COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21
GOVERNING BOARD OF EDUCATION
DISTRICT OFFICE
450 N. ARIZONA BOULEVARD
COOLIDGE, AZ 85128
Wednesday, April 10, 2024
6:00 PM

Pursuant to ARS 38-431.02, notice is hereby given to the members of the Coolidge Unified School District and to the general public that the District's Governing Board will hold a meeting open to the public on the date, time and place listed above. Doors will be open to the public 15 minutes prior to the start of the meeting.

AGENDA

I. ROUTINE BUSINESS

A. Call to Order and Roll Call

B. Welcome and Meeting Procedures

PLEDGE OF ALLEGIANCE
I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

C. Approval of Agenda

II. PUBLIC PARTICIPATION

The Arizona Open Meeting Law allows the Governing Board of Education to hear concerns from parties but does not allow the Board to discuss or take any action without the item having been part of the regularly posted agenda. The Board may remand the concern to the Superintendent for investigation, action, or recommendation at a future board meeting. Before beginning your presentation, please state your name(s) and organization for the record. Remarks are to be limited to three (3) minutes per participant. The Board requests that speakers refrain from voicing complaints against school personnel or any person connected with the District, as it may impact due process rights. Policies KE, KEB, KEC, and KED are provided by the Board for disposition of legitimate complaints, including those involving individuals.

III. PRESENTATIONS

A. Principals' Update - presented by Dr. Natay Ferguson, Dr. Yvette Dix, Marc Bruno, Rosanne Headley, and Kelly Ferguson.

B. Governing Board Outstanding Character Awards - presented by Kelly Ferguson, Rosanne Headley, Marc Bruno, Dr. Yvette Dix, and Dr. Natay Ferguson

C. Governing Board Outstanding Service Awards - presented by Rosanne Headley and Kelly Ferguson.

IV. CONSENT AGENDA

More information may be obtained at the reception area at the District Office and at each school site.

Consent items - all items listed below may be enacted by one motion and approved as consent agenda items with or without discussion. However, any item may be removed from the consent agenda and considered separately if a Governing Board of Education member so requests.

A. **Approval of the Auxiliary Operations and Student Activities Reports for the month of March, 2024.**

B. **Approval of the Donations Log for March, 2024.**

C. **Approval of the Voucher Log for March, 2024.**

D. **Approval of the Minutes of the March 6, 2024 Meeting.**

E. **Other Consent Items**

1. **Approval of the following personnel recommendations: Hiring, Position Changes/Transfers, Resignations/Terminations; Requests to rescind Resignation: Retirement Requests; Requests to Rescind Retirement; Request for Change of Salary of Grade; and Stipends for: Administrative, Certificated, Classified, Wage.**

2. **Approval of revisions to Policy Advisory 763-786, 2nd Reading.**

3. **Approval of asset disposal.**

4. **Approval for out-of-state travel and expenses for Lt. Col. Richard Callahan, MCJROTC Advisor, Rebca Callahan, Volunteer and 8 students to attend the 2024 WRP Principal's Meeting in Beaver Creek, CO, April 30th - May 2nd, 2024.**

5. **Approval for overnight travel and expenses for Barbie Marley, CHS Tribes Club Sponsor, Dan Aleman, CUSD Employee, and 16 students to attend the Tribes Club End of Year Culture Trip in Flagstaff, AZ, May 3 - 5, 20224.**

6. **Approval for out -of- state travel and expenses for Jonna Nissen, to attend the NAAE Region 1 Conference May 27- 31, 2024 in San Diego, CA.**

7. **Approval for out-of-state travel and expenses for Coolidge High School Boys Basketball team to attend the University of California-San Diego High School Team Camp in San Diego, CA, June 28 to June 30, 2024.**

8. **Approval for overnight travel and expenses for CTE Instructors/Advisors to attend the Annual Arizona Career and Technical Education (ACTEAZ) Summer Conference in Tucson, AZ, July 11-17, 2024.**

9. **Approval for out of state travel and expenses for Christopher Steward, Music Teacher, and band/choir students to attend the World Strides Music Festival in New York, NY, April 23-27, 2025**

V. <u>INSTRUCTION (Action, Discussion, and Information Items)</u>

More information may be obtained at the reception area at the District Office and at each school site.

VI. BUSINESS (Action, Discussion, and Information Items)

More information may be obtained at the reception area at the District Office and at each school site.

A. Approval of the FY23 Single Audit and USFR Compliance questionnaire (roll call).

B. Discussion and possible action to approve the Employment Contract of Dawn Dee Hodge as the Superintendent of the Coolidge Unified School District starting July 1, 2024 and ending June 30, 2027.

VII. HUMAN RESOURCES (Action, Discussion, and Information Items)

More information may be obtained at the reception area at the District Office and at each school site.

A. Discussion and possible action to formally approve the administrative contracts for the 2024/2025 school year.

B. Approval of the Employee Staffing Agreement between Coolidge Unified School District and Employee Services for the 2024-2025 school year.

Approval of the Employee Staffing Agreement between Coolidge Unified School District and Employee Services for the 2024-2025 school year.

C. Approval and possible discussion on the recommendation of the employee insurance benefits package for the 2024-2025 school year.

VIII. OTHER (Action, Discussion, and Information Items)

More information may be obtained at the reception area at the District Office and at each school site.

A. Governing Board and/or Superintendent's Report and Update

ADJOURNMENT

Public Notice of Governing Board Meeting Procedures.

The Coolidge Unified School District Governing Board Meetings are open for members of the community/public to join in-person. We will continue to operate our livestream services through the Coolidge Schools Vimeo account with the exception of meetings during school breaks. Visit our website for direct access:

https://www.coolidgeschools.org/gb_members

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: PRESENTATIONS-A.

MEETING DATE: 4/10/2024

AGENDA ITEM: Principals' Update - presented by Dr. Natay Ferguson, Dr. Yvette Dix, Marc Bruno, Rosanne Headley, and Kelly Ferguson.

SUBMITTED BY: Andrea Felix, Executive Administrative Assistant

RECOMMENDED TO SUPERINTENDENT BY: Andrea Felix, Executive Administrative Assistant

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Principals' Update - presented by Dr. Natay Ferguson, Dr. Yvette Dix, Marc Bruno, Rosanne Headley, and Kelly Ferguson.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: PRESENTATIONS-B.

MEETING DATE: 4/10/2024

AGENDA ITEM: Governing Board Outstanding Character Awards - presented by Kelly Ferguson, Rosanne Headley, Marc Bruno, Dr. Yvette Dix, and Dr. Natay Ferguson

SUBMITTED BY: Andrea Felix, Executive Administrative Assistant

RECOMMENDED TO SUPERINTENDENT BY: Andrea Felix, Executive Administrative Assistant

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Governing Board Outstanding Character Awards - presented by Kelly Ferguson, Rosanne Headley, Marc Bruno, Dr. Yvette Dix, and Dr. Natay Ferguson

---

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Student Certs and Recs	4/4/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
STUDENT CHARACTER AWARD
West Elementary

April 2024

Caitlyn Roll

4th Grade

I'm excited to nominate Caitlyn Roll for Student of the Month. Caitlyn is just one of those students who makes everyone's day better. She's hardworking, dependable, and always has a smile on her face.

In class, Caitlyn is a rockstar. She's not afraid to ask questions and dive into challenging topics. Plus, she's always willing to lend a hand to her classmates, whether it's helping with homework or cheering them up after a tough day.

In conclusion, Caitlyn Roll's remarkable qualities make her an outstanding candidate for Student of the Month. Her dedication, leadership, and positive influence embody the values we strive to instill in our students. I wholeheartedly endorse Caitlyn for this recognition and believe she is truly deserving of this honor.

- Nominated by: Mrs. Cynthia Lorefice, 4th Grade Math Teacher

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Caitlyn Roll

on this 10th day of April,2024 for recognition of outstanding student.

KELLY FERGUSON
Principal

DAWN DEE HODGE
District Superintendent

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
STUDENT CHARACTER AWARD
Heartland Ranch Elementary

April 2024

Eloise Memmott

4th Grade

Heartland Ranch Elementary would like to recognize Eloise Memmott as our Outstanding Student for April 2024.

I am very lucky to have Eloise in my class this year. To say Eloise is an amazing student is truly an understatement. Eloise is one of the kindest students I have ever met. She is always respectful to staff, as well as every student in our class. She goes above and beyond to make all new students feel welcome. Eloise works great with her classmates. She goes the extra mile to help in any way possible. She always participates and is engaged during our classroom discussions. Eloise is smart, creative, respectful, honest, kind, patient, trustworthy, considerate, caring, fun, and friendly. She is a perfect example of what a great student looks like and makes our classroom a better place!

- Nominated by: Jenny Gillespie, 4th Grade Teacher

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Eloise Memmott

on this 10th day of April,2024 for recognition of outstanding character.

ROSANNE HEADLEY
Principal

DAWN DEE HODGE
District Superintendent

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
STUDENT CHARACTER AWARD
Coolidge Alternative Program

April 2024

Alias Banda

10th Grade

Coolidge Alternative Program is recommending sophomore Alias Banda for the CUSD Student Character Award. Since Alias enrolled at CAP, he has done an amazing job. He is quiet yet very determined with his coursework. Alias is also part of our new hybrid program that we are piloting this semester since he is enrolled in an Algebra class. His teacher, Ms. Rasmussen, states that "Alias is always ready to participate, helps other kids in class, perseveres when he gets something wrong, and is always very respectful to her and to any adult that he comes across. He has a tremendous attitude, and is thriving here at CAP. We look forward to seeing all the progress and growth he continues to make. He has a very bright future ahead of him. "

- Nominated by: Marc Bruno and Haley Rasmussen

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Alias Banda

on this 10th day of April,2024, for recognition of outstanding character.

MARC BRUNO
Principal

DAWN DEE HODGE
District Superintendent

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
STUDENT CHARACTER AWARD
Coolidge Junior High

April 2024

Amaiya Aguirre

8th Grade

Amaiya has been the Manager for football and girls soccer this year and has taken this role seriously, arriving on time, being prepared, and supporting the team at practices and games. She is also a student athlete playing girls soccer and gives it her all, has a positive attitude, and is there every day. She always has a smile on her face and brings positivity with her to every situation. Way to Cub up, Amaiya!

- Nominated by: Mr. Herrera, Dean of Students and Athletic Director

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Amaiya Aguirre

on this 10th day of April,2024 for recognition of outstanding student.

DR. YVETTE DIX
Principal

DAWN DEE HODGE
District Superintendent

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
STUDENT CHARACTER AWARD
Coolidge High School

April 2024

Marjorie Watson

11th Grade

I would like to nominate Marjorie Watson for Student of the Month.

Marjorie transferred to CHS this year and had jumped right in. She is on top of all her classes and regularly checks in with her teachers and counselors to make sure she is on track with all her assignments and credits. Marjorie advocates for herself and makes sure she gets the help she needs. She has been diligent in ensuring that all her credits have been transferred for the high schools she attended before coming to us. She is an outstanding weightlifter and is #1 in every lift for the female lifters. It has been a pleasure to get to know her, and we are so very lucky she joined our Coolidge family.

- Nominated by: Monica Cavanaugh

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Marjorie Watson

on this 10th day of April,2024 for recognition of outstanding character.

NATAY FERGUSON
Principal

DAWN DEE HODGE
District Superintendent

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: PRESENTATIONS-C.

MEETING DATE: 4/10/2024

AGENDA ITEM: Governing Board Outstanding Service Awards - presented by Rosanne Headley and Kelly Ferguson.

SUBMITTED BY: Andrea Felix, Executive Administrative Assistant

RECOMMENDED TO SUPERINTENDENT BY: Andrea Felix, Executive Administrative Assistant

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Governing Board Outstanding Service Awards - presented by Rosanne Headley and Kelly Ferguson.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Staff Certs and Recs	4/4/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
OUTSTANDING SERVICE AWARD
Heartland Ranch Elementary

April 2024

Vanessa McHugh

1st Grade Teacher

Heartland Ranch Elementary would like to recognize Vanessa McHugh for our Outstanding Service Award for April 2024.

I have had the pleasure knowing Vanessa as a teacher and a dear friend for the past nine years. Vanessa is one of the most caring teachers I have known. She has a true love for her students, and it shows in her interactions. She puts her students first and works hard to provide them with the highest quality learning experience. Her classroom is a safe place where students are comfortable and always supported.

One of the best characteristics that Vanessa displays is her willingness to collaborate with her coworkers. As a team player, she is friendly and always approachable. As a professional, she provides guidance and assistance to her colleagues as needed. Vanessa is a dedicated teacher who is always positive in her dealings with students, parents, and other staff members. She is a great asset to Heartland Ranch Elementary!

- Nominated by: Marcela Whipple, Math Interventionist

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Vanessa McHugh

on this 10th day of April ,2024 for recognition of outstanding service.

ROSANNE HEADLEY
Principal

DAWN DEE HODGE
District Superintendent

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

GOVERNING BOARD
OUTSTANDING SERVICE AWARD
West Elementary
April 2024
Christopher Steward
Music Teacher

The hills are alive with the sound of music!! Thanks to our new Music teacher, Mr. Chris Steward, West is now filled with the beautiful sounds of kids singing in choir groups and playing band instruments. We had two amazing music concerts in December, and we cannot wait for the next two in May. Mr. Steward, along with the CHS and CJHS music department, organized a Black History Month concert in February. Our students have had so many new opportunities to showcase their talent this year. Speaking of talent, Mr. Steward organized CUSD's Got Talent, which is a talent competition for all CUSD students. Mr. Steward has hosted movie nights to raise funds for a trip to Disneyland at the end of the year in which our choir will perform. He also coaches a volleyball and basketball team after school in his "spare time". Also, he helps Mrs. Jordan with Student Council. We are not sure where Mr. Steward gets all his energy and motivation from, but it is contagious! He always has a smile on his face, and he always has something positive to say. Mr. Steward's energy, positivity, big ideas, and zest for life have enriched our students and our entire school. We asked some of our students what they thought of Mr. Steward, and this is what they had to say:

Dominic said, "Mr. Steward is a good music teacher."

Mariah said, "I am thankful for Mr. Steward for helping me find my place and practice."

Seidy said, "Mr. Steward is really funny and kind."

Elijah said, "He is the best music teacher I ever had."

Gavin says, "I like choir, I wish I had it twice a week. I really like singing with Mr. Steward."

Brantley said, "I really like how Mr. Steward teaches both band and choir. I get to go to both!"

Abigail said, "Mr. Steward is funny, hardworking, and reaches his goals."

Brynn says, "Mr. Steward has an amazing voice. He is an amazing person."

We are so thankful to have him on our Tiger team!

- Nominated by: West Leadership Team

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21

THIS CERTIFICATE IS AWARDED TO

Christopher Steward

on this 10th day of April,2024 for recognition of outstanding service.

KELLY FERGUSON
Principal

DAWN DEE HODGE
District Superintendent

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: CONSENT AGENDA-A.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval of the Auxiliary Operations and Student Activities Reports for the month of March, 2024.

SUBMITTED BY: Alyssa Garrett, Director of Business Services

RECOMMENDED TO SUPERINTENDENT BY: Alyssa Garrett, Director of Business Services

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the Auxiliary Operations and Student Activities Reports for the month of March, 2024.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Auxiliary Operations	4/2/2024	Cover Memo
Student Operations	4/2/2024	Cover Memo

Coolidge Unified School District #21
Auxiliary Operations
02/28/24 - 03/31/24

Account Name	Account Number	Beginning Balance	Deposit	Expenditures	Credits	Ending Balance	*
P.E. Uniforms - Coolidge High School	741-07-75	$ 1,084.10	$ -	$ -	$ -	$ 1,084.10	
Athletics - Coolidge High School	741-07-80	$ 8,142.91	$ 4,494.92	$ 4,292.65	$ -	$ 8,345.18	
Band Fees - Coolidge High School	741-07-81	$ 1,612.00	$ -	$ -	$ -	$ 1,612.00	
General Fund Account - Coolidge High School	741-07-83	$ 1,054.62	$ -	$ -	$ -	$ 1,054.62	
AP/PSAT Testing Fees - Coolidge High School	741-07-84	$ 137.53	$ -	$ -	$ -	$ 137.53	
Pavers - Roundhouse/Weight Room - CHS	741-07-85	$ 1,323.61	$ -	$ -	$ -	$ 1,323.61	
Building Trades Voc. Ed. - Coolidge High School	741-07-92	$ 71.21	$ -	$ -	$ -	$ 71.21	
FFA Ag Ed Land Lab - Coolidge High School	741-07-96	$ 2,708.54	$ 2,173.75	$ 2,506.43	$ -	$ 2,375.86	
Mini Bears - Coolidge High School	741-07-97	$ 30.41	$ -	$ -	$ -	$ 30.41	
Advanced Placement/SAT & ACT Fees - Curriculum	741-500-70	$ 8,475.00	$ -	$ -	$ -	$ 8,475.00	
Migrant Student Fees - Curriculum	741-500-85	$ 1,895.15	$ -	$ -	$ -	$ 1,895.15	
Indian Ed Student Fees - Curriculum	741-500-90	$ 1,290.88	$ -	$ -	$ -	$ 1,290.88	
McKinney-Vento Student Fees - Curriculum	741-500-99	$ 12,804.10	$ -	$ -	$ -	$ 12,804.10	
Athletics for CAP Program - District Office	741-500-953	$ 1,058.00	$ -	$ -	$ -	$ 1,058.00	
General Fund Account - Business Office	741-530-93	$ 6,763.85	$ 198.35	$ 120.17	$ -	$ 6,842.03	
General Fund Account - iPad Fees - Business Office	741-530-93(B)	$ 828.70	$ -	$ -	$ -	$ 828.70	
Bookstore - DO/BO	741-530-94	$ 8,356.29	$ 15.00	$ -	$ -	$ 8,371.29	
General Fund Account - West School	742-01-78	$ 1,484.81	$ -	$ -	$ -	$ 1,484.81	
Scholastic Book Fairs - West School	742-01-79	$ 261.45	$ 2,718.76	$ -	$ -	$ 2,980.21	
General Fund Account - Heartland Ranch	742-12-01	$ 183.77	$ -	$ -	$ -	$ 183.77	
General Fund Account - Coolidge Junior High School	742-15-75	$ 630.26	$ 268.00	$ -	$ -	$ 898.26	
Athletics - Coolidge Junior High School	742-15-80	$ 2,025.04	$ 837.00	$ -	$ -	$ 2,862.04	
Total		$ 62,222.23	$ 10,705.78	$ 6,919.25	$ -	$ 66,008.76	

Coolidge Unified School District #21
Student Activities
02/28/24 - 03/31/24

Account Name	Account Number	Beginning Balance	Deposits	Expenditures	Credits	Ending Balance
Student Body - West School	800-01-35	$ 4,123.55	$ 850.00	$ 1,330.16	$ -	$ 3,643.39
Band - West School	800-01-36	$ 2,553.82	$ 808.00	$ -	$ -	$ 3,361.82
Yearbook - Coolidge High School	800-07-01	$ 8,013.24	$ 360.00	$ -	$ -	$ 8,373.24
Baseball Club - Coolidge High School	800-07-02	$ 1,679.89	$ -	$ -		$ 1,679.89
Band - Coolidge High School	800-07-03	$ 2,263.69	$ -	$ -	$ -	$ 2,263.69
S.A.D.D. (Student Against Destructive Decisions) CHS	800-07-07	$ 4,138.60	$ 210.00	$ -	$ -	$ 4,348.60
Students Not Ashamed - CHS (Club Account Established: 02/05/24)	800-07-08	$ -	$ 601.00	$ -	$ -	$ 601.00
F.B.L.A. - Coolidge High School	800-07-10	$ 4,726.68	$ 710.93	$ 1,000.00	$ -	$ 4,437.61
Choir Club - Coolidge High School	800-07-12	$ 1,694.53	$ 295.00	$ -	$ -	$ 1,989.53
F.F.A. - Coolidge High School	800-07-14	$ 10,403.94	$ 950.00	$ 3,488.35	$ -	$ 7,865.59
Drama Club/Thespian Society - Coolidge High School	800-07-15	$ 3,044.23	$ -	$ -	$ -	$ 3,044.23
Student Government - Coolidge High School	800-07-17	$ 706.41	$ -	$ -	$ -	$ 706.41
Advanced Placement Scholars - CHS Juniors	800-07-18	$ 320.00	$ -	$ -	$ -	$ 320.00
R.O.T.C. - Coolidge High School	800-07-19	$ 4,564.49	$ 1,385.00	$ -	$ -	$ 5,949.49
Advanced Placement Scholars - CHS Seniors	800-07-20	$ 633.70	$ -	$ -	$ -	$ 633.70
Boys Basketball - Coolidge High School	800-07-22	$ 19,028.91	$ -	$ 4,005.18	$ -	$ 15,023.73
Spanish Club - Coolidge High School	800-07-23	$ 142.00	$ -	$ -	$ -	$ 142.00
Tribes Club - Coolidge High School	800-07-24	$ 2,656.48	$ 524.00	$ -	$ -	$ 3,180.48
HOSA/Sports Med Club - Coolidge High School	800-07-27	$ 35.15	$ -	$ -	$ -	$ 35.15
Cross Country - Coolidge High School	800-07-28	$ 178.77	$ -	$ -	$ -	$ 178.77
Swim Club - Coolidge High School	800-07-29	$ 104.82	$ -	$ -	$ -	$ 104.82
Track Club - Coolidge High School	800-07-30	$ 1,788.64	$ -	$ -	$ -	$ 1,788.64
Athletic Club - Coolidge High School	800-07-31	$ 235.00	$ -	$ -	$ -	$ 235.00
Wrestling - Coolidge High School	800-07-32	$ 4,417.95	$ -	$ -	$ -	$ 4,417.95
Golf - Coolidge High School	800-07-33	$ 3.63	$ -	$ -	$ -	$ 3.63
Football Program - Coolidge High School	800-07-34	$ 2,652.02	$ -	$ -	$ -	$ 2,652.02
SkillsUSA Engineering - Coolidge High School	800-07-35	$ 738.65	$ 420.00	$ 900.00	$ -	$ 258.65
FCCLA Culinary Arts - Coolidge High School	800-07-37	$ 9,414.80	$ 101.00	$ 181.05	$ -	$ 9,334.75
FCCLA ECE (Early Childhood Education)	800-07-38	$ 506.84	$ -	$ -	$ -	$ 506.84
Dance Club - Coolidge High School	800-07-46	$ 209.93	$ -	$ -	$ -	$ 209.93
National Honor Society - Coolidge High School	800-07-81	$ 54.99	$ -	$ -	$ -	$ 54.99
Account Name	Account Number	Beginning Balance	Deposits	Expenditures	Credits	Ending Balance
Class of 2023 Seniors - Coolidge High School	800-07-84(S)	$ 0.41	$ -	$ -	$ -	$ 0.41
Class of 2024 Seniors - Coolidge High School	800-07-85(S)	$ 3,330.07	$ -	$ -	$ -	$ 3,330.07
Class of 2025 Juniors - Coolidge High School	800-07-86(J)	$ 3,191.64	$ -	$ 1,500.00	$ -	$ 1,691.64
Cheerleaders - Coolidge High School	800-07-87	$ 743.03	$ -	$ -	$ -	$ 743.03
Coolidge High School Career Association	800-07-89	$ 347.14	$ -	$ -	$ -	$ 347.14
Class of 2026 Sophomores - Coolidge High School	800-07-90(So)	$ 45.00	$ -	$ -	$ -	$ 45.00
Softball - Coolidge High School	800-07-91	$ 4,925.70	$ -	$ -	$ -	$ 4,925.70
Class of 2027 Freshman - Coolidge High School (Account Established: 08/31/23)	800-07-92(Fr)	$ 628.43	$ -	$ -	$ -	$ 628.43
Boys' Soccer Club - Coolidge High School	800-07-94	$ 1,080.05	$ -	$ -	$ -	$ 1,080.05
Volleyball - Coolidge High School	800-07-95	$ 4,596.05	$ -	$ -	$ -	$ 4,596.05
Girls' Soccer - Coolidge High School	800-07-96	$ 1,864.83	$ -	$ -	$ -	$ 1,864.83
Tennis - Coolidge High School	800-07-97	$ 22.75	$ -	$ -	$ -	$ 22.75
Girls Basketball - Coolidge High School	800-07-98	$ 6,469.61	$ -	$ -	$ -	$ 6,469.61
Student Body - Heartland Ranch	800-12-01	$ 3,554.74	$ -	$ -	$ -	$ 3,554.74
Student Body - Coolidge Junior High School	800-15-33	$ 4,368.64	$ 450.00	$ 247.52	$ -	$ 4,571.12
Yearbook - Coolidge Junior High School	800-15-34	$ 99.50	$ -	$ -	$ -	$ 99.50
Spirit - Coolidge Junior High School	800-15-35	$ 74.19	$ -	$ -	$ -	$ 74.19
Cubs Coffee Club - Coolidge Junior High School	800-15-36	$ 34.00	$ -	$ -	$ -	$ 34.00
Band - Coolidge Junior High School	800-15-38	$ 78.48	$ -	$ -	$ -	$ 78.48
N.J.H.S. - Coolidge Junior High School	800-15-39	$ 1,841.48	$ -	$ -	$ -	$ 1,841.48
STEAM Club - Coolidge Junior High School	800-15-40	$ 185.91	$ -	$ -	$ -	$ 185.91
Drama Club - Coolidge Junior High School	800-15-42	$ 258.20	$ -	$ -	$ -	$ 258.20
Bulldog Athletics Club - Coolidge Junior High School	800-15-43	$ 1,300.60	$ -	$ -	$ -	$ 1,300.60
Total		$ 130,075.80	$ 7,664.93	$ 12,652.26	$ -	$ 125,088.47

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: CONSENT AGENDA-B.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval of the Donations Log for March, 2024.

SUBMITTED BY: Alyssa Garrett, Director of Business Services

RECOMMENDED TO SUPERINTENDENT BY: Alyssa Garrett, Director of Business Services

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the Donations Log for March, 2024.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Donations	4/2/2024	Cover Memo

INFORMATION AND SUPPORTING DATA FOR DONATIONS FOR GOVERNING BOARD MEETING ON WEDNESDAY, APRIL 10, 2024

Brooksee - $1,125.00 – to Coolidge High School ROTC

Carlos Carmona - $601.00 – to Coolidge High School Students Not Ashamed Club

Kiana Robinson - $200.00 – to Coolidge Unified School District #21 (Extracurricular Tax Credit – West Elementary School (Field Trips/Special Events)

Braquel Dix - $200.00 – to Coolidge Unified School District #21 (Extracurricular Tax Credit – Coolidge Junior High School – Activities (Field Trips/Special Events)

Deeva Dalfrey - $400.00 – to Coolidge Unified School District #21 (Extracurricular Tax Credit – Coolidge Junior High School – Clubs – Student Council)

Kenneth & Regina Jantz - $400.00 – to Coolidge Unified School District #21 (Extracurricular Tax Credit – Coolidge Junior High School – Clubs – Student Council)

Jennifer Cardenas - $200.00 – to Coolidge Unified School District #21 (Extracurricular tax credit – Coolidge High School – Activities (Field Trips/Special Events)

Larry & Sally Delbridge - $400.00 – to Coolidge Unified School District #21 (Extracurricular Tax Credit – Coolidge High School – Band Program)

James & Amy Rotz - $400.00 – to Coolidge Unified School District #21 (Extracurricular Tax Credit – Coolidge High School – Dance Program)

Total of Donations: $3,926.00

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: CONSENT AGENDA-C.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval of the Voucher Log for March, 2024.

SUBMITTED BY: Alyssa Garrett, Director of Business Services

RECOMMENDED TO SUPERINTENDENT BY: Alyssa Garrett, Director of Business Services

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the Voucher Log for March, 2024.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Payroll Voucher	3/28/2024	Cover Memo
AP Vouchers	3/28/2024	Cover Memo

MARCH VOUCHERS
PAYROLL FY 23-24

Voucher #	Date	Amount
19	3/1/2024	$870,522.07
20	3/15/2024	$891,119.31
21	3/29/2024	$771,596.16
22	3/29/2024	$1,299.46
Total		$2,534,537.00

MARCH 2024 VOUCHERS
ACCOUNTS PAYABLE FY23-24

FY24 Voucher #	Date	Amount
2440	2/28/2024	$591.88
2441	2/28/2024	$149,522.13
2442	3/6/2024	$365,214.51
2443	3/12/2024	$197,215.36
2444	3/20/2024	$89,573.20
2445	3/14/2024	$20,597.76
2446	3/20/2024	$876.75
2447	3/27/2024	$117,054.67
		$940,646.26

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: CONSENT AGENDA-D.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval of the Minutes of the March 6, 2024 Meeting.

SUBMITTED BY: Andrea Felix, Executive Administrative Assistant

RECOMMENDED TO SUPERINTENDENT BY: Andrea Felix, Executive Administrative Assistant

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the Minutes of the March 6, 2024 Meeting.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
24 0306 Meeting Minutes	4/9/2024	Cover Memo

COOLIDGE UNIFIED SCHOOL DISTRICT NO. 21
Governing Board of Education Regular Meeting Minutes
March 6, 2024

REGULAR MEETING

Date, Time, Place of Meeting

The Governing Board of Education held a Regular Meeting on Wednesday, March 6, 2024, at 6:00 PM, 450 N. Arizona Boulevard Coolidge Arizona.

ROUTINE BUSINESS

Call to Order and Roll Call

Present at this meeting was President Michael Flores, II, Vice-President Linda Heath, Member Kris Gillespie, and Member George Arredondo.

Approval of Agenda

Vice President Linda Heath MOVED, SECOND by Member Kris Gillespie, to approve the Board Agenda. President Michael Flores voted "yes", Vice-President Linda Heath voted "yes", Member Kris Gillespie voted "yes, and Member George Arredondo voted "yes"

MOTION CARRIED: 4-0

PUBLIC PARTICIPATION

There was one public participation in this meeting.

I. PRESENTATIONS

A. Principals' Update - presented by Dr. Natay Ferguson, Dr. Yvette Dix, Marc Bruno, Rosanne Headley, and Kelly Ferguson.

Coolidge High School – Updates from Principal, Dr. Natay Ferguson

- In the month of February CHS held a Black History celebration with food trucks, singers and dancers.
- Teachers have been collaborating and doing peer observations. Doing this has been great and helps motivate and push everyone on campus.
- Tonight (3/06) in the PAC there is a dance showcase, transition fair, and student showcase taking place. There is a couple of students finishing up their Arts Seal.

Coolidge Junior High School – Updates from Principal, Dr. Yvette Dix

- Junior High also participated in the the Black History celebration and it was a wonderful event.
- There is a series of field trips taking place. Last week the Student Council attended the Phoenix Suns Exhibit and got to enjoy a game. That same day other students attended the Butterfly Experience. Tomorrow (3/07) students will be at The OdySea enjoying all the sea life. The next trip coming up will be to the Phoenix Zoo.
- CJHS partnered with West and HLR Elementary as they had extra places available for J A Biz Town. 6th grade students participated, interviewed and filled out applications.

- CJHS participated in the D-Back attendance matters for the month of February with 46 students who had perfect attendance. Those students will receive a voucher to attend a free Diamond Backs game.
- On Leap Day (2/29) students participated in a frog hunt across campus. There were 60 tiny resin frogs numbered 1-60. The students who found them were rewarded with treats and entered into a drawing for gift cards.

Coolidge Alternative Program and Coolidge Virtual Academy – Updates from Principal, Marc Bruno

- CAP students had the opportunity to visit college campuses. The students really enjoyed it and there is now a waitlist for the next visit.
- Parent night was a good turn out with happy parents and positive feedback.
- This week is Spirit week and the of the most popular days was students dress like the staff and staff dress like the student.
- Tonight (3/06) is the first FASFA night. Two representatives from CAC are speaking to the students and providing a workshop. There is a big push this year as Arizona is ranked 49 in the nation with only 43% of graduating seniors filling out the form.

Heartland Ranch Elementary – Updates from Principal Rosanne Headley

- Last week was the annual Dr. Seuss Read Across America week and we had a really nice turnout. HLR had 16 high school student-athletes spend 2 hours on campus reading to the students. Tomorrow (3/07) another 16 students will come to visit and read.
- HLR participated in the D-Back attendance matters for the month of February with 151 students who had perfect attendance.

West Elementary – Updates from Principal Kelly Ferguson

- Westival had a huge turn out with visitors from all over. There were 300 paid attendants who enjoyed an array of food trucks and drink trucks. West is very proud and excited to do it bigger next year.
- The 5th graders had the opportunity to enjoy a virtual reality field trip provided by Act One from ASU. This experience included VR Headsets for every student and the kids loved it!
- The Black History concert was a great turn out.

B. Governing Board Outstanding Character Awards - presented by Kelly Ferguson, Rosanne Headley, Marc Bruno, Dr. Yvette Dix, and Dr. Natay Ferguson

Governing Board Outstanding Character Awards were presented to the following students:

- *Benjamin Hoover* – 3rd Grade – West Elementary
- *Roman Hamilton* – Kindergarten – Heartland Ranch Elementary
- *Summer Sims* – 12th Grade – Coolidge Alternative Program
- *Amaya Marquez* – 6th Grade – Coolidge Junior High School
- *Tristan Nicolau* – 10th Grade – Coolidge High School

C. Governing Board Outstanding Service Awards - presented by Natay Ferguson, Dr. Yvette Dix and Marc Bruno.

Governing Board Outstanding Service Awards were presented to the following

staff:

- *David Wagner* – Science Teacher – Coolidge High School
- *Consuelo Montanez* – 6th Grade ELA Teacher – Coolidge Junior High School
- *Chad Hendrie* – Teacher – Coolidge Alternative Program

II. CONSENT AGENDA

A. **Approval of the Auxiliary Operations and Student Activities Reports for the month of February, 2024.**

B. **Approval of the Donations Log for February, 2024.**

C. **Approval of the Voucher Log for February, 2024.**

D. **Approval of the Minutes of the February 14, 2024 Meeting.**

E. **Other Consent Items**

1. **Approval of the following personnel recommendations: Hiring, Position Changes/Transfers, Resignations/Terminations; Requests to rescind Resignation: Retirement Requests; Requests to Rescind Retirement; Request for Change of Salary of Grade; and Stipends for: Administrative, Certificated, Classified, Wage.**

2. **Approval of revisions to Policy Advisory 763-786, 1st Reading.**

3. **Approval for overnight travel for 38 JAG Students and JAG Coordinator, Catherine Sommer for the Career Development Conference Competition in Mesa, AZ on April 10th and 11th, 2024.**

4. **Approval for overnight travel for 30 students, Sponsor Regina Jantz, Kenneth Jantz and Shannon Hanne to attend the 58th Annual Convention for the Arizona Association of Junior High Student Councils at Great Wolf Lodge in Scottsdale, AZ on May 2-3, 2024.**

5. **Approval of overnight travel for one Coolidge High School Junior student to attend the HOBY Youth Leadership Conference in Glendale, AZ, June 13-16, 2024.**

Member Kris Gillespie MOVED, SECOND by Member George Arredondo, to approve the Board Agenda. President Michael Flores voted "yes", Vice-President Linda Heath voted "yes", Member Kris Gillespie voted "yes, and Member George Arredondo voted "yes"

MOTION CARRIED: 4-0

INSTRUCTION (Action, Discussion, and Information Items)

A. Discussion and possible approval of the FY25 new course proposals.

Superintendent Hodge stated the added courses will be a coding class that will be taught at CHS as an extension of the coding class that is happening at the junior high. The goal is for students to complete the sequence as they enter into high school. The other two classes added on will be a Math Lab and Language Arts that are intervention classes. These interventions will be built into a student's schedule for those that need it based on teacher recommendations, formative and benchmark assessments, and state assessments.

Member Linda Heath MOVED, SECOND Member Kris Gillespie
to approve the FY25 new course proposals. President Michael Flores, II voted “yes”, Vice-President Linda Heath voted "yes", Member Kris Gillespie voted “yes”, and Member George Arredondo voted "yes"

MOTION CARRIED: 4-0

<u>HUMAN RESOURCES (Action, Discussion, and Information Items)</u>

A. Approval for the Classified and Classified Exempt Renewals for the 2024-2025 school year.

Human Resources Director Ben Armstrong stated that list of renewals is for next year. At this point CUSD is unable to give raises. It will be reviewed and or revisited if possible.

Vice President Linda Heath asked if we are still waiting on the Legislature to decide

Human Resources Director Ben Armstrong answered "correct"

SuperIntendent Hodge stated CUSD currently does not have the budget and said CUSD will not for a while. There was a sit in meeting with Senator Bennett who is asking alot of questions about Prop 123 and how to ensure that money goes to teachers and to support staff. They are optimistic about it being approved. If and when it is approved and when the state releases the budget, if there is room for increases, CUSD will provide those.

Human Resources Director Ben Armstrong stated the other piece that goes into to this is the renewals for health insurance and will be taken into consideration.

Vice President Linda Heath asked "If insurance has gone up"?

Human Resources Director Ben Armstrong answered "yes, that is correct"

Member George Arredondo MOVED, SECOND Member Linda Heath
to approve Classified and Classified Exempt Renewals for 2024-2025 School Year. President Michael Flores, II voted “yes”, Vice-President Linda Heath voted "yes", Member Kris Gillespie voted “yes”, and Member George Arredondo voted "yes"

MOTION CARRIED: 4-0

OTHER (Action, Discussion, and Information Items)

A. Governing Board and/or Superintendent's Report and Update

Superintendent Dawn Hodge:
1.This past weekend CUSD participated in the Cotton Days Parade. It was a fun experience getting the kids and parents out there. Dan set up drivers and provided the Big Blue and Little Blue busses. The mascots road together in the back of a pick up truck truck. The kids passed out candy and It was a fun time for everyone.

2. As discussed still waiting for the State to approve the budget. Notification was received on Title Funding and the State is only releasing 80% of the allocation. Arizona is expected to get a decrease funding due to the poverty rate declining. That is something to look forward to and to ensure funding can go to what is needed.

3. Renovations at Lil Kiddieland are scheduled to start April 1st. CUSD has been in contact with Lil Kiddieland and will be meeting tomorrow (3/07) to discuss the exit plan.

Vice President Linda Heath:
1. Excited to see what will be done with the kinder building.
2. The music program was amazing and Linda was impressed with how enthusiastic the children were.
3. Linda enjoyed Westival with her Granddaughter and it was great!
4. Its nice to see how involved out community is and all the people.

Member George Arredondo:
Arredondo heard good things about the events and likes seeing the participation and engagement from the community.

Member Kris Gillespie:
Gillespie is amazed with all the things going on besides the learning. She knows the time it takes to execute and appreciates it.

Vice President Michael Flores:
President Flores is amazed how people are noticing the evolvement of the community. Everyone is doing a phenomenal job and each year it gets better.

B. Motion to go into Executive Session.

Pursuant to A.R.S. §38-431.03 the Board may vote to hold an Executive Session for the following purpose(s):

(A) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting.

Member George Arredondo MOVED, SECOND Member Kris Gillespie, to go into Executive Session for:
Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting at 6:34pm.

President Michael Flores, II voted "yes", Vice-President Linda Heath voted "yes", Member Kris Gillespie voted "yes", and Member George Arredondo voted "yes"

MOTION CARRIED: 4-0

C. Adjourn Executive Session.

Member George Arredondo MOVED, SECOND Vice - President Linda Heath, to adjourn the executive session at 8:01PM. President Michael Flores, II voted "yes", Vice-President Linda Heath voted "yes", Member Kris Gillespie voted “yes”, and Member George Arredondo voted "yes".

MOTION CARRIED: 4-0

ADJOURNMENT

Member George Arredondo MOVED, SECOND Vice President Linda Heath, to adjourn the meeting at 8:02PM. President Michael Flores II, Voted "yes", Vice-President Linda Heath voted "yes", Member Kris Gillespie voted “yes”, and Member George Arredondo voted "yes"

MOTION CARRIED: 4-0

These minutes were respectfully submitted by Andrea Felix and approved on April 10, 2024.

_____

Governing Board Title Date

Public Notice of Governing Board Meeting Procedures.

The Coolidge Unified School District Governing Board Meetings are open for members of the community/public to join in-person. We will continue to operate our livestream services through the Coolidge Schools Vimeo account with the exception of meetings during school breaks. Visit our website for direct access:

https://www.coolidgeschools.org/gb_members

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-1. **MEETING DATE:**4/10/2024

AGENDA ITEM: Approval of the following personnel recommendations: Hiring, Position Changes/Transfers, Resignations/Terminations; Requests to rescind Resignation: Retirement Requests; Requests to Rescind Retirement; Request for Change of Salary of Grade; and Stipends for: Administrative, Certificated, Classified, Wage.

SUBMITTED BY: Ben Armstrong, Director of Human Resources

RECOMMENDED TO SUPERINTENDENT BY: Ben Armstrong, Director of Human Resources

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the following personnel recommendations: Hiring, Position Changes/Transfers, Resignations/Terminations; Requests to rescind Resignation: Retirement Requests; Requests to Rescind Retirement; Request for Change of Salary of Grade; and Stipends for: Administrative, Certificated, Classified, Wage.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Personnel	4/9/2024	Cover Memo

PERSONNEL ITEMS: DATE: April 10, 2024

HIRES

CERTIFIED

NAME	POSITION/SITE	START DATE	HIGHLY QUALIFIED	FUNDING SOURCE & SALARY
Seidl, Loryn	Band Teacher/Coolidge JH	7/8/24	Yes	M&O; $55,000.00/Yr.
Pannell, Shawn	Counselor/Coolidge JH	7/8/24	Yes	M&O; $65,000.00/Yr.
Sokhi, Kamaljit	Math Teacher/Coolidge JH	7/8/24	Yes	M&O; $66,000.00/Yr.
Dean, Scott	Math Teacher/Coolidge JH	7/8/24	Yes	M&O; $62,000.00/Yr.
Santillanes, Samantha	Substitute Teacher/Districtwide	3/25/24	Yes	M&O; $130/Day
Peterson, Jada	Substitute Teacher/Districtwide	4/2/24	Yes	M&O; $130/Day
Thompson, Stephanie	Preschool Teacher/Mini Bears	7/8/24	Yes	M&O; $50,000/Yr.
Bojorquez, Diego	Full Time Substitute/Coolidge JH	3/25/24	Yes	M&O; $11,414.52 (remainder of 23/24 SY)

(R) = Resignation; (T) = Termination; (S) = Split; *SEI = Structured English Immersion; TAP=Teacher Advancement Program; ^ $2,000 in liquidated damages assessed. NOTE: All hires are contingent upon receipt and verification of employment documentation.

