

OSBORN SCHOOL DISTRICT NO. 8
GOVERNING BOARD MEETING
November 19, 2024

Public Hearing 5:30 P.M.

Doors Open – 5:15 PM

A public hearing will be held for the purpose of discussion of the Osborn School District's Compliance with the Children's Internet Protection Act (CIPA)

Public Hearing Immediately following the CIPA Public Hearing

A public hearing will be held for the purpose of discussion of the Osborn School District's Revision of the Fiscal Year 2024 Expenditure Budget

Regular Meeting – Immediately Following the Public Hearings

CONSISTENT WITH THE REQUIREMENT OF A.R.S. §38-431.02, NOTICE OF THIS MEETING HAS BEEN POSTED. LOCATION OF THE MEETING IS:

**THE OSBORN DISTRICT OFFICE
1226 WEST OSBORN ROAD
PHOENIX, AZ 85013**

The Governing Board will hold this meeting through technological access. Members of the public may attend in person, via Youtube Livestream. Access to the livestream is found [here](#)

The public will be able to listen to the meeting live through livestream. An Osborn employee will read the Call to the Public comments. Any communication received in Spanish, will be translated and read to the members of the Governing Board in English. The comments in their entirety will be presented to the Governing Board in writing. You may also present a live Call to the Public if you are attending in person or on the Youtube Livestream. An individual wishing to address the Governing Board using technological access must email their message or request to speak live to lnye@osbornsd.org by 12:00pm on Tuesday, November 19, 2024.

Agendas are available at least 24 hours prior to each meeting in the District Office at 1226 West Osborn Road, Monday through Friday between the hours of 7:30 a.m. and 4:30 p.m. One or more Board members may attend telephonically. Board members attending telephonically will be announced at the meeting. The board may vote to recess into an executive session for the purpose of obtaining legal advice from the board's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03(A)(3). Accommodations for individuals with disabilities, including alternative format materials, sign language interpretation, assistive listening devices, or assistance with Calls to the Public are available upon 72 hours' advance notice through the Office of the Superintendent 602-707-2002. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request.

I. Call to Order

II. Pledge of Allegiance and School Presentation

Solano will present and celebrate their Spread LOVE Award Winners with the community

III. District Celebrations and Announcements

A. Spread L.O.V.E. Recipients

IV. Consent Agenda – Approval of Items since October Meeting

A. Ratification of Accounts Payable Vouchers

B. Ratification of Payroll Vouchers

C. Board Minutes

1. Regular Meeting of October 15, 2024

2. Work Study of November 12, 2024

D. Approval of Personnel Items

1. New Employees

2. Extra Duty Contracts

3. Employment Changes/Additions

4. Resignations

5. Terminations

6. Retirements

7. Leaves of Absence

E. Donations

F. Expenditure and Revenue Report

G. Student Activities Statement of Revenue and Expenditures

H. Disposal of Equipment

I. Approval of MOU's/Agreements with Community Partners

1. Agreement with Scottsdale Community College for Experiential Education Partnership

2. Approval of the Memorandum of Understanding between SOUNDS Academy and the Osborn School District for the 2024- 2025 SY.

3. Approval of MOU with Grand Canyon University for Field Experience

4. Arizona Prioritizing Recruitment/Retention and Induction to Maximize Equity (AZ PRIME) Year 2 Memorandum of Agreement (MOA) with the National Institute of Excellence in Teaching (NIET)

5. Agreement for Data Sharing with AZTR AIR Program

6. Approval of MOU with AZTR Arizona Teacher Residency Program

J. Out of State Travel

1. Out of state travel for approximately 30 people to attend the NIET Conference in Washington DC February 26-March 2, 2025

K. Approval of the revised Human Resources Technician job description.

V. Call to the Public

VI. Board Presentation

Transportation

VII. Administrative Reports since October Meeting

A. Administrative Reports—Principals and district office administrators submit progress reports on work completed in their school/department as well as upcoming events. Principal reports are also sent to parents to improve communication. Board members may comment.

B. Suspension Report for month of October

C. Student Absence Report for month of October

D. Substitute Teacher Report for month of October

E. Student Enrollment Report as of November

VIII. Action Items

ACTION/APPROVAL

- A. Approval of First Reading of ASBA Policy Revisions:
- | | |
|---------|---|
| BAA | Evaluation of School Board/ Board Self-Evaluation |
| DJE | Bidding/Purchasing Procedures |
| DJE-R | Bidding/Purchasing Procedures |
| GCFC | Professional Staff Certification and Credentialing Requirements |
| GCFC-E | Professional Staff Certification and Credentialing Requirements |
| G DFA | Support Staff Qualifications and Requirements |
| G DFA-E | Support Staff Qualifications and Requirements |
| IGA | Curriculum Development |
| IMG | Animals in Schools |
| IMG-R | Animals in Schools |
| JLCD-R | Medicines/Administering Medicines to Students |
- B. The Board will discuss, consider and give direction on voting on one bylaw change proposal from the Arizona School Boards Association. [This bylaw proposal](#) by the ASBA Board of Directors must be approved by two-thirds of the ASBA member boards to be effective. After discussion, the Board will vote to give direction to Lisa Nye to vote in the manner the board has approved.
- C. Set Date for January Organizational Meeting- January 21
- D. Recommendation of RFQ 2025.01 Award for Construction Manager at Risk
- E. Approval of the FY 2025 Expenditure Budget Revision

INFORMATION UPDATES

- F. Bond Update

IX. Board Development

- A. [NSBA Annual Conference](#) in New Orleans April 4-6, 2024 advance early bird thru Dec 6 \$925
- B. A Strategic Planning for School Leaders Chapters 4 & 5

X. Reflections/Feedback on Meeting

Reflections on the business of this meeting. Governing Board members may comment on how reflections align to Board goals.

XI. Future Agenda Items

XII. Adjournment

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number –

Agenda Item Public Hearing - Osborn School District’s Compliance with Children’s Internet Protection Act

For Board: Action Discussion Information

Background –

What CIPA requires: Schools and libraries (E-rate) subject to CIPA are required to adopt and implement an Internet safety policy addressing:

- Access by minors to inappropriate matter on the Internet;
- The safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications;
- Unauthorized access, including so-called “hacking,” and other unlawful activities by minors online;
- Unauthorized disclosure, use, and dissemination of personal information regarding minors;
- Measures restricting minors' access to materials harmful to them. Schools and libraries must certify they are in compliance with CIPA before they can receive E-rate funding.

Osborn Policy IJNDB provides the Internet protection measures required by CIPA. Osborn School District has been using a CIPA compliant filter for over a decade. We are currently using state of the art systems. These systems protect our students and users from accessing harmful and inappropriate websites. We can monitor and block or unblock sites as requested and approved by school site counsels / departments. The government requires the Technology Department to provide documentation and snapshots as a proof of the filter in action on random dates during the year. The government also requires the district to hold at least one public meeting a year to inform/allow the community to discuss and ask any questions about it.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from Pre-K to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Information Only

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –VIII-E

Agenda Item

Public Hearing Expenditure Budget Revision

For Board: Action Discussion Information

Background –

The budget revision for fiscal year 2024/25 allows the district to adjust budget capacity for current year ADM and align the district calculations with those of ADE per the BUDG25 letter issued from ADE.

The attached worksheet provides a listing of the adjustments made as compared to the Adopted Budget from July 2024, the prior year budget and the legislative funding projections.

Legal

A.R.S. §15-905, A.R.S. §15-1103

Financial

Revised FY25 M&O budget = 23,615,710

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the revision to the 2024/25 Budget to align to current year ADM counts and funding levels.

Moved _____ Seconded _____ P/F

This is a notification that the above mentioned School District will be having a public hearing and board meeting to revise its Fiscal Year 2025 Expenditure Budget, as required by A.R.S. §15-905(E)(1).

Meeting Date: 11/19/2024

Time: 5:30pm

Location:

Street Address: 1226 W Osborn Road

Bldg: _____ Rm/Ste: Board Room

City: Phoenix State: AZ Zip: 85013

A copy of the agenda of the matters to be discussed or decided at the meeting may be obtained by contacting:

Contact Name: Lisa Nye

Phone: 602-707-2002

Email Address: lnye@osbornsd.org

Phone Ext: _____

The information above is posted on ADE's Web site pursuant to A.R.S. §15-905(C) and is not intended to satisfy Open Meeting Law requirements under A.R.S. §38-431.02 et seq.

Comments:

SUMMARY OF SCHOOL DISTRICT REVISED EXPENDITURE BUDGET

CTDS NUMBER 070408000

VERSION Revised #1

I certify that the Budget of Osborn School District, Maricopa County for fiscal year 2025 was officially revised by the Governing Board on November 19, 2024, and that the complete Revised Expenditure Budget may be reviewed by contacting Lisa Nye at the District Office, telephone 602-707-2002 during normal business hours.

