



**DEER VALLEY**  
*Unified School District*

## Governing Board Meeting

**May 30, 2017**

**Special Meeting** 5:30 p.m.

**Special Meeting** 6:00 p.m.

**Regular Meeting** 7:00 p.m.

*Graduating lifelong learners who will successfully compete, lead, and positively impact the world.*

Deer Valley Unified School District No. 97  
20402 North 15<sup>th</sup> Avenue  
Phoenix, Arizona 85027

Telephone: (623) 445-5000





**DEER VALLEY**  
*Unified School District*

20402 N. 15th Ave.  
Phoenix, AZ 85027  
623.445.5000 Phone  
623.445.5086 Fax  
www.dvusd.org

**SUPERINTENDENT**  
Dr. James R. Veitenheimer

**GOVERNING BOARD**  
Kimberly K. Fisher, MAFM  
Jenny Frank  
Ann O'Brien  
Ann Elizabeth Ordway  
Darcy Tweedy

## PUBLIC NOTICE

### **SPECIAL MEETING OF THE GOVERNING BOARD** **Tuesday, May 30, 2017** **5:30 P.M.**

District Office Executive Conference Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

One or more members of the public body may participate by telephonic, video or internet conferencing. The Deer Valley Governing Board may vote to convene an Executive Session for the purpose of receiving legal advice on any items listed on the agenda.

1. **Call to Order**
2. **Roll Call**
3. **Adoption of the Agenda**
4. **Call for an EXECUTIVE SESSION:**
  - a. Pursuant to **A.R.S. §38-431.03.A.1** – 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. – 2017-2018 Administrator contracts and related issues. The Administrators have been provided the legally required notice of the executive session.
  - b. Pursuant to **A.R.S. §38-431.03.A.3** – Discussion or consultation for legal advice with the attorney or attorneys of the public body and **A.R.S. §38-431.03.A.4** – Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. - 2017-2018 Administrator contracts and related issues; For discussion or consultation with the Board's attorney to consider its position and instruct its attorney regarding contracts that are the subject of negotiations.
5. **Adjournment**

Persons with a disability may request reasonable accommodations by contacting (623) 445-5003. Request should be made as early as possible to allow time to arrange the accommodations.

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- 1. Call to Order**
- 2. Roll Call**
- 3. Adoption of the Agenda**
- 4. Call for an EXECUTIVE SESSION:**
  - a. Pursuant to A.R.S. §38-431.03.A.1 – 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. – Superintendent Evaluation**
- 5. Adjournment**

Persons with a disability may request reasonable accommodations by contacting (623) 445-5003. Request should be made as early as possible to allow time to arrange the accommodations.

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**Note:** Separate Agenda for Special Meeting:

5:30 p.m. – Executive Session – Deputy Superintendent Contract

6:00 p.m. – Executive Session – Superintendent Evaluation



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## **PUBLIC NOTICE**

### **REGULAR MEETING OF THE GOVERNING BOARD**

**Tuesday, May 30, 2017**

**7:00 P.M.**

District Office Governing Board Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

## **AGENDA**

The Board reserves the right to change the order of items on the agenda, with the exception of Public Hearings. The Board may take action in open meeting on any item that was the subject of the Executive Session held at this Board Meeting. The Board may vote to convene an Executive Session for the purpose of receiving legal advice on any items listed on the agenda. A copy of the Board Packet is available for inspection at the desk of the District receptionist during District business hours 24 hours prior to the day of the meeting. One or more members of the public body may participate by telephonic, video or internet conferencing.

Persons with a disability may request reasonable accommodations by contacting (623) 445-5003. Requests should be made as early as possible to allow time to arrange the accommodations.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. ADOPTION OF THE AGENDA**

**5. AWARDS, ACHIEVEMENTS AND RECOGNITIONS**

- A. Cooking up Change Winning Team – Michael Griffin and Jason Forari, Barry Goldwater High School
- B. Spring Sports State Champions
- C. Mary Lou Fulton Teachers College 2017 Outstanding Mentor and Teacher Candidate Awards – Dana Russell and Arianna Saenz-Ochoa, Stetson Hills School
- D. Deer Valley Education Foundation (DVEF) Teachers and Rookie of the Year
- E. Arizona Middle Level Association (AMLA) Teachers of the Year
- F. Community of Character and Courage Recipient – Jeff Williams, Mountain Ridge High School
- G. Positive Behavioral Interventions & Supports (PBIS) Bronze Awards – Stetson Hills School and West Wing School
- H. Arizona School Public Relations Association 2017 ASPRA\*tions Awards - Dr. James Veitenheimer and the Communications and Community Engagement Department (CCE)

**6. REPORTS**

A. Governing Board

The Governing Board Members may give a report on any of the following:

- Site Visits
- Governmental Relations
- Conferences
- Meetings
- Agenda Item Requests

B. Superintendent

Dr. James R. Veitenheimer

1. Current Events

C. Data Analysis and Organizational Improvement

Dr. Scott Smith

1. Employee and Parent and Community Satisfaction Survey

D. Fiscal and Business Services

Jim Migliorino

1. Demographer Report

*Graduating lifelong learners who will successfully compete, lead, and positively impact the world.*

**7. OLD BUSINESS**

There is no Old Business

**8. CONSENT AGENDA – (Motion by Exception)**

- A. Approve the Minutes for the Special Governing Board Meeting on May 6, 2017; the Public Hearing, Special and Regular Governing Board Meetings on May 9, 2017, and the Special Governing Board Meeting on May 15, 2017
- B. Approve Payroll Voucher #23 in the amount of \$7,934,412.01, Payroll Voucher #24 in the amount of \$28,386,731.90, and Expense Vouchers on the Voucher Summary Sheet in the amount of \$2,613,132.96 for Fiscal Year 2016-17
- C. Approve Donations
- D. Approve Addenda Contracts
- E. Authorization to Enter into Additional Cooperative Purchasing Contracts for Fiscal Year 2016-17
- F. Authorization to Enter into Additional Sole Source Contracts for Fiscal Year 2016-17
- G. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and the Arizona Department of Economic Security (ADES)/Rehabilitation Services Administration (RSA) for the Transition from School to Work Program (TSW) for Fiscal Year 2017-18
- H. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Washington Elementary School District (Fiscal Agent) for Title I Services for Fiscal Year 2017-18
- I. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Maricopa County Community College District (MCCCD) for the Dual Enrollment Program for Fiscal Year 2017-18
- J. Approve the Fifth (5<sup>th</sup>) Amendment to the Intergovernmental Agreement (IGA) between Deer Valley Unified School District and the Maricopa County Library District for the Operation of a Regional and High School Library
- K. Approve Amendment #3 to the Intergovernmental Agreement (IGA) between Deer Valley Unified School District and the City of Phoenix for the Head Start Program for Fiscal Year 2017-18
- L. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Maricopa County Air Quality Department for the State Clean Diesel Program Sub Award
- M. Bids/Proposals
  - 1. IFB #17-005-5 Instructional Aids & Supplies
  - 2. IFB #17-012 Micro Focus School License Agreement
- N. Student Travel
  - 1. Approve travel for students from Sandra Day O'Connor High School to attend Historic Sites in Colonial and Industrial Revolution in Boston, Cambridge, Lowell and Salem, MA from May 30 through June 3, 2017
  - 2. Approve travel for students from Barry Goldwater High School to attend Cooking up Change in Washington, DC from June 11 through June 13, 2017
  - 3. Approve travel for students from Boulder Creek High School to attend SkillsUSA National Competition in Louisville, KY from June 19 through June 23, 2017
  - 4. Approve travel for students from Sandra Day O'Connor High School to attend HOSA 40<sup>th</sup> Annual International Leadership Conference in Orlando, FL from June 20 through June 25, 2017
  - 5. Approve travel for students from Boulder Creek High School to attend Educators Rising National Conference in Phoenix, AZ from June 24 through June 26, 2017
  - 6. Approve travel for students from Barry Goldwater High School to attend FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017
  - 7. Approve travel for students from Mountain Ridge High School to attend 2017 FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017
  - 8. Approve travel for students from Sandra Day O'Connor High School to attend 2017 FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017
  - 9. Approve travel for students from Sandra Day O'Connor High School to attend FCCLA State in Nashville, TN from July 1 through July 7, 2017.
  - 10. Approve travel for students from Deer Valley High School to attend Thespian Leadership Camp in Heber, AZ from July 5 through July 8, 2017
  - 11. Approve travel for students from Barry Goldwater High School to attend Camp of Champions in Winslow, AZ from July 10 through July 15, 2017
  - 12. Approve travel for students from Deer Valley High School to attend Cross Country Camp in Gunnison, CO from July 16 through July 21, 2017
  - 13. Approve travel for students from Sandra Day O'Connor High School to attend Football Camp in Santa Barbara, CA from July 21 through July 26, 2017
  - 14. Approve travel for students from Boulder Creek High School to attend Band Camp in Prescott, AZ from July 31 through August 3, 2017
  - 15. Approve travel for students from Legend Springs to attend YMCA Camp Surf in Imperial Beach, CA from September 11 through September 13, 2017

16. Approve travel for Deer Valley High School to attend Woodbridge Cross Country Classic in Irvine, CA from September 15 through September 17, 2017
17. Approve travel for students from Highland Lakes to attend Catalina Island Marine Institute in Catalina Island, CA from October 13 through October 15, 2017

**9. ACTION**

- A. Approve the Recommendation for the Superintendent of the Deer Valley Unified School District
- B. Approve Human Resources Changes
- C. Approve 2017-18 Contract Language for Exempt 10 Positions
- D. Approve Performance Pay for the Deer Valley Unified School District Superintendent

**10. PREVIEW**

- A. Coding Recommendations for Computer Science – Progression of Learning Programs
- B. Absence Management, Applicant Tracking and Human Resources Management, Employee Performance Evaluation, Professional Development Systems
- C. Negotiated Tentative Agreement for 2017-18 #66 Pending Ratification by the Employee Associations

**11. PUBLIC COMMENTS - (Public comment forms are available in the lobby of the boardroom and must be submitted prior to the meeting)**

The Board invites public comment on the District's business in general and on any agenda item in specific. All speakers must observe the rules of decorum. Speakers must fill out a card listing name, address, and topic, and hand it to the Board Secretary prior to the President calling the meeting to order. Speakers must make their comments in no more than three minutes. If necessary to accommodate all speakers within the 30 minute overall limit, the Board President may shorten each speaker's time. Constructive criticism is in order. Rudeness, vulgarity, disruptive conduct, or remarks disrespecting personal dignity are not in order and will not be allowed. Under the Arizona Open Meeting Law, the Governing Board cannot discuss or act on any items not listed on the agenda. Board Members may respond to criticism made by a speaker, ask staff to review a matter, or ask that a matter be put on a future agenda.

**12. FUTURE MEETINGS AND DATES TO REMEMBER**

June 13, 2017 – Regular Governing Board Meeting  
June 27, 2017 – Regular Governing Board Meeting

**13. ADJOURNMENT**





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Awards, Achievements and Recognitions

Date assigned for Board consideration: May 30, 2017      None      None  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

**A. Cooking Up Change Winning Team – Michael Griffin and Jason Forari, Barry Goldwater High School**

Barry Goldwater junior, Michael Griffin and sophomore, Jason Forari, won the Phoenix Cooking Up Change contest which qualified them to compete in the national finals in Washington DC. Cooking Up Change is a dynamic culinary competition that challenges high school students in cities across the nation to create healthy, appealing school meals. Their meal will be served in DVUSD high school cafeterias.

**B. Spring Sports State Champions**

<u>Event</u>	<u>Student</u>	<u>School</u>	<u>Grade</u>
Track – 800m	Daniel Lozano	Boulder Creek High School	Senior
Track – Pole Vault	Madelyn Lundberg	Sandra Day O'Connor High School	Senior

<u>Event</u>	<u>Team</u>
Boys Volleyball	Boulder Creek High School

**C. Mary Lou Fulton Teachers College 2017 Outstanding Mentor and Teacher Candidate Awards – Dana Russell and Arianna Saenz-Ochoa, Stetson Hills School**

Stetson Hills School's, Dana Russell, received the Outstanding Mentor Award from ASU's Mary Lou Fulton Teachers College. Arianna Saenz-Ochoa was selected as the Outstanding Teacher Candidate Award and is currently student teaching at Stetson Hills School.

(Continued on next page)

**DEER VALLEY UNIFIED SCHOOL DISTRICT #97****BOARD AGENDA ITEM****EXECUTIVE SUMMARY:****D. Deer Valley Education Foundation (DVEF) Teachers and Rookies of the Year**

2016 – 2017 Teachers of the year:

<u>Name</u>	<u>School</u>
Kirk Douglas	Boulder Creek High School
Caitlin McAndrew	Boulder Creek High School
David Kuhns	Deer Valley High School
Jessica Rushforth	Deer Valley High School
Tracy Brown	Highland Lakes School
Tim Rosinbum	Mountain Ridge High School
Brandi Martin	New River Elementary School
Jodi Chesbro	Sierra Verde School
Debbie Hutson	Terramar School
Steven Lamb	Terramar School
Marcia Karls	Village Meadows Elementary School
Gina Etzel	Vista Peak School
Shelly Schubert	West Wing School
Jennifer Schulte	West Wing School

2016 – 2017 Rookie (First Year Teacher) of the Year:

<u>Name</u>	<u>School</u>
Megan McGrady	Terramar School

**E. Arizona Middle Level Association Teachers of the Year**

This annual award recognizes outstanding educators from AMLA member schools for their commitment to middle level education. Nominations are made by participating AMLA school principals.

<u>Name</u>	<u>Position</u>	<u>School</u>
Kim Christensen	Math Teacher	Hillcrest Middle School
DeAnne Dowland	Title 1 Reading Interventionist	Desert Sky Middle School
Michelle Martelli	Title 1 Math Interventionist	Desert Sky Middle School

(Continued on next page)



**DEER VALLEY UNIFIED SCHOOL DISTRICT #97****BOARD AGENDA ITEM****EXECUTIVE SUMMARY:****F. Community of Character and Courage Recognition– Jeff Williams, Mountain Ridge High School**

Jeff Williams exemplifies many traits of Character and Courage not only while advocating for his students but outside the classroom when no one is watching. Jeff was seen stopping to help an elderly lady walking along a cement road barrier. Not only did he stop to make sure she was safe, but he took her to run errands and spent time visiting with her. Jeff is a real live hero, going out of his way caring for the safety of a total stranger.

**G. Positive Behavioral Interventions & Supports (PBIS) Bronze Awards – Stetson Hills School and West Wing School**

Stetson Hills and West Wing Schools were awarded the Bronze Award by PBIS for demonstrating high fidelity PBIS implementation and student outcomes. PBIS is improving student academic and behavior outcomes to ensure all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions possible.

**H. Arizona School Public Relations Association ASPRA \*tions Awards – Dr. James Veitenheimer and the Communications & Community Engagement Department (CCE)**

Superintendent Dr. James Veitenheimer and the Communications & Community Engagement Department recently received the following awards:

Awards of Excellence

- Superintendent for Contributions to Public Relations – Dr. James Veitenheimer
- Overall Excellence in Public Relations - CCE

Awards of Distinction

- Distinction for Specific Program - CCE

**REQUESTED BOARD ACTION – No action required.**

Submitted by

Monica Allread  
Director

  
Dr. James R. Veitenheimer  
Superintendent





Deer Valley  
Unified School District

## DEER VALLEY UNIFIED SCHOOL DISTRICT #97

Green Form

### BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Governing Board Report

Date assigned for Board consideration: May 30, 2017

BEDB  
Policy Reference

38-431.02  
A.R.S. Reference

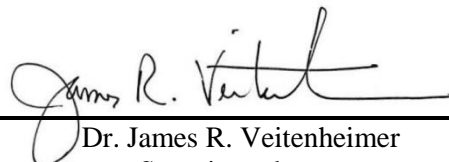
### EXECUTIVE SUMMARY:

The Governing Board Members may give a report on any of the following:

- Site Visits
- Governmental Relations
- Conferences
- Meetings
- Agenda Item Requests

**REQUESTED BOARD ACTION** – No action required.

Submitted by \_\_\_\_\_

  
\_\_\_\_\_  
Dr. James R. Veitenheimer  
Superintendent





Deer Valley  
Unified School District

**DEER VALLEY UNIFIED SCHOOL DISTRICT #97**

Green Form

**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Superintendent's Report  
\_\_\_\_\_  
\_\_\_\_\_

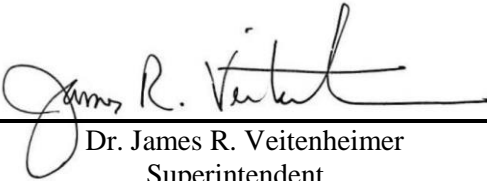
Date assigned for Board consideration: May 30, 2017      BEDB      None  
Policy Reference      A.R.S. Reference

**EXECUTIVE SUMMARY:**

1. Current Events

**REQUESTED BOARD ACTION** – No action required.

Submitted by \_\_\_\_\_

  
\_\_\_\_\_  
Dr. James R. Veitenheimer  
Superintendent





Deer Valley  
Unified School District

**DEER VALLEY UNIFIED SCHOOL DISTRICT #97**

Green Form

**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Data Analysis and Organizational Improvement Report

Date assigned for Board consideration: May 30, 2017

None  
Policy Reference

None  
A.R.S. Reference

**EXECUTIVE SUMMARY:**

Satisfaction Survey Results

Data Analysis and Organizational Improvement will be reporting on the 2017 Employee Satisfaction Survey results and Parent & Community Satisfaction Survey results.

**REQUESTED BOARD ACTION** – No action required.

Submitted by

Dr. Scott Smith  
Director

Dr. James R. Veitenheimer  
Superintendent



**DEER VALLEY**  
*Unified School District*

## Employee Satisfaction Survey

Governing Board Report  
May 30, 2017

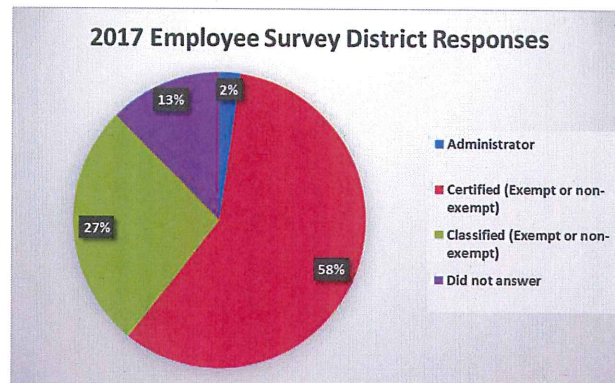
### Survey Administration

- ❖ Survey questions were the same as last year
- ❖ Survey administered internally (DAOI)
  - ❖ Launched on March 13<sup>th</sup> and closed on April 10<sup>th</sup>
  - ❖ Electronic access (link shared through several sources)
  - ❖ Communicated through PreK-12, employee email, Deer Valley Voice, and on the portal
- ❖ Responses compiled and analyzed internally
  - ❖ Generate full district report
  - ❖ Generate school and department level reports
  - ❖ Compile and distribute open-ended comments

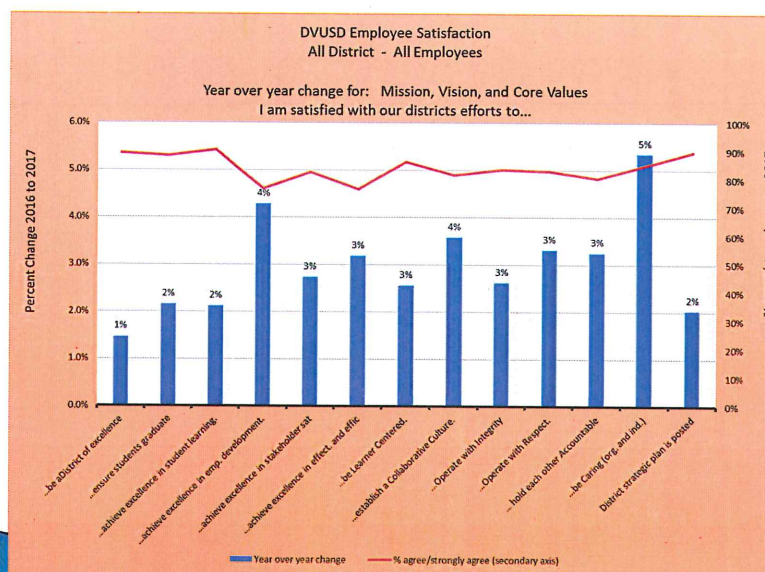


## Response Rate

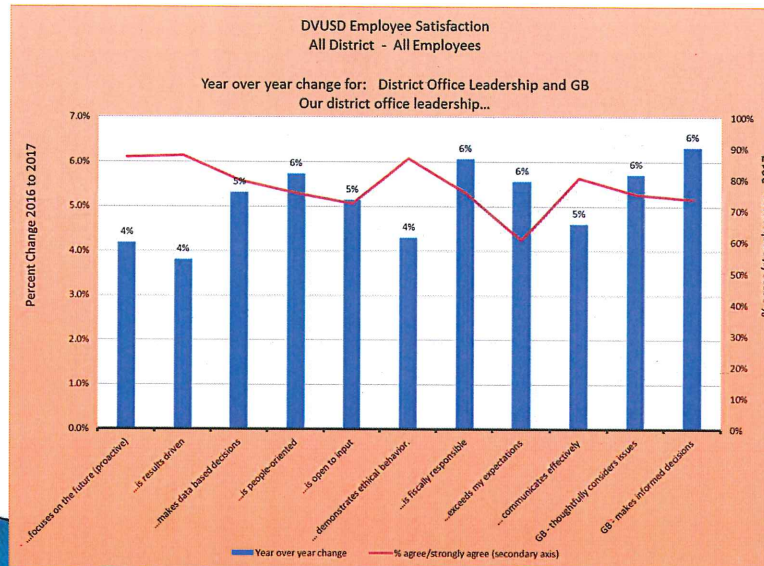
- ❖ 2369 employees completed the survey
- 2355 responses last year



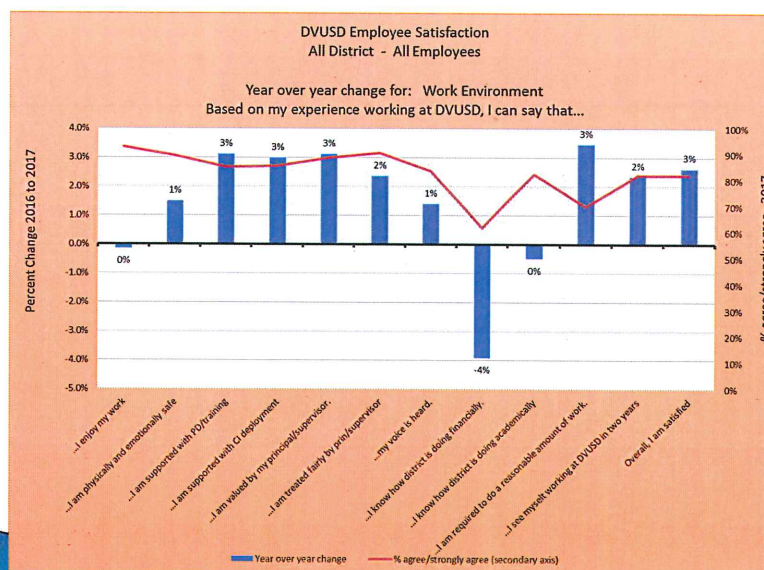
## Section I: Mission, Vision, and Core Values



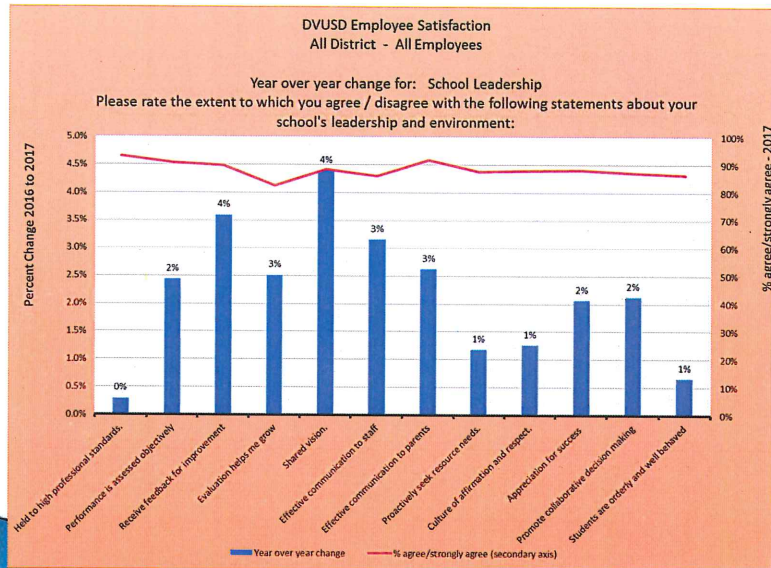
## Section II: District Office Leadership



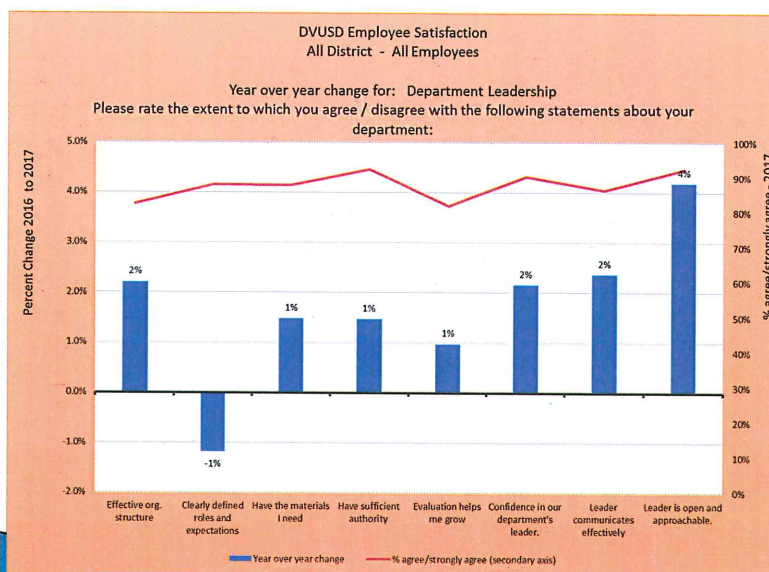
## Section III: Work Environment



## Section IV: Campus Leadership



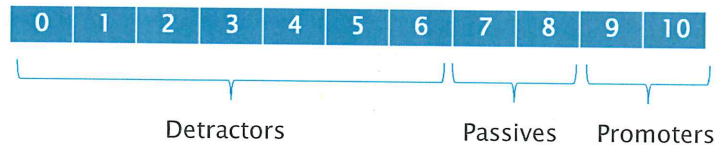
## Section V: Department Leadership





## Net Promoter Score

- ▶ How likely is it that you would recommend *your school* to a friend or colleague?

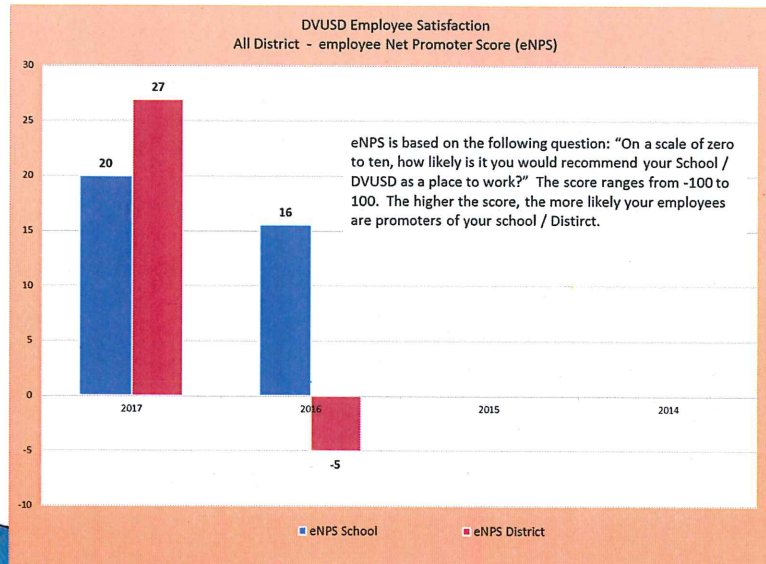


$$(\% \text{ Promoters} - \% \text{ Detractors}) * 100 = \text{NPS}$$

## Employee Net Promoter Score (eNPS)

- ▶ How likely is it that you would recommend *your school* as a place to work to a friend or colleague?
- ▶ How likely is it that you would recommend DVUSD as a place to work to a friend or colleague?

## Employee Net Promoter Score

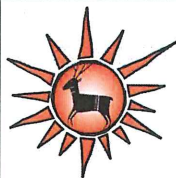


## Additional Reports Completed

- ▶ Formal reports for each school and department
  - Interactive spreadsheet posted on the Portal
  - School and department reports posted on the Portal
- ▶ Analysis of the comments and open ended responses
  - Eight open-ended comment questions are targeted for specific review (Board, Executive Cabinet, School and Dept. Leaders)

## Action Planning and Next Steps

- ▶ Executive Cabinet has reviewed comments regarding district office communication and district office effectiveness and we are incorporating items in the 2017-18 District Improvement Plan.
- ▶ School administrators and CITs will have this data for development of CIPs
- ▶ Department leadership teams will have the data for development/enhancement of DIPs



**DEER VALLEY**  
*Unified School District*

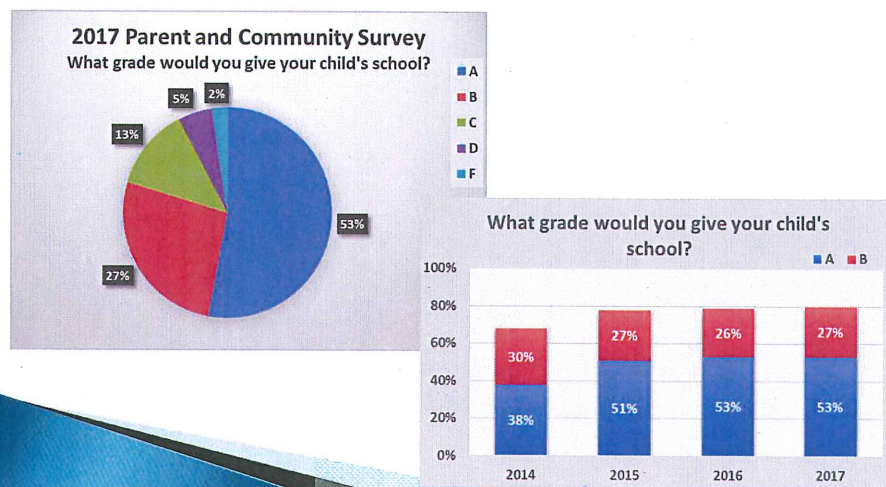
## Parent and Community Satisfaction Survey

## Survey Administration

- ❖ Survey questions were the same as last year
- ❖ Survey administered internally
  - ❖ Launched on April 12th for a three week window
  - ❖ Electronic access (link shared through several sources including District website, school websites and communication from CCE)

## Response Numbers

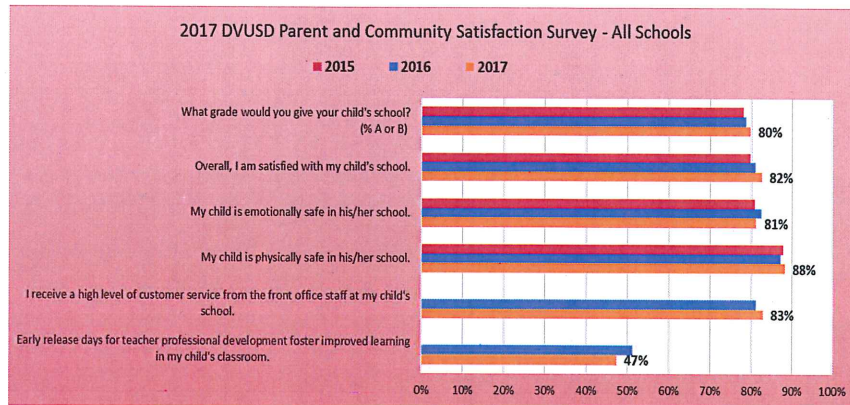
- ❖ 2395 completed surveys
  - Up from 2302 responses in 2016
  - 107 responses had a child in a charter school





## Parent and Community Results

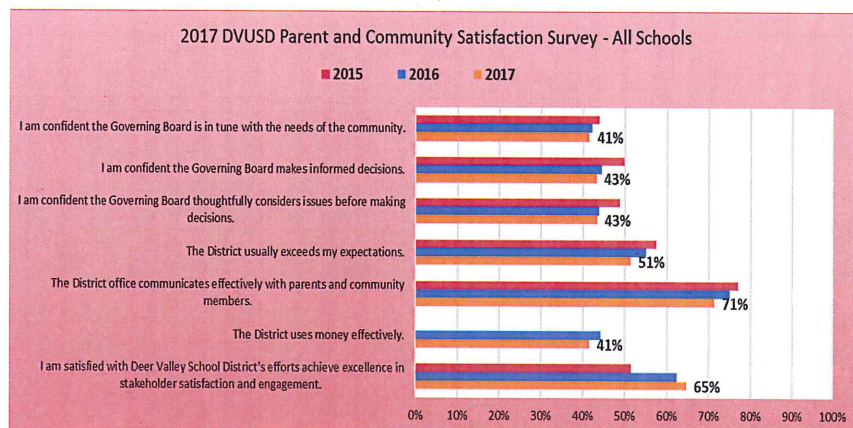
### Section: School Specific Questions (All Schools)



Individual school charts are available on the portal

## Parent and Community Results

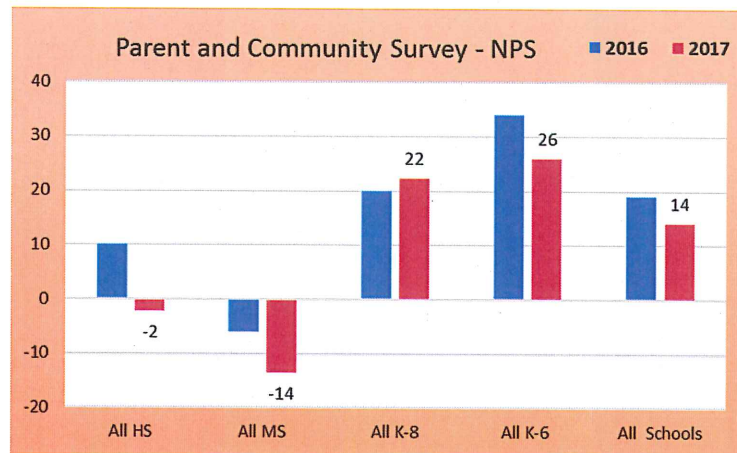
### Section: DO and Board





## Parent and Community Results

### Net Promoter Score



## Additional Reports Completed

- ▶ Interactive Results and Comparison reports are on the Employee Portal
- ▶ Analysis of the comments and open ended responses
  - Schools have their specific comments
  - Executive Cabinet has reviewed final comments and is in the process of incorporating in the District Improvement Plan

## Action Planning

- ▶ School administrators and CITs have this data for development of CIPs – review again during Admin conference in July
- ▶ Continue to investigate alternatives for improved response rates





Deer Valley  
Unified School District

## DEER VALLEY UNIFIED SCHOOL DISTRICT #97

Green Form

### BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Fiscal and Business Services Report

Date assigned for Board consideration: May 30, 2017

None  
Policy Reference

None  
A.R.S. Reference

#### EXECUTIVE SUMMARY:

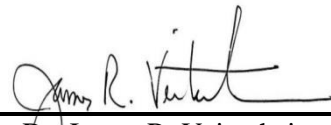
1. Demographer Report – A report will be given regarding information from the 2016-17 Demographer's Report.

**REQUESTED BOARD ACTION** - No action required.

Submitted by

  
Jim Migliorino

Deputy Superintendent

  
Dr. James R. Veitenheimer

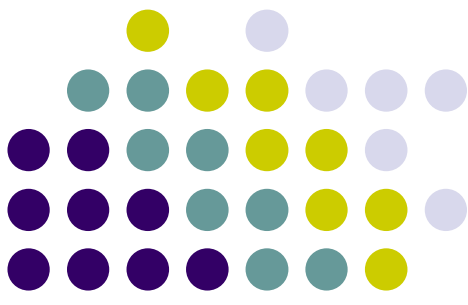
Superintendent

# Deer Valley Schools

## Demographic and Enrollment Analysis

Governing Board Presentation

May 30, 2017

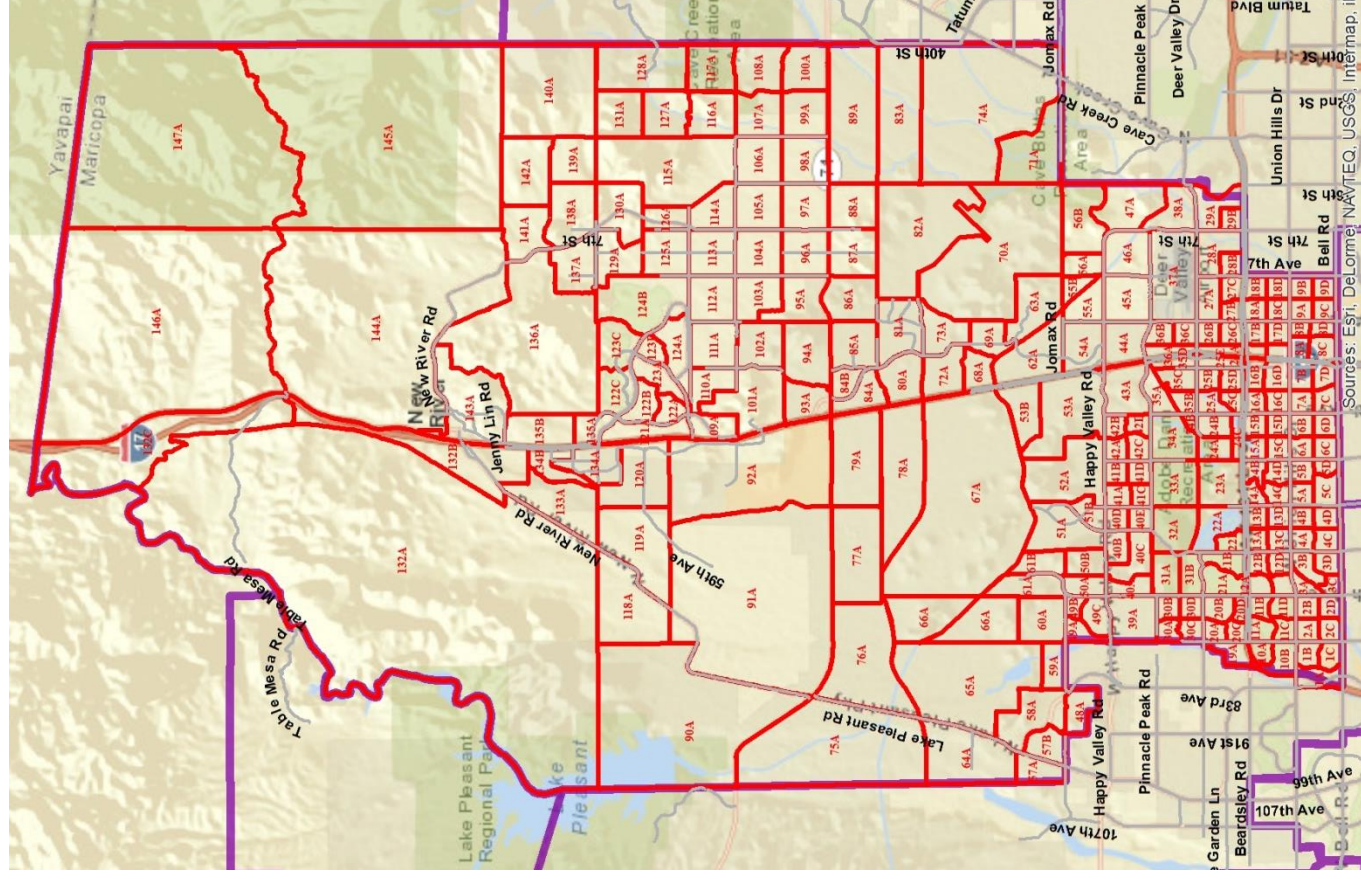




# Report Highlights

- **Planning Area Geography**
- **Enrollment Trends**
- **Student Mobility**
- **Charter School Data**
- **Residential Development Impacts**
- **Enrollment Patterns**
- **Enrollment Projections**
  - District
  - Sub-district
- **Conclusions**

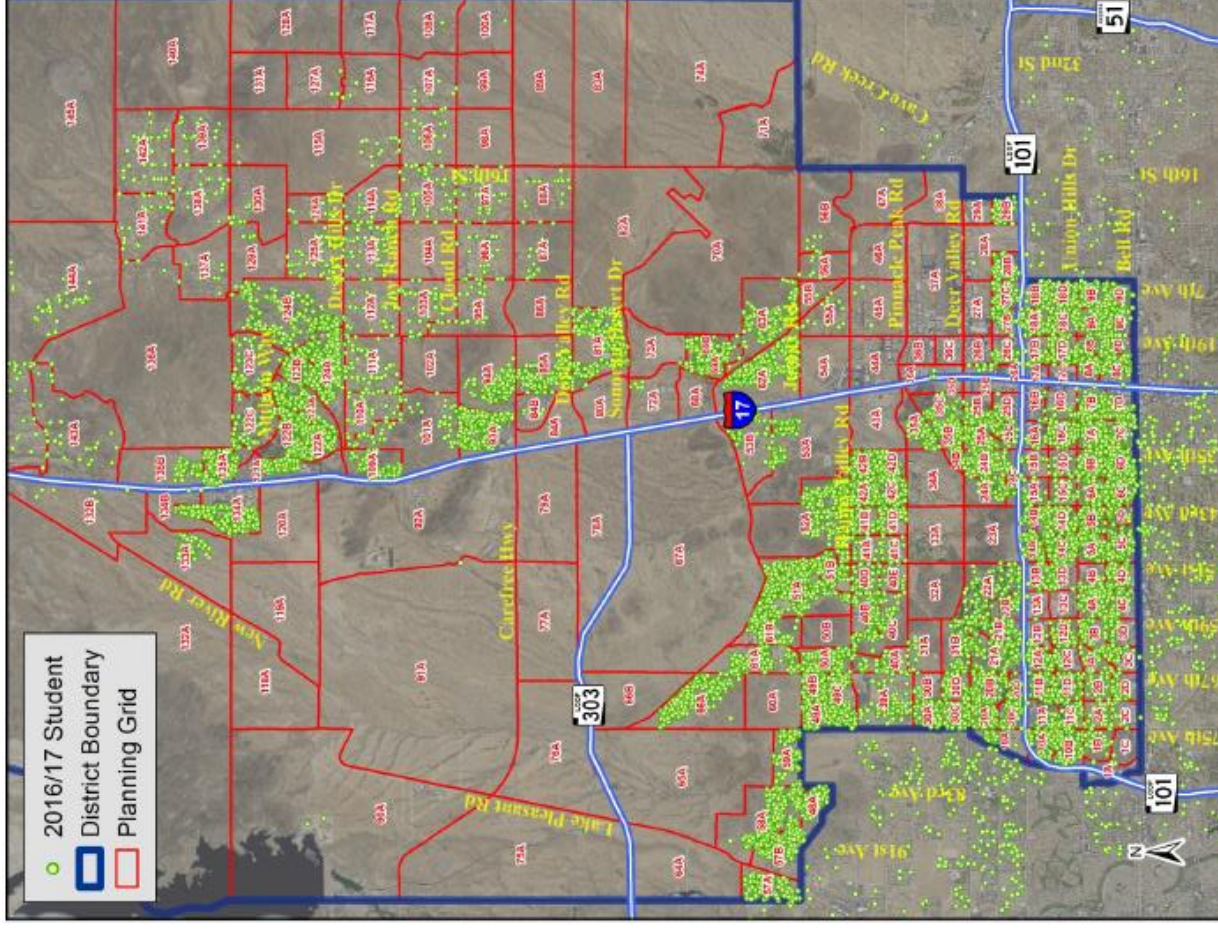
# Grid Planning Geography





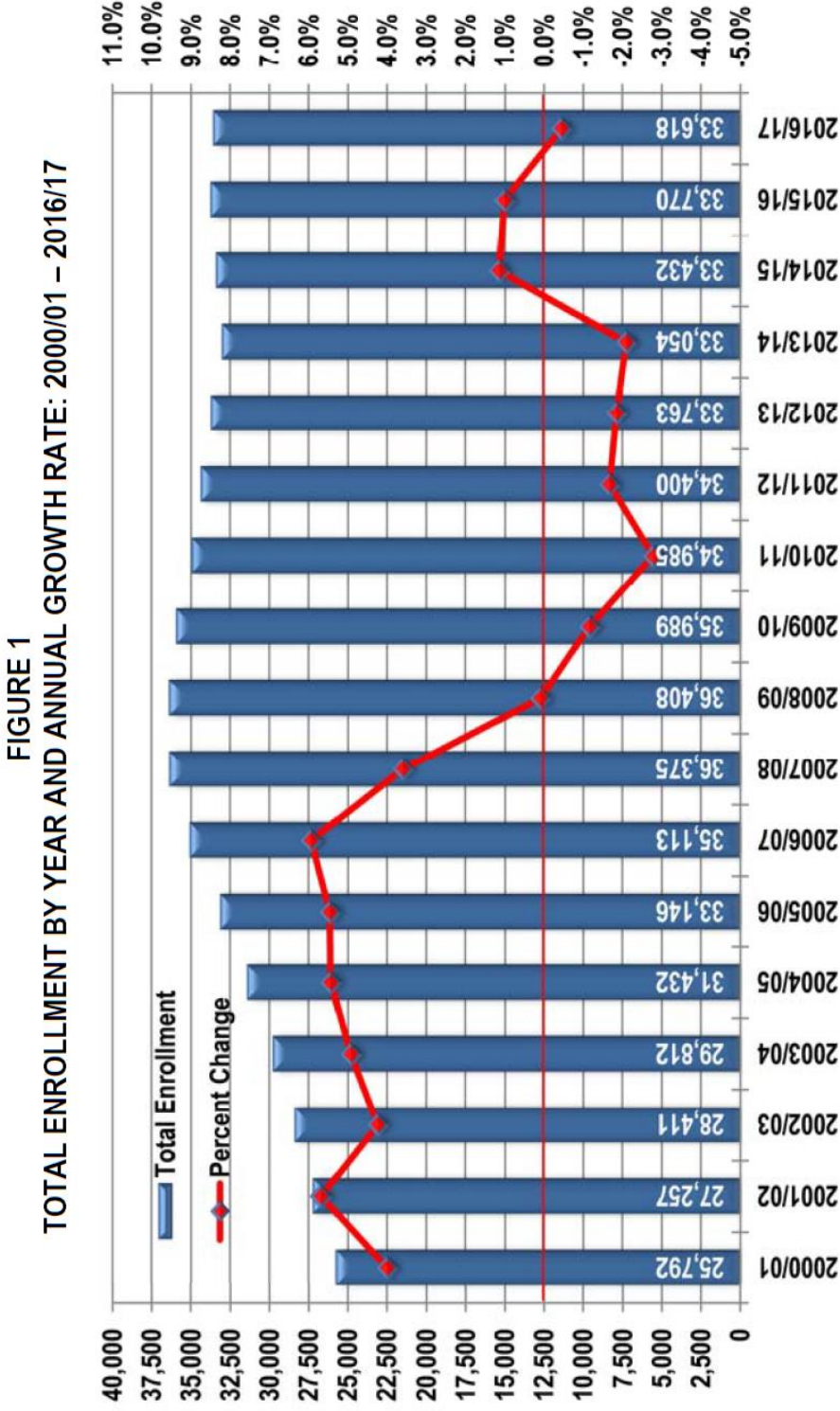
# Enrollment Distribution

- 2,020 of the District's 33,620 K-12 students (about 6 percent) reside outside District boundaries, up significantly from about 1,800 students in 2015/16.
- Current enrollment concentrated in the southern portion of the District
- Large undeveloped areas with no students





# Enrollment Trends - 40<sup>th</sup> Day Enrollment

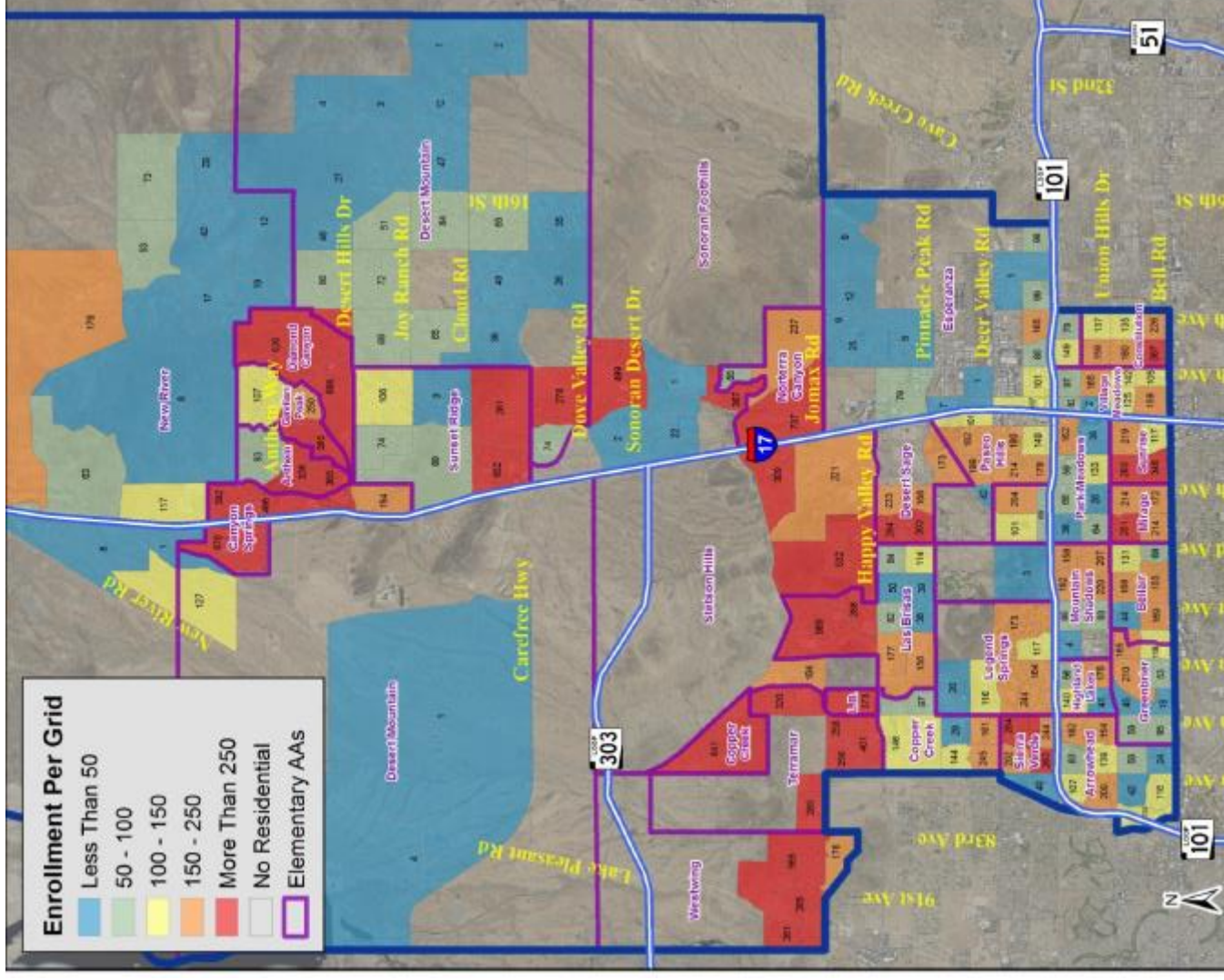


Sources: Deer Valley Unified School District; Applied Economics, 2016.