PERSONNEL ITEMS: DATE: April 10, 2024

CLASSIFIED

NAME	POSITION/SITE	START DATE	HIGHLY QUALIFIED	FUNDING SOURCE & SALARY
Martinez, Anthony	Security Guard/Coolidge HS	3/6/24	Yes	M&O; $16.50/Hr.
Robles, Gabrielle	Paraprofessional/Coolidge JH	3/25/24	Yes	M&O; $16.50/Hr.
Garcia, Tamera	Homeless Liaison/Federal Programs	4/18/24	Yes	M&O; $19/Hr.
Corder, Kenney	CDL Driver/Support Services	4/4/24	Yes	M&O; $20/Hr.
Zamorano, Wendy	Custodian/Coolidge JH	2/29/24	Yes	M&O; $14.50/Hr.

POSITION CHANGES/TRANSFERS/SALARY ADJUSTMENTS

CLASSIFIED

NAME	FROM:	FUNDING SOURCE & SALARY	TO:	FUNDING SOURCE & SALARY	START DATE
Lewis, Ashley	Paraprofessional/West Elementary	M&O; $17.50/Hr.	Special Education Teacher/West Elementary	M&O; $42,143/Yr.	7/8/24

(R) = Resignation; (T) = Termination; (S) = Split; *SEI = Structured English Immersion; TAP=Teacher Advancement Program; ^ $2,000 in liquidated damages assessed. NOTE: All hires are contingent upon receipt and verification of employment documentation.

PERSONNEL ITEMS: DATE: April 10, 2024

CERTIFIED

NAME	FROM:	FUNDING SOURCE & SALARY	TO:	FUNDING SOURCE & SALARY	START DATE
Timmons, Shaylyn	Dance Teacher/Coolidge HS	M&O; $49,350.15/Yr.	Dance Teacher/Coolidge HS	M&O; $55,000.00/Yr.	7/10/24
Walker, Melissa	Special Education Teacher/ HLR	M&O; $52,116.00/Yr.	Special Education Teacher/ HLR	M&O; $55,500.00/Yr.	7/10/24

RESIGNATIONS/TERMINATIONS

CERTIFIED

NAME	POSITION/SITE	LEAVE DATE	FUNDING SOURCE & SALARY
Miles, Eva	Assistant Principal/Coolidge HS	6/30/24	M&O; $80,000.00/Yr.
Johnson, Jeremiah	Assistant Principal/Coolidge JH	6/30/24	M&O; $75,000.00/Yr.

(R) = Resignation; (T) = Termination; (S) = Split; *SEI = Structured English Immersion; TAP=Teacher Advancement Program; ^ $2,000 in liquidated damages assessed. NOTE: All hires are contingent upon receipt and verification of employment documentation.

PERSONNEL ITEMS: DATE: April 10, 2024

CLASSIFIED

NAME	POSITION/SITE	LEAVE DATE	FUNDING SOURCE & SALARY
Martinez, Anthony	Security Guard/Coolidge HS	3/21/24	M&O; $16.50/Hr.
Madril, Rachel	Custodian/Heartland Ranch Elementary	3/28/24	M&O; $14.50/Hr.
Hoover, Terry	Security Guard/Coolidge JH	3/4/24	M&O; $16/Hr.
Henry, Teena	Homeless Liaison/Federal Programs	3/21/24	M&O; $18.28/Hr.
Brown, DeCarlo	Food Service Worker	3/25/24	M&O; $16/Hr.

STIPENDS

NAME	POSITION/SITE	START DATE	HIGHLY QUALIFIED	FUNDING SOURCE & SALARY

(R) = Resignation; (T) = Termination; (S) = Split; *SEI = Structured English Immersion; TAP=Teacher Advancement Program; ^ $2,000 in liquidated damages assessed. NOTE: All hires are contingent upon receipt and verification of employment documentation.

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-2. **MEETING DATE:**4/10/2024

AGENDA ITEM: Approval of revisions to Policy Advisory 763-786, 2nd Reading.

SUBMITTED BY: Andrea Felix, Executive Administrative Assistant

RECOMMENDED TO SUPERINTENDENT BY: Andrea Felix, Executive Administrative Assistant

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of revisions to Policy Advisory 763-786, 2nd Reading.

INFORMATION AND SUPPORTING DATA:

Most of the following policy advisories are the result of alignment to current practices, legal reference updates, and alignment with statutory language.

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
PA 763-786	2/28/2024	Cover Memo

© 2024 by Arizona School Boards Association

POLICY SERVICES
ADVISORY

Volume 36, Number 1 **February 2024**

Policy Advisory No. 763 ..... Policy BEDB — Agenda

Policy Advisory No. 764 ..... Regulation BGC-R — Policy Revision and Review

Policy Advisory No. 765 ..... Policy BGE — Policy Communication/Feedback
Regulation BGE-R — Policy Communication/Feedback

Policy Advisory No. 766 ..... Regulation CCB-R — Line and Staff Relations

Policy Advisory No. 767 ..... Policy CFD — School-Based Management

Policy Advisory No. 768 ..... Regulation EB-R — Environmental and Safety Program

Policy Advisory No. 769 .. Policy EBAA — Reporting of Hazards/Warning Systems

Policy Advisory No. 770 ..... Policy EBC — Emergencies

Policy Advisory No. 771 ..... Policy ECB — Building and Grounds Maintenance

Policy Advisory No. 772 ..... Policy EEAA — Walkers and Riders

Policy Advisory No. 773 ..... Regulation EEAE-R — Bus Safety Program

Policy Advisory No. 774 ..... Policy GBEF — Staff Use of Digital Communications and Electronic Devices

Policy Advisory No. 775 ..... Policy GDC — Support Staff Leaves and Absences (***Removal/Reference Only***)

Policy Advisory No. 776 ..... Policy IHA — Basic Instructional Program

Policy Advisory No. 777 ..... Policy IKA – Graduation Requirements

Policy Advisory No. 778 ..... Policy IMA — Teaching Methods
Regulation IMA-R — Teaching Methods

Policy Advisory No. 779 .. Policy JFABDA – Admission of Students in Foster Care

Policy Advisory No. 780 ..... Policy JH —Student Absences and Excuses

Policy Advisory No. 781 ..... Regulation JHD — Exclusions and Exemptions from School Attendance

Policy Advisory No. 782 ..... Regulation JIH —Student Interrogations, Searches, and Arrests

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

Policy Advisory No. 783 ..... Policy JJE —Student Fund-Raising Activities

Policy Advisory No. 784 ..... Exhibit JK-EA —Student Discipline

Policy Advisory No. 785 …… Exhibit KB-EB – Parental Involvement in Education

Policy Advisory No. 786 .....Policy KEC — Public Concerns/Complaints About Instructional Resources

POLICY ADVISORY DISCUSSION

Summary

Most of the following policy advisories are the result of alignment to current practices, legal reference updates, and alignment with statutory language. Subscribers are urged to call policy services with questions and consult with their district legal counsel on implementation of policy.

Governing Boards may review and adopt these policy advisories consistent with the Policy Adoption process in Policy BGB-First Meeting-the proposal shall be presented for review; Second Meeting-the proposal shall be presented for discussion and action.

Policy Advisory Discussion

Policy Advisory No. 763 — Policy BEDB — Agenda

Language, specifically the reference regarding a **TDD telephone number**, has been replaced with **email** as an acceptable method of communication.

Policy Advisory No. 764 — Regulation BGC-R — Policy Revision and Review

Language has been updated and revised to align with current practices.

Policy Advisory No. 765 — Policy BGE — Policy Communication and Feedback
Regulation BGE-R — Policy Communication and Feedback

Language has been updated and revised to align with current practices.

Policy Advisory No. 766 — Regulation CCB-R — Line and Staff Relations

A.R.S. 15-353 is no longer a statute, and thus its requirement for a parental satisfaction survey for parents is no longer relevant, so that statutory reference has been removed. However, the requirement for a parental satisfaction survey is required by A.R.S. 15-102(A)(1) and is noted in Policy KB.

© 2024 by Arizona School Boards Association

Policy Advisory No. 767 Policy CFD — School-Based Management

A.R.S. 15-351 does not specify the number of members on school councils. Thus, the Policy has been revised to mirror the requirements of the statute.

Policy Advisory No. 768 Regulation EB-R — Environmental and Safety Program

The reference to A.R.S. 15-2002 has been removed as that statue was repealed; the current relevant statute is A.R.S. 41-5702(A)(9). Language has been updated and revised to comply with statue and A.A.C. R7-6-215.

Policy Advisory No. 769 Policy EBAA — Reporting of Hazards/ Warning Systems

A.R.S. 32-2301, 32-2311.01, and 32-2307 have been repealed and thus those legal references have been removed. The current relevant statutes are A.R.S. 3-3606 and A.R.S. 15-152. The Policy has been edited to conform to the current statutory requirements.

Policy Advisory No. 770 Policy EBC — Emergencies

This Policy was updated to mirror language in A.R.S. 15-341 regarding emergency response plans.

Policy Advisory No. 771 Policy ECB — Building and Grounds Maintenance

The following legal references have been repealed: A.R.S. 15-2002, 15-2031, 15-2032, 15-2131, and 15-2132. Information similar to that in A.R.S. 15-2131 is in A.R.S. 41-5832. A.R.S. 41-5832 does not require an IAQ (Indoor Air Quality) Plan or Coordinator nor is there any EPA requirement for such. Thus, that language has been removed. A.A.C. R7-6-215 was also added as a legal reference.

Policy Advisory No. 772 Policy EEAA — Walkers and Riders

A.R.S. 15-816.01 states that a Governing Board may provide student transportation limited to thirty (30) miles each way. The mileage language was changed to conform with the statutory language.

Policy Advisory No. 773 Regulation EEAE-R — Bus Safety Program

Language has been updated to conform with Arizona Administrative Code (A.A.C.) R13-13-104.

Policy Advisory No. 774 Policy GBEF — Staff Use of Digital Communications and Electronic Devices

Language has been updated and revised to align with current practices.

© 2024 by Arizona School Boards Association

Policy Advisory No. 775 **Policy GDC — Support Staff Leaves and Absences**

ASBA has removed this reference-only Policy.

Policy Advisory No. 776 **Policy IHA — Basic Instructional Program**

Arizona Administrative Code (A.A.C.) R7-2-301 provides basic instructional program requirements for common schools (grades K-8). A.R.S. 15-710 requires common schools (grades K-8) and high schools (grades 9-12) to provide a total of one year instruction in state and federal constitutions, American institutions and ideals, and in the history of Arizona, including the history of Native Americans in Arizona. Policy language has been updated to align with current basic instructional program requirements.

Policy Advisory No. 777 **Policy IKF — Graduation Requirements**

A.R.S. 15-710 requires high schools (grades 9-12) to provide a total of one year instruction in state and federal constitutions, American institutions and ideals, and in the history of Arizona, including the history of Native Americans in Arizona. Policy language has been updated to conform with statutory language.

Policy Advisory No. 778 **Policy IMA — Teaching Methods**
Regulation IMA-R — Teaching Methods

Language in the Policy and Regulation have been updated and revised to align with current practice.

Policy Advisory No. 779 **Policy JFABDA – Admission of Students in Foster Care**

A.R.S. 8-530.04(B) states that an educational institution has two days in which to enroll a foster child when a change of placement is needed. "Within two days after it is determined that a change of educational placement is in the best interest of the child, the new educational institution shall enroll the child and the child's school of origin shall transfer the child's education records to the child's new educational institution within two days after notice of the child's change in educational placement." The current policy language ("immediately") has been revised to mirror statutory language. Immediate enrollment cannot be denied if a child does not possess the records normally required for enrollment or owes outstanding fees or fines to their school of origin.

Policy Advisory No. 780 **Policy JH — Student Absences and Excuses**

Language addition includes expanded definition of excused student absences per A.R.S. 15-807(D).

© 2024 by Arizona School Boards Association

Policy Advisory No. 781 — Policy JHD — Exclusions and Exemptions from School Attendance

Language has been updated to provide clarity and to add "mental, or behavioral" to the examples of a health professional.

Policy Advisory No. 782 — Policy JIH — Student Interrogations, Searches, and Arrests

Language has been updated to reflect the language in A.R.S. 8-821(B)(E)(F) and A.R.S. 8-823(A), and to add the term "child welfare investigation" per statute.

Policy Advisory No. 783 — Policy JJE — Student Fund-Raising Activities

Language has been revised for clarity regarding the requirements in A.R.S. 15-1121 and AR.S. 15-1122.

Policy Advisory No. 784 — Exhibit JK-EA — Student Discipline

The length of time student disciplinary records must be retained changed from two (2) years to four (4) years based on information received from the State Records Office Administrator based on the Arizona State Library, Archives and Public Records (ASLAPR).

Policy Advisory No. 785 — Exhibit KB-EB — Parental Involvement in Education

Exhibit contains minor changes in "J" to mirror language in A.R.S. 1-602(A)(10).

Policy Advisory No. 786 — Policy KEC — Public Concerns/Complaints About Instructional Resources

Language has been revised to clarify requirements of A.R.S. 15-721 and A.R.S. 15-341. IJJ-R has also been added as a reference.

==========

If you have any questions, call Policy Services at (602) 254-1100. Ask for Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst or Renae Watson, Technician. Our e-mail addresses are, respectively, [cpatterson@azsba.org], [lbondi@azsba.org] and [rwatson@azsba.org]. You may also fax information to (602) 254-1177.

Note: **This material is written for informational purposes only, and not as legal advice. You may wish to review the policy references and consult an attorney for further explanation.**

© 2024 by Arizona School Boards Association

BEDB ©
AGENDA

The agenda shall list the specific matters to be discussed, considered or decided at the meeting. Except for a meeting through technological devices, the agenda and notice shall also include the time that the public will have physical access to the meeting place. The Governing Board may discuss, consider or make decisions only on matters listed on the agenda and other matters related thereto. (*Subject to A.R.S. 38-431.02*)

Unless changed by a majority vote of Board members present at a meeting, the order of business shall be as follows:

Regular meetings:

A. Call to order

B. Adoption of the agenda (*Discussion of items is not in order.*)

C. Pledge of allegiance

D. Board Meeting minutes not previously approved

E. Information only items (*Items to be heard only; the Board will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action*.)

1. Summary of current events

a. Superintendent

Celebrations and recognitions

b. Governing Board members

2. Reports (*Notice must be specific as to type of report that will be given, subject matter and whom will be making the report.*)

F. Public comments (*Members of the Governing Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.*)

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

G. Action items (*Matters on which the Governing Board may take legal action during the meeting.)*

1. Consent agenda items (*When so presented, should fully describe the matters on the agenda and inform the public where more information can be obtained.*)

2. Specific items of District business (*As listed for consideration, may include various categorical areas as the business of the District necessitates Board discussion, deliberation, and action.*)

H. Information and Discussion items (*Matters about which the Board may engage in discussion but will take no action during the meeting.*)

I. Information items (*The Board will not propose, discuss, or take legal action during the meeting.*)

Requests for future agenda items

J. Adjournment

Special meetings:

A. Call to order

B. Items for which the special meeting was called (*May include timely action, discussion, and information items as conditioned for regular meetings.*)

C. Announcements

D. Adjournment

Executive sessions:

An executive session may be scheduled, as necessary, during either a regular or special meeting. (*See Arizona Attorney General Agency Handbook Section 7.6.7.*)

1. When an executive session is to be held, the notice must state the specific provision of law authorizing the executive session.

2. The Board may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. 38-431.03(A)(3).

© 2024 by Arizona School Boards Association

Emergency meetings

In the case of an actual emergency, the Governing Board, after giving such notice as is appropriate to the circumstances, may act on an emergency matter or call an emergency meeting in accordance with the requirements set out in A.R.S. 38-431.02. The emergency meeting shall follow the order of business for a special meeting. An emergency meeting shall be subsequently followed by the posting of a public notice within twenty-four (24) hours declaring that an emergency session has been held and setting forth the information specified by 38-431.02. Chapter 7 of the Arizona Agency Handbook shall be consulted for guidance when an emergency action or meeting is being considered.

Accommodations for the Disabled

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting [name of designated District ~~agency~~ contact person] at [provide telephone number and e-mail ~~TDD telephone number~~].

Adopted: _____

LEGAL REF.:
A.R.S.
38-431
38-431.01
38-431.02
38-431.03
28 CFR § 35.163

CROSS REF.:
BDB - Board Officers
BEC - Executive Sessions/Open Meetings

© 2024 by Arizona School Boards Association

REGULATION

POLICY REVISION AND REVIEW

The District is a subscriber to the Policy Services Program of the Arizona School Boards Association (ASBA). This service will assist the District in the amendment of District policies or in the adoption of new policies originated by the District.

The procedure listed below will be followed to ensure the expeditious review and consideration of policy updates received from the ASBA Policy Services Program and all newly proposed policies:

A. A master file of policy updates (Policy Services Advisories) will be kept by the Superintendent.

B. Upon receipt, a copy of each update will be forwarded to the appropriate member(s) of the Superintendent's staff.

C. The designated staff member(s) may review and evaluate the update and recommend action to the Superintendent, including any proposed changes needed to adapt the update to specific circumstances within the District.

D. If changes or new policies are recommended, the Superintendent ~~will~~ may send a copy of the update to ASBA Policy Services for review or contact ASBA Policy Services ~~by phone~~ to discuss the proposed changes.

E. ~~Following review by ASBA Policy Services,~~ T~~t~~he updated policy or any newly proposed policies will be placed on the Board agenda for a first review by the Board.

F. Following the first review, if any proposals are made for further changes, such changes ~~will~~ may be sent to ASBA Policy Services for review or discussion ~~discussed with them by phone~~.

G. If no changes are proposed, or after any such proposed changes have been reviewed by ASBA Policy Services, the updated policy will be placed on the Board agenda a second time for action by the Board.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

H. Following adoption by the Board, the Superintendent will send a copy of the adopted policy and the date of adoption to ASBA Policy Services.

I. ASBA Policy Services will electronically publish ~~produce~~ the final adopted copy of the policy ~~and return the final copy to the District~~.

~~J. The Superintendent will reproduce sufficient copies of the new policy, as received from ASBA Policy Services, and forward a copy to each person who is assigned a policy manual, with instructions as to how it is to be incorporated into the policy manual.~~

© 2024 by Arizona School Boards Association

BGE ©
POLICY COMMUNICATION / FEEDBACK

The Superintendent shall develop procedures to ensure that ~~employees, patrons,~~ constituents, employees and Board members ~~shall~~ have access to a current policy manual that contains the policies and administrative regulations of the District. A link to the online policy manual will be made available to all persons listed above.

The manual is intended both as a tool for District management and as a source of information to ~~patrons~~ constituents, staff members, and others about how the District operates. To that end, the policy manual will be available for online access. ~~each Board member and administrator shall have ready access to a copy of the manual~~. In addition, a hard copy manual shall be available at such places as the Superintendent may determine for use by ~~staff members, students, and patrons~~ those persons who do not have access to the manual online. Printed copies of the policy manual shall remain the property of the District and shall be subject to recall at any time.

~~Each~~ Any administrative regulation shall be so designated and included in the manual ~~on a separate sheet(s) accompanying~~ immediately following the policy with which it is associated.

~~All policy manuals shall remain the property of the District and shall be subject to recall at any time.~~

The Board's policy manual shall be considered a public record and shall be open for inspection by accessing the online link on the District's website, or if needing a hard copy, during regular business hours at the District administration office and at places designated by the Superintendent.

The online master copy of the manual will be securely maintained ~~in~~ by the Superintendent~~'s office~~, and archived as required by Records Management Standards adopted by the Arizona State Library, Archives and Public Records (ASLAPR). It is this online copy that will be used to resolve any discrepancies in language existing in other copies.

Adopted: _____

LEGAL REF.:
A.R.S.
15-341

© 2024 by Arizona School Boards Association

REGULATION

POLICY COMMUNICATION / FEEDBACK

The District's Policy Manual is available to the public online at https://policy.azsba.org/asba/browse/asbaall/welcome/root. The online policy manual shall be maintained by the Superintendent, and supersedes any discrepancies in language that exist in hard copies of the policy manual.

~~Each person to whom a policy manual is issued will be responsible for the maintenance, control, and updating of the manual.~~

All changes to the policy manual will be ~~issued~~ communicated by the Superintendent~~,~~ to staff and Governing Board members, and will be archived as required by the Arizona State Library, Archives and Public Records (ASLAPR). ~~with a change memorandum listing codes, pages to be removed, and pages to be inserted. After making the changes, a copy of the change memorandum shall be filed by the Superintendent. After the updated pages have been placed into a policy manual, the outdated pages that have been superseded must be removed and destroyed. All policy manuals are subject to recall and/or inspection at any time to ensure that they are properly updated.~~

~~The master copy of the policy manual shall be maintained by the Superintendent. It is this copy that shall be used to resolve any discrepancies in language existing in other copies.~~

~~The Superintendent will maintain one (1) copy of all outdated pages for historical and reference purposes.~~

LEGAL REF.:
Uniform System of Financial Records

© 2024 by Arizona School Boards Association

REGULATION

LINE AND STAFF RELATIONS

(School Administration)

The primary duty of a principal is to administer and supervise the instructional program. A principal, as the educational leader of the school, will administer and supervise the school in accordance with policies and administrative regulations of the District.

A principal will be directly responsible to and will report only to the Superintendent and will keep the Superintendent informed of the conditions and needs of the school. All duties, authority, and responsibilities of the principal will be delegated only by the Superintendent. These duties include, but are not limited to, the following:

A. A principal is responsible for the operation of the educational program of the school.

B. A principal is responsible for the supervision and evaluation of the building staff members.

C. A principal will maintain discipline on the part of personnel and students.

D. A principal will care for and protect the building, the equipment, the grounds, and other school property.

E. A principal will maintain school records and prepare reports.

F. A principal will take reasonable precautions to safeguard the health and welfare of students and staff members, will report accidents, will formulate plans for emergencies, and will conduct evacuation drills each school month and keep written records of such drills.

G. A principal will be responsible for maintaining a close relationship with the community and should interpret the educational program to the citizens of the District.

H. A principal will, by advanced study, by visits to school systems in other areas, by attendance at educational conferences, and by other means remain well informed relative to modern educational thought and practice.

~~I. A principal will distribute a parental satisfaction survey to the parent of every child enrolled at the school, pursuant to A.R.S. 15-353.~~

© 2024 by Arizona School Boards Association

CFD ©
SCHOOL - BASED MANAGEMENT

(School Councils)

The Governing Board may delegate to a school council the responsibility to develop a curriculum and may delegate any additional powers that are reasonably necessary to accomplish decentralization.

The Board authorizes the establishment of a school council at each school site. The school council shall follow regulations promulgated by the Board. The authority extended to the school council(s) is to design curricular and instructional strategy/design models that promote the District mission/goals statement.

The school council shall provide input for the creation of curricular and instructional strategies/designs that meet the unique learning needs of the students served at each school.

A shared "vision" for curricular and instructional strategies/designs and the involvement of a variety of the members of the school and community who will be most affected by the results are essential.

Curricular and instructional strategies/designs that result from such shared decision making are limited only by the requirements that they be consistent with and fulfill the mission/goal statements, beliefs, and adopted Board policies of the District and comply with the laws and regulations of the state of Arizona and the United States.

This shared decision making shall not supersede Board/Superintendent decision-making responsibilities unless waived by the Board.

Membership

The school council at each school shall take into consideration the ethnic composition of the local community and ~~initially~~ shall be composed of:

A. ~~Three (3)~~ parents or guardians of students enrolled in the school who are not employed by the District in the school of proposed membership.

B. ~~Three (3)~~ teachers.

© 2024 by Arizona School Boards Association

C. ~~One (1)~~ noncertificated employees.

D. ~~One (1)~~ community members ~~if the school is a high school or two (2) community members if the school is not a high school.~~

E. ~~One (1)~~ students if the school is a high school.

F. The principal of the school.

Initially, each of the above school council members shall be selected in the manner and by the procedure specified in A.R.S. 15-351. The school council shall then adopt written guidelines that specify the number of school council members and the methods for the selection of school council members. Thereafter, representatives shall be selected by their groups in the manner determined. There must be an equal number of teachers and parents of pupils enrolled in the school on the council and they shall constitute a majority of the council members. The principal will serve as chairperson of the school council unless another person is elected by a majority of the school council members.

Adopted: _____

LEGAL REF.:
A.R.S.
15-351
15-352
15-353
43-1089.01
A.G.O.
I99-018

CROSS REF.:
BDD - Board-Superintendent Relationship
CCB - Line and Staff Relations

© 2024 by Arizona School Boards Association

REGULATION

ENVIRONMENTAL AND SAFETY PROGRAM

Responsibilities of the maintenance supervisor:

A. Maintain an overall safety program in maintenance and operation of buildings and grounds.

B. Provide specialized assistance as requested by school principal.

C. Comply with HVAC requirements listed in A.R.S. 41-5832 and A.A.C. R7-6-215. ~~Coordinate with the District Indoor Air Quality Coordinator who will monitor indoor air quality.~~

D. Document District responses to the biennial information on improving and maintaining the indoor air quality (IAQ) in school buildings, which is required by A.R.S. ~~15-2002(A)(14)~~ 41-5702(A)(9) to be distributed to school districts by the School Facilities Board~~.~~

Responsibilities of the school principals:

A. Schedule regular inspections.

B. Post required state and federal safety regulations and maintain appropriate safety records.

C. Arrange for the correction of defects reported to them by employees in the building by requesting assistance from the maintenance department.

D. Cooperate in the correction of defects reported by the maintenance department or other school administrators.

E. Implement procedures to monitor and maintain safe indoor air quality.

Responsibilities of the transportation supervisor:

A. Maintain standards for certification of school bus drivers.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

B. Maintain standards for periodic inspection and maintenance of school buses.

C. Maintain standards for school bus operation and idling procedures for gasoline, diesel, and alternative fuel engines which minimize air pollution by buses.

Responsibilities of other employees:

A. Report promptly to the principal of the school or immediate supervisor any events or situations which may cause increased air pollution within the school or on the campus and any defects in buildings, grounds, or equipment that might prove injurious to the safety, health, or comfort of students, employees, or other persons.

B. Take reasonable precaution for the safe use of buildings, grounds, and equipment by students.

Responsibilities of students:

A. Avoid the following behaviors:

1. Setting off a false fire alarm.

2. Misusing the fire alarm system, fire extinguishers, or other fire protection and safety equipment.

3. Setting a fire in the building or on the school grounds.

4. Taking any action or creating any situation which either directly or indirectly affects indoor air quality in an adverse manner.

B. Report promptly to the principal of the school or other appropriate school employee any defects in buildings, grounds, indoor air quality, or equipment that might prove injurious to the safety, health, or comfort of employees, students, or other persons.

Responsibilities of other individuals utilizing school buildings:

A. Refrain from abusing safety equipment, such as fire extinguishers, alarm systems, et cetera.

B. Report promptly to the Superintendent or another school employee any defects in buildings, grounds, indoor air quality, or equipment that might prove injurious to the safety, health, or comfort of students, employees, or other persons.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

EBAA ©
REPORTING OF HAZARDS / WARNING SYSTEMS

(Pesticide Application Notice)

The intent of this policy is to ensure that students, employees, and parents/guardians receive adequate notice prior to pesticide application.

In accord with A.R.S. 15-152, the District shall:

A. Provide notice of pesticide application during a regular school session to students, employees, and parents/guardians, given in a form reasonably calculated to provide a warning at least forty-eight (48) hours prior to such application.

B. Provide for oral notification to pupils and employees during the regular school session.

C. Provide written, electronic or telephonic notification to parents or guardians at least forty-eight (48) hours prior to the application of pesticides.

Pest-control applicator(s) employed by the District shall provide the school contact person with notice at least seventy-two (72) hours prior to the date and time the application of pesticides is to occur, including in such notice: ~~the brand name, concentration, rate of application, pesticide label, material safety data sheet, the area or areas where the pesticide is to be applied, and any use restrictions required by the pesticide label. Prior to the application, the applicator shall provide the school contact person with a written preapplication notification containing the following information:~~

A. The brand name of the pesticide(s) to be applied. ~~, concentration, rate of application, and any use restrictions required by the label of the herbicide or specific pesticide.~~

B. The location and area or areas where the pesticide is to be applied.

C. The date and time the application is to occur.

D. The name, address, phone number and contact person of the certified applicator. ~~The pesticide label and the material safety data sheet.~~

E. A statement that further information, such as the product label or safety data sheet, is available by contacting the certified applicator.

© 2024 by Arizona School Boards Association

In case of pesticide applications performed for or by public health agencies or emergency applications because of immediate threat to the public health, the licensed applicator shall give the school office oral and, if possible, written notice, with posting of the area to be treated in accord with A.R.S. 3-3606.

The Superintendent may require the pest-control applicator to fill out and make all required postings in accord with statute and with District policy and regulation. The name and telephone number of the applicator shall be attached to any posting.

Only a certified applicator may apply pesticides at a school.

The Superintendent shall prepare regulations for the implementation of this policy.

Adopted: _____

LEGAL REF.:
A.R.S.
3-3606
15-152
~~32-2301~~
~~32-2311.01~~

CROSS REF.:
IKEA - Make Up Opportunities

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

EBC ©
EMERGENCIES

The ~~Superintendent~~ Governing Board will develop ~~and maintain~~ District emergency response plans with the Superintendent for each school, department, and other facilities in the District and will coordinate such plans with the local law enforcement, fire, medical and hospital authorities as necessary. Training components for staff and students shall be included in the District's ~~Superintendent's~~ emergency response plans.

Emergency response plans are confidential and exempt from public disclosure. The District shall not release emergency response plans to the public as part of a public records request. [A.R.S. 41-1803(G)]

The plans will be in accordance with minimum standards developed jointly by the Department of Education and the Division of Emergency Management within the Department of Emergency and Military Affairs. The plans will designate specific emergency drills to be conducted. Local responders shall periodically be invited to review the plan(s).

Emergency response plans developed by the Governing Board are required to address how the school and emergency responders will communicate with and provide assistance to students with disabilities.

~~Emergency plans~~ Internal regulations will be developed and maintained by the Superintendent ~~will be presented annually to the Board~~.

Adopted: _____

LEGAL REF.:
A.R.S.
15-341
41-1803

© 2024 by Arizona School Boards Association

ECB ©
BUILDING AND GROUNDS MAINTENANCE

Adequate maintenance of buildings, grounds and property is essential to efficient management of the District.

The Board directs a continuous program of inspection and maintenance of school buildings and equipment. Wherever possible, maintenance shall be preventive and will focus on providing an on-going healthy learning environment for both students and school personnel. ~~Emphasis will be placed on the implementation of a District Indoor Air Quality (IAQ) Management Plan in order to minimize indoor air pollution.~~

The Superintendent shall appoint a maintenance supervisor ~~District IAQ Coordinator~~ who will develop and implement inspection, maintenance, repair, use, and disposal schedules as applicable for buildings, HVAC systems, new construction and renovations, chemicals and other materials.

Routine preventative maintenance means services that are performed on a regular schedule at intervals ranging from four (4) times a year to once every three (3) years, or on the schedule of services recommended by the manufacturer of the specific building system or equipment.

The Superintendent shall oversee the development and implementation of routine preventative maintenance guidelines covering the District's:

A. plumbing systems,

B. electrical systems,

C. heating, ventilation and air conditioning systems.

D. special equipment and other systems, and

E. roofing systems, including visual inspections performed by District personnel to search for signs of structural stress and weakness.

A roofing inspection is required to be:

A. Accomplished prior to any repair or replacement of roof elements or roof mounted equipment performed in accordance with the requirements of the local building official requiring a permit.

B. Conducted by a registered structural engineer or other professional with appropriate skills, training and certification.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

District preventive facilities maintenance guidelines shall be submitted to the School Facilities Board for review and approval.

Adopted: _____

LEGAL REF.:
A.R.S.
15-341
15-342.01
41-5832
A.A.C.
R7-6-215
~~15-2002~~
~~15-2031~~
~~15-2032~~
~~15-2131~~
~~15-2132~~

CROSS REF.:
EB - Environmental and Safety Program
JLIF - Sex Offender Notification

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

EEAA ©
WALKERS AND RIDERS

The Board authorizes the administration to provide regular school bus transportation to and from school for the following categories:

A. Students with disabilities who require transportation, as indicated in their respective individual education programs.

B. Students living within a one (1) mile radius of the school where hazardous or difficult routes exist and where other arrangements cannot be provided.

C. Students who are residents within a school attendance area and:

1. If common school students, live more than one (1) mile from the school.

2. If high school students, live more than a mile and a half (1 1/2) from the school.

D. Transportation for pupils who do not reside within an established school attendance area, limited to no more than ~~twenty (20)~~ thirty (30) miles each way to and from the school of attendance or to and from a pickup point on a regular transportation route or for the total miles traveled each day to an adjacent school for eligible nonresident pupils who meet the economic eligibility requirements established under the National School Lunch and Child Nutrition Acts (42 United States Code sections 1751 through 178~~5~~93) for free or reduced-price lunches.

E. Transportation for homeless students to their school of enrollment, if it is the school of origin, will be arranged as needed by the school liaison for homeless students.

Adopted: _____

© 2024 by Arizona School Boards Association

LEGAL REF.:
A.R.S.
15-342
15-764
15-816.01
15-901
15-922
28-797
28-900
28-901
A.G.O.
I80-025
42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act of 2001, as amended by the Every Student Succeeds Act (ESSA) of 2015

CROSS REF.:
JFABD - Admission of Homeless Students

© 2024 by Arizona School Boards Association

REGULATION

BUS SAFETY PROGRAM

A.A.C. R~~17-9-104~~ 13-13-104 states, with respect to the authority of bus drivers, "Any person boarding or attempting to board a school bus, whether or not a passenger, ~~Passengers~~ shall comply with all instructions given ~~to them~~ by a school bus driver. If ~~A~~ a passenger or a non-passenger boards or attempts to board a school bus ~~who has boarded the school bus~~ and refuses to comply with the school bus driver's instructions, the school bus driver may seek emergency assistance to remove the passenger or non-passenger from the school bus, or prevent the passenger or non-passenger from boarding. ~~be surrendered into the custody of a person who is authorized by the school to assume responsibility for the passenger or nonpassenger."~~

Student behavior on a school bus should be the same as that in a well-ordered classroom with the exception that students are free to talk, but with no screaming or shouting.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

GBEF ©
STAFF USE OF DIGITAL COMMUNICATIONS AND ELECTRONIC DEVICES

Social media is the use of web-based and mobile technologies to communicate through interactive dialogue. Social media technologies include but are not limited, to blogs, picture-sharing, vlogs, wall-postings, e-mail, instant messaging, music-sharing, crowdsourcing, voice over IP (VoIP), Facebook, LinkedIn, ~~My Space~~, ~~Twitter~~, X, You Tube, and any successor protocol to transmit information. Mobile technologies are any devices that: transmit sounds, images, texts, messages, videos, or electronic information; electronically records, plays, or stores information; or accesses the Internet, or private communication or information networks. Current examples are Smartphones such as ~~BlackBerry~~, Android, iPhone, and other such mobile technologies and subsequent generations of these and related devices.

The Governing Board recognizes how web-based and mobile technologies are fundamentally changing opportunities to communicate with individuals or groups and how their use can empower the user and enhance discourse. The Board equally recognizes that the misuse of such technologies can be potentially damaging to the District, employees, students and the community. Accordingly, the Governing Board requires all employees to adhere to adopted policies and to utilize digital communications and electronic devices in a professional manner at all times.

The Board establishes the following parameters:

District employees

A. shall adhere to all Governing Board policies related to technologies including but not limited to the use of District technology, copyright laws, student rights, parent rights, the Family Educational Rights and Privacy Act (FERPA), staff ethics, and staff-student relations;

B. are responsible for the content of their posting on any form of technology through any form of communication;

C. shall only use District controlled and approved technologies when communicating with students or parents;

D. shall ensure that technologies used to communicate with students and District staff are maintained separate from personal technologies used to communicate with others;

© 2024 by Arizona School Boards Association

E. shall not use District owned or provided technologies to endorse or promote a product, a cause or a political position or candidate;

F. in all instances must be aware of his/her association with the District and ensure the related content of any posting is consistent with how they wish to present themselves to colleagues, community members, parents and students;

G. shall not use District logos or District intellectual property without the written approval of the Superintendent;

H. shall use technologies to enhance and add value to communications with all recipients and be respectful of those with whom they communicate;

I. shall immediately report all misuse or suspected misuse of technology to their direct supervisor/administrator who in turn will immediately report to the Superintendent;

J. shall comply with all applicable records management parameters established by Arizona State Library, Archives and Public Records.

The Superintendent shall communicate the above to all employees of the District at the beginning of each school year and to newly hired employees as part of the hiring process.

The Superintendent shall establish which technologies are approved for use by employees to communicate with parents and students. Approved technologies shall be communicated to the Board and employees prior to the start of every school year, to newly elected Board members prior to taking office, and to newly hired employees as part of the hiring process.

The Superintendent shall determine which records retention and management guidelines as established by the Arizona State Library, Archives and Public Records are applicable to this Board policy and communicate these guidelines to the Board and employees prior to the start of every school year, to newly elected Board members prior to taking office, and newly hired employees as part of the hiring process.

Violations of this policy may result in disciplinary action up to and including termination and may constitute a violation of federal or state law in which case appropriate law enforcement shall be notified. The Superintendent shall report violations of this policy to the Board and shall make reports to the appropriate law enforcement agency when determined necessary.

Adopted: _____

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

LEGAL REF.:
A.R.S.
15-341
15-514

CROSS REF.:
GBEA - Staff Ethics
GBEB - Staff Conduct
GBEBB - Staff Conduct With Students
GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members
GDQD - Discipline, Suspension, and Dismissal of Support Staff Members
IJNDB - Use of Technology Resources in Instruction
JIC - Student Conduct

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

~~GDC ©~~
~~SUPPORT STAFF~~
~~LEAVES AND ABSENCES~~

~~Refer to GCC through GCCE and GCCH; the terms and conditions of these policies apply to support staff personnel unless a written policy stating a contrary intent is included.~~

© 2024 by Arizona School Boards Association

IHA ©
BASIC INSTRUCTIONAL PROGRAM

The various instructional programs will be developed to maintain a balanced, integrated, and sequential curriculum that will serve the educational needs of all school-aged children in the District. The curriculum will be broad in scope and provide for a wide range in rate, readiness, and potential for learning.

The instructional program shall reflect the importance of language acquisition/reading-skill development as the basic element in each student's education. The first priority of the instructional program will be language acquisition through a planned sequence of reading skills and language experiences beginning in the kindergarten program. The improvement of specific reading skills of students should be continuous throughout their education. Each school educating students in kindergarten and grades one (1) through three (3) shall have a reading program as required by A.R.S. 15-704 and applicable State Board of Education rules.

The second priority of the instructional program will be mastery of the fundamentals of mathematics, beginning in the kindergarten program.

The instructional program will ensure that on or before July 1, 2022, at least one (1) kindergarten through third (K-3) grade teacher, literacy coach or literacy specialist in each school has received training related to dyslexia that complies with the requirements prescribed in A.R.S. 15-219 and A.R.S. 15-501.01 which includes enabling teachers to understand and recognize dyslexia and to implement structured literacy instruction that is systematic, explicit, multisensory and evidence-based to meet the educational needs of students with dyslexia.

Attention to the above-listed priorities shall not result in neglect of other areas of the curriculum.

~~The instructional program will include planned sequences in:~~

Minimum Course of Study for Students in the Common Schools

Students shall demonstrate competency as defined by the State Board-adopted academic standards, at the grade levels specified, in the following required subject areas:

© 2024 by Arizona School Boards Association

A. English language arts (ELA) ~~Llanguage arts; - reading, spelling, handwriting, English grammar, composition, literature, and study skills.~~

B. Mathematics; ~~experiences.~~

C. Social studies; including: ~~- history including Native American history, geography, civics, economics, world cultures, political science, and other social science disciplines.~~

1. Civics; and

2. Instruction on the Holocaust and other genocides at least once in either the seventh grade or the eighth grade.

3. Instruction in the Constitutions of the United States and Arizona, American institutions and ideals and in the history of Arizona, including the history of Native Americans in Arizona for a total of one (1) year during kindergarten (K) through eighth (8th) grades.

D. Science; ~~experiences.~~

E. Two or more of the following:

1. Visual Arts

2. Dance

3. Theatre

4. Music

5. Media Arts

~~Fine and practical arts experience - art education, vocal and instrumental music, and vocational/business education.~~

~~F. Technology skills.~~

~~G. Health and safety education.~~

F. ~~H.~~ Health/Physical education, including mental health. Mental health instruction may be included as part of other subject areas and shall comply with A.R.S. § 15-701.02.

~~I. Foreign or Native American language.~~

© 2024 by Arizona School Boards Association

Minimum Course of Study for Graduation from High School

See Policy IKF.

~~The planned program for all students shall also include library instruction, individual study, guidance, other appropriate instructional activities, and all instruction required under state law and State Board of Education regulations.~~

Observance Days

September 11, in each year shall be observed as 9/11 Education Day. On 9/11 Education Day, each public school shall dedicate a portion of the school day to age-appropriate education on the terrorist attacks of September 11, 2001.

September 25, in each year, shall be observed as Sandra Day O'Connor Civics Celebration Day. On Sandra Day O'Connor Civics Celebration Day, each public school in this state shall dedicate the majority of the school day to civics education.

If Sandra Day O'Connor Civics Celebration Day or 9/11 Education Day falls on a Saturday, Sunday or other day when a public school is not in session, the preceding or following school day shall be observed in the public school as the holiday.

The Superintendent is directed to emphasize the use of the resources developed by the State Board of Education relating to civics education which align with the academic standards in social studies pursuant to A.R.S. 15-701 and 15-701.01.