President of the Governing Board

1. Average Daily Membership:		Prior Yr.	Budget Yr.	4. Average Teacher Salaries (A.R.S. §15-903.E)	
	2023 ADM	2024 ADM	2025 ADM	1. Average salary of all teachers employed in FY 2025 (budget year)	61,375
Attending	2,271.578	2,185.432	2,236.504	2. Average salary of all teachers employed in FY 2024 (prior year)	60,193
				3. Increase in average teacher salary from the prior year	1,182
				4. Percentage increase	2%
2. Tax Rates:		Prior FY	Est. Budget FY	Comments on average salary calculation (Optional): All returning staff in the District (classified, certified and administrative) received a 2% increase for the 24/25sy.	
Primary Rate (equalization formula funding and budget additions not required to be in secondary rate)		1.7962	1.6481		
Secondary Rate (voter-approved overrides, bonds, and Career Technical Education Districts, and desegregation, if applicable)		1.9393	2.2356		
3. Budgeted expenditures and budget limits		Budgeted Expenditures	Budget Limit		
Maintenance & Operation Fund		23,615,710	23,615,710		
Classroom Site Fund		5,002,721	5,002,721		
Unrestricted Capital Outlay Fund		6,315,445	6,315,445		

	MAINTENANCE AND OPERATION EXPENDITURES						% Inc./Decr.) from Prior FY
	Salaries and Benefits		Other		TOTAL		
	Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY	
100 Regular Education							
1000 Instruction	9,532,591	9,768,041	262,144	262,144	9,794,735	10,030,185	2.4%
2000 Support Services							
2100 Students	479,300	470,526	15,000	36,569	494,300	507,095	2.6%
2200 Instructional Staff	589,402	604,812	23,500	23,500	612,902	628,312	2.5%
2300, 2400, 2500 Administration	2,080,713	2,131,647	303,500	306,000	2,384,213	2,437,647	2.2%
2600 Oper./Maint. of Plant	1,100,426	1,126,443	1,395,000	1,470,000	2,495,426	2,596,443	4.0%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	0	0	75,000	75,000	75,000	75,000	0.0%
610 School-Sponsored Cocurric. Activities	0	0	0	0	0	0	0.0%
620 School-Sponsored Athletics	15,500	15,500	6,100	6,100	21,600	21,600	0.0%
630, 700, 800, 900 Other Programs	0	0	0	0	0	0	0.0%
Regular Education Subsection Subtotal	13,797,932	14,116,969	2,080,244	2,179,313	15,878,176	16,296,282	2.6%
200 and 300 Special Education							
1000 Instruction	3,768,589	3,843,961	269,433	269,433	4,038,022	4,113,394	1.9%
2000 Support Services							
2100 Students	1,230,635	1,122,647	209,492	328,194	1,440,127	1,450,841	0.7%
2200 Instructional Staff	246,348	251,275	7,000	7,000	253,348	258,275	1.9%
2300, 2400, 2500 Administration	0	0	2,500	2,500	2,500	2,500	0.0%
2600 Oper./Maint. of Plant	0	0	500	500	500	500	0.0%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	0	0	0	0	0	0	0.0%
Special Education Subsection Subtotal	5,245,572	5,217,883	488,925	607,627	5,734,497	5,825,510	1.6%
400 Pupil Transportation	1,159,412	1,188,251	110,000	110,000	1,269,412	1,298,251	2.3%
510 Desegregation	0	0	0	0	0	0	0.0%
530 Dropout Prevention Programs	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	197,904	195,667	0	0	197,904	195,667	-1.1%
TOTAL EXPENDITURES	20,400,820	20,718,770	2,679,169	2,896,940	23,079,989	23,615,710	2.3%

TOTAL EXPENDITURES BY FUND

Fund	Budgeted Expenditures		\$ Increase/ (Decrease) from Prior FY	% Increase/ (Decrease) from Prior FY
	Prior FY	Budget FY		
Maintenance & Operation	23,079,989	23,615,710	535,721	2.3%
Instructional Improvement	130,000	170,000	40,000	30.8%
English Language Learners	0	45,000	45,000	--
Compensatory Instruction	0	0	0	0.0%
Classroom Site	4,677,531	5,002,721	325,190	7.0%
Federal Projects	10,642,000	6,302,000	(4,340,000)	-40.8%
State Projects	2,600,000	2,500,000	(100,000)	-3.8%
Unrestricted Capital Outlay	5,521,755	6,315,445	793,690	14.4%
New School Facilities	0	0	0	0.0%
Adjacent Ways	0	0	0	0.0%
Debt Service	6,952,950	7,822,813	869,863	12.5%
School Plant Fund	575,000	575,000	0	0.0%
Auxiliary Operations	30,000	30,000	0	0.0%
Bond Building	1,500,000	30,000,000	28,500,000	1900.0%
Food Service	2,750,000	2,750,000	0	0.0%
Other	4,121,000	4,650,500	529,500	12.8%

M&O FUND SPECIAL EDUCATION PROGRAMS BY TYPE

Program (A.R.S. §§15-761 and 15-903)	Prior FY	Budget FY
Total All Disability Classifications	5,321,503	5,325,510
Gifted Education	412,994	500,000
Remedial Education	0	0
ELL Incremental Costs	0	0
ELL Compensatory Instruction	0	0
Vocational and Technical Education (non-CTED)	0	0
Career Education (non-CTED)	0	0
Career Technical Education (CTED)	0	0
TOTAL	5,734,497	5,825,510

PROPOSED STAFFING SUMMARY

Staff Type	Purchased Services	Employee FTE	Total FTE	Staff-Pupil Ratio
	Personnel FTE			
Certified --				
Superintendent, Principals, Other Administrators	0	13	13	1 to 172.0
Teachers	2	170	172	1 to 13.0
Other	0	19	19	1 to 117.7
Subtotal	2	202	204	1 to 11.0
Classified --				
Managers, Supervisors, Directors	0	8	8	1 to 279.6
Teachers Aides	0	40	40	1 to 55.9
Other	0	110	110	1 to 20.3
Subtotal	0	158	158	1 to 14.2
TOTAL	2	360	362	1 to 6.2
Special Education --				
Teacher	2	18	20	1 to 12.0
Staff	0	28	28	1 to 15.0

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – I/II

Agenda Item

Call to Order

Pledge of Allegiance/School Presentation/Land Acknowledgement

For Board: Action Discussion Information

Osborn School District Land Acknowledgement

Arizona is home to 22 tribal nations. Osborn School District is situated on the homelands of the Akimel O’odham and Piipaash People. Osborn School District recognizes the original inhabitants of these lands and recognizes they still reside throughout the City of Phoenix. We recognize their wisdom, impact, and generosity toward us. Osborn School District is surrounded by the original Salt River canals that were constructed by the ancestral Sonoran Desert people, the Huhugam. These canals created a livelihood for the people and are still in use today. We acknowledge the modern indigenous people that inhabited this area as well as their Sonoran Desert ancestors, the Huhugam.

[Osborn Land Acknowledgement Video](#)

Background

Our Tiger Buddies was created to support our Strive 1 kindergarten students who are not quite ready to attend special area classes with our general education kindergarten classes. Our Strive 1 students partner up with a 6th grade student in small group special area classes to help our youngest tigers adjust to transitioning and attending different learning environments.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Information Only

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

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Agenda Item Number – III

Agenda Item

District Celebrations and Announcements

For Board: Action Discussion Information

Background –

1. Solano School presentation
2. Spread L.O.V.E. Awards from Solano School

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
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Recommendation

Information Only

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
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Agenda Item Number – IV-A

Agenda Item

Ratification of Accounts Payable Vouchers

For Board: Action Discussion Information

Background –

The following worksheets reflects Accounts Payable warrants processed through the County Treasurer for district liabilities.

A.R.S. §15-321.G requires that, “An order on a county school superintendent for a salary or other expense shall be signed by a majority of the governing board. An order for salary or other expense may be signed between board meetings if a resolution to that effect has been passed prior to the signing at a regular or special meeting of the governing board and the board ratifies the order at the next regular or special meeting of the governing board.”

Legal

A.R.S. §15-321.G

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board ratify payment of FY25 Accounts Payable Vouchers from October 1 through October 31, 2024.

Moved _____ Seconded _____ P/F

Osborn School District No. 8
Summary of FY25 Accounts Payable Vouchers Processed
10/1/24 through 10/31/24

Fund Title	Fund #	Total
M & O	1	436,620.92
P301 Base Pay	11	0.00
P301 Performance Payout	12	0.00
Instructional Improvement fund	20	0.00
Title I	100	0.00
Title I	101	2,832.86
Title I Targeted Support & Improvement	115	4,785.37
Title I Targeted Support & Improvement	116	0.00
Title IIA - Improving Teacher Quality	140	6,400.00
Title IIA - Improving Teacher Quality	141	22,610.47
TITLE IV-SAFE & DRUG FREE BASIC	160	0.00
Title IV- Safe & Drug free basic	161	1,904.00
21st Century (Enc, Sol)	162	3,110.17
21st Century (CL, LV, OMS)	163	4,017.73
Title III	190	0.00
Title III	191	0.00
Emergency Immigrant Funding	196	0.00
Title VII - Indian Ed	200	0.00
Idea - Basic	220	0.00
ARRA - IDEA BASIC	221	2,343.46
Idea - Preschool Grant	222	0.00
Idea Edisa	223	0.00
Idea Edisa-1 Implementation	224	0.00
ARP-Idea Preschool	227	0.00
ARP- IDEA BASIC	228	0.00
JOHNSON-O'MALLEY	230	0.00
JOHNSON-O'MALLEY	231	0.00
Education for Homeless Children	280	0.00
Education for Homeless Children	281	0.00
ARRA-ED For Homeless	283	0.00
ARP-Homeless I	284	0.00
Medicaid Reimb	290	1,559.33
AZ NURSES WORKFORCE GRANT	310	0.00
PRE School Dev GRANT	320	0.00
AZ PRIME GRANT	321	0.00
Pre School Dev - Start - Up	322	0.00
ESSER CARES	326	0.00
Acceleration Academy Grant	327	0.00
ENROLLMENT STABILIZATION GRANT	328	0.00
HQEL	333	0.00
ESSER/CARES ROUND II	336	0.00
ACCELERATION ACADEMIES	337	0.00
ESSER ROUND III	346	55,000.00
TIF GRANT - ASU	352	0.00

FED ED INNOVATION RESEARCH GRAN	364	47,763.75
Scoppes - Counseling Grant	376	0.00
Arts in Education	377	0.00
ARP - HOMELESS II ENTITLEMENT	383	2,498.91
ARP - Homeless I Grant	384	0.00
Race To The Top	396	0.00
GIFTED	450	0.00
RESULT BASED FUNDING	457	0.00
AZ Transportation Modernization	465	0.00
EARLY LITERACY GRANT	472	0.00
OIE RISE GRANT	475	0.00
VW BUS SETTLEMENT	476	0.00
FEMININE HYGIENE	478	0.00
Safe Schools	480	0.00
School Emergency Readiness	485	0.00
Arts ED GRANT	492	0.00
TREES FOR SCHOOL GRANT	494	0.00
Sch PI-Sales/Leas Over 1 YR	500	0.00
School Plant Sales	502	0.00
School Plant 1 Year/Less	505	0.00
Food Service	510	116,644.74
Civic Center	515	0.00
Community School	520	0.00
Community School Montessori	521	0.00
Auxiliary Operations	525	0.00
Extra Curr Tax Fees CR	526	1,108.29
Gift and Donations	530	14,063.57
Fingerprint	540	82.00
Insurance Proceeds	550	0.00
Textbooks	555	0.00
LITIGATION RECOVERY	565	0.00
Indirect Costs	570	0.00
Unemployment Insurance	575	0.00
Insurance Refund	585	0.00
Unrestrict Capital Outlay	610	78,491.82
Bond Building funds	630	140,736.22
Energy & Water Savings	665	0.00
SFB BUILDING RENEWAL	691	0.00
Student Activities	850	0.00
Employee Insurance Fund	855	442,050.02
		<u>1,384,623.63</u>

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
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Agenda Item Number – IV-B

Agenda Item

Ratification of Payroll Vouchers

For Board: Action Discussion Information

Background –

The following worksheets reflects payroll warrants processed through the County Treasurer for employee salaries and payroll liabilities.