- ✓ Enrollment increased by 50% between 2000 and 2008
- ✓ Declines since 2008 driven by recession, kindergarten program policy and increases in competition

# Enrollment Density

- ✓ Current enrollment concentrated in the middle of the District
- ✓ Large developed area with no students
- ✓ Current void along the Loop 303 corridor
- ✓ Emergence of southwest portion of the District

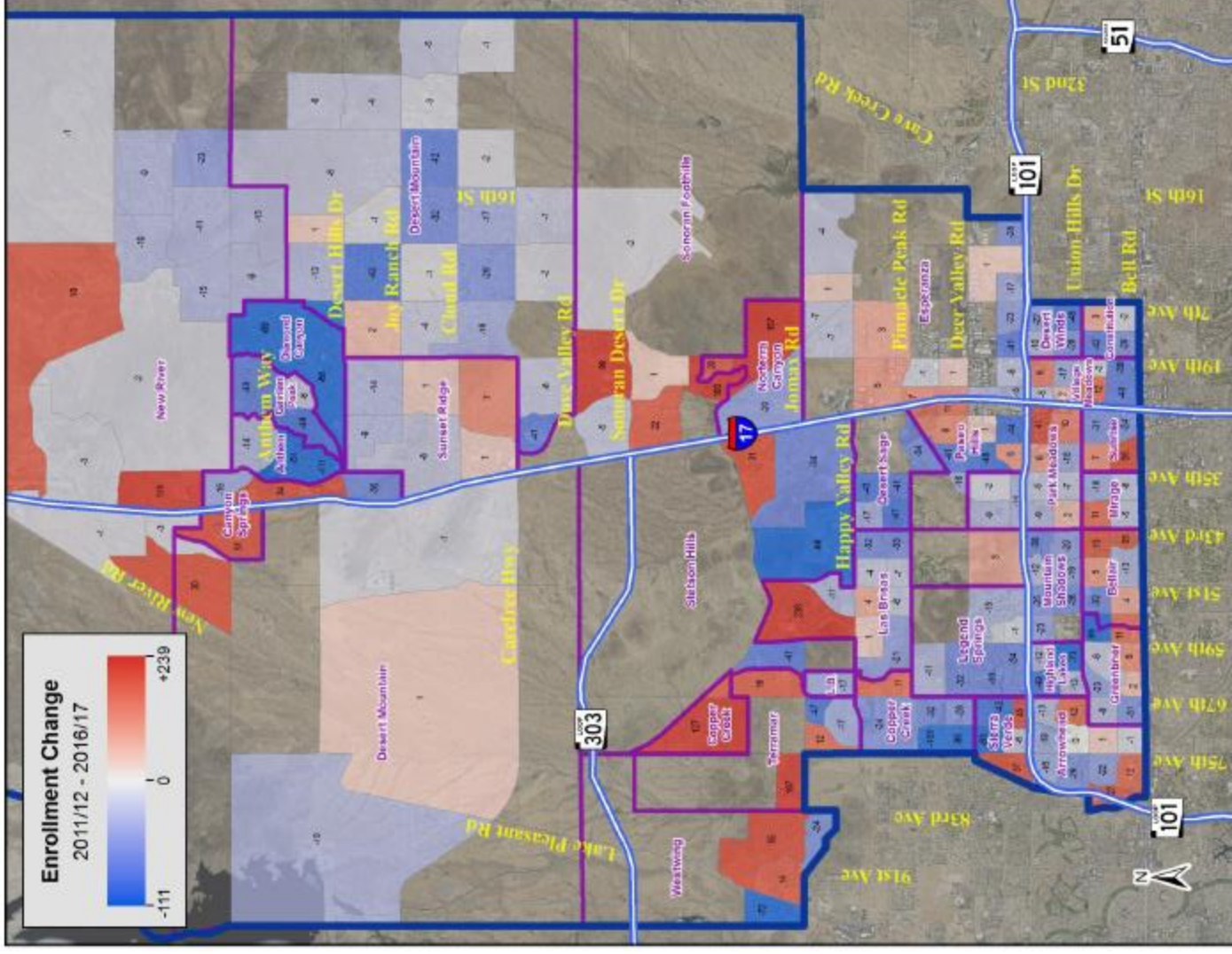




# Enrollment Change

2011/12 –  
2016/17

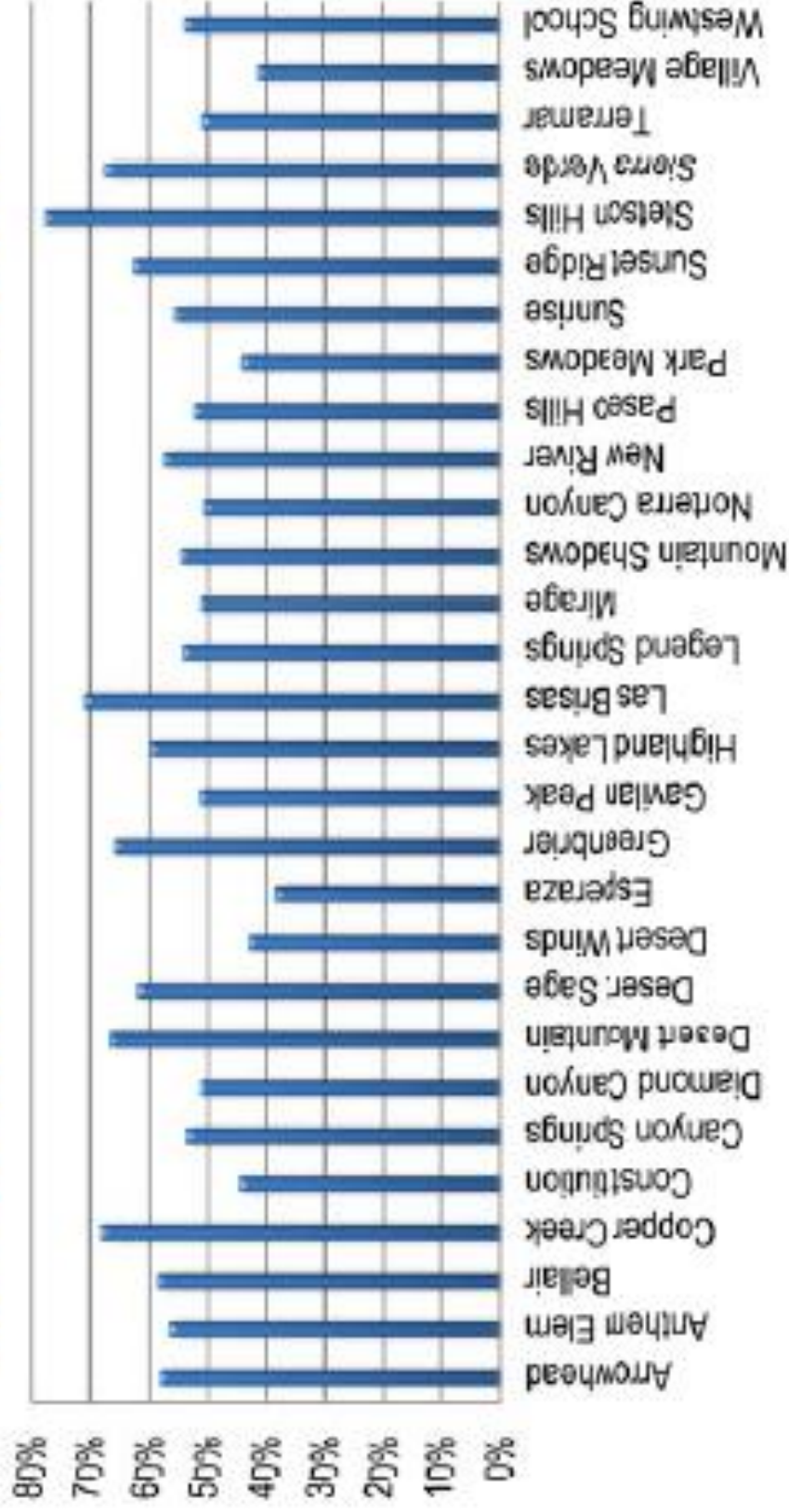
- ✓ Significant Declines in enrollment in aging and high competition portions of the District
- ✓ Growth only in newly developing areas



# Elementary Student Mobility



**FIGURE 3**  
**SHARE OF STUDENTS STAYING IN THE DISTRICT FROM 1<sup>ST</sup> TO 8<sup>TH</sup> GRADE**



**MAP 5**  
**TRANSITION OF 8<sup>TH</sup> GRADERS BY SCHOOL IN HIGH SCHOOL**



# Charter School Data

TABLE 5  
ENROLLMENT IN LOCAL CHARTER SCHOOLS

Charter Schools School Name	Address	City	Zip	Total K-12
Adams Traditional Academy	2323 W. Parkside Ln.	Phoenix	85027	808
AMCS at Anthem dba Caurus Academy	41900 N. 42nd Ave.	Anthem	85086	320
Canyon Pointe Academy	4941 W. Union Hills Dr.	Glendale	85308	328
Challenge Charter School	5801 W Greenbriar Dr	Glendale	85308	553
Deer Valley Academy	18424 N. 51st Ave.	Glendale	85308	122
Desert Heights Preparatory Academy	3540 W. Union Hills Dr.	Phoenix	85016	417
E-Institute at Grovers	4744 W. Grovers Ave.	Glendale	85308	48
E-Institute at Union Hills	3515 W. Union Hills Dr.	Phoenix	85308	168
Great Hearts Academies - Anthem Prep	39808 N. Gavilan Peak Pkwy.	Anthem	85086	791
Happy Valley School	7140 W. Happy Valley Rd.	Peoria	85383	707
The Hearn Academy (Ball Charter Schools)	17606 N. 7th Ave.	Phoenix	85023	629
Imagine Bell Canyon	18052 N. Black Canyon Hwy.	Phoenix	85053	328
Ombudsman - Charter West	3624 W. Bell Rd.	Glendale	85308	207
Pinnacle Pointe Academy	6753 W. Pinnacle Peak Rd.	Glendale	85310	240
Reid Traditional Schools' Valley Academy	1520 W. Rose Garden Ln.	Phoenix	85027	785
Ridgeline Academy: A Challenge Foundation Academy	33625 N. North Valley Pkwy.	Phoenix	85085	612
Stepping Stones Academy	35812 N. 7th St	Phoenix	85086	209
<b>Total</b>				<b>7,272</b>

Source: Arizona Department of Education; Applied Economics 2016.





# Charter School Data (by grade level)



**TABLE 6**  
**ENROLLMENT IN LOCAL CHARTER SCHOOLS BY GRADE**

School Year	#Schools	KG	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	
															K-12	Annual Change
2008-09	15	651	594	559	526	415	419	356	218	194	86	61	92	151	4,322	
2009-10	17	749	660	595	566	527	435	487	275	213	64	90	105	166	4,932	610
2010-11	20	941	756	700	623	628	566	531	348	265	88	85	143	194	5,868	936
2011-12	24	1,040	913	785	780	703	635	607	342	313	110	95	129	203	6,655	787
2012-13	22	1,098	977	890	805	778	596	638	394	332	114	114	137	271	7,144	489
2013-14	19	1,057	938	875	796	694	654	610	451	403	218	168	181	249	7,294	150
2014-15	17	856	915	826	758	717	620	562	342	328	143	107	157	244	6,575	(719)
2015-16	17	908	902	921	831	751	724	637	414	368	127	149	166	275	7,173	598
2016-17	17	847	872	908	845	774	654	661	422	392	122	186	238	351	7,272	99

Source: Arizona Department of Education; Applied Economics 2016.



# Residential Development

- **Current Development**
  - New single family construction has been increasing again, although the rate is limited by both market demand and the supply of lots
  - Multifamily development has been relatively limited but may accelerate somewhat in the future
- **Local Market Conditions**
  - Current activity is concentrated in six existing projects
  - Considerable in-fill activity in two regions of the District: north of Happy Valley Road on both the east and west sides of our District boundary
- **Future Development Potential**
  - There is significant long-term single family potential
  - Three-fourths of the potential is on State Trust land
  - Significant market recovery could lead to an acceleration in the rate of new home construction



# Development Potential

TABLE 10  
POTENTIAL NEW HOUSING BY DEVELOPMENT TIMELINE

Housing Type	Active Projects			Vacant Land					Total
	Subdivisions	Custom/Infill	Dormant	1 Year	2-3 Years	3-5 Years	5-10 Years	10+ Years	
<b>Non-Retirement Housing</b>									
Single Family 2 du/ac or less	77	2,156	15	-	45	52	604	1,238	4,187
Single Family 2.01 - 3.5 du/ac	248	491	-	813	1,630	2,007	1,893	22,578	29,660
Single Family 3.51 - 4.5 du/ac	320	-	-	106	55	-	-	1,440	1,921
Single Family 4.51 - 6 du/ac	22	-	-	-	442	-	214	-	678
Single Family 6.01 du/ac & Over	-	-	-	-	150	-	-	-	150
<b>Total Single Family</b>	<b>667</b>	<b>2,647</b>	<b>15</b>	<b>919</b>	<b>2,322</b>	<b>2,059</b>	<b>2,711</b>	<b>25,256</b>	<b>36,596</b>
<b>Multifamily, Low Density</b>	<b>70</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>308</b>	<b>-</b>	<b>378</b>
Multifamily, Standard Courtyard	210	700	-	138	434	266	1,481	4,483	7,712
<b>Total Multifamily</b>	<b>280</b>	<b>700</b>	<b>-</b>	<b>138</b>	<b>434</b>	<b>266</b>	<b>1,789</b>	<b>4,483</b>	<b>8,090</b>
<b>Total</b>	<b>947</b>	<b>3,347</b>	<b>15</b>	<b>1,057</b>	<b>2,756</b>	<b>2,325</b>	<b>4,500</b>	<b>29,739</b>	<b>44,686</b>

Sources: City of Phoenix; City of Glendale; City of Peoria; Applied Economics, 2016.



**Legend:**

- Construction Start:**
  - Built Out
  - Active
  - Infill/Custom
  - Within 1 Year
  - 2 to 3 Years
  - 3 to 5 Years
  - 5 to 10 Years
  - 10 Years or More
- Ownership by Category:**
  - Non-Residential
  - City or County Parks
  - State Trust
  - BLM
  - Forest
  - Other

# Demographic Projections

TABLE 11

PROJECTED POPULATION AND HOUSING

Year	Population		Housing Units		Occupancy Rate	Vacant Units	Households		Pop/HH
	Total	New	Total	New			Total	Change	
2000/01	159,234		60,589		93.7%	3,807	56,782		2.804
2001/02	167,889		63,825	3,236	93.9%	3,893	59,932	3,150	2.801
2002/03	176,834		67,112	3,287	94.1%	3,960	63,152	3,221	2.800
2003/04	189,213		71,390	4,278	94.7%	3,784	67,607	4,454	2.799
2004/05	204,908		76,947	5,557	95.3%	3,617	73,331	5,724	2.794
2005/06	222,031		82,982	6,035	96.0%	3,319	79,663	6,332	2.787
2006/07	235,487		89,123	6,140	95.0%	4,456	84,666	5,003	2.781
2007/08	240,540		92,194	3,072	94.0%	5,532	86,663	1,996	2.776
2008/09	238,701		93,719	1,525	92.0%	7,498	86,222	-441	2.768
2009/10	239,962		95,726	2,007	91.0%	8,615	87,111	889	2.755
2010/11	239,040		96,493	872	90.4%	9,276	87,217	106	2.741
2011/12	240,998		96,765	272	91.0%	8,714	88,051	834	2.737
2012/13	245,326		97,603	838	92.0%	7,792	89,811	1,760	2.732
2013/14	247,717		98,332	729	92.3%	7,551	90,781	970	2.729
2014/15	251,705		99,032	700	93.2%	6,685	92,347	1,566	2.726
2015/16	253,894		100,020	988	93.3%	6,680	93,340	993	2.720
2016/17	258,302		101,022	1,002	94.2%	5,885	95,137	1,797	2.715
2017/18	260,447		101,868	846	94.3%	5,766	96,102	964	2.710
2018/19	263,447		103,050	1,182	94.5%	5,664	97,386	1,285	2.705
2019/20	266,204		104,088	1,038	94.7%	5,549	98,539	1,153	2.702
2020/21	269,251		105,265	1,177	94.8%	5,438	99,827	1,288	2.697
2021/22	271,443		106,068	803	95.0%	5,303	100,765	937	2.694
2022/23	273,637		107,103	1,035	95.0%	5,355	101,748	983	2.689
2023/24	276,203		108,306	1,203	95.0%	5,415	102,891	1,143	2.684
2024/25	279,108		109,640	1,334	95.0%	5,482	104,158	1,267	2.680
2025/26	281,360		110,671	1,031	95.0%	5,534	105,137	979	2.676
2026/27	280,938		111,506	835	95.0%	5,575	105,931	793	2.652
2017/18 - 2026/27				10,484				10,793	

- ✓ Nearly 9,700 new housing units over the next 10 years
- ✓ Occupancy rates will continue to rise resulting in more than 10,000 new households
- ✓ Household size will continue to decline





# Enrollment Projections

TABLE 12

## SCHOOL AGE POPULATION AND ENROLLMENT

Year	Households		School-Age Population *		K-12 Enrollment		Net Difference	Enrollment - Population Ratio
	Total	Per Household	Total	Per Household	Total	Per Household		
2000/01	56,782	0.582	33,047	0.582	25,792	0.454	7,255	0.780
2001/02	59,932	0.577	34,609	0.577	27,257	0.455	7,352	0.788
2002/03	63,152	0.573	36,185	0.573	28,411	0.450	7,774	0.785
2003/04	67,607	0.569	38,437	0.569	29,812	0.441	8,625	0.776
2004/05	73,331	0.564	41,367	0.564	31,432	0.429	9,935	0.760
2005/06	79,663	0.560	44,590	0.560	33,146	0.416	11,444	0.743
2006/07	84,666	0.555	47,022	0.555	35,113	0.415	11,909	0.747
2007/08	86,663	0.551	47,757	0.551	36,375	0.420	11,382	0.762
2008/09	86,222	0.547	47,144	0.547	36,408	0.422	10,736	0.772
2009/10	87,111	0.543	47,260	0.543	35,989	0.413	11,271	0.762
2010/11	87,217	0.538	46,950	0.538	34,985	0.401	11,965	0.745
2011/12	88,051	0.533	46,919	0.533	34,400	0.391	12,519	0.733
2012/13	89,811	0.527	47,373	0.527	33,763	0.376	13,610	0.713
2013/14	90,781	0.522	47,400	0.522	33,054	0.364	14,346	0.697
2014/15	92,347	0.517	47,730	0.517	33,432	0.362	14,298	0.700
2015/16	93,340	0.512	47,755	0.512	33,770	0.362	13,985	0.707
2016/17	95,137	0.506	48,182	0.506	33,618	0.353	14,564	0.698
2017/18	96,102	0.502	48,232	0.502	33,494	0.349	14,738	0.694
2018/19	97,386	0.498	48,535	0.498	33,458	0.344	15,077	0.689
2019/20	98,539	0.496	48,864	0.496	33,383	0.339	15,481	0.683
2020/21	99,827	0.494	49,354	0.494	33,471	0.335	15,883	0.678
2021/22	100,765	0.494	49,768	0.494	33,487	0.332	16,281	0.673
2022/23	101,748	0.493	50,203	0.493	33,556	0.330	16,647	0.668
2023/24	102,891	0.493	50,716	0.493	33,765	0.328	16,951	0.666
2024/25	104,158	0.492	51,290	0.492	33,986	0.326	17,304	0.663
2025/26	105,137	0.492	51,720	0.492	34,231	0.326	17,489	0.662
2026/27	105,931	0.491	52,058	0.491	34,328	0.324	17,730	0.659

Source: Applied Economics, December 2016.

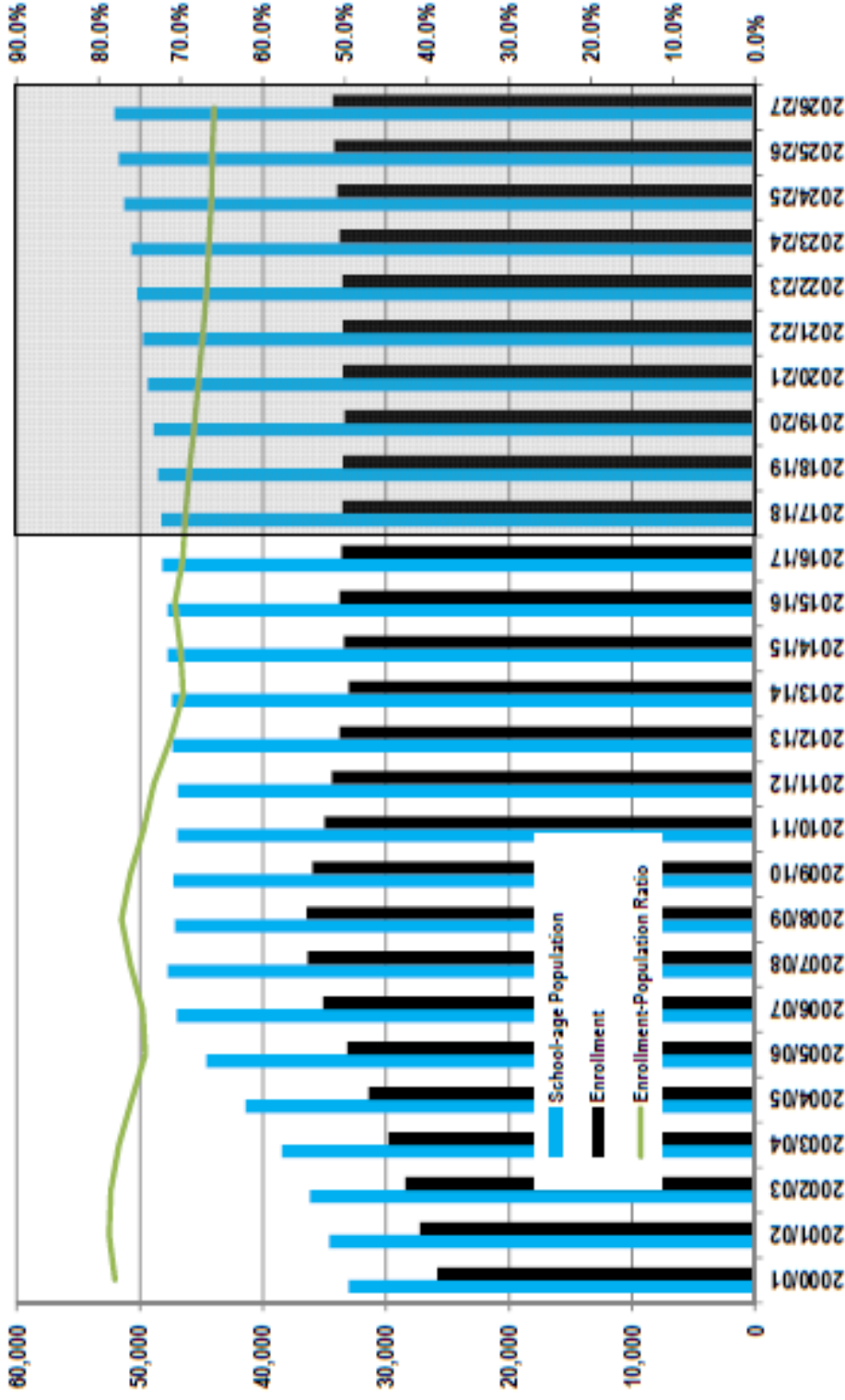
\* Population age 5 through 17, corresponds with Kindergarten through 12th grade.

**Bolding Indicates Actuals**

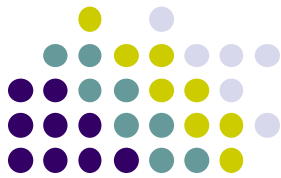


# Enrollment Projections

FIGURE 5  
PROJECTED ENROLLMENT: 2000/01-2026/27



- ✓ Enrollment-Population ratio expected to flatten
- ✓ Student enrollment expected to decline slightly, followed by modest growth
- ✓ Net increase of 700 students in next 10 years

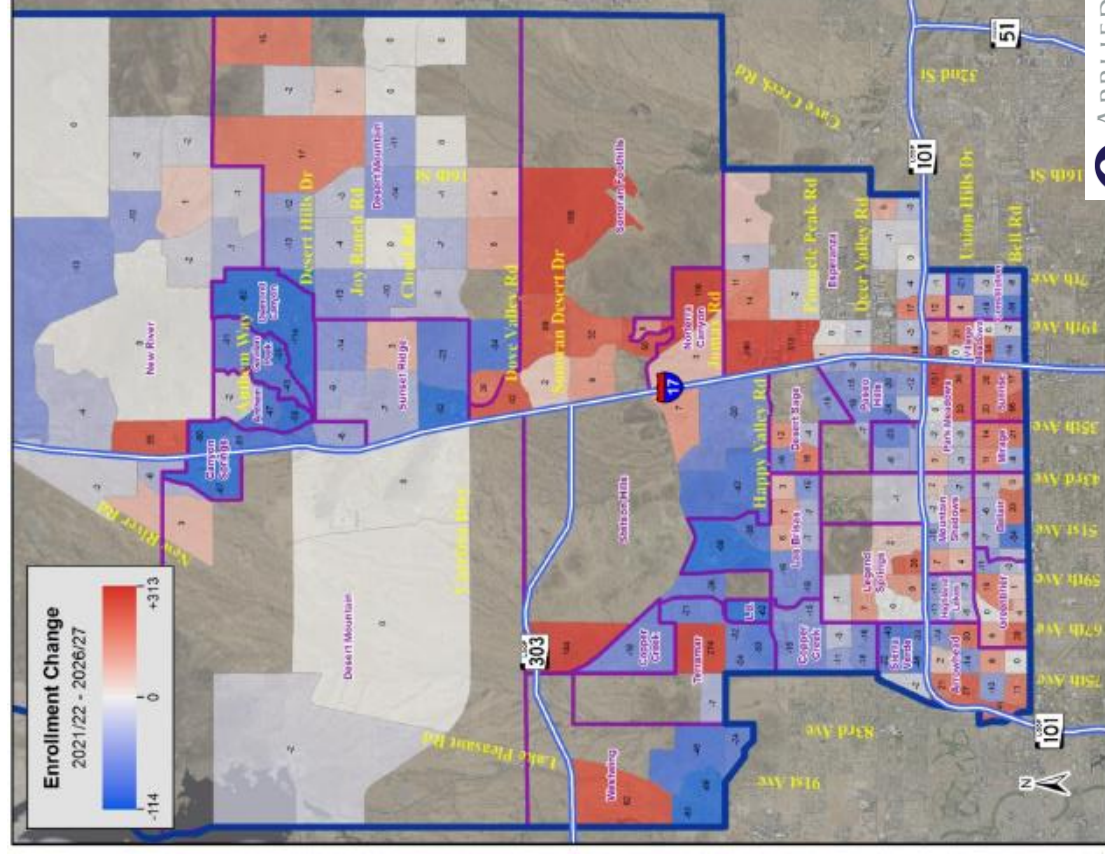


# Demographic Trends

- Vast majority of the population is in the southern quarter of the District and it is aging
- New development areas bring younger families
- Birthrates are declining
- The share of the population ages 5 to 13 is relatively stagnant, as is the capture of those students
- The share of the population ages 14 to 17 has experienced modest growth
- The highly populated southern quarter of the District has:
  - A diminished share of householders in the 25 to 44 age range – those that drive elementary enrollment
  - A strong, yet waning, share of householders in the 45 to 54 range – those that drive secondary enrollment
  - Increasing levels of renter-occupied housing – which could help stabilize enrollment levels in some areas



✓ 2021/22 to 2026/27



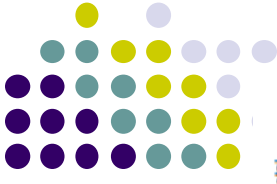
# Attendance Patterns



Attendance Area*	Change		
	'11-'16	'16-'21	'21-'26
<b>Attendance Area*</b>			<b>Change</b>
<b>Middle School</b>			
Anthem Elem	-26%	-20%	-7%
Arrowhead	4%	4%	12%
Bellair	16%	-12%	-3%
Canyon Springs	-4%	-15%	-7%
Constitution	-16%	-15%	-10%
Copper Creek	-10%	-7%	-1%
Desert Mountain	-23%	-11%	4%
Desert Sage	-6%	1%	-3%
Diamond Canyon	-15%	-22%	-8%
Esperanza	-6%	45%	28%
Gavilan Peak	-15%	-24%	-12%
Greenbrier	-17%	9%	7%
Highland Lakes	-19%	-7%	-4%
Las Brisas	1%	-11%	-2%
Legend Springs	-1%	5%	8%
Mirage	-1%	16%	-3%
Mountain Shadows	0%	-3%	-2%
New River	4%	-5%	15%
Norterra Canyon	23%	20%	2%
Park Meadows	5%	10%	9%
Paseo Hills	-9%	-14%	-12%
Sierra Verde	2%	-21%	-12%
Sonoran Foothills	30%	38%	25%
Stetson Hills	-12%	-15%	0%
Sunrise	9%	14%	5%
Sunset Ridge	-12%	-14%	-3%
Terramar	-2%	2%	28%
Village Meadows	-3%	5%	12%
Westwing	3%	-14%	-3%
Out Of District	61%	23%	5%
<b>Total</b>	-2%	-2%	3%
<b>High School</b>			
Barry Goldwater	-5%	36%	21%
Boulder Creek	6%	-2%	-23%
Deer Valley	-16%	-10%	11%
Mountain Ridge	-11%	-18%	-13%
Sandra Day	5%	2%	-6%
Out Of District	81%	-4%	54%
<b>Total</b>	-1%	2%	1%
<b>Middle School</b>			
Deer Valley Middle	-13%	14%	17%
Desert Sky Middle	-10%	0%	-3%
Hillcrest Middle	-8%	-18%	-6%
Out Of District	34%	52%	13%
<b>Total</b>	-7%	2%	4%



# Elementary Attendance vs Reside



School	Code	Attendance Area																								Total	Total							
		AEE	ANE	BEE	COE	CSE	DCS	DME	DSE	ESE	GSE	GPE	HLE	LBE	LEG	MEE	MSE	NOR	NRE	PHE	PME	SEE	SFS	SRE	STE			SVE	TER	VME	WNE	WSE	Outside	Attend
Arrowhead	AEE	464		7	3			1	5		5			3	1	3	7		2	2	1		1			3	1	62	563	631	-68			
Anthem Elem	ANE		232			183	23	4	1	3	14							36	2		2	15					4	519	342	177				
Belair	BEE	1		301		4	1	2	2	19				2	1	18	14	1	3	8	13		3			1	79	473	446	27				
Copper Creek	CCE	13		4	534	3		2	2	3	3	1		10	5	2	12	1	1	5	1	3		12	23	1	11	62	709	662	47			
Constitution	COE				486				50					1						1	3					7	37	585	595	-10				
Canyon Springs	CSE	2	11	2		473	18	7	3		3				2	4	33				11	12	3		2	3	6	595	853	-258				
Diamond Canyon	DCS	46				83	516	12			60						2	26	2		4	2				2	5	760	598	162				
Desert Mountain	DME	1				4	1	404	1						1	10	2		4	10					5	1	5	449	550	-101				
Desert Sage	DSE	1	1	1	5	1		479	8		1	34	2	2	6	2	12	5	3	1	3	2	13	3		26	611	576	35					
Esperanza	ESE				28			509							1	2											9	553	686	-133				
Greenbrier	GSE	3	44					2	196		2	2	6	16			1	4	1						1		91	369	305	64				
Gavilan Peak	GPE	43				84	33	8	1	2	225	1					1	34			8	13				3	8	464	309	155				
Highland Lakes	HLE	70	2	54	15	7	2	3	11	9	57	175	32	9	10	34	7	1	4	7	6	8	4	4	3	17	2	111	664	194	470			
Las Brisas	LBE	2		6				1	3			751			1	2		2		1					1	2	13	3	16	804	1,048	-244		
Legend Springs	LEG	30	7	19	1	1	2	1	11			7	39	350	6	19	1	7	4					6	13	27	1	3	90	645	403	242		
Mirage	MEE	3	4	7				1	4	1					339	8	1	5	8	26						2	70	479	414	65				
Mountain Shadows	MSE	4	1					1	3			1			12	366		3	12	5						3	28	439	517	-78				
Monterra Canyon	NOR		5					11	5	21	3			1	2	574		1	1		68	1	5	2	1	1	10	712	640	72				
New River	NRE	4		1	2			4									191					1				11	214	345	-131					
Paseo Hills	PHE	1	1			1	2	3	4	27				1	4			590	18		1	2	2			17	22	696	689	7				
Park Meadows	PME	1	6	10				6		6			2		7	9	1	25	455	11					17	48	598	544	54					
Sunrise	SEE			9			1	6		1	6			3	2	1		7	3	465					3	55	556	546	10					
Sonoran Foothills	SFS	2	1		4		63	1	4	2							23	1	1		476	15	4	1		6	604	621	-17					
Sunset Ridge	SRE	3				12	1	25		1							2	10	1		18	494			3	1	3	574	576	-2				
Stetson Hills	STE	1	1	8	2	4		4	49	14	1	111	6				13	8	4	1	8	1	514		16	1	5	28	800	558	242			
Sierra Verde	SVE	32	9	24				6	1	9		7	17	23	11			3	5	1			1	462	26	1	4	114	756	500	256			
TerraMar	TER	3		35				1	1			38	1			1	1	1	1	1	2		4	2	541		8	31	671	720	-49			
Village Meadows	VME																	2									23	472	483	-11				
Westwing School	WNE	2	0	1	2	3	3	0	4	5	1	1	0	0	3	3	1	2	1	4	7	3	4	1	0	3	2	0	62	777	675	102		
Other																														0	62	0	62	
Total Reside		631	342	446	662	595	853	598	550	576	686	305	309	194	1,048	403	414	517	640	345	689	544	546	621	576	558	500	720	483	675	1,147	17,173	16,026	1,147
Attend = Reside:		74%	68%	67%	81%	82%	55%	86%	73%	83%	74%	83%	74%	87%	82%	71%	90%	55%	86%	84%	85%	77%	86%	92%	92%	75%	86%	93%	12,606	78,7%				

Sources: Deer Valley Unified School District; Applied Economics, 2016.

# Secondary Attendance vs Reside

✓ Grades 7 and 8

School Name	Code	Attendance Area																	Total Attend	Total Reside	Diff	
		ANE	CSE	DCS	DME	DSM	DVM	GPE	HCM	HLE	NOR	PHE	SFS	SRE	STE	SVE	TER	WWE				Outside
Anthem Elem	ANE	88	53	8	4			18				1		3					6	181	127	54
Canyon Springs	CSE	2	168	5	3			19			1		3	4					1	206	288	-82
Diamond Canyon	DCS	15	29	173	2			34			1			1					2	257	212	45
Desert Mountain	DME	2			175			3				1	1	7					2	191	212	-21
Desert Sky Middle	DSM				2	571	18		1	4	1	3			1				73	674	630	44
Deer Valley Middle	DVM					3	554				1	23	1						8	590	644	-54
Gavilan Peak	GPE	19	22	18	3			182					1	3	1				250	264	-14	
Hillcrest Middle	HCM				1	6	13		835	15	1	3			3	11	64	11	39	1,002	978	24
Highland Lakes	HLE	1	2	4	1	33	17	4	25	311	4	1	8	4	4	2	9		54	484	354	130
Norterra Canyon	NOR						5		3	118	2	17	1	1					3	150	140	10
Paseo Hills	PHE					2	25		3	1	2	170							6	209	207	2
Sonoran Foothills	SFS						1		1	7			118	7					149	164	-15	
Sunset Ridge	SRE	2	8	3	7		1	2			1		13	192	1			2	232	222	10	
Stetson Hills	STE					7	6		55	1	1	1	2		211		2	4	283	224	59	
Sierra Verde	SVE						1		26	21					1	161	3	5	29	253	180	73
Terramar	TER					1	1		17	1		2				3	155	3	11	194	248	-54
Westwing School	WWE		1		1				6						1	2	14	206	21	252	230	22
Other		0	1	0	1	7	2	2	6	0	2	0	0	0	0	1	1	1	0	24	0	24
Total Reside:		127	288	212	212	630	644	264	978	354	140	207	164	222	224	180	248	230	257	5,581	5,324	257
Attend = Reside:		69%	58%	82%	83%	91%	86%	69%	85%	88%	84%	82%	72%	86%	94%	89%	63%	90%		4,388	82.4%	

Sources: Deer Valley Unified School District, Applied Economics, 2016.

✓ Grades 9 thru 12

School	Code	Attendance Area							Total Attend	Total Reside	Diff.
		BOC	BGH	DVH	MRH	SDH	Outside				
Boulder Creek	BOC	2,410	106		2	5	63		2,586	2,533	53
Barry Goldwater	BGH	41	1,559	28	20	23	68		1,739	2,004	-265
Deer Valley	DVH	4	83	1,294	61	36	235		1,713	1,453	260
Mountain Ridge	MRH	5	37	94	1,778	211	185		2,310	1,953	357
Sandra Day	SDH	43	178	15	77	2,011	60		2,384	2,308	76
Other		30	41	22	15	22	2		132	0	132
Total Reside		2,533	2,004	1,453	1,953	2,308	613		10,864	10,251	613
Attend = Reside:		95%	78%	89%	91%	87%			9,052	88.3%	

Sources: Deer Valley Unified School District, Applied Economics, 2016.

# Attend vs Reside Patterns

GRADES K-6

School	2014-15		2015-16		2016-17		Difference		
	Attend	Reside	Attend	Reside	Attend	Reside	2014-15	2015-16	2016/17
Arrowhead	566	631	579	620	563	631	-65	-41	-68
Anthem Elem	535	387	533	348	519	342	148	185	177
Bellair	466	452	460	451	473	446	14	9	27
Copper Creek	692	633	708	677	709	662	59	31	47
Constitution	663	766	607	620	585	595	-103	-13	-10
Canyon Springs	578	856	608	877	595	853	-278	-269	-258
Diamond Canyon	781	640	764	616	760	598	141	148	162
Desert Mountain	501	570	474	554	449	550	-69	-80	-101
Desert Sage	543	556	574	558	611	576	-13	16	35
Esperanza	549	540	489	593	553	686	9	-104	-133
Greenbrier	369	335	365	312	369	305	34	53	64
Gavilan Peak	543	370	516	335	464	309	173	181	155
Highland Lakes	623	232	635	211	664	194	391	424	470
Las Brisas	835	1,090	848	1,076	804	1,048	-255	-228	-244
Legend Springs	646	398	680	417	645	403	248	263	242
Mirage	448	425	444	413	479	414	23	31	65
Mountain Shadows	450	478	464	492	439	517	-28	-28	-78
Norterra Canyon	976	925	726	688	712	640	51	38	72
New River	275	368	239	377	214	345	-93	-138	-131
Paseo Hills	742	691	732	707	696	689	51	25	7
Park Meadows	546	539	565	540	598	544	7	25	54
Sunrise	511	511	563	544	556	546	0	19	10
Sonoran Foothills	0	0	513	510	604	621	0	3	-17
Sunset Ridge	744	802	623	602	574	576	-58	21	-2
Stetson Hills	814	583	805	584	800	558	231	221	242
Sierra Verde	739	481	754	495	756	500	258	259	256
Terramar	595	556	644	704	671	720	39	-60	-49
Village Meadows	458	482	470	492	472	483	-24	-22	-11
Westwing School	778	805	780	709	777	675	-27	71	102
Other	50	0	34	0	62	0	50	34	62
Total	17,016	16,102	17,196	16,122	17,173	16,026	914	1,074	1,147
Attend = Reside:		79.9%	80.0%			78.7%			

Sources: Deer Valley Unified School District; Applied Economics, 2017.



# Attend vs Reside Patterns

## GRADES 7-8

School Name	2014-15		2015-16		2016-17		Difference		
	Attend	Reside	Attend	Reside	Attend	Reside	2014-15	2015-16	2016/17
Anthem Elem	224	171	208	146	181	127	53	62	54
Canyon Springs	188	275	177	266	206	288	-87	-89	-82
Diamond Canyon	243	212	267	225	257	212	31	42	45
Desert Mountain	167	178	192	210	191	212	-11	-18	-21
Desert Sky Middle	642	630	696	654	674	630	12	42	44
Deer Valley Middle	617	791	597	644	590	644	-174	-47	-54
Gavilan Peak	230	245	261	281	250	264	-15	-20	-14
Hillcrest Middle	989	925	984	927	1,002	978	64	57	24
Highland Lakes	460	327	500	368	484	354	133	132	130
Norterra Canyon	188	178	181	148	150	140	10	33	10
Paseo Hills	220	88	213	207	209	207	132	6	2
Sonoran Foothills	0	0	58	114	149	164	0	-56	-15
Sunset Ridge	237	249	248	223	232	222	-12	25	10
Stetson Hills	265	211	264	208	283	224	54	56	59
Sierra Verde	231	158	228	155	253	180	73	73	73
Terramar	218	251	188	256	194	248	-33	-68	-54
Westwing School	267	282	260	256	252	230	-15	4	22
Other	31	0	15	0	24	0	31	15	24
Total	5,417	5,171	5,537	5,288	5,581	5,324			
Attend = Reside:	77.9%		83.0%		82.4%				

## GRADES 9-12

School	2014-15		2015-16		2016-17		Difference		
	Attend	Reside	Attend	Reside	Attend	Reside	2014-15	2015-16	2016/17
Boulder Creek	2,641	2,630	2,578	2,521	2,586	2,533	11	57	53
Barry Goldwater	1,862	2,072	1,872	2,097	1,739	2,004	-210	-225	-285
Deer Valley	1,857	1,659	1,813	1,573	1,713	1,453	198	240	260
Mountain Ridge	2,205	2,034	2,280	2,038	2,310	1,953	171	242	357
Sandra Day	2,476	2,299	2,437	2,308	2,384	2,308	177	129	76
Other	132	0	31	0	132	0	132	31	132
Total	11,173	10,694	11,011	10,537	10,864	10,251	479	474	613
Attend = Reside:	85.8%		90.0%		88.3%				

Sources: Deer Valley Unified School District; Applied Economics, 2017.







# Elementary School Enrollment

School	SFB Capacity	Actual															Projected			
		2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27			
Elementary																				
Arnhem Elem	928	855	844	768	784	757	724	687	665	627	606	590	562	563	548	546	546			
Arrowhead	841	638	577	539	596	614	601	632	657	684	702	720	727	723	721	721	710			
Bellair	681	473	471	460	482	477	486	483	464	441	431	413	407	400	398	397	397			
Canyon Springs	1,098	837	805	760	787	810	809	805	767	743	720	683	672	667	665	661	652			
Constitution	747	578	543	578	684	624	618	621	624	598	572	570	567	554	548	545	542			
Copper Creek	926	820	787	748	719	728	732	718	690	673	671	669	664	660	664	670	673			
Desert Mountain	1,329	933	812	739	699	689	651	639	627	608	573	559	574	565	575	585	591			
Desert Sage	938	645	600	553	595	624	655	665	682	703	708	698	681	665	657	658	657			
Desert Winds	847	398	432	377	0	0	0	0	0	0	0	0	0	0	0	0	0			
Diamond Canyon	1,040	993	1,024	959	1,036	1,031	1,017	995	970	943	918	891	883	874	889	890	884			
Esperanza	806	529	399	360	567	530	577	598	630	685	785	846	914	952	1,035	1,099	1,163			
Gavilan Peak	919	853	805	779	790	795	723	720	678	623	581	560	528	489	478	485	476			
Greenbrier	802	476	383	337	389	388	385	401	408	418	427	429	425	426	426	429	430			
Highland Lakes	1,294	857	1,080	1,068	1,086	1,134	1,146	1,140	1,127	1,123	1,132	1,136	1,124	1,133	1,108	1,100	1,093			
Las Brisas	894	843	814	820	833	849	829	801	778	762	757	755	748	744	745	752	754			
Legend Springs	902	648	626	603	648	681	645	631	637	633	657	651	649	663	675	691	702			
Mirage	957	453	448	438	460	470	500	516	542	567	592	601	601	596	590	595	599			
Mountain Shadows	869	500	463	472	466	498	479	487	496	498	498	510	500	510	515	522	527			
New River	559	256	267	274	275	239	209	205	227	235	237	235	239	240	238	239	235			
Norterra Canyon	945	1,079	1,051	1,074	1,164	909	863	904	961	1,001	1,030	1,061	1,074	1,076	1,105	1,097	1,098			
Park Meadows	807	566	542	547	585	610	622	628	631	651	667	694	714	718	731	747	759			
Paseo Hills	1,012	991	961	959	963	942	914	891	877	853	829	821	824	822	794	781	760			
Sierra Verde	938	799	881	967	969	982	1,010	983	944	910	879	848	827	821	777	764	746			
Sonoran Foothills	950	0	0	0	0	589	786	846	894	953	995	1,058	1,119	1,174	1,233	1,282	1,311			
Stetson Hills	972	1,092	1,055	1,025	1,085	1,070	1,074	1,051	1,025	1,004	987	983	983	960	954	950	951			
Sunrise	768	479	492	493	506	564	562	585	604	630	642	629	635	636	648	663	674			
Sunset Ridge	1,039	1,215	1,057	998	975	889	821	791	763	724	711	700	699	687	685	701	702			
Terramar	1,039	810	800	816	861	866	894	922	939	931	939	943	995	1,044	1,077	1,144	1,165			
Village Meadows	726	497	488	430	503	500	478	499	497	496	510	524	538	557	569	582	597			
Westwing School	1,040	1,011	1,075	1,031	1,046	1,038	1,024	991	970	943	911	905	878	858	872	884	886			
Other																				
Total	27,613	21,124	20,582	19,972	20,553	20,897	20,834	20,833	20,771	20,656	20,664	20,679	20,749	20,768	20,924	21,183	21,283			
Percent of Capacity		76.5%	74.5%	72.3%	74.4%	75.7%	75.4%	75.4%	75.2%	74.8%	74.8%	74.9%	75.1%	75.2%	75.8%	76.7%	77.1%			

Source: Applied Economics, January 2017.

<50% Capacity

>90% Capacity

>100% Capacity

# Secondary School Enrollment



School	SFB Capacity	Actual										Projected					
		2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Middle School																	
Deer Valley Middle	943	753	686	666	609	602	599	551	568	626	661	656	723	830	859	833	841
Desert Sky Middle	910	741	690	629	644	695	683	635	592	602	613	649	686	709	712	673	653
Hillcrest Middle	1,016	1,143	1,039	1,008	992	985	1,004	963	928	885	826	815	829	837	826	806	784
Total	2,869	2,637	2,415	2,303	2,245	2,282	2,286	2,149	2,088	2,113	2,100	2,120	2,238	2,376	2,397	2,312	2,278
Percent of Capacity		91.9%	84.2%	80.3%	78.3%	79.5%	79.7%	74.9%	72.8%	73.6%	73.2%	73.9%	78.0%	82.8%	83.5%	80.6%	79.4%
Grades 9-12																	
Barry Goldwater	2,380	1,884	1,938	1,880	1,865	1,885	1,783	1,794	1,821	1,879	2,069	2,198	2,319	2,457	2,540	2,651	2,709
Boulder Creek	2,660	2,400	2,458	2,575	2,644	2,593	2,621	2,651	2,691	2,749	2,680	2,651	2,560	2,471	2,363	2,242	2,175
Deer Valley	2,466	1,863	1,915	1,876	1,860	1,818	1,725	1,685	1,644	1,563	1,537	1,514	1,504	1,576	1,636	1,704	1,731
Mountain Ridge	2,196	2,314	2,255	2,291	2,209	2,282	2,324	2,301	2,300	2,287	2,236	2,162	2,093	2,024	2,029	2,047	2,040
Sandra Day	2,660	2,521	2,603	2,569	2,479	2,442	2,407	2,440	2,502	2,497	2,544	2,520	2,451	2,456	2,464	2,461	2,482
Total	12,362	10,982	11,169	11,191	11,057	11,020	10,860	10,871	10,958	10,975	11,066	11,045	10,927	10,984	11,032	11,105	11,137
Percent of Capacity		88.8%	90.3%	90.5%	89.4%	89.1%	87.8%	87.9%	88.6%	88.8%	89.5%	89.3%	88.4%	88.9%	89.2%	89.8%	90.1%

Source: Applied Economics, January 2017.

>100% Capacity
  >90% Capacity
  <50% Capacity



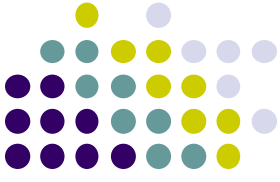
# Conclusions

- In-district enrollment may decline slightly for the next two years before slowly increasing through the projection period
- Low mobility and birth rates may accelerate the overall aging of the population, especially in the near term
- Single family residential development potential is becoming limited by the amount of privately-owned available land
- It is still questionable if declining vacancy rates and new construction will be sufficient to off-set the losses from aging and other demographic shifts
- Most of the recovery-related growth will be in established parts of the District, while residential development impacts will be largely in the northwest and north-central portions
- Increased numbers of renter-occupied housing units some parts of the District could lead to more stability in enrollment levels

# Purposes of the Report

## Long-Term Planning

- Evidence of Marketshare
- Future Capital Needs
  - Modernization Projects
    - Desert Sky - Summer of 2017
    - Arrowhead - Summer of 2018
      - Planned to name the architect for this project on July 11, 2017
    - Bellair Elementary - Summer of 2019
    - Hillcrest Middle School - Summer of 2020
    - Potential new elementary school
- Other Adjustments
  - Programmatic Changes
  - School Boundaries









## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** CONSENT AGENDA – Items 8.A through 8.N.

Date assigned for Board consideration: March 30, 2017      BEDB      None  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

- A. Approve the Minutes for the Special Governing Board Meeting on May 6, 2017; the Public Hearing, Special and Regular Governing Board Meetings on May 9, 2017; and the Special Governing Board Meeting on May 15, 2017
- B. Approve Payroll Voucher #23 in the amount of \$7,934,412.01, Payroll Voucher #24 in the amount of \$28,386,731.90, and Expense Vouchers on the Voucher Summary Sheet in the amount of \$2,613,132.96 for Fiscal Year 2016-17
- C. Approve Donations
- D. Approve Addenda Contracts
- E. Authorization to Enter into Additional Cooperative Purchasing Contracts for Fiscal Year 2016-17
- F. Authorization to Enter into Additional Sole Source Contracts for Fiscal Year 2016-17
- G. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and the Arizona Department of Economic Security (ADES)/Rehabilitation Services Administration (RSA) for the Transition from School to Work Program (TSW) for Fiscal Year 2017-18
- H. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Washington Elementary School District (Fiscal Agent) for Title I Services for Fiscal Year 2017-18
- I. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Maricopa County Community College District (MCCCD) for the Dual Enrollment Program for Fiscal Year 2017-18
- J. Approve the Fifth (5<sup>th</sup>) Amendment to the Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Maricopa County Library District for the Operation of a Regional and High School Library
- K. Approve Amendment #3 to the Intergovernmental Agreement (IGA) between Deer Valley Unified School District and the City of Phoenix for the Head Start Program for Fiscal Year 2017-18

(Continued on next page)



**BOARD AGENDA ITEM**

**Continued: CONSENT AGENDA**

- L. Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Maricopa County Air Quality Department for the State Clean Diesel Program Sub Award.
- M. Bids/Proposals
  - 1. IFB#17-005-6 Instructional Aids and Supplies
  - 2. IFB#17-012 Micro Focus School License Agreement
- N. Student Travel
  - 1. Approve travel for students from Sandra Day O'Connor High School to attend Historic Sites in Colonial and Industrial Revolution in Boston, Cambridge, Lowell and Salem, MA from May 30 through June 3, 2017.
  - 2. Approve travel for students from Barry Goldwater High School to attend Cooking up Change in Washington, DC from June 11 through June 13, 2017.
  - 3. Approve travel for students from Boulder Creek High School to attend SkillsUSA National Competition in Louisville, KY from June 19 through June 23, 2017.
  - 4. Approve travel for students from Sandra Day O'Connor High School to attend HOSA 40<sup>th</sup> Annual International Leadership Conference in Orlando, FL from June 20 through June 25, 2017.
  - 5. Approve travel for students from Boulder Creek High School to attend Educators Rising National Conference in Phoenix, AZ from June 24 through June 26, 2017.
  - 6. Approve travel for students from Barry Goldwater High School to attend FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
  - 7. Approve travel for students from Mountain Ridge High School to attend 2017 FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
  - 8. Approve travel for students from Sandra Day O'Connor High School to attend 2017 FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
  - 9. Approve travel for students from Sandra Day O'Connor High School to attend FCCLA State in Nashville, TN from July 1 through July 7, 2017.
  - 10. Approve travel for students from Deer Valley High School to attend Thespian Leadership Camp in Heber, AZ from July 5 through July 8, 2017.
  - 11. Approve travel for students from Barry Goldwater High School to attend Camp of Champion in Winslow, AZ from July 10 through July 15, 2017.
  - 12. Approve travel for students from Deer Valley High School to attend Cross Country Camp in Gunnison, CO from July 16 through July 21, 2017.

(Continued on next page)



**BOARD AGENDA ITEM**

**Continued: CONSENT AGENDA**

13. Approve travel for students from Sandra Day O'Connor High School to attend Football Camp in Santa Barbara, CA from July 21 through July 26, 2017.
14. Approve travel for students from Boulder Creek High School to attend Band Camp in Prescott, AZ from July 31 through August 3, 2017.
15. Approve travel for students from Legend Springs to attend YMCA Camp Surf in Imperial Beach, CA from September 11 through September 13, 2017.
16. Approve travel for Deer Valley High School to attend Woodbridge Cross Country Classic in Irvine, CA from September 15 through September 17, 2017.
17. Approve travel for students from Highland Lakes to attend Catalina Island Marine Institute in Catalina Island, CA from October 13 through October 15, 2017.

**REQUESTED BOARD ACTION –**

That the Governing Board accept the Administration's recommendation to approve Consent Agenda Items 8.A. through 8.N.

Submitted by \_\_\_\_\_

*Kim Bedding*

Governing Board Secretary

*James R. Venter*





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve the Minutes for the Special Governing Board Meeting on May 6, 2017, the Public Hearing, Special and Regular Governing Board Meetings on May 9, 2017 and the Special Governing Board Meeting on May 15, 2017

Date assigned for Board consideration: May 9, 2017      BEDG      38-431.01  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

See attached the Minutes for the for Special Governing Board Meeting on May 6, 2017, the Public Hearing, Special and Regular Governing Board Meetings on May 9, 2017 and the Special Governing Board Meeting on May 15, 2017.

### REQUESTED BOARD ACTION –

That the Governing Board approve the Minutes for the for Special Governing Board Meeting on May 6, 2017, the Public Hearing, Special and Regular Governing Board Meetings on May 9, 2017 and the Special Governing Board Meeting on May 15.

Submitted by Kim Hedding – James R. Venter  
Governing Board Secretary





**DEER VALLEY**  
*Unified School District*

20402 N. 15th Ave.  
Phoenix, AZ 85027  
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**SUPERINTENDENT**  
Dr. James R. Veitenheimer

**GOVERNING BOARD**  
Kimberly K. Fisher, MAFM  
Jenny Frank  
Ann O'Brien  
Ann Elizabeth Ordway  
Darcy Tweedy

# UNAPPROVED

## MINUTES FOR THE SPECIAL MEETING OF THE GOVERNING BOARD Saturday, May 6, 2017 - 8:00 A.M.

District Office Governing Board Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

### 1. Call to Order

Mrs. Fisher, President, called the meeting to order at 8:10 a.m.

### 2. Roll Call

Mrs. Fisher, Ms. Frank, Mrs. O'Brien, Mrs. Ordway and Ms. Tweedy were present. Others in attendance: Ray & Associates Consultants Mr. Ray and Mr. Martinez, and Human Resources Director Mrs. Moffitt.

### 3. Adoption of the Agenda

Ms. Frank motioned to adopt the Agenda. Mrs. Ordway seconded the motion. The motion carried (5-0).

### 4. Call for an EXECUTIVE SESSION:

Ms. Frank motioned that the Governing Board hold an Executive Session for the purpose set forth in Item 4.a. on the Agenda. Mrs. Ordway seconded the motion. The motion carried (5-0).

a. **A.R.S. §38-431.03.A.1** – 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 – Superintendent Search

\*\*\*The Governing Board recessed at 12:45 p.m.

\*\*\*The Governing Board reconvened at 1:30 p.m.

\*\*\*The Governing Board recessed at 4:15 p.m.

\*\*\*The Governing Board reconvened at 7:04 p.m.

### 5. Adjournment

Mrs. Ordway motioned to adjourn the meeting at 9:15 p.m. Mrs. O'Brien seconded the motion. The motion carried (5-0).



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*Unified School District*

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# UNAPPROVED

## MINUTES FOR THE SPECIAL MEETING OF THE GOVERNING BOARD Tuesday, May 9, 2017 - 6:30 P.M.

District Office Executive Conference Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

### 1. Call to Order

Mrs. Fisher, President, called the meeting to order at 6:31 p.m.