Adopted: _____

© 2024 by Arizona School Boards Association

LEGAL REF.:
A.R.S.
1-319
1-321
15-203
15-211
15-219
15-341
15-501.01
15-701
15-701.01
15-704
15-710
15-710.02
15-741.01
15-802
A.A.C.
R7-2-301 *et seq*.

CROSS REF.:
IJNDB - Use of Technology Resources in Instruction
IKF – Graduation Requirements

© 2024 by Arizona School Boards Association

IKF ©
GRADUATION REQUIREMENTS

Regular Education

A minimum number of units of credit are required for graduation by the Arizona State Board of Education. Listed below are the units that must be completed before a student may receive a high school diploma.

Graduation requirements may be met as follows:

A. By successful completion of subject area course requirements.

B. By mastery of the standards adopted by the State Board of Education and other competency requirements for the subject as determined by the Governing Board in accord with A.A.C. R7-2-302.02 and rules established by the Superintendent.

C. By earning credits through correspondence courses (limited to one [1] in each of the four [4] major subject areas) and/or by passing appropriate courses at the college or university level if the courses are determined to meet standards and criteria established by the Board and in accord with A.R.S. 15-701.01.

D. By the transfer of credits as described in Policy JFABC.

E. An out-of-state transfer student is not required to pass the competency test to graduate if the student has successfully passed a statewide assessment test on state adopted standards that are substantially equivalent to the State Board Adopted Academic Standards.

Graduation requirements as determined by the Arizona State Board of Education (R7-2-302.02) and the District Governing Board are as follows:

English		4.0 units
Math		4.0 units*
Science		3.0 units**
Social Studies		3.0 units***
American Government and Arizona Government	0.5 unit	
American History - including Arizona History	1.0 unit	
World History and Geography	1.0 unit	
Economics	0.5 unit****	
Fine Arts or Career, Technical and Vocational Education		1.0 unit
Electives		7.0 units
Total		22.0 units

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

* In lieu of one (1) credit of Algebra II or its equivalent course content a student may request a personal curriculum in mathematics following R7-2-302.03.

* Math courses shall consist of Algebra I, Geometry, Algebra II, (or its equivalent) and an additional course with significant math content as determined by the Governing Board (Governing Body).

Pursuant to A.R.S. § 15-710, a total of one (1) year instruction in state and federal constitutions, American institutions and ideals and in the history of Arizona, including the history of Native Americans in Arizona is required during grades nine (9) through twelve (12).

Pursuant to the prescribed graduation requirements adopted by the State Board of Education, the Governing Board may approve a rigorous computer science course that would fulfill a mathematics course required for graduation from high school. The Governing Board may only approve a rigorous computer science course if the rigorous computer science course includes significant mathematics content and the Governing Board determines the high school where the rigorous computer science course is offered has sufficient capacity, infrastructure and qualified staff, including competent teachers of computer science.

** Three (3) credits of science in preparation for proficiency at the high school level on a state required test.

*** Through the graduating class of 2025, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a pupil must correctly answer at least sixty (60) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship And Immigration Services.

Beginning with the graduating class of 2026, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a pupil must correctly answer at least seventy (70) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. The District school shall document on the pupil's transcript only a pass or fail designation that the pupil has passed or failed the test.

A pupil in grade seven (7) or eight (8) may take the test described in this paragraph, and if the pupil correctly answers at least seventy (70) of the one hundred (100) questions on the test:

a) The district school or charter school shall document on the pupil's transcript only a pass or fail designation that the pupil has passed or failed the test required by this paragraph.

b) The pupil is not required to take the test required by this paragraph again in high school.

**** The State Board requirement for economics is at least one-half (.5) of a course credit, which shall include financial literacy and personal financial management.

The Governing Board may determine the method and manner in which to administer a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. A pupil who does not obtain a passing score on the test that is identical to the civics portion of the naturalization test may retake the test until the pupil obtains a passing score.

Each school district and charter school shall report to the department of education all of the following aggregate data, organized by grade level, relating to the test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services required by subsection A, paragraph 3 of §15-701.01:

1. The median score.

2. The percentage of pupils who passed by correctly answering the minimum number of questions required to pass the test pursuant to subsection A, paragraph 3 of §15-701.01.

3. The percentage of pupils who failed by correctly answering fewer than the minimum number of questions required to pass the test pursuant to subsection A, paragraph 3 of §15-701.01.

4. Any other data required by the department relating to the test.

A school district or charter school may not include the personally identifiable information of any pupil in the data reported to the department of education under subsection L of §15-701.01.

© 2024 by Arizona School Boards Association

Special Education

Listed above, under "Regular Education," are the requirements that must be completed before a student may receive a high school diploma. Completion of graduation requirements for special education students who do not meet the required units of credit shall be determined on a case-by-case basis in accordance with the special education course of study and the individualized education program of the student. Graduation requirements established by the Governing Board may be met by a student as defined in A.R.S. 15-701.01 and A.A.C. R7-2-302.

Pupils who receive special education shall not be required to achieve passing scores on the test that is identical to the civics portion of the naturalization test under section 15-701.01 in order to graduate from high school unless the pupil is learning at a level appropriate for the pupil's grade level in a specific academic area and unless a passing score on the test that is identical to the civics portion of the naturalization test under section 15-701.01 is specifically required in a specific academic area by the pupil's individualized education program as mutually agreed on by the pupil's parents and the pupil's individualized education program team or the pupil, if the pupil is at least eighteen (18) years of age.

Competency requirements. Any student who is placed in special education classes, grades nine (9) through twelve (12), is eligible to receive a high school diploma without meeting state competency requirements.

State Seal of Biliteracy. The School District may voluntarily participate in the state seal of biliteracy program by notifying the Superintendent of Public Instruction of such intention. Schools will then identify the students who have met the requirements to be awarded the state seal of biliteracy, which shall be affixed to the diploma and noted on the transcript of each student who has met the requirements.

CPR Instruction and Training. School districts and charter schools shall provide public school pupils with one (1) or more training sessions in cardiopulmonary resuscitation, through the use of psychomotor skills in an age-appropriate manner, during high school.

Adopted: _____

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

LEGAL REF.:
A.R.S.
15-203
15-341
15-701.01
15-710
15-763
A.A.C.
R7-2-302.02
R7-2-302.03

CROSS REF.:
IGD - Curriculum Adoption
IGE - Curriculum Guides and Course Outlines
IHAMC - Instruction and Training in Cardiopulmonary Resuscitation
IHAMD - Instruction and Training in Suicide Prevention
IIE - Student Schedules and Course Loads
IKA - Grading/Assessment Systems
JFABC - Admission of Transfer Students

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

IMA ©
TEACHING METHODS

(Lesson Plans)

The Board considers written lesson plans a useful tool to ensure continuity of instruction.

The Superintendent shall establish procedures that set forth the requirements for lesson plans and for their preparation and review.

Such procedures shall reflect current standards of the profession and shall have as their primary objective the best possible educational program for the students of the District.

To facilitate more effective instruction, lesson plans should be prepared sufficiently in advance of the class presentation to allow plans ~~books~~ to be inspected and compared to the guidelines established by the Superintendent.

Teachers shall make thorough preparation for all daily lessons and shall prepare their plans to reflect such preparation.

Adopted: _____

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

REGULATION

TEACHING METHODS

(Lesson Plans)

Guidelines for the implementation of this administrative regulation shall include:

A. Lesson plans shall be developed according to District-wide formats and shall reflect the scope and sequence of the courses of instruction. Acceptable alternatives may be approved by the principal.

B. Lesson plans shall demonstrate the correlation of the lesson with State Board standards when applicable.

C. Lesson plans should include information pertinent to the effective implementation of a lesson. When commercially prepared plans are in use, lesson plans may simply refer to the appropriate aspects of such plans.

D. While teachers are required to be thoroughly prepared for each daily lesson, plans may be prepared for each lesson or on a long-term basis (i.e., unit of work), whichever is most appropriate. Supplementary materials to be used in a lesson(s) ~~- such as duplicated material, cassette tapes, films, filmstrips, transparencies -~~ may serve as an integral part of the plan.

E. Lesson plans for individualized programs should be consistent with the general overview and purpose of the instructional program. The progress of individual student(s) must be a consideration in the plan.

F. Teachers are to provide adequate directions for substitutes, the purpose of which shall be to continue, if possible, the ongoing program or, if more appropriate, a meaningful educational alternative that relates to the subject area.

G. The provision that copies of lesson plans must be available for substitute teachers.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

JFABDA ©
ADMISSION OF STUDENTS IN FOSTER CARE

This policy is intended to direct compliance with Arizona State Laws, Arizona Administrative Code, and the Every Student Succeeds Act (ESSA) Foster Care provisions.

Purpose Statement

The implementation of this policy shall assure that:

A. Within five (5) days after a child enters foster care or if a child's placement changes, the child, if appropriate, the child's caseworker, the child's parent, guardian, custodian, caregiver, or foster parent and representative from the local education agency or the child's school of origin shall determine if it is in the child's best interest to remain in the child's school of origin;

B. Children in foster care remain enrolled in their school of origin for the duration of their time in care, unless a determination is made that it is not in such child's best interest to remain in their school of origin, which decision shall be based on all factors relating to the child's best interest, including consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement, among other factors listed in law (See list in JFABDA-R);

C. If it is determined that a change of educational placement is in the best interest of the child, the educational institution ~~child~~ shall ~~be immediately enrolled~~ enroll the child in a new school within two (2) days.~~,~~ A child shall be immediately enrolled in the new school, even if the child is unable to produce records normally required for enrollment or owes any outstanding fines or fees to the school of origin; however, the student may be required to provide their Notice to Providers document;

D. The enrolling school shall ~~immediately~~ contact the school of origin ~~last attended by any such child~~ within two (2) days to obtain relevant academic and other records. Upon request for records for any such child from another school, every effort shall be made to provide records within two (2) business days.

© 2024 by Arizona School Boards Association

E. In collaboration with the state or local Child Welfare Agency, transportation is provided to and from the school of origin or school of placement for the foster child as applicable and found in the law and Policy JFAA. In ensuring a child receives transportation to the educational institution determined to be in the child's best interest, the Department of Child Safety may coordinate with the Department of Education and local education agencies and enter into necessary information sharing, data sharing and financial agreements.

F. The District will work with the Department of Child Safety (or tribal agency) to ensure that the provisions of ESSA relating to foster children are implemented, including assigning a District employee to serve as a Point of Contact (POC) to work in collaboration with the applicable child welfare agency and notify the Arizona Department of Education of the assigned POC.

Definitions

The term "children in foster care" means children who are under twenty-four (24) hour substitute care while placed away from their parents or guardians and for whom the Child Welfare Agency (Department of Child Safety [DCS] or tribal) has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, childcare institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed, and payments are made by the state, tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is federal matching of any payments that are made. (45 C.F.R. § 1355.20(a)) In Arizona, if DCS has received placement care and responsibility, then the child is in "foster care" even if the parent or guardian is permitted to live in the home of placement, such as a kinship home.

The term "school of origin" means the school in which a child is enrolled at the time of placement in foster care, including preschool. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

Point of Contact (POC) for Children in Foster Care - Responsibilities

The Superintendent will designate an appropriate staff person of authority as Point of Contact (POC) for children in foster care who will carry out duties as assigned and notify Arizona Department of Education's (ADE's) Statewide Foster Care Education Coordinator of the designated POC. Among those duties will be the responsibility to coordinate activities and programs to work in collaboration with the respective child welfare agency (either DCS or tribal), in the best interest of foster children that will include procedures to:

A. Continue the student's education in the school of origin or placement;

B. Collaborate with the Child Welfare Agency to implement the educational stability plan;

C. Ensure the best interest is determined regarding school enrollment;

D. Ensure necessary transportation is provided, funded, and arranged in collaboration with the Child Welfare Agency;

E. Ensure immediate enrollment and transfer of records occurs when the student moves schools; and

F. Ensure school staff are trained on the provisions and educational needs of children in foster care.

Other Relevant Policies and Procedures

Implementation of the Every Student Succeeds Act (ESSA) Foster Care provisions requires the coordination with a number of policies and procedures. These policies and procedures are listed below as cross references and are incorporated in this policy and these procedures by such reference.

Enrollment preference may be given to children who are in foster care.

Adopted: _____

© 2024 by Arizona School Boards Association

LEGAL REF.:
A.R.S.
8-530.04
15-816 through 15-816.07
15-821
15-823 through 15-825
42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act of 2001, as amended by the Every Student Succeeds Act (ESSA) of 2015 (Foster Care Provisions)

CROSS REF.:
EEAA - Walkers and Riders
IKEB - Acceleration
JF - Student Admissions
JFAA - Admission of Resident Students
JFAB - Admission of Nonresident Students
JFABD - Admission of Homeless Students
JFB - Open Enrollment
JG - Assignment of Students to Classes and Grade Levels
JLCB - Immunizations of Students
JLH - Missing Students
JR - Student Records
JRCA - Request for Transfer of Records

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

JH ©
STUDENT ABSENCES AND EXCUSES

The regular school attendance of a child of school age is required by state law. Regular school attendance is essential for success in school; therefore, absences shall be excused only for necessary and important reasons. Such reasons include illness, mental or behavioral health, bereavement, other family emergencies, and observance of major religious holidays of the family's faith.

In the event of a necessary absence known in advance, the parent is expected to inform the school; if the absence is caused by emergency, such as illness, the parent is expected to telephone the school office. When a student returns to school following any absence, a note of explanation from the parent is required.

When Absent from School

State law mandates that the school record reasons for all student absences. Therefore, when a student is absent, it will be necessary for the parent to call the school on or before the day of the absence in order to advise the school as to the reason for the absence. When it is impossible to call on the day of the absence, the school should be notified on the morning the student returns, in time for the student to obtain an admission slip prior to the student's first class. All absences not verified by parental or administrative authorization will remain unexcused.

If a parent does not have access to a phone, either at home or at work, a note will be accepted for verification purposes.

For absences greater than one (1) day in length, the school should be notified each day of the absence.

All personnel will solicit cooperation from parents in the matter of school attendance and punctuality, particularly in regard to the following:

A. The scheduling of medical and dental appointments after school hours except in cases of emergency.

B. The scheduling of family vacations during school vacation and recess periods.

The school may require an appointment card or a letter from a hospital or clinic when the parent has not notified the school of an appointment of a medical or dental nature.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

School administrators are authorized to excuse students from school for necessary and justifiable reasons.

Adopted: _____

LEGAL REF.:
A.R.S.
15-346
15-802
15-806
15-807
15-843
15-873
15-902

CROSS REF.:
JE - Student Attendance

© 2024 by Arizona School Boards Association

JHD ©
EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE

(Chronic Health Conditions)

The District will provide appropriate educational opportunities for any student identified by a certified medical, mental, or behavioral health professional such as a physician, podiatrist, chiropractor, naturopathic doctor, osteopathist, psychologist, ~~an appropriately certified health professional in the fields of podiatry, chiropractic medicine, naturopathic medicine, osteopathy,~~ physician assistant, or registered nurse practitioner as having a chronic health condition requiring management on a long-term basis that will affect regular school attendance. Homework will be made available in a timely manner to ensure that such students have the opportunity to successfully complete assignments and avoid losing credit because of their absence from school. The assigned teacher(s) shall have the responsibility to provide, in a timely manner, homework for students designated as having chronic health conditions. Further, students with chronic health conditions shall be provided flexibility in physical education activity requirements so that they may participate in the regular physical education program to the extent that their health permits. Staff members responsible for physical education activities programs shall develop and implement such guidelines.

Nothing in this policy shall be construed to obstruct, interfere with or override the rights of parents or guardians concerning the education and health care of pupils with chronic health problems.

Nothing in this policy shall be construed to authorize school personnel to either:

A. Authorize absences from school for a student with a chronic health problem without the prior consent of the student's parent or guardian.

B. Recommend, prescribe or provide medication to a student with a chronic health problem without the prior consent of the student's parent or guardian.

The Superintendent shall develop regulations for meeting the requirements of this policy.

Adopted: _____

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

LEGAL REF.:
A.R.S.
15-346
15-761
15-843
15-902
32-801 *et seq*.
32-900 *et seq*.
32-1401 *et seq*.
32-1501 *et seq*.
32-1601 *et seq*.
32-1800 *et seq*.
32-2501 *et seq*.

CROSS REF.:
IHBF - Homebound Instruction

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

Interviews

School officials may question students regarding matters incident to school without limitation. The parent will be contacted if a student interviewed is then subject to discipline for a serious offense. A student may decline at any time to be interviewed by the School Resource Officer (SRO) or another peace officer.

When child abuse or abandonment of a student is alleged.

If a child ~~protective services~~ safety worker, a child welfare investigator, or peace officer enters the campus requesting to interview a student attending the school, the school administrator shall be notified. Access to interview shall be granted when the child to be interviewed is the subject of or is the sibling of or is living with the child who is the subject of an abuse or abandonment investigation. The personnel of the District shall cooperate with the investigating child ~~protective services~~ safety worker, child welfare investigator, or peace officer. If a student is taken into temporary custody in accordance with A.R.S. 8-821, the child ~~protective services~~ safety worker or peace officer may be reminded to notify the student's parent of the custody, pursuant to A.R.S. 8-823. The child ~~protective services~~ safety worker, a child welfare investigator, or peace officer shall be requested to establish proper identification and complete and sign a "Form for Signature of Interviewing Officer." Six (6) hours following the relinquishment of custody by the school, school personnel may respond to inquiries about the temporary custody of the child and may, if considered necessary, call the parent.

*Abuse or abandonment is **not** alleged*.

No issue of student population safety is presented. If a peace officer enters the campus requesting to interview a student attending the school on an issue other than upon request of the school or for abuse or abandonment, the school administrator shall be notified. If the officer directs that parents are not to be contacted because the interview is related to criminal activity of the parent(s)/guardian, the school official shall comply with the request. Unless these circumstances exist, the parent will be contacted and will be asked if they wish the student to be interviewed. If the parent consents the parent will be requested to be present or to authorize the interview in their absence within the school day of the request. Where an attempt was made and the parent(s) could not be reached or did not consent

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

within the school day of the request, the peace officer will then be requested to contact the parent(s) and make arrangements to question the student at another time and place.

Safety of the student population is of concern. When a peace officer is present on the campus to interview students at the request of school authorities due to concerns for the safety of the students in the school population, parent contact shall only be made if a student is taken into custody or following the determination that the student may be subject to discipline for a serious offense. The SRO, present at the request of the school for the continued maintenance of safety and order, may interview students as necessary regarding school related issues as determined by school officials and parents will be contacted if the student is to be taken into custody or if the student is subject to discipline for a serious offense.

Staff members are to report any suspected crime against a person or property that is a serious offense, involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury and any conduct that poses a threat of death or serious physical injury to employees, students or others on school property. All such reports shall be documented and communicated to the Superintendent who shall be responsible for reporting to local law enforcement. Conduct that is considered to be bullying, harassment or intimidation shall be addressed according to Policy JICK as required in A.R.S. 15-341(A)(36).

The District is to notify the parent or guardian of each student who is involved in a suspected crime or any conduct that is described above, subject to the requirements of federal law.

Searches

School officials have the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to health, safety, and welfare of the student(s) exists. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District counsel.

Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectancy of privacy, and lockers, desks, storage areas, et cetera, may be inspected at any time with or without reason, or with or without notice, by school personnel.

© 2024 by Arizona School Boards Association

Arrest

When a peace officer enters a campus providing a warrant or subpoena or expressing an intent to take a student into custody, the office staff shall request the peace officer establish proper identification, complete, and sign a form for signature of an arresting officer or interviewing officer. The school staff shall cooperate with the officer in locating the child within the school. School officials may respond to parental inquiries about the arrest or may, if necessary, explain the relinquishment of custody by the school and the location of the student, if known, upon contact by the parent.

Adopted: _____

LEGAL REF.:
A.R.S.
1-215
8-303
8-304
8-802
8-821
8-823
13-3881
13-3883
15-153
15-341
15-342
A.G.O.
I04-003
I77-211
I82-094
I88-062
I91-035

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

JJE ©
STUDENT FUND - RAISING ACTIVITIES

The Governing Board shall approve fund-raising activities by students on school premises or elsewhere as representatives of the school ~~will be permitted only for the types of fund-raising activities approved by the Governing Board and when connected with specific school activities approved by the Superintendent~~. The Governing Board may create a list of pre-approved fundraising activities the Superintendent may approve upon written request.

Participation in contests or fund-raising activities shall be governed by the following criteria:

A. The aim of the activity shall benefit youth in educational, civic, social, and ethical development.

B. The activity shall not be detrimental to the regularly planned instruction.

The proceeds of all fund-raising activities shall be deposited in the Student Activity Fund, and funds from such activities shall be used only as specified in the Uniform System of Financial Records.

Adopted: _____

LEGAL REF.:
A.R.S.
15-1121 through 1123

CROSS REF.:
DIC - Financial Reports and Statements
JJF - Student Activities Funds

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

EXHIBIT

STUDENT DISCIPLINE

Each principal shall establish and retain complete records of student disciplinary actions and procedures. Records regarding student disciplinary actions shall be retained for at least four (4) ~~two (2)~~ years after last attendance date.

The accounting for students subject to disciplinary action on discipline record card shall contain an entry of:

A. The full name of the student.

B. The racial/ethnic and sex designations of the student.

C. The time, place, and date of the offense or offenses, or observed behavior.

D. Descriptions and dates of other offenses or observed behaviors if not previously reported.

E. The names of witnesses or others involved.

F. Specific measures taken by person or persons reporting the offense or offenses to affect an adjustment, including the specialized help secured before referral, such as conferences with parents, conferences with the principal, and conferences with other school personnel.

G. The name and title of the person or persons reporting the offense or offenses.

H. The alternatives, if any, that were considered prior to the imposition of the disciplinary action taken by the principal.

I. The final disposition of the case.

J. The name and title of the person or persons imposing the action or actions.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

The kinds of disciplinary actions for which an accounting should be kept shall include, but not be limited to:

A. Suspensions and/or expulsion.

B. Corporal punishment.

C. Detention (for disciplinary reasons).

D. Transfer to another class (for disciplinary reasons).

E. Transfer to another school (for disciplinary reasons).

F. Confinement with implementation of mandatory provisions.

G. Referrals of cases to police and juvenile authorities.

H. Others as required.

The school principal shall have the responsibility of maintaining the necessary discipline records to include:

A. Discipline record card (each reported incident). Student discipline list (cumulative).

B. Log of corporal punishments (each incident).

C. Summary of corporal punishments: monthly report, retained by the principal; yearly summary, copy to the District office.

D. Log of suspensions (cumulative).

E. Summary of suspensions: monthly report, retained by the principal; yearly summary, copy to the District office.

F. Log of confinement with implementation of mandatory provisions.

G. Summary of confinement with implementation of mandatory provisions: monthly report, retained by the principal; yearly summary, copy to the District office.

H. Log of expulsions and referrals to courts (cumulative).

I. Log of Governing Board expulsions (each incident).

© 2024 by Arizona School Boards Association

J. Summary of expulsions: monthly report, retained by the principal; yearly summary, copy to the District office.

K. Log of student withdrawals (cumulative).

L. Summary of withdrawals: monthly report, retained by the principal; yearly summary, copy to the District office.

M. Log of dropouts (cumulative): use only W5's as dropouts; use of this form is optional.

All monthly summary forms shall be completed at the close of each attendance month.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

© 2024 by Arizona School Boards Association

EXHIBIT

PARENTAL INVOLVEMENT IN EDUCATION

PARENTS' BILL OF RIGHTS*

(Enacted by the 49th Arizona Legislature, 2nd Regular Session (2010) Session Law SB1309, Chapter 307 Arizona Revised Statutes 1-601 and 1-602)

Parents' Rights Protected

The liberty of parents to direct the upbringing, education, health care and mental health of their children is a fundamental right.

This state, any political subdivision of this state or any other governmental entity shall not infringe on these rights without demonstrating that the compelling governmental interest as applied to the child involved is of the highest order, is narrowly tailored and is not otherwise served by a less restrictive means.

Parents' Bill of Rights; definition

All parental rights are exclusively reserved to a parent of a minor child without obstruction or interference from this state, any political subdivision of this state, any other governmental entity or any other institution, including, but not limited to, the following rights:

A. The right to direct the education of the minor child.

B. All rights of parents identified in Title 15, including the right to access and review all records relating to the minor child.

C. The right to direct the upbringing of the minor child.

D. The right to direct the moral or religious training of the minor child.

E. The right to make all health care decisions for the minor child, including rights pursuant to sections 15-873, 36-2271 and 36-2272, unless otherwise prohibited by law.

© 2024 by Arizona School Boards Association

F. The right to request, access and review all written and electronic medical records of the minor child unless otherwise prohibited by law or unless the parent is the subject of an investigation of a crime committed against the minor child and a law enforcement official requests that the information not be released.

G. The right to consent in writing before a biometric scan of the minor child is made pursuant to section 15-109.

H. The right to consent in writing before any record of the minor child's blood or deoxyribonucleic acid is created, stored or shared, except as required by section 36-694, or before any genetic testing is conducted on the minor child pursuant to section 12-2803 unless authorized pursuant to section 13-610 or a court order.

I. The right to consent in writing before this state or any of its political subdivisions makes a video or voice recording of the minor child, unless the video or voice recording is made during or as a part of a court proceeding, by law enforcement officers during or as part of a law enforcement investigation, during or as part of an interview in a criminal or child safety services investigation or to be used solely for any of the following:

1. Safety demonstrations, including the maintenance of order and discipline in the common areas of a school or on pupil transportation vehicles.

2. A purpose related to a legitimate academic or extracurricular activity.

3. A purpose related to regular classroom instruction.

4. Security or surveillance of buildings or grounds.

5. A photo identification card.

J. The right to be notified promptly if an employee of this state, any political subdivision of this state, any other governmental entity or any other institution suspects that a criminal offense has been committed against the minor child by someone other than a parent, unless the incident has first been reported to law enforcement and notifying the parent would impede a law enforcement or child ~~protective~~ safety services investigation. This paragraph does not create any new obligation for school districts and charter schools to report misconduct between students at school, such as fighting or aggressive play, that ~~are~~ is routinely addressed as student disciplinary matters by the school.

© 2024 by Arizona School Boards Association

K. The right to obtain information about a child safety services investigation involving the parent pursuant to section 8-807.

L. This section does not authorize or allow a parent to engage in conduct that is unlawful or to abuse or neglect a child in violation of the laws of this state. This section does not prohibit courts, law enforcement officers or employees of a government agency responsible for child welfare from acting in their official capacity within the scope of their authority. This section does not prohibit a court from issuing an order that is otherwise allowed by law.

M. Any attempt to encourage or coerce a minor child to withhold information from the child's parent shall be grounds for discipline of an employee of this state, any political subdivision of this state or any other governmental entity, or any other institution, except for law enforcement personnel.

N. Unless those rights have been legally waived or legally terminated, parents have inalienable rights that are more comprehensive than those listed in this section. This chapter does not prescribe all rights of parents or preempt or foreclose claims or remedies in support of parental rights that are available under the constitution, statutes or common law of this state. Unless otherwise required by law, the rights of parents of minor children shall not be limited or denied.

O. Except as prescribed in subsections P and Q of this section, this state, a political subdivision of this state or any other governmental entity, or any official of this state, a political subdivision of this state or any other governmental entity acting under color of law, shall not interfere with or usurp the fundamental right of parents to direct the upbringing, education, health care and mental health of their children. A parent may bring suit against a governmental entity or official described in this subsection based on any violation of the statutory rights set forth in this chapter or any other action that interferes with or usurps the fundamental right of parents to direct the upbringing, education, health care and mental health of their children in the superior court in the county in which the violation or other action occurs or in federal court, if authorized by federal law, or before an administrative tribunal of appropriate jurisdiction. A parent may raise a violation of this chapter as a claim or a defense.

© 2024 by Arizona School Boards Association

P. In any action under subsection O of this section, the governmental entity or official described in subsection O of this section has the burden of proof to demonstrate both of the following:

1. That the interference or usurpation is essential to accomplish a compelling government interest of the highest order, as long recognized in the history and traditions of this state in the operation of its regulatory powers.

2. That the method of interference or usurpation used by the government is narrowly tailored and is not otherwise served by a less restrictive means.

Q. A governmental entity or official described in subsection O of this section may interfere with or usurp the fundamental right of parents to direct the upbringing, education, health care and mental health of their children only if the governmental entity or official successfully demonstrates both elements described in subsection P of this section. If the governmental entity or official is unsuccessful, the court shall grant appropriate relief, such as declaratory or injunctive relief, compensatory damages and attorney fees, based on the facts of the case and the law as applied to the facts.

R. For the purposes of this section, "*parent*" means the natural or adoptive parent or legal guardian of a minor child.

****Note:*** *The literal language of the Parents' Bill of Rights is retained as enacted by the Legislature. However, the layout and style has been modified to be consistent with that of the other documents in the District's Manual of Governing Board Policies and Administrative Regulations. Where the term "section" appears, it is to be understood as the identified section of the Arizona Revised Statutes (A.R.S.)*.

© 2024 by Arizona School Boards Association

KEC ©
PUBLIC CONCERNS / COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES

Occasional objections to the selection of instructional materials may be made by the public despite the care taken to select materials most valuable for the student and the teacher. The complainant will be asked to complete the form "Citizen's Request for Reconsideration of Instructional Material." Upon receipt of a request for reconsideration, the Superintendent will review the work in question and prepare a report. After review by the Superintendent, copies of the request form and the report will be sent to the principal and the citizen.

If not satisfied with the decision contained in the report, the citizen may appeal the decision to the Board.

Should a complaint reach the Board, the Board may refer the matter back to the Superintendent for further review, or the Board may review the materials in question in the light of its policy establishing criteria for the selection of materials~~.~~, utilizing the criteria for selection established in Regulation IJJ-R as a guide.

Adopted: _____

LEGAL REF.:
A.R.S.
15-341
15-721

CROSS REF.:
IJJ-R

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-3. **MEETING DATE:**4/10/2024

AGENDA ITEM: Approval of asset disposal.

SUBMITTED BY: Kylea Daniels, Procurement Coordinator

RECOMMENDED TO SUPERINTENDENT BY: Kylea Daniels, Procurement Coordinator

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

The following asset item will be disposed of/recycled due to end of life.

Item: Neopost Check Folder Inserter Station
Model: SI62
Serial: 06DX5433
Tag: 2399

INFORMATION AND SUPPORTING DATA:

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-4.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval for out-of-state travel and expenses for Lt. Col. Richard Callahan, MCJROTC Advisor, Rebca Callahan, Volunteer and 8 students to attend the 2024 WRP Principal's Meeting in Beaver Creek, CO, April 30th - May 2nd, 2024.

SUBMITTED BY: Wyatt Carpenter, CTE Director

RECOMMENDED TO SUPERINTENDENT BY: Wyatt Carpenter, CTE Director

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval for out-of-state travel and expenses for Lt. Col. Richard Callahan, MCJROTC Advisor, Rebca Callahan, Volunteer and 8 students to attend the 2024 WRP Principal's Meeting in Beaver Creek, CO, April 30th - May 2nd, 2024.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:
Total; $4,090.44

FUNDING SOURCE:
CTE CAVIT Funds

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):
Out-of-state travel for Lt. Col. Richard Callahan and 8 students. Roster of students is provided in the travel forms.

4 male students; 1 male staff.
4 female students; 1 female volunteer.

ATTACHMENTS:

Description	Upload Date	Type
JROTC	4/4/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

OUT-OF-STATE STUDENT TRAVEL

SITE: Coolidge High School CLUB/GROUP: JROTC

DESTINATION CITY & STATE: Beaver Creek, Colorado

OF STUDENTS TRAVELING (MALE/FEMALE): 4 / 4 # OF SCHOOL DAYS MISSED: 3

DATE OF DEPARTURE: April 30th DATE OF RETURN: May 2nd

Coolidge JROTC selected to do color guard at WPR Principals Conference

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH):

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☑ AIRLINE ☐ OTHER:

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: Rental Van

LODGING NAME: Hyatt PHONE #: 970-949-1234

ADDRESS: 136 E Thomas Pi, Beaver Creek Colorado 81620

EXPENSES

COMPLETE ALL FIELDS

These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: $2,199.60 TOTAL HOTEL: $1,193.28 TOTAL MEALS: n/a

TOTAL GROUND TRANSPORTATION: $697.56 TOTAL REGISTRATION n/a OTHER:

TOTAL TRIP COST: $4,090.44

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY)

☐ FUNDRAISER ☐ DONATION ☐ TAX CREDIT ☐ M&O ☑ OTHER CTE CAVIT Funds

AMOUNT PAID BY THE STUDENT: $50

WILL STUDENT BE DENIED DUE TO LACK OF FUNDS? EXPLAIN: No

SPONSOR NAME: Richard Callahan PHONE #: 808-

EMERGENCY CONTACT INFORMATION: Wyatt Carpenter 520-280-5106

Students: List the names of each student traveling. If this information is not available, submit a tentative list of names. The final lists of students must be submitted to the superintendent two week prior to the trip. TBD is not acceptable.

LIST ALL POSSIBLE STUDENT TRAVELERS:

FULL NAME: Alilly Kelsey SITE: CHS

FULL NAME: Zackery Carter SITE: CHS

FULL NAME: Taylor Castle SITE: CHS

FULL NAME: Dariana Ortega Romero SITE: CHS

FULL NAME: Ethan Hawkins SITE: CHS

FULL NAME: Christian Khoury SITE: CHS

FULL NAME: Hugo Gomez SITE: CHS

FULL NAME: Izabella Harris SITE: CHS

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

Chaperones: Chaperones must either be a CUSD staff member or approved through Human Resources. A ratio of 1 chaperone to every 10 students is required. if both male and female students are traveling, then both male and female chaperones are required. All chaperones must be at least 21 years of age.

LIST ALL CHAPERONES:

FULL NAME: Richard Callahan STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Rebca Callahan STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

SPONSOR'S SIGNATURE: _____ DATE: 28 Mar 24

PRINCIPAL'S SIGNATURE: _____ DATE: 3/28/24

ATHLETIC DIR.'S SIGNATURE _____ DATE: _____

SUPERINTENDENT'S SIGNATURE: _____ DATE: 4/4/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Richard Callahan

SITE: CHS

DATE OF DEPARTURE: April 30th DATE OF RETURN: May 2nd

DESTINATION CITY & STATE: Beaver Creek, Coloardo

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): Color Guard for WRP Principals Meeting

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☑ AIRLINE ☑ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: Van Rental

LODGING NAME: Hyatt PHONE #: 970-949-1234

ADDRESS: 136 E Thomas Pi Beaver Creek, Colorado

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: $219.96 TOTAL HOTEL: $119.32 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: $697.56 TOTAL REGISTRATION n/A OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1036.84

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: 28 Mar 24

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

EMPLOYEE LEAVE FORM

Jennifer Mariscal: (520) 723-2430
jennifer.mariscal@coolidgeschools.org

Employee Name: Richard Callahan **Date:** 03/28/24

Type of Leave: ☑ Advanced Leave Request ☐ Notification of Leave Taken

Work Site: ☐ District Office ☐ Special Services ☐ Food Services ☐ CAP/CVA ☐ Human Resources ☐ Support Services ☑ CHS ☐ Heartland ☐ Curriculum ☐ Technology ☐ CJHS ☐ West

Date(s) of Leave:	Leave Plan Used:	Hours/Days Absent:
	Sick Leave	
	Personal Leave	
	Vacation Leave	
	Compensation Leave	
	Floating Holiday	
04/30/24 - 05/2/24	Professional Leave Workshop/Conference: WRP Principals Conference Expense to be paid by (budget code): _____ # Days Away: 3 # Working Days Away: 3 District Vehicle: ☑ YES ☐ NO Sub Needed: ☑ YES ☐ NO	
	Bereavement – Please identify your relationship to the deceased:	
	Jury Duty – Must attach document	
	Other	

Employee Signature — 28 Mar 24 Date — Administrator/Supervisor Signature — 3/28/24 Date

ADMINISTRATOR/SUPERVISOR USE ONLY

Administrator/Supervisor Action: ☐ Leave Request Denied Pay Reduction Required: ☐ YES ☐ NO

Reason for Leave Request Denial/Pay Reduction — Administrator/Supervisor Signature — Date

Original to Payroll Copy #1 to Site Copy #2 to Employee

RDT-782

Coolidge Unified School District 21

REQUEST FOR DISTRICT TRANSPORTATION

April 30 : May 2 — Date for which transportation

3/28/24 — Date of this request

Total number persons to be transported 10 Type vehicle requested White Fleet

Departure Time 7 : 00 [X] A.M. [ ] P.M Return Time ____ : ____ [ ] A.M. [ ] P.M

Departure Point (specific location) CHS Front office

Destination Phoenix Sky Harbor. Organization or Group JROTC

Purpose for Travel Color Guard at WRP principals meeting

Driver needed [X] YES [ ] NO Requested by W. Carpenter Contact# 520-280-5106

Comments Transport to airport on April 30th and pick up May 2nd. Will update time

Disposition of Request: [X] Approved [ ] Denied -- Reason

Principal's Signature [signature] Date 3/28/24

for Transportation Department use only

Date Request received in Transportation Department Office

Vehicle Assigned Driver Assigned (if needed)

DRIVER REPORT

Ending odometer Beginning Odometer Total Miles

Driver's Signature Date

White - Transportation Canary - Principal Pink - File

2024 WRP Principals' Meeting

May 1-2, 2024 • Beaver Creek, Colorado

Main Meeting takes place in the Sawatch Hall, Park Hyatt Beaver Creek

DRAFT AGENDA

Wednesday, May 1, 2024

8:30 - 10:00 am	**Registration**
10:00 - 10:30 am	**Welcome and Opening Remarks** • Posting of the Colors • Tribal Blessing • Colorado Welcome • Introduction of WRP Principals
10:30 - 11:00 am	**Opening Remarks by WRP Co-Chairs:** • Honorable Spencer Cox, Governor of Utah • Dr. Annalise Blum, Deputy Assistant Secretary for Water and Science, DOI • Mr. Ron Tickle, Deputy Assistant Secretary of Defense (Environmental Management and Restoration)
11:00 - 11:20 am	**WRP Overview and WRP Steering Committee Recommendations** Overview of decisions WRP Principals will be asked to make during the WRP Business Session (Day 2)
11:20-11:45 am	**Networking Break**
11:45 am -1:15 pm	**Lunch - Around the Room Highlights on Efforts/Areas of Focus since the last WRP PM (December 2022)** *Note: Each agency Principal is asked to provide an agency update - and introduce their fellow agency attendees. Lunches for those who "opted in" for catering during registration.*
1:15 - 1:30 pm	**Networking Break**

1:30 - 2:50 pm	**Plenary Session #1: Wildland Fire (Response/Prevention)** Wildfire mitigation poses a complex and growing challenge in the WRP region. Over the past 30 years, the number and severity of fires have increased across the U.S., particularly in the West. Large fires have caused devastating destruction, and fire seasons have transitioned into extended "fire years" due to several factors, including decades of fire suppression and changing climate conditions. In many WRP states, the biggest land manager is the federal government. Landownership dynamics, especially across the West, can complicate the mitigation process. Post-fire management encompasses the entire fire management cycle, including proactive landscape management, fuel treatments, landscape restoration, and wildfire suppression. This panel will bring together state, federal and Tribal perspectives on wildfire challenges and explore opportunities for more comprehensive collaboration.
2:50 - 3:10 pm	**Networking Break**
3:10 - 4:40 pm	**Plenary Session #2: Water Security/Resilience** Planning for necessary water needs within the WRP Region is not for the faint of heart. The WRP six-state region is home to almost 20 percent of the U.S. population and 20 percent of its landmass but has only about 3 percent of the surface water of the lower 48 states. Planning challenges include unpredictable climate and extreme weather events, competition for water rights, aging and inadequate infrastructure, changing regulations and population and economic growth. This panel will discuss risks and identify opportunities with a focus on cross-cutting programmatic issues; and share recommendations.
4:40 - 5:00 pm	**Closing Remarks for Day #1**
5:00 pm	**Adjourn Meeting Day #1**
5:00 pm	**Principals' Meeting Photo**
5:00 - 7:00 pm	**Informal No-Host Reception:** - Crooked Hearth & Overlook Terrace, Park Hyatt Beaver Creek

Thursday, May 2, 2024

8:00 - 9:00 am	**Continental Breakfast (optional) and Networking Opportunity** - Sawatch Hall 1
9:00 - 9:10 am	**Opening Remarks**

9:10 - 10:35 am	**Plenary Session #3: Aviation/Airspace Needs** The WRP Region arguably has the most complex and busiest airspace in the nation. Issues of aviation and airspace sustainability has been important to WRP since its formation. Significant changes are occurring within the region's airspace such as: exponential increase in the use of uncrewed aircraft (drones); implementation of new technology; introduction of military aircraft such as the F-35; and increasingly congested airspace. Improving access to the National Airspace System (NAS) is critically important for continued economic growth in the west. This panel will highlight the latest in new technologies, importance of electromagnetic spectrum for aviation operations, space operations, DOD needs and the importance of enhanced airspace collaboration.
10:35 - 10:55 am	**Networking Break**

10:55 am - 12 noon	**WRP Business Session and Wrap Up Discussion**
	• Observations on the 2024 WRP Principals' Meeting, Discussion and Action by WRP Principals
	• Discussion of Key Decision Items Packet:
	  • Adoption of WRP 2024-2025 Priority
	  • WRP Administrative Items
	• Confer Hanson Scott Award for Outstanding Leadership

12:00 pm	**Adjournment of the 2024 WRP Principals' Meeting**
1:00 pm	**Optional Tour: Camp Hale National Monument** This recently designated site served as training grounds for the 10th Mountain Division of the U.S. Army and was a result of years of advocacy work from a variety of stakeholders in the area. Join key Colorado leaders who were instrumental in the establishment of Colorado's newest National Monument, Camp Hale. This area is known for its beautiful forests, passes, and peaks and its interesting history. Transportation to the site must be secured on your own. Please see tour fact sheet for more information.

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-5.

MEETING DATE:4/10/2024

AGENDA ITEM: Approval for overnight travel and expenses for Barbie Marley, CHS Tribes Club Sponsor, Dan Aleman, CUSD Employee, and 16 students to attend the Tribes Club End of Year Culture Trip in Flagstaff, AZ, May 3 - 5, 20224.