A.R.S. §15-321.G requires that, “An order on a county school superintendent for a salary or other expense shall be signed by a majority of the governing board. An order for salary or other expense may be signed between board meetings if a resolution to that effect has been passed prior to the signing at a regular or special meeting of the governing board and the board ratifies the order at the next regular or special meeting of the governing board.”

Legal

A.R.S. §15-321.G

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board ratify payment of 2024/25 Payroll Vouchers processed from October 1 through October 31, 2024.

Moved _____ Seconded _____ P/F

Osborn School District No. 8

Summary of Payroll Vouchers 10/1/24 thru 10/31/24

Voucher number		
<u>Fund Title</u>	<u>Fund</u>	<u>Total</u>
Maintenance & Operation	001	1,271,233.71
Proposition 301	011	147,270.84
Proposition 301	012	1,155.50
Instructional Improvement Fund	020	5,635.01
Title I Disadvantaged Grant	101	83,796.20
Title IIA	141	352.47
	160	0.00
Title IV	161	934.78
21st CCLC Grant	162	4,320.04
21st CCLC Grant	163	4,960.81
Title III	191	3,722.55
Title VII-Indian Ed	200	3,736.33
IDEA - General Entitlement Grant	220	0.00
IDEA - BASIC	221	49,129.78
IDEA-Preschol Grant	222	1,485.16
IDEA EDISA - 3 TRAININ	223	566.11
ARP- IDEA PRESCHOOL	227	0.00
ARP- IDEA BASIC	228	0.00
Johnson O'Malley	231	3,736.36
Medicaid Reimbursement Fund	290	20,997.99
AZ Prime Grant	321	37,003.64
HQEL Grant	333	0.00
ESSER ROUND III	346	0.00
FED ED INNOVATION RESEARCH	364	3,272.13
RESULTS BASED FUNDING	457	19,300.52
na	472	15,099.82
FOUNDATIONAL LITERACY GRANT	473	14,422.44
OIE RISE GRANT	475	3,544.00
SCHOOL SAFETY GRANT	480	34,160.03
STATE TUTORING	483	0.00
Food Service Fund	510	90,103.98
Civic Center	515	6,136.22
Community Schools	520	36,274.39
Community Schools-Montessori	521	29,708.37
Extra Curr Tax Fees	526	0.00
Gifts & Donations	530	4,463.42
Indirect Costs Fund	570	29,864.26
UNRESTRICT CAPITAL OUTLAY	610	0.00
		<u>\$ 1,926,386.86</u>

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

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Agenda Item Number – IV-C-1-2

Agenda Item

Approval of Governing Board Minutes

For Board: Action Discussion Information

Background –

Approval is requested for the minutes of the following meetings:

1. Regular Meeting of October 15, 2024
2. Work Study of November 12, 2024

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the Governing Board minutes as presented.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8
Governing Board Regular Meeting
October 15, 2024

The Regular Meeting of the Osborn School District Governing Board was called to order at 5:31 PM by Board President Ed Hermes.

Edward Hermes, Board President
Leanne Greenberg, Board Clerk
Violeta Ramos, Board Member
Rhiannon Ford, Board Member
Dr. Michael Robert, Superintendent- absent

Pledge of Allegiance/ Land Acknowledgement

President Hermes read the land acknowledgement statement and thanked all indigenous people. Longview student counsel led the pledge.

District Celebrations and Announcements

Principal White shared that one of the schools three goals is to increase parental and community involvement and to make it more exciting to come to school. Ms. Hernandez and Dr. Cecena were introduced as co-supervisors for student counsel. Student counsel officers Samantha (President), Mia (Vice President), Sofia (Treasurer), and Oliver (Secretary) were introduced and shared what they liked about being a member of student council.

Spread L.O.V.E. Awards were then presented to:

Growth- Elisa Morales
Relationship- Katia Contreras
Joy- Annette Morris
Equity-Penny Thompson
Integrity- Alexys Sanchez

President Hermes called for a short break at 5:49 PM.
The meeting resumed at 5:59 PM.

Consent Agenda

- A. Ratification of Accounts Payable Vouchers
- B. Ratification of Payroll Vouchers
- C. Board Minutes
 - 1. September 17, 2024 Regular Meeting
 - 2. September 24, 2024 Admin Retreat
 - 3. October 1, 2024 Special Meeting
- D. Approval of Personnel Items
 - 1. New Employees
 - 2. Extra Duty Contracts
 - 3. Employment Changes/Additions
 - 4. Resignations
 - 5. Terminations
 - 6. Retirements
 - 7. Leaves of Absence
- E. Donations
- F. Expenditure and Revenue Report
- G. Student Activities Statement of Revenue and Expenditures
- H. Disposal of Equipment
- I. MOUs/Agreements with Partner Organizations

1. Approval of price modification of RFP #2024.04 for Teacher Sub Services
2. Approval to close American Express credit card accounts.
3. Approval to open Chase Ink Business credit account and authorized signers.

Mrs. Ramos noted a correction in the start time shown for the September 24 Special Meeting minutes.

President Hermes received confirmation from Mrs. Toscano that item IV-I-1 would be paid from M and O rather than bond monies as reflected on the Board page and confirmed that because it was an official award needed to be brought back to the Board for approval even though it was a reduction in price.

Mrs. Greenberg motioned for approval with the edit to the time as noted by Mrs. Ramos. Mrs. Ford seconded. Motion carried 4-0.

Mrs. Ramos aye
Mr. Hermes aye
Mrs. Ford aye
Mrs. Greenberg aye

Call to the Public

None.

Board Presentation

Director of Child Nutrition Cory Alexander provided an overview of the department. He shared the success of the departments social media presence, made from scratch foods and new menu items.

Mr. Alexander shared that the department hopes to encourage healthy habits and has led 50 nutrition classes held so far reaching about 600 students. In keeping with the goal of community engagement Blue Zone classes are being offered for community and family members. In addition to the presence on social media, nutrition education, working with staff to discuss new menu items and buying local, the department operates as a separate entity.

Admin Reports

No comments from members.

Bond Update-

Paul Hartley provided an update sharing that they have been working with administration and have a detailed tracking of expenditures. He said that bond planning is about 80 percent complete. Package 1 - \$30 million- Montecito about 38 %- will track and present monthly on the progression.

Don Brubaker shared that Montecito will be a big project and they have started receiving input and will be holding a meeting on October 29 to receive input from the community. He said he wants this to be an enjoyable process that results in a facility that addresses the needs of the district and supports Montecito programming. Construction is scheduled to begin on the site the

summer of 2025. The team will also be looking at accessibility and security at sites looking for areas of improvement.

Elizabeth Thielen explained that roofing assessments have been done and weatherization completed. The team is working on playground and shade structures and grant applications. She also explained it hoped that several items on the bond list will be funded with SFD funds. In response to President Hermes question about accelerating improvements, Ms. Elizabeth explained that although not visibly noticeable, assessments and life cycle reports are a critical part of the process.

Action Items

Approval of Bond Project Procurement – DW Playgrounds

Ms. Toscano provided an overview and options being considered for new playgrounds at Solano, Clarendon and Encanto. Discussion followed with Ms. Toscano sharing that the majority of the work will be scheduled over winter break.

Mrs. Ramos motioned to approve Mrs. Ford seconded. Motion carried 4-0.

Mrs. Ramos aye
Mr. Hermes aye
Mrs. Ford aye
Mrs. Greenberg aye

Approval of the 2023/24 Annual Financial Report

Ms. Toscano shared slides that provided highlights of the report. She shared that classroom dollars represent about 67% with food service and transportation have rising to 22.3% due to inflation costs adding that 80.6% of M and O funds go to staff salaries and benefits. Mrs. Toscano said teacher salaries in the district have increased by 34% since FY 2018 noting that with minimum wage triggers support staff have seen similar increases.

The district currently has 12% of the 17% goal of M and O fund balance in reserve.

Violeta motioned to approve. Mrs. Greenberg seconded. Motion carried 4-0.

Mrs. Ramos aye
Mr. Hermes aye
Mrs. Ford aye
Mrs. Greenberg aye

FY25 Annual Bond and DAA Override Report

Ms. Toscano provided an overview and shared that the district's previous 50 million dollar bond has been funded and the funds have been committed, 30 million of the 100 million from voter authorized funds have been issued and stayed within \$1000 of the \$175,000 budgeted for projects.

FY24 Annual M&O Override Report

Ms. Toscano shared a summary of expenditures from override funding and additional amounts supported by the district.