### 2. Roll Call

Mrs. Fisher, Ms. Frank, Mrs. O'Brien, Mrs. Ordway and Ms. Tweedy were present.

### 3. Adoption of the Agenda

Ms. Frank motioned to adopt the Agenda. Mrs. Ordway seconded the motion. The motion carried (5-0).

### 4. Call for three (3) EXECUTIVE SESSIONS:

Mrs. O'Brien motioned that the Governing Board hold three Executive Sessions for the purpose set forth in Items 4.a., 4.b., and 4.c. on the Agenda. Mrs. Ordway seconded the motion. The motion carried (5-0).

**a. Pursuant to A.R.S. §38-431.03.A.1 – 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.** - Recommendation of Principal for Barry Goldwater High School; Recommendation of Principal for Deer Valley Middle School; Recommendation of Principal for Stetson Hills School; Recommendation of Director for Organizational Improvement and Professional Learning

**b. Pursuant to A.R.S. §38-431.03.A.1 – 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.** - Recommendation of Director for Administrative Leadership and Services

**c. Pursuant to A.R.S. §38-431.03.A.1 – 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.** - Recommendation of Principal for Boulder Creek High School

### 5. Adjournment

Mrs. Ordway motioned to adjourn the meeting at 7:30 p.m. Mrs. O'Brien seconded the motion. The motion carried (5-0).



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# UNAPPROVED

## MINUTES FOR THE PUBLIC HEARING OF THE GOVERNING BOARD Tuesday, May 9, 2017 - 6:55 P.M.

District Office Governing Board Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

### 1. Call to Order

Mrs. Fisher, President, called the meeting to order at 7:34 p.m.

### 2. Roll Call

Mrs. Fisher, Ms. Frank, Mrs. Ordway and Ms. Tweedy were present. Mrs. O'Brien was absent. Others in attendance: Superintendent Dr. Veitenheimer, Deputy Superintendents Dr. Galligan and Mr. Miglirino, and Board Secretary Ms. Redding.

### 3. Adoption of the Agenda

Mrs. Ordway motioned to adopt the Agenda. Ms. Frank seconded the motion. The motion carried (4-0).

*\*\*\*Mrs. O'Brien arrived at 7:42 p.m.*

### 4. Public Hearing

#### A. Fiscal Year 2016-17 Expenditure Budget Revision #1

Mr. Jim Miglirino, Deputy Superintendent of Fiscal and Business Services, stated that according to A.R.S. 15-948.C, the district must bring before the Board any revisions to the Budget before May 15<sup>th</sup> and hold a public hearing to allow the public the opportunity to discuss the revised budget being adopted by the Governing Board. Fiscal Year 2017 expenditure budget changes include an increase in the Revenue Control Limit due to Student Accountability Information System changes, a decrease in District Additional Assistance, an increase in carryforward from Fiscal Year 2016, an increase in Proposition 123 funds, and a decrease in tuition resulting in an increase to the general budget of \$135,953.

Mrs. Fisher opened the floor to public comment.

Maria Leyva, Deer Valley Education Association President, requested clarification on the adjusted District Additional Assistance, the Budget Balance Carryforward, and Classroom Site Fund interest earned in Fiscal Year 2016.

### 5. Adjournment

Mrs. O'Brien motioned to adjourn the meeting at 7:42 p.m. Ms. Frank seconded the motion. The motion carried (5-0).



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**SUPERINTENDENT**  
Dr. James R. Veitenheimer

**GOVERNING BOARD**  
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Jenny Frank  
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Ann Elizabeth Ordway  
Darcy Tweedy

# UNAPPROVED

## MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD Tuesday, May 9, 2017 - 7:00 P.M.

District Office Governing Board Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

### 1. CALL TO ORDER

Mrs. Fisher, President, called the meeting to order at 7:42 p.m.

### 2. PRESENTATION OF COLORS

#### PLEDGE OF ALLEGIANCE

The Sandra Day O'Connor High School Air Force JROTC Color Guard Presented the Colors and led the Pledge of Allegiance.

Ms. Tweedy requested a Moment of Privilege to recognize the Sandra Day O'Connor High School students who were involved in a tragic car accident.

### 3. ROLL CALL

Mrs. Fisher, Ms. Frank, Mrs. O'Brien, Mrs. Ordway and Ms. Tweedy were present. Others in attendance: Superintendent Dr. Veitenheimer, Deputy Superintendents Dr. Galligan and Mr. Migillorino, and Board Secretary Ms. Redding.

### 4. ADOPTION OF THE AGENDA

Ms. Frank motioned to adopt the Agenda moving Action Items 9.B., 9.D., 9.E., 9.F., and 9.G to follow Reports Item 6.C. and removing Action Item 9.C. Approve the Recommendation for the Principal of Boulder Creek High School from the Agenda. Mrs. Ordway seconded the motion. The motion carried (5-0).

### 5. AWARDS, ACHIEVEMENTS AND RECOGNITIONS

#### **A. SkillsUSA Engineering Technologies Champions**

The Governing Board recognized Boulder Creek High School students Logan Ellsworth for receiving 1<sup>st</sup> Place in Technical Drafting, and Cameron La Rose and Remington Harker for receiving 1<sup>st</sup> Place in Mobile Robotics from SkillsUSA Engineering Technologies.

#### **B. Future Business Leaders of America (FBLA) State Champions**

The Governing Board recognized Boulder Creek High School student Adryien Hayes for receiving 1<sup>st</sup> Place in Coding & Programming, and Mountain Ridge High School student Neil Walia for receiving 1<sup>st</sup> Place in Sales Presentation from the Future Business Leaders of America.

#### **C. Family, Career and Community Leaders of America (FCCLA) State Champions –**

The Governing Board recognized the Sandra Day O'Connor High School students Kaitlin Kropf and Zachary Overlay-Taylor for receiving Gold Medals in Interior Design, and Megan Brock for receiving a Gold Medal in Recycle and Redesign from the Family, Career and Community Leaders of America.

#### **D. Educator's Rising State Champions**

The Governing Board recognized Boulder Creek High School students Hailey Binns for receiving 1<sup>st</sup> Place for Educator's Rising Moment, Lexa Ingram for receiving 1<sup>st</sup> Place for E-Portfolio, and Ella Stephens for receiving 1<sup>st</sup> Place for her Pre-K to Kindergarten Children's Book from Educator's Rising.

#### **E. Academic Pentathlon Team State Champions**

The Governing Board recognized the Hillcrest Middle School Pentathlon Team for being ranked #1 in the State.

#### **F. Interact Region 5490's Outstanding Club of Distinction and Presidential Service Award**

The Governing Board recognized the Deer Valley High School Interact Club for being awarded the Interact Region 5490's Outstanding Club of Distinction Award.

#### **G. Softball Division II Champions**

The Governing Board recognized the Stetson Hills School Softball Team for being named the Division II Champions.

#### **H. United Spirit Association's Spirit Nationals Pom Champions**

The Governing Board recognized the Deer Valley High School Cheer Team for being named the United Spirit Association's Spirit Nationals Pom Champions.

#### **I. Music K8 Cover Art Contest Winners**

The Governing Board recognized Diamond Canyon School students Gracie Millikan, Christinana DePiazza, Anna Evans, Sherry Briskin, Hagen Harris, and Blake Keul for being named Music K8 Cover Art Contest winners.

#### **J. Arizona Department of Education A+ School of Excellence**

The Governing Board recognized West Wing School for being named an A+ School of Excellence from the Arizona Educational Foundation.

## 6. **REPORTS**

### A. **Governing Board**

Ms. Frank thanked the teachers who attended the Board meeting and recognized Arizona Education Association President Joe Thomas. She attended science events at Sierra Verde, Mountain Shadows and Legend Springs Schools, the Teacher of the Year recognition, and the Greenbrier School Core Knowledge Showcase.

Ms. Tweedy wished all the retirees well. She stated that she does read all the emails she receives and understands the teacher's frustration with salary.

Mrs. O'Brien announced it is Teacher Appreciation Day and expressed her appreciation to all teachers in DVUSD. She thanked the Arizona Educational Foundation for presenting West Wing School with the A+ School of Excellence distinction, attended the Teacher of the Year recognition and congratulated the 15 recipients, and thanked the community for attending the Superintendent candidate forum and providing feedback. She announced that Las Brisas Elementary has received good comments on the nextdoor.com site. She thanked staff members for their hard work as the school year ends.

Mrs. Ordway celebrated staff and students as they finish strong during the busy weeks ahead. She would like everyone to work together united, rather than divided, and listen to factual information, rather than fiction, and urged those in attendance to also voice their concerns at the Capitol.

Mrs. Fisher thanked Marie Brennan, Deer Valley Education Foundation Executive Director, and Karen Meyer, Teacher of the Year Program Facilitator, for their efforts on the event.

### B. **Superintendent**

#### 1. **Current Events**

There were no Current Events reported.

#### 2. **Superintendent's Student Advisory Council Presentation**

The Student Advisory Council is comprised of 8<sup>th</sup> through 12<sup>th</sup> grade students who work with the Superintendent each year to plan and execute a service learning project. Superintendent Veitenheimer introduced Student Advisory Council members Matthew Saunders, Haley Matthews, Nick Wilshire, and Thomas O'Brien who presented information about the 2017 Student Summit – Community: Understand, Unite, Impact. The Summit had 228 students and 40 chaperones attend who took what they learned back to their campus to create school projects that will have an impact in their community. Dr. Veitenheimer thanked the Council members and Ms. Kenna Hough who helps facilitate the meetings.

### C. **Fiscal and Business Services**

#### 1. **Student Enrollment Report**

Mr. Jim Migliorino, Deputy Superintendent of Fiscal and Business Services, reported student enrollment through April 27, 2017 was 33,982 with a 0.6% decrease from last year.

#### 2. **District Financial Reports**

Mr. Migliorino reviewed the Maintenance & Operations (M&O), Student Activity and Auxiliary monthly reports for the month ended April, 2017.

### 9. **B. Approve the Recommendation for the Principal of Barry Goldwater High School**

\*\*\**This Item was moved at the Adoption of the Agenda*

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Principal of Barry Goldwater High School. Mrs. O'Brien seconded the motion. The motion carried (5-0).

The Governing Board congratulated Ms. Anita Stulc.

### 9. **D. Approve the Recommendation for the Principal of Deer Valley Middle School**

\*\*\**This Item was moved at the Adoption of the Agenda*

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Principal of Deer Valley Middle School. Mrs. Ordway seconded the motion. The motion carried (5-0).

The Governing Board congratulated Ms. Nikki Powell.

### 9. **E. Approve the Recommendation for the Principal of Stetson Hills School**

\*\*\**This Item was moved at the Adoption of the Agenda*

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Principal of Stetson Hills School. Mrs. Ordway seconded the motion. The motion carried (5-0).

The Governing Board congratulated Ms. Carrie Mabee.

### 9. **F. Approve the Recommendation for the Director of Administrative Leadership and Services**

\*\*\**This Item was moved at the Adoption of the Agenda*

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Director of Administrative Leadership and Services. Mrs. Ordway seconded the motion. The motion carried (5-0).

The Governing Board congratulated Mr. David McNeil

### 9. **G. Approve the Recommendation for the Director of Organizational Improvement and Professional Learning**

\*\*\**This Item was moved at the Adoption of the Agenda*

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Director of Organizational Improvement and Professional Learning. Mrs. Ordway seconded the motion. The motion carried (5-0).

The Governing Board congratulated Ms. Jean Koeppn.

**7. OLD BUSINESS**

**A. Adopt the Proposed 2018-2023 Deer Valley Unified School District Strategic Plan Motto, Vision, Mission, Core Values and Key Strategic Priorities**

Ms. Frank motioned that the Governing Board accept the Administrations recommendation to adopt the proposed motto, vision statement, mission statement, key strategic priorities, and core values as part of the Deer Valley Unified School District 2018-2023 Strategic Plan. Mrs. Ordway seconded the motion. The motion carried (5-0).

The new Core Values are: Accountability-We fulfill our commitments; Excellence-We strive to be extraordinary; Integrity-We are honest and ethical; Respect-We treat each other with dignity; Student Driven-We put students first.

**B. Award the Sandra Day O'Connor High School Career and Technical Education (CTE) Early Childhood Project**

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to award the Sandra Day O'Connor High School Career and Technical Education Early Childhood Project to CORE Construction in the amount of \$278,559.00. Mrs. Ordway seconded the motion. The motion carried (5-0).

**C. Approve the Second Phase of the School Front Entrance Security Improvements**

Ms. Frank motioned that the Governing Board accept the administration's recommendation to award the second phase of the School Front Entrance Security Improvements to Skyline Builders in the amount of \$869,326.00. Mrs. Ordway seconded the motion. The motion carried (5-0).

**D. Approve the Negotiated Solution Team (NST) Salary Recommendation for Fiscal Year 2017-18**

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Negotiated Solution Team Salary Recommendation for Fiscal Year 2017-18. Mrs. Ordway seconded the motion.

Mr. Migliorino reported the NST 2017-18 salary recommendation that includes - funding professional growth per approved language; salary increases: certified will receive a 1.5% increase (0.5% from Classroom Site Fund); classified employees making less than \$10.40 per hour will increase to the required \$10.50 per hour on January 1, 2018, classified employees making \$10.40 per hour to \$11.99 per hour will get a 0.5% increase plus a \$0.07 per hour increase (on average this represents a 1% increase), classified employees making \$12.00 per hour or more will get a 0.5% increase plus a \$0.09 per hour increase (on average this represents a 1.1% increase); administrative and exempt employees will receive a 0.5% increase plus a flat \$360 added to their salary (on average this represents a 1% increase); hard-to-fill addenda will be expanded to include 7<sup>th</sup> and 8<sup>th</sup> grade math and science positions at \$2,000 FTE; certified employees on the Other Professional Salary Schedule will receive district-funded performance pay at the greater of 2% of base salary or \$1,250 per FTE. Mr. Migliorino noted that any legislative changes that provide additional funding will be applied for its intended use. If additional funding becomes available greater than \$300,000 over the April 20th budget projection, NST will reconvene to develop a recommendation to allocate those funds. Mr. Migliorino acknowledged the Negotiated Solutions Team for their efforts.

**\*\*\*11. PUBLIC COMMENTS**

The following staff members expressed their concerns about salary increases and equitable pay: Kelley Fisher, Molly Bligh, Maria Leyva, Matthew Weaver, Jenny Markham, Marci Morrison, E.J. Jamsgard; Vicki Jones, and Ronda McWhorter.

Mrs. Fisher requested a position study be conducted.

The motion carried (5-0).

**8. CONSENT AGENDA – (Motion by Exception)**

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve Consent Agenda Items 8.A through 8.H. Mrs. Ordway seconded the motion. The motion carried (5-0).

**A. Approve the Minutes for the Special Governing Board Meeting on April 22, 2017 and the Special and Regular Governing Board Meetings on April 25, 2017**

The Governing Board approved the Minutes for the Special Governing Board Meeting on April 22, 2017 and the Special and Regular Governing Board Meetings on April 25, 2017.

**B. Approve Payroll Voucher #22 in the amount of \$7,875,244.90 and Expense Vouchers on the Voucher Summary Sheet in the amount of \$3,680,372.63, for Fiscal Year 2016-17**

The Governing Board accepted the Administration's recommendation to approve Payroll Voucher #22 in the amount of \$7,875,244.90 and Expense Vouchers on the Voucher Summary Sheet in the amount of \$3,680,372.63, for Fiscal Year 2016-17.

**C. Approve Donations**

The Governing Board accepted the Administration's recommendation to approve donations, on behalf of the district, in the amount of \$35,373.30.

**D. Approve Addenda Contracts**

The Governing Board accepted the Administration's recommendation to approve the Addenda Contracts. A copy is attached to the official Minutes.

**E. Authorization to Enter into Additional Cooperative Purchasing Contracts for Fiscal Year 2016-17**

The Governing Board accepted the Administration's recommendation to enter into Additional Cooperative Purchasing Contracts for Fiscal Year 2016-2017.



**F. Authorization to Enter into Additional Sole Source Contracts for Fiscal Year 2016-17**

The Governing Board accepted the Administration's recommendation to give the Administration authorization to enter into Additional Sole Source Contracts for Fiscal Year 2016-17.

**G. Approve the University of Phoenix Stadium Agreement for the 2017-18 Graduation Ceremonies**

The Governing Board accepted the Administration's recommendation to approve the University of Phoenix Stadium Agreement for 2018 Graduation Ceremonies in the amount of \$66,500.

**H. Student Travel**

1. The Governing Board approved travel for students from Vista Peak to attend FBLA Arizona's National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
2. The Governing Board approved travel for students from Mountain Ridge High School to attend Band Camp in Prescott, AZ from July 29 through August 1, 2017.
3. The Governing Board approved travel for students from Gavilan Peak to attend Camp Surf in Imperial Beach, CA from October 4 through October 6, 2017.

**9. ACTION**

**A. Approve Human Resources Changes**

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to approve the Human Resources Changes. Mrs. Ordway seconded the motion. The motion carried (5-0).

**B. Approve the Recommendation for the Principal of Barry Goldwater High School**

\*\*\*This Item was moved to follow Item 6.C. Fiscal and Business Services Report

**C. Approve the Recommendation for the Principal of Boulder Creek High School**

\*\*\*This Item was removed at the Adoption of the Agenda

**D. Approve the Recommendation for the Principal of Deer Valley Middle School**

\*\*\*This Item was moved to follow Item 6.C. Fiscal and Business Services Report

**E. Approve the Recommendation for the Principal of Stetson Hills School**

\*\*\*This Item was moved to follow Item 6.C. Fiscal and Business Services Report

**F. Approve the Recommendation for the Director of Administrative Leadership and Services**

\*\*\*This Item was moved to follow Item 6.C. Fiscal and Business Services Report

**G. Approve the Recommendation for the Director of Organizational Improvement and Professional Learning**

\*\*\*This Item was moved to follow Item 6.C. Fiscal and Business Services Report

**H. Approve Top 5 Priorities from Arizona School Boards Association (ASBA) for the 2018 Legislative Committee Political Agenda**

Ms. Frank motioned that the Governing Board approve Top 5 Priorities, and consider two additional priorities, from the Arizona School Boards Association 2018 Political Agenda. Mrs. Ordway seconded the motion. The motion carried (5-0).

The Top 5 Priorities are: 1) Provide additional state funding for nationally competitive salaries to attract, recruit and retain talented teachers; 2) Strengthen the School Finance formula to equitably and adequately fund public schools; 3) Uphold, preserve, and strengthen local control to reinforce the connection between the community and its elected governing board members; 4) Advocate to renew, expand and improve Proposition 301; and 5) Fully restore 9th grade CTE/JTED eligibility and funding so students have the opportunity to explore career fields and/or certification completion.

**I. Adopt the Fiscal Year 2016-17 Expenditure Budget Revision #1**

Ms. Frank motioned that the Governing Board accept the Administration's recommendation to adopt the Fiscal Year 2016-17 Expenditure Budget Revision #1. Mrs. O'Brien seconded the motion. The motion carried (5-0).

**10. PREVIEW**

There were no Preview Items.

**11. PUBLIC COMMENTS**

\*\*\*Public Comment also occurred at Action Item 9.D. approve the Negotiated Solution Team Salary Recommendation for Fiscal Year 2017-18.

Dr. Sandra McCown and Larry McCown expressed concerns about the curriculum and homework policy.

**12. FUTURE MEETINGS AND DATES TO REMEMBER**

May 19, 2017 – Sandra Day O'Connor High School Graduation – 2:00 p.m.

Deer Valley High School Graduation – 4:30 p.m.

May 22, 2017 – Boulder Creek High School Graduation – 2:00 p.m.

Mountain Ridge High School Graduation – 4:30 p.m.

Barry Goldwater High School Graduation – 7:00 p.m.

May 23, 2017 – 8<sup>th</sup> Grade Promotions

May 24, 2017 – Last Day Students – Early Release

May 29, 2017 – Memorial Day – Offices Closed

**13. ADJOURNMENT**

Mrs. Ordway motioned to adjourn the meeting at 10:09 p.m. Ms. Frank seconded the motion. The motion carried (5-0).



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# UNAPPROVED

## **SPECIAL MEETING OF THE GOVERNING BOARD** **Monday, May 15, 2017 - EXECUTIVE SESSION - 5:00 P.M.**

District Office Executive Conference Room 20402 N. 15<sup>th</sup> Avenue Phoenix, Arizona

### **1. Call to Order**

Ms. Frank, Vice President, called the meeting to order at 5:05 p.m.

### **2. Roll Call**

Ms. Frank and Mrs. Ordway were present. Mrs. O'Brien participated telephonically. Mrs. Fisher and Ms. Tweedy were absent. Others in attendance: Ms. Lowell-Britt, Legal Counsel and Mrs. Moffitt, Human Resources Director.

### **3. Adoption of the Agenda**

Mrs. Ordway motioned to adopt the Agenda. Mrs. O'Brien seconded the motion. The motion carried (3-0).

### **4. Call for an EXECUTIVE SESSION:**

Mrs. Ordway motioned that the Governing Board hold an Executive Session for the purpose set forth in Item 4.a. on the Agenda. Mrs. O'Brien seconded the motion. The motion carried (3-0).

- a. Pursuant to A.R.S. 38-431.03(A)(3) and (4) - Discussion or consultation for legal advice with the Governing Board's attorney and for the Governing Board to consider its position and instruct its attorney regarding the Superintendent position, Superintendent contract, contract negotiations and related matters.**

\*\*\*Ms. Tweedy arrived at 5:10 p.m.

\*\*\*Mrs. Fisher arrived at 5:15 p.m.

\*\*\*Mrs. O'Brien departed at 5:35 p.m.

### **5. Adjournment**

Mrs. Ordway motioned to adjourn the meeting at 6:55 p.m. Mrs. Fisher seconded the motion. The motion carried (4-0).



# V O U C H E R S

**Copy of the vouchers available upon request**

**(The Voucher Report is available for inspection in the Fiscal Services Department during District business hours, 24 hours prior to the day of the meeting.)**





Deer Valley  
Unified School District

## DEER VALLEY UNIFIED SCHOOL DISTRICT #97

Green Form

### BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Donations

Date assigned for Board consideration: May 30, 2017

KCD  
Policy Reference

15-342  
A.R.S. Reference

#### EXECUTIVE SUMMARY:

Description – Attached is a summary list of donations that have been given to various schools.

Rationale – According to A.R.S. 15-342 and District policy KCD, the board must approve all donations received by the district.

Fiscal Impact – The total amount being approved at this time is \$5,554.87. The total received for the 2016-17 school year is \$151,816.90.

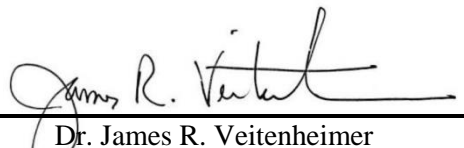
#### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve Donations, on behalf of the district, in the amount of \$5,554.87.

Submitted by

  
Jim Migliorino

Deputy Superintendent

  
Dr. James R. Veitenheimer

Superintendent



## **DONATIONS**

One (1) Lowrey organ and bench donated by Daniel Mueller to Mountain Shadows Elementary School to be used by the music program – Value \$795.

\$300 donated by West Coast Plumbing and Air to Norterra Canyon School to be used by the school towards a DJ for the 8<sup>th</sup> grade school dance.

\$100 donated by West Coast Plumbing and Air to Norterra Canyon School to be used by the school to purchase supplies/decorations for the 8<sup>th</sup> grade school dance.

One (1) Jupiter flute donated by Christine Willis to Highland Lakes School to be used by the music and band programs – Value \$900.

\$125 in gift cards donated by West Coast Plumbing and Air to Norterra Canyon School to be used by the school towards the 8<sup>th</sup> grade dinner/dance.

One (1) each book display stand, set of First Life Readers, set of non-fiction Sight Word Readers, and Road to Reading Activity Center donated to Norterra Canyon School to be used in Mrs. Keith's Kindergarten class – Value \$353.97.

\$200 donated by Kimberley Alsobrooks to Sierra Verde School to be used by the school towards the 8<sup>th</sup> grade promotion events.

\$300 donated by Michelle Hoff to Sierra Verde School to be used by the school towards the 8<sup>th</sup> grade promotion events.

\$430 donated by Mr. & Mrs. Perry to Gavilan Peak School to be used to pay off past due negative balances on student lunch accounts.

\$1,300 donated by an anonymous donor to Diamond Canyon School to be used to pay negative balances on student lunch accounts.

\$500.90 donated by Protect My Water, LLC to West Wing School to be used to pay negative balances on student lunch accounts.

One (1) Jupiter clarinet donated by Lori Schottin to Desert Sky Middle School to be used by the band program – Value \$250.





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Addenda Contracts

Date assigned for Board consideration: May 30, 2017

None  
Policy Reference

15-502  
A.R.S. Reference

### EXECUTIVE SUMMARY:

Description – Attached is a listing of the award of compensation for duties assigned to staff district wide for the current year. This list is reflected by categories.

Rationale – The Governing Board must approve all addenda contracts pursuant to A.R.S. §15-502.

Fiscal Impact – The attached list shows the amount requested for each addenda contract.

IBN Addenda are negotiated agreements funded from M&O.

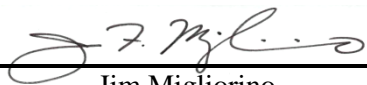
Non-IBN Addenda are established and approved by each supervisor and are typically paid from non-M&O funds such as: State and Federal Grants, eSchool funds, Student Activity, Gifts and Donations, Tax Credits, Civic Center, Community Schools, Bookstore/Athletics, etc..

A copy of the Addenda list will be attached to the official minutes.

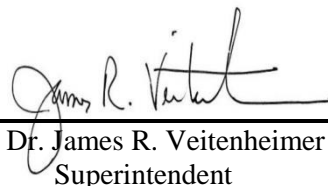
### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Addenda contracts in the attached listing.

Submitted by



Jim Migliorino  
Deputy Superintendent

  
Dr. James R. Veitenheimer  
Superintendent

**DEER VALLEY SCHOOL DISTRICT  
PAYROLL/BENEFITS DEPARTMENT  
ADDENDAS  
BOARD DATE 5/30/2017**

<u>Name</u>	<u>School</u>	<u>Duty</u>	<u>Amount</u>
<b><u>IBN</u></b>			
BALZER, KEVIN	BOULDER CREEK	VOLLEYBALL ASST - BOYS - SPLIT	\$1,000.00
COUGHLIN, LAURA	DESERT MOUNTAIN	CORE/TEAM LEADER - 7TH GR	1,749.00
DUELING, BRITNEY	DISTRICT OFFICE	CIAS - READ 180 - SUMMER WORK	3,543.15
DUNN, JED	DEER VALLEY HS	BASKETBALL HEAD - BOYS	4,266.00
HENKEL, WHITNEY	HILLCREST	MTSS COORD	500.00
ROGERS, JULES	PASEO HILLS	BAND K-6	1,395.00
ROGERS, JULES	PASEO HILLS	BAND 7/8	1,476.00

**SUB TOTAL - IBN**

**\$13,929.15**

**NON-IBN**

ALLRED, CHRISTINE	DISTRICT OFFICE	DVLP TEACHER - SCIENCE 1-2	\$5,400.00
ALLRED, CHRISTINE	DISTRICT OFFICE	DVLP COURSE BUILDER - ENVIRO SCIENCE 1 & 2	2,500.00
BAKER, KATHLEEN	HIGHLAND LAKES	ASU ITEACHAZ MENTOR	500.00
BERNARD, SHAWNA	MOUNTAIN RIDGE	DVLP TEACHER - MEDIA 1 & 2	1,000.00
BLAGG, LISA	CONSTITUTION	DVLP COURSE BUILDER - MATH 7/8	750.00
BORCHERS, ELISABETH	MOUNTAIN RIDGE	CAMPUS CANVAS LIAISON	500.00
BRUBAKER, JESSICA	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
BURDEN, EMILY	DEER VALLEY HS	DVLP TEACHER - SPANISH	2,600.00
CAMPBELL, JENNIFER	STETSON HILLS	ASU ITEACHAZ MENTOR	500.00
COEN, SAMANTHA	CONSTITUTION	DVLP TEACHER - 7TH/8TH MATH	1,400.00
CONNOR, DANIEL	DEER VALLEY MS	PLC LDRSHIP AND DATA MANAGEMENT-TITLE I	1,000.00
COOTS, MICHELLE	DISTRICT OFFICE	DVLP TEACHER - BUSINESS	500.00
COOTS, MICHELLE	DISTRICT OFFICE	DVLP TEACHER - ACCOUNTING	1,000.00
COOTS, MICHELLE	DISTRICT OFFICE	DVLP TEACHER - FREE ENTERPRISE	700.00
COOTS, MICHELLE	DISTRICT OFFICE	DISTRICT LEAD CANVAS SPECIALIST	2,000.00
COX, ARTHUR	MOUNTAIN RIDGE	BASEBALL ASST - STUDENT ACTIVITY FUNDS	1,000.00
CRUTCHFIELD, LAURIE	STETSON HILLS	ASU ITEACHAZ MENTOR	500.00
DEVENNEY, JON	MOUNTAIN RIDGE	DVLP TEACHER - CHEMISTRY & PHYSICS	3,200.00
DIEHL, AMANDA	BARRY GOLDWATER	DVLP TEACHER - 8TH GR SCIENCE	500.00
DUARTE, DAVID	DISTRICT OFFICE	DVLP TEACHER - MUSIC HUMANITIES & THEORY	1,500.00
DUQUETTE, NICOLE	DISTRICT OFFICE	DVLP TEACHER - AM/AZ HIST & GOVT	8,800.00
DYRESEN, TERESA	DESERT MOUNTAIN	STUDENT COUNCIL - TAX CREDIT FUNDS	1,476.00
DYRESEN, TERESA	DESERT MOUNTAIN	SCHOOL FOCUS PROGRAM	800.00
ENG, CARI	MOUNTAIN RIDGE	DVLP TEACHER - ALG APPS 1, 1CR, 2, 2CR	1,500.00
ETTLING, ALEXANDRIA	DESERT MOUNTAIN	DETERMINE FOCUS OF DMS MAGNET	800.00
ETTLING, ALEXANDRIA	DESERT MOUNTAIN	DVLP TEACHER - 7TH GR SCIENCE	500.00
FANTIN, MICHELE	MOUNTAIN RIDGE	DVLP TEACHER-LANG ARTS & PSYCH	11,300.00
FELLENS, JOHN	DEER VALLEY HS	DVLP TEACHER - WORLD HISTORY	5,900.00
FETKENHIER, LAUREN	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
FITZPATRICK, JAYME	DISTRICT OFFICE	DVLP TEACHER - ECON & MARKETING	7,300.00
GAMBOA, NICOLE	DEER VALLEY HS	DVLP TEACHER - ALG 4, 4CR	1,900.00
GARRAWAY, CYNTHIA	SANDRA DAY OCONNOR	DVLP TEACHER - COMMUNICATIONS	500.00
GUERRETTE, JENNIFER	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
GUMMOW, SARAH	SONORAN FOOTHILLS	TUTORING - 2 SESSIONS-TAX CREDIT FUNDS	800.00
HARKEMA, KATIE	DEER VALLEY HS	DVLP TEACHER - ELA	3,900.00
HENRY, HEATHER	PASEO HILLS	LEVEL LEAD - CIVIC CENTER FUNDS	1,000.00

HOPSON, ERIKA	DISTRICT OFFICE	DVOLT - ONLINE COURSE BLDING	10,000.00
HUNDLEY, COURTNEY	BOULDER CREEK	CTE ORGANIZATION SPONSOR	500.00
HUNDLEY, COURTNEY	BOULDER CREEK	DVOLT TEACHER - CTE INTERNSHIP	600.00
JEWETT, ANDREA	MOUNTAIN RIDGE	DVOLT TEACHER - BIOLOGY	2,600.00
JORDAN, S ANDREW	BOULDER CREEK	CTE ORGANIZATION SPONSOR	500.00
KEPPNER, MARLINA	BARRY GOLDWATER	DVOLT TEACHER - PE	5,700.00
KERENY, TIFNEY	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
KINNEY, LAURA	SIERRA VERDE	ASU ITEACHAZ MENTOR	500.00
KNIGHT, EMILY	MIRAGE	21ST CENTURY SUMMER SCHOOL COORD	1,448.00
KURTZ, TIFFANY	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
LANESE, TROY	HIGHLAND LAKES	ASU ITEACHAZ MENTOR	500.00
LARSEN, ADAM	DEER VALLEY HS	CTE ORGANIZATION SPONSOR	500.00
LARTER, SCOTT	DEER VALLEY MS	PLC LDRSHIP AND DATA MANAGEMENT-TITLE I	1,000.00
LEIVA, CHEYANA	CONSTITUTION	TITLE I PRINCIPAL SUMMER WORK	7,000.00
LIGUORI, DEBORAH	SIERRA VERDE	ASU ITEACHAZ MENTOR	500.00
LIMON, JOE	MOUNTAIN RIDGE	BASEBALL ASST - TAX CREDIT FUNDS	1,000.00
LINDENMEIER, JESSICA	SANDRA DAY OCONNOR	DVOLT TEACHER - WORLD HISTORY	2,100.00
LLOYD, NICOLE	STETSON HILLS	ASU ITEACHAZ MENTOR	500.00
LOHMEIER, JASON	BOULDER CREEK	DVOLT TEACHER - DRAWING 1 & 2	6,000.00
LOPEZ HAWKINS, DEVON	SUNSET RIDGE	ASU ITEACHAZ MENTOR	500.00
MARSHALL, LORIE	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
MARSHALL, LORIE	SANDRA DAY OCONNOR	DVOLT TEACHER - CTE INTERNSHIP	700.00
MARTINEZ, BENNET	SANDRA DAY OCONNOR	TRACK ASST - TAX CREDIT FUNDS	1,500.00
MCGOWAN, ALISON	DEER VALLEY HS	DVOLT TEACHER-ELA 1CR,1H,2,2CR,2H	3,400.00
MCIVOR, LACEY	DISTRICT OFFICE	DVOLT TEACHER - SPANISH 3-4	2,900.00
MCKINLEY, SHAUNNE	CANYON SPRINGS	DRAMA CLUB SPONSOR-TAX CREDIT FUNDS	400.00
MILKS, THERESA	CONSTITUTION	TITLE I TEACHER ON ASSIGNMENT SUMMERWORK	4,848.60
MOORE, DEBBIE	MOUNTAIN RIDGE	CTE ORGANIZATION SPONSOR	500.00
MOORE, DEBBIE	MOUNTAIN RIDGE	DVOLT TEACHER - CTE INTERNSHIP	1,300.00
MORGAN, CHRISTOPHER	DEER VALLEY HS	DVOLT TEACHER - ALG 3, 3CR	1,100.00
PARHAM, GRANT	SANDRA DAY OCONNOR	SPEED/CONDITIONING COACH-TAX CREDITS	1,500.00
PARROTT, KATHERINE	SANDRA DAY OCONNOR	DVOLT TEACHER-FUND/COLL MATH, CR WRITING	3,300.00
PARROTT, KATHERINE	SANDRA DAY OCONNOR	SEED SPOT - BUSINESS - DVOLT	500.00
PARROTT, KATHERINE	SANDRA DAY OCONNOR	DVOLT COURSE BUILDER - MATH 7/8	750.00
PARROTT, KATHERINE	SANDRA DAY OCONNOR	DVOLT SUMMER ORIENTATION	250.00
PARSONS, AARON	BOULDER CREEK	CTE ORGANIZATION SPONSOR	500.00
PECCIA, RENEE	BOULDER CREEK	ASU ITEACHAZ MENTOR	500.00
PONCE, JOSEPH	DEER VALLEY HS	DVOLT TEACHER - PE/HEALTH	4,300.00
PONDY, KATHY	BOULDER CREEK	DVOLT TEACHER - AM/AZ HIST & GOVT	3,200.00
PORTELA, MELISSA	SANDRA DAY OCONNOR	CTE ORGANIZATION SPONSOR	500.00
POTTS, DEANN	SIERRA VERDE	DVOLT TEACHER - PE	3,100.00
RADNICH, KENDRA	DEER VALLEY HS	DVOLT TEACHER - MEDICAL SCIENCE	3,100.00
ROA, CANDICE	MOUNTAIN RIDGE	DVOLT TEACHER - LAW IN SOCIETY	500.00
RUSSELL, DANA	STETSON HILLS	ASU ITEACHAZ MENTOR	500.00
SLUGH, SAMANTHA	DEER VALLEY MS	DVOLT COURSE BUILDER - MATH 7/8	750.00
SPITLER, RENEE	MOUNTAIN RIDGE	TESTING COORD	500.00
STOFFERS, KIMBERLY	DISTRICT OFFICE	DVOLT TEACHER-ALG,COL MATH,PRE-CALC,PROB/STAT	7,400.00
STRANG, CYNTHIA	DEER VALLEY MS	DVOLT COURSE BUILDER - MATH 7/8	750.00
SULLINGER-DUKARM, STEP	DEER VALLEY HS	DVOLT TEACHER-PHOTOGRAPHY, ART, PAINTING	4,000.00
SUMMERHILL, RONALD	VISTA PEAK	PSYCHOLOGIST LICENSE	3,000.00
THOMPSON, ROXI	HIGHLAND LAKES	ASU ITEACHAZ MENTOR	500.00
WALLACH, ANDREA	SANDRA DAY OCONNOR	DVOLT TEACHER - LANG ARTS 5 & 6	6,300.00
WANN, PATTI	DISTRICT OFFICE	EL SUMMER EMERGENCY IMMIGRANT GRANT WORK	1,878.36
WEBB, TAMI	STETSON HILLS	ASU ITEACHAZ MENTOR	500.00
WEINMAN, MELISSA	VILLAGE MEADOWS	TITLE I PRINCIPAL SUMMER WORK	3,000.00

WERBACH, JANET	BELLAIR	ASU ITEACHAZ MENTOR	500.00
WESTERMAN, SARA	SANDRA DAY OCONNOR	VOLLEYBALL ASST - TAX CREDIT FUNDS	1,800.00
WILLER, JEFFREY	DISTRICT OFFICE	PSYCHOLOGIST LICENSE	3,000.00
WILLIAMS, ANNIE	MOUNTAIN RIDGE	DVLP TEACHER - SOCIOLOGY	600.00
<b>SUB TOTAL - NON-IBN</b>			<b>\$191,600.96</b>

### **RATIFIED**

DOUGLASS, TRACEY	DESERT SAGE	6/5 - PHYSICAL EDUCATION	\$10,582.95
MARSHALL, LORIE	SANDRA DAY OCONNOR	EARLY RETIREE 5%	2,305.00
MORRIS, VICKI	PARK MEADOWS	EARLY RETIREE 5%	2,302.50
<b>SUB TOTAL - RATIFIED</b>			<b>\$15,190.45</b>

### **POST SEASON PAY**

ALLINGER, DAN	HILLCREST	POST SEASON PAY - 7TH GR SOFTBALL	\$200.00
BAUMGARTNER, JEFF	SANDRA DAY OCONNOR	POST SEASON PAY - BASEBALL	400.00
BICONDA, RYAN	SANDRA DAY OCONNOR	POST SEASON PAY - BASEBALL	200.00
BOLUS, ERIC	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00
BRUNS, CLAIRE	SANDRA DAY OCONNOR	POST SEASON PAY - SOFTBALL	200.00
FLORES, JESUS	BARRY GOLDWATER	POST SEASON PAY - GIRLS TENNIS	400.00
GEPHART, LANCE	DEER VALLEY HS	POST SEASON PAY - BOYS TENNIS	400.00
GREAVES, SHAD	HILLCREST	POST SEASON PAY - 7TH GR BASEBALL	200.00
GREAVES, SHAD	HILLCREST	POST SEASON PAY - 8TH GR BASEBALL	200.00
HARMONSON, CHRIS	SANDRA DAY OCONNOR	POST SEASON PAY - GIRLS TENNIS	400.00
HEROLD, RENE A	HILLCREST	POST SEASON PAY - SPIRIT LINE	200.00
HOBSON, MELISSA	SANDRA DAY OCONNOR	POST SEASON PAY - SOFTBALL	400.00
HOSLER, JUSTIN	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00
HOSLER, KENNY	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00
IAUCH, MICHAEL	SANDRA DAY OCONNOR	POST SEASON PAY - TRACK	400.00
JAEGER, JIM	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00
JOHNSON, RICKY	SANDRA DAY OCONNOR	POST SEASON PAY - TRACK	400.00
LATONA, ROBERT	SANDRA DAY OCONNOR	POST SEASON PAY - SOFTBALL	200.00
MARTINEZ, BENNETT	SANDRA DAY OCONNOR	POST SEASON PAY - TRACK	400.00
MEYERS, DENNIS	HILLCREST	POST SEASON PAY - 8TH GR SOFTBALL	200.00
MILLER, CHAD	BARRY GOLDWATER	POST SEASON PAY - TRACK	400.00
MOORE, DEBBIE	MOUNTAIN RIDGE	POST SEASON PAY - DECA ICDC	400.00
MORGAN, CHRISTOPHER	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00
ORTEGA, BEN	SANDRA DAY OCONNOR	POST SEASON PAY - BASEBALL	200.00
PALMER, ERIC	DEER VALLEY HS	POST SEASON PAY - BOYS VOLLEYBALL	400.00
RICE, GREG	DEER VALLEY HS	POST SEASON PAY - BASEBALL	400.00
RIEGLE, KEVIN	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00
ROGERS, TYLER	SANDRA DAY OCONNOR	POST SEASON PAY - TRACK	400.00
RUSHFORTH, JESSICA	DEER VALLEY HS	POST SEASON PAY - TRAINER	400.00
SCAPPATICCI, JIM	BARRY GOLDWATER	POST SEASON PAY - TRACK	400.00
SHEPARD, DALE	DEER VALLEY HS	POST SEASON PAY - GIRLS TENNIS	400.00
SILVERNAIL, STEPHEN	SANDRA DAY OCONNOR	POST SEASON PAY - BOYS VOLLEYBALL	400.00
SPARTZ, JAMEY	SANDRA DAY OCONNOR	POST SEASON PAY - BEACH VOLLEYBALL	400.00
TERRAZZINO, SAM	BARRY GOLDWATER	POST SEASON PAY - BOYS TENNIS	400.00
TRISCHAN, JIM	SANDRA DAY OCONNOR	POST SEASON PAY - TRACK	400.00



WESTERMAN, SARA	SANDRA DAY OCONNOR	POST SEASON PAY - BOYS VOLLEYBALL	400.00
WOODRUFF, RENEE	MOUNTAIN RIDGE	POST SEASON PAY - DECA ICDC	400.00
WOODWARD, COURTNEY	SANDRA DAY OCONNOR	POST SEASON PAY - TRAINER	400.00
YOUNGER, KENT	SANDRA DAY OCONNOR	POST SEASON PAY - BOYS TENNIS	400.00
ZENT, CHRISTOPHER	DEER VALLEY HS	POST SEASON PAY - TRACK	400.00

<b>SUB TOTAL - POST SEASON PAY</b>	<b>\$14,200.00</b>
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<b>GRAND TOTAL</b>	<b><u>\$234,920.56</u></b>
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**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Authorization to Enter into Additional Cooperative Purchasing Contracts for Fiscal Year  
2016-17

Date assigned for Board consideration: May 30, 2017 DJE/DJB-R None  
Policy Reference A.R.S. Reference

**EXECUTIVE SUMMARY:**

Description – It is recommended that the Governing Board authorize the Administration to purchase from the attached list of vendors using cooperative purchasing contracts and develop miscellaneous blanket purchase agreements for the 2016-17 fiscal year. This is a list of anticipated cooperative purchases for FY 2016. The list includes requests that are expected to arise during the year. By approving these vendors and amounts now, we are able to process requisitions without delay. These are only estimates and total purchases may be lower. If total purchases appear as if they will exceed these amounts, we will request additional approval at a future board meeting.

Rationale – According to State Board of Education Rules and Regulations and District policy, the board must approve all contract purchases over \$100,000. In order to ensure continuity in the payment of ongoing expenses, the Governing Board is being asked to authorize the Administration to proceed with contracts to these suppliers as the need arises. This list of vendors reflects the amount spent in FY 15-16, with request for board approval for FY 16-17 of the same amount or anticipated increased amount. From time to time, it may be necessary to come to the Governing Board with additional cooperative purchase contracts not on this list.

Fiscal Impact – Funds for these contract purchases have been included in the District's expenditure budget for the 2016-17 school year.

**REQUESTED BOARD ACTION –**

That the Governing Board accept the Administration's recommendation to give the Administration authorization to enter into Additional Cooperative Purchasing Contracts for Fiscal Year 2016-17.

Submitted by

Jim Migliorino  
Deputy Superintendent

Dr. James R. Veitenheimer  
Superintendent

# Additional Cooperative Purchase Totals for FY 2016/17 (quantities not guaranteed)

Date	Vendor Name	Cooperative Agency	Contract #	Estimated Amount	General Description	Department Reserved	Buyer
5/30/17	Canyon State Bus Sales	MESC	M13NCSBS0925	Increase from \$2,000,000 to \$2,300,000	New Buses	Transportation	RR
5/30/2017	Western Refining Wholesale	AZSC	ADSP013-037522	Increase from \$150,000 to \$170,000	Unleaded Gasoline	Transportation	RR
5/30/2017	Wholesale Floors, Inc	1GPA	16-015-04	\$1,000,000	Removal, Installation, Services, Furnish of Carpet, Tile and etc.	Facilities	GD

1 GPA = 1 Government Purchasing Alliance  
 ADOE = Arizona Department of Education  
 AZSC = Arizona State Contract  
 CUSD = Chandler Unified School District  
 GPPCS = Greater Phoenix Consortium of Schools  
 MESC = Mohave Educational Services Cooperative  
 NIPA/TCPN = National Intergovernmental Purchasing Alliance/The Cooperative Purchasing Network  
 NVEC = North Valley Education Consortium  
 SAVE = Strategic Alliance for Volume Expenditures  
 USC = U.S. Communities  
 YEPA = Yuma Educational Purchasing Association

Buyers: CJ = Cheryl James; GD = Gina Davis; JH = Jennifer Habgood; KK = Karen Kelner; RR = Ramona Reid



**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Authorization to Enter into Additional Sole Source Contracts for Fiscal Year 2016-17

Date assigned for Board consideration: May 30, 2017      DJE/DJB-R      None  
Policy Reference      A.R.S. Reference

**EXECUTIVE SUMMARY:**

Description – It is recommended that the Governing Board authorize the Administration to purchase from the attached list of sole source suppliers and develop miscellaneous blanket purchase agreements for the 2016-17 fiscal year. This is a list of anticipated sole source purchases for FY 2016-17. The list includes requests that are expected to arise during the year. By approving these vendors and amounts now, we are able to process requisitions without delay. These are only estimates and total purchases may be lower. If total purchases appear as if they will exceed these amounts, we will request additional approval at a future board meeting.

Rationale – According to State Board of Education Rules and Regulations and District policy, the board must approve all sole source purchases. In the past, the district has proceeded with contracts for these services and the Governing Board has ratified them via the approval of vouchers. In order to ensure continuity in the payment of ongoing expenses, the Governing Board is being asked to authorize the Administration to proceed with contracts to these suppliers as the need arises. This list of vendors reflects the amount spent in FY 15-16, with request for board approval for FY 16-17 of the same amount or anticipated increased amount. From time to time, it may be necessary to come to the Governing Board with additional sole source purchase contracts not on this list.

Fiscal Impact – Funds for these contract purchases have been included in the District's expenditure budget for the 2016-17 school year.

**REQUESTED BOARD ACTION –**

That the Governing Board accept the Administration's recommendation to give the Administration authorization to enter into Additional Sole Source Contracts for Fiscal Year 2016-17.

Submitted by

Jim Migliorino  
Deputy Superintendent

Dr. James R. Veitenheimer  
Superintendent



**Additional FY 2016/17 Sole Source Purchase Totals (quantities not quaranteed)**

<b>Date</b>	<b>Vendor Name</b>	<b>Estimated Amount</b>	<b>General Description</b>	<b>Justification</b>	<b>Department Reserved</b>	<b>Buyer</b>
5/30/2017	MediaNet	Increase from \$35,000 to \$70,000	Subscription fees and MTCE for E-JEP PRO	Software subscription and MTCE provided ONLY by this vendor	IS&T and Student Support Services	GD
5/30/2017	Hatch Early Learning Experts	Increase from \$20,000 to \$40,000	Hatch iStartSmart Learning System	Hatch is the only provider for th learning system and has the copy rights for th iStartSmart Software Suite as well as the ECLaunch. Hatch also holds the exclusive rights to market, sell and distribute the Hatch ISS Computer Desk	Student Support Services	GD





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Intergovernmental Agreement (IGA) between Deer Valley School District and the Arizona Department of Economic Security (ADES)/Rehabilitation Services Administration (RSA) for the Transition from School to Work Program (TSW) for Fiscal Year 2017-18

Date assigned for Board consideration: May 30, 2017      None      15-342  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

Description – This agreement is to continue a cooperative program for the provision of Transition from School to Work (TSW) services to students enrolled at all five district high schools. The term of the proposed IGA begins on July 1, 2017, and runs through June 30, 2022.

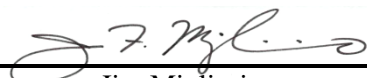
Rationale – This is a routine agenda item. According to A.R.S. 15-342 the District can enter into agreements with other governmental agencies.

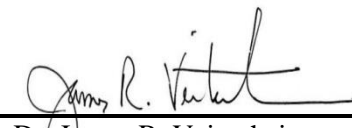
Fiscal Impact – Per Attachment 1, the total budget of the TSW program is \$1,543,117.73, of which the district's responsibility is \$657,368.15.

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Intergovernmental Agreement between Deer Valley School District and the Arizona Department of Economic Security /Rehabilitation Services Administration for the Transition from School to Work Program for Fiscal Year 2017-18.

Submitted by

  
Jim Migliorino  
Deputy Superintendent

  
Dr. James R. Veitenheimer  
Superintendent

**INTERGOVERNMENTAL AGREEMENT (IGA)**

**Agreement between the Arizona Department of Economic Security ("ADES") and the County of Maricopa - Deer Valley Unified School District #97 ("Contractor").**

**WHEREAS** ADES is duly authorized to execute and administer contracts under A.R.S § 41-1954 and,

The Contractor is duly authorized to execute and administer contracts under A.R.S. §15-342 and,

ADES and the Contractor are authorized by A.R.S. § 11-952 et seq. to enter into agreements for joint or cooperative action to contract for the services specified in this Agreement.

The term of this Agreement shall begin on July 1, 2017 and shall end on June 30, 2022, unless otherwise amended.

**THEREFORE**, ADES and Contractor (the "Parties") agree to abide by all the terms and conditions set forth in this Agreement.

**BY SIGNING THIS FORM ON BEHALF OF A PARTY, THE SIGNATORY CERTIFIES POSSESSING THE AUTHORITY TO BIND THE PARTY TO THIS AGREEMENT.**

**FOR AND ON BEHALF OF THE ARIZONA  
DEPARTMENT OF ECONOMIC SECURITY:**

**FOR AND ON BEHALF OF** County of Maricopa - Deer  
Valley Unified School District #97

\_\_\_\_\_  
Procurement Officer Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Jim Migliroino

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Deputy Superintendent

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
ADES Contract Number

\_\_\_\_\_  
Contract Number

**IN ACCORDANCE WITH A.R.S. § 11-952, THIS AGREEMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.**

ARIZONA ATTORNEY GENERAL'S OFFICE

By: \_\_\_\_\_  
*Assistant Attorney General*

By: \_\_\_\_\_  
*Public Agency Legal Counsel*

Date: \_\_\_\_\_

Date: \_\_\_\_\_  
*May 15, 2017*

**1.0 ADES AND RSA VISION AND MISSION STATEMENTS**

- 1.1 ADES Vision: Opportunity, assistance and care for Arizonans in need.
- 1.2 ADES Mission: The Arizona Department of Economic Security makes Arizona stronger by helping Arizonans reach their potential through temporary assistance for those in need, and care for the vulnerable.
- 1.3 Rehabilitation Services Administration (RSA) Mission: RSA works with persons with disabilities to achieve their goals for employment and independence.
- 1.4 RSA Vision
- 1.4.1 Working with Clients: RSA will deliver high quality services that result in employment and independence consistent with the self-direction and informed choice of the person.
- 1.4.2 Working with Staff: RSA staff will be competent, accountable professionals with a commitment to excellence in customer service. Our staff will be highly valued in an inclusive environment characterized by respect, open-communication, flexibility and trust.
- 1.4.3 Working with the Community: RSA will be a leader and engaged partner in the community; developing and sustaining collaborations that result in increased employment and independence for persons with disabilities.

**2.0 PURPOSE OF AGREEMENT**

- 2.1 This Agreement is a third party cooperative arrangement as defined by 34 CFR § 361.28 for the purpose of facilitating seamless transition of students with disabilities ("Student[s]") from high school to the world of work in order to maximize their employability and integration into the workforce and community.
- 2.2 This Intergovernmental Agreement (IGA) is between ADES and County of Maricopa - Deer Valley Unified School District #97, for and on behalf of those high schools and public charter schools within the school district which will provide Transition from School to Work (TSW) services under this Agreement ("participating high schools").
- 2.3 ADES/RSA is the administration within the Department of Economic Security that provides Vocational Rehabilitation (VR) services to individuals with disabilities in preparing for and engaging in gainful employment. In accordance with Rehabilitation Act of 1973, as amended, and its implementing regulations set forth in 34 CFR § 361, ADES/RSA is a recipient of a Title I grant from the Federal Rehabilitation Services Administration to carry out the provisions of the Vocational Rehabilitation program. The Act, specifically 34 CFR § 361.22, requires ADES/RSA to coordinate with education officials responsible for the public education of students with disabilities to provide technical assistance and consultation for Individualized Education Plan (IEP) transition planning, and identification of and outreach to students with disabilities who are in need of transition services.
- 2.4 This Agreement will be administered in accordance with requirements set forth by 34 CFR § 361.28, and 34 CFR Part 80, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- 2.5 ADES/RSA acknowledges and agrees that the student information provided by the Contractor is protected under the Family Educational Rights and Privacy Act ("FERPA") and ADES/RSA will not further disclose this information to any other party without the prior written consent of the student's parent or the student if he/she is an eligible student, as required by FERPA, 20 U.S.C. 1232g(b)(4)(B), 34 C.F.R. 99.33. In addition, ADES/RSA, its employees and agents will use the information only for the purposes set forth in this IGA and will destroy the information when it is no longer needed for said purposes. 34 C.F.R. 99.35(b).