SUBMITTED BY: Natay Ferguson, Coolidge High School Principal

RECOMMENDED TO SUPERINTENDENT BY: Natay Ferguson, Coolidge High School Principal

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval for overnight travel and expenses for Barbie Marley, CHS Tribes Club Sponsor, Dan Aleman, CUSD Employee, and 16 students to attend the Tribes Club End of Year Culture Trip in Flagstaff, AZ, May 3 - 5, 2024.

INFORMATION AND SUPPORTING DATA:

Itinerary:

- Friday, May 3
  - Tour NAU
  - Lowell Observatory
- Saturday, May 4
  - Lava Tubes
  - Bearizona

PROJECTED COST:
Total; $4015.00

FUNDING SOURCE:
Fundraiser

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):
Overnight travel for Barbie Marley, Dan Aleman and 16 students. Roster of students is provided in the travel forms.

2 male students, 14 female students; 1 female staff, 1 male staff.

ATTACHMENTS:

Description	Upload Date	Type
Tribes Club End of the Year Trip	4/8/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

OVERNIGHT STUDENT TRAVEL

SITE: CHS CLUB/GROUP: Tribes Club

DESTINATION CITY & STATE: Flagstaff

OF STUDENTS TRAVELING (MALE/FEMALE): 2 / 14 # OF SCHOOL DAYS MISSED: Ø

DATE OF DEPARTURE: May 3, 2024 DATE OF RETURN: May 5, 2024

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): End of year culture trip

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ DISTRICT YELLOW BUS ☒ DISTRICT MINIBUS ☐ COMMERCIAL BUS ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: using bus

LODGING NAME: Green Tree Inn PHONE #: 928 774-1449

ADDRESS: 2755 S. Woodlands Village Blvd Flagstaff, AZ 86001

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $2000.00 TOTAL MEALS: 6

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $2015.00 OTHER: ✓

TOTAL TRIP COST: $4015.00

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY)

☒ FUNDRAISER ☐ DONATION ☐ TAX CREDIT ☐ M&O ☐ OTHER _____

AMOUNT PAID BY THE STUDENT: Meals (Lunch and Dinner)

WILL STUDENT BE DENIED DUE TO LACK OF FUNDS? EXPLAIN: No. Marley will cover

SPONSOR NAME: Barbie Marley PHONE #: X2357

EMERGENCY CONTACT INFORMATION: 520 431-1316

Students: List the names of each student traveling. If this information is not available, submit a tentative list of names. The final lists of students must be submitted to the superintendent two week prior to the trip. TBD is not acceptable.

LIST ALL POSSIBLE STUDENT TRAVELERS:

FULL NAME:	SITE:
Caiden Lewis	CHS
Rosita Gomez	
Amethyst Jones	
Kimora Burnham	
Torie Foxworth	
Frankie Gurulee	
Malanie Miles	
Peytan Duran	
Amaira Miguel	
Amaya Aleman	
Zahide Gomez	
Jackie Caro	
Seth Enos	
Camila Diaz	
Destiny Joaquin	
Ayana Molina	

Chaperones: Chaperones must either be a CUSD staff member or approved through Human Resources. A ratio of 1 chaperone to every 10 students is required. if both male and female students are traveling, then both male and female chaperones are required. All chaperones must be at least 21 years of age.

LIST ALL CHAPERONES:

FULL NAME: Barbie Marley STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: ~~Dan Aleman~~ (removed) STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Romnick Delapena STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

SPONSOR'S SIGNATURE: BMarley DATE: 3.4.24

PRINCIPAL'S SIGNATURE: _____ DATE: 3/6/24

ATHLETIC DIR.'S SIGNATURE _____ DATE: _____

SUPERINTENDENT'S SIGNATURE: _____ DATE: 3/12/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

FIELD TRIP REQUEST

REQUESTOR: Barbie Marley SITE: CHS DATE: 3.4.24

EDUCATIONAL PURPOSE OF TRIP: Culture

ACADEMIC STANDARD TIED TO: HS.C2.6, HS.SP1.3, HS.G2.4,

DESTINATION: Flagstaff, AZ # OF MILES FROM CAMPUS: 200 miles

ADDRESS: _____

DATE OF TRIP: 5.3.24 – 5.5.24 DEPARTURE TIME: 5:00 AM RETURN TIME: 11:30 pm

SUBSTITUTE REQUIRED: [X] YES [ ] NO 1 day

OF STUDENTS: MALE: 2 FEMALE: 14 # OF CHAPERONES: MALE: 1 FEMALE: 1

TRANSPORTATION: **Attach request for District Transportation Form**

METHOD OF TRANSPORTATION (CHECK ONE):

[ ] DISTRICT YELLOW BUS [X] DISTRICT MINIBUS [ ] COMMERCIAL BUS [ ] OTHER: _____

ADMISSION FINANCED BY: (CHECK ALL THAT APPLY)

[X] FUNDRAISER [ ] DONATION [ ] TAX CREDIT [ ] M&O [ ] OTHER _____

AMOUNT FEE PER STUDENT: $135.00 TOTAL ADMISSION: $2015.00

APPROVALS:

REQUESTOR'S SIGNATURE: BMarley DATE: 3.4.24

PRINCPAL'S SIGNATURE: [signature] DATE: 3/6/24

SUPERINTENDENT'S SIGNATURE: [signature] DATE: 3/12/24

RECEIVED MAR 06 2024

RDT-782

Coolidge Unified School District 21

REQUEST FOR DISTRICT TRANSPORTATION

May 3-5, 2024
Date for which transportation

Total number persons to be transported 14 Type vehicle requested Bus (Minibus) Van Car

Departure Time 5 : 00 [X] A.M. [ ] P.M. Return Time 11 : 30 [ ] A.M. [X] P.M.

Departure Point (specific location) CHS Admin

Destination Flagstaff area Organization or Group CHS Tribes

Purpose for Travel End of year Culture trip

Driver needed [ ] YES [X] NO Requested by Barbie Marley Contact # 520 431-1316

Comments

Disposition of Request: [X] Approved [ ] Denied -- Reason

Principal's Signature Date 3/6/24

for Transportation Department use only

Date Request Received in Transportation Department Office

Vehicle Assigned Driver Assigned (if needed)

DRIVER REPORT

BEGINNING odometer ENDING odometer Total Miles

Driver's Signature Date

White - Transportation Canary - Principal Pink - File

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STUDENT ACTIVITIES
MINUTES ENTRY / SECRETARY'S RECORD

The Tribes Club (Club/Organization) was called to order

11:37 (Time of Day) on 02/28/2024

by Caiden (Name of Student Leader)

There were 13 members present.

List members in attendance:

Caiden, Zahide, Payton, Amira, Amethyst, Jackie, Adrian, Tori, Rosita, Ayana, Kimora, Frankie, Melanie

Minutes of the previous meeting were approved as read (or as corrected): _____

The treasurer's report was given. The balance on hand was $ _____ (attach written report to minutes).

UNFISHED BUSINESS:

Purpose of Unfinished Business: Highway Clean Up

March 8th, 2024 @ 9am, burritos afterwards.

Motion made by: Amethyst Voted For: 13 Voted Against: Ø

NEW BUSINESS:

Purpose of New Business: Club Trip

+Going Up North: Flagstaff Lava Tubes, Bearizona, Montezuma Castle, Flagstaff Extreme, including other activities on May 2nd - May 4th 2024

Motion made by: Jackie Voted For: 13 Voted Against: Ø

Purpose of New Business:

+motion to spend approximetly $2,000.00 for hotel for Club Trip and approximetly $1000.00 for other expenses.

Motion made by: Rosita Voted For: 13 Voted Against: Ø

Meeting adjourned at (Date & Time): 02/28/2024 @ 11:50

Respectfully submitted by: Caiden Lewis, Students Club Secretary

[signature] 2.28.24

Club Sponsor Signature Date

PLEASE NOTE: THIS FORM MUST ACCOMPANY ALL FUND-RAISING REQUESTS, PURCHASE ORDER REQUESTS, CHECK REQUESTS AND TRANSFER OF FUND REQUESTS FOR ALL STUDENT ATIVITY CLUB REQUEST.

0

CHS Tribes Club
Metting Agenda
2.28.24

1. Welcome
   - Sign in 11:37

2. Chocolate Order
- 9 boxes still out. Make sure we get all the money turned in now from our first order
- Please come and pick up more boxes. 13 boxes still sitting in Marley's cupboards.

3. T-shirts
   spread the word that we have shirts available for $15

4. Highway Clean Up Reminder. Feb

5. Club Trip
   Ideas for places to go. We need to have the plan by the end of next week to submit to the School Board for approval if it includes an overnight stay.

<u>Go North:</u>

Grand Canyon Railway Adventure
Grand Canyon
✗ Flagstaff Lava Tubes
✗ Bearizona
Verde Canyon Railroad
Fishing in Sedona
Devils Bridge Trail
Oak Creek Canyon
Walnut Canyon
Kitt Peak
✗ Montezuma Castle
Flagstaff Extreme

6. We need more fundraisers. Concessions for Softball?

7. Thanks to everyone who participated, and a special thanks for Caiden's dad. :). Sign the card.

8. Any community events we can participate in?

Tribes Club End of Year Culture Trip

(All costs are highest estimates)

Thursday, May 2

7:00am Leave the School

Morning: Montezuma's Castle $10 per Person (Est. $150)

Lunch: Camp Verde

Drive to Flagstaff and check in to the hotel

Resting time

Afternoon: Walnut Canyon Hike and Ruins. $40 for entrance fee for bus.

Dinner TBD in Flagstaff

Friday, May 3

Breakfast at hotel

Mid morning: Tour NAU and meet with the Native American Student Office

Lunch: TBD in Flagstaff

Free time to swim at hotel

Dinner: TBD in Flagstaff

Evening: Lowell Observatory $35 per person. (Est. $525)

Saturday, May 4

Check out of hotel

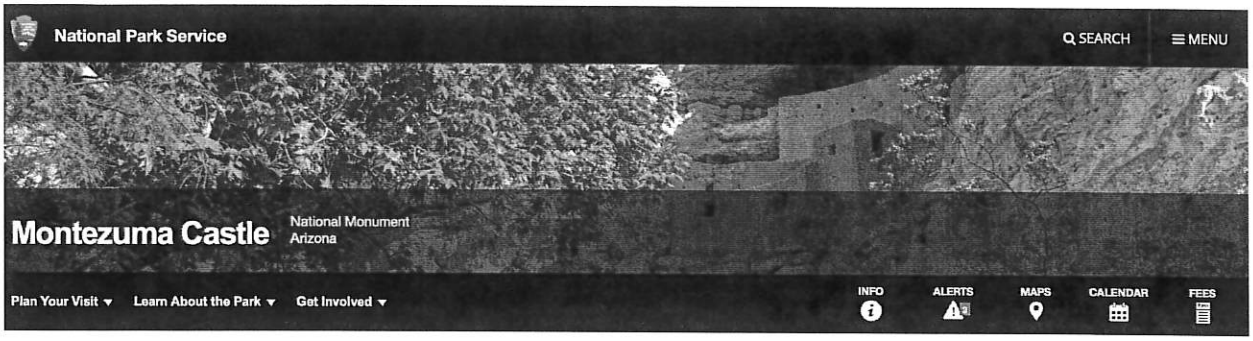
Mid Morning: Lava Tubes $40 for the vehicle entrance

Lunch: TBD in Williams

Afternoon: Bearizona in Williams. $30 per person. (Est. $450)

Head for Home: back by 10:00-11:00pm

Dinner on the way home



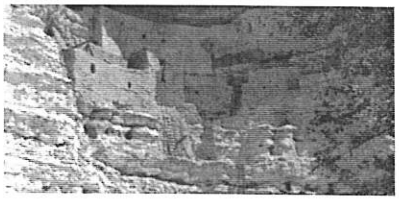
Plan Your Visit

Make the most of your visit

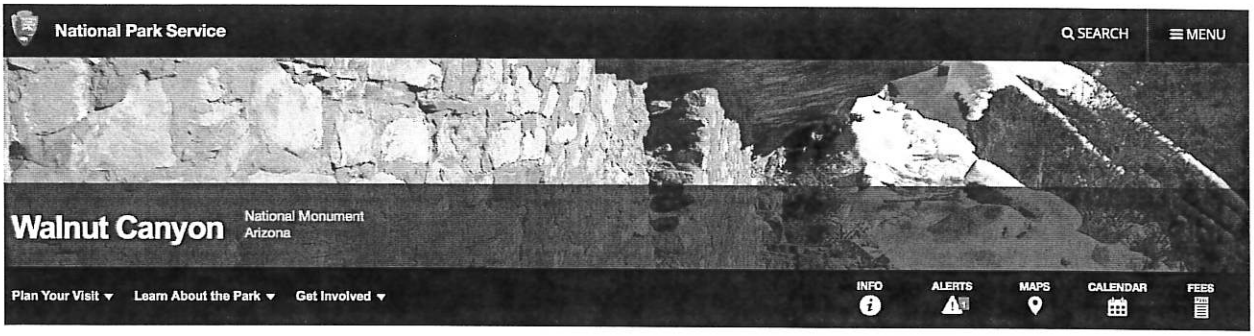
Spend a few hours and discover the incredible legacy of an ancient people. Whether you visit just Montezuma Castle, or add in a side trip to Montezuma Well, you'll be inspired by the Sinagua culture.

A self-guided, 1/3-mile loop trail leads you past an incredible 5-story cliff dwelling, through a beautiful sycamore grove and along spring-fed Beaver Creek, one of only a few perennial streams in Arizona. At Montezuma Well, another 1/3-mile loop leads you past an amazing oasis, used by the Sinagua people over 600 years ago.

Check out the Calendar for special events. Remember that pets, including dogs, on leashes no longer than 6 feet are **welcome on the park's trails**. Pet owners must clean up after their animals. So, check out a brochure or the kids' Jr. Ranger book, and prepare for your trip! Oh, and don't forget to check the weather!



An early photo of Montezuma Castle National Monument prior to 1951, when visitors were still allowed to explore the inside of the ruins.
NPS Photo

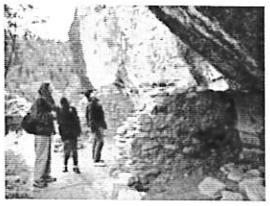


Island Trail

It has been more than 700 years since Walnut Canyon echoed with the voices and sounds of a robust pueblo community. Today, the Island Trail leads you back in time, and welcomes you into the world of the Native people archeologists call Sinagua. You'll experience 25 cliff dwelling rooms along the trail; and gaze at others visible across the canyon.

Do your part in preserving the park by staying on established trails, not climbing or leaning on dwelling walls, and by not removing or disturbing any features.

Entry to the Island Trail closes at 4:00 p.m. This provides ample time for visitors to explore the trail before the park closes at 5:00 p.m.



An Island Trail cliff dwelling
NPS photo by Dallas Larsen

To ensure your safety on the trail, please bring water, snacks and wear sturdy hiking shoes. During summer months monsoon thundersorms are common in the afternoon. By beginning the trail in the morning, you are more likely to avoid these thunderstorms.

In winter the Island Trail may be closed as a result of snowy or icy conditions. Please check the alerts section of the website, or call (928) 526-3367 for up-to-date

USDA Forest Service
Caring For the Land and Serving People

Coconino National Forest

Forest Service Home | About the Agency | Contact the National Office | Inside the FS

Home | Visit Us | Managing the Land | Learn | Working With Us | About Us

Keyword Search

Lava River Cave

Area Status: Closed

This mile-long lava tube cave was formed roughly 700,000 years ago by molten rock that erupted from a volcanic vent in nearby Hart Prairie. The top, sides and bottom of the flow cooled and solidified first, after which the insides of the lava river continued to flow emptying out the present cave.

Ample evidence of how the tube was born is written in the rocks of which it is formed. Small wave-like undulations in the floor are the remains of ripples frozen in the last trickle of molten rock that flowed from the cave. Stone icicles hanging from the ceiling show where a final blast of volcanic heat caused the rock to partially re-liquefy and drip.

Dress appropriately when you come to visit, with warm clothes and sturdy shoes. The cave is as cool as 42° even in summer, and you may even find some ice inside. The rocks are always sharp and slippery, too. Bring two or three sources of light, in case one happens to fail, it can be very dark one mile from the nearest light source.

Portions of the cave which were once defaced by graffiti have been cleaned up. Today's more environmentally aware visitors take better care of such a unique resource and report vandals when they see them. Dogs and other pets are not allowed. It smells bad for days when they go to the bathroom in the cave, and the rocks can be harmful to their legs and paws.

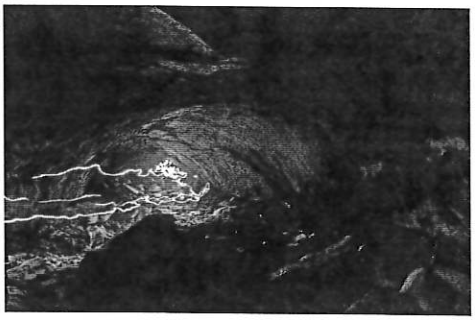
Learn more: Lava River Cave: A Natural Museum

Fire Danger TODAY

Flagstaff Ranger District	
LOW	IFPL I
Mogollon Rim Ranger District	
LOW	IFPL I
Red Rock Ranger District	
LOW	IFPL I

Fire Management & Info

Current Fire Restrictions



BEARIZONA

Have an account?

Park Admission
Open Daily 9:00am - 4:00pm

$20 - $35

Buy Tickets!

Where

Bearizona Wildlife Park
1500 Historic Rte 66
Williams, AZ 86046
View Map

When

Open Daily 9:00am - 4:00pm

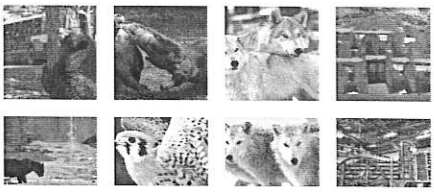
About this event

Bearizona is approximately 160 acres. Visitors will drive through more than three miles of Ponderosa Pine Forest viewing North American animals in natural habitats when they visit. Fort Bearizona is a separate walk-thru area, located directly after the drive-thru portion of the park. Visitors will walk through Fort Bearizona, located directly after the drive-thru portion of the park. In this area, guests leisurely stroll through winding walkways to get an up-close look at the antics of Jaguars, Grizzly Bears and smaller animals on exhibit.

Admission Includes Drive-Thru, Walk-Thru Fort Bearizona, and all Surprise & Delight animal encounters.

Current Hours of Operation*

Media



COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-6.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval for out -of- state travel and expenses for Jonna Nissen, to attend the NAAE Region 1 Conference May 27- 31, 2024 in San Diego, CA.

SUBMITTED BY: Wyatt Carpenter, CTE Director

RECOMMENDED TO SUPERINTENDENT BY: Wyatt Carpenter, CTE Director

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval for out -of- state travel and expenses for Jonna Nissen, to attend the NAAE Region 1 Conference May 27- 31, 2024 in San Diego, CA.

INFORMATION AND SUPPORTING DATA:

PROJECTED COST:
Total; $2,433.00

FUNDING SOURCE:
Grant

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):
1 Staff - Jonna Nissen

ATTACHMENTS:

Description	Upload Date	Type
NAAE Region 1 Conference	4/8/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Jonna Nissen

SITE: CHS

DATE OF DEPARTURE: May 27th DATE OF RETURN: May 31st

DESTINATION CITY & STATE: San Deigo, California

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): AATA tours and teacher PD

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☑ OTHER: Ground Travel with AATA Organization

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Kona Kai PHONE #: 619-452-3138

ADDRESS: 1551 Shelter Island Dr, San Diego, CA 92106

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $2,083 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $350 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $2,433

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: Jonna Nissen DATE: 3/28/24

SUPERVISOR'S SIGNATURE: [signature] DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

NAAE Region 1 Conference
May 28 - 31, 2024
San Diego, California

Kona Kai Resort & Spa
1551 Shelter Island Dr.
San Diego, CA 92106

Registration Form:

- Region 1 NAAE Conference Registration Form

Pricing Information:

- Early Bird Registration - Now - 04/15/24 - $300
- Regular Registration - 04/16/2024 - 05/31/2024 - $350
- Preservice Early Bird Registration - Now - 04/15/2024 - $200
- Preservice Regular Registration - 04/16/2024 - 05/31/2024 - $250
- Extra Guests (Food only) - $150

Hotel Information:

- We have reserved a room block at Kona Kai Resort. Please follow the below link to reserve your room:
  - California Agricultural Teachers' Association | Kona Kai Resort

Upcoming Events

Sat Apr 6, 2024
Southern Region Spring Meeting
Category: Region Meetings

Sat Apr 13, 2024
Agricultural Sales
Category: State Finals/Field Days

Sat Apr 20, 2024
CSU, Fresno State Judging Finals
Category: State Finals/Field Days

Fri Apr 26, 2024
Agricultural Welding State Finals
Category: State Finals/Field Days

Sat May 4, 2024
Cal Poly SLO State Judging Finals
Category: State Finals/Field Days

View Full Calendar

Corporate Members

Tour Information: Please note: Tours are still being finalized. Dates, times, locations, pricing, max number of participants, etc. are all subject to change. When tours are finalized, an email will go out to all conference registrants for tour sign ups. Payment will be due at time of registration.

- **Eggs & Kegs** - All Day Tour - 9:00 am-3:00 pm - $20 - Max 25 people
  - Tour will meet at El Capitan HS Ag Department at 8:30 am. We will carpool to Hilliker Ranch Fresh Eggs to tour the ranch and processing facility. We will return to El Capitan HS and tour the ag department facilities including livestock units, horticulture unit, and meat processing facility including product tasting. Finally, we will move to BNS local brewery and distillery for lunch, drink, and tour. Products tasting, lunch and drink included with price of tour. Brewery will be open after tour for additional drinks.
- **Marine Science Sportfishing** - All Day Tour - 7:00 am-4:00 pm - $110 (Additional $20 for pole rental and tackle, and the cost of a fishing license) - Max 30 people.
  - The captain has over 40 years of experience and will be reviewing the industry and trends in Sportfishing. We will be fishing 3/4 day that can lead us to tuna, yellowtail, rockfish, and halibut depending on what's out in the water that day. Helgren's Oceanside Sportfishing is still family-owned and operated. With over 40 years of experience fishing the waters of Oceanside, Helgren's is the industry expert on the area. The business has expanded over the years from a simple one-boat fishing business to a landing that operates several different types of vessels, providing trips and services ranging from multi-day, long-range fishing trips to whale watching and sea life excursions to burials at sea. Outdoor Recreation Proficiency https://www.helgrensportfishing.com/
- **Olive Hill Greenhouses** - Morning Tour - 8:30 am-10:00 am - $10 - Max 35 people
  - Meet at 1990 Green Canyon Road in Fallbrook. Our unique approach to growing produces plants that are not only aesthetically beautiful but are durable and easy to maintain. Our location in Fallbrook provides great growing conditions and allows us to easily service the San Diego and Los Angeles areas with our own trucks. We work with numerous common carriers to ship to most of the United States and Canada. For over 40 years, Olive Hill Greenhouses has provided exceptional quality plants for homes, offices and indoor landscapes. We specialize in Anthuriums, Bromeliads and tropical foliage.

    After the Olive Hill Greenhouse, some of the people in the tour will be headed to Sage Hill Ranch and then onto Mountain Meadow Mushrooms. You are more than welcome to join all three tours. If you are interested, please sign up for the additional tours below. You do not need to sign up for all three tours. https://olivehill.net/

- **Sage Hill Ranch** - Morning Tour - 10:30am-11:20am - $10 - Max 35 people
  - Tour participants are coming from Olive Hill Greenhouses, if you would like to join in previous tour listed above.

    Sage Hill Ranch provides a diverse selection of fruits and vegetables using ecological farming practices. Our tour will include farming sites where the tour guide will guide us through their beneficial insect program and no till farming. This would be a great opportunity to ask questions on regenerative farming practices.

    After Sage Hill, some of us will be headed to Mountain Meadow Mushrooms. You are more than welcome to join if you are interested. Please sign up in the Mountain Meadow Mushroom tour below (with the Afternoon tours), if you are interested.

- **SeaWorld** - Morning Tour - 9:00 am - 11:00 - $30 - Max 30 people
  - Take a Behind the Scenes VIP Tour of one of the world's premier marine zoological facilities and meet the people who make it all happen. The tour will start at SeaWorld San Diego's Education and Camp Center, where you will get an inside look at the dorms and classrooms that host a multitude of educational programs for all ages. Then head into the park to get up close and personal with some of SeaWorld's animal ambassadors and the people that work with and care for them daily. To wrap up the tour we will be heading behind the scenes to take an in-depth look at the marine mammal rescue center and medical facilities. Members of the Rescue Team and Vet staff will guide us through and share what they do to contribute to the nearly 40,000+ animals rescued and rehabilitated by the SeaWorld parks. Tour cost does not include park admission and once guests enter the Rescue Facility they are not permitted back into the park due to quarantine regulations. *Some aspects of the tour may change due to parks needs or demands.

- **Carlsbad Aquafarm** - Morning Tour - 10:00am-11:00am - $40 - Max 14 people
  - Farm Tour and Tasting. Discover the techniques and equipment used to support the husbandry, growth, and harvesting of Carlsbad's homegrown oysters and mussels. Learn about sustainable shellfish farming practices that preserve the lagoon's ecosystems health. Hands on learning with live shellfish. Hold juvenile and adult oysters and mussels featured in our touch tanks. Oyster shucking demonstration led by our experienced tour guides. Shuck your own farm fresh oysters while overlooking the lagoon and our farm crew hard at work planning and harvesting oysters and mussels. Tickets include six oysters for shucking and tasting.

- **San Diego Botanic Garden** - Morning Tour - 9:30am-10:30am/11:00am - Tour approximately 1 to 1 1/2 hours. Once inside guests can spend the rest of the day exploring the gardens if you wish. Gardens close at 5:00 pm. - $10 - Max 30 people
    - Address: 300 Quail Gardens Dr. Encinitas, CA 92024
      Welcome to our 37-acre urban oasis offering 4 miles of meandering trails and ocean views, 5,300 plant species and varieties, and 29 uniquely themed gardens that represent 15 different regions and many habitats of the world. Our fully accessible natural wonderland is designed for children and adults, alike; explore your interests, learn about the plant world that surrounds us, and let nature fill you with a little wonder. Whether you're new to the Garden or a long-time member, there's always something new to see and learn about with our expert guides.
      https://sdbg.org
    - There will be a lot of walking if people want to see a lot of the Garden. We can always divide into groups where some go farther than others. If there are any accessibility needs for the group, that's always helpful for us to know as the Garden is very hilly and has uneven pathways. We can secure a shuttle, but we would need to know ahead of time for planning purposes.
- **Trevi Hills Winery** - Afternoon Tour - 1:00pm-2:30pm - $20 - Max 25 people
    - The tour will meet at 13010 Muth Valley Road, Lakeside, CA. We will begin with a tour of the Trevi Hill Vineyards, where we will have the opportunity to observe their harvesting practices and meet with the owner of Trevi Hills to learn about the history of the business. From there, we will be moving into the main operations area, where we will learn about the preparation, pressing, fermentation and bottling processes used to produce the wide range of wines offered at Trevi Hills. Finally, we will wrap up the tour with a tasting that will be hosted on the winery's patio, where we will take in a scenic view of urban San Diego while sampling delicious varietals straight from the Trevi Hills wine cellar!
- **Mountain Meadow Mushrooms** - Afternoon Tour - 11:30am-12:20pm - $10 - Max 35 people
    - Tour participants are coming first from Olive Hill Greenhouses, second from Sage Hill. If you would like to join in from those previous tours listed above, please sign up. You do not need to sign up for all three tours.
    - Experience the life of a mushroom grower! Learn about the compost making process and check out the variety of mushrooms grown on the property including lion mane, shitake, blue oyster, king trumpet, maitake, brown beech, pioppino and gold and pink oyster mushrooms. The mushroom farm was established in 1952 and has 27 growing houses - making it the largest white mushroom growers in Southern California producing 120,000 pounds per week. Roberto

will take us through his houses, packing areas, and to the compost piles. http://www.mmmushroom.com

- **Stone Brewery Tour** - Afternoon Tour - 1:00pm-2:00pm - $20 - Max 20 people
  - Please arrive early, at 12:30-12:45 to pay for your tour at the Stone Brewery Store. The tour will be starting promptly at 1:00pm. They will not accommodate anyone more than 5-10 minutes late.

    $20 PER PERSON
    Children 12 years old and younger are not allowed on the tour.

    Includes 5oz taster of a Stone beer, followed by a guided 2oz tasting of beer during its creation along the tour. Wort, post-fermented beer, & a freshly packaged beer. Upon returning to the Stone store, you will receive a souvenir glass with a 5oz pour of our latest One Batch Dispatch release. https://tours.stonebrewing.com

- **Carlsbad Aquafarm** - Afternoon Tour - 12:00pm-1:00pm - $40 - Max 18 people
  - Farm Tour and Tasting. Discover the techniques and equipment used to support the husbandry, growth, and harvesting of Carlsbad's homegrown oysters and mussels. Learn about sustainable shellfish farming practices that preserve the lagoon's ecosystems health. Hands on learning with live shellfish. Hold juvenile and adult oysters and mussels featured in our touch tanks. Oyster shucking demonstration led by our experienced tour guides. Shuck your own farm fresh oysters while overlooking the lagoon and our farm crew hard at work planning and harvesting oysters and mussels. Tickets include six oysters for shucking and tasting.

Please check back for registration information and an itinerary when available.

Corporate Members

Awards
Awards and Applications
CATA Hall of Fame
Previous Winners

Curricular Code
Curricular Activities Code
Curricular Code Changes

Leadership
Meet the CATA Officers
Officers' Responsibilities
Organizational Structure
Committees
Involvement and Leadership
Past CATA Presidents
CATA Minutes

Cal Delta Conference
NAAE Region 1

Resources
Advocacy
Agriculture Teachers and Coaches
Code of Conduct
Association for Career and Technical Education (ACTE)
Cal Ag Teachers' Induction Program
CalAg License Plates
California Agriculture Teaching Opportunities
California FFA Foundation
California FFA Livestock Exhibition
Code of Ethics
Code of Ethics
FFA Adult Board
FFA Advisory Committee
Grow Ag Ed
National Association of Agricultural Educators (NAAE)
Professional Ethics Portfolio
Teach Ag California

Home
Join now
Log in

powered by MemberClicks

CATA
"A Growing Tradition"

REGION I Tentative SCHEDULE SAN DIEGO, CA

Tuesday 5/28	Wednesday 5/29	Thursday 5/30	Friday 5/31
5:00pm-6:30pm	7:00am- Registration		
Registration/Welcome Social	7:45-8:45am- Breakfast*	7:45-8:45am-Breakfast*	7:45-8:45am-Breakfast*
Dinner on your own	8:45-11:45am:Region I Meeting/Committee Meetings	9:00-11:30am-NAAE Workshops	9:0011:30am-Closing Session
	12:00pm-1:00pm- Lunch*	11:30am-12:30pm- Lunch on your own	
	1:00pm-5:00pm- Professional Development Workshops	12:00pm-5:30pm- Tours (Sign up on Website)	
	6:00pm- NAAE Awards Dinner*	6:30pm-.... Social Activity in town/dinner on your own	

(*) Denotes meal is paid for with conference registration

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-7.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval for out-of-state travel and expenses for Coolidge High School Boys Basketball team to attend the University of California-San Diego High School Team Camp in San Diego, CA, June 28 to June 30, 2024.

SUBMITTED BY: Clinton White, CHS Athletic Director

RECOMMENDED TO SUPERINTENDENT BY: Clinton White, CHS Athletic Director

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval for out-of-state travel and expenses for Coolidge High School Boys Basketball team to attend the University of California-San Diego High School Team Camp in San Diego, CA, June 28 to June 30, 2024.

INFORMATION AND SUPPORTING DATA:

UC San Diego coaching staff and the Triton Men's Basketball team are hosting basketball camps on the campus of UC San Diego. Priding themselves in providing a true college basketball experience where camps get a taste of what being a collegiate athlete is all about. Camp staff consists of current UC San Diego Men's Basketball staff and Men's Basketball student athletes.

PROJECTED COST:
Total: $7600 Hotel: $7,000 Registration: $600.00

FUNDING SOURCE:
Club Account

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):
Out-of-state travel for Coolidge High School Boys Basketball team. Roster of students is provided in the travel forms.

32 male students; 4 male staff; 2 male volunteers

ATTACHMENTS:

Description	Upload Date	Type
Boys Basketball San Diego Trip	3/12/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Dave Glasgow

SITE: CHS

DATE OF DEPARTURE: June 28 DATE OF RETURN: June 30

DESTINATION CITY & STATE: UC-San Diego, La Jolla, CA

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): Take Summer teams to team Comp. Experience different state and culture

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: District Charter

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: N/A

LODGING NAME: UC-San Diego Dorms PHONE #:

ADDRESS: 9500 Gilman Drive, MC 0531, La Jolla, CA, 92093-0531

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $200 per person, (Dorms) approx $7000 TOTAL MEALS: Covered

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $600 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: N/A

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☐ GRANT ☐ DONATION ☐ M&O ☐ OTHER: Club Account

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☐ YES ☑ NO

EMPLOYEE SIGNATURE: Dave Glasgow DATE: 2-26-24

SUPERVISOR'S SIGNATURE: Christie White DATE: 2-29-24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Students: List the names of each student traveling. If this information is not available, submit a tentative list of names. The final lists of students must be submitted to the superintendent two week prior to the trip. TBD is not acceptable.

LIST ALL POSSIBLE STUDENT TRAVELERS:

FULL NAME: Sean Guralee-Miguel (9) SITE: CHS

FULL NAME: Porter Dees (9) SITE: Home School

FULL NAME: Preston Dees (10) SITE: Home School

FULL NAME: Adarius Miguel (9) SITE: CHS

FULL NAME: Kelshawn Dixon-Wright (10) SITE: CHS

FULL NAME: Tory Gholston (10) SITE: CAP

FULL NAME: Jamari Stump (11) SITE: CHS

FULL NAME: Carlos Garcia (10) SITE: CHS

FULL NAME: Leander Whitman (10) SITE: CHS

FULL NAME: Manny Martinez (10) SITE: CHS

FULL NAME: Aiden Duran (10) SITE: CHS

FULL NAME: Josaiah Antone (11) SITE: CHS

FULL NAME: Duane Talley (11) SITE: CHS

FULL NAME: Mike Talley (10) SITE: Home School

FULL NAME: Nick White (10) SITE: CHS

FULL NAME: Tayten Vaughn (9) SITE: CHS

FULL NAME: Riley Hamilton (10) SITE: CHS

FULL NAME: Zymar Johns (10) SITE: CAP

FULL NAME: Jalen Rodgers (9) SITE: CHS

FULL NAME: Jeremiah White (9) SITE: CAP

FULL NAME: Dahmani White (8) SITE: CVA

FULL NAME: Corbyn Downs (10) SITE: CHS (will be)

FULL NAME: Grant Mcbean (9) SITE: CHS

FULL NAME: Robert Gomez (9) SITE: CHS

FULL NAME: Shane Enos (9) SITE: CHS

Students: List the names of each student traveling. If this information is not available, submit a tentative list of names. The final lists of students must be submitted to the superintendent two week prior to the trip. TBD is not acceptable.

LIST ALL POSSIBLE STUDENT TRAVELERS:

FULL NAME: Duvonte Street (9) SITE: CHS

FULL NAME: Jacob Garcia (9) SITE: CHS

FULL NAME: Maurice Glass (11) SITE: CHS

FULL NAME: Kyle Culver (11) SITE: CHS

FULL NAME: Gabe Garcia (8) SITE: CJHS

FULL NAME: Shameer Stump (7) SITE: CJHS

FULL NAME: Monty Vincent (8) SITE: CJHS

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

FULL NAME: _____ SITE: _____

Chaperones: Chaperones must either be a CUSD staff member or approved through Human Resources. A ratio of 1 chaperone to every 10 students is required. if both male and female students are traveling, then both male and female chaperones are required. All chaperones must be at least 21 years of age.

LIST ALL CHAPERONES:

FULL NAME: Dave Glasgow STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Demetrius Lee STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Nik Hills STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Jakobe Hubbard STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Corey Downs STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: Zach Miller STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

FULL NAME: _____ STAFF OR VOLUNTEER (CIRCLE ONE)

SPONSOR'S SIGNATURE: _____ DATE: 2-26-24

PRINCIPAL'S SIGNATURE: _____ DATE: 3-1-24

ATHLETIC DIR.'S SIGNATURE _____ DATE: 2-29-24

SUPERINTENDENT'S SIGNATURE: _____ DATE: 3/12/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

UC San Diego
MEN'S BASKETBALL
2024 High School Team Camp
June 21–23 and June 28-30

- Teams guaranteed at least 6 games
- High Level Competition from CA, NV, OR, AZ, CO, WA, NM
- Officiated by certified high school referees
- T-Shirts given to each team member
- On-campus housing available
- Multiple team discount available
- Limited space available

$600 per team

Phone: (408)489-8307 Email: callard@ucsd.edu

Visit: www.ucsandiegomensbasketballcamps.com

Name of High School Coolidge

Coach's Name DAVE GLASGOW **Coach's Email** dave.glasgow@coolidgeschools.org

School Phone _____ **Coach's Cell Phone** 520-234-5806

Number of Teams 3 **Varsity** X (small) **JV** X **Frosh** X

June 21-23 _____ **June 28-30** X

On-Campus Housing (2nd Weekend Only) YES

Estimated # in travel party 35

MAKE CHECKS PAYABLE TO:
"UC REGENTS"

Email completed form to callard@ucsd.edu

Mail Application to:

Men's Basketball Office
9500 Gilman Dr., MC 0531
La Jolla, CA, 92093-0531

TRITONS UC San Diego

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-8.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval for overnight travel and expenses for CTE Instructors/Advisors to attend the Annual Arizona Career and Technical Education (ACTEAZ) Summer Conference in Tucson, AZ, July 11-17, 2024.

SUBMITTED BY: Wyatt Carpenter, CTE Director

RECOMMENDED TO SUPERINTENDENT BY: Wyatt Carpenter, CTE Director

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval for overnight travel and expenses for CTE Instructors/Advisors to attend the Annual Arizona Career and Technical Education (ACTEAZ) Summer Conference in Tucson, AZ, July 11-17, 2024.

INFORMATION AND SUPPORTING DATA:

This conference is open to administrators, counselors, teachers, and industry members. It will provide professional development sessions, as well as opportunities to connect and network with peers, program areas, and CTE community.

PROJECTED COST:
Total; $1,140.25

FUNDING SOURCE:
Grant

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):
11 staff members attending:
Jonna Nissen, Tristen Gillespie, Danielle Tucker, Cuave Tucker, Wyatt Carpenter, Armonda Pisano, Nicole Schmitt, Marie Breese, Eric Reed, Monica Cavanaugh and Sonya Luska.

ATTACHMENTS:

Description	Upload Date	Type
ACTE AZ Summer Conf.	4/3/2024	Cover Memo

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Jonna Nissen

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: Jonna Nissen DATE: 3/28/24

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Tristen Gillespie

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: 3-28

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Danielle Tucker

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: 3/28/24

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Cuave Tucker

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

---

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: [signature] DATE: 3/28/24

SUPERVISOR'S SIGNATURE: [signature] DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Wyatt Carpenter

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: _____

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Armonda Pisano

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

---

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: 3/28/24

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Nicole Schmitt

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: _____

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Marie Breese

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: _____

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Eric Reed

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

---

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: _____

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Monica Cavanaugh

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

---

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: _____

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Coolidge Unified School District

ENGAGE - CHALLENGE - INSPIRE

STAFF OVERNIGHT/OUT-OF-STATE TRAVEL

NAME: Sonya Luska

SITE: CHS

DATE OF DEPARTURE: July 11th DATE OF RETURN: July 17th

DESTINATION CITY & STATE: Tucson, AZ

EDUCATIONAL PURPOSE OF TRIP (FILL IN BELOW, DO NOT ATTACH): ACTE AZ Summer Conference

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION (CHECK ONE):

☐ COMMERCIAL BUS ☐ AIRLINE ☐ OTHER: _____

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DESTINATION: n/a

LODGING NAME: Westin La Polema PHONE #: 520-742-6000

ADDRESS: 3800 E Sunrise Dr, Tucson AZ 85718

EXPENSES
COMPLETE ALL FIELDS
These number should be maximum estimates.