Mrs. Greenberg expressed thanks to the community whose support allows the district to provide the support and program offerings.

Board Development

ASBA-ASA Annual Conference and Pre Conference December 18-20, 2024

Members will notify Ms. Nye of their interest in attending.

Reflections

Mrs. Ford thanked teachers for hosting the family conferences and congratulated the child nutrition department on receiving recognition and expressed appreciation for the social media and opportunities for community engagement.

Mrs. Ramos stated her appreciation for the social media presence of the Child Nutrition Department and thanked Longview for introducing student council officers. Mrs. Ramos then thanked Mr. Alexander expressed appreciation for the Cafeteria Managers for the food options provided to students.

Mrs. Greenberg said she has had leaders from other districts ask how to replicate what Osborn's child Nutrition Department does adding that it would be great to partner with other districts complimenting the departments social media. Mrs. Greenberg thanked all who have taken the time to get input on the playgrounds and appreciates the time and effort to include the students.

President Hermes loved the energy Principal White brought to his presentation and stated appreciation of all being done at Longview. He said he enjoys talking about the bonds/ overrides as it is the board who chooses to put the items on the ballot. He said it is the programs supported through the measures that makes the district special.

Future

Mrs. Ramos

- Discussion around the number of suspensions

Mrs. Greenberg

- Revisit cell phone policy
- Calendar dates for strategic plan with the community to determine next steps and steps to develop a plan

President Hermes

- Discuss bus routes and what neighborhoods get busses
 - Bus Zones and understanding how bussing regions work

Adjournment

President Hermes declared the meeting adjourned at 8:04 PM.

Minutes submitted by:

Lisa Nye, Executive Assistant

OSBORN SCHOOL DISTRICT NO. 8
Governing Board Regular Meeting
October 15, 2024

to the Superintendent and Governing Board

Leanne Greenberg, Board Clerk

The Special Meeting of the Osborn School District Governing Board was called to order at 6:01 pm by Board President Hermes.

Present:

Edward Hermes, Board President
Leanne Greenberg, Board Clerk
Violeta Ramos, Board Member
Rhiannon Ford, Board Member
Dr. Michael Robert, Superintendent

SPS+ Architects update on plans for Montecito bond project

Representing SPS+ Don Brubaker and Carolina provided an update on ideas gathered from staff, family and students. Mr. Brubaker explained that SPS+ team members found many of the same ideas for improvement were reflected in feedback from each of the groups. Flexible seating, shade, utilizing outdoor spaces and larger classrooms were some of the items being considered in the renovation planning.

Discussion took place about the potential of utilizing SFD funds for some items including lighting, flooring and technology freeing up bond monies for other items. They also discussed the possibility of having a mural painted to increase visibility of the school.

In response to Mrs. Greenberg's question around the various phases, Elizabeth Thielen from H2 Group explained that taking the time to follow the processes will ensure affordability.

Adjournment

Mr. Hermes adjourned the retreat at 718 pm.

Minutes submitted by:

Lisa Nye, Executive Assistant
to the Superintendent and Governing Board

Leanne Greenberg, Board Clerk

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-D-1-7

Agenda Item

Approval of Personnel Items

For Board: Action Discussion Information

Background –

Per attached list.

Note: Due to HIPPA laws (Health Insurance Portability & Accountability Act) regarding privacy of health information, we do not include letters from individuals requesting FMLA because their medical conditions are mentioned in their letters. This information must be held confidential. Board members will simply know from the usual monthly listings that it is an FMLA request and understand that such requests are made due to one’s own personal illness or injury or a close family members’ illness or injury or the birth or adoption of a child, etc.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the Resignations/Terminations/Retirements and Employment/Changes/Additions as presented.

Moved _____ Seconded _____ P/F

NEW EMPLOYEES: CERTIFIED

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE HIRED</u>	<u>RATE OF PAY</u>
Bliss, Nathan	Performing Arts Teacher	Solano	10/14/2024	\$36,632.96 (prora

NEW EMPLOYEES: CLASSIFIED

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE HIRED</u>	<u>RATE OF PAY</u>
Eccleston, Lavan	Educational Assistant- SC	Solano	10/14/2024	\$22.90
Gonzalez, Sonia	CNA	Longview	10/28/2024	\$22.89
Groves, Amanda	Educational Assistant	Encanto	11/4/2024	\$20.40
Groves, Amanda	Educational Assistant- SC	Encanto	11/4/2024	\$22.90
Moreno, Bertha	Educational Asst-SC/CC	Solano	11/4/2024	\$19.35

RATIFY ADDENDUM TO CONTRACT

NAME

PROGRAM

AMOUNT

PRE-APPROVAL ADDENDUM TO CONTRACT

NAME

PROGRAM

AMOUNT

ADDITIONAL ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>	<u>RATE OF PAY</u>
Kelly, Tevin	XD- Fall Break (Student Leadership Programming)	Solano	10/9/2024	\$26.15
Marcoff, Gloria	XD- 21st Century Enrichment	Encanto	10/28/2024	\$20.81
Torres, Salvador	XD- Crossing Guard	M&T	10/17/2024	\$23.83
Valencia, Claudia	XD- 21st Century PD	Clarendon	9/5/2024	\$23.31

CHANGE OF ASSIGNMENT

<u>NAME</u>	<u>FROM POSITION</u>	<u>TO POSITION</u>	<u>LOCATION</u>	<u>DATE</u>	<u>RATE OF PAY</u>
Cobb, Cicely	ELD Teacher	5th Grade Teacher	SOL	10/31/2024	\$40,432.50
Dobbertin, Carly	.5 Resource Teacher	.6 Resource Teacher	MCS	10/28/2024	\$22,906.62
Reddick, Annmarie	Self-Contained Teacher	Speech Language Pathology Assistar	DO	12/2/2024	\$26.92/hour
Reyes, Vidalia	Educational Asst (.5 FTE)	PBIS Assistant (1.0 FTE)	Encanto	10/14/2024	\$17.59
Thomas, Charity	Van Driver	Bus Driver	MT	11/4/2024	\$24.33

NEW YEAR CLASSIFIED ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>	<u>RATE OF PAY</u>
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NEW YEAR SUBSTITUTES ASSIGNMENTS

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>
Gonzalez, Jose	Bus Driver	M&T	11/1/2024
Sapiro, Denise	5th Grade Teacher	Solano	10/23/2024

TERMINATIONS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>
Carranza, Janet	Educational Assistant SC/CC	Clarendon	10/16/2024
Rojas, Elvia	Bus Attendant	M&T	10/28/2024

RETIREMENTS

<u>NAME</u>	<u>REASON</u>	<u>LOCATION</u>	<u>DATE</u>
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LEAVE OF ABSENCES:

<u>NAME</u>	<u>REASON</u>	<u>LOCATION</u>	<u>DATE</u>
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MILITARY LEAVE:

<u>NAME</u>	<u>REASON</u>	<u>LOCATION</u>	<u>DATE</u>
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PRE-APPROVAL ADDENDUM TO CONTRACT

<u>NAME</u>	<u>PROGRAM</u>	<u>AMOUNT</u>
Aken, Ann	Family Engagment Liaison 8/5/24-5/23/25	\$800.00
Blanck, Brian	Highly Qualified Teacher-Solano 8/5/24-5/22/25	\$7,500.00
Blanck, Brian	Early Literacy (k-3) PD, planning and data analysis 8/5/24-5/22/25	\$5,000.00
Borghaus, Sara	Family Engagment Liaison 8/5/24-5/23/25	\$1,000.00
Bucklew, Joan	Curriculum Planning/ Data Analysis 7/1-7/31/24	\$360.00
Butier, Lindsay	Curriculum Training/Planning/Coaching 10/14/24-5/23/25	\$490.00
Cecena, Araceli	Student Council Mentor/Teacher 9/2/24-5/23/25	\$1,500.00
Dobbertin, Carly	Special Education Teacher 10/22/24	\$134.92
Frederick, Macklin	Basketball Coach 10/28/24-2/7/25	\$1,000.00
Gomez, Vincent	Cheer Coach 10/28/24-2/7/25	\$1,000.00
Hernandez, Daniela	Student Council Mentor/Teacher 9/2/24-5/23/25	\$1,500.00
Kahl, Kayce	Family Engagment Liaison 8/5/24-5/23/25	\$1,000.00
Kesterson-Walker, Kelly	District Program Coord. 8/5/24-5/22/25	\$5,000.00
Klanke, Liana	21st CCLC Instructor 9/16-11/22/24	\$500.00
Linn, Raymond	21st CCLC Instructor 9/16-11/22/24	\$1,590.00
Lyle, Sherri	Quality 1st/First Things First Incentive Pay for 23/24 school year	\$1,000.00
McHale, Meghan	Homebound Services 9/1-11/29/24	\$3,640.00
Morales, Juan	Basketball Coach 10/28/24-2/7/25	\$1,000.00
Orozco, Maya	Curriculum Training/Planning/Coaching 10/14/24-5/23/25	\$490.00
Palache, Hilda	Curriculum Training/Planning/Coaching 10/14/24-5/23/25	\$490.00
Robins, Jennifer	NCCC- Speech Language Pathologist 8/5/24-5/23/25	\$2,500.00
Smith, Dashminique	Student Council Mentor/Teacher 10/21/24-5/16/25	\$1,200.00
Stewart Gates, Ricky	Football Coach 10/28/24- 2/7/25	\$1,000.00
Swenson, Sarah	NCCC- Speech Language Pathologist 8/5/24-5/23/25	\$2,500.00
Valles, Guillermina	Student council Mentor/Teachaer 8/5/24-5/22/25	\$1,500.00
Villareal, Frank	Curriculum Training/Planning/Coaching 10/14/24-5/23/25	\$490.00
Winters Gemueden, Mary Jo	Quality 1st/First Things First Incentive Pay for 23/24 school year	\$1,000.00
Wright, Rosa Marina	Quality 1st/First Things First Incentive Pay for 23/24 school year	\$1,000.00

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number – IV-E

Agenda Item

Donations

For Board: Action Discussion Information

Background –

Donor	Donation	Location	Estimated Value
Shanna Jennings	Fishing/Outdoor equipment	LV	\$500.00
Taylor Perkins	Chasse Building Team	District-Wide	\$2,500.00

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the list of donations as presented.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT #8

REQUEST FOR ACCEPTANCE OF DONATIONS AND GIFTS

NAME OF INDIVIDUAL MAKING DONATION: Shanna Jennings
(PLEASE PRINT)

REPRESENTING (FIRM, CORPORATION): Self

SIGNATURE Jennings

ADDRESS 1119 N 193rd Ave

CITY Buckeye STATE Az ZIP 85326

PHONE NUMBER (HOME) 6023303647 (OFFICE)

SCHOOL REQUESTING ACCEPTANCE Langview School Fish and Wildlife Program

PRINCIPAL SIGNATURE [Signature] DATE 10/14/24

DONATED ITEM:

DESCRIPTION 30* Rods/Reels, Tents, sitting chairs, fishing line spools, saw blades, Chain Saw, decoy ducks, 10 spinning Reels.