**3.0 DEFINITIONS**

- 3.1 See Exhibit 1.

**4.0 SERVICE DESCRIPTION**

- 4.1 Services under this Agreement include:

- 4.1.1 Enhanced TSW services provided by the participating high schools which are structured and goal oriented vocational-educational services. The services will assist the Students in developing work readiness skills, selecting their vocational goals, and preparing them for successful transition from school to work; and
- 4.1.2 VR services provided by ADES/RSA to assist the Students in obtaining and maintaining successful employment.
- 4.2 Participants
  - 4.2.1 TSW services under this Agreement shall be provided to individuals who are
    - 4.2.1.1 Enrolled in any of the participating high schools under this Agreement and identified by the school as having a disability. This includes individuals with disabilities who are enrolled in Special Education programs and those identified as having disability under Section 504 of the Rehabilitation Act (i.e. have a disability, but do not require placement into Special Education classes), and Applicants for, or recipients of, services from ADES/RSA.
    - 4.2.2.2 Applicants for, or recipients of, services from ADES/RSA.
    - 4.2.2 Students with a disability who are potentially eligible for VR Pre Employment Transition Services will be served outside of this contract. Potentially eligible students with a disability will have access to workshops and all five categories (job exploration, work based learning, post-secondary counseling, job readiness skills to develop social and independent living skills and self- advocacy instruction) of Pre Employment Transition Services provided by either VR staff or vendors. Any student with a disability may apply for VR services at their local VR office.
- 4.3 Eligibility determination for the VR program will be made solely by ADES/RSA.
  - 4.3.1 ADES/RSA has an established order of selection, as defined by the Rehabilitation Act of 1973, as amended and its implementing regulations (34 CFR § 361.36 Ability to serve all eligible individuals; order of selection for services), to prioritize VR service provisions for individuals with most significant disabilities. Changes in serving priority categories under the ADES/RSA order of selection may impact the availability of VR services to the Students served under this Agreement.
  - 4.3.2 In the event that a priority category must be closed, ADES/RSA will notify the Contractor in writing thirty (30) days prior to implementing any change to the ADES/RSA order of selection.
- 4.4 TSW Service Outcomes
  - 4.4.1 The outcome of the service provision under this Agreement shall be for the Students to develop basic knowledge in the learning objectives intended to lead toward successful employment and integration into the community through direct job placement or post-secondary education or vocational training. Each Student is expected to acquire this knowledge in the following areas:
    - 4.4.1.1 Self-assessment (interest inventories, learning styles, aptitudes, strengths), disability awareness and personal accommodations for disability, self-determination skills, career exploration;
    - 4.4.1.2 Disability awareness and building skills in self-determination, identification of career goals, including a complete labor market research, initial development of job readiness skills;
    - 4.4.1.3 Identification of post-secondary education/training opportunities, including training and funding options, career tracks, development of résumé/cover letter writing skills, practice in mock interviews, and familiarity with filling out job applications;
    - 4.4.1.4 Knowledge of how to apply to training institutions, how to apply for scholarships and Pell Grants, how to obtain accommodations for their disabilities, how to perform job searches (for either paid employment or community service);
    - 4.4.1.5 Development of a portfolio to record the skill building process with an end goal of self-actualization and successful career planning. The content of the portfolio will meet individual student needs; each portfolio will contain individualized information similar to the following:
      - a. Self-Awareness (Orientation and Adjustment to Disability) content including but not limited to: student's IEP, assessment results, abilities, interests, and independent living skills addressed; transportation;
      - b. Career Exploration including but not limited to: career path research, informational interview reports, financial planning, student's IPE;
      - c. Job Readiness including but not limited to: Job Applications, information regarding post-secondary school choices, Free Application For Federal Student Aid (FAFSA) and other financial aid information, resume, interview skills, IPE amendments (if applicable);
      - d. Work Experience including but not limited to: campus and/or community work experience, career planning, issue resolution, job shadowing, volunteer experiences, IPE amendments (if applicable);



- e. Post High School Plan including but not limited to: Contact information for VR counselor, Community Career Center and Disability Support Services, Supported Education at Post Secondary School (if applicable).

## **5.0 RESPONSIBILITIES**

ADES and the Contractor agree as follows:

- 5.1 Joint Responsibilities. ADES/RSA and the Contractor agree to ensure streamlined transition services through service coordination, which consists of at a minimum an annual joint planning meeting that includes all designated joint personnel involved in the service provision, and to ongoing communication as follows:
  - 5.1.1 The Contractor shall contribute to the service coordination by:
    - a. Conducting a review of all potential VR-TSW referrals by the Contractor's and ADES/RSA TSW personnel (any student may refer themselves for VR services at a VR office);
    - b. Providing information about community resources and general VR services to the students with disabilities who will not be participating in the school's TSW services;
    - c. Providing ADES/RSA with a planned referral list of students with disabilities at the beginning of each school year;
    - d. Developing and implementing a coordinated system of referral distribution;
    - e. Inviting the designated VR Counselors to the IEP Team meetings;
    - f. Providing adequate space, in a confidential setting (see Definitions), for the designated VR counselor(s) when serving the participants at school;
    - g. At the time of referral and any time subsequent to the referral upon request, providing the designated VR Counselors with all relevant data available on students with disabilities necessary for determining VR eligibility, planning of VR services, the development of a participant IPE and implementation/completion of the IPE. This may include:
      - i. Signed parental Release of Information form,
      - ii. Student's disability-related records necessary for VR eligibility determination,
      - iii. The student's current IEP and any significant supplemental information such as academic achievements, career interest tests, attendance records, high school transcripts and/or previous career exploration activities.
    - g. Providing the VR Counselor(s) with a calendar of important events relevant to the service provision under this Agreement, such as Teacher In Service Day, Parent/Teacher Organization Meetings, College Fairs, IEP Team meetings, etc.
  - 5.1.2 ADES/RSA will contribute to the service coordination by:
    - a. Providing ongoing outreach activities to inform students with disabilities and their families about the VR program and to facilitate students' access to VR services. These services may include, but are not limited, to:
      - i. Providing VR brochures and letters for students and their parents/legal guardians;
      - ii. Scheduling individual informational meetings with students and their parents/legal guardians;
      - iii. Scheduling group orientation and intake sessions at the participating high school(s);
      - iv. Conducting presentations of the VR program and services to the school staff.
    - b. Providing technical assistance to school personnel regarding transition planning.
    - c. Inviting the designated school staff to the student IPE meetings.
    - d. Providing eligibility certification letters and copies of IPE to designated school staff.
  - 5.1.3 The Parties will coordinate services with other State agencies identified in the Student's IEP and/or IPE.
  - 5.1.4 Each party will ensure that its personnel who provide direct TSW services attend training programs relevant to transition from school to work provided by ADES/RSA, the Contractor, or the Arizona Department of Education. ADES/RSA will only fund the State Transition Conference, the annual TSW work collaboration day hosted by a TSW partner and bi-annual TSW partners meetings hosted by the RSA State Transition Coordinator. Reimbursement for expenditures for these allowable activities shall be claimed on the annual TSW school budget on the line item titled "2.3 Training".
  - 5.1.5 Prior to high school graduation, the parties will discuss assistive technology necessary for a student to be successful in their employment goal, and coordinate accommodation of those needs.
  - 5.1.6 ADES/RSA staff and Contractor staff may share client information without a separate release in either verbal and/or written form reciprocally for clients who are involved jointly and simultaneously with both agencies. Information to be shared may include: Eligibility Determination Letters, Individualized Plans

for Employment, and client case statuses. The client's information to be disclosed will be the minimum necessary to assist in service provision and meet the requirements of this agreement.

- 5.1.7 In all other circumstances, an individual's written consent is required prior to sharing any personal information between agencies.
- 5.1.8 The Contractor shall not release client information obtained under this agreement to any other agency, individual, or parties, and agrees to safeguard ADES/RSA records from improper disclosure, limit access to those records to persons whose access to them is necessary to implement this agreement, and will maintain all confidential client information in a secure location. The Contractor shall direct all requests for ADES/RSA records to ADES/ RSA.
- 5.1.9 Both parties will review and sign the Student Activity Summary (Exhibit 5) of TSW recipients per invoice interval (monthly or quarterly).
- 5.2 The Contractor shall provide TSW services as follows:
  - 5.2.1 Develop, establish, and manage new, and expand and/or modify any existing transition services. The services shall be structured and goal oriented to assist participants in developing skills, interests, aptitudes, and attitudes necessary for selection of their vocational goals and successful transition from school to work. The services may include, but are not limited to:
    - 5.2.1.1 Career awareness, career exploration and career preparation classes to help students identify their employment interests and aptitudes;
    - 5.2.1.2 Classes and individualized mentoring sessions to foster development of skills essential to success in the workplace, such as goal setting, development of interpersonal relationships, money management, leisure/recreational options, and how to access advocacy, legal, and medical services;
    - 5.2.1.3 Classes and individualized mentoring sessions to foster development of job-seeking skills which will help students search job advertisements effectively, write a résumé and cover letter, and call and talk to prospective employers, including mock interviews;
    - 5.2.1.4 Private-sector work and school opportunities which provide up-to-date resources and hands-on experiences (e.g. bringing employers and mentors into the classroom to discuss job and career options, developing and presenting job leads, conducting stage mock interviews, conducting job site visits and creating shadowing opportunities, conducting job clubs, etc.).
  - 5.2.2 Provide services which are:
    - 5.2.2.1 In accordance with the Service Methodology (Attachment 2) submitted by each participating high school (as applicable);
    - 5.2.2.2 Accessible to the Students, who may have any physical or mental disabilities, to allow their full inclusion in the TSW services. This may include:
      - a. Specific modifications to facilitate a student's access to resources and material and full participation, such as readers, interpreters, sound recording, large print/Braille materials, sound or light signals on equipment or in the classroom, task analysis, and other special services that provide information through tactile, vibratory, auditory and visual media, etc.
      - b. Provision of assistive technology aids and services as needed.
  - 5.2.3 Provide a quarterly Student Progress Report (Exhibit 2) for each student that is consistent with a student's IEP and IPE for the purposes of:
    - 5.2.3.1 Assessing a student's vocational interests, abilities, and special needs with respect to successful transition and achievement of his/her transition goals;
    - 5.2.3.2 Identifying the service objectives to be achieved and appropriate courses/programs necessary for the achievement of those objectives.
  - 5.2.4 Provide those services (including adaptation of curriculum, instruction, equipment, and facilities) that will assist the Student in achieving his/her service objectives identified in the Student Progress Report (Exhibit 2).
  - 5.2.5 Provide accommodations within the school building(s), including Internet access, for RSA Counselor(s) while on campus.
  - 5.2.6 Monitor the student's progress in the achievement of the service objectives on a regular basis, address barriers, and communicate the student's progress through regular meetings with the student (student's parents/legal guardians) and the Student's VR Counselor.
  - 5.2.7 Upon service completion, determine whether each student has:
    - 1. Achieved his/her objectives stated in the Student Progress Report ; and
    - 2. Acquired skills necessary for the successful transition from school to work.

- 5.2.8 Hire qualified personnel to provide TSW services in accordance with the Job Descriptions (Exhibit 3) as follows:
1. Certified teachers (also known as Coordinators) who will supervise and coordinate TSW service provision.
  2. Transition Technicians who will provide TSW services in accordance with Job Description (Exhibit 3)
- 5.2.9 Establish, maintain and retain case records for each student who receives services under this Agreement for a period of five (5) years after termination of the Agreement. The case records for each student shall include Student Progress Report, IEP, any assessment reports, notes from meetings, a time log of service provision, progress notes on the student until final disposition of the case, and an annual Student Satisfaction Survey designed by the TSW Coordinator. Each Student Satisfaction Survey shall include at a minimum quantifiable measures of overall satisfaction with services provided and client identification of skills gained.
- 5.2.10 Notify ADES/RSA when its personnel assigned to the service provision terminates employment or has their employment terminated.
- 5.2.11 Provide administrative oversight for the service provision by:
1. Expending funds generated under this Agreement strictly for TSW services, and not for mandated education and educational support services already available to all other students and/or required by law (e.g. regular transportation services available to any student);
  2. Documenting TSW personnel activities to ensure the distribution of salaries, wages, and benefits is supported by personal activity reports and timesheets;
  3. Invoicing only for the amount of a Coordinator's or a Transition Technician's time spent in the provision of enhanced TSW services to participants defined under this Agreement.
  3. Deducting program income on each invoice prior to drawing down additional VR basic support dollars in proportion with the percentage of VR dollars used for any cost on the TSW budget, in accordance with 34 CFR § 80.21(f)(1) and f(2); and 34 CFR § 80.25 g(1) and g(2).
  4. Providing supervision and guidance for the TSW Coordinator(s) and TSW Technicians.
- 5.3 ADES/RSA will:  
Provide the following:
- 5.3.1 Ongoing outreach to inform students with disabilities and their families about the VR program/services and TSW services available under this Agreement;
- 5.3.2 Consultation and technical assistance to the participating high schools to assist in planning for the transition services;
- 5.3.3 Coordination of services with the participating high schools and participation in IEP Team meetings as needed;
- 5.3.4 Eligibility determination for the VR program and determination of a student's VR service needs.
- 5.3.5 Development of the student's IPE to assist the student in selecting a vocational goal consistent with the student's strengths, interests, and abilities and identifying specific VR services needed for the achievement of the desired employment outcome. The IPE services may include, but are not limited to:
- a. Vocational counseling and guidance. The VR Counselor assigned to the Student will meet directly with each participating student at a minimum of once every 90 days;
  - b. Specific job preparation through postsecondary education, vocational/occupational training and/or on-the-job training opportunities.
  - c. Individual job development and placement;
  - d. Supported employment services consistent with the student's individual needs. If successful employment is contingent on the availability of ongoing extended employment supports, a source for providing such supports must be identified at the time the IPE is developed;
  - e. Vocational support services as needed.
- 5.3.6 Assign specialized VR counselors and support staff for the service provision under this Agreement, and notify school staff of VR staff changes from the annual staff list (see 10.2).
- 5.3.7 Not duplicate services mandated by IDEA that are to be provided by Public Education Agencies.
- 5.3.8 Provide administrative oversight for the service provision by:
- a. Determining that all expenditures are an allowable cost from title 2 CFR Part 225 and are justifiable, reasonable and necessary for the provision of the TSW program.
  - b. Verifying that all students that are in the TSW program are qualified VR applicants or VR recipients.

- c. Providing technical assistance to Third Party Cooperative Agreement partners to assure compliance with all applicable Codes of Federal Regulations.
- d. Providing supervision and guidance for the VR counselor from a designated VR Supervisor.

#### 6.0 EXTENSION

This agreement may be extended through a written amendment by mutual agreement of the parties.

#### 7.0 TERMINATION

- 7.1 This agreement may be terminated by mutual agreement of the parties at any time during the term of this agreement.
- 7.2 Each party shall have the right to terminate this agreement by hand-delivering to the other party written notice of termination at least thirty (30) days prior to the effective date of said termination.

#### 8.0 AMENDMENTS

- 8.1 This Agreement may be amended at any time by mutual written agreement. No agent, employee or other representative of either Party is empowered to alter any of the terms of the Agreement, unless amended in writing and signed by the authorized representative of the respective Parties.
- 8.2 Either party shall give written notice to the other party of any non-material alteration that affects the provisions of this Agreement. Non-material alterations that do not require a written amendment are as follows:
  - 8.2.1 Change of telephone number;
  - 8.2.2 Change in authorized signatory; and/or
  - 8.2.3 Change in the name and/or address of the person to whom notices are to be sent.

#### 9.0 MANNER OF FINANCING

- 9.1 Both Parties agree to fund the service provision under this Agreement as follows:
  - 9.1.1 The Contractor shall transfer to ADES/ RSA, in non-Federal dollars, forty-two and six tenths percent (42.6 %) of the total estimated cost stated in the Budget (Attachment 1). This amount represents the Contractor's funding contribution for the service provision under this Agreement.
  - 9.1.2 ADES/RSA will use these funds to generate Federal Basic Support grant dollars for the purpose of funding:
    - 9.1.2.1 ADES/RSA personnel and other costs for the provision of VR program and fulfillment of its responsibilities under this Agreement.
    - 9.1.2.2 The Contractor's personnel and other costs associated with the provision of services as stated in the Budget and Service Methodology (Attachment 2). The Contractor's Budget shall include only allowable costs associated with each enhanced service program provided by the Contractor per 2 CFR Part 225 (known as OMB Circular A-87), Cost Principles for State, Local, and Indian Tribal Governments.
- 9.2 The Contractor's Service Methodology and Budget shall be mutually agreed upon by both Parties. Any modifications to these documents shall be:
  - 9.2.1 Consistent with the goals of this Agreement, and
  - 9.2.2 Reviewed and approved by ADES/RSA and included as an amendment to this Agreement when there is an increase of ten percent (10%) or more in any budget category. An amendment is not necessary whenever there is an increase of less than 10% in any budget category, if the increase is offset by an equal value decrease in another budget category or categories.

#### 10.0 REPORTING REQUIREMENTS

- 10.1 The Contractor shall provide to ADES/ RSA the following reporting documents:
  - 10.1 Contractor's Transition from School to Work Budget (Attachment 1 annually and Attachments 1b, 1c, 1d when applicable), Service Methodology (Attachment 2 question 6 annually; all other questions if applicable), *on or before April 1<sup>st</sup>* of the year preceding the budget year to the designated ADES/RSA personnel for review and approval.
  - 10.1.2 A Student Progress Report (Exhibit 2) for each Student, to the assigned VR Counselor(s) quarterly no later than 15<sup>th</sup> day after the end of a calendar quarter.
  - 10.1.3 An Invoice (Exhibit 4) along with a Student Activity Summary (Exhibit 5) report no later than the 15<sup>th</sup> calendar day after the end of the reporting period to the designated ADES/RSA personnel.

- 10.1.4 An Equipment Report (Exhibit 6) within thirty (30) days of the purchase of any equipment and annually upon conducting annual equipment inventory, to the designated ADES/RSA personnel.
- 10.2 ADES/ RSA will submit to the Contractor an invoice for the Contractor's funding contribution;
- 10.3 Both the Contractor and ADES/RSA shall not attach any reports containing student confidential data as hard copy to the contract or contract amendments. These reports shall be submitted to ADES/RSA via secure e-mail.
- 10.4 The annual Transition from School to Work Budget, and Service Methodology if applicable shall be sent to:  
AZ Department of Economic Security  
ATTN: TSW Coordinator  
PO BOX 6123, Mail Drop 5371  
Phoenix, AZ 85005-6123  
Electronically to:  
[RSATSWDOCS@azdes.gov](mailto:RSATSWDOCS@azdes.gov)
- 10.5 The Student Activity Summaries and Equipment Reports shall be sent electronically via secure e-mail to:  
AZ Department of Economic Security  
ATTN: RSA Contracts Unit Manager  
[RSAContractsUnit@azdes.gov](mailto:RSAContractsUnit@azdes.gov)
- 10.6 ADES/RSA reports shall be sent to  
County of Maricopa - Deer Valley Unified School District #97  
ATTN: TSW Coordinator  
20402 N 15<sup>th</sup> Ave  
Phoenix, AZ 85027
- 11.0 PAYMENT REQUIREMENTS**
- 11.1 ADES/RSA will invoice the Contractor for the Contractor's funding contribution within fifteen (15) calendar days following the execution of this Agreement and quarterly thereafter by the 1st (first) day of July, or the day after the annual budget amendment is executed, October, January and April
- 11.2 The Contractor shall transfer its funding contribution to ADES/RSA within fifteen (15) calendar days upon receipt of ADES/ RSA's invoice.
- 11.3 ADES/RSA will pay the Contractor within thirty (30) days upon receipt of acceptable reporting documents and an accurately completed Contractor's invoice. If the invoice is improperly submitted or contains an error, the Contractor will be notified in writing within seven (7) business days following receipt of the invoice. The Contractor's invoice shall include the signature of a staff member authorized to sign invoices for the Contractor and date of signature, name, title, phone number and address of the Contractor's designated person to be notified in the event of a defective invoice or Quarterly and Activity Summary.
- 11.4 Payment to the Contractor will be made as follows:  
1. ADES/RSA will pay for the actual costs incurred and invoiced. The Contractor's total annual invoice amounts shall not exceed the current Budget ceiling;  
2. If the Contractor is unable to spend the budget ceiling amount or continue service provision, ADES/RSA will return to the Contractor any unused portion of the Contractor's contribution that remains after ADES/RSA paid for:  
1. ADES/RSA costs; and  
2. The Contractor's last invoice.
- 11.5 ADES/RSA will submit its invoices for the Contractor's funding contribution to:  
County of Maricopa - Deer Valley Unified School District #97  
ATTN: Finance Director  
20402 N 15<sup>th</sup> Ave

Phoenix, AZ 85027

11.6 The Contractor shall submit its funding contribution to:  
AZ Department of Economic Security  
ATTN: RSA, Finance and Budget Unit;  
Address: PO BOX 6123, Mail Drop 5112  
Phoenix, Arizona 85005

11.7 The Contractor shall submit its invoices along with a Student Activity Summary to:  
AZ Department of Economic Security  
ATTN: RSA Payment and Billing Unit  
PO Box 6877  
Phoenix, AZ 85005  
Electronically to:  
RSATSWDOCS@azdes.gov

**12.0 NOTICES**

12.1 All notices to the Contractor regarding this Agreement shall be sent to the following address:  
County of Maricopa - Deer Valley Unified School District #97  
ATTN: TSW Coordinator  
20402 N 15<sup>th</sup> Ave  
Phoenix, AZ 85027

12.2 All notices to ADES/RSA regarding this Agreement shall be sent to the following address:  
AZ Department of Economic Security  
ATTN: RSA Contracts Unit Manager  
PO BOX 6123, Mail Drop 5112  
Phoenix, AZ 85005-6123

**13.0 EQUIPMENT AND DISPOSITION OF PROPERTY**

13.1 The Contractor may purchase equipment for the purpose of the provision of TSW services to participants under this Agreement as approved in a Budget. Equipment includes vehicles, furniture, machinery, electronic data processing equipment, software and all other equipment costing more than \$5,000, including all normal and necessary expenses incurred to make the equipment ready for its intended use (e.g., taxes, freight, installation, assembly and testing charges, etc.), and with a useful life of greater than one year. Equipment as used herein does not include real property (e.g., land, buildings, structures, or facility improvements. In general, capital equipment purchases should be made during the initial year of this Agreement, in order to establish TSW services.

13.2 The Contractor shall include ADES as a co-owner, and co-insured on any insurance policy which covers equipment purchased under this Agreement. ADES shall retain an equitable interest equal to the purchase price paid, or a fair estimate or appraisal of current market value, whichever is greater, in all equipment purchased.

13.3 Upon termination of this Agreement, any equipment purchased under this Agreement shall be disposed of as directed by the ADES and, if sold, ADES shall be compensated in the amount of its equitable interest.

13.4 The Contractor shall:

- 13.4.1 Notify the ADES/RSA Contracts Unit Manager within thirty (30) days of the purchase of any equipment.
- 13.4.2 Maintain complete and up-to-date inventory records for all equipment purchased hereunder, perform an annual inventory of all equipment and submit the Contractor Equipment Report (Exhibit 6).
- 13.4.3 Not dispose of any equipment purchased under this Agreement without the prior written consent of ADES during and after the Agreement term. Such consent, if given, may include direction as to the means of disposition and the utilization of proceeds, including any necessary adjustments to the Agreement.

**14.0 PROGRAM EVALUATION**

14.1 ADES/RSA has set forth the following performance standard for the service provision under this



- Agreement:
- 14.1.1 At a minimum, ninety percent (90%) of the students who receive TSW services by the Contractor and remain in high school will acquire skills necessary for successful transition from school to work and shall be able to determine whether they will be:
- Going directly to work in jobs consistent with their strength, abilities, and interests, or
  - Entering career-related training programs or postsecondary education that will lead to successful employment outcomes.
- 14.1.2 Both Parties will review current activities, ensure that all goals and objectives assigned to either Party under this Agreement are met, and discuss performance improvement activities and service development projects for all Parties involved in serving this target population.
- 15.0 OTHER MATTERS**
- None
- 16.0 APPLICABLE LAW**
- 16.1 This Agreement shall be governed and interpreted by the laws of the State of Arizona. The materials and services supplied under this Agreement shall comply with all applicable Federal, State and local laws, and the Contractor shall maintain all applicable licenses and permit requirements.
- 17.0 ARBITRATION**
- 17.1 The Parties to this Agreement agree to resolve all disputes arising out of or relating to this Agreement through arbitration, after exhausting applicable administrative review, to the extent required by A.R.S. §§ 12-1518(B) and 12-133, except as may be required by other applicable statutes.
- 17.0 AUDIT**
- 17.1 In accordance with A.R.S. § 35-214, the Contractor shall retain and shall contractually require each subcontractor to retain all data, books and other records ("records") relating to this Agreement for a period of five (5) years after the completion of the Agreement except if subject to Health Insurance Portability & Accountability Act which is six (6) years from the date of final payment. All records shall be subject to inspection and audit by the State at reasonable times. Upon request, Contractor shall produce the original of any or all such records.
- 18.0 BACKGROUND CHECKS FOR EMPLOYMENT THROUGH THE CENTRAL REGISTRY.** If providing direct services to children or vulnerable adults, the following shall apply:
- 18.1 The provisions of A.R.S. § 8-804 (as may be amended) are hereby incorporated in its entirety as provisions of this Agreement.
- 18.2 ADES will conduct Central Registry Background Checks and will use the information contained in the Central Registry as a factor to determine qualifications for positions that provide direct service to children or vulnerable adults for:
- Any person who applies for a contract with this State and that person's employees;
  - All employees of a contractor;
  - A subcontractor of a contractor and the subcontractor's employees; and
  - Prospective employees of the contractor or subcontractor at the request of the prospective employer.
- 18.3 Volunteers who provide direct services to children or vulnerable adults shall have a Central Registry Background Check which is to be used as a factor to determine qualifications for volunteer positions.
- 18.4 A person who is disqualified because of a Central Registry Background Check may apply to the Board of Fingerprinting for a Central Registry exception pursuant to A.R.S. § 41-619.57. A person who is granted a Central Registry exception pursuant to A.R.S. § 41-619.57 is not entitled to a contract, employment, licensure, certification or other benefit because the person has been granted a Central Registry exception.
- 18.5 Before being employed or volunteering in a position that provides direct services to children or vulnerable adults, persons shall certify on forms that are provided by ADES whether an allegation of abuse or neglect was made against them and was substantiated. The completed forms are to be maintained as confidential.

- 18.6 A person awaiting receipt of the Central Registry Background Check may provide direct services to ADES clients after completion and submittal of the Direct Service Position certification form if the certification states:
- 18.6.1. The person is not currently the subject of an investigation of child abuse or neglect in Arizona or another state or jurisdiction; and
- 18.6.2. The person has not been the subject of an investigation of child abuse or neglect in Arizona, or another State or jurisdiction, which resulted in a substantiated finding.
- 18.7 If the Central Registry Background Check specifies any disqualifying act and the person does not have a Central Registry exception, the person shall be prohibited from providing direct services to ADES clients.
- 18.8 The Contractor shall maintain the Central Registry Background Check results and any related forms or documents in a confidential file for five (5) years after termination of the Agreement.
- 19.0 CONFIDENTIALITY**
- 19.1 The Contractor shall observe and abide by all applicable State and Federal statutes, rules and regulations regarding the use or disclosure of information including, but not limited to, information concerning applicants for and recipients of contract services. To the extent permitted by law, the Contractor shall release information to ADES and to the Attorney General's Office as required by the terms of this Agreement, by law or upon their request.
- 19.2 The Contractor shall comply with the requirements of Arizona Address Confidentiality Program, A.R.S. § 41-161 et. seq. ADES will advise the Contractor as to applicable policies and procedures ADES has adopted for such compliance.
- 20.0 CONFLICT OF INTEREST**
- 20.1 In accordance with A.R.S. § 38-511, the State may within three years after execution terminate the Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the Agreement on behalf of either party, at any time while the Agreement is in effect, becomes an employee or agent of any other party to the Agreement in any capacity or a consultant to any other party to the Agreement with respect to the matter of the Agreement.
- 21.0 DATA SHARING AGREEMENT**
- 21.1 When determined by ADES that sharing of confidential data will occur with the Contractor, the Contractor shall complete ADES Data Sharing Request Agreement and submit the completed Agreement to ADES Program Designated Staff prior to any work commencing or data shared. A separate Data Sharing Request Agreement shall be required between the Contractor and each ADES Program sharing confidential data.
- 22.0 E-VERIFY**
- 22.1 In accordance with A.R.S. § 41-4401, Contractor warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 23-214, Subsection A.
- 23.0 FEDERAL IMMIGRATION AND NATIONALITY ACT**
- 23.1 By entering into the Agreement, the Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The Contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Agreement. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor's Immigration and Control Act, for all employees performing work under the Agreement. I-9 forms are available for download at USCIS.GOV.
- 23.2 The State may request verification of compliance for any Contractor or subcontractor performing work under the Agreement. Should the State suspect or find that the Contractor or any of its subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to suspension of work, termination of the Agreement for default, and suspension and/or

debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

**24.0 FINGERPRINTING.**

24.1 Contractor shall comply with, and shall ensure that all of Contractor's employees, independent contractors, subcontractors, volunteers and other agents comply with, all applicable (current and future) legal requirements relating to fingerprinting, fingerprint clearance cards, certifications regarding pending or past criminal matters, and criminal records checks that relate to contract performance.

24.2 Applicable legal requirements relating to fingerprinting, certification, and criminal background checks may include, but are not limited, to the following: A.R.S. §§ 36-594.01, 36-3008, 41-1964, and 46-141. All applicable legal requirements relating to fingerprinting, fingerprint clearance cards, certifications regarding pending or past criminal matters, and criminal records checks are hereby incorporated in their entirety as provisions of this Agreement. The Contractor is responsible for knowing which legal requirements relating to fingerprinting, fingerprint clearance cards, certifications regarding pending or past criminal matters, and criminal records checks relate to contract performance.

24.3 To the extent A.R.S. § 46-141 is applicable to contract performance or the services provided under this Agreement, the following provisions apply:

24.3.1 Personnel who are employed by the Contractor, whether paid or not, and who are required or allowed to provide services directly to juveniles or vulnerable adults shall have a valid fingerprint clearance card or shall apply for a fingerprint clearance card within seven working days of employment.

24.3.2 Except as provided in A.R.S. § 46-141, this Agreement may be cancelled or terminated immediately if a person employed by the Contractor and who has contact with juveniles certifies pursuant to the provisions of A.R.S. § 46-141 (as may be amended) that the person is awaiting trial or has been convicted of any of the offenses listed therein in this State, or of acts committed in another state that would be offenses in this State, or if the person does not possess or is denied issuance of a valid fingerprint clearance card.

24.4 Federally recognized Indian tribes may submit and ADES will accept certifications that state that no personnel who are employed or who will be employed during the term of this Agreement have been convicted of, have admitted committing or are awaiting trial on any offense as described in A.R.S. § 41-1758.03 (as may be amended).

**25.0 INDEMNIFICATION:**

Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. The State of Arizona, Department of Economic Security / Rehabilitation Services Administration is self-insured per A.R.S. §41-621.

In addition, should County of Maricopa - Deer Valley Unified School District #97 utilize a contractor(s) and subcontractor(s) the indemnification clause between County of Maricopa - Deer Valley Unified School District #97 and its contractor(s) and subcontractor(s) shall include the following:  
To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the County of Maricopa - Deer Valley Unified School District #97 and the State of Arizona, and any jurisdiction or agency issuing any permits for any work arising out of this Agreement, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the contractor or any of the directors, officers, agents, or employees or subcontractors of such contractor. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any Federal, State or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all

instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by such contractor from and against any and all claims. It is agreed that such Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. Additionally on all applicable insurance policies, contractor and its subcontractors shall name the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as an additional insured and also include a waiver of subrogation in favor of the State.

**25.1 INSURANCE REQUIREMENTS FOR GOVERNMENTAL PARTIES TO AN IGA**

None

**25.2 INSURANCE REQUIREMENTS FOR ANY CONTRACTORS USED BY A PARTY TO THE INTERGOVERNMENTAL AGREEMENT**

*(Note: this applies only to Contractors used by a governmental entity, not to the governmental entity itself.)* The insurance requirements herein are minimum requirements and in no way limit the indemnity covenants contained in the Intergovernmental Agreement. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the governmental entity or Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, his agents, representatives, employees or subcontractors, and Contractor and the governmental entity are free to purchase additional insurance.

**25.3 MINIMUM SCOPE AND LIMITS OF INSURANCE**

Contractor shall provide coverage with limits of liability not less than those stated below.

**25.3.1 Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, and broad form contractual liability coverage.

• General Aggregate	\$2,000,000
• Products – Completed Operations Aggregate	\$1,000,000
• Personal and Advertising Injury	\$1,000,000
• Damage to Rented Premises	\$ 50,000
• Each Occurrence	\$1,000,000

- a. The policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor.
- b. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

*(Note that the other governmental entity(ies) is/are also required to be additional insured(s) and they should supply the Contractor with their own list of persons to be insured.)*

**25.4 BUSINESS AUTOMOBILE LIABILITY**

Bodily Injury and Property Damage for any owned, hired, and/or non-owned automobiles used in the performance of this Contract.

• Combined Single Limit (CSL)	\$1,000,000
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- a. Policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by, or on behalf of, the Contractor involving automobiles owned, hired and/or non-owned by the Contractor.
- b. Policy shall contain a waiver of subrogation endorsement as required by this written agreement in favor of the State of Arizona, and its departments, agencies, boards, commissions,

universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

*(Note that the other governmental entity(ies) is/are also required to be additional insured(s) and they should supply the Contractor with their own list of persons to be insured.)*

**25.4.1 Workers' Compensation and Employers' Liability**

• Workers' Compensation	Statutory
• Employers' Liability	
• Each Accident	\$1,000,000
• Disease – Each Employee	\$1,000,000
• Disease – Policy Limit	\$1,000,000

- a. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.
- b. This requirement shall not apply to each Contractor or subcontractor that is exempt under A.R.S. § 23-901, and when such Contractor or subcontractor executes the appropriate waiver form (Sole Proprietor or Independent Contractor).

**25.5 ADDITIONAL INSURANCE REQUIREMENTS**

The policies shall include, or be endorsed to include, as required by this written agreement, the following provisions:

- 25.5.1 The Contractor's policies, as applicable, shall stipulate that the insurance afforded the Contractor shall be primary and that any insurance carried by the Department, its agents, officials, employees or the State of Arizona shall be excess and not contributory insurance, as provided by A.R.S. § 41-621 (E).
- 25.5.2 Insurance provided by the Contractor shall not limit the Contractor's liability assumed under the indemnification provisions of this Contract.

**25.6 NOTICE OF CANCELLATION**

Applicable to all insurance policies required within the Insurance Requirements of this Contract, Contractor's insurance shall not be permitted to expire, be suspended, be canceled, or be materially changed for any reason without thirty (30) days prior written notice to the State of Arizona. Within two (2) business days of receipt, Contractor must provide notice to the State of Arizona if they receive notice of a policy that has been or will be suspended, canceled, materially changed for any reason, has expired, or will be expiring. Such notice shall be sent directly to the Department and shall be mailed, emailed, hand delivered or sent by facsimile transmission to (State Representative's Name, Address & Fax Number).

**25.7 ACCEPTABILITY OF INSURERS**

Contractor's insurance shall be placed with companies licensed in the State of Arizona or hold approved non-admitted status on the Arizona Department of Insurance List of Qualified Unauthorized Insurers. Insurers shall have an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

**25.8 VERIFICATION OF COVERAGE**

Contractor shall furnish the State of Arizona with certificates of insurance (valid ACORD form or equivalent approved by the State of Arizona) evidencing that Contractor has the insurance as required by this Contract. An authorized representative of the insurer shall sign the certificates.

- 25.8.1 All such certificates of insurance and policy endorsements must be received by the State before work commences. The State's receipt of any certificates of insurance or policy endorsements that do not comply with this written agreement shall not waive or otherwise affect the requirements of this agreement.

- 25.8.2 Each insurance policy required by this Contract must be in effect at, or prior to, commencement of work under this Contract. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.
- 25.8.3 All certificates required by this Contract shall be sent directly to the Department. The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete copies of all insurance policies required by this Contract at any time.
- 25.9 **SUBCONTRACTORS**
- Contractor's certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall be responsible for ensuring and/or verifying that all subcontractors have valid and collectable insurance as evidenced by the certificates of insurance and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum Insurance Requirements identified above. The Department reserves the right to require, at any time throughout the life of the Contract, proof from the Contractor that its subcontractors have the required coverage.
- 25.10 **APPROVAL AND MODIFICATIONS**
- The Contracting Agency, in consultation with State Risk, reserves the right to review or make modifications to the insurance limits, required coverages, or endorsements throughout the life of this contract, as deemed necessary. Such action will not require a formal Contract amendment, but may be made by administrative action.
- 25.11 **EXCEPTIONS**
- In the event the Contractor or subcontractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a certificate of self-insurance. If the Contractor or subcontractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.
- 26.0 **IT 508 COMPLIANCE**
- 26.1 Unless specifically authorized in the Agreement, any electronic or information technology offered to the State of Arizona under this agreement shall comply with A.R.S. §§ 41-3531 and 3532 and Section 508 of the Rehabilitation Act of 1973, which requires that employees and members of the public shall have access to and use of information technology that is comparable to the access and use by employees and members of the public who are not individuals with disabilities.
- 27.0 **NON-AVAILABILITY OF FUNDS**
- 27.1 In accordance with A.R.S. § 35-154, every payment obligation of the State under the Agreement is conditioned upon the availability of funds appropriated or allocated for payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the State at the end of the period for which funds are available. No liability shall accrue to the State in the event this provision is exercised, and the State shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
- 28.0 **NON-DISCRIMINATION**
- 28.1 The Contractor shall comply with State Executive Order No. 2009-09 and all other applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.
- 29.0 **OFFSHORE PERFORMANCE OF WORK PROHIBITED**
- 29.1 Due to security and identity protection concerns, direct services under this Agreement shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the State of Arizona or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the State shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or 'overhead' services, redundant back-up services or services that are incidental to the performance of the Agreement. This provision applies to work performed by subcontractors at all tiers.

**30.0 PARTICIPATION IN BOYCOTT OF ISRAEL**

30.1 Contractor warrants it is not engaged in a boycott of Israel as defined by A.R.S. § 35-393.01.

**31.0 RIGHT OF OFFSET**

31.1 ADES shall be entitled to offset against any sums due the Contractor, any expenses or costs incurred by ADES, or damages assessed by ADES concerning the Contractor's non-conforming performance or failure to perform the Agreement, including expenses, costs and damages.

**32.0 THIRD- PARTY ANTITRUST VIOLATIONS**

32.1 The Contractor assigns to ADES any claim for overcharges resulting from antitrust violations concerning materials or services supplied by third parties to the Contractor, toward fulfillment of this Agreement.

**33.0 ATTACHMENTS**

33.1 The following list of attachments constitutes an integral part of subject Agreement:

Attachment 1: Transition from School to Work Budget, which includes:

- Attachment 1a Budget Instructions
- Attachment 1b Materials and Supplies Expenses
- Attachment 1c Other Expenses
- Attachment 1d Equipment Expenses

33.2 Attachment 2: Service Methodology

33.3 Attachment 3: Request for Search of Central Registry for Background Check

33.4 Attachment 4: Data Sharing Agreement

**34.0 EXHIBITS**

34.1 The following list of exhibits constitutes an integral part of subject Agreement:

34.2 Exhibit 1: Definitions

34.3 Exhibit 2: Student Progress Report

34.4 Exhibit 3: Job Descriptions

34.5 Exhibit 4: Invoice

34.6 Exhibit 5: Student Activity Summary

Exhibit 6: Equipment Report



## Transition from School to Work

## BUDGET

School District: Deer Valley Unified School District  
 Budget Period: July 1, 2017-June 30, 2018  
 Contract Number: TBD

1. PERSONNEL EXPENSES

## 1.1 Salaries and Wages

			Basis No. Mnths	Bdgt No. Mnths	BASE TSW SALARY	TSW % of Time	TSW COST
	Position Title	Annual Salary					
1.1a	Coordinator	\$69,000.00	12	12	\$69,000.00	50.00%	\$34,500.00
1.1b	Teacher Coordinator	\$48,350.00	10	11	\$53,185.00	90.00%	\$47,866.50
1.1c	Teacher Coordinator	\$51,344.00	10	11	\$56,478.40	90.00%	\$50,830.56
1.1d	Teacher Coordinator	\$51,649.00	10	11	\$56,813.90	90.00%	\$51,132.51
1.1e	Teacher Coordinator	\$53,472.00	10	11	\$58,819.20	90.00%	\$52,937.28
1.1f	Teacher Coordinator	\$50,206.00	10	11	\$55,226.60	90.00%	\$49,703.94
1.1g	Teacher Coordinator	\$53,241.00	10	11	\$58,565.10	90.00%	\$52,708.59
1.1h	Teacher Coordinator	\$60,902.00	10	11	\$66,992.20	90.00%	\$60,292.98
1.1i	Teacher Coordinator	\$50,851.00	10	11	\$55,936.10	90.00%	\$50,342.49
1.1j	Teacher Coordinator	\$51,711.00	10	11	\$56,882.10	90.00%	\$51,193.89
1.1k	Teacher Coordinator	\$66,747.00	10	11	\$73,421.70	90.00%	\$66,079.53
1.1l	Teacher Coordinator	\$53,430.00	10	11	\$58,773.00	90.00%	\$52,895.70
1.1m	Transition Specialist #1	\$22,420.00	10	11	\$24,662.00	90.00%	\$22,195.80
1.1n	Transition Specialist #2	\$19,926.00	10	11	\$21,918.60	90.00%	\$19,726.74
1.1o	Transition Specialist #3	\$20,102.00	10	11	\$22,112.20	90.00%	\$19,900.98
1.1p	Transition Specialist #4	\$20,430.00	10	11	\$22,473.00	90.00%	\$20,225.70
1.1q	Transition Specialist #5	\$22,427.00	10	11	\$24,669.70	90.00%	\$22,202.73
1.1r	Transition Specialist #6	\$22,420.00	10	11	\$24,662.00	90.00%	\$22,195.80
1.1s	Transition Specialist #7	\$22,579.00	10	11	\$24,836.90	90.00%	\$22,353.21
1.1t	Transition Specialist #8	\$19,926.00	10	11	\$21,918.60	90.00%	\$19,726.74
1.1u	Transition Specialist #9	\$20,811.00	10	11	\$22,892.10	90.00%	\$20,602.89
1.1v	Transition Specialist #10	\$20,667.00	10	11	\$22,733.70	90.00%	\$20,460.33
1.1w	Transition Specialist #11	\$22,157.00	10	11	\$24,372.70	90.00%	\$21,935.43
1.1x	Transition Specialist #12	\$20,771.00	10	11	\$22,848.10	90.00%	\$20,563.29
1.1y	Transition Specialist #12	\$20,102.00	10	11	\$22,112.20	90.00%	\$19,900.98
1.1z	Transition Specialist #14	\$19,990.00	10	11	\$21,989.00	90.00%	\$19,790.10
1.1aa	Transition Specialist #15	\$19,926.00	10	11	\$21,918.60	90.00%	\$19,726.74
1.1ab	Transition Specialist #16	\$21,695.00	10	11	\$23,864.50	90.00%	\$21,478.05
1.1ac	Transition Specialist #17	\$19,776.00	10	11	\$21,753.60	90.00%	\$19,578.24
1.1ad	Transition Specialist #18	\$35,755.00	10	12	\$42,906.00	90.00%	\$38,615.40
	TOTAL SALARY				\$1,154,736.80		\$1,011,663

1.2 EMPLOYEE RELATED EXPENSES (ERE)

		TSW Cost	ERE Rate:	Fixed	TSW COST
	ITEM				
1.2a	ERE, Coordinator	\$34,500	27.76%		\$9,577
1.2b	ERE, Teacher Coordinator	\$47,867	27.76%		\$13,288
1.2c	ERE, Teacher Coordinator	\$50,831	27.76%		\$14,111
1.2d	ERE, Teacher Coordinator	\$51,133	27.76%		\$14,194
1.2e	ERE, Teacher Coordinator	\$52,937	27.76%		\$14,695
1.2f	ERE, Teacher Coordinator	\$49,704	27.76%		\$13,798
1.2g	ERE, Teacher Coordinator	\$52,709	27.76%		\$14,632
1.2h	ERE, Teacher Coordinator	\$60,293	27.76%		\$16,737
1.2i	ERE, Teacher Coordinator	\$50,342	27.76%		\$13,975
1.2j	ERE, Teacher Coordinator	\$51,194	27.76%		\$14,211
1.2k	ERE, Teacher Coordinator	\$66,080	27.76%		\$18,344

1.2l	ERE, Teacher Coordinator	\$52,896	27.76%			\$14,684
1.2m	ERE, Transition Spec 1	\$22,196	56.80%			\$12,607
1.2n	ERE, Transition Spec 2	\$19,727	56.80%			\$11,205
1.2o	ERE, Transition Spec 3	\$19,901	56.80%			\$11,304
1.2p	ERE, Transition Spec 4	\$20,226	56.80%			\$11,488
1.2q	ERE, Transition Spec 5	\$22,203	56.80%			\$12,611
1.2r	ERE, Transition Spec 6	\$22,196	56.80%			\$12,607
1.2s	ERE, Transition Spec 7	\$22,353	56.80%			\$12,697
1.2t	ERE, Transition Spec 8	\$19,727	56.80%			\$11,205
1.2u	ERE, Transition Spec 9	\$20,603	56.80%			\$11,702
1.2v	ERE, Transition Spec 10	\$20,460	56.80%			\$11,621
1.2w	ERE, Transition Spec 11	\$21,935	56.80%			\$12,459
1.2x	ERE, Transition Spec 12	\$20,563	56.80%			\$11,680
1.2y	ERE, Transition Spec 13	\$19,901	56.80%			\$11,304
1.2z	ERE, Transition Spec 14	\$19,790	56.80%			\$11,241
1.2aa	ERE, Transition Spec 15	\$19,727	56.80%			\$11,205
1.2ab	ERE, Transition Spec 16	\$21,478	56.80%			\$12,200
1.2ac	ERE, Transition Spec 17	\$19,578	56.80%			\$11,120
1.2ad	ERE, Transition Spec 18	\$38,615	56.80%			\$21,934
		Amt / Employee		No Empl	Ttl Other ERE	
1.2aa	Other ERE Benefits	\$0				
	<b>TOTAL ERE</b>					<b>\$394,436</b>
<b>2.</b>	<b><u>OTHER EXPENSES</u></b>					
	ITEM	BASIS			TSW COST	
2.1	Materials/Supplies	See Attachment 1b			\$15,439	
2.2	Local Travel	See Attachment 1c			\$22,500	
2.3	Training	See Attachment 1c			\$12,000	
2.4	Other Expenses	See Attachment 1c			\$27,350	
	<b>TOTAL OTHER EXPENSES</b>				<b>\$77,289</b>	
<b>3.</b>	<b><u>CAPITAL EQUIPMENT EXPENSES</u></b>	BASIS				
	Capital Equipment	See Attachment 1d				
		TOTAL COST	TOTAL TAX		TSW COST	
	<b>TOTAL CAPITAL EQUIPMENT</b>	<b>\$ 55,000.00</b>	<b>\$ 4,730.00</b>		<b>\$59,730</b>	
<b>4.</b>	<b>TOTAL BUDGET (1 + 2 + 3)</b>					<b>\$1,543,117.73</b>
	<b>FUNDING CONTRIBUTION</b>	<b>42.60% PERCENT OF TOTAL BUDGET</b>				<b>\$657,368.15</b>

School District: Deer Valley Unified School District  
Budget Period: July 1, 2017-June 30, 2018  
Contract Number: TBD

[illegible]

Transition from School to Work Budget Detail  
**Proposed Expenditures for Other Items**

School District: Deer Valley Unified School District

Budget Period: July 1, 2017-June 30, 2018

Contract Number: TBD

**2.2 Local Travel**

Qty Description	Cost per Item	Total Cost
50000 Local travel for required TSW events and collaboratives billed at 0.45 p	\$ 0.45	\$ 22,500.00
		\$ -
		\$ -
		\$ -
		\$ -
2.2 Total of Proposed Expenditures for Travel		\$ 22,500.00

**2.3 Training**

Qty Description	Cost per Item	Total Cost
30 Annual Arizona Transition Conference	\$ 400.00	\$ 12,000.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
2.3 Total of Proposed Expenditures for Training		\$ 12,000.00

**2.4 Other Expenses**

Qty Description	Cost per Item	Total Cost
5 Cross cut Shredders to destroy confidential student information	\$ 120.00	\$ 600.00
30 Monthly Cell Phone Service for all staff (communication with staff, student	\$ 875.00	\$ 26,250.00
1 Mass Volume Purchase Apple Card to purchase AT apps for student tri	\$ 500.00	\$ 500.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
2.4 Total of Proposed Expenditures for Other Expenses		\$ 27,350.00

Qty	Description	Cost per Item	TAX	Total Cost
1	Wheelchair Accessible Dodge van	\$ 55,000.00	\$ 4,730.00	\$ 59,730.00
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
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			\$ -	\$ -
2.4	Total Proposed Expenditures for Equipment	\$ 55,000.00	\$ 4,730.00	\$ 59,730.00

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**SCHOOL DISTRICT: Deer Valley Unified School District**

**Contract ID Number: tbd**

Each participating high school within the School District may develop its own unique TSW design, within the parameters of this Agreement. The project description should be in a format that clearly explains services to be provided by each school. It should contain all of the elements described below. This Service Methodology is an integral part of this Agreement.

- 1.0 Describe the transition services/ activities your school(s) or district currently provides to meet the IDEA mandate without ADES/RSA funding.  
 Currently, DVUSD students have limited exposure to individualized transition services. Whether it is available in all schools or in some, DVUSD provides the following limited transition services: community based instruction, career and technical education courses (CTE), West-MEC, ECAP, AzCIS, transition assessments, required CTE/Fine Art credit, dual enrollment classes, and a coordinated set of activities based on a measurable post-secondary goal. A Co-teaching model is utilized on the high school campuses for core curriculum classes, such as math and language arts, and is one level of service on the continuum that allows students with disabilities to have more participation with their non-disabled peers while receiving services in the general education setting. A Transition Exploration class is offered to all students who have an IEP or 504 district wide, but is limited due to enrollment, interest, and other factors. This class is currently being restructured to support the transition needs of those students who may not participate in the TSW program, while also ensuring supports and access to pre-employment transition services.
  
- 2.0 Describe the TSW services using VR funding that are, or will be, new and not the customary or typical services provided by the school. If a similar service currently exists, describe how it has been or will be modified, adapted, expanded or reconfigured to have a vocational focus and to meet the unique needs of students with disabilities. Be specific to each campus if applicable.  
 The DVUSD TSW curriculum is designed for all students who have a disability. This includes students who are interested in attending post-secondary education/vocational training and those who are direct job placement students. The TSW services will allow opportunities for students who have moderate disabilities, as well as, those who have mild disabilities. The curriculum will address and teach those critical skills necessary for post-secondary success. The current district curriculum provides opportunities to obtain the credits required for graduation, but does not offer sufficient opportunities for students with disabilities to explore their strengths, preferences, and interests, address the impact of their disability on career options, or prepare for entering the workforce. After evaluating DVUSD transition needs, it is apparent that a program is needed to offer disability awareness, self-advocacy skills, career exploration, employment skills training, and career support for students with disabilities who are being underserved both with the present curriculum and in the transition process.  
 TSW services will be offered to all DVUSD students. This will include, but is not limited to Barry Goldwater High School, Boulder Creek High School, Deer Valley High School, Mountain Ridge High School, Sandra Day O'Connor High School, and the alternative campuses including private placements, public day schools, homebound, alternative school, and any other placements where a DVUSD student might be served. The TSW program will provide a transition curriculum to VR eligible students who currently have either an IEP, a 504 plan, or a documented disability. TSW services at DVUSD will include the following:
  1. Assessment of interests, values, preferences, and abilities regarding student vocational goals
  2. Identification of occupational aptitudes
  3. Work readiness activities (e.g. Initial work experiences, mock interviews, resume writing, appropriate dress and grooming for job fairs, interviews, and work; how to make the most of job fairs, soft skills, job development skills, etc).
  4. Job shadowing
  5. Industry tours/post-secondary academic institution tours
  6. Work behavior instruction (assessment by employers and monitoring by transition technicians; training, communication, and experiences regarding the requirements of completing quality work, communication skills instruction for the employment setting, adjustment training to changes in employment settings).
  7. Self-determination/self-advocacy and adjustment to disability instruction

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8. Independent living skills instruction (budgeting, housing, credit, etc. Students will learn how to handle credit, manage a checking account, and find an apartment).

9. Career Exploration (e.g. labor market research and informational interviews)

10. Job Coaching

The students, along with the TSW staff and VR counselors, will work closely together to assess the students' abilities and interests, utilize the data to determine a realistic employment goal, and develop strategies to reach that goal.

TSW services are provided either through a TSW class, web-based, or individual/small group instruction. Students may participate in a summer program that includes instruction in job readiness skills, disability awareness, self-advocacy, career exploration, work experiences, and social skills training. Each site provides a calendar of activities. Many sites offer activities, including job shadowing, basic auto ownership, basic cooking, budgeting, job and/or outside agency applications, interviewing, social skills, and other topics based upon student need. TSW students who receive individual/small group instruction will meet twice per month at a set time: instruction topics will follow the needs identified on the student service plan and the DVUSD yearly curriculum guide. The Teacher/Coordinator takes the lead role in determining the activities for students served by individual/group instruction. The Transition Technicians work with students to complete the activities.

At Deer Valley High School- students participate as either athletes or volunteers in the Special Olympics program. By participating in this activity, students learn to work collaboratively with peers, receive and implement directions from new adults, participate on teams, and demonstrate leadership skills, while taking initiative. Students will also learn the fundamentals of sports and the importance of health and being active. Students at Deer Valley High School who are interested in the food service industry; have the opportunity to volunteer in the school cafeteria one time per week. Students interested in a career in facilities also has opportunities for internships in the campus facilities department. This provides opportunities for students to view and experience employment opportunities in the food service industry. Additional opportunities at Deer Valley High School include, Best Buddies, monthly volunteer opportunities at the food kitchen with St. Vincent de Paul, and participation in a peer mentor program. Students also participate in an annual trip to Sam's Club, where students learn about employment and career opportunities. This experience also includes mock interviews with Sam's Club. Deer Valley High School also has developed a partnership with Valley Metro, in which staff support the instructional unit regarding public transportation, including an interactive experience for students to utilize public transportation.