TOTAL AIRFARE/TRANSPORTATION: N/A TOTAL HOTEL: $560.25 TOTAL MEALS: N/A

TOTAL GROUND TRANSPORTATION: N/A TOTAL REGISTRATION $580 OTHER: N/A

MAXIMUM AMOUNT AUTHORIZED FOR PAYMENT OR REIMBURSEMENT: $1,140.25

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY): ☑ GRANT ☐ DONATION ☐ M&O ☐ OTHER: _____

HAS REQUESTED TIME OFF BEEN APPROVED IN AESOP OR ON A LEAVE FORM: ☑ YES ☐ NO

EMPLOYEE SIGNATURE: _____ DATE: _____

SUPERVISOR'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED: _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

Session
4707 - AATA New Teacher Induction Program (Part 1 of 2)
4618 - Building Trends with DPR Construction
4619 - Welding Tours & Training (two-day session)
4631 - Premier Series: Classroom Management
4633 - Premier Series: Laboratory Safety and Management
4687 - Creative Magic: Generative AI in Photoshop, Illustrator & Firefly
4527 - Revit #1 Basic Introduction to Commands, Components, and Elements
4801 - AATA New Teacher Induction Program (Part 2 of 2)
4601 - Empowering HS Educators: A Hands-On Workshop Tailored for Teaching
4607 - Developing Skills for the CSWA Certification Exam
4719 - Professionalism and Job Success
4730 - Preparing Students of ACP Premiere Pro: Start of Year
4528 - Revit #2 Introduction to Drafting, Walls, Floors, Doors, Windows
4660 - Garage Gurus (DRiV)
4672 - AATA Opening Session
4691 - WOW! I Didn't Know You Could Do THAT in Adobe Illustrator!
4710 - What's going on with FFA?
4529 - Revit # 3 Basic Plans, Sections and Renderings
4714 - Join Our AATA Group!
4615 - Florence Unified CTE Strategic & Action Plan
4505 - Masonry-Hands on Experience with Masons
4630 - Premier Series: Instructional Best Practices
4635 - Premier Series: Work Based Learning
4636 - Repair and Maintenance of a 3D Printer
4650 - Premier Series: CTSO New Advisor Training
4663 - New Ford Technology
4668 - CSWA Certification Test
4432 - ACOVA Camp M&M
4689 - Adobe Photoshop Basics for Absolute Beginners
4484 - Executive Functions for Every Classroom: The Skills Needed to Be Ready for t
4486 - Employability Skills Using Game-Based Learning
4746 - Best Practices for Agriculture Teachers
4765 - Engaging Students in Daily Lessons Creating Student Ownership
4784 - Social Media: Adobe Express
4794 - AI in Public Education: A Tool, Not a Crutch
4795 - Photography Lighting Patterns from 1-5 lights, Trad vs Composite
4800 - Professional Skills for Career Success and Beyond
4595 - NC3/Lincoln Electric: Intro Four Process Train-the-Trainer Class
4602 - Automation Workshop: Power of Device Communication and Programming
4703 - Everyone Communicates but Few Connect
4715 - Nursing Assistant Programs: Straddling the Fence
4731 - Preparing Students of ACP Premiere Pro: Understanding the Camera
4761 - Backpack Journalism: Telling the Complete Story
4783 - Unlock Your Potential
4533 - Career Exploration Activities for Middle or High School Classrooms (vendor ses
4809 - Utilizing Recruitment and Retention Strategies and Tools in the Early Childhoo
4637 - Laser Engraving Technology & Safety Certification
4732 - Preparing Students of ACP Premiere Pro: Tools and Panels

4751 - ADE And Foundation Report
4764 - Social Media for Student Safety, Security, and Program Marketing
4787 - Graphic Design & Photography: Creating a Winning Portfolio
4789 - The Next Chapter Empowering Students To Make their Future Goals (vendor s
4827 - ADE Monitoring Best Practices and Tips for Teachers
4753 - SAE: What level are you?
4766 - CTSO Contest Preparation, A Year-Long Approach for BME Teachers
4836 - ACTEAZ Board of Directors Annual Meeting
4632 - Premier Series: Effective Demonstrations
4634 - Premier Series: Grading and Assessment
4638 - Solidworks CAM Workshop
4645 - First Year Tool Kit for Your New Engineering Program
4655 - Digital Volt-Ohm Meter (DVOM) Training & Certification
4470 - Develop Persistent Learners with the College & Career Competencies
4740 - Welder Time!
4780 - The Graphic Design Escape Room
4785 - Film & Video: Intro to Adobe After Effects
4532 - Growing Through the Stories We Tell Ourselves
4536 - Every Computer Has a Story to Tell When Learning thru Hands-On
4549 - Get an Industry Certification through iCEV (vendor session)
4583 - Embrace Individual Strengths & Maximize Team Potential
4842 - CTE Career Pathways are Shifting in the Blink of an AI
4603 - Hands-On Mastery with Advanced Laser Welding Technology (vendor session
4616 - CTE Teachers, the Liminal Space in Learning, Student Achievement
4488 - Reliable Resumes and Effective Emails in a CTE Classroom
4754 - Ideas Unlimited
4518 - In the Blink of an AI: CTE Reinvents Assessment in a New AI World
4790 - See NAU's Plan for Microchip Education (REPEAT)
4792 - Investing in Their Futures: High School Investment Education (vendor session
4540 - Future of the Workforce: Pre-ETS / Transition from School to Work
4556 - Earn to Learn: We're a Lot More Than a Scholarship Program
4815 - Understanding Social Security and ASRS Options
4829 - Blogs, Webinars, Podcasts, Courses, Contests, Awards, O' My!
4576 - CTE Administrators Meeting
4578 - Basic Pipe Bending
4839 - Canva
4741 - Fingerprinting Techniques
4755 - Arizona Farm Bureau Supports AAEPEI
4833 - Fellows Networking Luncheon
4628 - Arizona Cyber Security Education Pathways
4682 - Medical Records & Mental/Social Health: Design of Labs & WBL
4688 - Teaching Health Programs Using Case Studies
4446 - Arizona CTE Quality Commission
4756 - AATA Awards Reception
4501 - Help Make Impactful Connections with Local Organization Support
4781 - Typography Done Right
4786 - Graphic Design & Photography: Pro-level Photo Composition
4810 - Virtual High School Internships as a Gateway to Career Success
4814 - Understanding Social Security and ASRS Options

4559 - Junior Achievement Inspire: Elevating Futures through Career Readiness Crec
4577 - Using Data to Improve CTE Programs
4834 - The Power of Storytelling
4837 - Data Wrangling: Tips and Tricks for Managing Data in Excel and Google Shee
4468 - Women in Skilled Trades Careers - Panel Discussion
4686 -CTSO Documentation Management Strategy Using Google Documents (REPE.
4816 - ACTE Summer Conference Opening and Keynote
4592 - School Counselor Welcome Breakfast
4641 - Preparing Students for the Future of Automation
4642 - Reaching Engineering Excellence: A First Year Journey Cheat Sheet
4647 - The Effects of Nutrition on Adolescents
4651 - Public Service Careers Collaboration
4652 - Premier Series: Establishing a Firm Foundation for Your CTSOs
4665 - SkillsUSA Competition Team Preparation for AMT, RAT, MAM Events
4675 - Bioscience and Lab Assisting: Differences in Design of Labs & WBL
4709 - Champ Camp
4743 - RISE Up Credential Updates: Train the Trainer (vendor session)
4500 - Blueprints for a Cutting-Edge Construction Internship Program
4758 - Standards, Resources, Assessments: Educational Narratives
4759 - A Hands-on Approach to Cybersecurity (vendor session)
4509 - Ed Professions and ECE Program Updates and Collaboration Session
4771 - Teacher Clarity and CTE
4782 - Defining Print and Making it Sexy
4531 - Biz Courses, Bellringers, & Balance Sheets (vendor session)
4534 - Access Middle School Career Exploration Curriculum on Edge Factor (vendor s
4803 - CTSO Documentation Management Strategy Using Google Documents (REPE
4811 - In the Blink of an AI: CTE Reinvents Assessment in a New AI World (REPEAT)
4560 - Junior Achievement Inspire: Elevating Futures through Career Readiness Crec
4818 - Get an Industry Certification through iCEV (vendor session) (REPEAT)
4821 - Preparing Students of ACP Premiere Pro: Start of Year (REPEAT)
4825 - Principles of Effective Leadership
4610 - Safety and Success in the Welding Community
4611 - Dual Enrollment to Strengthen CTE Pathways
4614 - Arizona Has Everything to Gain: How to Reach Postsecondary Goals
4617 - Bridging the Gaps in Technical Reading
4646 - AI Tools for the Classroom
4653 - Classroom Engagement Strategies in the Vet Assistant Track
4666 - Transportation Technologies Collaboration
4674 - Navigating Financial Waters: Funding and Profit Management for School-Base
4676 - Dental and Pharmacy Programs: Differences in Design of Labs & WBL
4693 - Bring the Stock Market Game to Life in Your Classroom
4698 - Invest, Don't Gamble
4702 - Rethink your Study Guides: A New Approach to Test Preparation
4711 - Skillz Pay the Billz
4462 - Academic Esports, CTE Workforce: Our Journey In Changing Times (REPEAT)
4718 - CTE Career Pathways are Shifting in the Blink of an AI
4465 - ACOVA Critical Issues
4473 - Creating Pathways out of Poverty through Education
4735 - Federal Perkins Grant Application 101 (REPEAT)

4487 - Lets Talk CTE Certifications, and Pathways with NC3
4496 - Write Your Counseling Yearbook By Integrating CTE & ASCA Model
4752 - Not Included in the Digital Photography Classroom
4757 - Agriculture Tours
4762 - Students, Social Media and Soft Skills
4511 - Fashion & Interior Design Program Updates & Collaboration Session
4772 - AZ FBLA Adviser Update
4773 - Tackling on Campus Student Housing Issues through Creative Means
4520 - Creating Standards-Based, Written Assessments
4535 - Unlocking the Treasure Chest for Business Education
4547 - IGNITE: Mastering Manufacturing by Students for a Bright Future
4551 - Preparing Tomorrow's Healthcare Workers with iCEV Curriculum (vendor sessio
4808 - Expanding Your CTE Teachers' Skills, Experience & Pay
4822 - Preparing Students of ACP Premiere Pro: Using Outside Organizations (REPE
4832 - Modern, Industry-Informed Music Education with Digital Audio Workstations
4590 - Take Charge of Resource Development for ECE CTE Programs in AZ
4599 - Preparing Middle School Students for High School CTE
4600 - Exploring Pathways to Bioscience and Healthcare Careers (6-12)
4623 - Family and Consumer Sciences (FCS) Education Luncheon
4673 - SkillsUSA Luncheon
4495 - School Counselor Luncheon
4774 - AOAC Lunch & Business Meeting I
4562 - Registered Apprenticeship Aligned with CTE
4838 - ABEA and FBLA Luncheon
4612 - Empowering the Arizona Workforce
4626 - Developing Effective School-Based Enterprise for Veterinary Science
4639 - Learn to Strut Your Stuff with AzStrut Computer Refurbishers
4640 - How to Prepare Your Students for the Future of Automation
4643 - Using SACA and NC3 to Teach Industrial Quality in HS Engineering
4648 - Build A Brand!
4654 - Premier Series: Growing Your Program
4667 - Animal Decontamination Certification
4683 - The 7 Principles of Effective Instruction for CTE Instructors
4704 - Teaching Digital Financial Literacy and Cyber Safety
4461 - Elevate your Health Science Program with Industry Credentials (vendor sessio
4733 - Jump Start Your Year Using the CTE Curriculum Connection
4481 - Guiding Teachers to Create Comprehensive Scope and Sequences: Navigatir
4742 - Leveraging Experiential Learning
4490 - Intro to the CTE Data Portal
4749 - From Bloom to BOOM! Taking Your Class to the Next Level!
4750 - Everything You Need to Know about Income Tax
4498 - Learn by Doing Career Exploration with Augmented/Virtual Reality
4499 - Embed Career Exploration in the Student Journey with Pipeline AZ
4503 - Empowering Futures: Navigating Statewide Postsecondary Supports
4760 - Using Cyber Ranges to Teach Cybersecurity Networking (vendor session)
4519 - Establishing and Maintaining Quality Dual Enrollment Partnerships with Post-se
4775 - CTE Deconstructed: The Unconference
4523 - AI Tools for the Classroom (REPEAT)
4788 - Using ChatGPT Effectively in the CTE Classroom

4791 - See NAU's Plan for Microchip Education (REPEAT)
4793 - Opening Doors: Achieving Career Goals with Finance & Acct. Basics (vendor s
4798 - Basic Life Support Certifications and Renewals
4546 - A-F Approved Automated Industrial Technology (AIT) Certifications
4802 - CTE & the Workforce: Creating Strategic Partnerships
4548 - Eduthings: Your CTE Data Solution - Powered by iCEV (vendor session)
4552 - CTED Support Services Working Group
4553 - Exploring the Rewards of Hospitality Management Careers
4554 - Using Non-Violent Communication to Develop Relationships in CTE
4581 - Biz Courses, Bellringers, & Balance Sheets (vendor session)
4591 - ServSafe Food Protection Manager Certification Exam
4597 - Basic Understanding of AWS "Welding Symbol" and "Weld Symbols"
4622 - Implementing Tutoring as Work-Based Learning for ECE & Ed Professions Pro
4649 - Intelligent Threads: How AI is Weaving the Future of Fashion
4677 - Nursing and Home Health Aide: Differences in Design of Labs & WBL
4695 - Helping Students in Preparing, Planning, and Paying for Higher Ed (vendor se
4507 - 5000+ Stories to Inspire Students on their CTE & Career Journey (vendor sess
4767 - Empowering Tomorrow's Leaders Integrating AI into CTE BME Courses
4768 - WBL at Scale to Ensure Equitable Access into Employment
4776 - Joint Meeting: AOAC | CTEDs | ADE
4522 - Implementing Dynamic Career Exploration Programs
4537 - ABEC Career Exploration & Development Project, Data Analysis Story
4828 - Top 10 Instructor Tips to Prepare Future Medical Assistants (vendor session)
4574 - Understanding Perkins V and CTE -The "Why" for your CTE programs
4593 - A Fancy Steak Dinner, On A Budget!
4605 - ATIEA Business Meeting
4606 - ATIEA Roundtable
4608 - Isaac Elementary District: Early CTE
4613 - Arizona's Growing Manufacturing Sector
4627 - Educational Resources, and Technological Advances in Welding
4656 - Premier Series: Building a Solid Officer
4678 - Medical Assisting Programs: Differences in Design of Labs & WBL
4706 - ChatGPT for Dummies
4708 - Enhancing Critical Thinking Through Accounting Case Studies
4716 - Navigating DECA Exam Maze: A Guide for Competition/Classroom
4717 - Enhancing Education through Partnerships
4720 - Beginning Graphic Design Teachers (1-5 Years) 2D Media Lessons
4721 - AI Innovations in Classroom Revolutionizing Business Marketing Ed
4722 - Connect Business/Marketing Demands of Bioscience/Healthcare Careers
4723 - Interview Skills
4483 - Learning from our Youth in Career and Technical Education
4739 - Digital Literacy Overview
4497 - Pathways to Success: Youth Apprenticeships Unveiled
4510 - Culinary Arts & Hospitality Management Program Updates & Collaboration
4799 - Staying Alive: A CPR and First Aid Overview
4819 - Preparing Students of ACP Premiere Pro: Understanding the Camera (REPEA
4831 - Modern, Industry-Informed Music Education with Digital Audio Workstations (RI
4585 - Electrical Tower Device and Wire Installation
4841 - AZ CTED Superintendent Consortium Meeting

4662 - Soft/Durable Skills for The Vet Assistant Field
4664 - A Multicultural Recounting of STEM History
4679 - Sports Med and EMS Programs: Differences in Design of Labs & WBL
4685 - Integrating Technical Reading & AI in the Classroom
4692 - Professional Skills Curriculum - Presented by The Learning Prism (vendor ses
4694 - Making Your Students Money Wise
4696 - What's Up with Credit?
4713 - Expanding Student Learning with Virtual Patient Simulation
4466 - ACOVA Business Meeting
4724 - Navigating the My Career Advisor Video Library
4727 - Getting the Most Out of Adobe Premiere Pro Tips & Strategies
4729 - Innovate to Educate: Revolutionizing CTE Education for Generation Z
4736 - Empower Your Team Career Exploration
4504 - Storytelling: Through the Lens of a Multi-Cultural Educator
4763 - Standards, Resources, Assessments: Educational Narratives (REPEAT)
4508 - Leveraging Talent through Career Exploration
4769 - Arizona DECA Update
4777 - The Next Chapter of Community College Bachelor's Degrees
4779 - Collaborative Projects for Business Students in School Districts
4541 - Instant Feedback: Plickers
4555 - Youth Perception of Workforce Development Unlocked for ECAPS!
4561 - MS Junior Achievement Inspire: Nurturing Futures with Career Exploration Bad
4820 - Preparing Students of ACP Premiere Pro: Tools and Panels (REPEAT)
4823 - Students, Social Media and Soft Skills (REPEAT)
4824 - Federal Perkins Grant Application 101 (REPEAT)
4830 - Unlocking Engagement: Interactive Learning with Pear Deck
4840 - Canva (REPEAT)
4598 - Performing Welder Qualification Testing, Part 1 Data Collection
4690 - Arizona Health Careers Education Association (AZHCEA) Luncheon
4513 - Arizona FCCLA Updates & Luncheon
4770 - Arizona AME and DECA Luncheon
4778 - AOAC Lunch & Business Meeting II
4609 - K-8 Career Literacy, Research and Resources
4621 - Performing Welder Qualification Testing, Pt 2 Conducting the Test
4624 - Creating Authentic Real-World Experiences in Veterinary Science
4657 - Premier Series: Successfully Implementing a Program of Work
4670 - ECE Workforce Registry, FTF College Scholarships & FREE Professional Deve
4680 - Cosmetology & Massage Programs: Differences/ Design of Labs & WBL
4684 - Changing the Game: Semester Long Scenario Based Capstone Project
4697 - Building Students' Skills Through Math-Enhanced CTE Lessons
4705 - Teaching Personal Finance to Students with Disabilities
4712 - Welcome Aboard the Studentship Enterprise
4726 - Resumes and Cover Letters: How to Speak to Your Experience
4734 - Preparing Students of ACP Premiere Pro: Using Outside Organizations (REPE
4480 - Harnessing the Power of AI: Transforming Rubrics Creation in CTE
4738 - Empower Your Team: Five Essential Soft Skills for Success
4494 - Helping Students Write Their Own Stories with My Future AZ
4526 - Time for CTE to Evolve to Meet Arizona's Changing Needs: Associate Degrees
4538 - Youth in Registered Apprenticeship - Creating Career Pathways

4539 - Mastering Difficult Parent/Guardian Conversations
4843 - Annual HOSA Updates
4661 - Influence of Modern Fashion and Culture on Young Teens
4671 - Tots and Technology: Appropriate & Educational Use in Early Years
4681 - Health Science Programs: Differences in Design of Labs and WBL
4701 - Stop the Bleed Training
4725 - Crafting Your Professional Brand & Elevator Speech Essentials
4737 - Empower Your Team Financial Literacy
4524 - Let's Thrive Together! Creating Whole-Person-Focused Environments
4525 - National Board Certification for CTE Teachers
4796 - The Power of Mixing Music: A Social Hour
4806 - Exploring the Rewards of Hospitality Management Careers (REPEAT)
4580 - Understanding Perkins V and CTE - The "Why" for Your CTE Programs (REPE
4835 - West-MEC Staff Reception
4817 - ACTEAZ Annual Awards Celebration

Conference Areas	Prefix	Date
Agriculture		07/11/2024
Construction Science Technologies		07/12/2024
AgricultureWelding		07/12/202407/13/2(
Interdisciplinary		07/12/2024
Interdisciplinary		07/12/2024
Business and Marketing EducationCommunication Media Techn(		07/12/2024
Construction Science Technologies		07/12/2024
Agriculture		07/12/2024
Engineering, Manufacturing		07/12/2024
Engineering, Manufacturing		07/12/2024
Business and Marketing EducationInterdisciplinary		07/12/2024
Communication Media TechnologiesInterdisciplinary		07/12/2024
Construction Science Technologies		07/12/2024
Transportation Technologies		07/12/2024
Agriculture		07/12/2024
Business and Marketing EducationCommunication Media Techn(		07/12/2024
Agriculture		07/12/2024
Construction Science Technologies		07/12/2024
Agriculture		07/12/2024
Administration		07/12/2024
Construction Science Technologies		07/13/2024
Interdisciplinary		07/13/202407/14/2(
Interdisciplinary		07/13/2024
Engineering, ManufacturingInformation Technologies		07/13/2024
Interdisciplinary		07/13/2024
Transportation Technologies		07/13/2024
Engineering, Manufacturing		07/13/2024
Administration		07/13/2024
Business and Marketing EducationCommunication Media Techn(		07/13/2024
Interdisciplinary		07/13/2024
Business and Marketing EducationEducation and Training		07/13/2024
Agriculture		07/13/2024
Business and Marketing EducationInterdisciplinary		07/13/2024
Communication Media TechnologiesInterdisciplinary		07/13/2024
Communication Media TechnologiesInterdisciplinary		07/13/2024
Communication Media TechnologiesInterdisciplinary		07/13/2024
Administration		07/13/2024
AgricultureWelding		07/12/202407/13/2(
Engineering, Manufacturing		07/13/2024
Health Science Technologies Interdisciplinary		07/13/2024
Health Science Technologies		07/13/2024
Communication Media TechnologiesInterdisciplinary		07/13/2024
Communication Media TechnologiesInterdisciplinary		07/13/2024
Business and Marketing EducationInterdisciplinary		07/13/2024
Education and Training		07/13/2024
Education and Training		07/13/2024
Engineering, ManufacturingInformation Technologies		07/13/2024
Communication Media TechnologiesInterdisciplinary		07/13/2024

Agriculture	07/13/2024
Business and Marketing EducationCommunication Media Techn	07/13/2024
Communication Media TechnologiesInterdisciplinary	07/13/2024
Business and Marketing EducationInterdisciplinary	07/13/2024
Interdisciplinary	07/13/2024
Agriculture	07/13/2024
Business and Marketing EducationInterdisciplinary	07/13/2024
Interdisciplinary	07/13/2024
Interdisciplinary	07/14/2024
Interdisciplinary	07/14/2024
Engineering, Manufacturing	07/14/2024
Engineering, Manufacturing	07/14/2024
Transportation Technologies	07/14/2024
AdministrationEducation and Training	07/14/2024
AgricultureWelding	07/14/2024
Communication Media TechnologiesInterdisciplinary	07/14/2024
Communication Media TechnologiesInterdisciplinary	07/14/2024
Communication Media TechnologiesSchool Counseling	07/14/2024
Information TechnologiesInterdisciplinary	07/14/2024
Interdisciplinary	07/14/2024
AdministrationInterdisciplinary	07/14/2024
Business and Marketing EducationInterdisciplinary	07/14/2024
Engineering, ManufacturingWelding	07/14/2024
Interdisciplinary	07/14/2024
InterdisciplinarySchool Counseling	07/14/2024
Agriculture	07/14/2024
Information TechnologiesInterdisciplinary	07/14/2024
Engineering, ManufacturingInterdisciplinary	07/14/2024
Business and Marketing EducationInterdisciplinary	07/14/2024
AdministrationSchool Counseling	07/14/2024
Community CollegeSchool Counseling	07/14/2024
Interdisciplinary	07/14/2024
Interdisciplinary	07/14/2024
AdministrationInterdisciplinary	07/14/2024
Construction Science Technologies	07/14/2024
Interdisciplinary	07/14/2024
Public Service Careers	07/14/2024
Agriculture	07/14/2024
Interdisciplinary	07/14/2024
InterdisciplinarySchool Counseling	07/14/2024
Health Science Technologies	07/14/2024
Health Science Technologies	07/14/2024
Administration	07/14/2024
Agriculture	07/14/2024
AdministrationSchool Counseling	07/14/2024
Communication Media TechnologiesInterdisciplinary	07/14/2024
Communication Media TechnologiesInterdisciplinary	07/14/2024
Interdisciplinary	07/14/2024
Interdisciplinary	07/14/2024

InterdisciplinarySchool Counseling	07/14/2024
Administration	07/14/2024
Interdisciplinary	07/14/2024
AdministrationInterdisciplinary	07/14/2024
InterdisciplinarySchool Counseling	07/14/2024
Health Science Technologies	07/14/2024
Interdisciplinary	07/14/2024
School Counseling	07/15/2024
Engineering, Manufacturing	07/15/2024
Education and TrainingEngineering, Manufacturing	07/15/2024
Education and TrainingFamily And Consumer Science	07/15/2024
Public Service Careers	07/15/2024
Interdisciplinary	07/15/2024
Engineering, Manufacturing	07/15/2024
Health Science Technologies	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Business and Marketing EducationFamily And Consumer Scienc	07/15/2024
Construction Science TechnologiesSchool Counseling	07/15/2024
Interdisciplinary	07/15/2024
Information TechnologiesInterdisciplinary	07/15/2024
AdministrationEducation and Training	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Communication Media TechnologiesInterdisciplinary	07/15/2024
Business and Marketing Education	07/15/2024
InterdisciplinarySchool Counseling	07/15/2024
Health Science Technologies	07/15/2024
Information TechnologiesInterdisciplinary	07/15/2024
InterdisciplinarySchool Counseling	07/15/2024
Interdisciplinary	07/15/2024
Communication Media TechnologiesInterdisciplinary	07/15/2024
Interdisciplinary	07/15/2024
AgricultureWelding	07/15/2024
Interdisciplinary	07/15/2024
InterdisciplinarySchool Counseling	07/15/2024
Interdisciplinary	07/15/2024
Interdisciplinary	07/15/2024
Agriculture	07/15/2024
Transportation Technologies	07/15/2024
Administration	07/15/2024
Health Science Technologies	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Interdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
AdministrationCommunication Media Technologies	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Administration	07/15/2024
Community CollegeSchool Counseling	07/15/2024
Administration	07/15/2024

Education and TrainingEngineering, Manufacturing	07/15/2024
AdministrationSchool Counseling	07/15/2024
Communication Media TechnologiesInterdisciplinary	07/15/2024
Agriculture	07/15/2024
Business and Marketing EducationCommunication Media Techn	07/15/2024
Family And Consumer Science	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Community College	07/15/2024
Education and TrainingFamily And Consumer Science	07/15/2024
Business and Marketing Education	07/15/2024
Education and TrainingEngineering, Manufacturing	07/15/2024
Health Science Technologies	07/15/2024
AdministrationInterdisciplinary	07/15/2024
Communication Media TechnologiesInterdisciplinary	07/15/2024
Communication Media Technologies	07/15/2024
Education and Training	07/15/2024
Information TechnologiesInterdisciplinary	07/15/2024
Engineering, ManufacturingHealth Science Technologies	07/15/2024
Education and TrainingFamily And Consumer Science	07/15/2024
Interdisciplinary	07/15/2024
School Counseling	07/15/2024
Community College	07/15/2024
Construction Science TechnologiesSchool Counseling	07/15/2024
Business and Marketing Education	07/15/2024
Interdisciplinary	07/15/2024
Agriculture	07/15/2024
Information Technologies	07/15/2024
Engineering, ManufacturingInformation Technologies	07/15/2024
Engineering, Manufacturing	07/15/2024
Business and Marketing EducationFamily And Consumer Scienc	07/15/2024
Interdisciplinary	07/15/2024
Agriculture	07/15/2024
Interdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Health Science Technologies	07/15/2024
Interdisciplinary	07/15/2024
AdministrationInterdisciplinary	07/15/2024
InterdisciplinaryPublic Service Careers	07/15/2024
Administration	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Engineering, ManufacturingTransportation Technologies	07/15/2024
Community CollegeSchool Counseling	07/15/2024
School Counseling	07/15/2024
Information TechnologiesInterdisciplinary	07/15/2024
Community CollegeInterdisciplinary	07/15/2024
Community College	07/15/2024
Information TechnologiesInterdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024

Engineering, ManufacturingInterdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Health Science Technologies	07/15/2024
Education and TrainingEngineering, Manufacturing	07/15/2024
Administration	07/15/2024
AdministrationSchool Counseling	07/15/2024
School Counseling	07/15/2024
Family And Consumer Science	07/15/2024
Education and TrainingInterdisciplinary	07/15/2024
Business and Marketing Education	07/15/2024
AgricultureFamily And Consumer Science	07/15/2024
AgricultureWelding	07/15/2024
Education and Training	07/15/2024
Family And Consumer Science	07/15/2024
Health Science Technologies	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
InterdisciplinarySchool Counseling	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
Business and Marketing EducationInterdisciplinary	07/15/2024
AdministrationCommunity College	07/15/2024
School Counseling	07/15/2024
AdministrationSchool Counseling	07/15/2024
Health Science Technologies	07/15/2024
AdministrationInterdisciplinary	07/15/2024
AgricultureFamily And Consumer Science	07/15/2024
Construction Science TechnologiesTransportation Technologies	07/15/2024
Construction Science TechnologiesTransportation Technologies	07/15/2024
InterdisciplinarySchool Counseling	07/16/2024
Interdisciplinary	07/16/2024
AgricultureWelding	07/16/2024
Interdisciplinary	07/16/2024
Health Science Technologies	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Communication Media TechnologiesInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationHealth Science Technologies	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
InterdisciplinarySchool Counseling	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Interdisciplinary	07/16/2024
AdministrationFamily And Consumer Science	07/16/2024
Health Science Technologies Interdisciplinary	07/16/2024
Communication Media TechnologiesInterdisciplinary	07/16/2024
Communication Media Technologies	07/16/2024
Construction Science Technologies	07/16/2024
Administration	07/16/2024

Agriculture	07/16/2024
Engineering, ManufacturingInterdisciplinary	07/16/2024
Health Science Technologies	07/16/2024
Health Science Technologies	07/16/2024
Interdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Health Science Technologies	07/16/2024
Administration	07/16/2024
Interdisciplinary	07/16/2024
Communication Media TechnologiesInterdisciplinary	07/16/2024
Interdisciplinary	07/16/2024
Interdisciplinary	07/16/2024
Education and TrainingInterdisciplinary	07/16/2024
Interdisciplinary	07/16/2024
Education and Training	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
AdministrationCommunity College	07/16/2024
Business and Marketing EducationFamily And Consumer Scienc	07/16/2024
Interdisciplinary	07/16/2024
Education and TrainingSchool Counseling	07/16/2024
InterdisciplinarySchool Counseling	07/16/2024
Communication Media TechnologiesInterdisciplinary	07/16/2024
Business and Marketing EducationCommunication Media Techn	07/16/2024
Administration	07/16/2024
Interdisciplinary	07/16/2024
Interdisciplinary	07/16/2024
AgricultureWelding	07/16/2024
Health Science Technologies	07/16/2024
Education and TrainingFamily And Consumer Science	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Community College	07/16/2024
InterdisciplinarySchool Counseling	07/16/2024
AgricultureWelding	07/16/2024
Agriculture	07/16/2024
Interdisciplinary	07/16/2024
Education and Training	07/16/2024
Health Science Technologies	07/16/2024
Health Science Technologies	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Communication Media TechnologiesInterdisciplinary	07/16/2024
Education and TrainingInterdisciplinary	07/16/2024
Interdisciplinary	07/16/2024
AdministrationSchool Counseling	07/16/2024
AdministrationCommunity College	07/16/2024
InterdisciplinarySchool Counseling	07/16/2024

Education and TrainingSchool Counseling	07/16/2024
Health Science Technologies	07/16/2024
Business and Marketing EducationFamily And Consumer Scienc	07/16/2024
Education and Training	07/16/2024
Health Science Technologies	07/16/2024
Health Science Technologies	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
Business and Marketing EducationInterdisciplinary	07/16/2024
InterdisciplinarySchool Counseling	07/16/2024
AdministrationInterdisciplinary	07/16/2024
Communication Media TechnologiesInterdisciplinary	07/16/2024
Family And Consumer Science	07/16/2024
AdministrationInterdisciplinary	07/16/2024
Administration	07/16/2024
Interdisciplinary	07/17/2024

Starts	Ends	Location	Seats Available
10:30 AM	4:00 PM	University of Arizona	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM8:00 AM	5:00 PM5:00 PM		null
8:00 AM	4:00 PM	Westin La Paloma	null
8:00 AM	4:00 PM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	10:00 AM	Pima Community Co	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	3:00 PM	Pima Community Co	null
8:00 AM	3:00 PM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:30 AM	12:30 PM	Pima Community Co	null
11:30 AM	5:00 PM	Westin La Paloma	null
11:30 AM	1:00 PM	Westin La Paloma	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:30 PM	Pima Community Co	null
3:30 PM	5:00 PM	Westin La Paloma	null
6:00 PM	8:30 PM	Hilton El Conquistad	null
6:30 AM	11:30 AM	Pima Community Co	null
8:00 AM8:00 AM	4:00 PM4:00 PM	Westin La Paloma	null
8:00 AM	4:00 PM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	4:00 PM	Westin La Paloma	null
8:00 AM	5:00 PM	Pima Innovation Cer	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	3:00 PM	Hacienda del Sol Re	null
8:00 AM	5:00 PM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Flowing Wells High S	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM8:00 AM8:00 AM8:00 AM8:00 AM	5:00 PM5:00 PM5:0	Pima Community Co	null
8:00 AM	3:00 PM	Pima Community Co	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null

1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Westin La Paloma	null
5:00 PM	6:30 PM	Westin La Paloma	null
8:00 AM	4:00 PM	Westin La Paloma	null
8:00 AM	4:00 PM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	3:00 PM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	3:00 PM	Pima Community Co	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	3:00 PM	Pima Community Co	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
11:30 AM	3:00 PM	Westin La Paloma	null
11:30 AM	1:00 PM	Westin La Paloma	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null

1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
3:00 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
5:30 PM	7:00 PM	Hilton El Conquistad	null
7:00 AM	8:00 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null

10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	1:00 PM		null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
11:30 AM	1:00 PM	Westin La Paloma	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
11:30 AM	1:00 PM	Westin La Paloma	null
11:30 AM	1:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null

1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	5:00 PM	Hilton El Conquistad	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
5:00 PM	6:30 PM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	9:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Westin La Paloma	null
8:00 AM	11:30 AM	Hilton El Conquistad	null

10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Hilton El Conquistad	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
10:00 AM	11:30 AM	Westin La Paloma	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
11:30 AM	1:00 PM	Westin La Paloma	null
11:30 AM	1:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	5:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Westin La Paloma	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null

1:30 PM	3:00 PM	Hilton El Conquistad	null
1:30 PM	3:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Westin La Paloma	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
3:30 PM	5:00 PM	Hilton El Conquistad	null
6:30 PM	8:00 PM	Hilton El Conquistad	null
8:00 AM	9:30 AM	Westin La Paloma	null

Price	Invitation Only
0.00	
0.00	
70.00	
100.00	
100.00	
25.00	
0.00	
0.00	
35.00	
50.00	
0.00	
25.00	
0.00	
35	
35.00	
25.00	
0.00	
0.00	
0.00	
0.00	1
0.00	
150.00	
100.00	
95.00	
0	
35	
0.00	
200	
60.00	
0.00	
0.00	
50	
0.00	
50.00	
0.00	
0.00	
0.00	
2200.00	
35.00	
0.00	
0.00	
25.00	
0.00	
0.00	
0.00	
0.00	
150.00	
25.00	

0.00
0.00
50.00
0.00
0.00
0.00
0.00
0.00
100.00
100.00
0.00
0.00
35
0.00
35.00
0.00
50.00
0.00
0.00
0.00
20.00
0.00
35.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
44.00
0.00
35
35
35.00
0.00
0.00
0.00
0.00 1
0.00
0.00
0
50.00
0.00
0.00

0.00
0.00
20.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0
0.00
0.00
0.00
0.00
0.00
0.00
25.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00

0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
25.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
25.00
0.00
0.00
0.00
0.00
0.00
0.00

0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00

0.00	
0.00	
60.00	
0.00	
0.00	
0.00	
0.00	1
0.00	
0.00	
0.00	
38.00	
0.00	
0.00	
0.00	
0

0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
25.00
0.00
0.00
0.00
0.00
25.00
0.00
0.00
0.00
0.00
0.00
65.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
25.00
0.00
0.00
0.00
0.00
0.00

0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	1
0.00	

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: Other Consent Items-9.

MEETING DATE:4/10/2024

AGENDA ITEM: Approval for out of state travel and expenses for Christopher Steward, Music Teacher, and band/choir students to attend the World Strides Music Festival in New York, NY, April 23-27, 2025

SUBMITTED BY: Christopher Steward, Music Teacher

RECOMMENDED TO SUPERINTENDENT BY: Christopher Steward, Music Teacher

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval for out of state travel and expenses for Christopher Steward, Music Teacher, and band/choir students to attend the World Strides Music Festival in New York, NY, April 23-27, 2025

INFORMATION AND SUPPORTING DATA:

The purpose of the trip is to give the students an opportunity of a lifetime to visit and perform in New York City. Additionally, the students will be able to view historic sites.

Parent/student meeting will be held on April 10th, 2024 at 5:30pm.

PROJECTED COST:
TBD

FUNDING SOURCE:
Fundraiser, Donations and Parent/Guardian Contribution

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):
Staff, volunteers and students attending are TBD until meeting and sign ups are completed. Approximately 75 students to attend.

Airline and Lodging are TBD.

Bus transportation will be provided by the festival.

ATTACHMENTS:

Description	Upload Date	Type

COOLIDGE

WEST

Student Centered/Community Connected

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

460 South 7th Street

Coolidge, AZ 85132

SCHOOL SITE: West Elementary **CLUB/GROUP:** West's Band and Choir

DESTINATION CITY & STATE: New York City, NY

 # OF STUDENTS TRAVELING (MALE/FEMALE): APPROXIMATELY 75 STUDENTS

*The exact number of students will be submitted after the meeting and sign-ups are completed

DATE OF DEPARTURE: April 23, 2025 **DATE OF RETURN:** April 27, 2025

EDUCATIONALPURPOSE OF TRIP (FILL IN BELOW, DO NOT DETACH): The purpose is to give the students an opportunity of a lifetime to visit and perform in New York City. Additionally, the students will be able to view historic sites.

Once travel is approved, all accommodations must be booked through a travel agency or with a purchase order
Reimbursements for travel are not allowable

METHOD OF TRANSPORTATION: AIRLINE- TBD LATER

Final Airline carrier information, including flight itinerary (number and times) must be submitted to the superintendent prior to the travel date

DESCRIBE GROUND TRANSPORTATION UPON ARRIVAL AT DETSINATION: The group will use the ground bus transportation provided by the festival. The information will be submitted once all students are registered.

LODGING NAME: TBD **PHONE#:** TBD **ADDRESS:** TBD

EXPENSES

COMPLETE ALL FIELDS- These numbers should be the maximum estimates

TOTAL AIRFARE/TRANSPORTATION: _____ **TOTAL HOTEL:** _____ **TOTAL MEALS:** _____

TOTAL GROUND TRANSPORTATION: _____. **TOTAL REGISTTRATION:** _____

OTHER: _____

TRAVEL FINANCED BY: (CHECK ALL THAT APPLY)

__X__**FUNDRAISER** __X__**DONATION** __X__**TAX CREDIT** ____**M&O** ____**OTHER**

AMOUNT PAID BY THE STUDENT: $600.00

WILL STUDENT BE DENIED DUE TO LACK OF FUNDS? EXPLAIN: I hopeful that we will not have to turn any students away due to lack of funds. The fundraising and donations will go towards the students with the highest financial need.

SPONSOR NAME: MR. STEWARD **PHONE #:** (480) 789-9686

EMERGENCY CONTACT INFORMATION:

COOLIDGE UNIFIED SCHOOL DISTRICT

WEST

Student Centered/Community Connected

460 South 7th Street

Coolidge, AZ 85132

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

Students: List the names of each student traveling. If this information is not available, submit a tentative list of names. The final list of students must be submitted to the superintendent two weeks prior to the trip. TBD is not acceptable.

LIST ALL POSSIBLE STUDENT TRAVELERS:

***A full list of student travelers will be given to the district once the students attending this trip are solidified**

STUDENT NAME	SITE	GRADE & HOMEROOM TEACHERS NAME

COOLIDGE UNIFIED SCHOOL DISTRICT

WEST

Student Centered/Community Connected

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

460 South 7th Street

Coolidge, AZ 85132

LIST ALL POSSIBLE STUDENT TRAVELERS:

STUDENT NAME	SITE	GRADE & HOMEROOM TEACHERS NAME

COOLIDGE UNIFIED SCHOOL DISTRICT

WEST

Student Centered/Community Connected

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

460 South 7th Street

Coolidge, AZ 85132

LIST ALL POSSIBLE STUDENT TRAVELERS:

STUDENT NAME	SITE	GRADE & HOMEROOM TEACHERS NAME

COOLIDGE

WEST

Student Centered/Community Connected

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

460 South 7th Street

Coolidge, AZ 85132

LIST ALL POSSIBLE STUDENT TRAVELERS:

STUDENT NAME	SITE	GRADE & HOMEROOM TEACHERS NAME

COOLIDGE UNIFIED SCHOOL DISTRICT

WEST

Student Centered/Community Connected

460 South 7th Street

Coolidge, AZ 85132

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

CHAPERONES: Chaperones must either be a CUSD staff member or approved through Human Resources. A ratio of 1 chaperone to every 10 students is required. If both male and female students are traveling, then both male and female chaperones are required. All chaperones must be at least 21 years of age.

LIST OF CHAPERONES:

***Most if not all students traveling with a parent or guardian for this trip.**

CHAPERONE FULL NAME	STAFF OR VOLUNTEER (CIRCLE ONE)	PHONE NUMBER AND EMAIL ADDRESS
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	
	STAFF OR VOLUNTEER	

COOLIDGE UNIFIED SCHOOL DISTRICT

WEST

Student Centered/Community Connected

460 South 7th Street

Coolidge, AZ 85132

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

APPROVALS:

SPONSOR'S SIGNATURE: Chad Stead DATE: 3/26/2025

PRINCIPAL'S SIGNATURE: Kelly Ferguson DATE: _____

ATHLETIC DIR.'S SIGNATURE: _____ DATE: _____

SUPERINTENDENT'S SIGNATURE: _____ DATE: 3/28/24

FOR DISTRICT USE ONLY

GOVERNING BOARD APPROVED: _____ NOT APPROVED _____ MEETING DATE: _____

BUSINESS OFFICE DATE RECEIVED: _____ SIGNATURE: _____

COOLIDGE

Student Centered/Community Connected

OUT-OF-STATE STUDENT TRAVEL

ENGAGE - CHALLENGE - INSPIRE

WEST

460 South 7th Street

Coolidge, AZ 85132

West Elementary School
Music Department
Spring Music Trip
World Strides Music Festival

New York City, NY
April 23-27, 2025

West Elementary School Music Department Spring Trip Response Form

Response Form: Due May 9, 2024

New York City, NY

TOTAL COST OF THE TRIP WILL VARY BASED ON THE NUMBER OF PEOPLE ATTENDING WITH EACH FAMILY AND THE ACTIVITIES YOU DECIDE TO PURCHASE. TAX CREDIT FUNDS MAY BE USED TO OFFSET TRIP COSTS

Select **WILL/WILL NOT** Participate below; read and initial all information below before making your selection

_____ **My child WILL participate in the spring choir trip (please initial each line as you read)**

_____Students will be responsible for participating in fundraisers as desired. and/or Parents will be responsible for making scheduled payments (cash, check, money order payment or pay and use the tax-credit option) as required to meet minimum balances on determined due dates.