SERIAL #

ESTIMATED VALUE \$500.00 Shanna

ROOM #/LOCATION OF ITEM Fish and Wildlife Science Room - Shanna

BUSINESS OFFICE/PROPERTY CONTROL

ASSIGNED ASSET #

DATE OF BOARD APPROVAL

OSBORN SCHOOL DISTRICT #8
REQUEST FOR ACCEPTANCE OF
DONATIONS AND GIFTS

NAME OF INDIVIDUAL MAKING DONATION: _____
(PLEASE PRINT)

REPRESENTING (FIRM, CORPORATION): _____

SIGNATURE Taylor Perkins _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE NUMBER (HOME) _____ (OFFICE) _____

SCHOOL REQUESTING ACCEPTANCE _____

PRINCIPAL SIGNATURE _____ DATE _____

DONATED ITEM:

DESCRIPTION _____

SERIAL # _____

ESTIMATED VALUE _____

ROOM #/LOCATION OF ITEM _____

=====

BUSINESS OFFICE/PROPERTY CONTROL

ASSIGNED ASSET # _____

DATE OF BOARD APPROVAL _____

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-F

Agenda Item

Expenditure and Revenue Report

For Board: Action Discussion Information

Background –

Attached is a summary fund status for all current district funds in accordance with Board Policy DBI that states, *“In order to determine if budgeted expenditures are in keeping with the adopted budget, a monthly report of expenditures and revenues shall be presented to the Board.*

Any over expenditure in a major subsection of the maintenance and operation budget shall require Board approval.”

Legal

A.R.S. 15-905

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

For information only

Moved _____ Seconded _____ P/F

Osborn School District

Board Exp & Revenue Report

From Date: 10/1/2024

To Date: 10/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
001.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$3,010,194.90)	(\$4,077,433.77)	\$4,077,433.77	\$0.00	\$4,077,433.77	0.00%
001.000.0000.2000.000.000.0000	Undesignated	\$0.00	\$6,902.49	\$24,672.35	(\$24,672.35)	\$0.00	(\$24,672.35)	0.00%
001.000.0000.3000.000.000.0000	REVENUE FROM STATE SOURCES	\$0.00	(\$1,195,733.61)	(\$2,856,029.92)	\$2,856,029.92	\$0.00	\$2,856,029.92	0.00%
001.000.0000.6000.000.000.0000	EXPENDITURES	\$22,667,985.48	\$1,214,240.48	\$5,090,845.11	\$17,577,140.37	\$11,790,610.91	\$5,786,529.46	25.53%
	FUND: MAINTENANCE AND OPERATION - 001	\$22,667,985.48	(\$2,984,785.54)	(\$1,817,946.23)	\$24,485,931.71	\$11,790,610.91	\$12,695,320.80	56.01%
010.000.0000.3000.000.000.0000	REVENUE FROM STATE SOURCES	\$0.00	(\$166,710.39)	(\$666,841.56)	\$666,841.56	\$0.00	\$666,841.56	0.00%
	FUND: CLASSROOM SITE FUND - 010	\$0.00	(\$166,710.39)	(\$666,841.56)	\$666,841.56	\$0.00	\$666,841.56	0.00%
011.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$28,836.51)	(\$28,836.51)	\$28,836.51	\$0.00	\$28,836.51	0.00%
011.000.0000.6000.000.000.0000	EXPENDITURES	\$2,408,799.00	\$147,592.18	\$412,044.91	\$1,996,754.09	\$1,083,116.17	\$913,637.92	37.93%
	FUND: P301 BASE PAY - 011	\$2,408,799.00	\$118,755.67	\$383,208.40	\$2,025,590.60	\$1,083,116.17	\$942,474.43	39.13%
012.000.0000.6000.000.000.0000	EXPENDITURES	\$2,263,684.00	\$1,155.50	\$1,514.35	\$2,262,169.65	\$1,590.27	\$2,260,579.38	99.86%
	FUND: P301 PERFORMANCE PAY - 012	\$2,263,684.00	\$1,155.50	\$1,514.35	\$2,262,169.65	\$1,590.27	\$2,260,579.38	99.86%
020.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$1,446.46)	(\$1,446.46)	\$1,446.46	\$0.00	\$1,446.46	0.00%
020.000.0000.6000.000.000.0000	EXPENDITURES	\$130,000.00	\$5,635.01	\$15,654.93	\$114,345.07	\$41,595.59	\$72,749.48	55.96%
	FUND: INSTRUCTIONAL IMPROVEMENT FUND - 020	\$130,000.00	\$4,188.55	\$14,208.47	\$115,791.53	\$41,595.59	\$74,195.94	57.07%
071.000.0000.6000.000.000.0000	EXPENDITURES	\$54,377.31	\$0.00	\$0.00	\$54,377.31	\$2,254.19	\$52,123.12	95.85%
	FUND: STRUCTURED ENGLISH IMMERSION - 071	\$54,377.31	\$0.00	\$0.00	\$54,377.31	\$2,254.19	\$52,123.12	95.85%
100.000.0000.6000.000.000.0000	EXPENDITURES	\$1,153,863.70	\$0.00	(\$380.96)	\$1,154,244.66	\$430.96	\$1,153,813.70	100.00%
	FUND: TITLE I - 100	\$1,153,863.70	\$0.00	(\$380.96)	\$1,154,244.66	\$430.96	\$1,153,813.70	100.00%
101.000.0000.4000.000.000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$212,786.44)	(\$212,786.44)	\$212,786.44	\$0.00	\$212,786.44	0.00%
101.000.0000.6000.000.000.0000	EXPENDITURES	\$1,454,410.95	\$79,100.74	\$217,073.69	\$1,237,337.26	\$586,087.65	\$651,249.61	44.78%
	FUND: TITLE I - 101	\$1,454,410.95	(\$133,685.70)	\$4,287.25	\$1,450,123.70	\$586,087.65	\$864,036.05	59.41%
110.000.0000.6000.000.000.0000	EXPENDITURES	\$1,707.92	\$0.00	\$0.00	\$1,707.92	\$0.00	\$1,707.92	100.00%
	FUND: TITLE ID - NEGLECTED OR DELINQUENT - 110	\$1,707.92	\$0.00	\$0.00	\$1,707.92	\$0.00	\$1,707.92	100.00%
115.000.0000.6000.000.000.0000	EXPENDITURES	\$40,000.00	\$4,785.37	\$5,260.37	\$34,739.63	\$1,250.00	\$33,489.63	83.72%
	FUND: TITLE I TARGETED SUPPORT & IMPROVEMENT - 115	\$40,000.00	\$4,785.37	\$5,260.37	\$34,739.63	\$1,250.00	\$33,489.63	83.72%
116.000.0000.6000.000.000.0000	EXPENDITURES	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
	FUND: TITLE I TARGETED SUPPORT & IMPROVEMENT - 116	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
140.000.0000.6000.000.000.0000	EXPENDITURES	\$143,776.29	\$0.00	\$5,205.17	\$138,571.12	\$358.40	\$138,212.72	96.13%
	FUND: TITLE IIA - IMPROVING TEACHER QUALITY - 140	\$143,776.29	\$0.00	\$5,205.17	\$138,571.12	\$358.40	\$138,212.72	96.13%
141.000.0000.6000.000.000.0000	EXPENDITURES	\$64,829.41	\$22,687.18	\$22,893.41	\$41,936.00	\$14,412.34	\$27,523.66	42.46%
	FUND: TITLE IIA - IMPROVING TEACHER QUALITY - 141	\$64,829.41	\$22,687.18	\$22,893.41	\$41,936.00	\$14,412.34	\$27,523.66	42.46%
160.000.0000.6000.000.000.0000	EXPENDITURES	\$95,886.60	\$0.00	\$361.68	\$95,524.92	\$756.68	\$94,768.24	98.83%
	FUND: TITLE IV - SAFE & DRUG FREE BASIC - 160	\$95,886.60	\$0.00	\$361.68	\$95,524.92	\$756.68	\$94,768.24	98.83%
161.000.0000.6000.000.000.0000	EXPENDITURES	\$71,977.88	\$2,654.94	\$13,064.65	\$58,913.23	\$15,421.08	\$43,492.15	60.42%
	FUND: TITLE IV - SAFE & DRUG FREE BASIC - 161	\$71,977.88	\$2,654.94	\$13,064.65	\$58,913.23	\$15,421.08	\$43,492.15	60.42%
162.000.0000.4000.000.000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$115,835.02)	(\$115,835.02)	\$115,835.02	\$0.00	\$115,835.02	0.00%