Vista Peak School- Vista Peak is an alternative blended learning environment and is the DVUSD alternative and public day school. Due to the unique nature of the service delivery model and student population of this campus, the service methodology will be modified from the other 5 high school campuses in DVUSD. Co-teaching, the model utilized by our Vista Peak TSW program, is one level of service on the continuum that allows students with disabilities the opportunity to participate with differently abled peers while receiving services from facilitators who have diverse training and experiences. Utilizing the co-teaching model ensures that all students who have a documented disability are afforded the opportunity to participate in and benefit from TSW services. Providing this model of instruction ensures a seamless transition from Vista Peak to the student's home school at the time of reintegration. Students who enroll/participate in the TSW program at Vista Peak, will transition to their homeschool and continue receiving services through DVUSD TSW staff and a VR counselor. Students on this campus have the option to participate in additional pre-employment vocational experiences, such as library sciences, clerical, health care, and maintenance. A peer mentor program is also available for older students interested in childcare after high school, in collaboration with the school's primary grade staff.

At Boulder Creek High School- students have the option of participating in activities such as Circle of Friends, volunteer experiences at: Habitat for Humanity, Desert Missions Food Bank, and the Waste Management Open. By participating in these activities, students learn to work collaboratively with peers, receive and implement directions from new adults, participate on teams, and demonstrate leadership skills, while taking initiative. Students at Boulder Creek High School, who are interested in the food service industry, also have the opportunity to volunteer in the school cafeteria weekly. This provides opportunities for students to view and experience employment opportunities in the food service industry. Boulder Creek has developed a relationship with the local Fry's grocery store to provide not only employment experiences for students, but also job shadows, and supports for interviewing skills. The Fry's store has also expressed an interest in having the Boulder Creek students design and create a mural for the new store. Fry's also



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expressed a desire to have students interested in photography attend and document store events through photos. This is a new and exciting opportunity to partner with a local business and provide job training for DVUSD TSW students.

Students at Sandra Day O'Connor High School have the opportunity to participate in volunteer experiences, such as PetsMart, Habitat for Humankind, and other local partners to develop employment skills in the career field of interest to the student. These opportunities provide valuable vocational skills training opportunities for students and allow staff to observe and collect baseline data regarding students current vocational skills. Students at Sandra Day O'Connor High School, also have the opportunity to partner with the campus-based graphic and screening department, as well as, the campus bookstore. This allows students interested in the business field the opportunity to obtain foundational skills that can be transferred to the work setting.

Students at Barry Goldwater High School have the opportunity to participate in community volunteer opportunities, such as St. Mary's Food Bank, and the AZ Humane Society. By participating in these activities, students learn to work collaboratively with peers, receive and implement directions from new adults, participate on teams, and demonstrate leadership skills, while taking initiative. This campus is currently exploring additional opportunities that may be available to students. This includes volunteer opportunities such as food service, maintenance, clerical, etc., based upon the students post-secondary goal. Students at Barry Goldwater High School also have the opportunity to engage in Special Olympics, as either volunteers or student athletes. By participating in this activity, students learn to work collaboratively with peers, receive and implement directions from new adults, participate on teams, and demonstrate leadership skills, while taking initiative. Students will also learn the fundamentals of sports and the importance of health and being active.

Students at Mountain Ridge High School have the option of participating in various activities, including volunteer experiences at: Desert Missions Food Bank, Feed my Starving Children, St. Vincent de Paul, collaborating with student based campus clubs, and peer mentor opportunities. Students at Mountain Ridge High School who are interested in the food service industry, also have the opportunity to volunteer in the school cafeteria one time per week. Those students interested in employment within the clerical industry, also have the opportunity to gain work readiness skills, by supporting campus administration with clerical tasks pertinent to the student's post secondary interest.

3.0 Describe how you will determine your program's effectiveness, include measurement of student progress and satisfaction with service provision.

The effectiveness of the TSW program will be measured by student, parent, and staff surveys, student progress reports, and the individual student Summary of Performance prior to the student exiting high school. Post-School Outcome Data will also be monitored to determine the effectiveness of the DVUSD TSW program.

The following benchmarks will be utilized to ensure success for students and to obtain parent/student/staff input throughout the program.

1. During the first semester of the TSW class, 100% of TSW participants will complete a wide variety of assessments to identify their learning styles, aptitude, interest, and strength in preparation for career exploration. Assessments results will be placed in the student portfolio.
2. Through the TSW class curriculum and prior to exiting the TSW program, 100% of TSW students will learn about their disability and how it will impact them in the post-secondary setting. Students will place a summary of this information in their TSW portfolio.
3. Through the TSW class curriculum and prior to exiting the TSW program, 100% of TSW students will develop self-advocacy skills for the workplace and learn how and when to disclose their disability to an employer. Learning will be measured by data collected in the student's TSW portfolio and teacher rubrics.
4. Through the TSW class curriculum and prior to exiting the TSW program, 100% of TSW students will complete career and labor market research as follows: 2 job shadows/community experiences, 2 informational interviews, and 1 labor market research form. The results of the exploration activities will be placed in the student's TSW portfolio.
5. Through the TSW class curriculum and prior to exiting the TSW program, 100% of TSW students will develop a resume and cover letter, learn how to properly complete a job application, and participate in mock job interviews or actual job interviews and place these items in their TSW portfolio.

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6. At the completion of each school year and prior to exiting the program, TSW students will complete a course/program satisfaction survey, providing valuable insight as to how the program can be improved to meet student needs.
7. At the completion of each school year and prior to exiting the TSW program, each parent/guardian will complete a course/program satisfaction survey, providing valuable insight as to how the program can be improved to meet student needs through the lens of the parent.
8. The annual Post-School Outcome data will be reviewed to determine the employment/educational status of TSW students from the prior year (when the information is available). This information will be used to determine which program elements could be improved upon to better meet the needs of students.

- 4.0 Describe the specific kinds of work experience opportunities available to TSW students including the supports that will be provided to the students while working or volunteering. The work experience related instruction and adjustment services that will be provided, and your expectations/goals for skills to be developed.

The TSW staff will provide support to TSW students seeking paid employment and/or volunteer work opportunities in the community, with business and community service organizations. TSW staff will support the student through job coaching, as needed, to ensure a successful work experience. Employers will provide student performance evaluations (weekly, monthly, or quarterly, based on the individual need of the student receiving employment support from TSW) and provide feedback to the students regarding the tasks they are performing well and the areas that may need improvement. The DVUSD TSW program has developed partnerships with a few local businesses and community partners that support TSW. We expect that these partnerships will not only continue, but will open the door for more partnerships with the community. The DVUSD TSW actively continues to develop partnerships with local businesses and community partners to provide individual work/volunteer experiences that meet the unique interests and needs of all our students and align with their post-secondary goals. Therefore, partnerships are cultivated based upon the individual interests of each student. Currently, our partnerships include: local food banks, hospitals, retailers, and the local organization, I Heart the City. As our student needs change and our program expands, we will continue to actively recruit community relationships and partnerships. As our student population in the TSW program continues to grow and the needs change, we will also be actively looking for opportunities within our own school district, including on each campus. The focus of these opportunities is to develop soft skills and other employability skills that can transfer to the student's post-secondary career.

- 5.0 Describe how you plan to help the students be aware of their disabilities, the implications for work, and the adjustments and accommodations (exploration of Assistive Technology options) that will be necessary for them to work successfully.

The TSW staff will assist students with understanding their disability and its implications for education, training, and work through classroom, web-based, and individual discussions. The following topics and activities are included in the TSW curriculum:

- Self-Determination/Self-advocacy skills
- Disability Laws
- Student-led IEP's, if the student and education team choose to utilize
- Disability Awareness
- Understanding Accommodations and Modifications in School and Work
- Transportation Options
- Financial Assistance Programs
- Community/State Agency Awareness
- Social and Recreational Activities Available
- Independent Living Options
- Mentorship
- Professional Guest Speakers
- Assistive Technology Options and Individual Needs
- Navigating Technology Use

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The DVUSD TSW program encourages students to attend their IEP meetings and to participate in the decision making process. Participation in the IEP process helps the student to develop an awareness of their disability, self-determination skills, and a better understanding of the IEP process. Students are encouraged to participate in the development of the accommodations that they need to be successful in school or on the job, and to take ownership of their IEP.

DVUSD TSW has also implemented technology into our curriculum to assist students in working with relevant AT. This includes managing and updating an online resume. Most 21st Century careers require technology. Therefore, the goal of the DVUSD TSW program is to give the students hands on, relevant access to current technology, including laptops, iPads, etc. This equipment will be used in the TSW classroom, during small group instruction, group projects, and individual use by students to complete their TSW projects. The staff will be trained in the use of technology, including using the devices to monitor student goals, collect data, and communicate with students. All of the completed activities will be added to the students' portfolios.

6.0 Check the applicable categories of service that your curriculum will include.

- ☒ Job exploration counseling
- ☒ Work based learning experiences
- ☒ Counseling on opportunities for post-secondary training
- ☒ Job readiness skills training to develop social and independent living skills
- ☒ Self-Advocacy training

7.0 a. Explain how TSW staff time distribution and other expenditures funded under this agreement will be monitored (e.g. staff whose time is designated to district funded activities and enhanced TSW activities).

The DVUSD TSW staff are required to maintain accurate records of their time and effort with students and in the development of the TSW program. This is done through the use of an online calendar and reporting system (GroupWise). Staff are required to keep running logs of the time that is spent with TSW students and detailed records regarding what activity the student/staff engaged in during that time. The TSW Coordinator has access to these calendars at all times. Staff must submit these logs to the TSW Coordinator Monthly and are routinely monitored for accuracy by the Coordinator. TSW staff must maintain records of student use of TSW materials, through a student sign-in/out sheet during each class. The TSW Coordinator maintains a separate expenditure log to track the purchase and distribution of materials to TSW staff and campuses. TSW staff are required to submit monthly mileage sheets to track the travel of staff to professional development and community partner presentations, such as VR professional development opportunities. The TSW Coordinator maintains copies of all purchases and requisitions that are submitted for the TSW program. All purchases must be approved by the Coordinator prior to ordering the supply or participating in the event.

b. What mechanism will be used to track time spent providing enhanced services per position? Every DVUSD TSW staff member (Teacher/Coordinator or Transition Technician) is required to document their time providing enhanced services through the use of an online calendar system (GroupWise). This allows the staff to provide detailed logs regarding the time spent, the activity, and the student(s) involved.

c. How many Coordinators and at what percentage are designated to providing enhanced service provision during school year and summer program (if applicable)?

The DVUSD TSW program will have 11 Teacher/Coordinators that devote 90% of their time to the instruction, development, implementation, student tracking/grading, curriculum planning, and continual development of community partnerships for the TSW program. Each of the five traditional high school campuses will have two teacher coordinators due to the large student population in our TSW program. Each campus will have one Teacher/Coordinator who supports students grades 9-11 and one Teacher/Coordinator who supports the intensely focused and individual needs of our senior students as they begin their exit from high school to post-secondary employment/training. The additional 10% of the Teacher/Coordinator time will be spend recruiting new TSW students and facilitating the VR intake process in collaboration with the student's service coordinator and family. Teacher/Coordinators will also be responsible for promoting the TSW program and educating Student Support Services staff at the Elementary and Middle School levels, about the TSW program. Our alternative school will have one Teacher/Coordinator due to the lower student enrollment and population on that campus. This Teacher/Coordinator will be responsible for the above stated duties for grades 9-12.

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All DVUSD Teacher/Coordinators will be required to work at least 10 days to support the summer program, with a maximum of 15 days possible to meet the diverse needs of students. The summer program will include volunteering, to evaluate student work skills and to report on the student progress report, provide opportunities for students to gain work experiences and to reflect those experiences when developing resumes. As part of the summer program, students will also visit community agencies to learn opportunities for post-secondary supports. Social skills will also be addressed through the summer program, as students learn to work with one another on project based learning opportunities, practice both formal and informal communication types, and instruction in body language when communicating with others. Students in the summer program will also receive supports in completing the VR intake process. Teacher/Coordinators will work collaboratively to continue to develop and improve the TSW curriculum, ensuring that students of all ability levels are able to participate in the DVUSD TSW curriculum. Students who require individual remediation in job related skills such as counting money, following multi-step directions, etc., will also receive instruction in these areas. DVUSD will also employ a TSW Coordinator, who will devote 50% of their time to the administrative duties involved in overseeing the TSW contract, supervising Teacher/Coordinators and Transition Technicians, preparation and completion of Quarterly reporting, program management, educating community partners and families about the TSW program. The TSW Coordinator will also work in collaboration with neighboring districts, in an effort to continue to build capacity within the TSW program. The TSW Coordinator will also schedule and lead quarterly staff meetings, monthly curriculum meetings, and other TSW staff development activities as necessary. The TSW Coordinator will also monitor and evaluate the DVUSD TSW Teacher/Coordinators in collaboration with the site-based administrator. The TSW Coordinator will also be responsible for communicating/collaborating with local VR supervisors and other regional representatives regarding the DVUSD TSW program. The additional 50% of the TSW Coordinators time will be devoted to; supporting DVUSD service coordinators in providing transition services to non-TSW students, attending professional development opportunities, monitoring compliance of DVUSD student transition plans, and providing training for Student Support Services staff regarding legislation and transition services. The TSW Coordinator will also be responsible for facilitating parent/community information nights regarding transition and post-secondary transition services for students with disabilities, as well as, facilitating and participating in Professional Learning Communities with neighboring school districts, regarding secondary transition services. The DVUSD Coordinator will participate in the summer program by supporting Teacher/Coordinators in the development of curriculum and identifying instructional methods to support differently abled students. Focus will be on differentiated instruction, AT supports and accessibility. The DVUSD Coordinator will also support students in the facilitation of summer activities as needed. This time will be documented and utilized as part of the 50% of time designated to the TSW program.

- d. How many Transition Technicians and what percentage are designated to providing enhanced service provision during school year and summer program (if applicable)?
- The DVUSD TSW program will have 18 Transition Technicians, who devote 90% of their time to direct student services, the development of community outreach and partnerships, locating and supporting opportunities for students to complete the requirements of the TSW curriculum (e.g., job shadows, informational interviews, etc), provide support for students/employers in the initial phases of the students' employment. Transition Technicians will also be responsible for organizing and facilitating the completion of student ACCUPLACER assessments, presentations of post-secondary educational institutions, including disability resource centers. Transition Technicians will also be responsible for supporting the individual needs of students in the classroom during participation in the TSW curriculum. These 18 Transition Technicians are necessary in order to meet the increased and individualized needs of our new student population (students who have moderate disabilities) and to continue to effectively address the needs of all TSW students, due to our high student population. Each campus will have one Transition Technician assigned to each Teacher/Coordinator to foster collaboration and relationships among students and staff through a consistent framework. An additional Transition Technician will be assigned to each campus to support both Teacher/Coordinators, due to the high student populations, increasing needs of individual students, and to ensure safety in community outings, as each off campus outing must be supervised by at least two staff. Transition Technicians will also support Teacher/Coordinators in the facilitation of instruction within small and large group settings. Due to the increased number of students served through the TSW program on that campus, Boulder Creek High School, will have an additional Transition Technician to ensure that appropriate and

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individualized services are provided to all TSW students. One (Lead) Transition Technician will be assigned to assist the TSW Coordinator, facilitate orientation/ training with new Transition Technicians, provide campus based support for new and continuing TSW staff, assist with the ordering, monitoring, and distribution of TSW materials/supplies, maintain records of staff meetings, assist in the provision of enhanced services to students, assist in the collection and monitoring of reporting paperwork, maintain accurate logs of vehicles to ensure services and maintenance at appropriate times, locate and secure meeting locations for monthly teacher/staff meetings, organize and ensure appropriate professional development opportunities for Transition Technicians, and support TSW Coordinator with other duties as assigned. The Transition Technicians will work at least 10 days to support the summer program, with a maximum of 15 days possible to meet the diverse needs of students. The Lead Career Technician will work a minimum of 10 days to support the summer program and the demands associated with ensuring a proper transition from one school year to the next. The Lead Career Technician will work a maximum of 30 days, as identified by student/program needs and the DVUSD TSW Coordinator. The summer program will include identifying volunteer opportunities, facilitating volunteer experiences in the community, providing opportunities for students to gain work experiences and to reflect those experiences on individual resumes. As part of the summer program, Transition Technicians will develop and facilitate tours of community agencies to help students learn about opportunities for post-secondary supports. Social skills will also be addressed through the summer program, as students learn to work with one another on project based learning opportunities, practice both formal and informal communication types, and instruction in body language when communicating with others. Students in the summer program will also receive supports in completing the VR intake process.

- e. Provide names of each campus (if applicable) and contact information.

**Boulder Creek High School**

Candace Policaro (Senior Teacher Coordinator) 623-445-8702  
 Lynn Jakubic (Intro Teacher Coordinator) 623-445-8702  
 Rhonda Hale (Sr Transition Technician) 623-445-8702  
 Elisa Lake (Sr Transition Technician) 623-445-8702  
 Lindie Love (Intro Transition Technician) 623-445-8702  
 Gina Ferguson (Intro Transition Technician) 623-445-8702

**Sandra Day O'Connor High School**

Kim Jacobs (Senior Teacher Coordinator) 623-445-7226  
 Jessica Walsh (Intro Teacher Coordinator) 623-445-7226  
 Michael Pianga (Sr. Transition Technician) 623-445-7226  
 Rebecca Gutierrez (Transition Technician) 623-445-7226  
 Michelle Biggar (Intro Transition Technician) 623-445-7226

**Mountain Ridge High School**

Eva Esposito (Senior Teacher Coordinator) 623-376-3116  
 Sharon Coffee (Intro Teacher Coordinator) 623-376-3116  
 Teresa Liukkonen (Sr Transition Technician) 623-376-3116  
 Carmen McCrossan (Transition Technician) 623-376-3116  
 Keith Reinhard (Intro Transition Technician) 623-376-3116

**Deer Valley High School**

Chelsey Gleason (Senior Teacher Coordinator) 602-467-6777  
 Mindy Pung (Intro Teacher Coordinator) 602-467-6777  
 David Mangiapane (Sr Transition Technician) 602-467-6777  
 Cindy Jones (Transition Technician) 602-467-6777  
 Raymundo Mora (Intro Transition Technician) 602-467-6777

**Barry Goldwater High School**

Rick Dunn (Senior Teacher Coordinator) 623-445-3027  
 Jennifer Hesse (Intro Teacher Coordinator) 623-445-3027

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Kelly Gilcrease (Sr Transition Technician) 623-445-3027  
 Leslie Borsuk (Transition Technician) 623-445-3027  
 Sarah Blasdel (Intro Transition Technician) 623-445-3027

Vista Peak School  
 Susan Pace (Teacher Coordinator) 623-445-3925  
 Derrick Ellis (Transition Technician) 623-445-3925

Deborah Vanderleest (Lead Transition Technician) 623-445-4974  
 Stephanie Johnson (TSW Coordinator) 623-445-4940

- f. Number of students you plan to serve and provide narrative justifying staff to student ratio proposed. DVUSD currently serves 974 students under an Individualized Education Plan (IEP) and 454 students under a Section 504 plan. Student numbers are broken down into the following categories of eligibility.
- | Type of Disability                               | Number of Students with an IEP | Number of Students Section 504 |
|--|--------------------------------|--------------------------------|
| 1 Learning Disability                            | 466                            |                                |
| 2 Mild Intellectual Disability                   | 53                             |                                |
| 3 Moderate Intellectual Disability               | 12                             |                                |
| 4 Speech Language Impairment                     | 16                             |                                |
| 5 Severe Emotional Disturbance                   | 106                            |                                |
| 6 Deafness/Hearing Impairment                    | 5                              |                                |
| 7 Orthopedic Impairment                          | 3                              |                                |
| 8 Multiple Disabilities                          | 16                             |                                |
| 9 Blindness/Visual Impairment                    | 1                              |                                |
| 10 Autism  | 111                            |                                |
| 11 Other Health Impairments                      | 169                            |                                |
| 12 Traumatic Brain Injury                        | 3                              |                                |
| 13 Multiple Disability-Severe Sensory Impairment |                                | 9                              |
| 15 Severe Intellectual Disability                | 4                              |                                |
| 16 Other Disabilities (504 Plan)                 | 454                            |                                |
| <b>TOTAL</b>                                     | <b>(IEP) 974</b>               | <b>(504 Plan) 454</b>          |

With the current Workforce Innovation and Opportunity Act (2014), DVUSD will provide the opportunity for all 1428 students to participate in the Vocational Rehabilitation referral process. DVUSD plans to see at least a 20% increase in the number of students served within the TSW program. Therefore, DVUSD plans to serve at least 380 students within the TSW program. Should the number of eligible students interested in participating in the TSW program surpass this number; a waiting list will be implemented. The DVUSD, TSW program will utilize a maximum staff to student ratio of 14 to 1. This will ensure that staff are able to individualize the instruction, training, and career planning opportunities for every student participating in the TSW program. By utilizing this ratio, TSW staff will also ensure student safety when participating in off-campus career exploration and development activities. TSW Teacher/Coordinators will utilize a differentiated instruction delivery model to facilitate the TSW curriculum, while ensuring that individual student supports are available from either the Teacher/Coordinator or Transition Technician, throughout the instructional period. A review of research by The Center for Public Education, (National School Board Association) supports that smaller class sizes produce the greatest benefit regarding student outcomes. Students who have disabilities require individualized, specially designed instruction in order to meet their post-secondary career goals. TSW Teacher/Coordinators will plan, modify, and implement the individualized instruction within the TSW classes, as well as, to consult students, who are not enrolled in the physical classes within the DVUSD TSW program. The DVUSD TSW staff will also support students and families throughout the VR referral and intake process. Teacher/Coordinators will attend student IEP/504 meetings to promote and encourage enrollment in the DVUSD TSW program. Transition Technicians will facilitate and monitor student exploration opportunities and vocational experiences, within the school and community settings.

- h. Do you plan to have a summer program? If yes, how many students will you serve?  
 DVUSD will incorporate a summer program that provides the opportunity to deliver additional enhanced services to students in the TSW program. The summer program will also allow for an increased number

Transition from School to Work (TSW)  
**SERVICE METHODOLOGY**

of student VR intakes to occur. The provision of a summer program will ensure that students who are interested in participating in the DVUSD, TSW program are able to do so. DVUSD, TSW staff will initiate referrals and assist families in the intake process, thus ensuring that students are able to participate in TSW services at the beginning of the school year. The summer program will support approximately 130 students total from each of the six campuses. It is possible that this number could be larger, based upon student need/interest and number of intakes scheduled. The summer program will encompass of no more than 15 days. The summer program will include volunteering, to evaluate student work skills documented on the student progress report, provide opportunities for students to gain work experiences and to reflect those experiences while developing resumes. As part of the summer program, students will also visit community agencies to learn about opportunities for post-secondary supports. Social skills will also be addressed through the summer program, as students learn to work with one another on project based learning opportunities, practice both formal and informal communication types, and instruction in body language when communicating with others. Students will also learn about the importance of maintaining healthy lifestyles and receive instruction in the proper form and ways to engage in physical activity. Students in the summer program will also receive supports in completing the VR intake process. Students who require individual remediation in job related skills such as counting money, following multi-step directions, etc., will also receive instruction in these areas. Students will also have the opportunity to participate in and earn certification in CPR/First Aid, as it applies to his/her post-secondary goal. Student's who require assistance in navigating the public transportation system or obtaining a driver's permit/license will also have the opportunity during the summer program, based upon individual need/interest. The individual vocational needs of students will also be addressed throughout the summer program to support post-secondary success.







## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Washington Elementary School District (Fiscal Agent) for the Title I Services for Fiscal Year 2017-18

Date assigned for Board consideration:	<u>May 30, 2017</u>	<u>None</u>	<u>15-342</u>
		Policy Reference	A.R.S. Reference

### EXECUTIVE SUMMARY:

Description – This is an ongoing agreement in which Deer Valley Unified School District is a member of the Title I Private School Consortium. The agreement enables the district, along with the other Consortium Members, in their capacities as Local Education Agencies under Title I, to utilize their Title I funds and resources to provide Program Services to eligible Title I students attending private schools on a more efficient and cost effective basis than they could do separately.

Rationale –According to A.R.S. 15-342 the District can enter into agreements with other governmental agencies.

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Intergovernmental Agreement between Deer Valley Unified School District and Washington Elementary School District for the Title I Private School Consortium from July 1, 2017 through June 30, 2020.

Submitted by Jim Migliorino  
Jim Migliorino  
Deputy Superintendent

Dr. James R. Veitenheimer  
Dr. James R. Veitenheimer  
Superintendent

**When Governing Board approved - Return to:**

Washington Elementary School District No. 6

Attn: Cathy Thompson

4650 W. Sweetwater Avenue

Glendale, Arizona 85304-1505

**Participating Districts: Alhambra Elementary, Balsz Elementary, Cartwright Elementary, Cave Creek Unified, Creighton Elementary, Deer Valley Unified, Fowler Elementary, Gilbert Unified, Glendale Elementary, Glendale Union, Isaac Elementary, Kyrene Elementary, Laveen Elementary, Littleton Elementary, Madison Elementary, Murphy Elementary, Osborn Elementary, Paradise Valley Unified, Pendergast Elementary, Peoria Unified, Phoenix Elementary, Phoenix Union, Riverside Elementary, Roosevelt Elementary, Scottsdale Unified, Tempe Elementary, Tolleson Elementary, Union Elementary, Washington Elementary, and Wilson Elementary.**

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**INTERGOVERNMENTAL AGREEMENT  
FOR TITLE I SERVICES TO PRIVATE SCHOOL CHILDREN**

This Amended and Restated Intergovernmental Agreement for Title I Services to Private School Children (the "Agreement") is made and to be effective as of **July 1, 2017**, by and between Washington Elementary School District No. 6 of Maricopa County, Arizona ("Fiscal Agent"), and the undersigned participating public school districts (the "Participating District"), which together with other participating public school districts in Maricopa County, Arizona (collectively, the "Consortium Members" or the "Consortium") is required to provide certain federally mandated Title I supplemental instruction and services to children attending private schools.

WHEREAS, Arizona School Districts are legally required to provide eligible private school students with certain Title I services;

WHEREAS, the") Fiscal Agent has created a Consortium to provide Title I services to private school students in accordance with the requirements of Title I and other Districts seek to participate in Washington's program and pay for those services;

NOW, THEREFORE, in consideration of the mutual promises contained in the Agreement and other good and valuable consideration and as authorized by A.R.S. §§ 11-952 and 15-342 (13), the Parties agree as follows:

**1. Purpose**

1.1 Title I – Under Part A – *Improving Basic Programs Operated by Local Educational Agencies*, of Subchapter I – *Helping Disadvantaged Children Meet High Standards*, of 20 U.S.C. §§ 6301 et seq. and the corresponding federal regulations, 34 C.F.R. Part 200, as amended (collectively, "Title I"), public schools that receive Title I funding must use a portion of such funding to provide eligible private school students with Title I Instructional services equitable to those Title I instructional services provided to students in public schools ("Program Services").

1.2 Collective Participation through Consortium. This Agreement, together with the intergovernmental agreements between the Fiscal Agent and other Consortium Members (collectively together with this Agreement, the "Consortium Agreements"), will enable the Participating District and the other Consortium Members, in their capacities as Local Education Agencies under Title I, to utilize their Title I funds and resources to provide Program Services to eligible Title I students attending private schools on a more efficient and cost effective basis than they could do separately.

2. Authority.

2.1 Statutory Authority. This Agreement is authorized by Title I, and by A.R.S. §§ 11-952, et seq., 15-341 and 15-342.

2.2 Governing Body Resolutions. This Agreement has been authorized by the Governing Board of the Fiscal Agent on April 13, 2017, and authorized by the governing body of the Participating District on or about June 1, 2017. The attorneys for the Fiscal Agent and the Participating District have determined that this Agreement is in proper form and within the powers and authority granted under the laws of Arizona to the Fiscal Agent and the Participating District respectively, as required by A.R.S. § 15-952(D).

3. Funding.

3.1 Source of Funds. The source of funds for implementing this Agreement and the other Consortium Agreements shall be Title I funds from annual distributions made by the State Board to each of the Consortium Members.

3.2 Contributions by the Participating District.

A. Amount. The Participating District shall provide the Fiscal Agent with a purchase order, **on or before September 1<sup>st</sup>** of each year while this Agreement is in effect reflecting: (a) the total amount the Participating District is obligated to spend for Program Services to low-income students attending private schools and residing in the Title I attendance area of the Participating District; plus (b) **\$20.00** for each such student for administrative and operating costs, subject to an annual adjustment as provided in Paragraph B below; plus (c) **\$30.00** for each student from the Participating District's professional development required set-aside to provide professional development for private school teachers that work with Title I students, subject to an annual adjustment as provided in Paragraph B below; plus (d) **\$10.00** for each student from the Participating District's parental involvement required set-aside to provide equitable opportunities for parental involvement activities, subject to an annual adjustment as provided in Paragraph B below.

Each Participating District will be invoiced in full for the per pupil amount for the services described above including: (a) total amount allocated by the District in Title I funds for program services for private school students plus; (b) administrative and operating costs for the Consortium plus; (c) professional development services for private school teachers plus; (d) parental involvement opportunities. Payment for all Program Services must be made by December 31 for each fiscal year the District participates in the Consortium. Payment shall be required by that date regardless of

when the Participating District receives its Title I funding and regardless of whether that amount fluctuates, subject to the terms of Paragraph 11.1(B).

B. Annual Adjustment of Administrative and Operating Costs. The Fiscal Agent may annually adjust the amount to be paid for administrative and operating costs, professional development, and parent involvement by the Participating District and each of the other Consortium Members under part (b) of Paragraph A above if reasonably necessary in the judgment of the Fiscal Agent. If the Fiscal Agent elects to make such an adjustment, the Fiscal Agent shall give the Participating District written notice of the adjustment on or prior to May 1 for any adjustment proposed to be effective on and after the following July 1. The Participating District can either agree to the adjustment, or elect to terminate this Agreement on June 30<sup>th</sup> as provided in Section 12.1 of this Agreement. If the Participating District does not respond to the notice, it shall be deemed to have agreed to the adjustment, which shall become effective as of July 1.

3.3 Unexpended Funds. Any funds not expended by the Fiscal Agent at the end of a fiscal year shall be held and carried over to the following fiscal year. Funds will be applied solely to reduce District costs incurred under the terms of the IGA. The Participating District acknowledges that funds may be used to offset increases in administrative and operating contributions required from the Participating District or other Consortium Members the following fiscal year.

3.4 Liability Limited to Available Funds. It is understood and agreed by the parties that this Agreement shall be deemed executory to the extent of monies made available to the parties. Furthermore, neither the Fiscal Agent nor the Program Coordinator (as defined in Section 4.1 of this Agreement) shall be obligated to initiate, defend or participate in any legal or arbitration proceedings unless and until adequate arrangements are made to their satisfaction to cover the costs thereof.

4. Obligations of the Participating District. The Participating District shall have the following obligations (in addition to those set forth elsewhere in this Agreement):

4.1 Funding. The Participating District shall provide the Fiscal Agent with funding as provided in Section 3.2 of this Agreement.

4.2 Residency of Private School Students. The Participating District shall be responsible for verifying the residency of private school students within the Participating District: (a) for funding purposes, and (b) for eligibility to receive Program Services.

4.3 Applications for Title I Funding. The Participating District shall be responsible for filing all of its own applications for Title I funding.

5. Duties and Authority of the Fiscal Agent. The Fiscal Agent shall be responsible for performing the following duties (in addition to those set forth elsewhere in this Agreement) in compliance with all applicable provisions of Federal and State law.

5.1 Program Services. The Fiscal Agent shall arrange for Program Services to be provided on behalf of the Consortium Members through a designated program coordinator who shall have the duties listed in Section 6 of this Agreement (the "Program Coordinator"). The Program Coordinator may be an employee of the Fiscal Agent, or an independent contractor under contract with the Fiscal Agent.

5.2 Personnel.

A. Program Coordinator. The Fiscal Agent shall have final responsibility and authority for all of the duties and activities of the Program Coordinator as stated in Section 6 of this Agreement, and for all other matters relating to the Program Coordinator, including without limitation selecting, contracting with, establishing the duties, salary and benefits for, paying, supervising, evaluating the performance of, and terminating or not renewing the contract of the Program Coordinator. The Program Coordinator is the employee of the Fiscal Agent. The Fiscal Agent shall require the Program Coordinator to execute a copy of this Agreement to acknowledge the Program Coordinator's acceptance of the obligations and agreement to perform the duties of the Program Coordinator as set forth in this Agreement.

B. Other Staff. The Fiscal Agent, with the advice and assistance of the Program Coordinator, shall be solely responsible for selecting, contracting with or hiring, establishing the duties, salary and benefits for, paying, supervising, and evaluating the performance of personnel hired by the Fiscal Agent for the administration and performance of Program Services.

5.3 Management of Assets. As agent for the Consortium and on its behalf, the Fiscal Agent shall:

A. Funds. Deposit and hold all funds received pursuant to the Consortium Agreements, and all earnings thereon, and disburse such funds to pay payroll and the other costs of administering and providing Program Services and all other obligations of the Consortium as contemplated by the Consortium Agreements, and account for all such funds and transactions, all in conformity with the requirements of applicable Federal and State law.

B. Management. Hold title to, manage, control, and account for, all Title I funds and all property, including without limitation real estate, vehicles, furniture, fixtures, equipment, books and supplies, acquired by the Fiscal Agent pursuant to the Consortium Agreements (collectively, the "Assets").

C. Transactions. Have authority to acquire, sell, convey or lease (as lessor or lessee), any or all of the Assets, subject to applicable requirements of Federal and Arizona law, including without limitation Title I and public bidding laws.

D. Insurance. To the extent permitted by law, each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnatee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnatee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

5.4 Records. The Fiscal Agent shall, with the assistance of the Program Coordinator, maintain accurate, complete and current records relating to the Assets, Program Services, and all activities conducted pursuant to the Consortium Agreements.

5.5 Reports and Applications. The Fiscal Agent shall be responsible for preparing and filing all budgets, financial statements, reports, applications and statements relating to the Assets and activities conducted pursuant to the Consortium Agreements, including without limitation disbursement requests, enrollment in private schools of Title I eligible students residing in the districts of Consortium Members, annual completion and academic progress reports and all other reports required by Title I..

6. Duties of the Program Coordinator. The Program Coordinator shall perform the following duties (in addition to those set forth elsewhere in this Agreement) in compliance with all applicable provisions of Federal and State law and subject to the direction of the Fiscal Agent:

6.1 Consultation. Consult with, and facilitate communications and coordination among, the Consortium Members, private schools, the parents of private school students, Arizona Department of Education and the Fiscal Agent.

6.2 Identification of Students. Provide annual notices to private schools within participating district attendance areas to determine if they wish to have their students receive Program Services; and identify, rank and determine the placement of eligible Title I students at participating private schools.

6.3 Program Services. Design and recommend Program Services which meet the requirements of Title I, address the identified needs of eligible students in private schools and are achievable with the funds available to the Consortium; arrange for the locations at which Program Services are to be provided to private school students; make recommendations to the Fiscal Agent for the acquisition of needed equipment, instructional materials and supplies; monitor Program Services and student progress; and collect, analyze and maintain achievement data for participating private school students and Program Services evaluation data.

6.4 Staffing. In accordance with the Fiscal Agent's procedures, establish job descriptions and qualifications, solicit and evaluate applicants, and make recommendations to the Fiscal Agent, for hiring personnel to provide and administer Program Services; and supervise, advise, assist and evaluate such personnel.

6.5 Funding. Reviewing the calculations of the amounts contributed by each Participating District pursuant to Section 3.2 of this Agreement, and advise the Participating District and the Fiscal Agent if any amount appears to be in error.

6.6 Assets. Maintain an inventory of Assets and their locations, and acquire and arrange for maintenance and repair of the Assets, subject to the direction and approval of the Fiscal Agent and available funding.

6.7 Records. Except as otherwise directed by the Fiscal Agent, maintain in the office of the Consortium complete, accurate and current information and records relating to the Assets, Program Services, and all activities conducted pursuant to the Consortium Agreements.

6.8 Reports and Applications. Advise and assist the Fiscal Agent with, and prepare draft copies of all reports and applications referred to in Section 5.5 of this Agreement.

7. Claims.

7.1 Responsible Party. The Fiscal Agent, the Program Coordinator and the Participating District each agrees to be solely responsible for the conduct of its respective operations and performance of its obligations hereunder, and for any accidents or injuries to persons or property arising out of its acts or omissions or the acts or omissions of its officers, agents or employees acting in the course or scope of their employment, while performing duties undertaken pursuant to this Agreement.

7.2 Indemnification. Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnatee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnatee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers

7.3 Insurance. The Fiscal Agent, the Program Coordinator (if the Program Coordinator is an independent contractor and not an employee of the Fiscal Agent) and the Participating District shall each maintain its own public liability insurance in such amount as is reasonably necessary to protect against claims, losses or judgments that might be occasioned by its acts or omissions or the acts or omissions of its officers, agents and employees. For the Fiscal Agent and the Participating District, the minimum amount of such coverage shall be \$1,000,000, which may be provided by funded self-insurance. If the Program Coordinator is an independent contractor and not an employee of the Fiscal Agent, the minimum amount of coverage to be maintained by the Program Coordinator shall be \$1,000,000. It is the responsibility of the Fiscal Agent or Program Coordinator to obtain proof of insurance from any independent contractor engaged pursuant to the terms of the IGA.

8. Advisory Steering Committee. Consortium Members may establish a committee (the "Advisory Steering Committee") to consult with and advise the Fiscal Agent and/or the Program Coordinator on all matters relating to the Consortium Agreements. The Fiscal Agent and the Program Coordinator shall consult with the Advisory Steering Committee at its request, and carefully consider any recommendations it may make; however, the Advisory Steering Committee shall have no authority to direct or control the Fiscal Agent or the Program Coordinator, who shall be responsible solely to the Fiscal Agent. Consortium Members may determine membership on the Advisory Steering Committee and conduct its affairs in any manner they wish. The Participating District understands that it may or may not necessarily be a member of the Advisory Steering Committee.

9. Term. Subject to appropriation and unless otherwise terminated as provided in Section 12 below, this Agreement shall remain in effect until June 30, 2020.

10. Modification. This Agreement may be renewed, extended, amended or revised at any time by the mutual written agreement of the Fiscal Agent and the Participating Districts as provided in A.R.S. §§11-951 et seq.



11. Termination.

11.1 By the Participating District.

A. The Participating District may terminate this Agreement without cause and effective as of June 30 of any year by written notice to the Fiscal Agent, given no later than June 1 prior to the effective termination date.

B. Availability of Funds: Notwithstanding the foregoing, the provisions of this Contract relating to payment for services shall become effective when funds assigned for the purpose of compensating the Fiscal Agent as herein provided are actually available to Participating District for disbursement. The Participating District shall pay the funds due under this Agreement within 30 days of the availability of funds. Participating District shall keep the Fiscal Agent fully informed as to the availability of funds. If any action is taken by any state agency, Federal department or any other agency or instrumentality to suspend, decrease, or terminate its fiscal obligations under, or in connection with, this Agreement, the Participating District may amend, suspend, decrease, or terminate its obligations under, or in connection with, this Agreement. In the event of termination, the Participating District shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services are performed in accordance with the provisions of this Agreement. Participating District shall give written notice of the effective date of any suspension, amendment, or termination under this Section, at least twenty (20) days in advance.

11.2 By the Fiscal Agent.

A. Default by the Participating District. The Fiscal Agent may terminate this Agreement if the Participating District fails to make the payment required under Section 3.2 of this Agreement and does not cure the default within ten (10) business days after being given written notice of the default by the Fiscal Agent.

B. All Consortium Agreements. The Fiscal Agent may terminate this Agreement and all other Consortium Agreements, without cause and effective as of June 30 of any year by written notice to the Participating District and all other Consortium Members, given no later than April 30 prior to the effective termination date.

11.3 Conflict of Interest. Each party acknowledges that the other has the statutory right for three (3) years to cancel this Agreement if, while this Agreement or any extension is in effect, any person significantly involved in negotiating, drafting or securing this Agreement on behalf of a party is (a) an employee or agent of the other party in any capacity, or (b) a consultant to the other party with respect to the subject matter of this Agreement; all as provided in A.R.S. § 38-511.

11.4 Disposition of Assets. If this Agreement and all of the other Consortium Agreements are terminated or expire and are not extended or renewed, then the Fiscal Agent shall promptly transfer all its rights, titles and interests in and to the Assets held in the name of the Fiscal Agent for the Consortium to the successor fiscal agent for the Consortium. In the event that all Consortium Agreements expire and/or terminate and no successor fiscal agent is named for the Consortium, the Fiscal Agent will retain all its rights, titles and interests in and to the Assets held in the

name of the Fiscal Agent for the Consortium and may sell, transfer, and/or dispose of such assets in its sole discretion and in compliance with existing Arizona law.

12. **Notices.** Notices pursuant to this Agreement shall be deemed given upon actual delivery or three (3) days after being deposited postage pre-paid, return receipt requested, in the United States mail addressed as follows:

**If to the Fiscal Agent:**

Dr. Paul Stanton  
Superintendent  
Washington Elementary School District  
4650 W. Sweetwater Avenue  
Glendale, Arizona 85304

**If to the Participating District:**

Name and Title: \_\_\_\_\_

Participating District: \_\_\_\_\_

Address: \_\_\_\_\_

13. **Arbitration.** This Agreement is subject to arbitration to the extent required by A.R.S. § 12-1518.

14. **Interpretation.**

14.1 **Arizona Law.** This Agreement is entered into in Arizona and shall be construed and interpreted under the Laws of the State of Arizona.

14.2 **Successors and Third Parties.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Except as provided in Section 12.4 of this Agreement, there are no third party beneficiaries to this Agreement.

14.3 **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

14.4 **Captions.** The descriptive headings of the paragraphs of this Agreement are inserted for convenience only and shall not control or affect the meaning or construction of any of the provisions of this Agreement.

14.5 **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall not be changed or added to except in the manner provided in Sections 11 and 15.6 of this Agreement. All prior and contemporaneous

agreements, representations and understandings of the parties with respect to the subject matter hereof, oral or written, are superseded by this Agreement.

14.6 Severability. If any provision of this Agreement is determined to be invalid or unenforceable, the provision shall be modified to the extent necessary to make it enforceable, or if it cannot be so modified, then severed, and the remaining terms of this Agreement shall remain in full force and effect, and it is hereby declared the intention of the parties that they would have executed the Agreement as so modified.

14.7 No Implied Waivers. No delay in exercising any right or remedy shall constitute a waiver thereof, and no waiver by a party of a breach of any provision of this Agreement shall be construed as a waiver of any prior or succeeding breach of the same or any other provision of this Agreement.

14.8 Conflict of Interest. The parties to this agreement acknowledge that they are aware that one of the statutory duties of the Maricopa County Attorney is to act as attorney for the school districts in the County, that the Civil Division of the Maricopa County Attorney's Office has represented some or all of the members of the Consortium in other matters, and that it may be chosen as the attorney for other parties to this agreement. The signing party acknowledges that it is aware of a potential conflict of interest, and it waives any claim of conflict of interest which may arise by virtue of representation by the Maricopa County Attorney's Office of other parties to this agreement.

15. Legal Worker Requirements. As mandated by Arizona Revised Statutes § 41-4401, the Fiscal Agent agrees that it will require any independent contractor with whom the Fiscal Agent contracts to serve as the Program Coordinator and/or to provide some or all of the Program Services on behalf of Consortium Members to comply with Arizona Revised Statutes § 23-214(A) and the federal immigration laws and regulations that relate to such independent contractor's employees. The Fiscal Agent will ensure that each and every contract between the Fiscal Agent and any such independent contractor includes all of the following provisions:

- A. That each contractor and subcontractor warrants their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with Arizona Revised Statutes § 23-214(A).
- B. That a breach of a warranty under paragraph A shall be deemed a material breach of the contract that is subject to penalties up to and including termination of the contract.
- C. That the Fiscal Agent retains the legal right to inspect the papers of any contractor or subcontractor employee who works on the contract to ensure that the contractor or subcontractor is complying with the warranty under paragraph A.

16. Fingerprinting. Pursuant to Arizona Revised Statutes § 15-512, the Fiscal Agent will ensure that a fingerprint check and background investigation are performed on the Program Coordinator and any other person hired or contracted with to provide Program Services on behalf of Consortium Members if such person is required to provide services on the property of Consortium Members at least five (5) times during a month.

17. **Reporting and Records.** All accounts, reports, files and other records relating to this Agreement shall be kept for five (5) years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period.

18. **Confidentiality.** All members of the Consortium and this IGA agree and understand that all written student records shall be kept confidential in accordance with the Family Rights and Privacy Act (FERPA) and regulations adopted pursuant to that Act, the Individuals with Disabilities Education Act ("IDEA") and regulations adopted thereunder, the Health Insurance Portability and Accountability Act (HIPAA) and regulations adopted thereunder, and applicable school board policies as to the disclosure of personally identifiable information from students' education records.

19. **Authority to Sign Agreement.** This Agreement has been approved by the Governing Board of the Fiscal Agency District and Participating District at a duly authorized public meeting. The Districts certify that the signers of this Agreement have authority to the District to the terms of the Agreement as stated herein.

IN WITNESS WHEREOF, the parties hereto have executed this Amended Intergovernmental Agreement for Title I Service to Private School Children to be effective as of the day and year appearing above.

**FISCAL AGENT:**

Washington Elementary School District No. 6

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

The undersigned attorney acknowledges that this Agreement is in proper form and within the power and authority granted under the laws of the State of Arizona to Washington Elementary School District No. 6 of Maricopa County, Arizona.

**ATTORNEY FOR FISCAL AGENT:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

**PARTICIPATING DISTRICT:**

\_\_\_\_\_  
(Name of District)

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The undersigned attorney acknowledges that this Agreement is in proper form and within the power and authority granted under the laws of the State of Arizona to the Participating School District identified above.

**ATTORNEY FOR PARTICIPATING DISTRICT:**

**By:** *David Cantor*

**Date:** *May 19, 2017*

**Title:** *Counsel for District*





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School  
District and Maricopa County Community College District (MCCCD) for the Dual  
Enrollment Program for Fiscal Year 2017-18

Date assigned for Board consideration: May 30, 2017      None      15-342  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

Description – This is the Intergovernmental Agreement with Maricopa County Community College District for dual enrollment programs at the high school level. It allows high school students to earn college credit for certain pre-approved high school courses. This IGA is the master IGA that will cover any and all programs operating at any of our high schools. The attached Exhibit of offered courses will be updated to reflect the actual courses offered for the 2017-18 school year.

Rationale – This is a routine agenda item. According to A.R.S. 15-342 the District can enter into agreements with other governmental agencies.

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Intergovernmental Agreement between Deer Valley Unified School District and Maricopa County Community College District for the Dual Enrollment Program for Fiscal Year 2017-18.

Submitted by

Jim Migliorino  
Deputy Superintendent

Dr. James R. Veitenheimer  
Superintendent



Maricopa County Community College District  
Student Affairs Office  
ATTN: Nora Shelton  
2411 West 14<sup>th</sup> Street  
Tempe, AZ 85281-6942

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN  
MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT  
AND  
DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97  
2017/2018**

This Intergovernmental Agreement ("Agreement") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017 between Maricopa County Community College District ("College") and **DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97** ("School District") (collectively "Parties"). Both Parties are public agencies of the State of Arizona as defined in Arizona Revised Statutes ("A.R.S.") § 11-951.

**BACKGROUND**

College and School District are authorized to enter into this Agreement pursuant to A.R.S. § 15-342(13), § 15-701.01(F), § 15-1444(B)(4), and § 15-1821.01. Grant schools are authorized to participate in this Agreement under the Tribally Controlled Schools Act, 25 U.S.C. § 2501 *et seq.* This Agreement and its use are mandated under A.R.S. § 15-1821.01(1).

College has determined that it is in the best interests of the citizens of the district to offer college level courses that may be counted toward both high school and college graduation requirements at the high school during the school day.

School District desires that College provide to high school students college level courses that may be counted toward both high school and college graduation.

**AGREEMENT**

In consideration of the mutual promises contained herein, the Parties agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing Dual Enrollment Courses, as defined in Section 2 below, to eligible School District students.
2. **DEFINITION.** Pursuant to A.R.S. § 15-101(11), a "Dual Enrollment Course" is defined as a college level course that is conducted on the campus of a high school or on the campus of a joint technological education district, and that is:
  - A. applicable to an established community college academic degree or certificate program, and transferable to a university under the jurisdiction of the Arizona Board of Regents; or
  - B. applicable to a community college occupational degree or certificate program.
  - C. Notwithstanding the foregoing, physical education shall not be available as a Dual Enrollment Course.
3. **EFFECTIVE DATE AND TERM.** This Agreement shall be effective:
  - A. After the governing boards of School District and College have approved it; and
  - B. On the date that authorized representatives of both Parties have signed it ("Effective Date").

The term of this Agreement shall be from the Effective Date through June 30, 2018 ("Term").

4. **RECORDING.** Pursuant to A.R.S. § 11-952, this Agreement no longer is required to be filed with the County Recorder or the Secretary of State, as applicable.



## 5. OBLIGATIONS OF COLLEGE.

### 5.1. General Course Requirements.

- A. College will offer Dual Enrollment Courses to School District juniors and seniors, and freshman and sophomore students subject to Paragraph F in this Section 5.1, who meet College's prerequisites.
- B. Pursuant to A.R.S. § 15-1821.01(3), College will ensure that all Dual Enrollment Courses offered to School District students are:
  - 1. of a quality and depth to qualify for college credit as determined by College;
  - 2. evaluated and approved through the College curriculum approval process;
  - 3. at a higher level than taught by the School District high school;
  - 4. transferable to an Arizona public university or applicable to an established community college occupational degree or certificate program; and
  - 5. compliant with all other standards for the Maricopa County Community College District courses.

Dual Enrollment Courses offered pursuant to this Agreement are listed in Exhibit B attached to this Agreement.

- C. Students enrolled in Dual Enrollment Courses shall be admitted to College for college level credit under current procedures for admission of students to College, and in compliance with A.R.S. § 15-1821.01 and A.R.S. § 15-1805.01. A student who is under eighteen (18) years of age may be granted admission if the student meets the pre-requisites for the Dual Enrollment Course and the student achieves any one of the following:
  - 1. a composite score of ninety-three (93) or more on the preliminary scholastic aptitude test;
  - 2. a composite score of nine hundred thirty (930) or more on the scholastic aptitude test;
  - 3. a composite score of twenty-two (22) or more on the American college test;
  - 4. a passing score on the relevant portions of the Arizona instrument to measure standards test;
  - 5. the completion of a college placement test designated by the Maricopa County Community College District that indicates the student is at the appropriate college level for the course; or
  - 6. is a graduate of a private or public high school or has a high school certificate of equivalency.

Home schooled students are exempt from Sections 1-6 of this Paragraph C. Notwithstanding the above, a student who enrolls in a vocational or occupational education course may be admitted on an individual basis with the approval of College if the student meets the established requirements of the course for which the student enrolls and College determine that the student's admission is in the best interest of the student. College retains the right to refuse admission to and remove a student from Dual Enrollment Courses in accordance with College policy.

- D. College has the right to limit the number of semester hours in which a student may enroll in Dual Enrollment Courses to not more than six (6) credit hours per semester.
- E. College shall determine residency status of students for tuition purposes in accordance with A.R.S. §§ 15-1801 *et seq.*
- F. Pursuant to A.R.S. § 15-1821.01(2)(b) and subject to Section 6.1(E) below, College may waive the class status requirements for up to twenty-five percent (25%) of the students enrolled for Dual Enrollment Courses by College. College shall have written criteria for waiving the requirement for each Dual Enrollment Course which shall include a demonstration, by an examination of the specific purposes and requirements of the course, that freshman and sophomore students who meet the Dual Enrollment Course prerequisites are prepared to benefit from the college level course. College shall report all exceptions and the justification for each exception.
- G. College will provide to School District the instructional information necessary to meet the goals of the courses delivered, including but not limited to College approved textbook titles, syllabi, course outlines and grading standards applicable to the Dual Enrollment Courses.

- H. College will ensure that instructors of Dual Enrollment Courses follow the Dual Enrollment Course guidelines, and that the same standards of expectation and assessment that are applied to other College courses are applied to the Dual Enrollment Courses.
- I. For each student, College will assign an identification number to the student that shall correspond to or reference the Student Accountability Information System (SAIS) number assigned to the student. School District will provide College with the SAIS number for each student as provided in Section 6.1(G).
- J. College will grant College credit for a Dual Enrollment Course when a student satisfactorily completes the course.

#### **5.2. Instructors and Instruction.**

- A. College will ensure that School District instructors teaching Dual Enrollment Courses have valid College teaching qualifications in the field being taught and are selected and evaluated by College using the same procedure and criteria that are used for instructors at College campus.
- B. If College is providing the instructor for a Dual Enrollment Course, College will provide at College's expense a substitute instructor, as necessary and as agreed upon by School District, to cover the absence of any College instructor teaching a Dual Enrollment Course.

#### **5.3. Assessment and Monitoring.**

- A. Except for vocational and occupational Dual Enrollment Courses, and if required by College policy, College will assess each student who seeks enrollment in a Dual Enrollment Course through an assessment test prior to, or at the time of, enrollment to determine and assure proper placement in the Dual Enrollment Courses.
- B. College will involve full-time College faculty who teach a particular discipline in the selection, orientation, ongoing professional development and evaluation of School District faculty teaching Dual Enrollment Courses.
- C. College will designate a liaison officer to assist with dual enrollment activities and to meet with the liaison designated by School District as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school Scope and Sequence, and to review and amend the course outlines as necessary.
- D. College will provide career counseling and advisement for School District students enrolled in Dual Enrollment Courses for the duration of the term of this Agreement.