_____Payment schedule is as follows: First Payment $300.00 is due on July 15; Second Payment of $100.00 due on October 3; Third payment of $100.00 due on January 16; Final payment of $200.00 due on March 5. Tax credit donations may be used to offset trip cost for your child. Also remember that all money raised from fundraisers will be split evenly between all students that attend and participate in all fundraisers.

_____After the payments have been sent to the festival, no reimbursement can be refunded to you for: failure to make all payments; student's behavior or academic concerns resulting in being prohibited from travel; illness preventing travel; being removed from choir/band prior to travel. In extreme situations, refunds can be discussed with the festival coordinators and West/CUSD Administration.

Student Name: _____ Students Grade in 2024-2025 School year: _____
Printed Parent Name: _____
Parent Signature: _____ Date: _____

Parents, please check the following information that will interest you;

_____ I would like to attend the festival and be a chaperone.

_____ I would like to attend the festival, but not be interested in chaperoning.

_____ I would be interested in spearheading any fundraising event.

_____ I will not be attending the festival. My child will attend with a school chaperone:

Best Parent Email Address: _____
Parent best contact phone number: _____

_____ **My child WILL NOT participate in the spring MUSIC trip.**

_____ Students choosing to forfeit their position attending this trip will not be allowed to join later. However, they can still participate in choir and all local/school performances and special events.

Student Name: _____ Date: _____
Parent Signature: _____ Date: _____

Music Department Trip FAQ

Q – Why travel with the choir, drum corp. squad or band?
A – Travel provides unique performance opportunities for all students and parents involved. It can also be very motivating for individual students to excel in the arts.

Often times students most vivid memories of time spent in choir/school is related to special trips.

Q - Why do we need to fill out the response form?
A - The response form helps determine parent interest in support for the trip. If there is not sufficient interest, then the trip can be postponed to a future year.

Q – Are students required to attend the trip?
A – No – group travel is always optional.

Q – Why is the trip cost on the response form higher than the cost listed by the festival?
A – The festival company sample itinerary does not include transportation costs; dining cost.

Q - What do you mean by "tax credit funds may be used to offset trip costs"?

A – If you make a tax credit donation to the music department of at least $300, $200 of your donation will be used to offset your student's trip cost. (CUSD's Tax Credit form is included with this packet of information)

The remaining amount of your donation will be used to benefit the music program. Please remember – you receive tax credit (a dollar for dollar reduction) **that will reduce what you owe on your state tax return this spring.**

Q – Can another relative, friend, business, organization make additional tax credit donation on Behalf of my student (s)?

A – Any Arizona resident may make a tax credit donation to help reduce the cost of the trip for your student (s). Only after you have already made your $300 donation, then any/all donations made on the behalf of your student will be used in full towards the trip cost.

Q - Can parents attend the festival as well and will it cost them?

A- Yes, parents can attend the festival and experience this with your child. The cost for the parents will be just paying for your rooms. The price is listed as single, double, triple or Quad occupancy. You can partner up with parents and share the cost. The cost is the same for everyone, if you would like to upgrade to stay in a single room, there may be an additional fee.

Q – Should I find lower cost housing accommodations; can my child and I stay there for the duration of the festival.
A – No, once we agree and turn in our registration form, all students must stay in the designated hotel for insurance purposes as outlined in the enclosed insurance agreement with the festival. Parents and other family members, friends, etc can stay somewhere else and meet us at the festival performances but will not be guaranteed transportation with the group or included in our itinerary.

Q- What is included in the total trip cost?
A - Local hotel accommodations for 5 days and 4 nights, one day entrance into Disneyland, Award Ceremony, adjudicated performance, medical, accident, and dental insurance, access to the Doctor's On Call during the trip, and access to 24/7 World Strides Assist services.

Should you have any other questions, please do not hesitate to contact me via email christopher.steward@coolidgeschools.org, call Wests' main office at (520) 723-2702 or call/text me directly at (480) 789-9686.

West Elementary School
Music Department Spring Music Trip
World Strides Music Festival
New York City
Trip Date: April 23-27, 2025

Parent/Student Meeting
Wednesday, April 10 5:30pm
West Library

*Come and get information on this once in a lifetime opportunity for your child!

Should you have any questions prior to the meeting, please contact Mr. Steward via email christopher.steward@coolidgeschools.org, call Wests' main office at (520) 723-2702 or call/text me directly at (480) 789-9686.

Escuela Primaria West
Departamento de Música
Viaje de música de primavera
Festival de Música World Strides
New York City
Fecha del viaje: 23-27 de abril de 2025

Reunión de Padres y Estudiantes
Miércoles, 10 de abril 5:30pm
Biblioteca del Oeste

*¡Ven y obtén información sobre esta oportunidad única en la vida para tu hijo!

Si tiene alguna pregunta antes de la reunión, comuníquese con el Maestro. Steward por correo electrónico christopher.steward@coolidgeschools.org, llame a la oficina principal de Wests al (520) 723-2702 o llámeme / envíeme un mensaje de texto directamente al (480) 789-9686.

NEW YORK HERITAGE FESTIVAL

2025 FESTIVAL DATES
MAR 20-23, 27-30 | APR 3-6, 10-13, 24-27

PROGRAM AT A GLANCE

Your New York Heritage Festival Package Includes:

> Performance in a national music festival

> Positive, constructive feedback from a panel of three adjudicators, includes both recorded and written comments

> On-stage clinic with renowned adjudicator following each performance

> Private Awards Ceremony at Riverside Church

> Dinner & Dance on the Circle Line Cruise

> Option to add Course Leader

Every Heritage Festival Experience Includes:

> One free package for every 25 full-paying participants

> Nationally acclaimed adjudicators

> Awards and trophies

> Student-friendly hotels

> Gift for the Director

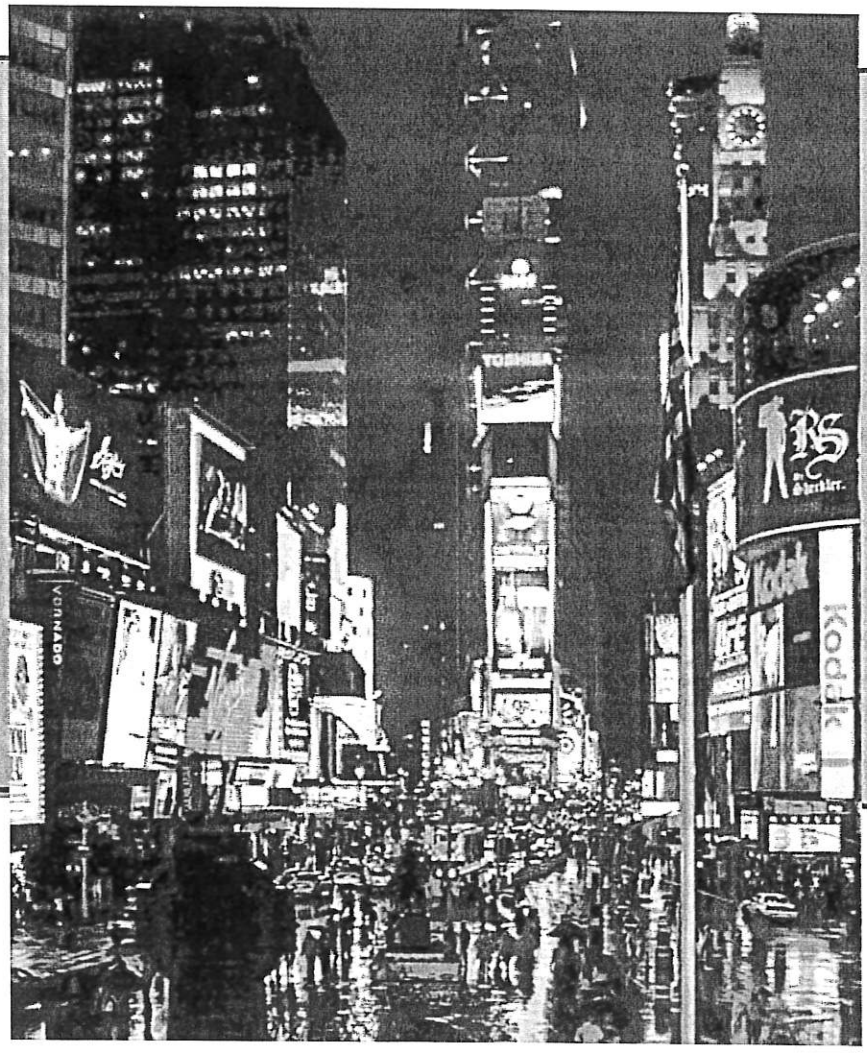
> Commemorative pin for each student

> Medical and accident insurance for every traveler

> Liability coverage for you and your school

> Professional development for directors

> Academic credit opportunities for students



WorldStrides
Educational Travel & Experiences

SAMPLE 3-NIGHT FESTIVAL ITINERARY

All activities subject to change.

DAY 1

ARRIVAL IN NEW YORK CITY

+ TOP OF THE ROCK

The observation deck atop the skyscraper in Rockefeller Center, dubbed "Top of the Rock", is one of New York's great landmarks. Built to resemble the deck of an ocean liner, Top of the Rock offers sightseers a fantastic view of the city.

+ AIM EXPERIENCE MASTER CLASS

Start the weekend off on the right note with your own customized master class—the AIM Experience. Spend 60-90 minutes with a professional clinician perfecting your festival performance, fine-tuning your skills, and reaffirming your classroom teachings.

DAY 2

FIRST DAY OF FESTIVAL PERFORMANCES

After arriving at the concert venue, your group will warm up in a private rehearsal room. Each ensemble will have 30-35 minutes on stage. A panel of three adjudicators will provide written and recorded feedback for each performance. Following your performance, a select adjudicator will conduct a mini-clinic on stage with your group, providing valuable feedback and reinforcement for your classroom teachings. Groups will also have the opportunity to participate as an audience for other groups competing—giving your ensemble exposure to their peers.

+ 9/11 MEMORIAL AND MUSEUM

Don't miss the 9/11 Memorial at the World Trade Center site to give your group a chance to honor the victims of the terrorist attacks on September 11, 2001. Visit the museum to learn about the men, women, and children who lost their lives that day. Reflect on this national tragedy and Americans' resilience to come together and rebuild.

+ BROADWAY SHOW

Your Account Manager can help you pick out the perfect show for your group.

DAY 3

CONTINUE FESTIVAL PERFORMANCES

Festival performances will continue throughout the day. Your performance time will be given to you weeks before your event, so you can plan your day accordingly.

AWARDS CEREMONY AT RIVERSIDE CHURCH

Celebrate with new friends and old at your exclusive Awards Ceremony at beautiful Riverside Church. Choirs, orchestras, and bands will be recognized for high scores within their class – plus standout individuals will be recognized for outstanding performances.

CIRCLE LINE CRUISE

Enjoy dinner and dance the night away on your Circle Line Cruise around the city.

DAY 4

+ MORE SIGHTSEEING OR OPTIONAL ACTIVITIES

DEPART FOR HOME!

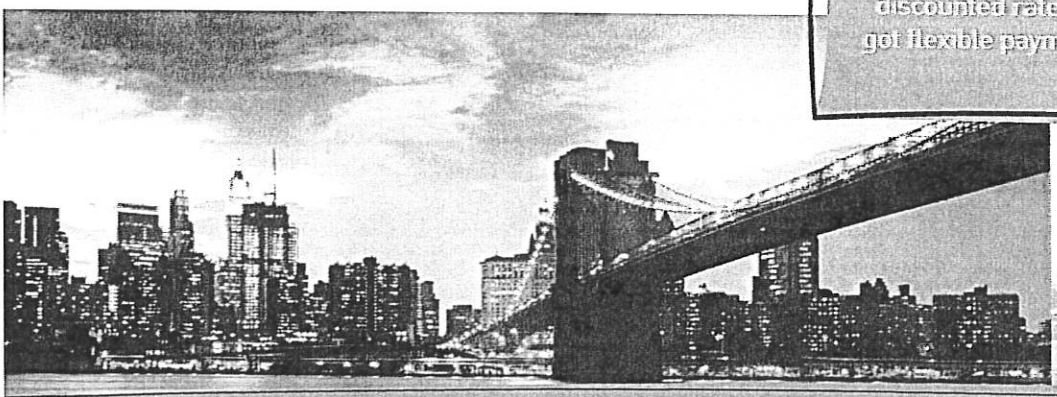
STAY AS LONG AS YOU'D LIKE!

We can put together a package for as few or as many nights as you need.

+ Optional activities (marked with +) require additional fees.

LET US BOOK YOUR TRAVEL!

Our experienced air and bus transportation teams can arrange all your travel needs—including on-trip assistance should the need arise. You'll get discounted rates for group air travel, plus we've got flexible payment plans to help student groups.



WE'VE GOT YOU COVERED!

We've thought of everything you might need to make your trip a success.

RECIPE FOR SUCCESS

It's our tried-and-true process for making your trip a success in your school. Follow our lead by inviting all your students and getting their parents excited to travel by using our provided materials at every step of the way. We make it easy on our Directors.

FUNDRAISING SUPPORT

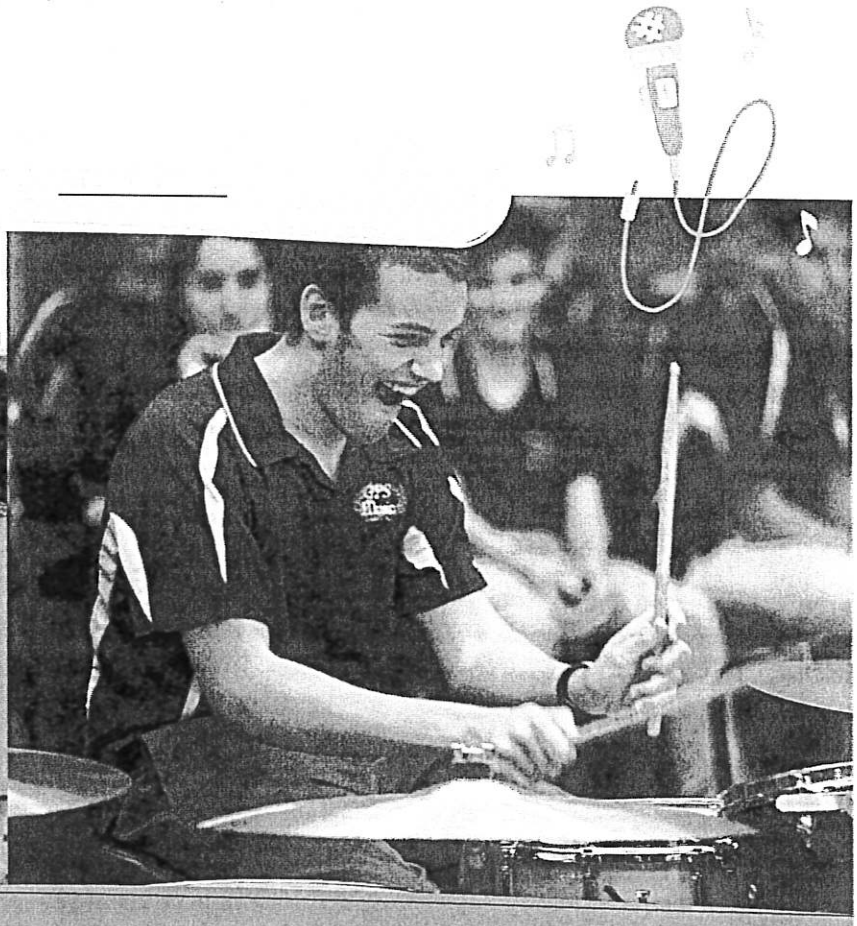
We're truly with you every step of the way. We know fundraising takes effort, and that's why we're arming you with the best resources. As a customer, you'll have access to our free fundraising guide (full of unique ideas from past travelers) and our student-led Gift of Performance donation program.

ADD A COURSE LEADER

All festival experiences now offer the option to add a WorldStrides Course Leader. This trained, knowledgeable guide will be with your group during their entire tour – helping to navigate your group through your event destination, connecting classroom concepts to experiences in the real world, handling logistical challenges should they arise, and so much more!

HEALTH & SAFETY IS OUR #1 PRIORITY

For more than 55 years, we've been known for industry-leading health and safety in educational travel. All WorldStrides travelers have direct access to WorldAssist, our 24/7/365 support team for groups on tour. Additionally, every traveler has access to our Doctors on Call program – this exclusive partnership with the George Washington University of Emergency Medicine ensures all participants are just a phone call away from a medical professional while traveling.



PACKAGE PRICING PER PERSON

	QUAD ROOMS	TRIPLE ROOMS	DOUBLE ROOMS	SINGLE ROOMS
FESTIVAL ONLY	$325			
1-NIGHT	$432	$455	$500	$637
2-NIGHTS	$465	$507	$593	$846
3-NIGHTS	$499	$558	$679	$1,038
4-NIGHTS	$532	$607	$760	$1,216

Prices subject to change. Updated 02.15.24

OUR PROMISE TO YOU

INSIDER ACCESS AND KNOW-HOW

THE ACCESS YOU WANT, THE VETERAN KNOW-HOW YOU NEED.

WorldStrides opens the door to the very best events, constructed by veteran music staff and run by experienced operations teams. You get the perfect balance of performance and exposure to new cities and culture.

LEARNING FROM THE MASTERS

THE BEST IN ADJUDICATION AND LIVE-LEARNING EXPERIENCES.

Our philosophy on adjudication ensures your group receives constructive, meaningful feedback that reinforces your classroom teachings. With annual training and consistent scoring practices, our adjudication is reliable and fair.

A CUSTOM-FIT ITINERARY, TAILORED TO YOUR NEEDS

FLEXIBLE ITINERARIES AND PERSONAL SERVICE THAT ALLOW YOU TO FOCUS ON YOUR STUDENTS AND THE MUSIC.

Resourceful in-house specialists to customize your program virtually any way you want—dates, length, additional performances, sightseeing, and travel.

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: BUSINESS-A. **MEETING DATE:**4/10/2024

AGENDA ITEM: Approval of the FY23 Single Audit and USFR Compliance questionnaire (roll call).

SUBMITTED BY: Alyssa Garrett, Director of Business Services

RECOMMENDED TO SUPERINTENDENT BY: Alyssa Garrett, Director of Business Services

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the FY23 Single Audit and USFR Compliance questionnaire (roll call).

INFORMATION AND SUPPORTING DATA:

The Single Audit is a ferdally required audit of federal programs (grants). The audit team did not note any deficiencies.

The USFR Compliance Questionnaire is issued by the Auditor General and covers all audited areas of the district. It is comprised of 171 questions to test the processes in the areas of finance, IT, human resources, transportation and attendance. The District received 5 "no" responses for FY23, down from 10 in FY22.
1. The AFR was submitted 1 day late on October 16.
2. The SDER was incorrect.
3. One receipt was lost for a credit card purchase (fuel, band).
4. There was a coding error on 1 purchase.
5. Funds were transferred from Indirect Costs to clear and old negative fund balance (negative since before 2013). Typically, you do not transfer between funds.

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
USFR Compliance Questionnaire	3/7/2024	Cover Memo
Single Audit	3/7/2024	Cover Memo

Coolidge Unified School District
Uniform System of Financial Records Compliance Questionnaire
For Fiscal Year Ended June 30, 2023

Instructions

Arizona Revised Statutes (A.R.S.) §15-271 requires the Arizona Auditor General to inform any school district failing to establish and maintain the requirements prescribed by the *Uniform System of Financial Records for Arizona School Districts* (USFR) that it has 90 days to correct the cited deficiencies. The USFR prescribes the minimum internal control policies and procedures to be used by Arizona school districts for accounting, financial reporting, budgeting, attendance reporting, and various other compliance requirements. To help the Arizona Auditor General determine whether a district has attained an acceptable degree of compliance with USFR requirements, the audit firm must complete this USFR Compliance Questionnaire (CQ).

A.R.S. §§15-213(F) and 15-914(G) require districts to have a systematic review of their purchasing practices and average daily membership (ADM), respectively, performed in conjunction with their annual or biennial financial audit to determine whether the district complied with the applicable State of Arizona procurement and student attendance laws and rules. Auditor completion of the Procurement and Student attendance reporting CQ sections constitutes the required systematic reviews.

Audit firms must gain an understanding of the district's internal controls and obtain and document sufficient, appropriate evidence annually to support each CQ response. These instructions, the CQ questions, and the required review procedures constitute the minimum audit standards for completing the CQ. Required review procedures are included in the "tooltip" next to applicable questions in the web-based auditor submission CQ. The Arizona Auditor General may reject CQs that are not prepared in compliance with the minimum audit standards.

- Audit documentation must describe the procedures performed, items reviewed, and the results of such procedures and reviews to support the auditor's CQ responses and related comments.
- Evidence may be obtained through test work, observation, examination, and client assertion. However, client assertion alone is not adequate evidence to support "Yes" responses on the CQ.
- The audit firm must determine the district reviewed documents and transactions and provided sufficient evidence of approval including manual or electronic signatures or initials and date of review.
- Audit firms must consider population size in determining the number of items to test (i.e., sample, scan, review, examine, or observe), and the items selected should be representative of the population. Therefore, testing 1 transaction, record, or item is not sufficient. The Credit cards and purchasing cards, Procurement, and Student attendance reporting CQ sections prescribe minimum sample sizes for specific questions. Population and samples sizes used for test work should be entered in the fields provided next to the applicable questions throughout the CQ.
- A "Yes" response indicates that the audit firm has determined that the district complied with the USFR for that question based on auditor obtained evidence. Several review procedures allow for auditors to determine whether the district implemented compensating controls when recommended USFR procedures could not be implemented due to limited staff size. When compensating controls are found, auditors should answer the question "Yes" and describe in the comments the compensating controls in place to meet the question's objective. However, the Arizona Auditor General makes the final determination of compliance with the USFR based on the evidence presented in the CQ, audit reports, audit documentation, and any other sources of information available.
- A "No" response indicates the district did not comply with the USFR for that question. Audit firms must explain the district's deficiency noted for all "No" responses in the comment box below the question. Deficiencies must be described in sufficient detail to enable the Arizona Auditor General to determine the nature and significance of the deficiency for: (a) assessing compliance with the USFR, (b) appropriately describing the deficiency in a report, and (c) testing compliance during a status review. The description should include the number of items tested and the number of exceptions noted, or dollar amount of the error, and any other relevant information that would provide context for the deficiency.
  Cash and revenues questions apply to all the district's cash and revenue, including food service, auxiliary operations, extracurricular activities fees tax credit, and student activities receipts and bank accounts. Comments for "No" responses to these questions should indicate the type of receipt or bank account to which the deficiency applies.
- An "N/A" response indicates the district did not have activity related to the USFR requirements for that question. The audit firm must explain all "N/A" responses in the comment box below the question, unless the reason for the N/A is obvious.

The questions in the CQ do not address all requirements of the USFR. If the audit firm is aware of noncompliance with a requirement of the USFR that is not addressed in the CQ, including the School District Procurement Rules and the Arizona Department of Education's (ADE) membership and attendance guidelines, the audit firm should include the compliance findings in its reports issued in accordance with Governmental Auditing Standards and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, as applicable.

The audit firm must make the resulting audit documentation supporting the audit firm's CQ responses and comments available on request for the Arizona Auditor General and the ADE's review. To facilitate this review, the audit firm should include in the audit documentation a copy of the CQ with references to the audit procedures performed for each question.

Once the audit firm has completed, reviewed, and signed the CQ, it must submit it electronically to the Arizona Auditor General by following the instructions at the end of the web-based auditor submission CQ. Audit firms should print the file to PDF to create the CQ document to distribute to the district. As required by A.R.S. §15- 914(D), the district must submit the completed CQ with the audit reporting package to the district's county school superintendent's office and ADE.

Governing board/management procedures

Objective: To determine whether the governing board and District management have established and implemented certain procedures as required by statute.

1. The District held governing board meetings in accordance with A.R.S. §§38-431 to 38-431.09, and prepared and retained written minutes and/or recordings.

Yes

2. The District annually provided guidance to all governing board members and employees on what constitutes a substantial interest and that the conflict-of-interest statutes apply to all District governing board members and employees as part of their employment. A.R.S.§§38-502 and 38-509

Yes

3. The District annually obtained conflict-of-interest (COI) forms that allowed governing board members and employees to make known and fully disclose a conflict of interest in any contract, sale, purchase, service, or decision, and prior to accepting the forms, management reviewed the information to ensure governing board members and employees properly completed the form and sufficiently disclosed the required information. A.R.S. §§38-502 and 38-503

Yes

4. The District maintained, for public inspection, a special file with all documents necessary to memorialize all governing board members and employees conflict-of-interest disclosures. A.R.S. §38-509

Yes

5. Employees or governing board members with reported conflicts, except as provided in A.R.S. §15-323, refrained from voting upon or otherwise participating in any manner in that contract, sale, purchase, service, or decision of the school district. A.R.S. §§38-502 and 38-503(B)

N/A

No conflicts noted.

6. The District's management notified the Arizona Auditor General and appropriately resolved all allegations of theft, fraud, or misuse of District monies and assets in a timely manner.

N/A

No allegations of theft, fraud, or misuse during fiscal year 2022-23.

7. The governing board established written personnel and payroll policies and approved employee contracts, wage agreements, salary and wage schedules, and any other agreed-upon terms of employment.

Yes

8. The governing board appointed a student activities treasurer and, if applicable, assistant student activities treasurers. A.R.S. §15-1122

Yes

9. The governing board received monthly Student Activities Fund Reports of Cash Receipts, Disbursements, Transfers, and Cash Balances that were accurately prepared. A.R.S. §15-1123

Yes

10. The governing board approved student clubs' and organizations' fund-raising events. A.R.S. §15-1121 and AG Opinion I84-018

Yes

Sample

5

11. The governing board obtained voter approval to construct buildings and purchase or lease school sites, unless otherwise exempted by A.R.S. §15-342(25).

Yes

Budgeting

Objective: To determine whether the District's budget preparation processes ensure that the District properly allocates the monies it receives, stays within those budgets, and accurately informs the public about the use of those monies.

1. The budget included all funds as required by A.R.S. §15-905 and followed the form's Budget—Submission and Publication Instructions.

Yes

2. Total budgeted expenditures on the originally adopted budget for the Maintenance and Operation (M&O) and Unrestricted Capital Outlay Funds (UCO) were less than or equal to the budgeted amounts on the published proposed budget and within the general budget limit (GBL) and the unrestricted capital budget limit (UCBL). A.R.S. §15-905(E)

Yes

3. The District revised its budget on or before December 15, if ADE notified the District that its M&O or UCO Fund budgeted expenditures exceeded the GBL or UCBL. A.R.S.§15-905(E).

N/A

No budget revision required.

4. The District completed its revised expenditure budget before May 15 and filed it electronically with the Superintendent of Public Instruction by May 18. A.R.S.§15-905(I).

Yes

5. The District reduced the budget by the prior year's overexpenditure (or a portion of the prior year's overexpenditure, as approved by the Superintendent of Public Instruction) or the District began the process to correct its prior year's data that impacts state-aid and/or budget capacity. A.R.S.§§15-905(M) and 15-915

N/A

No prior year over-expenditures.

Accounting records

Objective: To determine whether the District accurately maintains accounting records to provide support for financial information. Test work should indicate the procedures performed to document what processes and controls the District has in place to reduce the risk of undiscovered errors that would affect the reliability of information reported to the public and oversight agencies, such as tracing detailed source documents to the District's trial balance that agree to the financial statements.

1. The District coded transactions in accordance with the USFR Chart of Accounts .

No

For one of 50 disbursements reviewed, the expenditure was recorded in an improper code. Additionally, bond interest payments were recorded as bond principal payments. Several inactive funds existed as of year end.

2. The District sequentially numbered journal entries and retained supporting documentation and evidence that journal entries were signed, dated, and approved by someone other than the preparer.

Yes

Population

631

Sample

25

3. The District transferred monies only between funds listed in the USFR §III Chart of Accounts–Authorized Transfers.

No

The Indirect Cost Fund transferred $13,293 to the Other Federal Projects Fund.

Population

20

Sample

20

4. The District documented and dated a monthly review of financial transactions the county school superintendent (CSS) initiated (i.e., revenue postings or journal entries) for propriety and researched and resolved any differences.

Yes

5. The District reconciled cash balances by fund monthly with the CSS or county treasurer's records, as applicable, and properly supported, documented, and dated the reconciliations.

Yes

6. The District reconciled total revenues, expenditures, expenses, and cash balances (as applicable) by fund, program, function, and object code at least at fiscal year-end with the CSS, and the reconciliation was reviewed and properly supported.

Yes

Cash and revenue

Objective: To determine whether the District maintained controls over cash transactions to safeguard monies, protect employees involved in handling monies from accusations of misuse, and reduce the risk of theft or loss. Test work for cash and revenue should document how the processes work, employees involved in those processes, and how the processes were verified.

1. The District maintained only authorized bank accounts as listed in the USFR and did not have any inactive bank accounts.

Yes

No inactive or unauthorized bank accounts.

2. The District used an M&O Fund revolving bank account in accordance with A.R.S. §15-1101.

N/A

No account.

3. The District used miscellaneous receipts clearing bank account(s) in accordance with A.R.S. §15-341(A)(20).

Yes

4. The District used a Food Service Fund clearing bank account(s) in accordance with USFR page X-F-5 and Arizona Attorney General Opinion I60-35

Yes

5. The District used a Food Service Fund revolving bank account in accordance with A.R.S. §15-1154.

N/A

No account.

6. The District used an Auxiliary Operations Fund bank account in accordance with A.R.S. §15-1126.

Yes

7. The Auxiliary Operations Fund bank or treasurer account deposits included all monies raised in connection with the activities of school bookstores and athletics. A.R.S. §15-1125.

Yes

Population

106

Sample

5

8. The extracurricular activities fees tax credit (tax credit) monies were included in the Auxiliary Operations Fund and/or separately accounted for in an Extracurricular Activities Fees Tax Credit Fund. A.R.S. §15-341(A)(19 and (20)).

Yes

9. The District used the Auxiliary Operations Fund revolving bank account(s) in accordance with A.R.S. §15-1126.

N/A

No account.

10. The District used the Student Activities Fund bank account(s) in accordance with A.R.S. §15-1122.

Yes

11. The Student Activities Fund monies were deposited in a bank or treasurer account designated as the Student Activities Fund account.

Yes

12. The District used the Student Activities Fund revolving bank account in accordance with A.R.S. §15-1124.

N/A

No account.

13. The District used the federal payroll tax withholdings bank account in accordance with USFR page VI-H-6.

N/A

No account.

14. The District used the State income tax withholdings bank account in accordance with A.R.S. §15-1222.

N/A

No account.

15. The District used the employee insurance programs withholdings bank account(s) in accordance with A.R.S. §15-1223.

Yes

16. The District used the payroll direct deposits clearing bank account in accordance with A.R.S. §15-1221.

N/A

No account.

17. The District used the electronic payments clearing bank account in accordance with A.R.S. §15-1221.

N/A

No account.

18. The District used the grants and gifts to teachers bank account in accordance with A.R.S. §15-1224.

N/A

No account.

19. The District used the principals' supplies bank account(s) in accordance with A.R.S. §15-354.

N/A

No account.

20. The use of debit cards was prohibited as a payment method associated with any District bank account.

Yes

21. The District paid bank charges from only the M&O Fund revolving bank account, Food Service Fund revolving bank account, Auxiliary Operations Fund bank account, and Auxiliary Operations Fund revolving bank account(s) or, if not, the bank charges were reimbursed from an appropriate District fund or bank account.

Yes

22. The District separated responsibilities for cash-handling and recordkeeping among employees (i.e., receiving, depositing, and recording revenues), to safeguard monies.

Yes

23. The District supported deposits with issued receipts, cash receipt summary reports, mail logs, etc., and reconciled sales to amounts collected with summary reports or ticket logs.

Yes

Sample

15

24. The District's deposits were made in a timely manner and supported by deposit slips or other deposit transmittal documentation.

Yes

Sample

15

25. The District's deposits with the county treasurer were reconciled.

Yes

26. The District retained supporting documentation for disbursements from bank accounts.

Yes

Sample

10

27. The District safeguarded unused checks.

Yes

28. The District safeguarded signature stamps, signature plates, and electronic or digital signatures used for approving accounting transactions, checks, and other District documents to ensure that access was limited to only the employee whose signature they represented.

Yes

29. An employee not involved with cash-handling or issuing checks reconciled all District bank accounts monthly, and an employee independent of the cash-handling process reviewed, signed, and dated the reconciliations.

Yes

30. The District tracked and reconciled the number of meals sold to the total cash collected per day.

Yes

Supplies inventory

Objective: To determine whether the District has controls in place to help physically safeguard and report inventories to prevent theft, overstocking, understocking, spoilage, and obsolescence.

1. The District physically safeguarded supply inventories to prevent unauthorized use, theft, damage, and obsolescence and enable accurate financial reporting.

N/A

No supplies inventory.

Property control

Objective: To determine whether the District has effective controls to safeguard property from theft and misuse since significant resources are invested in acquiring and maintaining District property. Test work should be completed on a sample basis annually and documented to ensure that land, buildings, and equipment are properly valued, classified, and reported on the stewardship and capital assets lists.

1. The District maintained a capital assets list that included all required information listed in the USFR for all land, land improvements, buildings, building improvements, and equipment with costs that exceed the District's adopted capitalization threshold.

Yes

The capital asset listing was maintained in Visions.

2. The District had security controls in place to help prevent theft, loss, unauthorized use, or damage to District property.

Yes

3. The District recorded additions including financed assets on the capital assets list and reconciled capitalized acquisitions to capital expenditures at least annually.

Yes

4. The District's stewardship list for items costing at least $1,000 but less than the District's capitalization threshold, including financed assets, included all required information.

Yes

5. The District’s capital assets and stewardship items were identified as District property, properly tagged, and included on the corresponding list.

Yes

The stewardship listing was maintained in Visions.

6. The District reconciled the current year's June 30 capital assets list to the previous year’s June 30 list.

Yes

7. The District performed a physical inventory of all equipment at least every 3 years and reconciled the inventory results to the stewardship and capital assets lists upon completion.

Yes

Data Entry

8/1/23

8. The governing board or authorized designee approved stewardship and capital asset items disposed of during the fiscal year, and the District removed the assets from the corresponding list and disposed of them in accordance with A.A.C R7-2-1131.

Yes

Data Entry

2/8/23

Expenditures

Objective: To determine whether the District has effective controls for expenditures in place to ensure expenditures are for an allowable District purpose. Test work should document processes and controls that demonstrate expenditure transactions are properly approved, are for an amount within budget capacity or available cash, and protect employees from allegations of misuse.

1. The District separated responsibilities for expenditure processing among employees (i.e., voucher preparation, recordkeeping, and authorization).

Yes

2. The District monitored budget capacity in budget-controlled funds and cash balances in cash-controlled funds before approving purchase orders (PO) and authorizing expenditures, except as authorized in A.R.S. §§15-207, 15-304, 15-907, and 15-916.

Yes

3. The District's expenditures were made only for allowable District purposes, properly satisfied the specific purposes required for any restricted monies spent, and were adequately supported by documentation required by the USFR.

Yes

Sample

75

4. The District's extracurricular activities fees tax credit monies were expended only for eligible activities that qualified under A.R.S. §§43-1089.01 and 15-342(24).

Yes

Population

7

Sample

5

5. The District's Student Activities Fund disbursements and transfers of monies among student clubs were issued only when cash was available in the student club account and properly authorized by or on behalf of the student members of a particular club and documented in the club minutes.

Yes

6. The District's expenditures made through written quotes or competitively awarded contracts, including cooperative contracts, agreed to quoted amounts or contract pricing and terms.

Yes

7. The District prepared an Advice of Encumbrance for levy funds based on the list of liabilities for goods or services received but not paid for by June 30, including payroll, and filed it with the CSS by July 18. A.R.S. §15-906 (Districts authorized by A.R.S. §15-914.01 to participate in the accounting responsibility program should perform the duties as described in A.R.S. §15-304.)

Yes

8. The District properly prepared the Career Technical Education District (CTED) Supplanting worksheet and adequately supported that monies received from a CTED were used only for career and technical education and to supplement, rather than supplant, the District's base year career and technical education courses. A.R.S. §15-393

Yes

9. The District retained fully executed copies of each intergovernmental agreement (IGA) and payments for services were made or received, as applicable. A.R.S. §11-952

Yes

Travel

Objective: To determine whether the District implemented effective controls to ensure employees were traveling for District purposes and appropriately compensated.

1. The District's travel expenditures (lodging, meals, and incidentals) and mileage reimbursements were for District purposes and reimbursed within the maximum reimbursement amounts established by the Director of the Arizona Department of Administration and in accordance with governing-board-prescribed policies and procedures. Amounts were reimbursed and reported as a taxable employee benefit if no overnight stay or no substantial sleep/rest occurred.

Yes

Population

97

Sample

5

Credit cards and p-cards

Objective: To determine whether the District has implemented effective controls over credit card and p-card purchases to help reduce the risk of misuse and unapproved or fraudulent transactions.

1. The District used credit cards.

Yes

Data Entry

1 Credit Card

2. The District used p-cards.

N/A

No p-cards.

Data Entry

0

3. The District ensured different employees were responsible for issuing cards; requesting, authorizing, and executing purchases; and payment processing.

Yes

4. The District issued and tracked possession of all District credit cards and trained employees who make credit card purchases or process transactions on the District's policies and procedures.

Yes

5. The District recovered cards immediately from terminated employees.

Yes

6. The District's management periodically reviewed purchases for unauthorized vendors and purchases over approved limits and/or purchases that circumvent the procurement rules and District policies.

Yes

7. The District ensured someone other than a card user reconciled credit card and p-card supporting documentation and billing statements.

Yes

8. The District's card purchases were only for authorized District purposes, within the dollar limits authorized for the employee, and supported by valid receipts or transaction logs that clearly identify the employee making the purchase.

No

For 2 of 5 credit card purchases reviewed, the supporting documentation was not maintained.

9. The District paid credit card and p-card statements before the due date to avoid finance charges and late fees.

Yes

Procurement

Objective: To determine whether the District followed the A.A.C. (School District Procurement Rules) and USFR purchasing guidelines to promote fair and open competition among vendors that helps ensure the District is getting the best value for the public monies it spends.

1. The District requested at least 3 written quotes for purchases costing at least $10,000 but less than $100,000 and followed the guidelines prescribed by the USFR.

Yes

Population

10

Sample

10

2. The District properly procured expenditures that individually or cumulatively totaled over $100,000.

N/A

No sealed bids or proposals.

3. The District maintained a list of prospective bidders. A.A.C. R7-2-1023

N/A

No sealed bids or proposals.

4. The District issued solicitations for invitation for bids (IFB) or request for proposals (RFP) during the fiscal year.

N/A

No sealed bids or proposals.

5. The District published and, as applicable, provided other adequate notice of the issuance of solicitations. A.A.C. R7-2-1022, R7-2-1024(C), or R7-2-1042(C)

N/A

No sealed bids or proposals.

Population

0

Sample

0

Data Entry

0

6. The District issued solicitations at least 14 days before the time and date set for bid opening or the closing date and time for receipt of bids or proposals. A.A.C. R7-2-1024(A) or R7-2-1042(B)

N/A

7. The District included all required content in the solicitation, as applicable. A.A.C. R7-2-1024(B) or R7-2-1042(A)

N/A

8. The District recorded the time and date that sealed bids or proposals were received and stored bids or proposals unopened until the time and date set for opening. A.A.C. R7-2-1029 or R7-2-1045

N/A

9. If the District awarded multiple contracts, it established and followed procedures for the use and award of multiple contracts. A.A.C. R7-2-1031(D) and R7-2-1050(C)

N/A

10. The District evaluated bids/proposals and awarded contracts according to A.A.C. R7-2-1031, R7-2-1032, R7-2-1046(A)(1), or R7-2-1050 and retained documentation to support the award(s).

N/A

11. If the District procured construction projects that used construction-manager-at-risk, design-build, job-order-contracting, or qualified select bidders lists to procure construction services, it complied with the requirements of A.A.C. R7-2-1100 through R7-2-1115.

N/A

12. The District obtained signed procurement disclosure statements for all employees with job responsibilities related to procurement and for all procurement consultants, members of a procurement advisory group, or evaluation committee involved in each specific procurement process. A.A.C. R7-2-1008 and R7-2-1015

N/A

13. The District prepared the applicable written determinations as required by the specific procurement rule(s). A.A.C. R7-2-1004.

N/A

14. The District followed A.R.S. §15-213, and A.A.C. R7-2-1093 for the use of multi-term contracts.

N/A

15. The District followed A.A.C. R7-2-1117 through R7-2-1123 for contracts for specified professional services.

N/A

16. The District's procurement files included the required information, as applicable. A.A.C. R7-2-1001(97)

N/A

17. The District provided training and guidance related to restrictions on soliciting, accepting, or agreeing to accept any personal gift or benefit with a value of $300 or more. A.R.S. §15-213(N) and A.A.C. R7-2-1003

Yes

18. The District used only school district purchasing cooperatives contracts from cooperatives it was a member of or used only lead district contracts that it was listed as a member of in the solicitation or ensured its additional purchases would not have materially increased the volume stated in the original solicitation. A.A.C. R7-2-1191 through R7-2-1195

Yes

19. The District performed due diligence to support the use of each cooperative or lead district contract the District made purchases from during the audit period. A.A.C. R7-2-1191(D)

Yes

Population

36

Sample

8

Data Entry

Mohave, 1GPA/ Mary C O'Brien Accommodation School, 1GPA Pinal County, State, SAVE/ Mesa USD, SAVE

20. The District prepared written determinations for any specified professional services, construction, construction services, or materials purchased through a school purchasing cooperative. A.A.C. R7-2-1004 and A.R.S. §15-213(B)

Yes

21. The District, when acting as a lead district in a procurement, followed the procurement procedures required for competitive sealed bidding or competitive sealed proposals, as applicable, and considered the total estimated volume of purchases for all public procurement units identified in the solicitation. A.A.C. R7-2-1011

N/A

District did not act as lead.

Population

0

Sample

0

Data Entry

0

22. For all emergency procurements, the District retained a written statement documenting the basis for the emergency, the selection of the particular contractor, and why the price paid was reasonable, and this statement was signed by the individual authorized to initiate emergency procurements. A.A.C. R7-2-1055 and R7-2-1056

N/A

No emergency procurements.

