the education program of the school, whether offered before, during, or after regular school hours that have a participation fee.

Sports expenses have exceeded revenues and donations for several years, so an increase from \$35 to \$50 is recommended.

RECOMMENDATION:

It is recommended that the Governing Board set the fee schedule as follows and authorize the Principal to waive fees if needed due to financial hardship.

- \$50.00 per participant per sport, maximum of \$400 per family
- \$1.00 per student to participate in NJHS
- \$1.00 per student to participate in Monday Funday
- \$1.00 per student to participate in Art Club
- \$1.00 per student to participate in Tennis Club
- \$1.00 per student to participate in Choir
- Various - Cost of field trips, including transportation, as scheduled.

[Extracurricular Fee History](#)

14. Approval of Increase to Substitute Teacher Pay

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

The school day will be longer this year because we are moving to a 4-day schedule. The current rates we pay are \$100/day for certified and emergency certified substitutes, \$120/day for long-term substitutes, and \$140/day for teachers that have retired from our District and return to be a substitute.

Salary comparisons made about a year ago, indicate that school districts on a 4-day schedule pay more per day for substitutes.

Arlington	\$110 - \$145
Avondale	\$85 - \$95 - \$125
BUHS	\$100 - \$120
Liberty	\$90 - \$110 - \$174
Saddle Mountain	\$110 - \$150

RECOMMENDATION:

It is recommended that the Governing Board set substitute teacher pay as follows:

Regular Subs	\$110/day
Long-Term Subs	\$140/day after the 8th consecutive working day per assignment

15. Approval of Personnel Actions

Submitted By:	Robert Aldridge		Action
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RECOMMENDATION:

It is recommended that the Governing Board approve the following personnel actions:

15.1 NEW HIRES/TRANSFERS/CHANGES

Name	Position	Grade -Step	Effective Date	Comments
Jesus Saldana	Bus Driver /Groundskeeper		07/16/2019	Replacement for David Kugel

15.2 SUBSTITUTES/TEMPS/SUPPLEMENTAL CONTRACTS

Name	Position	Grade -Step	Effective Date	Comments

15.3 RETIREMENTS/RESIGNATIONS/NON-RENEWALS/TERMINATIONS

Name	Action	Position	Effective Date

16. Approval of Vouchers

Submitted By:	Sandi Wilson		Action
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RECOMMENDATION:

It is recommended that the Governing Board ratify the following vouchers processed between 6/6/19 and 7/8/19.

PAYROLL VOUCHERS

Voucher No.	Pay Period Ending	Amount
1925	6/8/19	\$39,518.91
1926	6/28/19	125,751.89
1927	6/28/19	3,404.83
2001	7/6/19	12,568.77
	Total Payroll	\$181,244.40

EXPENSE VOUCHERS

Voucher No.	Date	Amount
8044	6/11/19	\$181,892.75
8045	6/18/19	61,758.60
8046	6/25/19	11,045.55
8047	7/1/19	11,790.09
9000 (FY19-20)	7/1/19	7,919.42
	Total Expense	\$274,406.41
	Total Payroll & Expense	\$455,650.81

[Vouchers 8044 - 8047 FY18-19](#)

[Voucher 9000 FY19-20](#)

17. Approval of Student Activities Statement

Submitted By:	Sandi Wilson		Action
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BACKGROUND:

This fund is used to account for the funds deposited and expended in connection with the activities of student organizations and clubs. The school district serves only as fiduciary custodian for these funds in accordance with A.R.S. 15-1123.

RECOMMENDATION:

It is recommended that the Governing Board ratify the Student Activities Statement for the month ending June, 2019.

[Student Activities June 2019](#)

18. Gifts and Donations to the District

Submitted By:	Robert Aldridge		Action
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BACKGROUND:

1. Virginia G. Piper Charitable Trust provided us with a Back-To-School Grant Award for needy children in the amount of \$1,200.00.

RECOMMENDATION:

It is recommended that the Governing Board accept the donations valued at \$1,200.00.

Total Gifts and Donations received since July 1, 2019: \$1,200.00.

19. Regular Board Meeting

Submitted By:	Robert Aldridge		Action
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BACKGROUND:

This item is to provide the opportunity to reschedule or cancel a future regular board meeting by majority vote of the Governing Board, per ARS §38-431.2

20. Business Manager Report

Submitted By:	Sandi Wilson		Information
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21. Superintendent/Principal Report

Submitted By:	Robert Aldridge		Information
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BACKGROUND:

22. Adjournment

Submitted By:	Robert Aldridge		Action
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