#### **5.4. Policy and Procedure.**

- A. College will comply with all applicable procedures and requirements for the Dual Enrollment Courses set out in state statute and College policy.
- B. College will provide School District with College policies and procedures applicable to students enrolling in Dual Enrollment Courses.
- C. College will provide School District access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to Title 34, Part 99, Section 99.31 of the Code of Federal Regulations, the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA"), School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

## **5.5. Students with Disabilities.**

- A. After notification from School District of a student's need, if College is providing the instructor, College will cooperate with School District to ensure the instructor complies with Section 504 of the Rehabilitation Act of 1973, as amended, and the Individuals with Disabilities Education Act. College shall work with School District in determining appropriate accommodations, however, School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations.
- B. College will provide training and guidance to instructors and other personnel in the area of compliance with the Americans with Disabilities Act (ADA) and Rehabilitation Act of 1973, as amended, as the Acts specifically relate to instructing students in a postsecondary education situation.

## **6. OBLIGATIONS OF SCHOOL DISTRICT.**

### **6.1. General Course Requirements.**

- A. School District will provide an opportunity for School District students who meet criteria pursuant to Paragraph B of this Section 6.1 to enroll in Dual Enrollment Courses and to receive college credit and credit toward high school graduation.
- B. Pursuant to A.R.S. § 15-1821.01(6), School District will ensure that each student who enrolls for a Dual Enrollment Course pursuant to this Agreement is a full-time student, as defined in A.R.S. § 15-901(A)(1)(b), who meets the requirements of A.R.S. § 15-901(A)(5), in a school in School District; except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision.
- C. If School District is providing the instructor for the Dual Enrollment Course, School District will provide instruction in accordance with the policies, regulations and instructional standards of College in courses designated as Dual Enrollment Courses to students of School District at the School District facility during the day.
- D. School District will verify that each student enrolled in a Dual Enrollment Course, including those not electing to enroll for College credit, satisfies the prerequisites for the Dual Enrollment Course as published in College's catalog and complies with College policies and this Agreement regarding student placement in courses.
- E. The School District Superintendent or designee may allow freshman and sophomore students to enroll in Dual Enrollment Courses subject to Section 5.1(F) above.
- F. School District will adopt and utilize College approved textbooks, course outlines, and grading standards applicable to the Dual Enrollment Courses being taught. School District shall provide textbooks for the students according to School District policies. Each student shall be responsible to purchase other supplies, if any, required for the Dual Enrollment Course. Classroom supplies normally supplied by College are included in tuition charges.
- G. For each student enrolling in a Dual Enrollment Course, School District will enroll the student using the student's SAIS number and provide that number to College.

### **6.2. Instructors and Instruction.**

- A. If School District is to provide the instructor, School District will nominate an instructor qualified in the appropriate subject area for each Dual Enrollment Courses and submit each instructor's name and credentials to College for approval.
- B. School District will ensure that instructors teaching Dual Enrollment Courses provide instruction in accordance with policies, regulations and instructional standards of College and comply with College assessments.
- C. If School District is providing the instructor, School District will provide at School District's expense a substitute instructor, as necessary and as agreed upon by College, to cover the absence of a School District

instructor who teaches a Dual Enrollment Course. In the case of substitutions exceeding ten (10) consecutive school days, School District shall notify College in writing of the name and credentials of the substitute instructor.

### **6.3. Assessment and Monitoring.**

- A. School District will designate a liaison officer to assist with dual enrollment activities and to meet with the College designated liaison as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school Scope and Sequence to review and amend the course outlines as necessary.
- B. School District will provide counseling and advisement for School District students enrolled in Dual Enrollment Courses for the duration of the term of this Agreement.

### **6.4. Policy and Procedure.**

- A. School District will ensure that each student seeking enrollment in a Dual Enrollment Course:
  - 1. has completed the necessary registration forms;
  - 2. has completed College assessment examinations, if required by College;
  - 3. is aware the student is subject to both School District policies and procedures and College policies and procedures;
  - 4. is aware the student is participating in a college level course, even though provided at the School District, and should act appropriately; and
  - 5. is aware of the requirements for determination of resident/nonresident tuition.
- B. School District will ensure that each instructor of Dual Enrollment Courses agrees to be subject to School District policies and procedures and College policies and procedures, including the right of College to withdraw authorization of the instructor's participation in the dual enrollment program for failure to follow College requirements.
- C. School District will provide College access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to Title 34, Part 99, Section 99.31 of the Code of Federal Regulations, the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA"), School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

- 6.5. Students with Disabilities.** School District will determine the appropriate accommodations for each qualified student with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, submit appropriate documentation on students with disabilities to the Disabilities Coordinator at College, and implement accommodations as required by Federal and State law and as negotiated between the College Disability Resource office and School District. School District shall work with College in determining appropriate accommodations. School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations.

### **6.6. Facilities and Funding.**

- A. School District will provide classroom/laboratory space in which Dual Enrollment Courses and activities will be conducted. Facilities and ancillary services provided for the delivery of Dual Enrollment Courses shall comply with all applicable provision of the state Fire Marshal Code, A.R.S. §§ 41-2161 *et seq.* (access for disabled persons), and all other applicable federal and state laws.
- B. Payment, if any, for facilities and ancillary services shall be designated in Exhibit A attached to this Agreement.

## **7. MUTUAL AGREEMENTS.**

### **7.1. Instructor.**

- A. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy. An instructor provided by School District shall remain an employee of School District, and shall be subject to the terms and conditions of the instructor's employment contract and School District policy, but shall also be subject to continuing approval by College. Should a School District instructor violate College procedure or policy, College may withdraw authorization for the instructor to participate in the dual enrollment program and School District, upon such withdrawal of authorization, shall substitute another qualified instructor and notify College in writing of such substitution. The instructor must be approved by College pursuant to the terms of this Agreement.
- B. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy, but shall also be subject to School District policy. Should an instructor violate School District procedure or policy, School District may ask College to withdraw authorization for the instructor to participate in the dual enrollment program and College, upon such withdrawal of authorization, shall substitute another qualified instructor and notify School District in writing of such substitution.

**7.2. Student.** Each student enrolled in a Dual Enrollment Course, even though enrolled as a College student during the term of the Dual Enrollment Course, shall remain a student of School District and shall follow the schedule and calendar of classes as established by School District and approved by College.

**7.3. Removal from Course.** School District retains the right to refuse to allow a student to enroll in a Dual Enrollment Course and to discipline and/or remove any student from the Dual Enrollment Course in accordance with School District policies. College shall have the right to request School District to remove a student from a Dual Enrollment Course in accordance with College policy.

**7.4. Schedule and Number of Students.** School District and College shall mutually determine the schedule of, and maximum and minimum number of students to enroll in, each Dual Enrollment Course. Such schedule shall not be changed except by written agreement of School District and College. School District and College must mutually agree if any student who is not a student of School District will be enrolled in a Dual Enrollment Course; provided, however, that any such student must comply with the admissions requirements and course prerequisite requirement provisions of this Agreement.

**7.5. Availability of Instructors.** Availability of Dual Enrollment Courses offered by College shall be dependent on the availability of appropriately qualified instructors. College may compensate School District for the services of a qualified instructor provided by School District or, alternatively, College may provide a qualified instructor to deliver any Dual Enrollment Course.

**7.6. Guidelines.** School District and College shall ensure that each student enrolled in a Dual Enrollment Course and all personnel of School District and all personnel of College who are involved in the dual enrollment program are provided with dual enrollment guidelines, and that such persons agree to review and comply with the guidelines.

**7.7. Rigor of Courses.** College and School District agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Enrollment Course shall meet statutory and College criteria, and such criteria shall not be diminished for the purpose of the dual enrollment program.

## **8. FINANCIAL PROVISIONS AND FORMAT FOR BILLING. See Exhibit A attached.**

**8.1. Fees.** Fees and charges for the Dual Enrollment Courses and program are provided on Exhibit A attached to this Agreement.

**8.2. Supplies.** School District will provide and pay for basic textbooks, workbooks, supplies and other costs related to the teaching of and the administration of Dual Enrollment Courses within School District.

### **8.3. Tuition.**

- A. The parent or School District shall be responsible for payment of tuition to College.
- B. College may provide grants, scholarships or financial aid in accordance with College policies and as set forth in Exhibit A. In addition, College may offset tuition payments owed to College by School District with payments due from College to School District.
- C. School District understands and agrees that tuition charges for students enrolled under this program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending upon the residency status of the student. Pursuant to A.R.S. § 15-1802(C), the residency of an unemancipated student under the age of eighteen years will be that of the student's parent or legal guardian, and any student who is not a legal resident of Arizona will be charged out of state tuition rates.

9. **CONTINUATION OF AGREEMENT.** The continuation of this Agreement beyond the initial fiscal year is dependent on and subject to the appropriation and availability of funding for each Party in each subsequent fiscal year. If sufficient funding is not made available to allow a Party to continue meeting its contractual obligations under this Agreement, that Party shall so notify the other Party and either Party may cancel this Agreement and have no further obligation to the other Party. In the alternative, the Parties may by mutual written agreement, modify this Agreement to reduce the level of compensation, services or other consideration provided.

10. **RECORDS.** All accounts, reports, files and other records relating to this Agreement shall be kept for a minimum of five (5) years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona or by representatives of the Comptroller General of the United States or the Secretary of Education when required by applicable federal regulations.

11. **CONFIDENTIALITY.** All written student records shall be kept confidential in accordance with the Family Rights and Privacy Act (20 USC 1232(g)) ("FERPA") and regulations adopted pursuant to FERPA, the Individuals with Disabilities Education Act ("IDEA") and regulations adopted thereunder, and applicable state laws and school board policies controlling the disclosure of personally identifiable information from a student's education records.

### **12. TERMINATION/DISPOSITION OF PROPERTY.**

12.1. **Termination.** Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than ninety (90) days prior to the intended date of termination. Except as provided in this section 12, termination shall only be effective at the end of a semester, and no Dual Enrollment Course shall be terminated prior to such effective date.

12.2. **Risk to Health or Safety.** If either Party has reason to suspect that any activities undertaken pursuant to this Agreement present a risk to the health or safety of students or is contrary to the Party's mission or operations, that Party may request that a meeting between the Parties be convened within 48 hours and promptly confirm the meeting in writing. In such circumstances, the Parties to this Agreement will attempt to reconcile differences within five (5) working days of such meeting. If reconciliation is not achieved within the five (5) day period, this Agreement will automatically terminate.

12.3. **No Relief from Obligations.** Termination shall not relieve either Party from its obligation to pay for services provided prior to termination and those for any student already admitted and enrolled in a course or courses and obtaining dual credit at the time of termination or notice thereof.

12.4. **Disposition of Property.** The Parties do not contemplate joint acquisition of any property pursuant to this Agreement. Upon termination of this Agreement, equipment furnished or purchased by College for the program shall be retained by College, and equipment furnished or purchased by School District for the program shall be retained by School District.

**13. RESPONSIBILITY.**

**13.1. Conduct of Operations.** Each Party agrees to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this Agreement, and each party shall be solely responsible for supervision, daily direction, control of payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits.

**13.2 Indemnification.** Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party's employees, officers, students and agents.

**14. CANCELLATION FOR CONFLICT OF INTEREST.** This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

**15. NON-ASSIGNABILITY.** Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

**16. COMPLIANCE WITH NON-DISCRIMINATION LAWS.** To the extent applicable, the Parties shall comply with all College policies and State and Federal laws and regulations which prohibit discrimination against any person based on race, religion, handicap, color, age, sex, sexual orientation, political affiliation, national origin, veteran's status and genetic information. The Parties shall prohibit discrimination in the employment or advancement in employment of a qualified person because of physical or mental disability including all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. §§ 12101-12213).

**17. RIGHTS/OBLIGATIONS OF PARTIES ONLY.** The terms of this Agreement are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties in favor of any potential third Party beneficiary or other person, agency or organization.

**18. ENTIRE AGREEMENT.** This Agreement, and its attachments as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

**19. INVALIDITY OF PART OF THE AGREEMENT.** If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

**20. GOVERNING LAW.** This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

All statutes and regulations referenced in this Agreement are incorporated herein as if fully stated in their entirety in the Agreement. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this Agreement.

**21. NOTICE.** All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

If to College:

Margaret E. McConnell, Assistant General Counsel  
Maricopa County Community College District  
2411 West 14<sup>th</sup> Street  
Tempe, AZ 85281-6942

If to School District:

Deer Valley Unified School District No. 97  
Dr. James Veitenheimer, Superintendent  
ATTN: Shelly Goettl, Secretary to Associate  
Superintendent of Fiscal and Business Support  
Services  
20402 North 15th Avenue  
Phoenix, AZ 85027

- 22. LEGAL WORKER REQUIREMENTS.** To the extent applicable under Arizona Revised Statutes § 41-4401, each party may not award a contract to any contractor who fails, or whose subcontractors fail, to verify the employment eligibility through the e-verify program of any employee it hires, and who does not comply with federal immigration laws and regulations relating to their employees. As mandated by Arizona Revised Statutes § 41-4401, this provision provides notice of those requirements.

[SIGNATURE PAGE TO FOLLOW]



IN WITNESS WHEREOF, the Parties have executed this Agreement on this \_\_\_\_ day of \_\_\_\_\_ 2017.

**COLLEGE**

**SCHOOL DISTRICT**

\_\_\_\_\_  
By: Margaret E. McConnell, Assistant General Counsel

\_\_\_\_\_  
By: Dr. James Veitenheimer, Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. §11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the College.

\_\_\_\_\_  
By: Legal Counsel for College

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. §11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the School District.

\_\_\_\_\_  
By: Legal Counsel for School District

*[Handwritten Signature]* *May 19, 2017*

## EXHIBIT A

### FINANCIAL PROVISIONS

#### 1. APPROVED TUITION AND FEES APPLICABLE TO THIS AGREEMENT

- A. Payment of Tuition and Fees. The method of payment for tuition and fees will be agreed to by the Coordinating College and the High School. Generally speaking, however, a student enrolled in a Dual Enrollment Course is ultimately responsible for paying to College the applicable tuition and fees for each Course. Students who are unable to provide documentation that they are a United States citizen or other acceptable documentation that they are in the United States legally will be required to pay MCCCCD's out-of-state tuition. College may, at its sole discretion and based on a standardized process and criteria for all Maricopa County Community College District ("MCCCCD") colleges, provide Dual Enrollment Grants as described in Paragraph 4 based on financial need for any of the students enrolled in MCCCCD courses covered by this Agreement. School District may, at its sole discretion, provide scholarships for any of its students enrolled in MCCCCD courses covered by this Agreement. If School District pays those scholarships directly to MCCCCD on behalf of the student, School District must submit an approved list of scholarship recipients, including dollars awarded, to the appropriate college or colleges no later than the first day of dual enrollment classes offered under this Agreement.
- B. Payment for Instruction, Facilities and Materials. College agrees to pay School District \$1,000 per annualized Full-Time Student Equivalent ("FTSE") and an additional \$300 per annualized FTSE for ongoing use of computer labs and occupational and science lab equipment and supplies (pending full funding of dual enrollment in the fiscal year 2017/2018 budget). The purpose of those payments is to compensate School District for the reasonable cost of instructional services, facilities, and materials used in the MCCCCD courses covered by this Agreement. College will calculate annualized FTSE by dividing the total number of student credit hours, as of the official count day as specified in applicable state law, by 30. If State aid to community colleges for dual enrollment be reduced or eliminated, stipend amounts will necessarily be re-negotiated.
- C. Partial Payment. College may make a partial payment to School District at the beginning of each semester to cover administrative costs the School District has already incurred and for facility rentals. College will calculate the partial payment using the individual high school class rosters and applying the formula in Paragraph 1.B (that is, annualized FTSE times the appropriate dollar amount). Partial payment may not exceed 50% of the total projected compensation specified in Paragraph 1.B. College may offset any scholarship payments due from School District under Paragraph 1.A. against the partial payment.
- D. Reconciliation. Promptly after the official count day specified in Paragraph 1.B., College will make a written final reconciliation using actual enrollments as calculated in Paragraph 1.B., tuition and fees that students have paid directly, any scholarships that the School District has paid, any Dual Enrollment Grants provided, and any partial payment made to the School District under Paragraph 1.C. College will forward a copy of the final reconciliation to the School District. Any final payment due to School District from College or from School District to College will be made no later than 30 days after College receives an invoice from School District for payment.
- E. School District Scholarships. School District will make a good faith effort to reinvest funds received under Paragraph 1.B. in the dual enrollment program and/or in scholarships to economically disadvantaged students who are enrolled in courses offered under this Agreement.

#### 2. IDENTITY OF PERSON OR ENTITY RESPONSIBLE FOR PAYING STUDENT TUITION AND FEES

As specified in more detail in Paragraph 1A, the student is generally responsible for paying the College tuition and fees. In some cases, either the School District or MCCCCD may provide financial assistance, as specified in Paragraphs 1.A and 4.

#### 3. ADDITIONAL CHARGES

Other than tuition and fees, the College does not charge any additional fees.

#### 4. FINANCIAL AID POLICIES

Other than as specified in this Paragraph 4, MCCCCD offers no grant, scholarship or financial aid for the dual enrollment program. Additionally, the provision, if any, of any grant, scholarship or financial aid is subject to the requirements of MCCCCD policies and procedures, and relevant state statutes and regulations.

MCCCCD offers qualifying high school students attending Maricopa Community Colleges in dual enrollment programs the Dual Enrollment Grant program. High school students who cannot supply one of the 12 types of documentation specified under Arizona Revised Statutes §1-502 demonstrating that they are in the country legally may not apply for the Dual Enrollment Grant.

Student applicants must demonstrate “financial need” by completing the Dual Enrollment Grant Application Form and providing documentation of household income using the most recent years signed income tax return for the student and the parent or guardians. The need for financial assistance will be indicated if household income falls below 200 percent of the U.S. Health and Human Services Poverty Guidelines.

Student recipients from households that do not file income tax returns may demonstrate financial need if they provide documentation that, they themselves, their parents or a household member received benefits from any of the following federal benefits program: Supplemental Social Security, Food Stamps, Free or Reduced Price Lunch, TANF, or WIC.

- A. Grant awards may be applied toward resident tuition and registration fees in dual enrollment courses only, and will cover a maximum of twelve credit hours per student per year. Parents are responsible for all other fees and charges.
- B. Students must complete the first semester in which they enroll with a grade of A, B, or C in order to be eligible to receive a Dual Enrollment Grant for the following semester. Withdrawal from a course funded by a Dual Enrollment Grant after the last date for Official Course Withdrawal will disqualify a student for any additional grant awards while in high school. A disqualified student may request reconsideration based on extenuating circumstances. The award of an additional Dual Enrollment Grant will be at the College’s discretion.
- C. College may not use Dual Enrollment Grant funds to support dual enrollment program costs such as salaries, operating supplies, and advertising.
- D. The MCCCCD Vice Chancellor for Business Services will notify each MCCCCD College annually of the amount available for the Dual Enrollment Grant Program from MCCCCD resources. Colleges may add to this allocation but must account for the scholarships in an account dedicated to dual enrollment scholarships. Such accounts will be established centrally.
- E. At the end of every fiscal year, using a standardized form, each College will report to both the MCCCCD Financial Aid Council and the MCCCCD Chancellor’s Executive Council on the use of these scholarship resources.

5. **FORMAT FOR BILLING**

Paragraph 1 of this Exhibit describes the reimbursement that the College provides to the School District, the manner by which the College calculates it, and the School District expenses that the reimbursement is intended to address. If the School District owes College under Paragraph 1.D, School District will pay College based on the end-of semester reconciliation specified in Paragraph 1.D.

6. **FULL TIME STUDENT EQUIVALENT**

Portion of that FTSE distributed to School District	<b>\$492327</b>
Amount School District returned to College	<b>\$0</b>

## **EXHIBIT B**

### **TYPE OF INSTRUCTION DUAL ENROLLMENT COURSES**

#### **COURSES AND CREDITS**

For complete course descriptions, refer to the current College catalog.

All courses listed with an asterisk are also offered to freshmen and sophomore students.

The number of students admitted for any Dual Enrollment Course shall not be less than       N/A       (        ) students per section and shall not exceed a maximum of       N/A       (        ) students per section.

#### **COURSES OFFERED**

Attached to this Exhibit are the course listings for each college offering courses with the School District. The description of courses offered includes course prefix, title, and credits. Courses listed are for the Fall 2017 and Spring 2018 semesters. Changes to the courses offered are effective as of the date stamped.

**EXHIBIT B**  
**ATTACHMENT - COURSES OFFERED**

**Name of College:** GLENDALE COMMUNITY COLLEGE

**Name of School District:** DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97

**Name of High School:** BARRY GOLDWATER HIGH SCHOOL

<b>COURSE</b>	<b>TITLE</b>	<b>CREDITS</b>
*CAD100	FUNDAMENTALS OF 2D AUTOCAD	3
*CAD167	ARCHITECTURAL DRAWINGS (REVIT) I: RESIDENTIAL CAD	3
CHM130	FUNDAMENTAL CHEMISTRY	3
CHM130LL	FUNDAMENTAL CHEMISTRY LAB	1
*CIS105	SURVEY OF COMPUTER INFORMATION SYSTEMS	3
*CIS120DB	COMPUTER GRAPHICS: ADOBE ILLUSTRATOR	3
*CIS120DF	ADOBE PHOTOSHOP LEVEL I: DIGITAL IMAGING	3
*CIS120DK	INTRODUCTION TO DIGITAL VIDEO EDITING	3
*CIS120DL	DIGITAL VIDEO COMPOSITIONING: AFTER EFFECTS	3
*CIS133DA	INTERNET/WEB DEVELOPMENT LEVEL I	3
CIS138DA	DESKTOP DESIGN AND PUBLISHING USING ADOBE INDESIGN	3
*CIS140	SURVEY OF MULTIMEDIA TECHNOLOGY	2
*CIS220DK	ADVANCED DIGITAL VIDEO PRODUCTION: PREMIERE	3
*CIS233DC	INTERNET WEB DEVELOPMENT: DREAMWEAVER	3
ENG101	FIRST-YEAR COMPOSITION	3
ENG102	FIRST-YEAR COMPOSITION	3
*EPS195	BUSINESS START-UP AND PLANNING	2
*GBS151	INTRODUCTION TO BUSINESS	3
JRN133	DEVELOPMENT OF SMALL PUBLICATIONS	3
MAT151	COLLEGE ALGEBRA/FUNCTIONS	4
MAT187	PRECALCULUS	5
MAT221	CALCULUS WITH ANALYTIC GEOMETRY I	4
MAT231	CALCULUS WITH ANALYTIC GEOMETRY II	4
*MGT253	OWNING AND OPERATING A SMALL BUSINESS	3
MKT267	PRINCIPLES OF SALESMANSHIP	3
*MKT271	PRINCIPLES OF MARKETING	3
SPA101	ELEMENTARY SPANISH I	4
SPA102	ELEMENTARY SPANISH II	4

*\* All courses listed with an asterisk are also offered to freshman and sophomore students.*

**EFFECTIVE AS OF DATE STAMPED**

*For District Student Affairs Use Only*

**EXHIBIT B**  
**ATTACHMENT - COURSES OFFERED**

**Name of College:** RIO SALADO COLLEGE

**Name of School District:** DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97

**Name of High School:** BOULDER CREEK HIGH SCHOOL

<b>COURSE</b>	<b>TITLE</b>	<b>CREDITS</b>
ART111*	Drawing I	3
BIO100	Biology Concepts	4
BIO105	Environmental Biology	4
BIO160*	Introduction to Human anatomy and physiology & Lab	4
CIS105	Survey of Computer Information Systems	3
CIS159	Visual Basic Programming I	3
CIS162AB	C++: Level I	3
CIS163AA	Java Programming: Level I	3
CIS233DC	Internet Web Development Dreamweaver	3
ECH176	Child Development	3
ENG101	First-Year Composition	3
ENG102	First-Year Composition	3
ENG111	Technical and Professional Writing	3
ENH110	Intro to Literature	3
GBS132	Personal and Family Financial Security	3
GBS157	Insurance Industry Profession	3
HIS103	United States History to 1870	3
HIS104	United States History to Present	3
HIS110	World History to 1500	3
HIS111	World History 1500 to Present	3
MAT142	College Mathematics	3
MAT151*	College Algebra	4
MAT187*	Precalculus	5
MAT206	Elements of Statistics	3
MGT253	Owning and Operating a Small Business	3
MKT271	Principles of Marketing	3
PSY101	Introduction to Psychology	3
SPA111*	Fundamentals of Spanish	4
SPA201*	Intermediate Spanish I	4

\* All courses listed with an asterisk are also offered to freshman and sophomore students.

**EFFECTIVE AS OF DATE STAMPED**

*For District Student Affairs Use Only*

**EXHIBIT B**  
**ATTACHMENT - COURSES OFFERED**

**Name of College:** RIO SALADO COLLEGE

**Name of School District:** DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97

**Name of High School:** DEER VALLEY HIGH SCHOOL

COURSE	TITLE	CREDITS
BIO105	Environmental Biology	4
BIO145	Marine Biology with Lab	4
BIO160*	Introduction to Human Anatomy & Physiology with Lab	4
CHM130/130LL*	Fundamental Chemistry w/Lab	4
CHM151/151LL*	General Chemistry I w/Lab	4
CHM152/152LL*	General Chemistry II w/Lab	4
CIS105	Survey of Computer Information Systems	3
CIS120DB*	Computer Graphics: Adobe Illustrator	3
CIS120DF*	Computer Graphics: Adobe Photoshop	3
CIS138DA	Desktop Design & Publishing	3
CIS220DF	Adobe Photoshop Level II: Advanced Digital Imaging	3
ENG101	First-Year Composition	3
ENG102	First-Year Composition	3
ENG111	Technical and Professional Writing	3
ENH110	Introduction to Literature	3
HES154*	First Aid/Cardiopulmonary Resuscitation	3
HES271*	Prevention and Treatment of Athletic Injuries	3
HIS103	United States History to 1870	3
HIS104	United States History to Present	3
HIS110*	World History to 1500	3
HIS111*	World History 1500 to the Present	3
MAT151	College Algebra	4
MAT187	Precalculus	5
MAT206	Elements of Statistics	3
MAT221	Calculus with Analytic Geometry I	4
MAT231	Calculus with Analytic Geometry II	4
MGT253	Owning and Operating a Small Business	3
MKT271	Principles of Marketing	3
PHY101	Introduction to Physics w/Lab	4
POS110	American National Government	3
PSY101	Introduction to Psychology	3
SOC101	Introduction to Sociology	3
SPA101*	Elementary Spanish I	4
SPA102*	Elementary Spanish II	4
SPA201	Intermediate Spanish I	4
SPA202	Intermediate Spanish II	4

\* All courses listed with an asterisk are also offered to freshman and sophomore students.

**EFFECTIVE AS OF DATE STAMPED**

*For District Student Affairs Use Only*

**EXHIBIT B**  
**ATTACHMENT - COURSES OFFERED**

**Name of College:** RIO SALADO COLLEGE

**Name of School District:** DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97

**Name of High School:** MOUNTAIN RIDGE HIGH SCHOOL

<b>COURSE</b>	<b>TITLE</b>	<b>CREDITS</b>
BIO105	Environmental Biology	4
BIO145	Marine Biology with Lab	4
BIO160*	Introduction to Human Anatomy & Physiology with Lab	4
CIS105*	Survey of Computer Information Systems	3
CIS120DK	Introduction to Digital Video Editing	3
CIS120DL	Digital Video Compositing: After Effects	3
CIS133DA*	Internet/Web Development Level I	3
CIS140	Survey of Multimedia Technology	2
CIS220DK	Advanced Digital Video Production: Premiere	3
CIS233DC	Internet/Web Development: Dreamweaver	3
CRW150	Intro to Creative Writing	3
ECH176*	Child Development	3
EDU221	Intro to Education	3
ENG101	First-Year Composition	3
ENG102	First-Year Composition	3
ENH110	Introduction to Literature	3
FRE101	Elementary French I	3
FRE102	Elementary French II	3
HIS103	United States History to 1870	3
HIS104	United States History to Present	3
HIS110	World History to 1500	3
HIS111	World History 1500 to the Present	3
MAT142	College Mathematics	3
MAT151	College Algebra	4
MAT187	Precalculus	
MAT206	Elements of Statistics	3
MGT253	Owning and Operating a Small Business	3
MKT271*	Principles of Marketing	3
PSY101	Introduction to Psychology	3
SOC101	Introduction to Sociology	3
SPA101*	Elementary Spanish I	4
SPA102*	Elementary Spanish II	4
SPA201	Intermediate Spanish I	4
SPA202	Intermediate Spanish II	4

\* All courses listed with an asterisk are also offered to freshman and sophomore students.

**EFFECTIVE AS OF DATE STAMPED**

*For District Student Affairs Use Only*



**EXHIBIT B**  
**ATTACHMENT - COURSES OFFERED**

**Name of College:** RIO SALADO COLLEGE

**Name of School District:** DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97

**Name of High School:** SANDRA DAY O'CONNOR HIGH SCHOOL

<b>COURSE</b>	<b>TITLE</b>	<b>CREDITS</b>
ACC109*	Accounting Concepts	3
ACC115	Computerized Accounting	2
BIO100	Biology Concepts	4
BIO160	Introduction to Human Anatomy & Physiology with Lab	4
CHM151	General Chemistry I	3
CHM151LL	General Chemistry I Laboratory	1
CHM152	General Chemistry II	3
CHM152LL	General Chemistry II Laboratory	1
CIS105*	Survey of Computer Information Systems	3
CIS120DK	Media Productions	3
CIS133DA*	Internet/Web Development Level I	3
CIS233DC	Internet/Web Development: Dream Weaver	3
COM100	Introduction to Human Communication	3
CRW150	Introduction to Creative Writing	3
ENG101	First-Year Composition	3
ENG102	First-Year Composition	3
ENH110	Introduction to Literature	3
HES154*	First Aid/Cardiopulmonary Resuscitation	3
HES271*	Prevention and Treatment of Athletic Injuries	3
HES275*	Rehabilitation & Therapeutic Interventions in Sports Medicine	3
HIS103	United States History to 1870	3
HIS104	United States History 1870 to Present	3
HIS110	World History to 1500	3
HIS111	World History 1500 to the Present	3
MAT152	College Algebra/Functions	3
MAT187	Precalculus	5
MAT206	Elements of Statistics	3
MKT271*	Principles of Marketing	3
POS110	American National Government	3
PSY101	Intro to Psychology	3
SOC101	Intro to Sociology	3
SPA101	Elementary Spanish I	4
SPA102	Elementary Spanish II	4
SPA201	Intermediate Spanish I	4
SPA202	Intermediate Spanish II	4

*\* All courses listed with an asterisk are also offered to freshman and sophomore students.*

**EFFECTIVE AS OF DATE STAMPED**





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve the Fifth (5<sup>th</sup>) Amendment to the Intergovernmental Agreement (IGA) between  
Deer Valley Unified School District and the Maricopa County Library District for the  
Operation of a Regional and High School Library

Date assigned for Board consideration: May 30, 2017      DK      15-342  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

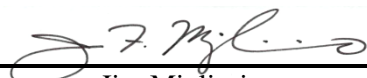
Description – This is the Intergovernmental Agreement with the Maricopa County Library District for the joint use library at Boulder Creek High School which was originally approved on July 9, 2002. This amendment extends the term for five (5) additional years from July 1, 2017 until June 30, 2020. In addition, both parties agree to mutually participate, develop and publish a cost/benefit analysis of the shared library no later than May 31, 2018. Depending on the results of the cost/benefit analysis the Parties may seek to amend the financing provisions of the IGA to allow for a different allocation of costs and expenses.

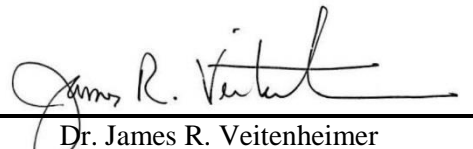
Rationale – This is a routine agenda item. According to A.R.S. 15-342 the District can enter into agreements with other governmental agencies. Any amendments to this agreement must be approved by the Governing Board of Deer Valley Unified School District.

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Fifth (5<sup>th</sup>) Amendment to the Intergovernmental Agreement between Deer Valley Unified School District and the Maricopa County Library District for the Operation of a Regional and High School Library.

Submitted by

  
Jim Migliorino  
Deputy Superintendent

  
Dr. James R. Veitenheimer  
Superintendent

**FIFTH AMENDMENT TO INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE  
MARICOPA COUNTY LIBRARY DISTRICT  
AND THE DEER VALLEY UNIFIED SCHOOL DISTRICT NO. 97  
FOR THE  
OPERATION OF A REGIONAL AND HIGH SCHOOL LIBRARY**

This FIFTH AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT is entered into by and between the Maricopa County Library District, a political subdivision of the State of Arizona, hereinafter referred to as "LIBRARY DISTRICT" and the Deer Valley Unified School District No. 97 of Maricopa County, a political subdivision of the State of Arizona, hereinafter referred to as "SCHOOL DISTRICT."

**RECITALS:**

WHEREAS, the parties have entered into an intergovernmental agreement (No. C65-03-001-2) dated July 9, 2002 and recorded on November 14, 2002 at the Maricopa County Recorder's Office, No. 2002-1202392, as amended by the First Amendment to Intergovernmental Agreement effective September 28, 2004, Second Amendment to Intergovernmental Agreement effective July 9, 2002, Third Amendment to Intergovernmental Agreement effective July 9, 2002 and Fourth Amendment to Intergovernmental Agreement effective December 9, 2014 (collectively "Intergovernmental Agreement"); and

WHEREAS, the terms of the Intergovernmental Agreement expires June 30, 2017; and

WHEREAS the Parties wish to extend the term of the IGA an additional five years.

**AMENDMENTS**

Now, the Parties agree to incorporate by reference the foregoing Recitals and agree as follows:

- 1.1. The term of the Intergovernmental Agreement shall be extended five (5) years from July 1, 2017 until June 30, 2022.
- 1.2. This Amendment is effective upon execution by the Parties.
- 1.3. The Parties agree that the statutory language of A.R.S. §38-511 is applicable to this Amendment and incorporate the same by reference.
- 1.4. All other terms and conditions of the IGA shall remain in full force and effect as amended and approved.

- ~~1.5. The Parties to this Agreement acknowledge that they are aware that the Civil Services Division of the Maricopa County Attorney's Office (Civil Division) may be chosen as the attorney for the other Parties to this Agreement, and the signing Parties acknowledge that they are aware of a potential conflict of interest, and waive any claim of conflict of interest, which may arise by virtue of Civil Division's representation of another Party to this Agreement.~~
- 1.6. The Parties agree to mutually participate, develop and publish a cost/benefit analysis of the shared library on the Boulder Creek High School campus by no later than May 31, 2018. This analysis will include, at a minimum, the projected cost for the County to operate a library in a facility in the Anthem community not on the Boulder Creek High School campus and compare that with the costs incurred by Deer Valley Unified School District for operation of the Boulder Creek High School library without the shared agreement with the County Library District.
- 1.7. Depending on the results of the cost/benefit analysis the Parties may seek to amend the financing provisions of the IGA to allow for a different allocation of costs and expenses.

DEER VALLEY UNIFIED  
SCHOOL DISTRICT NO. 97

MARICOPA COUNTY  
LIBRARY DISTRICT

By: \_\_\_\_\_  
Superintendent  
Deer Valley Unified School District  
No. 97

By: \_\_\_\_\_  
Chairman, Board of Directors  
Maricopa County Library District

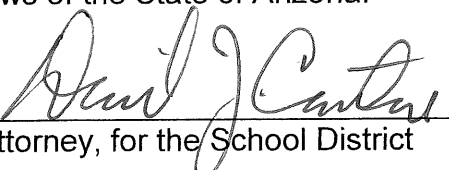
ATTEST:

ATTEST:

By: \_\_\_\_\_  
Date

By: \_\_\_\_\_  
Date

The foregoing Fifth Amendment has been reviewed by the undersigned counsel who have determined that it is in proper form and within the power and authority granted under the laws of the State of Arizona.

  
Attorney, for the School District      Date

\_\_\_\_\_  
Attorney, for the Library District      Date





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Amendment #3 to the Intergovernmental Agreement (IGA) between Deer Valley Unified School District and the City of Phoenix for the Head Start Program for Fiscal Year 2017-18

Date assigned for Board consideration: May 30, 2017      None      15-342  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

Description – This agreement is for an ongoing program that has been in the Deer Valley School District since 1991-92. The Headstart Program currently offers services at four of the district's schools which includes one classroom at Esperanza, two at Sunrise, two at Village Meadows, and two at Constitution. Each class serves a maximum of twenty students. Having Headstart in our district serves our students and families in promoting enriched learning experience at school and home. The Headstart Director and Staff are part of Deer Valley Unified School District's community dedicated to quality early childhood education.

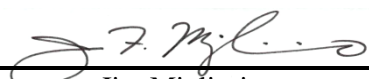
Rationale – This is a routine agenda item. According to A.R.S. 15-342 the District can enter into agreements with other governmental agencies.

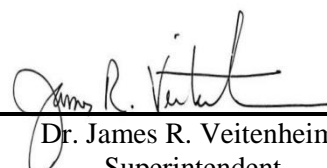
Fiscal Impact – The City of Phoenix reimburses the District for all expenses incurred for the Headstart program.

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve Amendment #3 to the Intergovernmental Agreement between the City of Phoenix and Deer Valley Unified School District for the Head Start Program for Fiscal Year 2017-18.

Submitted by

  
Jim Migliorino  
Deputy Superintendent

  
Dr. James R. Veitenheimer  
Superintendent



**City of Phoenix**

**HUMAN SERVICES DEPARTMENT  
CONTRACT AMENDMENT**

Contract #143080

CONTRACTOR NAME (name & address)  Deer Valley Unified School District # 97 ATTN: Janet Zeek, Early Childhood Manager 20402 N. 15 <sup>th</sup> Avenue Phoenix, AZ 85027	AMENDMENT #:	003
	EFFECTIVE DATE OF SERVICE:	07/01/2017
	SERVICE:	Head Start Program Classroom Services
	PREVIOUS CONTRACT AMOUNT:	\$ 842,768.00
	THIS AMENDMENT:	\$ 808,136.00
	TOTAL CONTRACT AMOUNT	
	AUTHORIZED:	\$1,650,904.00

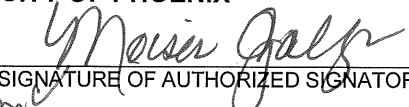
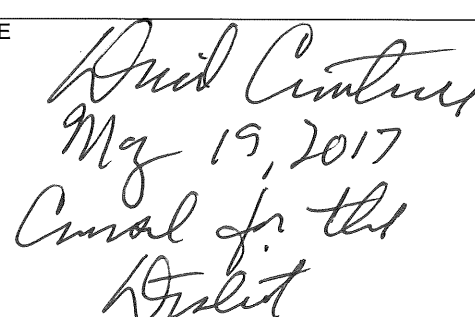

THE ORIGINAL CONTRACT IS AMENDED AS FOLLOWS:

1. Extend Contract Term.
2. Increase Funding.
3. Revise and Replace Exhibit B.

The explanation for the amendment is as follows:

1. In accordance with the Contract Term, this contract is being renewed for the term beginning July 1, 2017 and ending June 30, 2018 which is the first of two renewal periods.
2. Funding in the amount of \$808,136.00 is being added increasing the total cumulative contract amount for the period beginning July 1, 2016 to June 30, 2018 to \$1,650,904.00.
3. Replace Exhibit B - Head Start Year 51 Service Budget FY 2016-2017 in its entirety with Exhibit B – Head Start Service Budget FY 2017-2018 attached hereto.

All the terms and conditions of the original contract not specifically modified herein or in conflict with this amendment shall remain unchanged and in full force and effect. This amendment shall become effective on the date of the last signature unless otherwise specified herein.

<b>CONTRACTOR</b>	<b>CITY OF PHOENIX</b>
SIGNATURE OF AUTHORIZED SIGNATORY	 SIGNATURE OF AUTHORIZED SIGNATORY
JIM F. MIGLIORINO TYPED NAME	MOISES GALLEGOS TYPED NAME
DEPUTY SUPERINTENDENT TITLE	HUMAN SERVICES DIRECTOR TITLE
DATE	4/27/17 DATE
 May 19, 2017 Counsel for the District	CITY CLERK
	APPROVED AS TO FORM
	 ACTING CITY ATTORNEY



**EXHIBIT B - HEAD START SERVICE BUDGET  
FY 2017-2018**

**Budget by Federal Category**  
**Head Start Program FY 2017-2018**

Delegate Agency: DEER VALLEY 8940051006

Cost Category	Account Title	Justification	Proposed Budget	Category Total
<b>a.SALARIES:</b>				
	Salaries - Non City	See Staffing Schedule	520,131	
	<i>Total Salaries:</i>			520,131
<b>b.FRINGES:</b>				
	F.I.C.A.	See Staffing Schedule	39,790	
	Workers' Compensation	See Staffing Schedule	1,300	
	Group Health Insurance	See Staffing Schedule	117,771	
	Pension	See Staffing Schedule	58,361	
	<i>Total Fringes:</i>			217,222
<b>* e.SUPPLIES:</b>				
	Postage	(.49 x 137ch x 1)	67	
	Books, Education, & Rec	(200 x 137ch)	27,400	
	Office Supplies	(7 rms x 400.)	2,800	
	Computer Supplies	(7 rms x 500)	3,500	
	Photocopy & Duplicating	(7 rms x 200.00)	1,400	
	Photographic Supplies	(7 rms x 20.00)	140	
	iPad Apps	(7 rms x 20.00)	140	
	Janitor & Sanitation	(7 rms x 300.00)	2,100	
	Parent Fund	(7 rms x 100.00)	700	
	Medical & Dental Supplies	(7 rms x 320.00)	2,240	
	Small Tools & Equipment	(4 sites x 500.00)	2,000	
	Replacement Materials	(4 sites x 500.00)	2,000	
	Other Operating Supplies	(4 sites x 200.00)	800	
	Printing	(4 sites x 200.00)	800	
	<i>Total Supplies:</i>			46,087
<b>*f.Contractual</b>				
	Curriculum Extensions	(7 rms x 400.00)	2,800	
	CPR Training	None this year	0	
	Interpreters for parents	(7 rms x 150.00)	1,050	
	Student Accident Insurance	(137 ch x 5)	685	
	<b>Total Contractual</b>			4,535
<b>* h.OTHER:</b>				
	Food Experience	(200 x 7 rms)	1,400	
	Parent Policy Committee Materia	(25 x 7 rms)	175	
	Mileage/Car Allowance	(.445 x 1800. miles)	801	
	Membership dues	(NAEYC, AHSA, & NHSA )	2,434	
	Meals for staff	3.25 x 14 staff x 157 days	7,144	
	<i>Total Other:</i>			11,954

Total Deer Valley

799,928

\* Categories E,F, & H indicate costs for part day ( (7 classes or 137 children)

**In-Kind Budget**  
**Head Start Program FY 2017-2018**

**Agency: Deer Valley**

Category	Account Title	Justification	Program Budget Totals	Administrative Budget Totals	Annual In-Kind Budget
Personnel	Salaries:				
	Parent Volunteers	10.60*4.5hr*168d*8rm	56,095.20	-	\$56,095.20
	Payroll	450*9months	4,050.00		\$4,050.00
	Total Wages		60,145.20	0	\$60,145.20
	Fringe Benefits:				
	FICA	7.65%	4,601.11		4,601.11
	Pension	11.54%	6,700.18		\$6,700.18
	Industrial Insurance	0.25%	150.36		\$150.36
	Total Fringes		11,451.65	0.00	11,451.65
	Total Personnel Costs		71,596.85	0.00	71,596.85
Space Costs	Classrooms	CE = (2 rms*600sf*\$85)/25yr depr	4,080.00		4,080.00
		ES= (1000sf*\$100)/25yr depr	4,000.00		4,000.00
		VM = (2 rms*1000sf*\$80)/25yr depr	6,400.00		6,400.00
		SR= (875sf*\$85)/25yr depr	2,975.00		2,975.00
	Office	(1940sf*\$85)/25 yr depr	5,276.80	1,319.20	6,596.00
	Land Use (SR)	8%*676065sq. ft*\$1.20	64,902.24		64,902.24
	Playground - Shared (CE)	2rms*1.5hrs*260d*\$5	5,850.00		5,850.00
	Playground - Dedicated (SR,ES)	2rms*10hrs*260d*\$5	26,000.00		26,000.00
	Playground - Shared (VM)	2rms*2hrs*260d*\$5	7,800.00		7,800.00
	Total Space Costs		127,284.04	1,319.20	128,603.24
Supplies	Supplies-Janitorial	7 rms*\$2000	14,000.00		14,000.00
	Total Supplies		14,000.00		14,000.00
Other	Utilities	8015sf*\$2	16,030.00		16,030.00
	Total Other		16,030.00	0	16,030.00
Total In-Kind			\$228,911.00	\$1,319.00	230,230.00

Signature of Head Start Director \_\_\_\_\_

Signature of Executive Director \_\_\_\_\_

**Head Start Program FY 2017-2018**  
**Projection of Breakout of Costs for Development and Administration**  
**(DELEGATE AGENCY ADMINISTRATIVE COSTS)**

**DEER VALLEY**

<u>Personnel:</u>	% Admin.	Salary	Total
<u>Salaries:</u>			18,924
Agency Manager	20.00%	6,629	
Secretary	56.00%	12,295	
Clerk	0.00%	-	
		-	
<u>Fringes:</u>	% Fringes	Fringes	7,903
FICA Withholding	3.64%	1,448	
Worker's Compensation	3.64%	47	
Group Health Insurance	3.64%	4,285	
Pension	3.64%	2,123	
 <u>Travel:</u>	 % Admin.		
Conferences	15.00%	-	
 <u>Supplies</u>	 % Admin.	 Other	 4,604
Postage	65.00%	44	
Office Supplies	75.00%	2,100	
Computer Materials	50.00%	1,750	
Photocopying	15.00%	210	
Small Tools & Equipment	25.00%	500	
 <u>Other:</u>	 % Admin.	 Other	 80
Car Allowance	10.00%	80	
Copier Lease	30.00%		
CPR Training	20.00%	-	
 Total Agency Administrative and Development Costs			31,511
 <u>Agency In-Kind</u>	 % Admin.	 In-Kind.	 1,319
Office Space	20.00%	1,319	
 Total Agency Administrative and Development Cost Contributions			32,830
 Federal Budget		799,928	
Non-Federal (Minimumum 25% of Fed.)		230,230	
Total		1,030,158	
 Agency Administrative %		3.19%	
Total Admin		3.19%	

**Head Start Program FY 2017-2018  
Staffing Schedule**

**DEER VALLEY**

Position	Employee Last Name	Pos #	Hours/Day	Rate/Hour	Days Worked	Annual Salary
H.S. Manager	Zeek	PDV01	4	31.75	261	33,147.00
H.S. Secretary III	Headman	PDV02	6	14.02	261	21,955.32
Certified EC Teacher	McInerney	PDV03	8	25.58	185	37,858.40
Certified EC Teacher	Christopher	PDV04	8	26.60	185	39,368.00
Certified EC Teacher	Tamney	PDV05	8	23.23	185	34,380.40
Certified EC Teacher	Suttell	PDV06	8	26.05	185	38,554.00
Certified EC Teacher	Ross	PDV07	8	31.71	185	46,930.80
Certified EC Teacher	Painter	PDV19	8	23.23	185	34,380.40
Certified EC Teacher	Kennedy	PDV09	8	24.61	185	36,422.80
HS Assistant-Floater	Miller	PDV08	3	11.26	205	6,924.90
H.S. Assistant-Floater	Attanasio/Ebada	PDV18	4	10.60	205	8,692.00
H.S. Instr. Assistant	Mason	PDV10	7.75	15.94	205	25,324.68
H.S. Instr. Assistant	Stephenson	PDV11	7.75	11.89	205	18,890.24
H.S. Instr. Assistant	Hurtado	PDV12	7.75	17.21	205	27,342.39
H.S. Instr. Assistant	Sandoval	PDV13	7.75	12.22	205	19,414.53
H.S. Instr. Assistant	Vargas	PDV14	7.75	14.51	205	23,052.76
H.S. Clerk	Ickes	PDV15	4	15.08	261	15,743.52
H.S. Instr. Assistant	Barragan	PDV16	7.75	13.01	205	20,669.64
H.S. Instr. Assistant	Vazquez	PDV17	7.75	12.16	205	19,319.20
SUBTOTAL						508,370.97

Substitutes	Assistants sick	(7st*12d*5.5h*10)	4,620.00
	Teachers sick	(7st*12d*85)	7,140.00
SUBTOTAL			11,760.00
SUBTOTAL SALARIES:			520,130.97

**FRINGES**

FICA	7.65%	39,790.02
Industrial Insurance - Professional	0.25%	1,300.33
Health Insurance/ Life / Dental	\$7598.11 x 15.5	117,770.71
Pension	11.48%	58,360.99

SUBTOTAL FRINGES:	217,222.04
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TOTAL SALARY AND FRINGE	737,353.00
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**Budget by Federal Category**  
**Deer Valley**  
**Head Start Program FY 2017-2018**

**TRAINING AND TECHNICAL ASSISTANCE 8940050004**

Cost Category	Account Title	Justification	Proposed Budget	Category Total
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e: supplies

Family Night	Materials for Family Night	608
Fatherhood	Materials for Fatherhood Night	600

h:Other

Curriculum Training	New Curriculum	3,000
Staff Development	Full Day Training	2,000
Travel for Director	Travel to NHSA	2,000

Total Training and Technical Assistance Budget	8,208
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**Deer Valley Head Start  
Training and Technical Assistance Narrative  
FY 2017-2018**

**Training and Technical Assistance Budget**

**e. Supplies \$1,208**

- Materials for Fatherhood events and Family nights

**h. Other- \$ 7,000**

- Staff Development- Trainer to provide professional development for staff.
- Curriculum Training- Trainer to provide training for Curiosity Corner Curriculum.
- Travel for Head Start Director-Travel for NHSA Conference
- CPR- Trainer to provide CPR/1<sup>st</sup> Aid training for staff

**Total \$8,208**

## Staff Salaries

Deer Valley Unified School District (DVUSD) expends the Federal and State Grant funding appropriated for staffing, and recruits the highest quality staff available to implement the Head Start Program. DV Head Start staffing ratio of 1 adult to every 10 children exceeds the Arizona State Department of Health Services Child Care licensing regulations. The salaries identified in the staffing schedule include 7 Certified Early Childhood Teachers, 7 Instructional Assistants, 2 Floater Assistants, classroom substitutes, Early Childhood Manager (50% of total salary), Secretary (75% of total salary), and a Clerk I (50% of total salary).

## Number of Paid Days per Year

Certified Teachers – 185

Instructional Assistants – 205 (they are paid for holidays)

Director, Secretary and Clerk are 12 month employees

## Deer Valley Unified School District Salary Schedule

Current staff salaries were projected based on the current earnings, the salary schedule in the 2016-2017 school year, and subsequent increases that will occur due to educational attainment such as completion of the AA degree. There is a projected increase of 2% for all employees.

Director is paid 50% of salary through Head Start and 50% through Deer Valley USD. Clerk is paid 50% of salary through Head Start and 50% through Deer Valley USD. Secretary is paid 75% of salary through Head Start and 25% through Deer Valley USD.

Deer Valley USD Payroll Department handles all Head Start payroll by calculating and dispersing bi-weekly checks and tracking benefits.

**Performance Standard** –1302.101, 1302.91, Head Start Act Section 648A

## Performance Pay

If performance pay incentives are offered, the Deer Valley Unified School District will supplement salaries for the 16-17 school year with performance pay incentives based on a standards based evaluation system and a job specific goal attainment.

2% of gross salaries for performance pay for classified staff and a set amount for certified staff. This amount increased from FY 2016-2017 as there is an anticipated salary increase for the 2017/2018 school year. Based on the certified salary schedule for DVUSD 2016/2017.

**Performance Standard** – 1302.101



## **Fringes**

### **FICA**

The requested amount will be utilized to provide the comprehensive benefit package and includes the required federal and state payroll taxes based on governmental guidelines.

**7.65% of gross salaries** If performance pay is offered in PY 52, DVUSD will supplement fringe amounts for the 17-18 school year for performance pay incentives. A calculation based on the total gross amount for staff performance pay and includes FICA, Workers' Compensation and Pension. Parent volunteers are calculated at \$10.60 per hour.

**Performance Standards -1302.101**

### **Worker's Compensation Unemployment**

#### **Industrial Insurance – Professional**

.25% of gross salaries

**Performance Standards-1302.101**

### **Health Insurance**

DVUSD adheres to local, state and federal requirements for employed staff and provides the current District benefits package. DVUSD offers a comprehensive benefit package that includes health, life and dental insurance. In previous years, these benefits were provided at no cost to the employee depending on the option they chose. However, with the substantial increase, some of the cost has been passed to the employee, in many cases negating any salary increase.

DVUSD pays 100% of employee health care insurance, the amount for the 2017/2018 school \$7598.11.

**Performance Standards – 1302.101**

### **Employee Pension-Arizona State Retirement System**

Each employee participates in the Arizona State Retirement System.

The rate of 11.48% per employee remains the same for PY 52.

**Performance Standards - 1302.101**

## **Supplies**

### **Postage**

Mailing of attendance letters, recruitment information and letters, staff updates during summer, child care licensing materials, and accreditation materials. The budgeted amount supports the agency's ability to recruit and maintain written connections to staff, parents, resource organizations and community.

Amount is based on 137 children x 1 mailing x .49 = \$67.

Some items to be mailed are sent through the district metered system at no charge to Head Start.

### **Performance Standards – 1302.42, 1302.13, 1302.14**

#### **Books and Education**

The budgeted funds will be used to purchase materials to help children gain the skills and confidence necessary to be prepared to succeed in their present environment and with later responsibilities in school and life. The Head Start outcomes specify that literacy development be a focus of the curriculum activities and opportunities. Funds will be used to purchase and update materials and supplies such as books, manipulatives, multicultural items that reflect the diversity of the classroom and community, and other items as the individual needs and interests of children are identified. Other materials required to conduct the necessary educational activities and assessment procedures include, but are not limited to a variety of literacy materials such as big books, literacy book packets, scissors, paper, markers, games, science and math materials, and specific area props and materials. Reference and teaching materials will also be purchased to assist staff to address improvements that must be implemented as indicated by self-assessment and CLASS observations. These will focus on the following dimensions: Concept Development, Instructional Learning Formats and Language Modeling.

The amount requested is based on the number of enrolled children.

137 x \$200=\$27,400.