Sample

0

23. The District's governing board approved all sole-source procurements before any purchases were made, and the written determinations were retained in the procurement files. A.A.C. R7-2-1053 and R7-2-1086

Yes

Sample

5

24. For any purchase of services from governing board members or goods or services from District employees, regardless of the expenditure amount, the District followed the School District Procurement Rules, except as authorized by A.R.S. §15-323.

N/A

No such purchases.

25. The District followed the School District Procurement Rules for purchases of any supplies, materials, and equipment from governing board members if the purchase exceeded $100,000, or followed the guidelines for written quotes if below the threshold. A.R.S. §38-503(C)

N/A

No such purchases.

26. For purchases the District made from General Services Administration (GSA) schedules 70-IT and 84-Law Enforcement, the governing board first authorized the contracts in writing. A.R.S. §15-213(K) and A.A.C. R7-2-1196(C)

N/A

No such purchases.

Classroom site fund

Objective: To determine whether the District appropriately spent these State sales tax revenues for teacher pay and programs to support students, such as class size reduction, dropout prevention, and tutoring, as allowed by law.

1. The District's Classroom Site Fund (CSF) expenditures did not exceed its Classroom Site Fund Budget Limit (CSFBL).

Yes

2. The District adopted a performance-based compensation system for at least a portion of its CSF monies and ensured CSF expenditures were made only for allowable purposes listed in A.R.S §15-977. See CSF FAQs.

Yes

3. The District's CSF monies were used to supplement, rather than supplant, existing funding from all other sources (see CSF FAQ 3).

Yes

Payroll

Objective: To determine whether the District has implemented effective controls to reduce the risks associated with payroll expenditures by documenting evidence of review, verification, and approval to ensure employees are appropriately compensated.

1. The District's payroll-processing responsibilities (i.e., adding new employees, adjusting pay, payroll preparation, payroll authorization, and warrant distribution) were separated among employees.

Yes

2. The District established a delayed payroll system for hourly employees that did not delay payments more than 7 business days during its normal 2-week payroll processing cycle and allowed adequate time for payroll adjustments to be made, if needed, between the end of the pay period and the payment date.

Yes

3. The District required employees' contracts or personnel/payroll action forms to document the employees' election for prorated compensation.

Yes

4. The District ensured any adjustments to pay for employees who received prorated wage payments during the year were based on each employee's official rate of pay.

N/A

No hourly employees received prorated payments.

Population

0

Sample

0

5. The District ensured hourly employees were not paid for more than the actual hours worked to date.

Yes

Population

184

Sample

15

6. The District's individual personnel files included all appropriate supporting documentation, as listed on USFR pages VI-H-2 through 4.

Yes

7. The District ensured that valid fingerprint clearance cards were on file for all required personnel and a method to identify employees whose cards were going to expire was in place. A.R.S. §§15-512, 15-342, and 41-1750(G)

Yes

8. The District enrolled employees who met the ASRS membership criteria, withheld employee contributions, and in a timely manner remitted employee and District contributions in accordance with the ASRS Employer Manual.

Yes

9. The District accurately calculated and in a timely manner remitted the alternative contribution rate payments to ASRS for all applicable positions filled by ASRS retirees. ASRS Alternate Contribution Rate

Yes

10. The District calculated the accrual and use of vacation, sick leave, and compensatory time for all employees in accordance with District accrual rates for specified years of service, maximum amounts to be accrued, and disposition of accrued time upon separation of employment following District policies.

Yes

11. Attendance records were prepared for each pay period for each employee subject to the Fair Labor Standards Act (FLSA) and were approved by the employee and the employee's supervisor.

Yes

12. The District's payroll reports were properly reviewed and approved before processing and distribution to employees.

Yes

Financial reporting

Objective: To determine whether the District properly prepared its financial reports, including its Annual Financial Report (AFR), for the audit year to provide legislative and oversight bodies, investors and creditors, and the public a transparent view of the District's financial position and operational results.

1. Budgeted expenditures reported on the AFR agreed with the District's most recently revised adopted expenditure budget.

Yes

2. The District completed and submitted all parts of the AFR reporting package, including the school-level reporting AFR, using its accounting data in the files and reported additional information required in the forms, such as revenue and expenditure amounts that were not automatically pulled from its accounting and student count data, and maintained applicable supporting documentation. A.R.S. §15-904(F)

Yes

3. The District followed the AFR—A.R.S. §15-904, and followed the Review, Submission, and Publication Instructions.

No

The AFR was submitted October 16.

4. The District properly prepared the Food Service page of the AFR and reported expenditures from the M&O Fund 001 and Capital Fund 610 that agreed with the District's accounting records.

Yes

5. Detailed source documents were traceable to the District's trial balance that was used to prepare the financial statements.

Yes

6. The District's website included its average teacher salary information required by A.R.S. §15-903(E) and a copy of or a link to the District's page from the most recent Arizona Auditor General District Spending Report

Yes

7. The District submitted the School District Employee Report (SDER) to ADE, and it was accurate and timely. A.R.S. §15-941 and School Finance Reports

No

Supporting documentation was not maintained for the information submitted on the SDER.

Student attendance reporting

Objective: To determine whether the District has implemented effective controls to report accurate student membership and attendance information to ADE to reduce the risk that the District received an inappropriate amount of State aid and/or local property taxes.

1. The District's calendar ensured school was in session for the required days and offered students the required instructional hours per grade level, including Arizona Online Instruction (AOI) Programs as prescribed in A.R.S. §§15-808(J)(1), 15-901(A)(1), 15-901.07, and 15-901.08

Yes

2. If the District had an early (pre-) kindergarten program, the District calculated and submitted membership information for early (pre-) kindergarten students' attendance records for this program only for students with disabilities. A.R.S. §15-901(A)(1)(a)(i) and USFR Memorandum No. 175

Yes

Sample

3

3. The District appropriately tracked and reported student membership and absences. A.R.S. §15-901

Yes

Population

2383

Sample

15

Data Entry

10 EJH, 5 HS

4. The District prorated high school students' membership if enrolled in less than 4 subjects.

Yes

Sample

2

5. The District was a CTED or CTED member.

Yes

6. The District had an AOI program. A.R.S. §15-808

Yes

7. For students enrolled in a program provided by a CTED in a facility the District owned or operated (satellite programs), the District reported the actual enrollment for only the District classes the student was enrolled in at the District's school (excluding CTED program classes) under the District's CTDS number.

Yes

Population

479

Sample

5

8. For students enrolled in a program the CTED provided in a facility the District owned or operated (satellite programs), the District calculated student absences in accordance with ADE's methods based on the number of District classes the student was enrolled in and attended at the District's school (excluding CTED satellite program classes).

Yes

Sample

5

9. For CTED satellite programs, the CTED reported actual student enrollment data for only the CTED program classes the student was enrolled in at that member district's satellite location (excluding school district classes). A.R.S. §15-393(O)

N/A

Not a CTED.

Sample

0

10. For CTEDs that meet for at least 150 minutes (not including any breaks) per class period on a CTED central campus, the CTED reported the membership as 0.75. A.R.S. §15-393(Q)

N/A

Not a CTED.

Sample

0

11. For students enrolled in both District and in CTED central program courses, the sum of the ADM was no more than 1.75 and the amount claimed by either entity was no more than 1.0. A.R.S. §15-393(Q)

Yes

Sample

5

12. The District maintained appropriate documentation and accurately reported students enrolled in CTED programs, including accurately submitting scheduled hours of instruction and community college credits. A.R.S. §15-393

Yes

Sample

5

13. The District maintained appropriate documentation and accurately reported students enrolled in its AOI program, including redetermining the actual full time equivalent (FTE) for each student enrolled in an AOI program following a student's withdrawal or after the end of the school year. A.R.S. §15-808

Yes

Sample

5

14. The District ensured the student's name in the student management system matched the name on the legal document on file. A.R.S §15-828(D).

Yes

Sample

15

15. The entry date in the computerized attendance system agreed to the entry form and was entered into the attendance system within 5 working days after the actual date of the student's enrollment. A.R.S §15-828.

Yes

Population

333

Sample

15

16. The student membership begins on the first day of actual attendance or, for continuing/pre-enrolled students, the first day that classroom instruction was offered, provided that the students actually attend within the first 10 days of school. ADE's External Guideline GE-17

Yes

17. The District obtained and maintained verifiable documentation of Arizona residency for enrolled students, including students in its AOI program. A.R.S. §15-802(B)(1) and ADE's Updated Residency Guidelines

Yes

18. The District reported student withdrawal dates to ADE within 5 working days and maintained documentation that supported the date of data entry.

Yes

Population

340

Sample

15

19. The District prepared and retained the Official Notice of Pupil Withdrawal form for each withdrawal, and the forms were signed by a District administrator. A.R.S. §15-827

Yes

20. The District counted students withdrawn for having 10 consecutive unexcused absences in membership only through the last day of actual attendance or excused absence. A.R.S.§15-901(A)(1)

Yes

Population

40

Sample

15

21. The District uploaded membership and absence information to ADE that agreed to the District's computerized system records for the first 100 days of school. A.R.S.§15-901

Yes

22. The District excluded nonresident students from the District's student count and State aid calculations and charged tuition as applicable. A.R.S. §15-823(G) and (L)

N/A

No such students.

23. The District reported students who completed all high school requirements with the applicable graduation code and used the appropriate year-end status code for all other students.

Yes

Sample

5

24. For students participating in distance learning, the District followed attendance procedures defined in a governing-board-adopted ITM.

N/A

No such students.

Information technology

Objective: To determine whether the District adopted an information technology (IT) security framework that aligned with credible industry standards and implemented controls that provide reasonable assurance that its data is accurate and reliable and protected from unintended exposure and consequences. Test work should determine that the District adopted a framework and controls were operating to protect District and student data.

1. The District maintained adequate separation of duties in its IT systems that prevented 1 employee from completing a transaction without additional review and approval procedures.

Yes

2. The District reviewed and documented any system or software changes implemented.

Yes

3. The District assessed security risks for its systems and data, implemented appropriate controls to address risks, and provided employees/contractors annual security awareness training.

Yes

4. The District immediately and appropriately modified terminated or transferred employees’, contractors', or vendors’ access to all District systems.

Yes

5. The District's computer network, system software and hardware was physically protected from unauthorized access, theft, and environmental hazards.

Yes

6. The District scheduled and performed data backup-control procedures for all critical systems at least daily, or more frequently, to ensure uninterrupted operations and minimal loss of data.

Yes

7. The District routinely completed software and application updates and operating system patches when they became available.

Yes

8. The District had cloud computing, digital learning, and vendor contracts or data-sharing agreements in place with any 3rd parties accessing or hosting District data that addressed controls to support security and processing integrity, and backup procedures if applicable, before data was accessed/shared.

Yes

9. The District ensured changes to data in business (i.e., employee information, pay rates) and IT (i.e., user roles, access rights) systems were approved by an authorized individual prior to processing changes.

Yes

10. The District enforced data security policies related to passwords and user authentication that aligned with credible industry standards.

Yes

11. The District's IT systems generated electronic audit trail reports or change logs with information about electronic transactions that the District reviewed or analyzed regularly to determine transactions' propriety.

Yes

12. The District monitored and reviewed IT system-generated incident or error reports to identify network security threats or other unusual activity and addressed noted issues.

Yes

13. The District had incident response and contingency planning documents in place to restore or resume system services in case of disruption or failure that were reviewed and tested at least annually.

Yes

Transportation support

Objective: To determine whether the District has implemented effective controls for its transportation program to ensure it properly reports its transportation miles and student riders to ADE, which helps to ensure the District receives the appropriate amount of State aid.

1. The District accurately calculated and maintained documentation for miles and students reported on the Transportation Route Report submitted to ADE. A.R.S. §15-922

Yes

Records management

Objective: To determine whether the District has implemented effective controls to properly protect and maintain its records, including student and employee data, and that its records were disposed of securely and in accordance with established time frames.

1. The District established and followed policies and procedures to properly protect, maintain, and dispose of personally identifiable information and confidential records, such as student and employee information and social security numbers. www.azlibrary.gov/records

Yes

General long-term debt

Objective: To determine whether the District is following the laws related to bonds to ensure voters are informed and the District complies with the bond covenants.

1. The District calculated and issued any bonds in accordance with Arizona Revised Statutes and the Arizona Constitution. A.R.S. §15-1021

N/A

No bonds issued.

2. The District expended bond proceeds only for voter-authorized purposes and not for items with useful lives less than the average life of the bonds issued or 5 years. A.R.S. §15-1021(F)

Yes

3. If the District had outstanding bonded indebtedness and a balance remained in the Bond Building Fund after the acquisition or construction of facilities for which the bonds were issued, the governing board transferred the remaining balance to the Debt Service Fund. Otherwise, if the District had no outstanding bonded indebtedness and a balance remained in the Bond Building Fund after the acquisition or construction of facilities for which the bonds were issued, the governing board used the remaining balance to reduce taxes. A.R.S. §15-1024(B)

N/A

Bond Building Fund still active.

4. The District credited interest or other money earned from investing bond proceeds to the Debt Service Fund unless the voters authorized the interest to be credited to the Bond Building Fund or federal laws or rules require the interest to be used for capital expenditures. A.R.S. §15-1024(C)

Yes

All noted instances of any noncompliance with USFR requirements have been included in the CQ.

Preparer (AUDIT FIRM Representative)

Brittney Williams, CPA, CGFM

Title

Audit Partner

Date

03/05/2024

Coolidge Unified School District No. 21
Single Audit Report
Year Ended June 30, 2023

Coolidge Unified School District No. 21
Single Audit Report
For the Year Ended June 30, 2023

Contents **Page**

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	1
Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance	3
Schedule of Expenditures of Federal Awards	6
Notes to the Schedule of Expenditures of Federal Awards	7
Schedule of Findings and Questioned Costs	8

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Governing Board
Coolidge Unified School District No. 21

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Coolidge Unified School District No. 21, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise Coolidge Unified School District No. 21's basic financial statements, and have issued our report thereon dated December 27, 2023. Our report included an emphasis of matter paragraph as to comparability because of the implementation of Governmental Accounting Standards Board Statement No. 96, *Subscription-Based Information Technology Arrangements.*

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Coolidge Unified School District No. 21's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Coolidge Unified School District No. 21's internal control. Accordingly, we do not express an opinion on the effectiveness of Coolidge Unified School District No. 21's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Coolidge Unified School District No. 21's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Heinfeld Meech & Co. PC

Heinfeld, Meech & Co., P.C.
Scottsdale, Arizona
December 27, 2023

Independent Auditor's Report on Compliance for Each Major Federal Program;
Report on Internal Control Over Compliance; and
Report on the Schedule of Expenditures of Federal Awards
Required by the Uniform Guidance

Governing Board
Coolidge Unified School District No. 21

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Coolidge Unified School District No. 21's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Coolidge Unified School District No. 21's major federal programs for the year ended June 30, 2023. Coolidge Unified School District No. 21's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Coolidge Unified School District No. 21 complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Coolidge Unified School District No. 21 and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Coolidge Unified School District No. 21's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to Coolidge Unified School District No. 21's federal programs.

Auditor's Responsibilities for the Audit of Compliance
Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Coolidge Unified School District No. 21's compliance based on our audit.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate it would influence the judgment made by a reasonable user of the report on compliance about Coolidge Unified School District No. 21's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Coolidge Unified School District No. 21's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Coolidge Unified School District No. 21's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Coolidge Unified School District No. 21's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance
A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Coolidge Unified School District No. 21 as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise Coolidge Unified School District No. 21's basic financial statements. We issued our report thereon dated December 27, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Heinfeld Meech & Co. PC

Heinfeld, Meech & Co., P.C.
Scottsdale, Arizona
March 4, 2024

Coolidge Unified School District No. 21
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2023

Federal/Pass-Through/Agency	AL Number	Federal Award Number	Expenditures and Transfers	Total Expenditures and Transfers
U.S. Department of Agriculture				
Passed through Arizona Department of Education:				
Child Nutrition Cluster:				
School Breakfast Program	10.553	7AZ300AZ3	$ 381,386	$
National School Lunch Program	10.555	7AZ300AZ3	1,113,683	
COVID-19 National School Lunch Program	10.555	7AZ300AZ3	15,147	
Summer Food Service Program for Children	10.559	7AZ300AZ3	393,595	
Total Child Nutrition Cluster				1,903,811
Child Nutrition Discretionary Grants Limited Availability	10.579	NSLP-17-AZ-01		4,524
COVID-19 Pandemic EBT Administrative Costs	10.649	7AZ300AZ3		699
Total U.S. Department of Agriculture				1,909,034
U.S. Department of Education				
Direct Programs:				
Indian Education Grants to Local Educational Agencies	84.060	N/A		90,723
Passed through Arizona Department of Education:				
Title I Grants to Local Educational Agencies	84.010	S010A220003		1,446,727
Migrant Education State Grant Program	84.011	S011A220003		166,912
Special Education Cluster:				
Special Education Grants to States	84.027	H027A220007	493,335	
COVID-19 Special Education Grants to States	84.027X	H027X210007	24,118	
Special Education Preschool Grants	84.173	H173A220003	16,244	
COVID-19 Special Education Preschool Grants	84.173X	H173X210003	2,703	
Total Special Education Cluster				536,400
Career and Technical Education -- Basic Grants to States	84.048A	V048A220003		100,250
Rural Education	84.358A	S358B220003		72,903
English Language Acquisition State Grants	84.365A	S365A220003		37,720
Supporting Effective Instruction State Grants	84.367	S367A220049		237,533
Student Support and Academic Enrichment Program	84.424	S424A210003		172,978
COVID-19 Education Stabilization Fund	84.425D	S425D200038	73,766	
COVID-19 Education Stabilization Fund	84.425D	S425D210038	1,035,526	
COVID-19 Education Stabilization Fund	84.425U	S425U210038	4,517,770	
COVID-19 Education Stabilization Fund	84.425W	S425W210003	23,107	
Total ALN 84.425				5,650,169
Total U.S. Department of Education				8,512,315
U.S. Department of Health and Human Services				
Passed through Public Consulting Group, Inc.:				
Medicaid Cluster:				
Medical Assistance Program	93.778	N/A		18,735
Total U.S. Department of Health and Human Services				18,735
Total Expenditures of Federal Awards				$ 10,440,084

Significant Accounting Policies Used in Preparing the SEFA

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal grant activity of Coolidge Unified School District No. 21 under programs of the federal government for the year ended June 30, 2023. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200*, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net position or cash flows of the District. Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Any negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

10% De Minimis Indirect Cost Rate

The auditee did not use the de minimis indirect cost rate.

Assistance Listing Numbers

The program titles and Assistance Listing numbers were obtained from the federal or pass-through grantor or through sam.gov. If the three-digit Assistance Listing extension is unknown, there is a U followed by a two-digit number in the Assistance Listing extension to identify one or more Federal award lines from that program. The first Federal program with an unknown three-digit extension is indicated with U01 for all award lines associated with that program, the second is U02, etc.

Coolidge Unified School District No. 21
Schedule of Findings and Questioned Costs
Year Ended June 30, 2023

Summary of Auditor's Results:

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:
- Significant deficiency(ies) identified: No
- Material weakness(es) identified: No

Noncompliance material to financial statements noted: No

Federal Awards

Internal control over major programs:
- Significant deficiency(ies) identified: No
- Material weakness(es) identified: No

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with §200.516 of Uniform Guidance: No

Identification of major programs:

Assistance Listing Numbers	Name of Federal Programs or Clusters
84.010	Title I Grants to Local Educational Agencies
84.425D, 84.425U, 84.425W	Education Stabilization Fund

Dollar threshold used to distinguish between Type A and Type B programs: $750,000

Auditee qualified as low-risk auditee: Yes

Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards*: No

Findings and Questioned Costs Related to Federal Awards: No

Summary Schedule of Prior Audit Findings required to be reported: No

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: BUSINESS-B. **MEETING DATE:**4/10/2024

AGENDA ITEM: Discussion and possible action to approve the Employment Contract of Dawn Dee Hodge as the Superintendent of the Coolidge Unified School District starting July 1, 2024 and ending June 30, 2027.

SUBMITTED BY: Alyssa Garrett, Director of Business Services

RECOMMENDED TO SUPERINTENDENT BY:

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Discussion and possible action to approve the Employment Contract of Dawn Dee Hodge as the Superintendent of the Coolidge Unified School District starting July 1, 2024 and ending June 30, 2027.

INFORMATION AND SUPPORTING DATA:

The attached contract was negotiated between Dawn Dee Hodge and Governing Board President, Michael Flores, II, within the parameters set by the Governing Board in March 2024. The contract was developed/approved by Rob Haws from Gust Rosenfeld P.L.C., Legal Counsel for the Coolidge Unified School District.

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Superintendent's Contract	4/4/2024	Cover Memo

EMPLOYMENT CONTRACT

By this Employment Contract ("Contract"), the Coolidge Unified School District (the "District") by its Governing Board (the "Board") pursuant to action of the Board at its meeting held on _____, and Dawn Hodge (the "Superintendent"), agree as follows:

1. TERM

The Board agrees to employ the Superintendent, and Superintendent agrees to be employed by the Board for a period beginning July 1, 2024 and ending June 30, 2027, unless extended pursuant to this Contract and as permitted by law.

2. DUTIES

The Superintendent shall perform the duties of Superintendent of Schools for the Coolidge Unified School District as prescribed by the laws and administrative regulations of the State of Arizona and by the policies and directives made thereunder by the Board, as they now exist or may be modified in the future. The Superintendent shall follow the directives of the Governing Board and shall comply with state and federal law.

The Superintendent agrees to devote full time, skill, labor and attention to performing duties under this Contract, but may, with prior written consent of the Board in each instance, undertake consulting work, speaking engagements, writing, lecturing, and other professional duties and obligations that do not conflict or interfere with Superintendent's professional services to the District.

3. EVALUATION OF THE SUPERINTENDENT

The format and procedure for evaluating the Superintendent will be as set forth in Board Policy at the time of the evaluation.

4. COMPENSATION

In consideration for the performance of the above-described duties, the Board agrees to pay to the Superintendent the Annual Base Salary of One Hundred Thirty Thousand and no/100 Dollars ($130,000.00), and additional compensation and benefits as set forth in this Contract. Superintendent's base salary for years two and/or three may be increased by up to 3% each year in the Board's sole discretion after considering the District's financial position, enrollment, academic performance and any other factor the Board deems relevant. Superintendent's salary shall be paid in equal installments in accordance with the policy of the Board for payment of salary to other District administrators. Any adjustments in compensation made during the term of this Contract shall be in the form of an amendment and shall become part of this Contract.

5. **BENEFITS/OTHER COMPENSATION**

In addition to the Annual Base Salary referenced in Paragraph 4, above, the Board agrees to provide Superintendent with the benefits listed below:

a. Leave. Unless specifically modified by this Contract, the Superintendent shall receive and can carry forward the same number of vacation, sick and personal leave days as other District administrators. In addition, upon leaving the District, so long as the initial term specified in Paragraph 1 is completed, the Superintendent may be reimbursed for accrued but unused vacation days on the same terms as other District administrators and may be reimbursed for accrued but unused sick and personal days at the substitute teacher's daily rate of pay.

b. Cell Phone. The District will provide a cell phone for use in District business and to aid in the communication between the Superintendent and staff and school community.

c. Insurance. The District will pay the insurance premium pursuant to the District's Mid-Medical Plan, dental and vision coverage (and subject to such plan's terms and conditions) to cover Superintendent and her spouse. Like other District Administrators hired prior to July 1, 2016, Superintendent may use up to $9,192.84 per year towards voluntary employee benefits. Any unused amounts may be applied toward a Tax-Sheltered Annuity through payroll deduction. Superintendent may also select coverage under other plans available through the District (disability, life, etc.) at her own expense.

d. Professional Dues. Subject to prior Board approval, Superintendent shall, during the term of this Contract, maintain at District expense memberships in the American Association of School Administrators (AASA), the Arizona School Administrators Association (ASA), and such other permissible civic, educational, and professional organizations that will benefit the District.

e. Professional Growth. Because the Board and Superintendent agree that a focused program of professional growth is essential to the efficient performance of Superintendent's duties hereunder, Superintendent shall, subject to prior Board approval, take advantage of such seminars, educational and professional growth opportunities as the Board and Superintendent mutually agree will benefit the District. Reasonable costs of participation including travel shall be borne by the District.

f. Business Expenses. Subject to Board approval, the District will pay or reimburse Superintendent for reasonable expenses incurred in the performance of her responsibilities under this Contract.

g. Performance Based Pay. In accordance with A.R.S. Section 15-341(39), the parties agree that, each year during the term of this Contract, the Board may choose to award to Superintendent, as performance based pay, an amount (the "Annual Award") up to

three percent (3%) of the Superintendent's annual base salary for such year (as set forth in Paragraph 4). The Annual Award may be awarded by the Board, in its sole discretion, pursuant to a performance based pay plan (the "Performance Plan") that will be developed and adopted by the Board, with input from the Superintendent, within sixty (60) days of the commencement of this Agreement and without any renegotiation of this Contract. The Performance Plan, upon its approval by the Board, will become a part of this Agreement and will be attached as Exhibit A.

h. Retirement. The District will pay into the Arizona State Retirement System as required by law.

6. PROFESSIONAL CERTIFICATION, RECORDS AND REPRESENTATIONS

This Contract is conditioned on the Superintendent providing the necessary certification and experience records, immunization records or waivers, oath of office, and other records required for the personnel files or payroll purposes. It is further conditioned upon proof of citizenship, lawful permanent resident status, or alien authorized to work status that must be verified by the Social Security Administration (SSA) or the Department of Homeland Security (DHS) following submission of Form I-9. Superintendent affirms that all representations in this Contract as well as those contained in Superintendent's employment application and any other document or oral statement submitted to the District are true and accurate. Determination by the Board that any such representation is misleading, false or inaccurate may, at the Board's option, be deemed a material breach of this Contract and constitute good cause for termination of employment in addition to any other authorized by law or District policy.

7. REASSIGNMENT

Notwithstanding any other provision of this Contract, the Board may, at any time, reassign the Superintendent to alternative duties or place the Superintendent on administrative leave with pay for up to the remainder of the Contract term if the Board deems it in the best interest of the District.

8. INDEMNIFICATION

The District shall defend, hold harmless and indemnify the Superintendent from demands, claims, suits, actions, and legal proceedings brought against the Superintendent in her official capacity as agent and employee of the Board, or in her individual capacity, provided that the claim arose while the Superintendent was acting within the scope of her employment and excluding any criminal investigation and/or prosecution. In no event shall the Board's obligation hereunder exceed the authority conferred upon it by State law, nor shall its obligations extend to any situation in which the Board and the Superintendent have adverse legal interests. The parties agree that the coverage provided through the Arizona School Risk Retention Trust, or a comparable equivalent, satisfies the Board's obligations specified in this paragraph. The provisions of this paragraph shall survive the termination of this Contract.

9. **TERMINATION**

This Contract shall be terminated by the mutual agreement of the Superintendent and the Board in writing, upon such terms and conditions as may be mutually agreed upon.

This Contract shall be terminated upon the retirement or death of the Superintendent.

Notwithstanding any provision in District policy or this Contract, the Board may dismiss the Superintendent at any time for cause. The applicable process will be pursuant to A.R.S. § 15-541.

If the Superintendent is unable to perform the duties and obligations of the Contract by reason of illness, accident or other cause beyond the Superintendent's control for a period exceeding accumulated sick and vacation leave, the Board may, at its option, either terminate this Contract or allow the Superintendent leave without pay by making a proportionate deduction in annual salary. Upon termination, the respective duties, obligations and rights of the parties shall end.

The Contract may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated herein by reference.

The Board may terminate this Contract without cause at any time, by giving at least 60 days prior written notice and by paying to the Superintendent a severance amount equal to one year's base salary or the total remaining base Salary due Superintendent under the Contract, whichever is less. Payment of severance shall be contingent upon Superintendent providing to the Board a full and general release of claims.

10. **EXTENSION OF CONTRACT TERM**

Nothing in this clause should be construed as prohibiting the Board from extending the term of this Contract up to the maximum number of years allowed by law, so long as such extension complies with A.R.S. § 15-503. Any such extension must be mutually agreed to in writing and approved by the Board by vote.

11. **INTERPRETATION**

This Contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Arizona. The wording and provisions of this Contract have been the subject of negotiation between the parties. The terms and wording of this Contract are the result of negotiation and compromise, have been reviewed by counsel to each respective party, and accordingly, no term or provision of this Contract shall be construed for or against a party merely by reason of draftsmanship.

12. **SEVERABILITY**

If during the term of this Contract, it is found that a specific clause or provision of the Contract is illegal in federal or state law, the remainder of the contract not affected by such ruling shall remain in full force and effect.

13. **AMENDMENTS/MODIFICATIONS**

This Contract contains the parties' entire agreement concerning its subject matter, and all previous or oral arrangements are superseded. The parties may not modify this Contract except by a written amendment, properly approved and executed.

14. **NOTICE**

Unless Arizona law provides for a different method of notice in a given circumstance, any notice or communication permitted or required under this Contract shall be in writing and shall become effective on the day of mailing thereof by first-class mail, registered or certified mail, postage prepaid, addressed:

If to the Board, to:
President – Governing Board
Coolidge Unified School District
450 N. Arizona Blvd.
Coolidge, AZ 85128

If to the Superintendent, to:
Dawn Hodge
800 W. Pinkley Avenue
Coolidge, AZ 85194

SUPERINTENDENT

_____ Date: _____, 2024

GOVERNING BOARD OF THE COOLIDGE UNIFIED SCHOOL DIST.

By _____ Date: _____, 2024
_____, Governing Board President
On Behalf of the Governing Board

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: HUMAN RESOURCES-A.

MEETING DATE: 4/10/2024

AGENDA ITEM: Discussion and possible action to formally approve the administrative contracts for the 2024/2025 school year.

SUBMITTED BY: Ben Armstrong, Director of Human Resources

RECOMMENDED TO SUPERINTENDENT BY: Ben Armstrong, Director of Human Resources

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Discussion and possible action to formally approve the administrative contracts for the 2024/2025 school year.

INFORMATION AND SUPPORTING DATA:

All non-renewals and resignations have been removed from the list.

PROJECTED COST:
Approximately $1,900,000.00 (including benefits)

FUNDING SOURCE:
M&O

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
Administrative Contracts FY25	3/12/2024	Cover Memo

LAST NAME, FIRST NAME	AMOUNT
ARMSTRONG, BENJAMIN	**$101,812.20**
BRUNO, MARC	**$92,799.00**
CARPENTER, WYATT	**$66,500.00**
DELBRIDGE, WESLEY	**$91,350.00**
DIX, YVETTE	**$96,600.00**
EDWARDS, MELANI	**$97,969.20**
FERGUSON, KELLY	**$92,000.00**
FERGUSON, NATAY	**$95,000.00**
GARRETT, ALYSSA	**$97,969.20**
GONZALES, ANTHONY	**$78,675.00**
HEADLEY, ROSANNE	**$92,000.00**
MCWILLIAMS, DAN	**$87,150.00**
MILLER, JESSICA	**$97,969.20**
PORIANDA, AARON	**$87,150.00**
SHERIDAN, MONIKA	**$77,100.00**
WHITE, CLINTON	**$81,500.00**

JOB TITLE	SITE
DIRECTOR - HUMAN RESOURCES	**DISTRICT OFFICE**
PRINCIPAL	**CAP**
CTE DIRECTOR	**CHS**
DIRECTOR - FOOD SERVICE	**DISTRICT OFFICE**
PRINCIPAL	**CJHS**
DIRECTOR - CURRICULUM	**DISTRICT OFFICE**
PRINCIPAL	**WEST**
PRINCIPAL	**CHS**
DIRECTOR - BUSINESS SERVICES	**DISTRICT OFFICE**
ASSISTANT PRINCIPAL	**CAP**
PRINCIPAL	**HLR**
DIRECTOR - PLANT OPERATIONS	**DISTRICT OFFICE**
DIRECTOR - FEDERAL PROGRAMS	**DISTRICT OFFICE**
DIRECTOR - SPECIAL EDUCATION	**DISTRICT OFFICE**
ASSISTANT PRINCIPAL	**WEST**
ASSISTANT PRINCIPAL	**CHS**

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: HUMAN RESOURCES-B.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval of the Employee Staffing Agreement between Coolidge Unified School District and Employee Services for the 2024-2025 school year.

SUBMITTED BY: Ben Armstrong, Director of Human Resources

RECOMMENDED TO SUPERINTENDENT BY: Ben Armstrong, Director of Human Resources

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Approval of the Employee Staffing Agreement between Coolidge Unified School District and Employee Services for the 2024-2025 school year.

INFORMATION AND SUPPORTING DATA:

This is an extension of the agreement between Coolidge Unified School District and Employee Services Inc. (ESI). ESI works with school districts to improve the quality of staff by retaining experienced, valuable employees instead of facing a sudden lack of resources. By contracting with ESI, retired employees are not limited by state pension rules and can earn a salary while also benefitting from a retirement income. The district saves in salary and benefit costs by contracting employees through ESI.

The attached agreement has been reviewed and approved by Gust Rosenfeld.

PROJECTED COST:

FUNDING SOURCE:

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
ESI 24/25	3/31/2024	Cover Memo

Second Amendment to Employee Staffing Agreement

This Second Amendment to the Employee Staffing Agreement ("Second Amendment") is entered into in the State of Arizona by and between Coolidge Unified School District ("Client"), and Educational Services, LLC, an Arizona limited liability company ("ESI") (each individually a "Party" and collectively, the "Parties"), effective as of July 1, 2024 ("Effective Date").

RECITALS

WHEREAS, the Parties entered into an Employee Staffing Agreement dated July 1, 2022 as amended and extended by the First Amendment to Employee Staffing Agreement dated July 1, 2023 (collectively, the "Agreement");

WHEREAS, all capitalized terms not otherwise defined in this Second Amendment have the definitions set forth in the Agreement;

WHEREAS, the Term of the Agreement ends on June 30, 2024 but may be may be renewed annually upon mutual agreement of the Parties (with each one-year renewal being a successive "Term"); and

WHEREAS, as of the Effective Date, the Parties wish to renew the Term for one additional year and make further modifications to the Agreement as further outlined below.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree that the foregoing recitals are incorporated as if fully set forth herein, and further agree as follows:

1. Term of the Agreement: The Term of the Agreement is renewed for one year, as of the Effective Date.

2. ESI's Liability Insurance: Paragraph 13 of the Agreement shall be replaced in its entirety with the following:

   ESI shall maintain in full force and effect at all times during the Term of this Agreement Commercial General Liability ("CGL") insurance with limits of liability of not less than one million dollars ($1,000,000) per occurrence, and if such Commercial General Liability insurance contains a general aggregate limit of liability, the limit of liability shall be at least two million dollars ($2,000,000). The CGL policy shall be written on an occurrence form and shall cover liability arising from the independent negligence or other wrongful act, error or omission of ESI and its employees that is not the direct consequence of the Services provided by Workers under the terms of this Agreement. The Client shall be added as an additional insured to the CGL policy, but only to the extent that the covered liability-causing event is not related to the Services provided by Workers under the terms of this Agreement.

3. Exhibit A – Fee Schedule: Exhibit A of the Agreement shall be replaced in its entirety with the following:

EXHIBIT A
Fee Schedule

ESI Cooperative Contracts
All fees are defined through the following cooperative contracts. The following is a summary of key terms and may be subject to change. Refer to the specific governing cooperative contract for current detailed fee terms.

Mohave Educational Services Cooperative Contract No. 21N-ESI3-0318
and
1Government Procurement Alliance Contract No. 22-09PV-03

RetireRehire
ASRS Retired Member Leased Employees: excludes Substitutes
- 18.50% of gross salary

SubSource
Certified and Classified Substitutes
- 27.50% of gross salary

Pre-Payment Incentive
Pre-payment of at least 80% of estimated fiscal year expenditure required. Incentive is a 0.25 percentage point reduction of the base administration fee. Example: For ASRS Retired Member Leased Employees (excludes substitutes), the base admin fee of 18.50% would be reduced to 18.25%.

4. Survival. All other provisions of the Agreement remain in full force and effect.

IN WITNESS THEREOF, the Parties have executed this Second Amendment acknowledging and agreeing to its terms and conditions as of the Effective Date.

"Client"	EDUCATIONAL SERVICES, LLC
_____	_____
By:_____	By: W. Andy Shirk
Its:_____	Its: President & CEO

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: HUMAN RESOURCES-C.

MEETING DATE: 4/10/2024

AGENDA ITEM: Approval and possible discussion on the recommendation of the employee insurance benefits package for the 2024-2025 school year.

SUBMITTED BY: Ben Armstrong, Director of Human Resources

RECOMMENDED TO SUPERINTENDENT BY: Ben Armstrong, Director of Human Resources

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Discussion and possible action to approve the recommendations for employee benefits for the 2024-2025 school year. - Presented by Lisa Weston with Gallagher

---

INFORMATION AND SUPPORTING DATA:

CUSD's medical insurance plan with ASBAIT was approved by the governing board in April of 2023. With advisement from Gallagher the and collaboration from our insurance committee, the district will not be shopping for new plans and are looking to renew all benefits (including medical) with our current vendors. To help absorb the increase for employees, the proposal will be to increase the district contribution to $8000 per employee.

Changes in rates;

Medical: 8.1% increase
PPO Dental: No change
HMO Dental: No change
Vision: 3.0% increase
Basic Life: 11.0%

See presentation for additional information.

PROJECTED COST:
Approximately $2,400,000.00

FUNDING SOURCE:
M&O

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

ATTACHMENTS:

Description	Upload Date	Type
24/25 Benefits	4/2/2024	Cover Memo

Gallagher

2024 - 2025 Employee Benefit Plans Board Recommendation

Coolidge Unified School District #21

Prepared By:

Gallagher

Insurance | Risk Management | Consulting

Gallagher Benefit Services, Inc.

April 2, 2024

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Coolidge Unified School District #21
Insurance Recommendations
Employee Benefit Plans
July 1, 2024 Renewal

Item	Notes/Recommendations
1	**MEDICAL:** District to renew Medical Plan with ASBAIT through Meritain with overall renewal of 8.1% or 184,474 above current. The following plans will be avaialble to Active employees for the 2024-2025 benefit plan year: •New HDHP/HSA Plan C (Banner): $4,500/$9K Deductible, 20% Coinsurance, $5,500/$11K OOPM = +4.0% above current. This plan replaces the HDHP/HSA Plan B. •Value Bronze Banner: $1,400/$2,800 Deductible, 30% Coinsurance, $5,100/$10,200 OOPM = +8.7% above current. •Value Silver Banner: $800/$1,600 Deductible, 25% Coinsurance, $4,800/$9,600 OOPM = +8.7% above current. •Classic Gold Banner: $240/$720 Deductible, 15% Coinsurance, $3,200/$6,400 OOPM = +8.8% above current. This plan will be grandfathered and closed to current enrollees only. No new enrollment will be permitted in this plan.
2	**DISTRICT CONTRIBUTION** will increase to $8,000 per employee
3	**PPO DENTAL:** District renew voluntary PPO Dental plan with BCBSAZ with no adjustment to rates, benefits or network.
4	**PRE-PAID DENTAL:** District renew voluntary Pre-Paid Dental plan with Employers Dental Services with no adjusment to rates, benefits or network.
5	**VISION:** District renew the voluntary Vision plan with Avesis at increase of +3.0% or $693 above current with no adjustment to benefits or network.
6	**BASIC LIFE AD&D:** District to renew employer paid Basic Life/ADD with Lincoln Financial Group at increase of 11.0% or $2,298 above current with no change to benefits.
7	**VOLUNTARY LIFE AD&D:** District to renew voluntary Life/ADD with Lincoln Financial Group with no adjustment to rates or benefits.
8	**EMPLOYEE ASSISTANCE PROGRAM (EAP):** District to renew EAP with Alliance Workpartners through ASBAIT as this benefit is included with medical at no cost.
9	**HEALTH SAVINGS ACCOUNT (HSA) ADMINISTRATION:** District to renew HSA Administration with HealthEquity through ASBAIT as this benefit is included with medical at no cost.
10	**COBRA ADMINISTRATION:** District to renew COBRA Administration with Meritain through ASBAIT as this benefit is included with medical at no cost.
11	**FLEXIBLE SPENDING ACCOUNT (FSA) ADMINISTRATION:** District to renew FSA Administration with P&A Group with no increase to rates.
12	**VOLUNTARY WORKSITE BENEFITS:** District to renew voluntary Worksite benefits with AFLAC at no rate increase or change in benefits for the accident, hospital indemnity, cancer and the short-term disability coverages.

