

## A Summary Report of the September 11, 2018 CFSD Governing Board Meeting



### **Approval of Proposed Revisions to Policy JQ and Regulation JQ-R Student Fees, Fines, and Charges (second reading)**

Associate Superintendent Mary Jo Conery reviewed the minor revision to the policy discussed at the first reading on August 28. In the regulation, the district administration recommended to extend the timeline for refunds for lost textbooks and library books to September 30<sup>th</sup> of the school year that immediately follows the school year in which the fine is paid. In the regulation, the board recommended the removal of the link to “Guidelines for the Public School Extracurricular Activity (ECA) Tax Credit – ASDOR” located under the Undesignated and Unspent Tax Credit Contributions section. The proposed revisions from the first reading of the regulation were not modified. The governing board approved the revisions to the policy and regulation, as amended.

### **Consideration of New Policy DICA Budget Format (first reading)**

Superintendent Mary Kamerzell reviewed the first reading of a new policy. The policy reflects the statutory language from A.R.S. 15-903 that requires a school district budget format to include and display information about teacher salaries on the district’s website. Dr. Kamerzell also reported that the policy reflects the added language to statute A.R.S. 41-1279.03 which requires a school district to place a copy of its profile page from the most recent Auditor General status report that shows the percentage of every dollar spent in the classroom on the district’s website. The district has already posted the information on the district website. A board member recommended a small grammatical correction to the policy. The board will review the policy for a second reading at its next meeting on September 25.

### **Consideration of Revisions to Policy DIE Audits / Financial Monitoring (first reading)**

Dr. Kamerzell reviewed the proposed revisions requiring schools to display the profile page from the Auditor General report on the school district’s website and new language in statute prohibiting the use of an auditor/auditing firm for more than three consecutive years. The board will review the policy for a second reading at its next meeting on September 25.

### **Consideration of Revisions to Policy DJ Purchasing (first reading)**

Dr. Kamerzell reviewed the necessary changes to the policy based on legislative action. The passing of House Bill 2663 modified statute A.R.S. 15-213 related to purchasing rules, limitations on personal gain, and penalties related to violations of the statute. Dr. Kamerzell reported that the revised language has been added to the policy which provides clarification of the monetary value amount for a Class 1 misdemeanor and Class 6 felony if there is a violation to the policy. She also reported that a gift or benefit does not include food or beverage, expenses or sponsorship related to a special event, nor does this policy include an item of nominal value such as a greeting card, T-shirt, mug or pen. The board will review the policy for a second reading at its next meeting on September 25.

### **Consideration of Revisions to Policy DJE Bidding / Purchasing Procedures (first reading)**

Dr. Kamerzell reported that the policy includes a new section “Public Inspection and Rationale for Awarding a Contract.” This section requires that all information, all bids, proposals and qualifications submitted, all findings, and other information considered in determining a bid award for the district be made available to the public. Dr. Kamerzell reported that the district currently follows this practice. The board will review the policy for a second reading at its next meeting on September 25.

### **Consideration of Revisions to Policy JJIB, Regulation JJIB-R, and Exhibits JJIB-EA, JJIB-EB, and JJIB-EC Interscholastic Sports (first reading)**

Assistant Superintendent Denise Bartlett reported that the passing of House Bill 2657 and House Bill 2088 modified statute A.R.S. 15-34 to include language about the dangers of heat related illnesses, sudden cardiac death and prescription opioid use. The words “legal” or legal guardian” were added in all documents for clarity. She reviewed the following recommended changes to the policy. Under Health and Safety of Participants, language was added that required districts to enforce policies and procedures related to the health and safety of students participating in district-sponsored athletic activities. Under Information and Procedures Relating to Concussions and Head Injuries, the notification of student’s parent or legal guardian if a player is

suspected of sustaining a concussion, A paragraph was added to the policy requiring the district to develop guidelines, forms and to educate coaches, students, parents/legal guardians of the dangers of heat-related illnesses, sudden cardiac death and prescription opioid use in consultation with the Arizona Interscholastic Association. In the exhibits, the recommendation was to remove the words, principal or assistant principal, and replace with school administrator or administrators. The board recommended a minor punctuation correction to the policy, along with the addition of a sentence to Exhibit JJIB-EA above the signatory section for "Parent/Legal Guardian of Student of Student Athlete" acknowledging the parent/legal guardian has read and understands the contents. The board will review the policy for a second reading at its next meeting on September 25.

#### **Consideration of Revisions to Policy IL *Evaluation of Instructional Programs* (first reading)**

Dr. Conery reviewed the changes to the policy based on the new statute A.R.S. 15-708 that addresses the accessibility of statewide assessment results in mathematics. Dr. Conery reported that school districts will now be required to notify parents of students in grades six through eight who have not demonstrated proficiency in grade level mathematics. The communication to parents should occur by the first half of the second quarter of the school year. Also, a change was made in the first paragraph in the section, Testing Participation, to remove "nationally normed written" since AzMERIT and AIMS Science tests are not nationally normed and are no longer written tests. The board will review the proposed changes at its second reading on September 25.

#### **Arizona School Boards Association (ASBA) Law Conference Report**

Board President Amy Bhola, Vice President Amy Krauss, and Board Member Eileen Jackson reviewed information from the recent ASBA Law Conference. The consensus among board members was that the conference was informative, and the general session speakers were excellent.

#### **Arizona School Board Association Delegate Assembly Report**

Ms. Bhola shared information from the ASBA Delegate Assembly held September 8 where she represented the CFSD Governing Board as a delegate. She reviewed the process and the outcome of the political agenda. Ms. Bhola indicated that delegates did a systematic review of each item on the political agenda recommended by ASBA's Legislative Committee.

#### **2018 Arizona Legislative / Governmental Activity**

There was no discussion.

#### **Consent Agenda Items**

The governing board approved the following consent agenda items.

- August 28, 2018, regular governing board meeting minutes
- Expense voucher memorandum
- Field trip request memorandum
- Fundraising request memorandum
- Personnel memorandum
- Gift and Donations memorandum
- Updates to the sole source vendor listing for fiscal year 2018-2019 memorandum

#### **Upcoming Board Meeting**

The next regularly scheduled governing board meeting is **Tuesday, September 25, 2018, 6:30 p.m., at the Professional Learning Center at Valley View Early Learning Center.**

- Super Volunteer Recognition
- Approval of New to Policy DICA *Budget Format* (second reading)
- Approval of Revisions to Policy DIE *Audits/Financial Monitoring* (second reading)
- Approval of Revisions to Policy DJ *Purchasing* (second reading)
- Approval of Revisions to Policy DJE *Bidding/Purchasing Procedures* (second reading)
- Approval of Revisions to Policy JJIB, Regulation, JJIB-R and Exhibits JJIB-EA, JJIB-EB, JJIB-EC *Interscholastic Sports* (second reading)
- Approval of Revisions to Policy IL *Evaluation of Instructional Programs* (second reading)
- Consideration of Revisions to Policy FEA *Educational Specifications for Construction* (first reading)



Please welcome new CFSD staff members:

Casey Adams, Procurement Specialist, MAC