### **Performance Standards – 1302.30, 1302.31**

## Supplies (Cont.)

### Office Supplies

Purchase materials required to conduct the mandatory business of the Deer Valley Head Start program. Materials include, but are not limited to paper, pens, file folders, labels, paper clips, binder clamps, printer ink, notebook binders, legal pads, laminating supplies, business cards, laminated name tags, markers, message pads, and post-it notes. Materials are required to organize and maintain required program files, reproduce educational materials for staff and parents, to correspond with parents, resource persons and the community, and to complete required fiscal tasks and related reports.

The amount requested is based on classroom need,

7rms X \$400=\$2,800

### Performance Standards –1302.30, 1302.3

#### Computer Supplies

Purchase print cartridges for classrooms and office for students to print individual projects and complete program and classroom portfolios. These print cartridges are also used by instructors to print necessary letters, schedules, plans, or educational records such as TSG family reports. This will allow for more effective classroom displays of student work, and more effective communication between home and school. This funding is utilized to purchase flash drives to copy necessary files, and include such items as program plans, budget documents, presentations, and child assessment information. Teachers must also provide newsletters, health and nutrition information, educational other relevant information to parents. Replacement iPads or laptops may be necessary during the school year.

Based on usage in FY 2016-2017, the projected amount is:

7 rooms X \$500 = \$3,500

The district installs and maintains the Head Start printers and computers free of charge.

### Performance Standard- 1302.30, 1302.31

## Supplies (cont.)

### Photocopy and Duplicating

Maintain required program files, reproduce educational materials for staff and parents and to correspond with itinerant personnel, parents, and the community. These materials include meeting agendas for staff, office and parent meetings, newsletters, staff updates, educationally relevant bulletins and information for staff. Photocopying is required to provide on-going, up-to-date, essential information for documenting child progress and attendance. Duplicating services are used to provide parent handbooks/volunteer handbooks and family engagement materials in both English and Spanish. These handbooks communicate policies and procedures of this program as well as guidance for conflict resolution and best classroom practices. Recruitment materials such as informational pamphlets, applications and forms are needed as well.

The requested amount is based on the need per classroom.

7 rooms X 200 = \$1,400

**Performance Standard – 1302.13, 1302.32, 1302.50**

### Photographic Supplies

Photographic supplies are used by teachers in the classroom to support the curriculum, and also at family engagement nights.

7 rooms X \$20 = \$140

**Performance Standard- 1302.32, 1302.34**

### iPad Apps

The teachers will purchase iPad apps to utilize that will complement the skills that the students are learning in the curriculum.

7 rooms X \$20 = \$140

**Performance Standard – 1302.32**

### Janitor and Sanitation

Provide adequate janitorial and sanitation services to maintain required health and hygiene practices as required by DHS and HHS. Supplies include soap, sanitizing gel, paper towels, Kleenex, toilet tissue, gloves, disinfectant and bleach.

The district pays for some of these supplies.

The amount requested has increased from FY 2016-2017.

7 rooms X 300= \$2,100

## **Performance Standard – 1302.31, 1302.47**

### **Supplies (cont.)**

#### **Parent Fund**

The requested budget amount allows for each classroom staff to provide parents with a specified amount of funding in order support parents as they identify and meet their own goals. This funding supports parent decision-making and management of program funds. These funds may be used to sponsor parent requested workshops related to language and literacy, health and nutrition, or other related parenting topics as determined by parent surveys. They are also used to assist parents to nurture the development of their children in the context of their family and culture, and to advocate for communities that are supportive of children and families of all cultures.

The amount requested remains the same as FY 2016-2017.

7 rooms X \$100= \$700

## **Performance Standard – 1302.34**

### **Medical and Dental**

Provide materials for tooth brushing and administration of necessary first aid or other medical or behavioral needs. These supplies may include EPPE kits, gloves, plastic bags, gauze, band-aids, tissue, toothbrushes, toothpaste, and tooth brushing charts and other dental curriculum supplies. Includes items required for the annual Fluoride Varnish provided through the Delta Dental Foundation of Arizona. The budgeted amount supports the educational requirement to provide support to children who may be medically fragile and accommodate any allergies, nutrition requirements or other specific medical needs of children.

The amount requested has decreased from FY 2016-2017.

7 rooms X \$320 = \$2,240

## **Performance Standard -1302.42, 1302.43**

### **Small Tools and Equipment**

Provides for the occasional need for miscellaneous parts to repair/replace classroom equipment, furniture and /or playground surfaces to assure health and safety standards are met. In addition, this amount is used to purchase meal service equipment in order to comply with the performance standards and regulations of DHS and to support the nutritional needs of the family.

The amount requested has increased from FY 2016-2017.

\$500 X 4 sites = \$2,000

## **Performance Standard – 1302.31**

### **Supplies (cont.)**

#### **Replacement Materials**

The materials to be used for this purpose include furniture such as shelving units, tables, and dramatic play props such as kitchen furniture. Also included are riding toys such as scooters, tricycles and wagons and classroom carpets. Updated materials, supplies and equipment will reflect safety and be based on the developmental needs of the children.

The amount requested has increased from FY 2016-2017.

4 sites X \$500 = \$2,000

## **Performance Standard - 1302.30, 1302.31**

#### **Other Operating Supplies**

To assure health and safety standards are met and to purchase miscellaneous classroom support for items not included in other line items and may include materials such as:

Supplemental literacy materials

Materials to support ideas from parents etc.

Playground materials

The amount requested has increased from FY 2016-2017.

4 sites X \$200 = \$800

## **Performance Standard – 1302.30, 1302.31**

#### **Printing**

Implement parent and staff input in the shared decision-making and development of Parent Handbooks, Volunteer handbooks, home visit packets and recruitment materials. Provide training materials and packets to both staff and parents. The requested funds will assist DV Head Start to establish and maintain a structure of shared governance through which parents may participate in policy and decision-making about the program.

The amount requested remains the same as FY 2016-2017.

4 sites X \$200 = \$800

**Performance Standard – 1301.2, 1301.3,**

## **Contractual**

### **Curriculum Extensions**

This takes the place of field trips and field trip transportation. Due to budget cuts Curriculum Extensions were created to provide children, families and staff the opportunities to participate in *classroom field trips*. Each classroom will have the opportunity to bring in an outside agency who will provide experiences based on the related curriculum. A list of preferred vendors will be issued to each classroom. The amount per classroom will ensure at least two experiences per year.

The amount requested is based on \$200 per event in the classroom which allows each classroom 2 events per year.

This accounts for the increase in the amount requested for FY2016-2017.

7 rooms X \$400 = \$2,800

**Performance Standard – 1302.30, 1302.31**

### **CPR/First Aid Training**

There won't be any CPR/First Aid training during the 2017-2018 school year.

### **Interpreters for Parents**

Deer Valley Head Start has started to hire interpreters for parent meetings, home visits, parent teacher conferences or other classroom and agency events. This is due to the various languages spoken by parents, this also includes interpreters for parents who are hearing impaired.

Requested amount is based on a two- hour rate minimum, various languages have different rate. The projected amount remains the same as FY 2016-2017.

7 rooms X \$150 = \$1,050

**Performance Standard – 1302.51, 1302.52**

### **Student Accident Insurance**

The amount requested funds student accident insurance for all enrolled Head Start Students. Student accident insurance is necessary to implement procedures that assure medical attention for each enrolled child, in the case of an accident while participating in school activities. Based on budgeted amount for PY 49 and quote from Insurance Company with no increase expected.

This amount remains the same as FY 2016-2017.

137 children X \$5 = \$685

## **Performance Standard – 1302.47**

### **Other**

#### **Food Experiences**

The budgeted amount will fund a variety of food supplies to be utilized in each classroom to provide children a variety of food experiences. Food activities enhance the child's understanding of nutrition as well as supporting their literacy, math, self-help skills, and promote diversity through a variety of culinary items unique to a variety of cultures represented in each individual classroom.

The amount is based on expenditures from FY 2016-2017.

7 rooms X \$200 = \$1,400

**Performance Standard – 1302.31, 1302.44**

#### **Parent Policy Committee Materials**

Annually a Policy Committee Breakfast is held to recognize the members who have served in the previous year and the new members who will be serving in the upcoming year. Folders, calendars, etc. are also provided to the Parent Policy Committee members.

The requested amount remains the same as FY 2016-2017.

7 rooms X \$25 = \$175

**Performance Standard – 1301.3**

#### **Mileage/Car Allowance**

Provide mileage reimbursement for Head Start staff to conduct a minimum of 2 home visits per year to each family and other miscellaneous visits as needed. Administrative staff uses their vehicles to conduct business to attend meetings and make site visits.

Requested amount has decreased because the majority of the staff doesn't request reimbursement.

1800 miles x \$.445 = \$801

This is the district rate.

**Performance Standard – 1302.51, 1302.52,**



## Other (Cont.)

### Membership Dues

National Association of Education of Young Children – all classroom staff and the Director will have their memberships renewed. The membership provides bimonthly resource books and information. The Instructional Assistants need the membership in order to remain in compliance with CDA requirements. The other two memberships that will be renewed will be AHSA and NHAS.

The amount requested is based on 2016 fees.

NAEYC – 8 staff=\$990

AHSA - \$1000

NHAS - \$444

**Performance Standard – 1302.91**

## In Kind

### Classroom Space/Janitorial

DVUSD provides classroom space for our seven Head Start classrooms. These classrooms are cleaned by a campus custodian. The custodian mops and vacuums these classrooms on a regular basis. In addition, each school provides playground space for our children to play.

The classroom space is based on:

Constitution 2 rooms X 600sf X \$85/25yr depreciation

Esperanza 1000sf X \$100 /25yr depreciation

Village Meadows 2 rooms X 1000sf X \$80 /25yr depreciation

Sunrise 2 rooms 875sf X \$85/25yr depreciation

DVUSD provides daily janitorial services-Custodial Costs are:

7 rooms X \$2000=\$14,000

## Inkind (cont.)

### Payroll

#### Parent Volunteers

DVUSD utilizes parent volunteers in the classroom, at family engagement events, and working with their child at home on homework tied directly to the curriculum.

This is calculated at the following rate:

$$10.60\text{hr} * 5\text{hr} * 146\text{d} * 7\text{rm} = \$54,166$$

DVUSD provides Administrative personnel that complete our monthly payroll for all Head Start staff.

Payroll costs are:

$$\$450 \text{ month} * 9 \text{ months} = \$4,050$$

#### Classroom Space

Classroom space is based on:

$$\text{Constitution} = (2 \text{ rms} * 600\text{sf} * \$85) / 25\text{yr depreciation} = 4,080$$

$$\text{Esperanza} = (1000\text{sf} * \$100) / 25\text{yr depreciation} = 4,000$$

$$\text{Village Meadows} = (2 \text{ rms} * 1000\text{sf} * \$80) / 25\text{yr depreciation} = 6,400$$

$$\text{Sunrise} = (875\text{sf} * \$85) / 25\text{yr depreciation} = 2,975$$

$$\text{Office} (1940\text{sf} * \$85) / 25 \text{ yr depreciation} = 6,596$$

#### Playground Space

Playground Space is based on:

$$\text{Constitution playground } 2 \text{ rooms} * 1.5\text{hrs} * 260\text{days} * \$5 = \$5,850$$

$$\text{Village Meadows playground } 2 \text{ rooms} * 2\text{hrs} * 260\text{d} * \$5 = \$7,800$$

$$\text{Dedicated Playgrounds Esperanza \& Sunrise } 2 \text{ rooms} * 10\text{hrs} * 260 \text{ days} * \$5 = \$26,000$$

$$\text{Land Use Sunrise } \$64,902$$

**Total Classroom and playground space=\$128,603**

**Performance Standard –1303.4**





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Intergovernmental Agreement (IGA) between Deer Valley Unified School District and Maricopa County Air Quality Department for the State Clean Diesel Program Sub Award

Date assigned for Board consideration: May 30, 2017      None      15-342  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

Description – The district is the recipient of a Maricopa County Air Quality Clean Diesel Grant. This grant will afford us \$120,000 (or 23%) towards the purchase of our next three replacement school buses. In order to receive this funding, the district must enter into an Intergovernmental Agreement with the Maricopa County Air Quality Department. One condition of the grant is that the district must order and receive the buses by September 30, 2017.

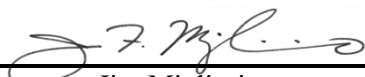
Rationale – This is a routine agenda item. According to A.R.S. 15-342 the District can enter into agreements with other governmental agencies.

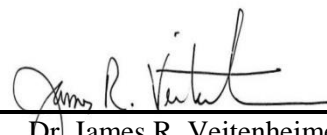
Fiscal Impact – The total cost of the replacement buses is expected to be \$520,272.00 of which a maximum amount of \$120,000 will be funded by the Maricopa County Grant under this agreement.

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Intergovernmental Agreement between Deer Valley Unified School District and Maricopa County Air Quality Department for the State Clean Diesel Program Sub Award.

Submitted by

  
Jim Migliorino  
Deputy Superintendent

  
Dr. James R. Veitenheimer  
Superintendent

# INTERGOVERNMENTAL SERVICE AGREEMENT

Page 1 of 7

MARICOPA COUNTY AIR QUALITY DEPARTMENT  
&  
Deer Valley Unified School District #97

Effective Date: Upon Final Signatur  
Termination Date: September 30, 2017

## Agreement Title: State Clean Diesel Program Sub Award

### COUNTY

### CONTRACT ADMINISTRATOR

Maricopa County  
1001 N. Central Avenue #125  
Phoenix, AZ 85004

Deer Valley Unified School district #97  
20402 N. 15<sup>th</sup> Avenue  
Phoenix, AZ 85027

Name: Phil A. McNeely  
Title: AQD Director  
Phone: (602) 506-6701

Name: Jim Migliorino  
Title: Deputy Superintendent  
Phone: (623) 445-4958

**THIS CONTRACT** is between **MARICOPA COUNTY** [hereinafter referred to as the "Maricopa County" or "the County"] and Deer Valley Unified School District #97 (DVUSD).

The purpose of this Agreement is to administer the funding provided by Maricopa County to DVUSD for the State Clean Diesel Program Funding provided through the Diesel Emissions Reduction Act (DERA). As part of this Agreement, the Board of Supervisors are acting under the authority of A.R.S. 11-952 to enter into this agreement.

DVUSD will assume the following DERA responsibilities:

- DVUSD, will procure the replacement of the vehicle/s in line with the guidelines set forth by the State Clean Diesel Program Guide.
- DVUSD, will provide a work plan via separate attachment to the County for review and approval prior to initiating work.
- DVUSD, will provide monthly reports to Maricopa County on the purchasing of the new vehicle and any issues that arise.
- DVUSD, will provide detailed invoices to Maricopa County in order to be reimbursed for purchases.
- DVUSD, will complete all and submit all final invoices by September 30, 2017.

**IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above;**

**MARICOPA COUNTY**, a political subdivision of the State of Arizona

By: \_\_\_\_\_  
Chairman, Maricopa County Board of Supervisors

Approved as to Form:

\_\_\_\_\_  
Deputy County Attorney

**ATTEST:**

By: \_\_\_\_\_  
Clerk of the Maricopa County Board of Supervisors

STATE OF ARIZONA                    )  
  ) ss.  
County of Maricopa            )

On this \_\_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared \_\_\_\_\_, the Chairman of Maricopa County Board of Supervisors, for and on behalf of **MARICOPA COUNTY**, a political subdivision of the State of Arizona, whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be, and acknowledged that he or she signed the above/attached document.

**Deer Valley Unified School District #97 (DVUSD)**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

*Approved as to form*  
*Wendy Cantor 05.23.17*

## AGREEMENT TERMS

1. **Recitals:** The purpose of this Agreement is to administer the Diesel Emission Reduction Act (DERA) sub award, as explained under 42 U.S.C. 16133.
2. **Definitions:** The Parties agree to expeditiously initiate and complete the scope of work under this Agreement. The Parties warrant, represent and agree that it, employees and representatives will comply with all applicable provisions provided herein. The following definitions shall apply to the terms used in this Agreement, except where the context necessarily requires otherwise.
  - 2.1 "U.S.C." means United States Code.
  - 2.2 "Agreement" means this written document between DVUSD and the County.
  - 2.3 "County" means MARICOPA COUNTY which is acting on behalf of the State of Arizona.
  - 2.4 "Parties" means Deer Valley Unified School District #97 (DVUSD) and MARICOPA COUNTY.
3. **Access to Information:** Subject to statutory confidentiality requirements of the County and DVUSD, both parties to this Agreement shall have full, complete and equal access to data and information prepared under this Agreement on a no-charge basis.
4. **Amendment:** This Agreement may be modified only by written Agreement Amendment signed by the Director or designee, of DVUSD and the person duly authorized to act on behalf of the County. Agreement Amendments shall be executed with the same formalities as this Agreement. Executed copies of any Amendment shall be provided to both parties.
5. **Amount of Agreement:** A maximum amount of \$120,000.00 will be funded under this Agreement.
6. **Governing Law:**
  - 6.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona.
  - 6.2 **Implied Consent Terms:** Each provision of law and any terms required by law to be in this Agreement are a part of this Agreement as if fully stated in it.
7. **Assignment:** Neither Party may assign any rights hereunder without the express, written, prior consent of the other Party.
8. **Audit of Records:** DVUSD shall retain all data, books and other records ("records") relating to this Agreement for a period of five years after completion of the Agreement, any litigation, claim, negotiation, audit, cost recovery, or action involving the records has been completed. All records shall be subject to inspection and audit by the State at reasonable times. Upon request, the DVUSD shall produce the original of any or all such records.
9. **Agreement Term:** The initial term of this Agreement shall be from the date the final signatory signs the agreement and will be valid until **September 30, 2017.**
10. **Effective Date:** This Agreement shall become effective upon execution of the agreement by all parties.
11. **Non-Availability of Funds:** Every payment obligation of the county under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by either party at the end of the period for which funds are available. No liability shall accrue to either party in the

event this provision is exercised, and the parties shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

**12. Notices, Correspondence, Reports and Invoices:**

**12.1** All notices and correspondence from the County shall be sent to:

Jim Migliorino, Deputy Superintendent  
Deer Valley Unified School District #97  
20402 N. 15<sup>th</sup> Ave.  
Phoenix, AZ 85027  
(623) 445-4958  
[Jim.Migliorino@dvusd.org](mailto:Jim.Migliorino@dvusd.org)

**12.2** All correspondence relating to the execution of the Agreement, clarification of this Agreement, and Agreement Amendments shall be sent to:

**For Deer Valley Unified School District #97:**

Ernie Meza, Director of Transportation  
Deer Valley Unified School District #97  
20402 N. 15<sup>th</sup> Avenue  
Phoenix, AZ 85027  
(602) 467-5091  
[Ernie.Meza@dvusd.org](mailto:Ernie.Meza@dvusd.org)

**For Maricopa County:**

Edward Limon, Grant Programs Administrator  
Maricopa County Air Quality  
1001 N. Central Avenue #125  
Phoenix, AZ 85004  
(602) 506-0147  
[EddieLimon@mail.maricopa.gov](mailto:EddieLimon@mail.maricopa.gov)

**13.3** Either party to this Agreement may designate a new contact by filing a notice with the other party in accordance with these notice requirements.

**14. Ownership of Information:** Title to all documents, reports and data prepared in the course of this Agreement by DVUSD shall rest with the County. The county shall have full and complete rights to reproduce, duplicate, disclose, perform, and otherwise use all information prepared under this Agreement.

**15. Reporting:** Reporting pursuant to 42 U.S.C. 16133 shall be in accordance with the Scope of Work at the end of this Agreement. In addition, DVUSD will provide monthly reports to the County no later than 30 days after each quarter close.

**16. Severability:** The provisions of this Agreement are severable to the extent that any provision or application determined to be invalid shall not affect any other provision or application of the Agreement, which shall remain in effect without the invalid provision or application.

**17. Termination:**

**17.1** DVUSD or the County may terminate this Agreement at any time, with or without cause, after giving 30 days written notice of termination to the other party, as appropriate. The notice shall specify the effective date of termination.

**17.2** In the event the Agreement is terminated, with or without cause, DVUSD shall deliver all finished or unfinished documents, data, and reports prepared as a result of this Agreement to the County.



**18. Indemnification:**

- 18.1** Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. The State of Arizona, (State Agency) is self-insured per A.R.S. 41-621.

**DIESEL EMISSIONS REDUCTION ACT STATE CLEAN DIESEL PROGRAM OVERVIEW**

**Administration**

MCAQD will administer the Diesel Emissions Reduction Act (DERA) State Clean Diesel Program in Maricopa County under authorization from the State of Arizona. DVUSD will limit administrative costs to the program by using existent funds and staff. Costs to the DERA fund will be limited to DVUSD administrative costs, and reimbursable costs.

DERA will allow for vehicles with engine years from 1995-2006 and 2007-2010 to be retrofitted or replaced with new current technologies. DERA will pay the current percentages for the specified technology written in the work plan and DVUSD will be responsible for the cost share amount.

<b>DERA Eligible Activities</b>	<b>DERA Funding Limits (DERA Funds + Voluntary Match)</b>	<b>Minimum Mandatory Cost-Share (Fleet Owner Contribution)</b>
Exhaust Control Retrofit	100%	0%
Engine Upgrade / Remanufacture	40%	60%
Highway Idle Reduction	25%	75%
Locomotive Idle Reduction	40%	60%
Marine Shore Power	25%	75%
Electrified Parking Space	30%	70%
Engine Replacement– Diesel or Alternative Fuel	40%	60%
Engine Replacement– Low NOx	50%	50%
Engine Replacement– All- Electric	60%	40%
Vehicle/Equipment Replacement– Diesel or Alternative Fuel	25%	75%

Vehicle/Equipment Replacement – Low NOx	35%	65%
Vehicle/Equipment Replacement – All-Electric	45%	55%

### **Budget/Sub Award Monies**

Written approval by MCAQD is required prior to any changes to the sub award budget. Failure to obtain prior authorization may result in suspension of the sub award.

Sub award monies are to be used only during the period of October 1, 2016 through September 30, 2017. Any deviation from this schedule must have prior approval from MCAQD. A request for extension may be considered but will require prior approval by the MCAQD before the scheduled end date of September 30, 2017.

### **Disbursements**

Payment of sub award monies is made once evidence of new vehicle invoice and documentation of proper destruction of replaced vehicle is submitted to MCAQD. Use of sub award monies is subject to compliance with these conditions of the sub award and satisfactory project performance. MCAQD reserves the right to terminate any project that, in MCAQD sole discretion, is not satisfactorily pursuing and fulfilling stated project goals and objectives. MCAQD shall reimburse DVUSD for cancellable obligations properly incurred prior to termination notice.

### **Destruction Requirements**

The vehicle/equipment being replaced will be scrapped or rendered permanently disabled within 60 days of the replacement, or remanufactured to a certified cleaner emission standard. Permanently disabling the chassis and disabling or remanufacturing the engine while retaining possession of the vehicle/equipment is an acceptable scrapping method. Disabling the chassis may be completed by cutting through the frame/frame rails on each side at a point located between the front and rear axles. Other acceptable scrapping methods may be considered and will require written approval from MCAQD Grant Programs Administrator. Vehicle/Equipment components that are not part of the engine or chassis may be salvaged from the unit being replaced. If scrapped or remanufactured vehicles/equipment or salvaged vehicle/equipment chassis or components are to be sold, this program income will be need to be addressed in the submitted budget.

## **SCOPE OF WORK**

The DVUSD, under the authorization of the Maricopa County in accordance with 42 U.S.C. 16133, shall administer the Diesel Emissions Reduction Act (DERA) State Clean Diesel Program.

1. The County shall provide the following services:
  - 1.1 Maricopa County will review and pay invoices submitted by DVUSD.
  - 1.2 Maricopa County will quantify emissions reductions from the vehicles retrofitted or replaced. On the dates July 31, 2017 and October 31, 2017 the County shall prepare and submit a report to the Environmental Protection Agency (EPA) that contains at least the following information:
    - a. The number of vehicles retrofitted or replaced by model year.
    - b. The number and nature of vehicle emissions reduced.
    - c. The cost-effectiveness of the DERA in terms of dollars spent per ton of vehicle emission reductions.
    - d. Any recommendations for improving the effectiveness of the DERA.
    - e. The administrative costs of the DERA.
2. DVUSD, shall provide the following services:
  - 2.1 Determine eligibility of vehicles for DERA.
  - 2.2 Contract with retrofit facilities eligible to participate in the DERA.
  - 2.3 Verify all emission related retrofits performed by participating facilities.
  - 2.4 Invoice Maricopa County for costs associated with implementing the DERA.
  - 2.5 Submit supporting documentation to Maricopa County of retrofitting including costs and type of technologies used.
  - 2.6 Submit evidence of appropriate disposal (such as digital photos or the engine tag showing the serial number, engine family number, and engine model year and of the destroyed engine block and cut frame rails or other structural components) is required in a final assistance agreement report submitted to MCAQD.





Deer Valley  
Unified School District

**DEER VALLEY UNIFIED SCHOOL DISTRICT #97**

Green Form

**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve IFB #17-005-5 Instructional Aids & Supplies

Date assigned for Board consideration: May 30, 2017

DJE/DJB  
Policy Reference

15-213  
A.R.S. Reference

**EXECUTIVE SUMMARY:**

Description – Every five years the district approves multiple vendors for teachers to use when ordering necessary teaching aides and supplies not stocked in our warehouse. Invitations for Bid were sent to one thousand one hundred eighty-six (1,186) vendors. Responses were received from forty-five (45) vendors. There were thirty-two (32) no bids and twenty-two (22) responses were deemed non-responsive.

Rationale – Bids were tabulated and awarded to the vendors meeting the required specifications. It is necessary to award to multiple vendors to accommodate the various unique programs and adopted curriculum used throughout the district. The district has followed procurement practices as outlined in Article 10 of the Arizona Administrative Code (School District Procurement).

Fiscal Impact – The total estimated district expenditure for this proposal will be \$300,000.

**REQUESTED BOARD ACTION –**

That the Governing Board accept the Administration's recommendation to approve the proposals from vendors listed on the solicitation results for purchase(s) of Instructional Aids & Supplies per IFB #17-005-5 for Fiscal Year 2017-18, with the option to renew for four additional one-year terms.

Submitted by

Jim Migliorino  
Deputy Superintendent

Dr. James R. Veitenheimer  
Superintendent

## SOLICITATION RESULTS

DATE: May 30, 2017  
IFB: 17-005-5  
DESCRIPTION: Instructional Aids & Supplies  
RESPONSES: Forty-five (45)  
DATE OPENED: May 8, 2017  
BUDGETED: Yes  
DISTRIBUTION: All Schools & Departments

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<u>VENDOR</u>	<u>ITEM(S)</u>	<u>AMOUNT</u>
Twenty-three vendors	Instructional Aids & Supplies	Approx \$300,000
Apperson	Marjon Ceramics	
Barker Creek Publishing	Nasco	
Developmental Math Group	National School Products	
EAI	Primary Concepts	
Educational Innovations Inc.	S&S Worldwide	
Hand2Mind Inc	Sargent Welch	
Fisher Science Education	School Mate	
Flinn Scientific Inc	School-Tech Inc.	
Gopher Sport	Splash! Publications	
Kaplan Early Learning Co.	Super Duper Publications	
Lakeshore Learning Materials	Therapro	
Learning Resources		

Invitations for Bid were sent to one thousand one hundred eighty-six (1,186) vendors. Responses were received from forty-five vendors. There were 32 no bids and 22 responses were deemed non-responsive.



Deer Valley  
Unified School District

## DEER VALLEY UNIFIED SCHOOL DISTRICT #97

Green Form

### BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve IFB #17-012 Micro Focus School License Agreement

Date assigned for Board consideration: May 30, 2017

DJE/DJB  
Policy Reference

15-213  
A.R.S. Reference

#### EXECUTIVE SUMMARY:

Description – This bid is for the Micro Focus School License Agreement (previously known as Novell) for the entire district. Invitations for Bid were sent to two hundred and forty (240) vendors. Responses were received from three (3) vendors.

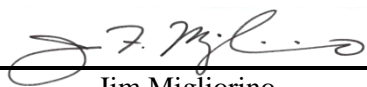
Rationale – Bids were evaluated and awarded to the vendor meeting the required specifications and offering the lowest price. The district has followed procurement practices as outlined in Article 10 of the Arizona Administrative Code (School District Procurement).

Fiscal Impact – The total amount for this expenditure will be \$214,844.21, which is based on a school enrollment of 34,000 students.

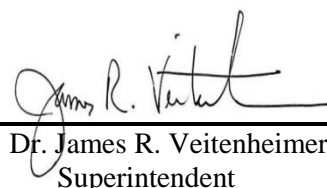
#### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the purchase from Hypertec USA Inc. (Hypertec Direct) for the purchase of the Micro Focus School License Agreement as per IFB #17-012 for Fiscal Year 2017-18.

Submitted by



Jim Migliorino  
Deputy Superintendent



Dr. James R. Veitenheimer  
Superintendent

## SOLICITATION RESULTS

DATE: May 30, 2017  
IFB: 17-012  
DESCRIPTION: Micro Focus School License Agreement  
RESPONSES: Three  
DATE OPENED: May 10, 2017  
BUDGETED: Yes  
DISTRIBUTION: IS&T

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<u>VENDOR</u>	<u>ITEM(S)</u>	<u>AMOUNT</u>
Hypertec USA Inc . (Hypertec Direct)	Micro Focus School License using Student Enrollment of 34,000 Students	\$214,844.21

Invitations for bid were mailed to 240 vendors. Responses were received from three vendors.







**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Student Travel  
\_\_\_\_\_  
\_\_\_\_\_

Date assigned for Board consideration: May 30, 2017      IJOA      None  
Policy Reference      A.R.S. Reference

**EXECUTIVE SUMMARY:**

1. Approve travel for students from Sandra Day O'Connor High School to attend Historic Sites in Colonial and Industrial Revolution in Boston, Cambridge, Lowell and Salem, MA from May 30 through June 3, 2017.
2. Approve travel for students from Barry Goldwater High School to attend Cooking up Change in Washington, DC from June 11 through June 13, 2017.
3. Approve travel for students from Boulder Creek High School to attend SkillsUSA National Competition in Louisville, KY from June 19 through June 23, 2017.
4. Approve travel for students from Sandra Day O'Connor High School to attend HOSA 40<sup>th</sup> Annual International Leadership Conference in Orlando, FL from June 20 through June 25, 2017.
5. Approve travel for students from Boulder Creek High School to attend Educators Rising National Conference in Phoenix, AZ from June 24 through June 26, 2017.
6. Approve travel for students from Barry Goldwater High School to attend FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
7. Approve travel for students from Mountain Ridge High School to attend 2017 FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
8. Approve travel for students from Sandra Day O'Connor High School to attend 2017 FBLA National Leadership Conference in Anaheim, CA from June 27 through July 3, 2017.
9. Approve travel for students from Sandra Day O'Connor High School to attend FCCLA State in Nashville, TN from July 1 through July 7, 2017.

(Continued on next page)



**DEER VALLEY UNIFIED SCHOOL DISTRICT #97**

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**BOARD AGENDA ITEM**

**Continued STUDENT TRAVEL:**

10. Approve travel for students from Deer Valley High School to attend Thespian Leadership Camp in Heber, AZ from July 5 through July 8, 2017.
11. Approve travel for students from Barry Goldwater High School to attend Camp of Champions in Winslow, AZ from July 10 through July 15, 2017.
12. Approve travel for students from Deer Valley High School to attend Cross Country Camp in Gunnison, CO from July 16 through July 21, 2017.
13. Approve travel for students from Sandra Day O'Connor High School to attend Football Camp in Santa Barbara, CA from July 21 through July 26, 2017.
14. Approve travel for students from Boulder Creek High School to attend Band Camp in Prescott, AZ from July 31 through August 3, 2017.
15. Approve travel for students from Legend Springs to attend YMCA Camp Surf in Imperial Beach, CA from September 11 through September 13, 2017.
16. Approve travel for Deer Valley High School to attend Woodbridge Cross Country Classic in Irvine, CA from September 15 through September 17, 2017.
17. Approve travel for students from Highland Lakes to attend Catalina Island Marine Institute in Catalina Island, CA from October 13 through October 15, 2017.

**REQUESTED BOARD ACTION –**

That the Governing Board accept the Administration's recommendation to approve the Student Travel.

Submitted by

Dr. Dan Courson  
Director

Dr. James R. Veitenheimer  
Superintendent





Deer Valley  
Unified School District

**DEER VALLEY UNIFIED SCHOOL DISTRICT #97**

Green Form

**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve the Recommendation for the Superintendent of the Deer Valley Unified School  
District

Date assigned for Board consideration: May 30, 2017      None      None  
Policy Reference      A.R.S. Reference

**EXECUTIVE SUMMARY:**

**REQUESTED BOARD ACTION –**

That the Governing Board approve the recommendation for the Superintendent of the Deer Valley Unified School District.

Submitted by \_\_\_\_\_

*Kimberly Fisher*

Kimberly Fisher  
Governing Board President





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Human Resources Changes

Date assigned for Board consideration: May 30, 2017      CBA/GCG/GDG      15-402/15-503  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

The Governing Board approves all Human Resource changes per Governing Board policy and Arizona Revised Statutes.

	<u>New Hires</u>	<u>Resignations/Terminations</u>	<u>Leaves</u>	<u>Transfers/ Reassignment</u>
Administrative	-	-	-	1
Certified	55	33	3	61
Classified	11	47	7	48
Exempt	1	1	-	-
VIP Assignments	-		-	-
Substitutes:				
Certified	-			
Classified	-			
Resignation				

Administrative/Exempt/Certified Contract Renewals

### REQUESTED BOARD ACTION –

That the Governing Board accept the Administration's recommendation to approve the Human Resources Changes.

Submitted by

Jenna Moffitt  
Director

  
Dr. James R. Veitenheimer  
Superintendent

<b>HUMAN RESOURCES CHANGES</b>
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**NEW HIRES - CLASSIFIED - Board Approval Required**

Dunbar, Glynn	SOHS	Paraprofessional-6.75 hrs.	Effective 05/08/17
Guzman, Andrew	BE	Crossing Guard-1.5 hrs.	Effective 05/08/17
Holdren, Janet	TR	Bus Assistant-6.0 hrs.	Effective 05/15/17
Mahle, Tyler	SS	Custodian II-4.0 hrs.	Effective 05/25/17
Metsopolos, Lisa	PH	Paraprofessional-6.75 hrs.	Effective 05/01/17
Pittan, Edward	CS	Maintenance IV-8.0 hrs.	Effective 05/08/17
Walker, Karen	WW	F.S. Worker II-3.0 hrs.	Effective 05/18/17

**NEW HIRES-EXEMPT-Board Approval Required**

Rambole, Robert	DO	1.0 Coordinator Warehouse	Effective 07/01/17 PRP
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**RESIGNATIONS/NON-RENEWALS/TERMINATION - EXEMPT****Board Approval Required**

Fisher-Boone, Victoria	DO	1.0 Software Analyst III	Effective 06/02/17
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**RESIGNATIONS/NON-RENEWALS/TERMINATION - CERTIFIED****Board Approval Required**

Gelmstedt, Elizabeth	SS	1.0 Special Education	Effective 05/01/17 REVISED
Neville, Stacey	GP	1.0 7th Grade Science	Effective 05/12/17 REVISED

**RESIGNATIONS/NON-RENEWALS/TERMINATIONS\* - CLASSIFIED**

Abney, Joseph	BGHS	CTE Paraprofessional	Effective 05/16/17
Beaty, Christine	ME	Custodian II	Effective 05/03/17
Brennan, Sheri	GB	Monitor/	Effective 05/01/17 REVISED
	HLS	Crossing Guard	
Buckner, Thomas	DE	Custodian II	Effective 06/09/17
Coons, Timothy	HMS	Maintenance I	Effective 05/10/17
Inman, Paul	TR	Bus Driver	Effective 04/20/17
Henry, James	SOHS	Equipment Clerk	Effective 05/31/17
Herman, Letitia	DO	Campus Network Technician	Effective 06/29/17
Luchterhand, Heidi	DE	Library Clerk	Effective 05/31/17
Maragliano, Angelo	TR	Bus Assistant	Effective 05/24/17
McAlpine, LaShonda	DVHS	Paraprofessional	Effective 05/03/17
Morrison, Zain	SF	Custodian II	Effective 04/28/17
Poston, Shirley	MS	Custodian II	Effective 05/01/17
Saunders, Benjamin	DO	C.S. Instructor	Effective 05/18/17
Savary, Amanda	AN	F.S. Worker II	Effective 05/12/17
Stallone, Sarah	TR	Bus Driver	Effective 03/27/17

**TRANSFERS/REASSIGNMENTS - CLASSIFIED - (change in compensation)****Board Approval Required**

Alvarado, Angel	DVHS	Custodian II-8.0 hrs.	DVHS Maintenance I-8.0 hrs.
Burns, Cynthia	DO	Campus Network Technician-8.0 hrs.	DO Software Analyst I-8.0 hrs.
Caicedo, Steven	MRHS	Custodian II-3.0 hrs.	MRHS Custodian II-8.0 hrs.
Dagostino, Robin	HLS	Crossing Guard-.75 hrs.	HLS Crossing Guard-1.75 hrs.
Dick, James	HMS	Custodian II-8.0 hrs.	DO Maintenance I-8.0 hrs.
Guzman, Andrew	BE	Crossing Guard-1.5 hrs.	BE Crossing Guard-1.5 hrs./
			ME Custodian II-4.0 hrs.
Healey, Diane	DVHS	OCR Instructional Assistant-8.0 hrs.	DVHS Monitor II-8.0 hrs.



**TRANSFERS/REASSIGNMENTS - CLASSIFIED - (change in compensation)-(Continued)**

**Board Approval Required**

Homberg, Lisa	LB	Paraprofessional-6.75 hrs./ C.S. Assistant-1.25 hrs.	LB	Pre-K Paraprofessional-6.5 hrs./ C.S. Assistant-1.25 hrs.
Neil, Kristi	SS	Accounting Clerk-8.0 hrs.	DO	Clerk III-8.0 hrs.
Rodriguez, Carissa	AH	F.S. Worker II-3.0 hrs.	AH	Custodian III-8.0 hrs.
Schmidt, Donna	DSMS	F.S. Worker III-4.0 hrs.	DSMS	F.S. Worker II-3.75 hrs.
Sinclair, Devin	AH	Custodian III-8.0 hrs.	AH	Custodian II-8.0 hrs.
White, Mark	TR	Parts Processor II-8.0 hrs.	TR	Bus Driver-6.0 hrs.

**TRANSFERS/REASSIGNMENTS-CLASSIFIED - (no change in compenstation)**

**Board Information-Approval Not Required**

Armendariz, Maria	NC	Custodian II-8.0 hrs.	ME	Custodian II-8.0 hrs.
Armendariz, Raul	NC	Custodian II-8.0 hrs.	PH	Custodian II-8.0 hrs.
Chisholm, Linda	NC	Paraprofessional-6.75 hrs.	TE	Paraprofessional-6.75 hrs.
Harmon, Thomas	PH	Custodian II-8.0 hrs.	HMS	Custodian II-8.0 hrs.
Hernandez, Eric	TE	Custodian II-8.0 hrs.	SR	Custodian II-8.0 hrs.
Johnson, Sheilla	AH	Pre-K Paraprofessional-6.5 hrs.	SF	Pre-K Paraprofessional-6.5 hrs.

**LEAVES-CERTIFIED-Board Approval Required**

Keene, Richard	1.0 Social Studies	Effective 04/17/17-05/25/17
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**LEAVES-CLASSIFIED-Board Approval Required**

Demuro, Grace	TR	Bus Assistant	05/01/17-07/01/17 EXTENDED
Gharrity, Jeffrey	DO	Maintenance IV	05/02/17-06/06/17 EXTENDED
Gleason, Matthew	MRHS	Custodian II	04/28/17-05/23/17 EXTENDED
Heath, Linda	TR	Bus Driver	05/09/17-05/22/17 EXTENDED
Henderson, Genesis	DM	Paraprofessional	05/05/17-05/24/17
Mastroni, Nancy	DVHS	F.S. Worker II	04/14/17-05/24/17
Turner, James	CE	Custodian II	05/16/17-07/17/17

**HR CHANGES FOR 2017-2018 SCHOOL YEAR**

**NEW HIRES-CERTIFIED-Board Approval Required**

Allen, Meghan	DVMS	1.0 Language Arts	Effective 08/02/17
Algermissen, Stephanie	NC	1.0 1st Grade	Effective 08/02/17
Ambrose, Heather	ME	0.3 Music	Effective 08/02/17
Anderson, James	DVHS	1.0 Math	Effective 08/02/17
Balog, Brittany	SH	0.2 Gifted	Effective 08/02/17
Bednarz, Suzanne	DM	0.5 Art	Effective 08/02/17
Bernier, Janet	ES	1.0 Reading	Effective 08/02/17
Budrow, Calista	DSMS	1.0 Science	Effective 08/02/17
Bullock, Joanna	DSMS	1.0 Science	Effective 08/02/17
Chappell, Kayla	DSMS	1.0 Language Arts	Effective 08/02/17
Clark, Allison	VM	1.0 6th Grade	Effective 08/02/17
Conner, Hayley	TE	1.0 2nd Grade	Effective 08/02/17
Creighton, Nicolas	SR	1.0 5th Grade	Effective 08/02/17
Crisp, Kristen	CE	1.0 Kindergarten	Effective 08/02/17
Davis, Sylvia	DO	1.0 Psychologist	Effective 07/24/17
Dixon, Katherine	BGHS	1.0 Math	Effective 08/02/17

**NEW HIRES-CERTIFIED-Board Approval Required-(Continued)**

Doss, Kristy	PH	1.0 4th Grade	Effective 08/02/17
Dueling, Troy	SOHS	1.0 Special Education	Effective 08/02/17
Elmore, Shea	PH	1.0 2nd Grade	Effective 08/02/17
Fagan, Regina	SS	1.0 Art	Effective 08/02/17
Faust, Mark	MRHS	1.0 English	Effective 08/02/17
Figueroa, Randi	NC	1.0 Special Education	Effective 08/02/17
Goodman, Hillary	LB	1.0 Special Education	Effective 08/02/17
Hafer, Joshua	SOHS	1.0 Math	Effective 08/02/17
Hancock, Ashley	ES	1.0 3rd Grade	Effective 08/02/17
Hughes, Helen	DVHS	0.6 Art	Effective 08/02/17
Jones, Jaimi	SOHS	1.0 English	Effective 08/02/17
Kennedy, Lorie	AN	1.0 Physical Education	Effective 08/02/17
Kievert, Nathaniel	DE	0.5 Band/	Effective 08/02/17
	MS	0.5 Band/	
Kreitzman, Sandra	ME	1.0 Kindergarten	Effective 08/02/17
Lachvayder, Katelyn	BGHS	1.0 Dance	Effective 08/02/17
Linsacum, Brittney	SV	1.0 4th Grade	Effective 08/02/17
Lundskow, Naomi	DSMS	1.0 Language Arts	Effective 08/02/17
Lyngaas, Kristin	GP	1.0 Special Education	Effective 08/02/17
Mason, Peter	CC	1.0 Physical Education	Effective 08/02/17 PRP
McDonald, Elizabeth	AH	1.0 Art	Effective 08/02/17
McFadden, Margaret	ME	1.0 5th Grade	Effective 08/02/17
Mears, Amanda	DM	1.0 7th Grade Language Arts	Effective 08/02/17
Miller, Ian	GP	1.0 7th/8th Grade Language Arts	Effective 08/02/17
Milliken, Diane	MRHS	1.0 Librarian	Effective 08/02/17 PRP
Moore, Ryan	WW	1.0 7th Grade Math	Effective 08/02/17
Mudd, Brian	ME	1.0 3rd Grade	Effective 08/02/17
Pearson, Stacey	NC	1.0 1st Grade	Effective 08/02/17
Petty, Joshua	BGHS	1.0 Special Education	Effective 08/02/17
Randell, Kristen	PH	1.0 4th Grade	Effective 08/02/17
Reamer, Penny	SR	1.0 Nurse	Effective 08/02/17
Richardson, Karina	DVHS	1.0 Spanish	Effective 08/02/17
Ryou, Catherine	CS	1.0 7th Grade Math	Effective 08/02/17
Sanchez, Sara	SR	1.0 4th Grade	Effective 08/02/17
Salcido, Ryan	DSMS	1.0 Band	Effective 08/02/17
Schottler, Kara	DC	1.0 4th Grade	Effective 08/02/17
Seigley, Klaryssa	NC	1.0 French	Effective 08/02/17
Silva, Lee Ann	MRHS	1.0 Spanish	Effective 08/02/17
Skaggs, Journy	CE	1.0 Art	Effective 08/02/17
Skinner, Esther	BGHS	1.0 CTE Culinary	Effective 08/02/17
Spell-Flores, Alexandria	ES	1.0 3rd Grade	Effective 08/02/17
Squibb, Zachary	SV	1.0 Music	Effective 08/02/17
Stevens, Tammy	GP	1.0 Pre-K Special Education	Effective 08/02/17
Swaine, Jennifer	DC	0.5 Guidance Counselor	Effective 08/02/17
Tavcar, Moncia	DVMS	1.0 Art	Effective 08/02/17
Thomas, Margaret	SV	1.0 3rd Grade	Effective 08/02/17
Velasquez, Mary	ES	0.5 Title I Reading	Effective 08/02/17
Vogel, Aaron	MRHS	1.0 Band	Effective 08/02/17
Washburn, Alexandra	NR	1.0 Special Education	Effective 08/02/17
Westerman, Sara	SOHS	1.0 Math	Effective 08/02/17

**NEW HIRES - CLASSIFIED - Board Approval Required**

Adams, Sandy	DO	Benefits Bookkeeper-8.0 hrs.	Effective 07/01/17 PRP
Baum, Melissa	WW	Monitor-2.25 hrs.	Effective 08/04/17
Munn, Sheila	BE	Cafeteria Manager-4.0 hrs./	Effective 07/24/17 PRP
	GB	Cafeteria Manager-4.0 hrs.	
Yoder, Ruth	DM	Instructional Assistant-3.5 hrs.	Effective 08/04/17

**RESIGNATIONS/NON-RENEWALS/TERMINATION - CERTIFIED**

**Board Approval Required**

Allinger, Daniel	HMS	1.0 8th Grade Math	Effective 05/25/17
Baldera, Maria	DVMS	1.0 8th Grade Science	Effective 05/25/17
Bowles, Mykeshea	ES	1.0 5th Grade	Effective 05/25/17
Cooper, Shelley	MS	1.0 3rd Grade	Effective 05/25/17
Crook, Austin	AN	1.0 8th Grade Math	Effective 05/25/17
Crook, Jessica	AN	1.0 6th Grade Language Arts	Effective 05/25/17
Elmer, Amy	PH	1.0 4th Grade	Effective 05/25/17
Hamilton, John	BCHS	1.0 Social Studies	Effective 09/29/17 PRP
Harkless, Cheryl	DO	0.6 Speech Pathologist	Effective 05/25/17
Harris, Kerry	DE	1.0 4th Grade	Effective 05/25/17 PRP
Hay, Jessica	DO	1.0 Hearing Impaired	Effective 07/06/17 REVISED
Holt, Jamiela	GP	1.0 8th Grade Math	Effective 05/25/17
Humble, Kristen	SR	1.0 1st Grade	Effective 05/25/17 RESCIND
Jones, Jennifer	PM	0.5 Physical Education	Effective 05/25/17
Keene, Richard	VP	1.0 Social Studies	Effective 06/30/17
Lamont, Ann	BE	1.0 4th Grade	Effective 05/25/17
Levine, Julie	CE	1.0 Reading Specialist	Effective 05/25/17 PRP
Lucas, Rebecca	SS	1.0 Physical Education	Effective 05/25/17 PRP
Maynard, Annette	DO	1.0 Speech Pathologist	Effective 05/25/17
Miller, Penney	DO	1.0 Student Assigned Nurse	Effective 05/25/17
Parsons, Aaron	BCHS	1.0 CTE Engineering	Effective 06/30/17
Puryear, Laurie	VM	1.0 2nd Grade	Effective 05/25/17 RESCIND
Snyder, Susan	HLS	1.0 Science Gifted	Effective 05/25/17 PRP
Spexarth, Katrina	SOHS	0.4 Social Studies/ 0.2 Peer Facilitator	Effective 05/25/17
Sprouse, Marci	WW	1.0 3rd Grade	Effective 05/25/17
Stegh, Lindsey	HLS	1.0 7th/8th Grade Science	Effective 05/25/17
Stolper, Michelle	PM	0.5 Band	Effective 05/25/17
Swiatowiec, Rachel	DVMS	1.0 7th/8th Grade Science	Effective 05/25/17
Waddington, Anne	DO	0.5 ELL Specialist/ ES 0.1 Title I Reading	Effective 05/25/17
Weatherford, Lori	AH	1.0 2nd Grade	Effective 05/25/17
Woolf, Amber	DO	0.6 Speech Technician	Effective 05/25/17

**RESIGNATIONS/NON-RENEWALS/TERMINATION - CLASSIFIED**

**Board Approval Required**

Agee, Amber	WW	Paraprofessional	Effective 05/24/17
Basl, Derik	SV	Maintenance IV	Effective 07/20/17
Bushu, Diane	DO	C.S. Instructor	Effective 06/30/17 PRP
Carlson, Daniel	SV	Paraprofessional	Effective 05/24/17
Duff, John	TR	Lead Supervisor	Effective 06/30/17
Eyrich, Lynn	DO	Interpreter II	Effective 05/25/17
Felipe, Maria	BCHS	Paraprofessional	Effective 05/24/17

**RESIGNATIONS/NON-RENEWALS/TERMINATION - CLASSIFIED-(Continued)****Board Approval Required**

Funk, Donna	MRHS	Maintenance IV	Effective 07/16/17
Gelmstedt, Patricia	DO	C.S. Assistant	Effective 05/24/17
Harmon, Carmelita	PM	F.S. Worker II	Effective 05/24/17
Hughes, Mitchell	DC	Custodian II	Effective 05/23/17
Kahns, Daija	DM	F.S. Worker II	Effective 05/24/17
Kerr, Rebecca	DC	Paraprofessional	Effective 05/24/17
Kirk, Terra	TR	Bus Driver	Effective 05/24/17
Lavin, Fernanado	DVHS	Custodian II	Effective 07/17/17
Leone, Michael	DE	Crossing Guard	Effective 05/24/17
Lofgren, Rebecca	SS	Library Clerk	Effective 06/01/17
Martinez, Debra	DO	Clerk II	Effective 06/02/17
Mercer, JoEllen	DC	Library Clerk	Effective 06/01/17
Newberry, Skyler	VP	Monitor II	Effective 05/24/17
Newby, Nancy	DO	C.S. Assistant	Effective 05/25/17
Ouzts, Lisa	SV	F.S. Worker I	Effective 05/24/17
Packett, Courtney	NC	Paraprofessional	Effective 05/24/17
Packett, Haley	NC	Paraprofessional	Effective 05/24/17
Rayborn, Kristina	VM	F.S. Worker II	Effective 05/24/17
Rock, Theresa	BGHS	OCR Instructional Assistant	Effective 05/24/17
Sandoval, Christine	HMS	Registrar I	Effective 06/02/17
Selleys, Melissa	BCHS	Clerk I	Effective 06/30/17
Sherwood, Daphne	GB	Monitor	Effective 05/24/17
Sullivan, Katherine	ME	Paraprofessional	Effective 05/25/17
Wyckoff, Jamie	VM	Paraprofessional	Effective 05/24/17

**TRANSFERS/REASSIGNMENTS-ADMINISTRATIVE-(change in compensation)****Board Approval Required**

Slugh, Samantha	DVMS	1.0 Title I Instructional Coach	WW	1.0 Assistant Principal
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**TRANSFERS/REASSIGNMENTS - CERTIFIED-(no change in compensation)****Board Information-Approval Not Required**

Abrams, Heather	PH	1.0 Special Education	PM	1.0 Special Education
Aguilar, Cecilia	SR	1.0 Title I Reading	AH	1.0 Title I Reading
Beermann, Frances	GB	1.0 Special Education	GB	1.0 4th Grade
Biller, Courtney	LB	1.0 6th Grade	HMS	1.0 7th Grade Math
Blaine, Lori	SS	1.0 6th Grade	AN	1.0 5th Grade
Brodman Larson, Laura	DVMS	1.0 8th Grade Science	DVMS	1.0 7th Grade Science
Brothers, Kerry	CS	1.0 4th Grade Gifted	CS	1.0 STEM Specialist
Brown, Katherine	DO	1.0 Special Education Strategist	DC	1.0 5th Grade
Chase, Amanda	SH	1.0 Special Education	DE	1.0 Special Education
Cimino, Christina	DE	1.0 1st Grade	CS	1.0 3rd Grade Gifted
Dahl, Debra	LB	1.0 4th Grade	LB	1.0 Special Education
Denman, Nicholas	PM	1.0 Music	VM	1.0 Art
Devriendt, Jessica	DC	1.0 4th Grade	SF	1.0 5th Grade
Derosa, Barbara	ES	1.0 Art	MS	1.0 Art

**TRANSFERS/REASSIGNMENTS - CERTIFIED-(no change in compensation)-(Continued)****Board Information-Approval Not Required**

Dibrito, Jane	SV	1.0 4th Grade	SV	0.5 Counselor/
			PH	0.5 Counselor
Foreman, Lisa	GP	0.5 4th Grade/ 0.5 RTI Specialist	GP	0.7 RTI Specialist/ 0.3 Exploratory
FreyMuller, Melissa	AN	1.0 1st Grade	AN	1.0 6th Grade Language Arts
Gold, Jean	NC	1.0 Special Education	GB	1.0 Special Education
Heeb, Jessica	SR	1.0 2nd Grade	SR	1.0 Title I RTI-A
Hinton, Daniel	SH	0.5 Physical Education/ TE 0.5 Physical Education	NC	1.0 Physical Education
Hodge, Takiyah	DE	1.0 Special Education	DE	1.0 1st Grade
Holman, Chrystyna	PM	1.0 Special Education	BE	1.0 Special Education
Horyza, James	SOHS	1.0 Math	SOHS	1.0 Special Education
Hu, Shijian	GP	0.5 4th Grade Mandarin/ 0.5 5th Grade Mandarin	GP	1.0 7th/8th Mandarin Exploratory
Hurtado, Charlamen	AH	1.0 3rd Grade	AH	1.0 2nd Grade
Iducovich, Hannah	VM	1.0 3rd Grade	VM	1.0 2nd Grade
Jeambey, Lisa	SR	1.0 3rd Grade	SR	1.0 2nd Grade
Kent, Corbin	NC	1.0 6th Grade	NC	1.0 4th Grade
Kuhn, Holly	AH	1.0 Pre-K Special Education	SR	1.0 Pre-K Special Education
Kurtz, Tiffany	SOHS	1.0 CTE Business	SOHS	0.6 CTE Information Technology/ 0.4 CTE Accounting
Larson, Adam	DVHS	0.4 CTE Media Production/ SOHS 0.4 Graphic Design/ SOHS 0.2 Media Production	SOHS	0.4 Graphic Design/ 0.2 Media Production/ 0.4 Information Technology
Ledin, Kirstin	AN	1.0 6th Grade Math	AN	1.0 8th Grade Math
Lonon, Pamela	DM	1.0 1st Grade	VM	1.0 Reading Specialist
Mai, Hang	BE	1.0 Special Education	GB	1.0 Special Education
McKinley, Brittnee	MS	1.0 Special Education	MS	1.0 Pre-K Special Education
Patti, Crystal	MS	1.0 2nd Grade	SV	1.0 2nd Grade
Platt, Jessica	NC	1.0 4th Grade	BE	1.0 5th Grade
Puryear, Laurie	VM	1.0 2nd Grade	SR	1.0 2nd Grade
Rice, Gregory	SOHS	1.0 Physical Education	DVHS	1.0 Health
Robinson, Daniel	ME	1.0 5th Grade	CC	1.0 Physical Education
Rogers, Max	PH	1.0 Band	WW	1.0 Band
Ryan-Frandsen, Jeanine	SF	1.0 5th Grade	SF	1.0 4th Grade
Schnee, Jason	GP	0.5 5th Grade/ 0.5 6th Grade	GP	1.0 7th Grade Math
Silverstein, Sharon	BE	1.0 1st Grade	LS	1.0 1st Grade
Sowers, Kimberleigh	NC	1.0 1st Grade	GB	1.0 1st Grade
Stephens, Stephanie	CS	1.0 STEM Specialist	CS	1.0 4th Grade Gifted
Strain, Savannah	SR	1.0 2nd Grade	SR	1.0 1st Grade
Swan, Jeannie	SR	1.0 6th Grade	ES	1.0 Title I RTI Specialist
Tuholsky, Amanda	DVHS	1.0 Special Education	DVHS	1.0 TSW
Weible, Shanna	AN	1.0 Kindergarten	AN	1.0 1st Grade
Wheeler, Kathleen	NC	1.0 1st Grade	BE	1.0 1st Grade
Williams, Laura	SR	1.0 Title I RTI-A	SR	1.0 Title I Reading
Withrow, Sara	BE	1.0 Reading	NC	1.0 1st Grade

**TRANSFERS/REASSIGNMENTS-CERTIFIED-(change in compensation)****Board Approval Required**

Cosentino-Shaffer, Kathleen	BE	1.0 Special Education	ME	0.5 Title I RTI Specialist
Douglass, Tracey	DE	1.0 Physical Education	DE	1.2 Physical Education
Hobson, Melissa	SOHS	1.0 Special Education	SOHS	1.0 Physical Education
Humble, Kristen	SR	1.0 1st Grade	VM	0.6 Gfted
Kereny, Tifney	SOHS	0.4 CTE Media Productions	SOHS	0.4 CTE Media Productions/ 0.6 CTE Marketing
Null, Belinda	SR	1.0 5th Grade	SR	1.0 Special Education
Ostrowski, Tiffany	SOHS	0.5 Guidance Counselor	SOHS	0.5 Guidance Counselor/ VP 0.5 Guidance Counselor/
Patena, Michael	CS	1.0 Physical Education	SH	0.6 Physical Education

**TRANSFERS/REASSIGNMENTS - CLASSIFIED - (no change in compensation)****Board Approval Required**

Bratlien, Deborah	AH	1.0 LPN Certified	AH	LPN-Classified-7.5 hrs.
Colton, Melissa	VM	Paraprofessional-6.75 hrs.	LB	Paraprofessional-6.75 hrs.
Donegan, Rene	TE	Paraprofessional-6.75 hrs.	SV	Paraprofessional-6.75 hrs.
Ebright, Renee	TE	Cafeteria Manager-4.0 hrs./	MS	Cafeteria Manager-4.0 hrs./
	DE	Cafeteria Manager-4.0 hrs.	DE	Cafeteria Manager-4.0 hrs.
Esquivel, Norma	BE	1.0 LPN-Certified	BE	LPN-Classified-7.5 hrs.
French, Cristina	PH	Paraprofessional-6.75 hrs.	DE	Paraprofessional-6.75 hrs.
Griffin, Julie	ES	1.0 LPN Certified	ES	LPN-Classified-7.5 hrs.
Hanson, Kelly	AN	1.0 LPN Certified	AN	LPN-Classified-7.5 hrs.
Lawhorn, Debra	BGHS	1.0 LPN Certified	BGHS	LPN-Classified-7.5 hrs.
Roth, Debbie	GB	1.0 LPN Certified	GB	LPN-Classified-7.5 hrs.
Snapp, Melody	SH	Paraprofessional-6.75 hrs.	ME	Paraprofessional-6.75 hrs.