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Gallagher

Coolidge Unified School District #21

Medical | Fully-Insured Recommended Renewal | Effective 07/01/2024

	CURRENT				RECOMMENDED RENEWAL			
Carrier Name	**Meritain Health**				**Meritain Health**			
Plan Name	**HDHP B Banner**	**Value Bronze Banner**	**Value Silver Banner**	**Classic Gold Banner**	**HDHP C $5,000[4][6]**	**Value Bronze Banner**	**Value Silver Banner**	**Classic Gold Banner**
PLAN DESIGN*								
In-Network Benefits	Tier 1: Banner; Tier 2: Aetna POS	Tier 1: Banner; Tier 2: Aetna POS	Tier 1: Banner; Tier 2: Choice POS	Tier 1: Banner; Tier 2: Choice POS	Tier 1: Banner; Tier 2: Aetna POS	Tier 1: Banner; Tier 2: Aetna POS	Tier 1: Banner; Tier 2: Choice POS	Tier 1: Banner; Tier 2: Choice POS
Deductible Type	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded
Calendar Year (CY) Deductible (Individual / Family)	Tier 1: $3,000 / $6,000; Tier 2: $3,500 / $7,000	Tier 1: $1,400 / $2,800 Tier 2: $2,000 / $4,000	Tier 1: $800 / $1,600 Tier 2: $1,000 / $2,000	Tier 1: $240 / $720 Tier 2: $300 / $900	Tier 1: $4,500/ $9,000; Tier 2: $5,000 / $10,000	Tier 1: $1,400 / $2,800 Tier 2: $2,000 / $4,000	Tier 1: $800 / $1,600 Tier 2: $1,000 / $2,000	Tier 1: $240 / $720 Tier 2: $300 / $900
Out-of-Pocket Max Type	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded
CY Total Out-of-Pocket Max (Individual / Family)	Tier 1: $5,000 / $10,000; Tier 2: $6,000 / $12,000	Tier 1: $5,100 / $10,200 Tier 2: $6,350 / $12,700	Tier 1: $4,800 / $9,600 Tier 2: $6,000 / $12,000	Tier 1: $3,200 / $6,400 Tier 2: $4,000 / $8,000	Tier 1: $5,500 / $11,000; Tier 2: $6,500 / $13,000	Tier 1: $5,100 / $10,200 Tier 2: $6,350 / $12,700	Tier 1: $4,800 / $9,600 Tier 2: $6,000 / $12,000	Tier 1: $3,200 / $6,400 Tier 2: $4,000 / $8,000
Coinsurance (member pays after deductible)	20%	30%	25%	15%	20%	30%	25%	15%
Preventive Care	Covered 100%[1][2][3]	Covered 100%[1][2][3]	Covered 100%[1][2][3]	Covered 100%[1][2][3]	Covered 100%[1][2][3]	Covered 100%[1][2][3]	Covered 100%[1][2][3]	Covered 100%[1][2][3]
Primary Care Visit	Tier 1: $20 Copay after deductible; Tier 2: $25 Copay after deductible	Tier 1: $36 Copay; Tier 2: $45 Copay	Tier 1: $32 Copay; Tier 2: $40 Copay	Tier 1: $20 Copay; Tier 2: $25 Copay	Tier 1: $20 Copay after deductible; Tier 2: $25 Copay after deductible	Tier 1: $36 Copay; Tier 2: $45 Copay	Tier 1: $32 Copay; Tier 2: $40 Copay	Tier 1: $20 Copay; Tier 2: $25 Copay
Specialist Visit	Tier 1: $30 Copay after deductible; Tier 2: $35 Copay after deductible	Tier 1: $44 Copay; Tier 2: $55 Copay	Tier 1: $40 Copay; Tier 2: $50 Copay	Tier 1: $28 Copay; Tier 2: $35 Copay	Tier 1: $30 Copay after deductible; Tier 2: $35 Copay after deductible	Tier 1: $44 Copay; Tier 2: $55 Copay	Tier 1: $40 Copay; Tier 2: $50 Copay	Tier 1: $28 Copay; Tier 2: $35 Copay
Urgent Care	Tier 1: $40 Copay; Tier 2: $45 Copay	Tier 1: $54 Copay; Tier 2: $65 Copay	Tier 1: $50 Copay; Tier 2: $60 Copay	Tier 1: $38 Copay; Tier 2: $45 Copay	Tier 1: $40 Copay; Tier 2: $45 Copay	Tier 1: $54 Copay; Tier 2: $65 Copay	Tier 1: $50 Copay; Tier 2: $60 Copay	Tier 1: $38 Copay; Tier 2: $45 Copay
Emergency Room	20% after deductible	30% after deductible	25% after deductible	15% after deductible	20% after deductible	30% after deductible	25% after deductible	15% after deductible
Inpatient Hospital	Tier 1: $200 Copay then 20% after deductible; Tier 2: $250 Copay then 20% after deductible	Tier 1: $200 Copay then 30% Tier 2: $250 Copay then 30%	Tier 1: $200 Copay then 25% Tier 2: $250 Copay then 25%	Tier 1: $200 Copay per admission then 15% after deductible; Tier 2: $250 Copay per admission then 15% after deductible	Tier 1: $200 Copay then 20% after deductible; Tier 2: $250 Copay then 20% after deductible	Tier 1: $200 Copay then 30% Tier 2: $250 Copay then 30%	Tier 1: $200 Copay then 25% Tier 2: $250 Copay then 25%	Tier 1: $200 Copay per admission then 15% after deductible; Tier 2: $250 Copay per admission then 15% after deductible
Outpatient Surgery	20% after deductible	30% after deductible	25% after deductible	15% after deductible	20% after deductible	30% after deductible	25% after deductible	15% after deductible
Chiropractic (visit limits may apply)	20% after deductible (20 visits)	Tier 1: $36 Copay (20 visits); Tier 2: $45 Copay (20 visits)	Tier 1: $32 Copay Tier 2: $40 Copay (20 visits)	Tier 1: $20 Copay; Tier 2: $25 Copay (20 visits)	20% after deductible (20 visits)	Tier 1: $36 Copay (20 visits); Tier 2: $45 Copay (20 visits)	Tier 1: $32 Copay Tier 2: $40 Copay (20 visits)	Tier 1: $20 Copay; Tier 2: $25 Copay (20 visits)
Phys/Occ/Speech Therapy (visit limits may apply)	Tier 1: Outpatient: 20% after deductible; Inpatient: $200 Copay then 20% after deductible Tier 2: Outpatient: 20% after deductible; Inpatient: $250 Copay then 20% after deductible	Tier 1: Outpatient: 30% (60 visits); Inpatient: $200 Copay then 30% (60 days); Tier 2: Outpatient: 30% (60 visits); Inpatient: $250 Copay then 30% (60 days)	Tier 1: Outpatient: 25% (60 visits); Inpatient: $200 Copay then 25% (60 days); Tier 2: Outpatient: 25% (60 visits); Inpatient: $250 Copay then 25% (60 days)	Outpatient: Tier 1: $20 Copay; Tier 2: $25 Copay (60 visits) Inpatient: $200 Copay per admission then 15% after deductible; $250 Copay per admission then 15% after deductible (60 Days)	Tier 1: Outpatient: 20% after deductible; Inpatient: $200 Copay then 20% after deductible Tier 2: Outpatient: 20% after deductible; Inpatient: $250 Copay then 20% after deductible	Tier 1: Outpatient: 30% (60 visits); Inpatient: $200 Copay then 30% (60 days); Tier 2: Outpatient: 30% (60 visits); Inpatient: $250 Copay then 30% (60 days)	Tier 1: Outpatient: 25% (60 visits); Inpatient: $200 Copay then 25% (60 days); Tier 2: Outpatient: 25% (60 visits); Inpatient: $250 Copay then 25% (60 days)	Outpatient: Tier 1: $20 Copay; Tier 2: $25 Copay (60 visits) Inpatient: $200 Copay per admission then 15% after deductible; $250 Copay per admission then 15% after deductible (60 Days)
Diagnostic Test (X-ray, blood work)	20% after deductible	30% after deductible;	25% after Freestanding facility: 25%	Freestanding Lab: $20 Copay / $25 Copay; Oncotype Diagnostic Testing: 15% after deductible	20% after deductible	30% after deductible;	25% after Freestanding facility: 25%	Freestanding Lab: $20 Copay / $25 Copay; Oncotype Diagnostic Testing: 15% after deductible
Imaging (CT/PET scan, MRI)	20% after deductible	30% after deductible	25% after deductible	15% after deductible	20% after deductible	30% after deductible	25% after deductible	15% after deductible
Prescription Drug Benefit								
Retail	30 days	30 days	30 days	30 Days	30 days	30 days	30 days	30 Days
Tier I / Tier II / Tier III	$15 / 20% (max $80 / min $25) / 40% (max $110 / min $40) after deductible	$15 / 20% (max $80 / min $25) / 40% (max $110 / min $40)	$15 / 20% (max $80 / min $25) / 40% (max $110 / min $40)	$15 / 20% ($25 min, $80 max) / 40% ($40 min, $110 max)	$15 / 20% (max $80 / min $25) / 40% (max $110 / min $40) after deductible	$15 / 20% (max $80 / min $25) / 40% (max $110 / min $40)	$15 / 20% (max $80 / min $25) / 40% (max $110 / min $40)	$15 / 20% ($25 min, $80 max) / 40% ($40 min, $110 max)
Specialty	20% after deductible (max $150 / min $100)	20% (max $150 / min $100)	20% (max $150 / min $100)	20% ($100 min, $150 max)	$200 after deductible	$200 Copay	$200 Copay	$200 Copay
Mail Order	90 days	90 days	90 days	90 Days	90 days	90 days	90 days	90 Days
Tier I / Tier II / Tier III	$30 / 20% (max $175 / min $50) / 40% (max $225 / min $80) after deductible	$30 / 20% (max $175 / min $50) / 40% (max $225 / min $80)	$30 / 20% (max $175 / min $50) / 40% (max $225 / min $80)	$30 / 20% ($50 min, $175 max) / 40% ($80 min, $225 max)	$30 / 20% (max $175 / min $50) / 40% (max $225 / min $80) after deductible	$30 / 20% (max $175 / min $50) / 40% (max $225 / min $80)	$30 / 20% (max $175 / min $50) / 40% (max $225 / min $80)	$30 / 20% ($50 min, $175 max) / 40% ($80 min, $225 max)

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Gallagher

Coolidge Unified School District #21

Medical | Fully-Insured Recommended Renewal | Effective 07/01/2024

					CURRENT				RECOMMENDED RENEWAL			
Carrier Name					**Meritain Health**				**Meritain Health**			
Plan Name					**HDHP B Banner**	**Value Bronze Banner**	**Value Silver Banner**	**Classic Gold Banner**	**HDHP C $5,000[4][6]**	**Value Bronze Banner**	**Value Silver Banner**	**Classic Gold Banner**
Out-of-Network Benefits												
Deductible Type					Embedded	Embedded	Embedded	Embedded	Aggregate	Aggregate	Aggregate	Embedded
CY Deductible (Individual / Family)					$8,000 / $16,000	$6,000 / $18,000	$5,000 / $15,000	$1,200 / $3,600	$8,000 / $16,000	$6,000 / $18,000	$5,000 / $15,000	$1,200 / $3,600
Out-of-Pocket Max Type					Embedded	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded	Embedded
CY Out-of-Pocket Max (Individual / Family)					Unlimited / Unlimited	Unlimited / Unlimited	Unlimited / Unlimited	Unlimited / Unlimited	Unlimited / Unlimited	Unlimited / Unlimited	Unlimited / Unlimited	Unlimited / Unlimited
Coinsurance (member pays after deductible)					50%	50%	50%	50%	50%	50%	50%	50%
COST ANALYSIS												
PEPM Rates - Enrollment pe	Plan 1	Plan 2	Plan 3	Plan 4	HDHP B Banner	Value Bronze Banner	Value Silver Banner	Classic Gold Banner	HDHP C $5,000(4)(6)	Value Bronze Banner	Value Silver Banner	Classic Gold Banner
Employee (EE) Only	34	131	46	7	$699.50	$759.00	$790.00	$934.00	$727.50	$825.00	$859.00	$1,016.00
EE + Spouse	0	0	1	0	$1,454.50	$1,579.00	$1,644.00	$1,943.00	$1,511.50	$1,717.00	$1,788.00	$2,113.00
EE + Child(ren)	0	1	1	0	$1,348.50	$1,465.00	$1,524.00	$1,802.00	$1,402.50	$1,593.00	$1,657.00	$1,960.00
EE + Family	0	0	0	0	$2,018.50	$2,194.00	$2,283.00	$2,698.00	$2,098.50	$2,386.00	$2,483.00	$2,934.00
Total Enrollment	**34**	**132**	**48**	**7**								
Estimated Monthly Premium					$23,783	$100,894	$39,508	$6,538	$24,735	$109,668	$42,959	$7,112
Estimated Annual Premium					**$285,396**	**$1,210,728**	**$474,096**	**$78,456**	**$296,820**	**$1,316,016**	**$515,508**	**$85,344**
Dollar Difference from Current									**$11,424**	**$105,288**	**$41,412**	**$6,888**
Percent Change from Current									**4.0%**	**8.7%**	**8.7%**	**8.8%**
Total Combined Annual Cost												
					CURRENT				**RECOMMENDED RENEWAL**			
Estimated Annual Premium					**$2,048,676**				**$2,213,688**			
Dollar Difference from Current									**$165,012**			
Percent Change from Current									**8.1%**			
PLAN PROVISIONS												
Rate Guarantee					1 Year rate guarantee ending 06/30/2024				1 Year rate guarantee ending 06/30/2025			
Required Participation					Minimum participation of 90% of the current number of enrolled employees and dependents is required or your				Minimum participation of 90% of the current number of enrolled employees and dependents is required or your			
Eligibility					FTE 30HRS/WK				FTE 30HRS/WK			

**NOTE: Benefit deviations from Current are identified in blue font*

Notes and Assumptions

(1)Covered at 100% up to $300 for routine care. Preventive services covered at 100%.

(2)Flu shots/pneumonia & shingles vaccine covered at 100% (deductible waived).

(3)Routine hearing (1 exam per calendar year) covered after the in-network copay/coinsurance; covered at 50% after deductible out-of-network.

(4) Monthly HSA administration fees are paid for by ASBAIT. If participant changes health plans your account may be directly charged up to $3.95 per month. If an employee leaves the District, the HSA account will be charged $3.95 per month if your balance is under $2,500; waived if over $2,500.

(5) Non embedded deductible - For family coverage, the entire Family Annual Deductible must be met before copay or coinsurance is applied for any individual family member

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Gallagher

Coolidge Unified School District #21

Medical | Fully-Insured Renewal Options | Plan Adjustment Cost Summary Effective 07/01/2024

Vendor	Current Meritain	Renewal Meritain	Renewal Option Meritain
Monthly Cost:			
HDHP B Banner	$ 23,783.00	$ 25,857.00	$ -
HDHP C Banner	$ -	$ -	$ 24,735.00
Value Bronze Banner	$ 100,894.00	$ 109,668.00	$ 109,668.00
Value Silver Banner	$ 39,508.00	$ 42,959.00	$ 42,959.00
Classic Gold Banner	$ 6,538.00	$ 7,112.00	$ 7,112.00
Total Monthly Cost:	**$ 170,723.00**	**$ 185,596.00**	**$ 184,474.00**
Total Annual Cost:	**$ 2,048,676.00**	**$ 2,227,152.00**	**$ 2,213,688.00**
% Change from Current Plan		**8.7%**	**8.1%**
Rate Guarantee	N/A	1 Year Rate Guarantee	1 Year Rate Guarantee

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Gallagher

Coolidge Unified School District #21

PPO Dental | Fully-Insured Recommended Renewal | Effective 7/1/2024

		CURRENT / RECOMMENDED RENEWAL	
Carrier Name		**Blue Cross Blue Shield of Arizona**	
Plan Name		**Dental High plan**	
PLAN DESIGN*			
Network		**INN [BlueDental PPO and BlueDental Prime PPO Network]**	**OON**
Calendar Year (CY) Deductible (Individual / Family)		$50 / $150	$50 / $150
Annual Maximum		$1,500	$1,500
Coinsurance			
Preventive Services		100%	100%
Cleaning Frequency		Two per year	Two per year
Deductible Waived?		Yes	Yes
Basic		80%	80%
Periodontics		80%	80%
Endodontics		80%	80%
Major		50%	50%
Major Waiting period		None	None
Implants		50%	50%
Orthodontics		50%	50%
Maximum Age		Children to age 19	Children to age 19
Deductible		No	No
Lifetime Max		$1,500	$1,500
OON Reimbursement Level		90th percentile of usual, customary, and reasonable (UCR)	
COST ANALYSIS			
PEPM Rates - Enrollment per carrier	Plan 1	Dental High plan	
Employee (EE) Only	87	$39.67	
EE + Spouse	6	$81.05	
EE + Child(ren)	12	$91.40	
EE + Family	10	$149.63	
Total Enrollment	**115**		
Estimated Monthly Premium		$6,531	
Estimated Annual Premium		**$78,368**	
Dollar Difference from Current			
Percent Change from Current			
PLAN PROVISIONS			
Rate Guarantee		2 Year rate guarantee ending 06/30/2025	
Premium Paid Basis		Voluntary (EE paid)	
Required Employer Contribution		0%	
Required Participation		4.7% or 10 Employees	
Eligibility		FTE 30HRS/WK	

**NOTE: Benefit deviations from Current are identified in blue font*

***Exclusions/limitations may apply*

Gallagher

Coolidge Unified School District #21

Pre-Paid Dental | Fully-Insured Recommended Renewal | Effective 07/01/2024

		CURRENT / RECOMMENDED RENEWAL
Carrier Name		**Employers Dental Services**
Plan Name		**Pre-Paid Dental 700N**
PLAN DESIGN*		
Network Name		
Calendar Year (CY) Deductible (Individual / Family)		$0 / $0
Diagnostic & Preventive		
Office Visit (D0999)		Office visit-per patient/per visit: $5 Copay; During regularly scheduled: $0 Copay; After regularly scheduled: $45 Copay;
Exams (D0120)		$0 Copay
Cleanings (D1110/1120)		$7 Copay
Deductible Waived?		N/A
Basic		
Restorative Fillings (D2140-2332)		$15 Copay - $55 Copay
Extractions (D7111-7240)		$35 Copay - $130 Copay
Periodontics (D4341-4260, 4261)		$85 Copay - $385 Copay
Endodontics Root Canal (D3310-3330)		$195 Copay - $315 Copay
Major		
Crowns (D2710-2794)		$485 Copay (D2794)
Dentures (D5110-5226)		$595 Copay (D5110)
Orthodontia (D8080/D8090)		25% Discount
COST ANALYSIS		
PEPM Rates - Enrollment per bill	Enrollment	Pre-Paid Dental 700N
Employee (EE) Only	79	$9.36
EE + Spouse	5	$18.65
EE + Child(ren)	9	$24.37
EE + Family	5	$28.09
Total Enrollment	**98**	
Estimated Monthly Premium		$1,192
Estimated Annual Premium		**$14,310**
Dollar Difference from Current		**$0**
Percent Change from Current		**0.0%**
PLAN PROVISIONS		
Rate Guarantee		1 Year rate guarantee ending 06/30/2025
Premium Paid Basis		Voluntary (EE paid)
Required Employer Contribution		0%
Required Participation		9% or 2 Employees
Eligibility		FTE 30HRS/WK

**NOTE: Benefit deviations from Current are identified in blue font*

***Exclusions/limitations may apply*

Gallagher

Coolidge Unified School District #21

Vision | Recommended Renewal | Effective 07/01/2024

		CURRENT / RECOMMENDED RENEWAL	
Carrier Name		Avesis	
Plan Name		Voluntary Vision	
PLAN DESIGN*			
Network Name		INN	OON
Exam (including eyewear exam)			
Frequency		12 Months	12 Months
Benefit		$10 Copay	Reimburse up to $35
Lenses			
Materials Copay		$10 Copay	
Frequency		12 Months	12 Months
Single		$10 Copay	Reimburse up to $25
Bifocal		$10 Copay	Reimburse up to $40
Trifocal		$10 Copay	Reimburse up to $50
Standard Progressive		Up to $50 plus 20% off	Reimburse up to $40
Frames			
Frequency		12 Months	12 Months
Allowance		Wholesale Frame Allowance: $50; Up to $150; Plus 20% off	Reimburse up to $45
Contact Lenses			
Frequency		12 Months	12 Months
Allowance		Up to $130 plus 10% off	Reimburse up to $130
Medically Necessary		Covered in full	Reimburse up to $250
COST ANALYSIS			
PEPM Rates - Enrollment per carrier	Enrollment	Voluntary Vision	
Employee (EE) Only	150	$7.65	
EE + Spouse	14	$12.42	
EE + Child(Ren)	14	$16.49	
EE + Family	20	$22.34	
Total Enrollment	**198**		
Estimated Monthly Premium		$1,999	
Estimated Annual Premium		**$23,988**	
Dollar Difference from Current		**$693**	
Percent Change from Current		**3.0%**	
PLAN PROVISIONS			
Rate Guarantee		2 Year rate guarantee ending 06/30/2026	
Premium Paid Basis		Voluntary (EE paid)	
Required Employer Contribution		0%	
Required Participation		0.9% or 2 Employees out of 211 Eligible	
Eligibility		FTE 30HRS/WK	

**NOTE: Benefit deviations from Current are identified in blue font*

Coolidge Unified School District #21

Basic Life and AD&D | Recommended Renewal | Effective 07/01/20

	CURRENT
Carrier Name	**Lincoln Financial Group**
PLAN DESIGN*	
Employee	
Life Benefit	
Class I: Superintendents	$225,000
Class II: Administrators	$200,000
Class III: All Other Full-Time Employees	$50,000
AD&D Benefit	
Class I: Superintendents	Same as Life amount
Class II: Administrators	Same as Life amount
Class III: All Other Full-Time Employees	Same as Life amount
Definition of Earnings	Basic Annual Earnings
Waiver of Premium	Included
Accelerated Benefit Amount	75% to max $250,000
Convertible/Portable	Included
Suicide Exclusion	Included
Leave of Absence Maximum Duration	6 Months
COST ANALYSIS	
	CURRENT
Life Volume	$19,150,000
AD&D Volume	$19,150,000
Life Rate Per $1,000 Vol	$0.070
AD&D Rate Per $1,000 Vol	$0.020
Estimated Monthly Premium	$1,724
Estimated Annual Premium	**$20,682**
Dollar Difference from Current	
Percent Change from Current	
PLAN PROVISIONS	
Rate Guarantee	3 Year rate guarantee ending 06/30/2024
Required Participation	100%
Eligibility	FTE 30HRS/WK

**NOTE: Benefit deviations from Current are identified in blue font*

Coolidge Unified School District #21

Voluntary Life and AD&D | Recommended Renewal | Effective 07/01/2024

		CURRENT		RECOMMENDED RENEWAL	
Carrier Name		**Lincoln Financial Group**		**Lincoln Financial Group**	
PLAN DESIGN*					
Employee Benefit					
Increments		$10,000		$10,000	
Benefit Maximum		$500,000; Age above 70: $50,000		$500,000; Age above 70: $50,000	
Guarantee Issue		$180,000		$180,000	
AD&D Benefit		Same as Voluntary Life amount		Same as Voluntary Life amount	
Benefit Reduction Schedule (% benefit reduces by at age)		None		None	
Spouse Benefit					
Increments		$5,000		$5,000	
Benefit Maximum		$100,000 not to exceed 50% of EE's amount		$100,000 not to exceed 50% of EE's amount	
Guarantee Issue		$30,000		$30,000	
AD&D Benefit		Same as Voluntary Life amount		Same as Voluntary Life amount	
Benefit Reduction Schedule (% benefit reduces by at age)		Terminates at age 70		Terminates at age 70	
Child Benefit (Life/AD&D)		1 day to 14 days - Option 1 & 2: $1,000; 14 days to 6 months - Option 1 & 2: $5,000; 6 months to 26 years - Option 1: $5,000, Option 2: $10,000		1 day to 14 days - Option 1 & 2: $1,000; 14 days to 6 months - Option 1 & 2: $5,000; 6 months to 26 years - Option 1: $5,000, Option 2: $10,000	
Definition of Earnings		Basic Annual Earnings		Basic Annual Earnings	
Waiver of Premium		Included		Included	
Accelerated Benefit		75% to max $250,000		75% to max $250,000	
Conversion/Portability		Included		Included	
Continuity of Coverage		Included		Included	
Suicide Exclusion		Included / 24 Months		Included / 24 Months	
COST ANALYSIS					
Voluntary Rates per $1,000	**Covered Lives per 2023 Sold Spreadsheet**	**Employee**	**Spouse**	**Employee**	**Spouse**
Age Range (spouse based on EE's age)					
0 - 19		$0.053	$0.053	$0.053	$0.053
20 - 24		$0.053	$0.053	$0.053	$0.053
25 - 29		$0.053	$0.053	$0.053	$0.053
30 - 34		$0.066	$0.066	$0.066	$0.066
35 - 39		$0.100	$0.100	$0.100	$0.100
40 - 44		$0.145	$0.145	$0.145	$0.145
45 - 49	**43**	$0.228	$0.228	$0.228	$0.228
50 - 54		$0.371	$0.371	$0.371	$0.371
55 - 59		$0.618	$0.618	$0.618	$0.618
60 - 64		$0.962	$0.962	$0.962	$0.962
65 - 69		$1.788	$1.788	$1.788	$1.788
70 - 74		$3.540	$3.540	$3.540	$3.540
75 - 79		$3.540	$3.540	$3.540	$3.540
80+		$3.540	$3.540	$3.540	$3.540
Child Rate		$0.200		$0.200	
AD&D Rate (Employee / Spouse / Child)		$0.025 / $0.025 / $0.025		$0.025 / $0.025 / $0.025	
PLAN PROVISIONS					
Rate Guarantee		3 Year rate guarantee ending 06/30/2024		2 Year rate guarantee ending 6/30/2026	
Required Participation		Voluntary Life: The greater of 10 employees or 25% of those employees; Voluntary Spouse Life: The greater of 5 spouses or 10% of those employees		Voluntary Life: The greater of 10 employees or 25% of those employees; Voluntary Spouse Life: The greater of 5 spouses or 10% of those employees	
Eligibility		FTE 30HRS/WK		FTE 30HRS/WK	

**NOTE: Benefit deviations from Current are identified in blue font*

Gallagher

Coolidge Unified School District #21

Employee Assistance Plan | Recommended Renewal | Effective 07/01/2024

		CURRENT / RECOMMENDED RENEWAL
Service Provider		**Alliance Work Partner through Meritain Health**
PLAN DESIGN		
Telephonic consultation		Included
Face-to-face or video per issue per year		up to 5
Legal resources		Included
Financial resources		Included
Identity theft		Not Included
Management consultation		Included
Management referrals		Included
Crisis response services		Included
Utilization reports		Included
COST ANALYSIS		
	Employee Count	**5 sessions**
PEPM Rates	**281**	**$0.00**
Monthly Cost		**$0**
Annual Cost		**$0**
PLAN PROVISIONS		
Rate Guarantee		1 Year rate guarantee ending 6/30/2025

**NOTE: Benefit deviations from Current are identified in blue font*

Gallagher

Coolidge Unified School District #21

Health Savings Account | Recommended Renewal | Effective 07/01/2024

		CURRENT / RECOMMENDED RENEWAL
Bank/Vendor		**Health Equity thru Meritain Health**
FEATURES AND FEES		
Set-Up		N/A
Banking Fee PPPM		$0.00
Integrated with Meritain/ASBAIT		Yes
Payroll Deduction		N/A
Debit Card		Included
COST ANALYSIS		
	Est Participation	**Health Equity thru Meritain Health**
PPPM Fee	34	**$0.00**
Monthly Cost		**$0**
Annual Cost		**$0**

**NOTE: Benefit deviations from Current are identified in blue font*

Gallagher

Coolidge Unified School District #21

COBRA | Recommended Renewal | Effective 07/01/2024

		CURRENT / RECOMMENDED RENEWAL
	Carrier Name	Meritain Health
FEATURES AND FEES		
Initial Set Up Fees:		
General Onboarding		Included
Annual Renewal Fees:		
Per COBRA Plan		
Minimum Renewal Fee		$0
Monthly Fees	Est. Eligible	
PEPM Administration Fee	221	$0.00
Minimum Fee		$0
Features/Services Included		
Initial COBRA Notice/Letter		Included
Qualifying Event Notice/Letter		Included
COST ANALYSIS		
		CURRENT / RECOMMENDED RENEWAL
Est. Monthly Cost		$0
Est. Annual Cost		$0
PLAN PROVISIONS		
Effective Date		7/1/2024
Rate Guarantee		1 Year
Eligibility		FTE 30HRS/WK

**NOTE: Benefit deviations from Current are identified in blue font*

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Coolidge Unified School District

Flexible Spending Account | Recommended Renewal | Effective 07/01/2024

		CURRENT / RECOMMENDED RENEWAL
Administrator		**P&A Group**
FEATURES AND FEES		
Initial Set Up Fees:		-
Set-up		Included
Plan Document Creation		Included
SPD Creation		Included
Enrollment Meetings		Included
Electronic Enrollment Material		Included
Printing of Enrollment Materials		Included
Subsequent Annual Fees:		$2,856
Monthly Fees (PPPM)		$4.25
Debit Card		Included
Minimum Monthly Fee		$238
COST ANALYSIS		
	Est Participation	P&A Group
PPPM Fee	56	**$4.25**
Monthly Cost		**$238**
Annual Cost		**$2,856**
PLAN PROVISIONS		
Effective Date		7/1/2021
Rate Guarantee		5 Year rate guarantee ending 06/30/2026

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Gallagher

Coolidge Unified School District #21

Voluntary Accident Advantage | Recommended Renewal | Effective 7/1/24

	CURRENT / RECOMMENDED RENEWAL
Carrier	AFLAC
1. Issue Ages	18 - 75
2. Participation Requirement	None
3. Guaranteed Issue	Yes
4. 24 Hour / Off Job	Yes
5. Hospital Admission	$1,000 at least 18 hours; per covered accident per covered person
6. Hospital ICU Admission	$1,500 when admitted directly to an ICU per covered accident per covered person;
7. Admission Benefit Payments	$1,000 - $1,500
8. Hospital Confinement Per Day	$200 per day, up to 365 days per covered accident, per covered person
9. Hospital ICU Confinement Per Day	Additional $400, up to 15 days for ICU Confinement per covered accident per covered person
10. Confinement Benefit Payments	$200 - $600
11. Emergency Room	$170 - $200
12. Non-Emergency Room Care	$120 - $150
13. Ambulance Ground / Air	$150 ground ambulance transportation or $1,000 air ambulance transportation
14. Physical Therapy	$25 for one treatment per day (up to a maximum of 10 treatments) per covered accident per covered person
15. Single Fractures / Dislocations	$100 - $2,750
16. Lacerations	$25 - $400
17. Accidental Death, Dismemberment & Catastrophic Benefits	$250 - $25,000
18. Wellness	$60 once per calendar year
19. Portability	Yes
20. Miscellaneous	Family Support Benefit; Family Lodging Benefit; Organized Sporting Activity Benefit
Rates	**Accident - Monthly**
Employee Only	$20.75
Employee & Spouse	$29.48
One Parent Family	$35.10
Family	$45.86
PLAN PROVISIONS	
Rate Guarantee	One Year rate guarantee ending June 30, 2025

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Gallagher

Coolidge Unified School District #21

Voluntary Cancer Protection Assurance | Recommended Renewal | Effective 7/1/2024

	CURRENT / RECOMMENDED RENEWAL
Carrier	**AFLAC - Level 2**
PLAN DESIGN	
1. Issue Ages	18 - 75
2. Participation Requirement	None
3. Guaranteed Issue	Participants must qualify for the plan
4. Pre-Existing Condition Limitations*	Policy will not be issued for anyone who has been diagnosed or treated for cancer in the last five years.
5. Initial Diagnosis Benefit	Insured/Spouse $4,000; Child $8,000; payable once
6. Radiation Therapy/Chemotherapy, Immunotherapy	$250 - $1,200 per calendar month
7. Surgical Benefit Unit Dollar Amount Maximum Per Operation	$50–$3,400 (Anesthesia: additional 25% of Surgical Benefit); maximum daily benefit not to exceed $4,250; no lifetime max on number of operations
8. Medical Imaging	N/A
9. Blood, Plasma and Platelets	Inpatient: $50 times the number of days paid under the Hospital Confinement Benefit; Outpatient: $175 per day; no lifetime max
10. Drugs & Medicine: Hospital Confinement/Outpatient	Hospitalization 30 days or less: Insured/Spouse $200 per day; Child $250 per day; Hospitalization 31+ days: Insured/Spouse $400 per day; Child $500 per day; no lifetime max
11. Bone Marrow / Stem Cell Transplant: Autologous / Non-Autologous	$7,000; $7,000 lifetime max per covered person; donor benefit: $100 for stem cell donation or $750 for bone marrow donation payable one time per covered person
12. Experimental Treatment	No additional benefit payable
13. Hospice Care	$1,000 for the 1st day; $50 per day thereafter; $12,000 lifetime max per Covered Person
14. Extended Care Facility	$100 per day, limited to 30 days per year, per Covered Person
15. Benefit Waiting Period	1st of the month following date of hire
16. Portability	Yes
17. Miscellaneous	Egg Harvesting and Storage Benefit; annual care; transportation, and lodging
RATES	**Cancer - Monthly**
Employee Only	$40.20
Employee & Spouse	$69.17
One Parent Family	$40.20
Family	$69.17
PLAN PROVISIONS	
Rate Guarantee	One Year Rate Guarantee ending June 30, 2025

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Gallagher

Coolidge Unified School District #21

Voluntary Hospital Indemnity | Recommended Renewal | Effective 7/1/2024

	CURRENT / RECOMMENDED RENEWAL		
Carrier	**AFLAC**		
1. Issue Ages	Ages 18 - 75		
2. Participation Requirement	None		
3. Guaranteed Issue	Yes		
4. Pre-Existing Condition Limitations	12 Month waiting period for pre-existing		
5. Hospital Admission	$500; $1,000; $1,500 or $2,000		
6. Hospital ICU Confinement Per Day	None		
7. Hospital Short-Stay	Pays $100 for hospital stays less than 23 hours (limited to 2 payments per calendar year per policy)		
8. Pregnancy	Cannot give birth within the first 10 months of the effective date of coverage or pregnancy in existence prior to the effective date of coverage		
9. Wellness	Not Covered		
10. Portability	Yes, with no rate increase		
11. Miscellaneous	Waiver of Premium included		
Monthly for a $1,000 Benefit	**Ages 60 - 75**	**Ages 50 - 59**	**Ages 18 - 49**
Employee Only	$33.70	$32.76	$32.14
Employee & Spouse	$51.48	$48.05	$45.40
One Parent Family	$41.96	$41.34	$40.72
Family	$52.10	$48.67	$48.20
PLAN PROVISIONS			
Rate Guarantee	One Year Rate Guarantee ending June 30, 2025		

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Gallagher

Coolidge Unified School District #21

Voluntary Short-Term Disability | Recommended Renewal | Effective 7/1/2024

	CURRENT / RECOMMENDED RENEWAL
Carrier	**AFLAC**
1. Issue Ages	Ages 18 - 74
2. Participation Requirement	None
3. Guaranteed Issue	Yes
4. Pre-Existing Condition Limitations	Yes - must begin 12 months after the effective date of coverage
5. Elimination Period	14/14
6. Benefit Period	6 months
7. Maximum Monthly Benefit	$500 - $6,000 (subject to income requirements)
8. Definition of Disability	Being under the care and attendance of a Physician due to a condition that causes you to be unable to perform the material and substantial duties of your Full-Tim Job, and not working at any job.
9. Maternity Benefits after waiting period	Yes
10. Waiver of Premium	Yes
11. Portability	Yes
12. Miscellaneous	Pay calendar days; pay on top of PTO
Monthly Rates	**14/14 Days - Rates per $100**
Monthly Benefit	
Age 18-49	$2.34
Age 50-64	$2.81
Age 65-74	$3.59
PLAN PROVISIONS	
Rate Guarantee	One Year Rate Guarantee ending June 30, 2025

*The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Private and Confidential

Gallagher

Coolidge Unified School District #21

Medical | Fully-Insured Marketing Activity Summary | Effective 07/01/2024

Line of Coverage	Carrier Name	Response	Rate Guarantee	Commission	Direct Fees
Medical	Meritain Health	Current	1 Year	4%	N/A

While Gallagher does not guarantee the financial viability of any health insurance carrier or market, it is an area we recommend that clients closely scrutinize when selecting a health insurance carrier. There are a number of rating agencies that can be referred to including, A.M. Best, Fitch, Moody's, Standard & Poor's, and Weiss Ratings (TheStreet.com). Generally, agencies that provide ratings of Health Insurers, including traditional insurance companies and other managed care organizations, reflect their opinion based on a comprehensive quantitative and qualitative evaluation of a company's financial strength, operating performance and market profile. However, these ratings are not a warranty of an insurer's current or future ability to meet its contractual obligations.

Supplemental Compensation

Gallagher may receive supplemental compensation from insurance carriers and vendors, normally calculated at the end of each calendar year, that are contingent on a number of factors including the overall number of employer plans represented, plan retention rates, and overall premium growth. Historically, supplemental compensation has ranged, on average, between 0-3% based on specific carrier programs. These plans have no effect on premiums. Further, Gallagher may receive non-cash compensation from plan vendors or service providers that are not in connection with any particular client. If you have any questions regarding direct or indirect compensation received by Gallagher, please contact your dedicated Gallagher advisor or refer to the Gallagher Global Standards of Business Conduct (https://www.ajg.com/us/about-us/global-standards).

Gallagher

Coolidge Unified School District #21
Fully-Insured Marketing Activity Summary | Effective 07/01/2024

Health Lines of Coverage: Including Medical, Dental, Vision and EAPs

Line of Coverage	Carrier Name	Response	Rate Guarantee	Commission	Direct Fees
Dental	**Blue Cross Blue Shield of Arizona**	**Current** / Renewal	**2 Year**	**10%**	**N/A**
Dental HMO	**Employers Dental Services**	**Current**	**1 Year**	**8%**	**N/A**
Dental HMO	Employers Dental Services	Renewal	1 Year	8%	N/A
Vision	**Avesis**	**Current**	**2 Year**	**10%**	**N/A**
Vision	Avesis	Renewal	2 Year	10%	N/A
Employee Assistance Plan	**Meritain Health**	**Current**	**1 Year**	**0%**	**N/A**
Health Savings Account Administration	**Meritain Health**	**Current**	**1 Year**	**0%**	**N/A**
COBRA	**Meritain Health**	**Current**	**1 Year**	**0%**	**N/A**

While Gallagher does not guarantee the financial viability of any health insurance carrier or market, it is an area we recommend that clients closely scrutinize when selecting a health insurance carrier. There are a number of rating agencies that can be referred to including, A.M. Best, Fitch, Moody's, Standard & Poor's, and Weiss Ratings (TheStreet.com). Generally, agencies that provide ratings of Health Insurers, including traditional insurance companies and other managed care organizations, reflect their opinion based on a comprehensive quantitative and qualitative evaluation of a company's financial strength, operating performance and market profile. However, these ratings are not a warranty of an insurer's current or future ability to meet its contractual obligations.

Non-Health Lines of Coverage

Line of Coverage	Carrier Name	Response	**AM Best Rating	Rate Guarantee	Commission	Direct Fees
Life-AD&D	**Lincoln Financial Group**	**Current**	**A / XV**	**3 Year**	**Standard**	**N/A**
Vol Life	**Lincoln Financial Group**	**Current**	**A /XV**	**3 Year**	**15%**	**N/A**
Flexible Spending Account	**P&A Group**	**Current**	**NR**	**2 Year**	**0%**	**N/A**
Voluntary Accident	**Aflac**	**Current** / Renewal	A+	1 Year	0%	**N/A**
Voluntary Cancer	**Aflac**	**Current** / Renewal	A+	1 Year	Schedule	**N/A**
Voluntary Hospital Indemnity	**Aflac**	**Current** / Renewal	A+	1 Year	Schedule	**N/A**
Voluntary Short Term Disability	**Aflac**	**Current** / Renewal	A+	1 Year	Schedule	**N/A**

**A.M. Best Rating
Required Standards for Gallagher Benefit Services

Group 1 A - to A++	Recommended
Group 2 B + to B ++ and/or financial rating under "VI", or any of Best's "NR" group. This would apply to Best's "A- or higher" rated companies with a financial size under "VI".	Acceptable with signed client acknowledgement letter

Financial Strength Ratings

Secure	Vulnerable
A++, A+ (Superior) A, A -, A U (Excellent) B++, B+ (Very Good)	B, B - (Fair) C++, C+ (Marginal) C, C - (Weak)

Supplemental Compensation

Gallagher may receive supplemental compensation from insurance carriers and vendors, normally calculated at the end of each calendar year, that are contingent on a number of factors including the overall number of employer plans represented, plan retention rates, and overall premium growth. Historically, supplemental compensation HSA ranged, on average, between 0-3% based on specific carrier programs. These plans have no effect on premiums. Further, Gallagher may receive non-cash compensation from plan vendors or service providers that are not in connection with any particular client. If you have any questions regarding direct or indirect compensation received by Gallagher, please contact your dedicated Gallagher advisor or refer to the Gallagher Global Standards of Business Conduct (https://www.ajg.com/us/about-us/global-standards).

Disclaimers

Prepared for Coolidge Unified School District #21

Coverage Disclaimer

This proposal is an outline of the coverages proposed by the carrier(s) based upon the information provided by your company. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. See the policies and contracts for actual language. This proposal is not a contract and offers no contractual obligation on behalf of GBS. Policy forms for your reference will be made available upon request.

Renewal / Financial Disclaimer

This analysis is for illustrative purposes only, and is not a proposal for coverage or a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. See your policy or contact us for specific information or further details in this regard.

Legal

The intent of this analysis is to provide you with general information regarding the status of, and/or potential concerns related to, your current employee benefits environment. It should not be construed as, nor is it intended to provide, legal advice. Laws may be complex and subject to change. This information is based on current interpretation of the law and is not guaranteed. Questions regarding specific issues should be addressed by legal counsel who specializes in this practice area.

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: OTHER-A. **MEETING DATE:**4/10/2024

AGENDA ITEM: Governing Board and/or Superintendent's Report and Update

SUBMITTED BY: Dawn Dee Hodge, Superintendent

RECOMMENDED TO SUPERINTENDENT BY: Dawn Dee Hodge, Superintendent

APPROVED BY SUPERINTENDENT:

RECOMMENDATION:

Governing Board and/or Superintendent's Report and Update

INFORMATION AND SUPPORTING DATA:

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):

COOLIDGE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AGENDA

AGENDA ITEM NUMBER: NOTICE- **MEETING DATE:**4/10/2024

AGENDA ITEM: Public Notice of Governing Board Meeting Procedures.

SUBMITTED BY: Andrea Felix, Executive Administrative Assistant

RECOMMENDED TO SUPERINTENDENT BY: Andrea Felix, Executive Administrative Assistant

APPROVED BY SUPERINTENDENT: _____

RECOMMENDATION:

Public Notice of Governing Board Meeting Procedures:

The Coolidge Unified School District Governing Board Meetings are open for members of the community/public to join in-person. We will continue to operate our livestream services through the Coolidge Schools Vimeo account with the exception of meetings during school breaks. Visit our website for direct access:

https://www.coolidgeschools.org/gb_members

INFORMATION AND SUPPORTING DATA:

PROJECTED COST: **FUNDING SOURCE:**

TRAVEL (OVERNIGHT FOR STUDENTS; OUT-OF-STATE FOR STAFF):