Osborn School District

Board Exp & Revenue Report

From Date: 10/1/2024

To Date: 10/31/2024

Fiscal Year: 2024-2025

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
162.000.0000.6000.000.0000.0000	EXPENDITURES	\$240,000.00	\$7,430.21	\$15,518.93	\$224,481.07	\$51,492.37	\$172,988.70	72.08%
	FUND: 21ST CENTURY (ENC, SOL) - 162	\$240,000.00	(\$108,404.81)	(\$100,316.09)	\$340,316.09	\$51,492.37	\$288,823.72	120.34%
163.000.0000.4000.000.0000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$205,223.99)	(\$205,223.99)	\$205,223.99	\$0.00	\$205,223.99	0.00%
163.000.0000.6000.000.0000.0000	EXPENDITURES	\$307,500.00	\$8,978.54	\$22,351.47	\$285,148.53	\$66,084.12	\$219,064.41	71.24%
	FUND: 21ST CENTURY (CL, LV, OMS) - 163	\$307,500.00	(\$196,245.45)	(\$182,872.52)	\$490,372.52	\$66,084.12	\$424,288.40	137.98%
190.000.0000.6000.000.0000.0000	EXPENDITURES	\$70,747.77	\$0.00	\$0.00	\$70,747.77	\$0.00	\$70,747.77	100.00%
	FUND: TITLE III - 190	\$70,747.77	\$0.00	\$0.00	\$70,747.77	\$0.00	\$70,747.77	100.00%
191.000.0000.4000.000.0000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$12,336.82)	(\$12,336.82)	\$12,336.82	\$0.00	\$12,336.82	0.00%
191.000.0000.6000.000.0000.0000	EXPENDITURES	\$63,067.27	\$855.47	\$3,449.45	\$59,617.82	\$428.60	\$59,189.22	93.85%
	FUND: TITLE III - 191	\$63,067.27	(\$11,481.35)	(\$8,887.37)	\$71,954.64	\$428.60	\$71,526.04	113.41%
200.000.0000.4000.000.0000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$8,485.57)	(\$8,485.57)	\$8,485.57	\$0.00	\$8,485.57	0.00%
200.000.0000.6000.000.0000.0000	EXPENDITURES	\$35,595.00	\$3,736.33	\$10,370.85	\$25,224.15	\$29,344.71	(\$4,120.56)	-11.58%
	FUND: TITLE VII - INDIAN ED - 200	\$35,595.00	(\$4,749.24)	\$1,885.28	\$33,709.72	\$29,344.71	\$4,365.01	12.26%
220.000.0000.6000.000.0000.0000	EXPENDITURES	\$1,130,009.75	\$46.00	\$628.54	\$1,129,381.21	\$0.00	\$1,129,381.21	99.94%
	FUND: IDEA - BASIC - 220	\$1,130,009.75	\$46.00	\$628.54	\$1,129,381.21	\$0.00	\$1,129,381.21	99.94%
221.000.0000.4000.000.0000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$131,035.58)	(\$131,035.58)	\$131,035.58	\$0.00	\$131,035.58	0.00%
221.000.0000.6000.000.0000.0000	EXPENDITURES	\$695,812.31	\$51,885.75	\$150,260.81	\$545,551.50	\$430,661.62	\$114,889.88	16.51%
	FUND: IDEA BASIC - 221	\$695,812.31	(\$79,149.83)	\$19,225.23	\$676,587.08	\$430,661.62	\$245,925.46	35.34%
222.000.0000.6000.000.0000.0000	EXPENDITURES	\$29,517.50	\$0.00	\$0.00	\$29,517.50	\$0.00	\$29,517.50	100.00%
	FUND: IDEA - PRESCHOOL GRANT - 222	\$29,517.50	\$0.00	\$0.00	\$29,517.50	\$0.00	\$29,517.50	100.00%
223.000.0000.6000.000.0000.0000	EXPENDITURES	\$22,198.95	\$2,051.27	\$6,475.30	\$15,723.65	\$15,688.46	\$35.19	0.16%
	FUND: IDEA EDISA - 2 Training - 223	\$22,198.95	\$2,051.27	\$6,475.30	\$15,723.65	\$15,688.46	\$35.19	0.16%
227.000.0000.6000.000.0000.0000	EXPENDITURES	\$11,872.68	\$0.00	\$0.00	\$11,872.68	\$0.00	\$11,872.68	100.00%
	FUND: ARP- IDEA PRESCHOOL - 227	\$11,872.68	\$0.00	\$0.00	\$11,872.68	\$0.00	\$11,872.68	100.00%
228.000.0000.6000.000.0000.0000	EXPENDITURES	\$110,067.72	\$0.00	\$0.00	\$110,067.72	\$0.00	\$110,067.72	100.00%
	FUND: ARP- IDEA BASIC - 228	\$110,067.72	\$0.00	\$0.00	\$110,067.72	\$0.00	\$110,067.72	100.00%
230.000.0000.6000.000.0000.0000	EXPENDITURES	\$37,173.47	(\$653.00)	(\$653.00)	\$37,826.47	\$0.00	\$37,826.47	101.76%
	FUND: JOHNSON-O'MALLEY - 230	\$37,173.47	(\$653.00)	(\$653.00)	\$37,826.47	\$0.00	\$37,826.47	101.76%
231.000.0000.6000.000.0000.0000	EXPENDITURES	\$28,238.78	\$3,736.36	\$10,370.97	\$17,867.81	\$29,344.73	(\$11,476.92)	-40.64%
	FUND: JOHNSON-O'MALLEY - 231	\$28,238.78	\$3,736.36	\$10,370.97	\$17,867.81	\$29,344.73	(\$11,476.92)	-40.64%
280.000.0000.6000.000.0000.0000	EXPENDITURES	\$29,828.93	\$0.00	\$0.00	\$29,828.93	\$0.00	\$29,828.93	100.00%
	FUND: EDUCATION FOR HOMELESS CHILDREN - 280	\$29,828.93	\$0.00	\$0.00	\$29,828.93	\$0.00	\$29,828.93	100.00%
281.000.0000.6000.000.0000.0000	EXPENDITURES	\$31,676.78	\$0.00	\$0.00	\$31,676.78	\$0.00	\$31,676.78	100.00%
	FUND: EDUCATION FOR HOMELESS CHILDREN - 281	\$31,676.78	\$0.00	\$0.00	\$31,676.78	\$0.00	\$31,676.78	100.00%
283.000.0000.6000.000.0000.0000	EXPENDITURES	\$60,261.77	\$0.00	\$0.00	\$60,261.77	\$0.00	\$60,261.77	100.00%
	FUND: ARRA - EDUCATION FOR HOMELESS CHILDREN - 283	\$60,261.77	\$0.00	\$0.00	\$60,261.77	\$0.00	\$60,261.77	100.00%

Osborn School District

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284.000.0000.6000.000.000.0000	EXPENDITURES	\$41,072.80	\$0.00	\$0.00	\$41,072.80	\$0.00	\$41,072.80	100.00%
	FUND: ARP - HOMELESS I - 284	\$41,072.80	\$0.00	\$0.00	\$41,072.80	\$0.00	\$41,072.80	100.00%
290.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	\$16,958.64	\$16,958.64	(\$16,958.64)	\$0.00	(\$16,958.64)	0.00%
290.000.0000.4000.000.000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$19,819.63)	(\$63,200.74)	\$63,200.74	\$0.00	\$63,200.74	0.00%
290.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$20,784.78	\$64,959.11	(\$64,959.11)	\$139,739.88	(\$204,698.99)	0.00%
	FUND: MEDICAID REIMB - 290	\$0.00	\$17,923.79	\$18,717.01	(\$18,717.01)	\$139,739.88	(\$158,456.89)	0.00%
308.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$2,984,233.56	(\$2,984,233.56)	0.00%
	FUND: EPA CLEAN BUSES GRANT - 308	\$0.00	\$0.00	\$0.00	\$0.00	\$2,984,233.56	(\$2,984,233.56)	0.00%
320.000.0000.6000.000.000.0000	EXPENDITURES	\$276,000.00	\$0.00	\$0.00	\$276,000.00	\$0.00	\$276,000.00	100.00%
	FUND: PRESCHOOL DEVELOPMENT GRANT - 320	\$276,000.00	\$0.00	\$0.00	\$276,000.00	\$0.00	\$276,000.00	100.00%
321.000.0000.4000.000.000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$55,505.37)	(\$55,505.37)	\$55,505.37	\$0.00	\$55,505.37	0.00%
321.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$28,779.03	\$514,353.14	(\$514,353.14)	\$208,624.90	(\$722,978.04)	0.00%
	FUND: AZ PRIME grant - 321	\$0.00	(\$26,726.34)	\$458,847.77	(\$458,847.77)	\$208,624.90	(\$667,472.67)	0.00%
322.000.0000.6000.000.000.0000	EXPENDITURES	\$276,000.00	\$0.00	\$0.00	\$276,000.00	\$0.00	\$276,000.00	100.00%
	FUND: PRESCHOOL DEV - START-UP - 322	\$276,000.00	\$0.00	\$0.00	\$276,000.00	\$0.00	\$276,000.00	100.00%
326.000.0000.6000.000.000.0000	EXPENDITURES	\$102,163.82	\$0.00	\$0.00	\$102,163.82	\$0.00	\$102,163.82	100.00%
	FUND: ESSER CARES - 326	\$102,163.82	\$0.00	\$0.00	\$102,163.82	\$0.00	\$102,163.82	100.00%
333.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$0.00	\$145,450.43	(\$145,450.43)	\$0.00	(\$145,450.43)	0.00%
	FUND: HQEL - 333	\$0.00	\$0.00	\$145,450.43	(\$145,450.43)	\$0.00	(\$145,450.43)	0.00%
336.000.0000.6000.000.000.0000	EXPENDITURES	\$4,751,065.08	\$0.00	\$0.00	\$4,751,065.08	\$0.00	\$4,751,065.08	100.00%
	FUND: ESSER / CARES ROUND II - 336	\$4,751,065.08	\$0.00	\$0.00	\$4,751,065.08	\$0.00	\$4,751,065.08	100.00%
337.000.0000.6000.000.000.0000	EXPENDITURES	\$54,291.14	\$0.00	\$0.00	\$54,291.14	\$0.00	\$54,291.14	100.00%
	FUND: ACCELERATION ACADEMIES GRANT - 337	\$54,291.14	\$0.00	\$0.00	\$54,291.14	\$0.00	\$54,291.14	100.00%
346.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$55,000.00	\$362,472.49	(\$362,472.49)	\$166,475.00	(\$528,947.49)	0.00%
	FUND: ESSER ROUND III - 346	\$0.00	\$55,000.00	\$362,472.49	(\$362,472.49)	\$166,475.00	(\$528,947.49)	0.00%
364.000.0000.4000.000.000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	\$0.00	(\$50,309.32)	\$50,309.32	\$0.00	\$50,309.32	0.00%
364.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$51,035.88	\$104,618.80	(\$104,618.80)	\$120,934.07	(\$225,552.87)	0.00%
	FUND: FED ED INNOVATION RESEARCH GRANT - 364	\$0.00	\$51,035.88	\$54,309.48	(\$54,309.48)	\$120,934.07	(\$175,243.55)	0.00%
383.000.0000.6000.000.000.0000	EXPENDITURES	\$74,142.66	\$2,805.91	\$4,130.69	\$70,011.97	\$0.00	\$70,011.97	94.43%
	FUND: ARP - HOMELESS II ENTITLEMENT GRANT (FOR FUND 283) - 383	\$74,142.66	\$2,805.91	\$4,130.69	\$70,011.97	\$0.00	\$70,011.97	94.43%
384.000.0000.6000.000.000.0000	EXPENDITURES	\$41,072.80	\$0.00	\$0.00	\$41,072.80	\$0.00	\$41,072.80	100.00%
	FUND: ARP - HOMELESS I GRANT (FORMELY FUND 284) - 384	\$41,072.80	\$0.00	\$0.00	\$41,072.80	\$0.00	\$41,072.80	100.00%
387.000.0000.6000.000.000.0000	EXPENDITURES	\$17,244.00	\$0.00	\$0.00	\$17,244.00	\$0.00	\$17,244.00	100.00%
	FUND: Dyslexia Grant - 387	\$17,244.00	\$0.00	\$0.00	\$17,244.00	\$0.00	\$17,244.00	100.00%
450.000.0000.6000.000.000.0000	EXPENDITURES	\$2,064.28	\$0.00	\$0.00	\$2,064.28	\$0.00	\$2,064.28	100.00%
	FUND: GIFTED - 450	\$2,064.28	\$0.00	\$0.00	\$2,064.28	\$0.00	\$2,064.28	100.00%