**TRANSFERS/REASSIGNMENTS - CLASSIFIED - (change in compensation)****Board Approval Required**

Anderson, Karen	BCHS	Clerk I-6.75 hrs./	BCHS	Clerk I-6.75 hrs.
	SS	Crossing Guard-.75 hrs.		
Bruce, Heidi	DO	Clerk II Speech-4.0 hrs.	DO	Clerk II Speech-4.0 hrs./ Clerk II Motor-4.0 hrs.
Burnes, Judy	SR	Title I Paraprofessional-4.0 hrs.	SR	Pre-K Paraprofessional-6.5 hrs.
Duff, Diane	DO	Clerk III-8.0 hrs.	DO	Clerk II-8.0 hrs.
Farnsworth, Amy	SR	Title I Paraprofessional-6.0 hrs.	SR	Title I Paraprofessional-3.0 hrs.
Flores, Jamie	PM	F.S. Worker II-2.5 hrs.	PM	F.S. Workers II-2.75 hrs.
Foster, Carol	ME	Registrar-8.0 hrs.	ME	Paraprofessional-6.75 hrs.
Galvez, Jesus Rosario	CE	EL Clerk-7.0 hrs./	CE	Registrar-8.0 hrs.
		Crossing Guard-.75 hrs.		
Grant, Katherine	WW	Crossing Gurad-2.0 hrs./	WW	EL Instructional Assistant-3.5 hrs.
		EL Instructional Assistant-3.5 hrs.		
Hernandez Becerra, Dora	CE	Paraprofessional-6.75 hrs.	CE	Paraprofessional-6.75 hrs./ Crossing Guard-0.5 hrs.
Hicks, Amanda	DC	Monitor-2.0 hrs.	DC	Paraprofessional-6.75 hrs.
Hilliker, Kimberly	CS	Monitor-2.25 hrs./	BCHS	Paraprofessional-6.75 hrs.
		Crossing Guard-2.0 hrs.		
Hogan, Alicia	AH	Paraprofessional-6.5 hrs.	AH	Monitor-2.0 hrs./ Crossing Guard-2.0 hrs.
Holmes, Tricia	SR	Title I Liason-5.0 hrs.	SR	Title I Liason-3.0 hrs.
Kennedy, Christina	DE	Pre-K Paraprofessional-3.25 hrs.	SV	Paraprofessional-6.75 hrs.

**TRANSFERS/REASSIGNMENTS - CLASSIFIED - (change in compensation)-(Continued)****Board Approval Required**

Locklear, Patricia	DO	C.S. Assistant-2.0 hrs./	WW	Crossing Guard-2.0 hrs./
	WW	Crossing Guard-1.75 hrs./		Monitor-2.25 hrs.
		Monitor-2.25 hrs.		
Malesko, Bernadette	DE	Crossing Guard-2.5 hrs./	DE	Monitor-2.0 hrs.
		Monitor-2.0 hrs.		
Martin, Gina	SR	F.S. Worker I-6.0 hrs.	VM	F.S. Worker IV-6.0 hrs.
Nagorka, Deborah	PM	Paraprofessional-6.75 hrs.	CE	EL Instructional Assistant-7.0 hrs./
				Crossing Guard-0.5 hrs.
Noel, Michelle	PH	F.S. Worker III-7.0 hrs.	PH	F.S. Workers III-6.0 hrs.
Pequeno, Luise	CS	F.S. Worker III-4.0 hrs.	CS	F.S. Worker III-4.0 hrs./
				Crossing Guard-2.0 hrs.
Schildt, Lovelie	CS	Crossing Guard-2.0 hrs./	CS	Pre-K Paraprofessional-2.5 hrs.
		Pre-K Paraprofessional-2.5 hrs.		
Spence, Lori	DSMS	Title I Paraprofessional-7.0 hrs.	DSMS	Paraprofessional-6.75 hrs.
Stephany, Elizabeth	DC	Insructional Assistant-4.0 hrs./	DC	Monitor-2.25 hrs./
		Monitor-2.25 hrs./		Crossing Guard-1.0 hr.
		Crossing Guard-1.0 hr.		
Young, Cathy	MS	Pre-K Paraprofessional-6.5 hrs.	MS	Paraprofessional-6.75 hrs.
Weedman, Catherine	SR	Cafeteria Manager-6.5 hrs.	VM	Cafeteria Manager-7.0 hrs.
Zalaznik, Arelia	CE	F.S. Worker IV-7.0 hrs./	CE	F.S. Worker IV-7.0 hrs.
		Crossing Guard-1.0 hr.		
Zvara, Lindsey	PM	Pre-K Paraprofessional-6.5 hrs.	PM	Paraprofessional-6.75 hrs.

**LEAVES-CERTIFIED-Board Approval Required**

Dahl, Debra	LB	1.0 Special Education	08/02/17-05/25/18
Morici, Susan	BGHS	1.0 Music	08/02/17-05/25/18







Deer Valley  
Unified School District

**DEER VALLEY UNIFIED SCHOOL DISTRICT #97**

Green Form

**BOARD AGENDA ITEM**

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve 2017-18 Contract Language for Exempt 10 Positions

Date assigned for Board consideration: May 30, 2017

None  
Policy Reference

None  
A.R.S. Reference

**EXECUTIVE SUMMARY:**

Human Resources is requesting that the Governing Board approve the recommended language for Exempt 10 contracts.

**REQUESTED BOARD ACTION –**

That the Governing Board accept the Administrations recommendation to approve the 2017-18 contract language for Exempt 10 positions.

Submitted by

Jenna Moffitt  
Director

  
Dr. James R. Veitenheimer  
Superintendent





Deer Valley  
Unified School District

## DEER VALLEY UNIFIED SCHOOL DISTRICT #97

Green Form

### BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Approve Performance Pay for the Deer Valley Unified School District Superintendent

Date assigned for Board consideration: May 30, 2017      None      15-341.39  
Policy Reference      A.R.S. Reference

#### EXECUTIVE SUMMARY:

Arizona Revised Statute 15-341.39 states that the Governing Board must ensure that the contract for the superintendent is structured in a manner in which up to twenty percent of the total annual salary included for the superintendent in the contract is classified as performance pay. The current Superintendent contract provides for five percent of the annual salary to be awarded as performance pay as identified by the Governing Board Performance Pay Plan. The Board is asked to vote on the disbursement of this five percent based on the Superintendent's presentation of goal attainment in Executive Session prior to this meeting.

#### REQUESTED BOARD ACTION –

That the Governing Board approve Performance Pay for the Deer Valley Unified School District Superintendent Dr. James. R. Veitenheimer.

Submitted by \_\_\_\_\_

*Kimberly Fisher*

Kimberly Fisher  
Governing Board President





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Preview Coding Recommendations for Computer Science – Progression of Learning  
Programs

Date assigned for Board consideration: May 30, 2017      None      None  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

A. Preview Coding Recommendations for Computer Science – Progression of Learning Programs

Over the past twelve months the Computer Science Education committee researched locally and nationally and collaborated with a wide range of stakeholders to develop a Computer Science K-12 progression of learning for Deer Valley Unified School District. An implementation plan beginning in Fall 2017 will see all DVUSD schools involved in planning, piloting and furthering student and teacher participation in Computer Science Education. The committee brings to you this evening a tactical plan addressing the focus areas of delivery, potential staffing, technology and enrichment to advance DVUSD schools and students in becoming problem solvers, computational thinkers, and creators of technology. Dr. Galligan, Ms. Jayme Fitzpatrick, Ms. Kathryn Borgesen, and Ms. Michelle Coots will share our recommendations with you.

**REQUESTED BOARD ACTION** – No action required.

Submitted by

Gayle Galligan Ed.D.

Dr. Gayle Galligan  
Deputy Superintendent

James R. Veitenheimer

Dr. James R. Veitenheimer  
Superintendent

DVUSD Recommendations for Computer Science Implementation								
Grades K-2	2017-18 (year 1)		2018-19 (year 2)		2019-20 (year 3)		2020 & beyond	
updated 05/15/17	<i>minimum</i>	<i>extensions</i>	<i>minimum</i>	<i>extensions</i>	<i>minimum</i>	<i>extensions</i>	<i>minimum</i>	<i>extensions</i>
Staffing	Planning delivery of specialists that include Computer Science / technology at each campus  All teachers will participate in ONE hour of Computer Science (i.e. "Hour of Code") - administrators will facilitate one hour of PD at the campus level	Provide PD options for interested teachers in Computer Science/coding/STEM  Provide PD options for teachers to embed CS/STEM extension activities during Enrichment/RTI times  Create a plan for adding one FTE in IS&T dedicated to supporting Computer Science and one-to-one technology at campuses  Create a plan for adding one FTE in CIA dedicated to supporting Computer Science/STEM at campuses	Planning delivery of specialists that include Computer Science / STEM at each campus  Provide professional development in embedding Computer Science activities.  All teachers participate in "Hour of Code"	Encourage industry/parent partnerships to support teachers in delivering Computer Science/STEM content  Create a staffing plan for schools to ensure FTE allocated for Computer Science/STEM specialists in grades K-2 (CIA, HR, & FBS)	Sufficient FTE to provide Computer Science / STEM to all students in grades K-2 as a special area course  Each Computer Science teacher/STEM will participate in district-provided PD opportunities related to Computer Science (district or vendor provided) during the same times other special teachers attend district PD's  Computer science/STEM teachers will participate in PLC with other Computer Science teachers in DVUSD	Encourage industry/parent partnerships to support teachers in delivering Computer Science/STEM content  Each of the Computer Science teachers will participate in district provided PD on the same days that other special teachers attend PD	Maintain at least one FTE per school dedicated to Computer Science (Software Development)	
Technology	Identify established tactile devices to use based on curriculum and age-appropriate level  Identify potential lab spaces or carts of devices for student use  Conduct a technology needs assessment in relation to curriculum selected	Set a 3-year plan for device needs  Come up with plans for peripherals - 3D printing, robotics, Raspberry Pis, etc.	Firm up funding or come up with budget plan for required equipment		Student access to technology for special area course  Supplemental maker space equipment	1:1 student to device ratio for special technology carts for student use	Dedicated technology room or technology carts for student use	
Delivery	Identify established curriculum to use or develop DVUSD curriculum plan (scope & sequence, assessments, certifications, resources)	Pilot available resources	Implement curriculum that utilizes the K-12 Computer Science Framework  All students will participate in a Computer Science special area course/ embedded curriculum/ center that meets for 15-30 class hours each school year, plus coding activities on computers		Implement curriculum that utilizes the K-12 Computer Science Framework  All students will participate in a Computer Science special area course that meets for 35-60 class hours each school year, with an emphasis on STEM and hands-on activities, plus coding activities on computers  Emphasis on problem-solving process and developing student dispositions and attitudes for computational thinking  K-1 classes integrate unplugged Computer Science lessons in centers			
Enrichment	Students from 50% of DVUSD campuses will participate in "Hour of Code"  Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap	Maker Spaces  Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap	100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"  Maker Spaces  Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap	Offer after-school clubs for students interested in Computer Science related field trips to business partners or higher education facilities  Offer Computer Science related field trips to business partners or higher education facilities	100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"  Offer after-school clubs for students interested in Computer Science related field trips to business partners or higher education facilities  Offer Computer Science related field trips to business partners or higher education facilities  Maker Spaces  Computer Science speakers for groups of students to increase interest (could be high school/middle school students), be sure to include women and minorities as speakers to close the pipeline gap	100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"  Offer after-school clubs for students interested in Computer Science related field trips to business partners or higher education facilities  Offer Computer Science related field trips to business partners or higher education facilities  Maker Spaces	100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"  Offer after-school clubs for students interested in Computer Science related field trips to business partners or higher education facilities  Offer Computer Science related field trips to business partners or higher education facilities  Maker Spaces	

DVUSD Recommendations for Computer Science Implementation					
	2017-18 (year 1)	2018-19 (year 2)	2019-20 (year 3)	2020 & beyond	
Staffing	<p><b>minimum</b></p> <p>Planning delivery of specials that include Computer Science / STEM at each campus</p> <p>All teachers will participate in ONE "Hour of Code"; administrators will facilitate one hour of PD at the campus level</p> <p>Create a plan for adding one FTE in IS&amp;T dedicated to supporting Computer Science and one-to-one technology at campuses</p> <p>Create a plan for adding one FTE in CIA dedicated to supporting Computer Science/STEM at campuses</p>	<p><b>minimum</b></p> <p>Planning delivery of specials that include Computer Science / STEM at each campus</p> <p>Provide professional development in "Hour of Code"</p> <p>All teachers participate in "Hour of Code"</p> <p>Create a staffing plan for schools to ensure FTE allocated for Computer Science/STEM specials in grades 3-5 (CIA, HR, &amp; FBS)</p>	<p><b>minimum</b></p> <p>Sufficient FTE to provide Computer Science / STEM to all students in grades 3-5 as a special area course</p> <p>Each Computer Science teacher will participate in district related to Computer Science (district or vendor provided) during the same times other special teachers attend district PD's</p> <p>Computer science/STEM teachers will participate in PLC with other Computer Science teachers in DVUSD</p>	<p><b>minimum</b></p> <p>Maintain at least one FTE per school dedicated to Computer Science/STEM</p> <p>Each of the Computer Science teachers will participate in PLC provided PD on the same days that other special teachers attend PD</p>	<p><b>extensions</b></p>
Technology	<p>Identify established devices to use based on curriculum and age-appropriate level</p> <p>Identify potential job spaces or carts or devices for student use</p> <p>Conduct a technology needs assessment in relation to curriculum selected</p>	<p>Firm up funding or come up with budget plan for required equipment</p>	<p>1:1 student to device ratio for special area course</p> <p>Supplemental maker space equipment</p>	<p>1:1 student to device ratio</p>	
Delivery	<p>Identify established curriculum to use or develop DVUSD curriculum plan (scope &amp; sequence, standards, units, certifications, resources)</p>	<p>Implement curriculum that utilizes the K-12 Computer Science Framework</p> <p>All students will participate in a Computer Science special area course/ embedded curriculum/ center that meets for 15-30 class hours each school year</p> <p>Emphasis on problem-solving process and developing student dispositions and attitudes for computational thinking</p> <p>Centers/Embedded curriculum</p>	<p>Implement curriculum that utilizes the K-12 Computer Science Framework</p> <p>All students will participate in a Computer Science special area course that meets for 35-60 class hours each school year</p> <p>Emphasis on problem-solving process and developing student dispositions and attitudes for computational thinking</p> <p>Provide opportunities for blended and personalized learning</p>		
Enrichment	<p>Students from 50% of DVUSD campuses will participate in "Hour of Code"</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science - Maker Spaces</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science - campus based or Community Ed</p> <p>Identify and have students participate in additional Computer Science competitions (funding to be determined)</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Maker Spaces</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science - campus based or Community Ed</p> <p>Identify and have students participate in additional Computer Science competitions (funding to be determined)</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Maker Spaces</p> <p>Partner with business partners and higher education facilities to run a mentoring program</p>	

DVUSD Recommendations for Computer Science Implementation					
	2017-18 (year 1)	2018-19 (year 2)	2019-20 (year 3)	2020 & beyond	
Staffing	<p><b>minimum</b></p> <p>Provide training opportunities for staff identified to teach Computer Science/STEM specials or elective courses the following year</p> <p>Work with high school to schedule visits from high school student groups to discuss Computer Science options in the secondary level</p> <p>Create a staffing plan for schools to include Computer Science (i.e. "Hour of Code"); administrators will facilitate one hour of PD at the campus level</p> <p>Identify staff who may fill positions to include Computer Science/STEM specials or electives</p> <p>All teachers will participate in ONE hour of Computer Science (i.e. "Hour of Code"); administrators will facilitate one hour of PD at the campus level</p>	<p><b>minimum</b></p> <p>Sufficient FTE to provide Computer Science/STEM to all students in grades 6-8 for 9 weeks each year</p> <p>Each Computer Science teacher/STEM will participate in district provided PD opportunities related to Computer Science (district or vendor provided) during the same times other special teachers attend district PD's</p> <p>Computer science/STEM teachers will participate in PLC with other Computer Science teachers in DVUSD</p> <p>All teachers participate in "Hour of Code"</p> <p>Firm up funding or come up with budget plan for required equipment</p> <p>Create a plan for adding one FTE in IS&amp;T dedicated to supporting Computer Science and one-to-one technology at campuses</p> <p>Create a plan for adding one FTE in</p>	<p><b>minimum</b></p> <p>Sufficient FTE to provide Computer Science/STEM to all students in grades 6-8 for 9 weeks each year</p> <p>Each Computer Science teacher/STEM will participate in district provided PD opportunities related to Computer Science (district or vendor provided) during the same times other special teachers attend district PD's</p> <p>Computer science/STEM teachers will participate in PLC with other Computer Science teachers in DVUSD</p>	<p><b>minimum</b></p> <p>Maintain at least one FTE per school dedicated to Computer Science (Software Development)</p> <p>Each of the Computer Science teachers will participate in district provided PD on the same days that other special teachers attend PD</p>	
Technology	<p>Identify established devices to use based on curriculum and age-appropriate level)</p> <p>Identify potential lab spaces or carts of devices for student use</p> <p>Conduct a technology needs assessment in relation to curriculum selected</p>	<p>1:1 student to device ratio</p>	<p>One-to-one devices for use at school</p>	<p>1:1 student to device ratio</p>	
Delivery	<p>Identify established curriculum to use or develop DVUSD curriculum (i.e. scope &amp; sequence, assessments, certifications, resources)</p> <p>Computer Science / STEM / Computer Applications exploratory courses offered with coding components</p>	<p>At least 9 weeks of Computer Science coding/STEM available at each campus</p> <p>Emphasis on problem-solving process and developing student dispositions and attitudes for computational thinking</p>	<p>9 weeks of Computer Science / coding per student per year</p> <p>Emphasis on problem-solving process and developing student dispositions and attitudes for computational thinking</p> <p>Provide opportunities for blended and personalized learning</p>	<p>Community business partners that will share expertise in field and talk about career opportunities</p> <p>Students participate in field trips to see business partners working in Computer Science</p>	
Enrichment	<p>Students from 50% of DVUSD campuses will participate in "Hour of Code"</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>Students from 100% of DVUSD campuses will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science</p> <p>Maker Spaces</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science - campus based or Community Ed</p> <p>Identify and have students Science competitions (funding to be determined)</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>Maker Spaces</p> <p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science - campus based or Community Ed</p> <p>Identify and have students Science competitions (funding to be determined)</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>Maker Spaces</p> <p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Partner with business partners and higher education facilities to run a mentorship program</p>	



DVUSD Recommendations for Computer Science Implementation						
Grades 9-12	2017-18 (year 1)		2018-19 (year 2)		2019-20 (year 3)	2020 & beyond
Staffing	<p><b>minimum</b></p> <p>Two schools: At least one part time FTE per school dedicated to Computer Science (Software Development)</p> <p>Each of the Computer Science teachers will participate in at least one PD related to Computer Science per year (district or vendor provided)</p> <p>Three schools: Create an implementation plan for offering Computer Science courses in 2018-19 and beyond</p> <p>DV Online Program to create a plan for offering a Computer Science course in 2018-19</p>	<p><b>extensions</b></p> <p>Student groups from high schools visit feeder schools to promote participation/ enrollment in Computer Science courses</p> <p>Create a staffing plan for schools to ensure FTE allocated for Computer Science (CIA, HR, &amp; FBS)</p> <p>DV Online Program offers a Computer Science course</p>	<p><b>minimum</b></p> <p>At least one FTE per school dedicated to Computer Science (Software Development)</p> <p>Each of the Computer Science teachers will participate in at least one PD related to Computer Science per year (district or vendor provided)</p> <p>DV Online Program offers a Computer Science course</p>	<p><b>extensions</b></p> <p>Student groups from high schools visit feeder schools to promote participation/ enrollment in Computer Science courses</p> <p>Create a staffing plan for schools to ensure FTE allocated for Computer Science (CIA, HR, &amp; FBS)</p> <p>One FTE in IS&amp;T dedicated to supporting Computer Science and one-to-one technology at campuses</p>	<p><b>minimum</b></p> <p>At least one FTE per school dedicated to Computer Science (Software Development)</p> <p>Each of the Computer Science teachers will participate in at least one PD related to Computer Science per year (district or vendor provided)</p> <p>DV Online Program offers multiple Computer Science courses</p>	<p><b>extensions</b></p> <p>Student groups from high schools visit feeder schools to promote participation/ enrollment in Computer Science courses</p> <p>Each of the Computer Science teachers will participate in at least one PD related to Computer Science per year (district or vendor provided)</p>
Technology	<p>use of PCs for software development at each campus</p> <p>offer Computer Science (fixed or mobile lab)</p> <p>Each school prepares a technology plan for the campus' identified software development niche</p> <p>Create plan for purchasing and implementing use of new technology, specifically including Mac computers &amp; Android devices (CIA, CTE, IST)</p>	<p>At least one of the three new schools adding Computer Science will have a fixed lab (fixed or mobile) for software development</p> <p>Multiple platforms for software development at each campus - i.e. PC &amp; Mac (fixed or mobile lab)</p> <p>Purchase &amp; support of technology for expanded Computer Science offerings based on campus-specific plans</p>	<p>Multiple platform options for software development at each campus - i.e. PC, Android &amp; Mac (fixed, mobile, or combined lab)</p> <p>Purchase &amp; support of technology for expanded Computer Science offerings based on campus-specific plans</p>	<p>Running server to test code and see if it run</p>	<p>Maintaining 1:1 student to device ratio appropriate to curriculum</p>	
Delivery	<p>Two high school campuses will offer sequence of two or more years for Software Development</p> <p>Student organization (FBLA or SkillsUSA) in place at each campus offering computer science courses and students participate in CTSO competitions</p> <p>Identify established curriculum to offer Computer Science course plan (scope &amp; sequence, assessments, certifications, resources)</p>	<p>Student organization (FBLA or SkillsUSA) in place at each campus and students participate in CTSO competitions</p> <p>All campuses will offer a year-one course in computer science (software development), at a minimum</p> <p>Refine curriculum (scope &amp; sequence, assessments, certifications, resources)</p>	<p>Student organization (FBLA or SkillsUSA) in place at each campus and students participate in CTSO competitions</p> <p>Two-year sequence of software development courses, which may include AP and/or dual enrollment</p> <p>Emphasis on problem-solving process and developing student competencies and attitudes for computational thinking</p>	<p>Coding programs offered at Vista Peak &amp; West-MEC</p> <p>Year three &amp; four options for software development courses</p> <p>Industry certifications for students to earn during courses</p>	<p>Coding programs offered at Vista Peak &amp; West-MEC</p> <p>Year three &amp; four options for software development courses</p> <p>Industry certifications for students to earn during courses</p>	
Enrichment	<p>Students from 50% of DVUSD campuses will participate in "Hour of Code"</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>100% of DVUSD students will be provided the opportunity to participate in "Hour of Code"</p> <p>Offer after-school clubs for students interested in Computer Science</p> <p>Identify and have students participate in additional Computer Science competitions (funding to be determined)</p> <p>Maker Spaces</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>District Wide competitions/Coding-A-Thons</p>	<p>Offer after-school clubs for students interested in Computer Science</p> <p>Identify and have students participate in additional Computer Science competitions (funding to be determined)</p> <p>Students participate in Computer Science work-based learning projects within the school / district</p> <p>Maker Spaces</p> <p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>Computer Science speakers for groups of students to increase interest (could be high school/middle school students or from business partners), be sure to include women and minorities as speakers to close the pipeline gap</p>	<p>Offer after-school clubs for students interested in Computer Science</p> <p>Identify and have students participate in additional Computer Science competitions (funding to be determined)</p> <p>Students participate in Computer Science work-based learning projects within the school / district</p> <p>Students participate in Computer Science internships</p> <p>Maker Spaces</p> <p>Offer Computer Science related field trips to business partners or higher education facilities</p> <p>Provide Computer Science / STEM opportunities for student leadership at each campus</p> <p>Partner with business partners and higher education facilities to run a mentorship program</p>	





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Preview of the Absence Management, Applicant Tracking and Human Resources  
Management, Employee Performance Evaluation, Professional Development Systems

Date assigned for Board consideration: May 30, 2017      None      None  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

Human Resources has completed the RFP process to select current and efficient HR Management system and applicant tracking system, as recommended by the efficiency audit conducted during the 2015/2016 school year. Frontline Technologies has been identified as the top choice for all systems as it is capable of interfacing with other employment management software.

Human Resources is also recommending the continuation of the following systems provided by Frontline Technologies; Absence Management System (formerly AESOP), Employee Performance Evaluation system (formerly Stronge-OASYS), and Professional Development System (formerly My Learning Plan).

**REQUESTED BOARD ACTION** – No action required.

Submitted by

A handwritten signature in black ink, appearing to read 'Jenna Moffitt'.

Jenna Moffitt  
Director

A handwritten signature in black ink, appearing to read 'James R. Veitenheimer'.

Dr. James R. Veitenheimer  
Superintendent





## BOARD AGENDA ITEM

Please provide information listed below when submitting items intended for the consideration of the Governing Board to be placed on the official agenda of the meeting of the Board.

**TOPIC:** Preview Negotiated Tentative Agreement for 2017-18 # 66 Pending Ratification by the  
Employee Associations

Date assigned for Board consideration: May 30, 2017      None      None  
Policy Reference      A.R.S. Reference

### EXECUTIVE SUMMARY:

The Certified and Classified Negotiated Solutions Team created a Tentative Agreement. The final draft is called a Tentative Agreement until it is ratified by the employee associations and adopted by the Governing Board.

Attached 2017-2018 Tentative Agreement

**REQUESTED BOARD ACTION** – No action required.

Submitted by

Jenna Moffitt  
Director

Dr. James R. Veitenheimer  
Superintendent

# Negotiated Solutions Team (NST) - Tentative Agreement

DEER VALLEY UNIFIED SCHOOL DISTRICT | BOARD PREVIEW  
MAY 30, 2017



## Certified NST Members

Jenna Moffitt– Director of HR

Chad Segersten– Principal

Maria Leyva – DVEA President

Kelley Fisher– Teacher

Kim Crooks- Principal





## Classified NST Members



<b>Michelle Benson</b>	<b>HR Director of Classified</b>
<b>Nicole Johnson</b>	<b>Principal</b>
<b>Steven Lundh</b>	<b>DVESPA President; Facilities</b>
<b>Dennis Bohac</b>	<b>DVESPA Vice President; Facilities</b>
<b>Joyce Cooley</b>	<b>Assistant Principal Secretary</b>
<b>Peggy Rimbey</b>	<b>HR Secretary</b>

## **Certified Negotiated Agreement Changes**



## Section V- Pupil Discipline

- ▶ A written discipline plan is reviewed and submitted to the **APPROPRIATE DEPARTMENT.**

## Section VII – Personnel Files

- ▶ A copy of the Teacher Evaluation shall be **MAINTAINED IN THE HUMAN RESOURCES DEPARTMENT.**



## Section XI – Parent/Teacher Conference Days

- ▶ **PreK-8** teachers will be provided two (2) one-half (1/2) day of early dismissal twice each school year per district calendar.
- ▶ **9-12 TEACHERS WILL BE PROVIDED TWO (2) ONE-HALF (1/2) DAYS OF EARLY DISMISSAL ONCE EACH SCHOOL YEAR PER DISTRICT CALENDAR.**

## Section XII – Job Sharing and Part-time Teaching

- ▶ Remove only continuing teacher shall be eligible for job-shared positions.
- ▶ Add section XIX in lieu of elsewhere
- ▶ Part-time teachers **SHALL WORK WITH THEIR ADMINISTRATORS TO CREATE A PLAN REGARDING ATTENDANCE AT MEETINGS AND PROFESSIONAL DEVELOPMENT OPPORTUNITIES.**



## Section XV – Class Loads

- ▶ Change High School NCA Policies to **THE ACCREDITATION INSTITUTION(S)**

## Section XVI – Vacancies/Transfers/Assignments

- ▶ Remove “High School teachers will be assigned in accordance with the general practices and philosophy of the North Central Accrediting Association. Normally this is 2-3 preparations.”



## Section XVI – Vacancies/Transfers/Assignments continued

- ▶ Remove all “must be highly qualified” from this section

## Section XIX – Employee Fringe Benefits

- ▶ Add supervisor approval of unpaid personal leave
- ▶ Unpaid Leaves of Absence- must give written notifications from February 1 to **DECEMBER 10.**



## Section XIX – Employee Fringe Benefits

- ▶ Paid Leaves of Absence-**OR ANY FAMILY MEMBER AS DEFINED IN ARS 23-371.**
- ▶ Add **ANY UNACCOUNTED FOR LEAVE WILL BE RE-INSTATED UPON RE-HIRE WITHIN 9 MONTHS OF SEPARATION DATE.**

## Section XX-Professional Compensation

- Add **VISION SPECIALTY CERTIFICATION \$2,000 PER YEAR**



## Section XXIII – Recognized Employee Groups Rights

- ▶ Facilities – Added **E-MAIL** to the employee groups use of district mail and **E-MAIL** systems.
- ▶ Cooperative Efforts – 4. Recognized employee groups shall be A **STANDING ITEM** at the end of faculty meetings – **THE DVEA REPRESENTATIVE WILL COMMUNICATE WITH ADMINISTRATION THE TOPIC FOR THE AGENDA ITEM.**

## Section XXIII – Recognized Employee Groups Rights – continued

- ▶ Change copies of the manual printed and delivered to **EMPLOYEES ARE PROVIDED INFORMATION ON HOW TO ACCESS THE ELECTRONIC VERSION OF THE CERTIFIED MANUAL.**
- ▶ Delete “the district shall provide the recognized employee groups five (5) electronic copies of the packet for board meetings and agendas for parent round table committee meetings.”



### **Section XXIII – Recognized Employee Groups Rights – continued**

- ▶ Change Employee Group to DVEA
- ▶ Add “the ~~Recognized Employee Group~~ DVEA President will RECEIVE SALARY ADVANCEMENTS IN ALIGNMENT WITH THE CERTIFIED SALARY SCHEDULE.

### **Classified Negotiated Agreement Changes**



## Section 11- Employment Status

- D. Resignation – change two week notice to Ten (10) Working Days. Added – **LEAVE TIME IS CREDITED IN ADVANCE AT THE BEGINNING OF THE FISCAL YEAR. IF AN EMPLOYEE SHOULD RESIGN, THE LEAVE IS PRORATED AND DOCKED BASED ON DAYS WORKED.**
- E. Termination – Add – **LEAVE TIME IS CREDITED IN ADVANCE AT THE BEGINNING OF THE FISCAL YEAR. IF AN EMPLOYEE IS TERMINATED, THE LEAVE IS PRORATED AND DOCKED BASED ON DAYS WORKED.**

## Section 16 – Vacancies/In House Reassignments/Transfers

- ▶ Add language – **IF AFTER POSTING A POSITION FOR REASSIGNMENT THERE IS ONLY ONE APPLICANT, THE CAMPUS/DEPARTMENT HAS THE OPTION TO POST THE POSITION FOR IN-DISTRICT TRANSFER AND INTERVIEW ALL IN-DISTRICT APPLICANTS AT THE SAME TIME.**



## Section 18–Staff Development

- Change “an employee must pay for and attend on their own time to receive credit” to “an employee must attend on their own time to receive credit.”
- Add **ANY COST FOR THE COURSE IS THE EMPLOYEE’S RESPONSIBILITY**

## Section 19

### B. Paid Leaves of Absence

- a. Add-to comply with Prop 206 – **ALL CLASSIFIED EMPLOYEES WHO ARE EMPLOYED FOR LESS THAN FOUR (4) HOURS PER DAY WILL BE CREDITED WITH SICK LEAVE BENEFITS WHICH WILL ACCRUE AT THE RATE OF ONE (1) HOUR PER THIRTY (30) HOURS WORKED WITH A LIMIT OF NO MORE THAT FORTY (40) HOURS EARNED PER FISCAL YEAR. THIS LEAVE DOES NOT QUALIFY FOR PAYMENT OF UNUSED SICK LEAVE.**
- b. Add– **IF AN EMPLOYEE SHOULD RESIGN, TAKE A UNPAID LEAVE OR IS TERMINATED, THE LEAVE IS PRORATED AND DOCKED BASED ON DAYS WORKED.**
- C. Add–**OR ANY FAMILY MEMBER AS DEFINED IN ARS 23-371.**



## Section 19

- ▶ C. Add – **ANY UNACCOUNTED FOR LEAVE WILL BE RE-INSTATED UPON RE-HIRE WITHIN NINE (9) MONTHS OF SEPARATION DATE.**

## Section 19 – Employee Fringe Benefits

- 7. Unpaid Leaves of Absence-  
changed the date an employee  
must give written notifications to  
**DECEMBER 10<sup>TH</sup>** from February 1<sup>st</sup>.

Tentative Agreement # 66 – Board Proposed  
Negotiated solutions – Language Committee

**CERTIFIED**

V Pupil Discipline

- B. Each Principal/designee will develop and review during the current school, a written discipline plan. Each campus shall develop a school discipline plan(s) that define campus procedures.
1. Five teachers selected by their peers, shall develop the plan in committee with the principal or appropriate administrator.
  2. The plan(s) shall be submitted to ~~Ed Services~~ **THE APPROPRIATE DEPARTMENT** by September 15<sup>th</sup> each year. The plans shall be maintained for two years.
  3. The committee shall distribute the plan and train the faculty prior to submission of the plan to ~~Ed Services~~ **THE APPROPRIATE DEPARTMENT.**

VII Personnel Files

- D. A signed copy of the Teacher Evaluation shall be **MAINTAINED IN HUMAN RESOURCES** ~~kept at the Principal's office.~~

XI Parent/Teacher Conference Days

- B. ~~All~~ **PREK-8** teachers will be provided two (2) one-half (1/2) days of early dismissal twice each school year per district calendar. **9-12 TEACHERS WILL BE PROVIDED TWO (2) ONE-HALF (1/2) DAYS OF EARLY DISMISSAL ONCE EACH SCHOOL YEAR PER DISTRICT CALENDAR.**

## XII Job Sharing and Part-time Teaching

### A. Job Sharing

3. ~~Only continuing teachers shall be eligible for job-shared positions.~~
3. A ~~former~~ Deer Valley teacher who **HAS** ~~had continuing status and effective evaluations during his/her employment in the district~~ may be considered for ~~rehire~~ **HIRE** in a job-shared position. ~~provided there are not current in-district applicants.~~
4. Teachers requesting a job-shared assignment shall submit their proposal in writing to the principal for consideration. Teachers who are job-sharing and who wish to return to full time status the following year shall notify the district by December 10<sup>th</sup>.
5. Each teacher in a job-shared assignment shall be credited with the number of sick leave hours prorated on the basis of the amount of time worked.
6. A teacher in a job-sharing assignment will receive one year of seniority if the teacher has worked more than one semester.

### B. Part-time Teaching

3. Part-time teachers will be credited with sick leave prorated on the basis of the amount of time worked. Part-time teachers may be eligible for additional benefits as described **IN SECTION XIX, EMPLOYEE FRINGE BENEFITS** ~~elsewhere in this Manual.~~
6. Part-time teachers are expected to attend all the scheduled meetings, staff development training and in-services held during the pre-days. Part-time teachers ~~are encouraged to be for as many of the meetings and in-services held outside their teaching day as possible.~~ **SHALL WORK WITH THEIR ADMISTRATORS TO CREATE A PLAN REGARDING ATTENDANCE AT MEETINGS AND PROFESSIONAL DEVELOPMENT OPPORTUNITIES.**

## XV Class Loads

### c. High School

- i. According to **THE ACCREDITATION INSTITUTION(S)** ~~NCA~~ policies and standards for accreditation of secondary school: "The teaching load shall permit teachers to have time to perform their duties." Except in certain activity-type classes such as music, the daily student load for each teacher shall not exceed 170, and for P.E.185.

## XVI Vacancies/Transfers/Assignments

### C. Assignment

#### 4. High School Teachers

- a. ~~High school teachers will be assigned in accordance with the general practices and philosophy of the North Central Accrediting Association. Normally this is 2-3 preparations.~~
- a. High school teachers shall be consulted by the department chairperson regarding the subjects/assignments for which they qualify for the next school year. This consultation shall take place prior to development of department assignments.
- b. The department chairperson and the Principal/designee shall develop a departmental schedule based upon consideration of the teachers stated preferences, professional preparation, teaching experience and staffing needs. These department assignments shall be presented at a departmental meeting where staff, as a group, reviews them. If a teacher is not satisfied with an assignment, the teacher may appeal the assignment to the department chairperson, principal/designee, and superintendent/designee, respectively.

F. Spring Staffing for Subsequent Academic Year

1. Determine the number of surplus positions using the following criteria:

- e. Teachers remaining on campus after surplus must be ~~highly qualified and~~ properly certified to fill required positions

G. Fall Staffing – An involuntary transfer to relieve overstaffing in the fall will take place in the following manner:

1. Determine the number of surplus positions using the following criteria:

- e. Teachers remaining on campus after surplus must be ~~highly qualified and~~ properly certified to fill required positions.

H. New School Staffing – The procedure for staffing a new school shall be as follows:

3. Determine the number of surplus positions using the following criteria:

- e. Teachers remaining on campus after surplus must be ~~highly qualified and~~ properly certified to fill required positions

XIX Employee Fringe Benefits

B Paid Leaves of Absence

1. Sick Leave

- b. Sick leave may be used for personal and family illness (father, mother, or one who acted in that capacity, brother, sister, son, daughter, spouse, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandmother, grandfather, grandchildren), adoption and paternity **OR ANY FAMILY MEMBER AS DEFINED IN ARS 23-371.**

## 2. Personal Leave

- a. Personal leave in the amount of 35 hours (pro-rated per FTE) is allowed per year. Personal hours are not earned in addition to sick leave hours. Personal hours will be deducted from accumulated sick leave. **EMPLOYEE MAY REQUEST APPROVAL FROM THEIR SUPERVISING ADMINISTRATOR TO UTILIZE UNPAID PERSONAL TIME, SHOULD THE EMPLOYEE HAVE EXHAUSTED THEIR ALLOTTED PERSONAL HOURS.**

## C. Payment for Unused Sick Leave

1. After five (5) consecutive years of service in the District and upon voluntary termination of employment with the District, the District will pay the employee for all unused sick leave hours at the following daily rates subject to the accrued sick and vacation leave conversion plan (see appendix H):
  - a. From 5 to 9 years 25% of Base pay rate,
  - b. From 10 to 14 years 50% of Base pay rate,
  - c. From 15 to 19 years 75% of Base pay rate,
  - d. 20 years or more 100% of Base pay rate
2. All required deductions will be taken out of this payment. **ANY UNACCOUNTED FOR LEAVE WILL BE RE-INSTATED UPON RE-HIRE WITHIN NINE (9) MONTHS OF SEPARATION DATE.**

## D. Unpaid Leaves of Absence

4. If the leave granted to a teacher extends through the end of the school year, the teacher must give written notification by ~~February~~ **4 DECEMBER 10<sup>TH</sup>** of intention to resume teaching duties in the

next school year, or by May 15, if leave commences during the second semester.

## XX Professional Compensation

### K. National Board Certification Addenda paid each year that the certificate is in effect.

1.	National Board Certification	
	Teacher/Counselor	\$1,000 per year
	Audiologist	\$3,000 per year
	Psychologist	\$3,000 per year
2.	CCC's	
	Audiologist	\$2,000 per year
	Speech	\$2,500 per year
	Licensed Clinical Social Worker	\$2,500 per year
3.	Bilingual	
	Speech	\$2,000 per year
	Psychologist	\$2,000 per year
4.	Specialty Certification	
	OT	\$3,000 per year
	PT	\$3,000 per year
	<b>VISION</b>	<b>\$2,000 PER YEAR</b>

## XXIII Recognized Employee Groups Rights

### A. Facilities

4. The Board authorizes the recognized employee groups use of the district mail **AND E-MAIL** systemS. The recognized employee group will provide an informational copy of all communications to each campus administrator, the superintendent/designee and each Deputy Superintendent at the time of distribution.

B. Cooperative Efforts

4. Recognized employee groups shall be **A STANDING ITEM** scheduled at the end of each faculty meetingS or workshop to present reports and announcements. **THE DVEA REPRESENTATIVE WILL COMMUNICATE WITH ADMINISTRATION THE TOPIC FOR THE AGENDA ITEM.** ~~when the representatives request placement on the agenda.~~
7. ~~Copies of the manual shall be printed and delivered at the expense of the Board During~~ **AS PART OF** orientation, **EMPLOYEES WILL BE PROVIDED INFORMATION ON HOW TO ACCESS THE ELECTORINIC VERSION OF THE CERTIFIED MANUAL.** ~~to all teachers employed by the Board. Further, the Board shall furnish fifty (50) copies of the manual to the recognized employee groups for their use.~~
8. ~~The district shall provide the recognized employee groups five (5) electronic copies of the packet for board meetings and agendas for parent round table committee meetings.~~
8. Every teacher shall have the right to organize, join and support any employee organization, or group.

D. Employee Group President Release

1. ~~The Recognized Employee Group's~~ **DVEA** president shall be granted a full-time teaching contract. 25% of the contract will be paid by the district for duties jointly determined by the Recognized Employee Group's president and the Superintendent. 75% of the contract will be paid by recognized employee group for duties determined by recognized employee group.
2. ~~The Recognized Employee Group~~ **DVEA** president will **RECEIVE SALARY ADVANCEMENTS IN ALIGNMENT WITH** ~~advance on the~~ certified salary schedule in the same manner as another teacher with a full-time teaching contract.



**Classified**

**Section 11.D. & 11.E. EMPLOYMENT STATUS, Page 16 – revised language**

D. Resignation

Employees resigning their jobs with Deer Valley Unified School District will be expected to give ~~two-week~~ **TEN (10) WORKING DAYS'** notice when possible. Any keys, badges, tools, equipment, etc. for which the employee has been responsible and has been issued must be returned as of the resignation effective date. **LEAVE TIME IS CREDITED IN ADVANCE AT THE BEGINNING OF THE FISCALYEAR. IF AN EMPLOYEE SHOULD RESIGN, THE LEAVE IS PRORATED AND DOCKED BASED ON DAYS WORKED.**

E. Termination

Terminations will follow the procedures as outlined in Governing Board Policy GDQD. Any keys, badges, tools, equipment, etc. for which the employee has been responsible and has been issued must be returned immediately. **LEAVE TIME IS CREDITED IN ADVANCE AT THE BEGINNING OF THE FISCALYEAR. IF AN EMPLOYEE IS TERMINATED, THE LEAVE IS PRORATED AND DOCKED BASED ON DAYS WORKED.**

**Section 16.A.1. VACANCIES/IN-HOUSE REASSIGNMENTS/TRANSFERS, Page 23 – added language**

1. In-House Reassignment - Definition: Placement of a classified employee from one position to another within a school/District office.

Whenever a vacancy occurs, the campus/District office will publish positions open for in-house reassignment on that site.

The campus/District office administrator may use his/her discretion to approve/disapprove an in-house reassignment.

**IF AFTER POSTING A POSITION FOR REASSIGNMENT THERE IS ONLY ONE APPLICANT, THE CAMPUS/DEPARTMENT HAS THE OPTION TO POST THE POSITION FOR IN-DISTRICT TRANSFER AND INTERVIEW ALL IN-DISTRICT APPLICANTS AT THE SAME TIME.**

**Section 18.B. STAFF DEVELOPMENT, Page 26 – revised language**

- B. The District utilizes an earned credit system which also provides employees the benefit of obtaining salary incentive pay.

Criteria for Obtaining Salary Incentive Pay:

\* All coursework submitted for incentive pay is subject to approval by the Human Resource Department.

Incentive credit for courses that do not have pre-determined credit hours established will be awarded as follows:

\* 12 seat hours = 1 incentive credit

(Partial credit is accepted in quarter credit increments)

Incentive credit for courses that have pre-determined credit hours established will be awarded as established. This includes, but is not limited to District and university courses offered for one (1) credit that may exceed 12 seat hours.

\* 5 incentive credits = .10 cents per hour increase per year.

\* 100 credits = a lifetime max of \$2.00

Professional growth for classified employees is in addition to the ranges of the current salary.

\* An employee must ~~pay for and~~ attend on their own time to receive credit. **ANY COST FOR THE COURSE IS THE EMPLOYEE'S RESPONSIBILITY.**

\* Grades below "c", audit (x), incomplete or research in progress grades will not be accepted.

**Section 19.B.1.a. & b. EMPLOYEE FRINGE BENEFITS, Pages 29, 30 – added language**

B. Paid Leaves of Absence

1. Sick Leave

- a. All classified employees who are employed for four (4) hours per day or more will be credited with sick leave benefits which will accrue at the rate of 10.6 hours (pro-rated per FTE) per calendar month of service. This leave may accrue to an unlimited amount.

**ALL CLASSIFIED EMPLOYEES WHO ARE EMPLOYED FOR LESS THAN FOUR (4) HOURS PER DAY WILL BE CREDITED WITH SICK LEAVE BENEFITS WHICH WILL ACCRUE AT THE RATE OF ONE (1) HOUR PER THIRTY (30) HOURS WORKED WITH A LIMIT OF NO MORE THAN FORTY (40) HOURS EARNED PER FISCAL YEAR. THIS LEAVE DOES NOT QUALIFY FOR PAYMENT OF UNUSED SICK LEAVE.**

- b. Eligible employees will be credited with sick leave hours at the beginning of the District's fiscal year. **IF AN EMPLOYEE SHOULD RESIGN, TAKE UNPAID LEAVE OR IS TERMINATED, THE LEAVE IS PRORATED AND DOCKED BASED ON DAYS WORKED.**
- c. Sick leave may be used for personal and family illness (father, mother, or one who acted in that capacity, brother, sister, son, daughter, spouse, fiancé, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandmother, grandfather, grandchildren) adoption and paternity, **OR ANY FAMILY MEMBER AS DEFINED IN ARS 23-371.**
- d. Not more than forty (40) hours (pro-rated per FTE) of accumulated sick leave may be used for any one illness, when absence is due to illness in the immediate family, adoption or paternity. An extension of the accumulated days may be approved by the Administrator/ Supervisor.

**Section 19.C.1. EMPLOYEE FRINGE BENEFITS, Page 33 – added language**

C. Payment for Unused Sick Leave

- 1. After five (5) consecutive years of service in the District and upon voluntary termination of employment with the District, the District will pay the employee for all unused sick leave days at the following daily rates subject to the Accrued Sick and Vacation Leave Conversion Plan (see appendix):

from 5 to 9 years - 25% of 1st step of classification

from 10 to 14 years - 50% of 1st step of classification

from 15 to 19 years - 75% of 1st step of classification

20 years or more - 100% of 1st step of classification

All required deductions will be taken out of this payment.

**ANY UNACCOUNTED FOR LEAVE WILL BE RE-INSTATED  
UPON RE-HIRE WITHIN NINE (9) MONTHS OF SEPARATION  
DATE.**

**Section 19.D.7. EMPLOYEE FRINGE BENEFITS, Page 34 – revised language**

7. If the leave granted to an employee extends through the end of the school year, the employee must submit written notification to the Human Resource Department by ~~February 1st~~ **DECEMBER 10<sup>TH</sup>** of intention to resume duties in the next school year, or by May 15th, if leave commences during the second semester. If notification is not received as stated above, the Human Resource Department will consider the position vacant.





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Dr. James R. Veitenheimer

**GOVERNING BOARD**  
Kimberly K. Fisher, MAFM  
Jenny Frank  
Ann O'Brien  
Ann Elizabeth Ordway  
Darcy Tweedy

## BOARD CALENDAR REMINDER

### 2016-17 School Year

June 13	7:00 p.m. – Regular Governing Board Meeting
June 27	7:00 p.m. – Regular Governing Board Meeting

### 2017-18 School Year

July 4	Independence Day – District Offices closed
July 11	7:00 p.m. – Regular Governing Board Meeting
August 8	7:00 p.m. – Regular Governing Board Meeting
August 22	7:00 p.m. – Regular Governing Board Meeting
September 4	Labor Day – Schools and District Offices closed
September 12	7:00 p.m. – Regular Governing Board Meeting
September 21 – 22	Fall Break – Schools and District Offices closed
September 26	7:00 p.m. – Regular Governing Board Meeting
October 9	Fall Day – Schools and District Offices closed
October 10	7:00 p.m. – Regular Governing Board Meeting
November 10	Veterans Day – Schools and District Offices closed
November 14	7:00 p.m. – Regular Governing Board Meeting
November 20 – 24	Thanksgiving Recess – Schools closed
November 23 – 24	Thanksgiving Recess – District Offices closed
November 28	7:00 p.m. – Regular Governing Board Meeting
December 12	7:00 p.m. – Regular Governing Board Meeting
December 25 – January 5	Winter Break – Schools and District Offices closed
January 9	7:00 p.m. – Regular Governing Board Meeting
January 15	MLK Day – Schools and District Offices closed
January 23	7:00 p.m. – Regular Governing Board Meeting
February 7	Professional Development Day – No School for Students
February 13	7:00 p.m. – Regular Governing Board Meeting
February 19	Presidents Day – Schools and District Offices closed
February 27	7:00 p.m. – Regular Governing Board Meeting
March 13	7:00 p.m. – Regular Governing Board Meeting
March 26 – 30	Spring Break – Schools and District Offices closed
April 10	7:00 p.m. – Regular Governing Board Meeting
April 24	7:00 p.m. – Regular Governing Board Meeting
May 8	7:00 p.m. – Regular Governing Board Meeting
May 22	7:00 p.m. – Regular Governing Board Meeting
May 28	Memorial Day – Schools and District Offices closed

*Graduating lifelong learners who will successfully compete, lead, and positively impact the world.*