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457.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$2,804.26)	(\$2,804.26)	\$2,804.26	\$0.00	\$2,804.26	0.00%
457.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$19,300.52	\$55,852.27	(\$55,852.27)	\$142,714.12	(\$198,566.39)	0.00%
	FUND: RESULTS BASED FUNDING - 457	\$0.00	\$16,496.26	\$53,048.01	(\$53,048.01)	\$142,714.12	(\$195,762.13)	0.00%
465.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$4,590.92)	(\$4,590.92)	\$4,590.92	\$0.00	\$4,590.92	0.00%
	FUND: AZ TRANSPORTATION MODERNIZATION GRANT - 465	\$0.00	(\$4,590.92)	(\$4,590.92)	\$4,590.92	\$0.00	\$4,590.92	0.00%
472.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$4,510.47)	(\$4,510.47)	\$4,510.47	\$0.00	\$4,510.47	0.00%
472.000.0000.6000.000.000.0000	EXPENDITURES	\$0.00	\$11,732.84	\$40,829.63	(\$40,829.63)	\$116,327.04	(\$157,156.67)	0.00%
	FUND: EARLY LITERACY GRANT - 472	\$0.00	\$7,222.37	\$36,319.16	(\$36,319.16)	\$116,327.04	(\$152,646.20)	0.00%
473.000.0000.6000.000.000.0000	EXPENDITURES	\$185,820.00	\$14,422.44	\$40,092.76	\$145,727.24	\$111,284.71	\$34,442.53	18.54%
	FUND: FOUNDATIONAL LITERACY GRANT - 473	\$185,820.00	\$14,422.44	\$40,092.76	\$145,727.24	\$111,284.71	\$34,442.53	18.54%
475.000.0000.3000.000.000.0000	REVENUE FROM STATE SOURCES	\$0.00	\$0.00	(\$19,282.64)	\$19,282.64	\$0.00	\$19,282.64	0.00%
475.000.0000.6000.000.000.0000	EXPENDITURES	\$45,000.00	\$3,544.00	\$10,662.38	\$34,337.62	\$25,256.99	\$9,080.63	20.18%
	FUND: OIE RISE GRANT - 475	\$45,000.00	\$3,544.00	(\$8,620.26)	\$53,620.26	\$25,256.99	\$28,363.27	63.03%
478.000.0000.6000.000.000.0000	EXPENDITURES	\$7,180.00	\$0.00	\$0.00	\$7,180.00	\$0.00	\$7,180.00	100.00%
	FUND: FEMININE HYGIENE GRANT - 478	\$7,180.00	\$0.00	\$0.00	\$7,180.00	\$0.00	\$7,180.00	100.00%
480.000.0000.3000.000.000.0000	REVENUE FROM STATE SOURCES	\$0.00	(\$325,960.22)	(\$325,960.22)	\$325,960.22	\$0.00	\$325,960.22	0.00%
480.000.0000.6000.000.000.0000	EXPENDITURES	\$407,053.00	\$34,160.03	\$94,653.52	\$312,399.48	\$245,935.95	\$66,463.53	16.33%
	FUND: SAFE SCHOOLS - 480	\$407,053.00	(\$291,800.19)	(\$231,306.70)	\$638,359.70	\$245,935.95	\$392,423.75	96.41%
483.000.0000.3000.000.000.0000	REVENUE FROM STATE SOURCES	\$0.00	\$0.00	(\$15,317.30)	\$15,317.30	\$0.00	\$15,317.30	0.00%
	FUND: STATE TUTORING - 483	\$0.00	\$0.00	(\$15,317.30)	\$15,317.30	\$0.00	\$15,317.30	0.00%
500.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$7,514.95)	(\$11,531.95)	\$11,531.95	\$0.00	\$11,531.95	0.00%
500.000.0000.6000.000.000.0000	EXPENDITURES	\$495,000.00	\$0.00	\$0.00	\$495,000.00	\$0.00	\$495,000.00	100.00%
	FUND: SCH PL-SALE/LEAS OVR 1 YR - 500	\$495,000.00	(\$7,514.95)	(\$11,531.95)	\$506,531.95	\$0.00	\$506,531.95	102.33%
502.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$633.70)	(\$633.70)	\$633.70	\$0.00	\$633.70	0.00%
502.000.0000.6000.000.000.0000	EXPENDITURES	\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$80,000.00	100.00%
	FUND: SCHOOL PLANT SALES - 502	\$80,000.00	(\$633.70)	(\$633.70)	\$80,633.70	\$0.00	\$80,633.70	100.79%
510.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$13,955.27)	(\$19,012.66)	\$19,012.66	\$0.00	\$19,012.66	0.00%
510.000.0000.4000.000.000.0000	REVENUE FROM FEDERAL SOURCES	\$0.00	(\$504,079.53)	(\$538,130.16)	\$538,130.16	\$0.00	\$538,130.16	0.00%
510.000.0000.6000.000.000.0000	EXPENDITURES	\$2,750,000.00	\$207,902.06	\$613,137.25	\$2,136,862.75	\$1,207,668.60	\$929,194.15	33.79%
	FUND: FOOD SERVICE - 510	\$2,750,000.00	(\$310,132.74)	\$55,994.43	\$2,694,005.57	\$1,207,668.60	\$1,486,336.97	54.05%
515.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$16,690.11)	(\$28,518.11)	\$28,518.11	\$0.00	\$28,518.11	0.00%
515.000.0000.6000.000.000.0000	EXPENDITURES	\$120,000.00	\$6,136.22	\$19,790.87	\$100,209.13	\$44,556.41	\$55,652.72	46.38%
	FUND: CIVIC CENTER - 515	\$120,000.00	(\$10,553.89)	(\$8,727.24)	\$128,727.24	\$44,556.41	\$84,170.83	70.14%
520.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$39,796.10)	(\$48,119.59)	\$48,119.59	\$0.00	\$48,119.59	0.00%
520.000.0000.6000.000.000.0000	EXPENDITURES	\$206,393.60	\$38,598.50	\$136,811.21	\$69,582.39	\$309,942.05	(\$240,359.66)	-116.46%
	FUND: COMMUNITY SCHOOL - 520	\$206,393.60	(\$1,197.60)	\$88,691.62	\$117,701.98	\$309,942.05	(\$192,240.07)	-93.14%
521.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$65,461.41)	(\$77,347.09)	\$77,347.09	\$0.00	\$77,347.09	0.00%
521.000.0000.6000.000.000.0000	EXPENDITURES	\$235,899.64	\$31,066.84	\$93,807.83	\$142,091.81	\$230,549.61	(\$88,457.80)	-37.50%
	FUND: COMMUNITY SCHOOL - MONTESSORI - 521	\$235,899.64	(\$34,394.57)	\$16,460.74	\$219,438.90	\$230,549.61	(\$11,110.71)	-4.71%

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 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
525.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$1,232.45)	(\$1,232.45)	\$1,232.45	\$0.00	\$1,232.45	0.00%
525.000.0000.6000.000.000.0000	EXPENDITURES	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
	FUND: AUXILIARY OPERATIONS - 525	\$30,000.00	(\$1,232.45)	(\$1,232.45)	\$31,232.45	\$0.00	\$31,232.45	104.11%
526.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$2,886.75)	(\$3,486.75)	\$3,486.75	\$0.00	\$3,486.75	0.00%
526.000.0000.6000.000.000.0000	EXPENDITURES	\$300,000.00	\$1,108.29	\$1,108.29	\$298,891.71	\$490.00	\$298,401.71	99.47%
	FUND: EXTRA CURR TAX FEES CR - 526	\$300,000.00	(\$1,778.46)	(\$2,378.46)	\$302,378.46	\$490.00	\$301,888.46	100.63%
530.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$6,623.14)	(\$13,223.14)	\$13,223.14	\$0.00	\$13,223.14	0.00%
530.000.0000.6000.000.000.0000	EXPENDITURES	\$250,000.00	\$16,569.09	\$38,160.92	\$211,839.08	\$48,654.13	\$163,184.95	65.27%
	FUND: GIFTS AND DONATIONS - 530	\$250,000.00	\$9,945.95	\$24,937.78	\$225,062.22	\$48,654.13	\$176,408.09	70.56%
540.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$78.87)	(\$282.87)	\$282.87	\$0.00	\$282.87	0.00%
540.000.0000.6000.000.000.0000	EXPENDITURES	\$10,500.00	\$82.00	\$396.00	\$10,104.00	\$2,054.00	\$8,050.00	76.67%
	FUND: FINGERPRINT - 540	\$10,500.00	\$3.13	\$113.13	\$10,386.87	\$2,054.00	\$8,332.87	79.36%
550.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$252.78)	(\$252.78)	\$252.78	\$0.00	\$252.78	0.00%
550.000.0000.6000.000.000.0000	EXPENDITURES	\$30,500.00	\$0.00	\$0.00	\$30,500.00	\$0.00	\$30,500.00	100.00%
	FUND: INSURANCE PROCEEDS - 550	\$30,500.00	(\$252.78)	(\$252.78)	\$30,752.78	\$0.00	\$30,752.78	100.83%
555.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$141.59)	(\$141.59)	\$141.59	\$0.00	\$141.59	0.00%
555.000.0000.6000.000.000.0000	EXPENDITURES	\$16,500.00	\$0.00	\$0.00	\$16,500.00	\$0.00	\$16,500.00	100.00%
	FUND: TEXTBOOKS - 555	\$16,500.00	(\$141.59)	(\$141.59)	\$16,641.59	\$0.00	\$16,641.59	100.86%
565.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$0.21)	(\$0.21)	\$0.21	\$0.00	\$0.21	0.00%
	FUND: LITIGATION RECOVERY - 565	\$0.00	(\$0.21)	(\$0.21)	\$0.21	\$0.00	\$0.21	0.00%
570.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$7,169.46)	(\$7,169.46)	\$7,169.46	\$0.00	\$7,169.46	0.00%
570.000.0000.5000.000.000.0000	REVENUE FROM OTHER SOURCES	\$0.00	\$300.00	(\$5,331.00)	\$5,331.00	\$0.00	\$5,331.00	0.00%
570.000.0000.6000.000.000.0000	EXPENDITURES	\$560,000.00	\$24,422.72	\$90,183.40	\$469,816.60	\$307,249.97	\$162,566.63	29.03%
	FUND: INDIRECT COSTS - 570	\$560,000.00	\$17,553.26	\$77,682.94	\$482,317.06	\$307,249.97	\$175,067.09	31.26%
575.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$200.75)	(\$200.75)	\$200.75	\$0.00	\$200.75	0.00%
575.000.0000.6000.000.000.0000	EXPENDITURES	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
	FUND: UNEMPLOYMENT INSURANCE - 575	\$30,000.00	(\$200.75)	(\$200.75)	\$30,200.75	\$0.00	\$30,200.75	100.67%
585.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$60.92)	(\$60.92)	\$60.92	\$0.00	\$60.92	0.00%
585.000.0000.6000.000.000.0000	EXPENDITURES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
	FUND: INSURANCE REFUND - 585	\$3,000.00	(\$60.92)	(\$60.92)	\$3,060.92	\$0.00	\$3,060.92	102.03%
610.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$447,111.17)	(\$594,147.85)	\$594,147.85	\$0.00	\$594,147.85	0.00%
610.000.0000.2000.000.000.0000	Undesignated	\$0.00	\$1,283.64	\$4,588.18	(\$4,588.18)	\$0.00	(\$4,588.18)	0.00%
610.000.0000.6000.000.000.0000	EXPENDITURES	\$5,629,709.00	\$57,098.96	\$457,706.05	\$5,172,002.95	\$323,002.36	\$4,849,000.59	86.13%
	FUND: UNRESTRICT CAPITAL OUTLAY - 610	\$5,629,709.00	(\$388,728.57)	(\$131,853.62)	\$5,761,562.62	\$323,002.36	\$5,438,560.26	96.60%
630.000.0000.6000.000.000.0000	EXPENDITURES	\$1,500,000.00	\$131,425.02	\$305,752.18	\$1,194,247.82	\$2,015,867.07	(\$821,619.25)	-54.77%
	FUND: BOND BUILDING - 630	\$1,500,000.00	\$131,425.02	\$305,752.18	\$1,194,247.82	\$2,015,867.07	(\$821,619.25)	-54.77%
665.000.0000.6000.000.000.0000	EXPENDITURES	\$70,000.00	\$0.00	\$0.00	\$70,000.00	\$0.00	\$70,000.00	100.00%
	FUND: ENERGY & WATER SAVINGS - 665	\$70,000.00	\$0.00	\$0.00	\$70,000.00	\$0.00	\$70,000.00	100.00%

Osborn School District

Board Exp & Revenue Report

From Date: 10/1/2024 To Date: 10/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
700.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$2,344,407.30)	(\$3,140,609.71)	\$3,140,609.71	\$0.00	\$3,140,609.71	0.00%
700.000.0000.6000.000.000.0000	EXPENDITURES	\$6,952,950.00	\$0.00	\$0.00	\$6,952,950.00	\$0.00	\$6,952,950.00	100.00%
	FUND: DEBT SERVICE - 700	\$6,952,950.00	(\$2,344,407.30)	(\$3,140,609.71)	\$10,093,559.71	\$0.00	\$10,093,559.71	145.17%
850.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$597.41)	(\$597.41)	\$597.41	\$0.00	\$597.41	0.00%
850.000.0000.6000.000.000.0000	EXPENDITURES	\$30,500.00	\$0.00	\$0.00	\$30,500.00	\$0.00	\$30,500.00	100.00%
	FUND: STUDENT ACTIVITIES - 850	\$30,500.00	(\$597.41)	(\$597.41)	\$31,097.41	\$0.00	\$31,097.41	101.96%
855.000.0000.1000.000.000.0000	REVENUE FROM LOCAL SOURCES	\$0.00	(\$208,156.66)	(\$662,510.04)	\$662,510.04	\$2,340.00	\$660,170.04	0.00%
855.000.0000.6000.000.000.0000	EXPENDITURES	\$2,500,000.00	\$442,050.02	\$874,296.88	\$1,625,703.12	\$1,840,640.54	(\$214,937.42)	-8.60%
	FUND: EMPL INSUR PGM WITHHOLDNG - 855	\$2,500,000.00	\$233,893.36	\$211,786.84	\$2,288,213.16	\$1,842,980.54	\$445,232.62	17.81%
Grand Total:		\$61,565,989.04	(\$6,389,478.44)	(\$3,892,557.17)	\$65,458,546.21	\$24,755,469.81	\$40,703,076.40	66.11%

End of Report

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-G

Agenda Item

Student Activities Statement of Revenue and Expenditures

For Board: Action Discussion Information

Background –

A.R.S. §15-1123.A requires that, “The student activities treasurer or assistant student activities treasurer shall maintain an accurate detailed record of all revenues and expenditures of the student activities fund. The record shall be made in such form as the governing board of the school district prescribes. Copies of the record shall be presented to the governing board of the school district not less than once during each calendar month.”

This agenda item and the attached Student Activities Statement of Revenues and Expenditures shall serve to bring the district up-to-date with the requirements of §15-1123.A. Each month this statement will be presented for the Governing Board’s ratification. This fund is used to account for the funds deposited and expended in connection with the activities of student organizations, clubs, and other similar functions. The school district serves only as a fiduciary custodian for these funds.

Legal

A.R.S. §15-1123.A

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board ratify the 2024/25 Statement of Revenues and Expenditures for the Student Activities Fund from October 1 through October 31, 2024.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT No. 8
Statement of Revenues and Expenditures
For Student Activities Fund
Activity from October 1, 2024 to October 31, 2024

<u>School</u>	<u>Beginning Balance</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Ending Balance</u>
Clarendon	4,134.16			4,134.16
OMS	12,201.70			12,201.70
Solano	10,784.15			10,784.15
Longview	13,339.67			13,339.67
	<u>\$ 40,459.68</u>	<u>\$ -</u>	<u>\$ -</u>	<u>40,459.68</u>

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-H

Agenda Item
Disposal of Equipment

For Board: Action Discussion Information

Background –
See attached

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Recommend approval of disposal of equipment as listed.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT #8

REQUEST FOR AUTHORIZATION TO DISPOSE OF EQUIPMENT

SCHOOL Transportation Dept. DATE 8/13/24

DEPARTMENT _____

EQUIPMENT:

ASSET # 930/3028

DESCRIPTION _____

SERIAL # _____

REASON FOR DISPOSITION Trade-In

SIGNATURE Collin Toscano DATE 8/13/24
PRINCIPAL/DEPT. HEAD

MAINTENANCE

PICKED UP BY _____ DATE _____

BUSINESS OFFICE

DATE ACQUIRED _____

RECORDED VALUE _____

PRESENT ESTIMATED VALUE _____

DATE OF BOARD APPROVAL _____

SIGNATURE TO AUTHORIZE DISPOSAL _____ BUSINESS MANAGER

06/13/24 - trade in

93013028

1998 CARGO VAN NO 48 DODGE

DISTRICT OFFICE

VEHICLES

1

2,050 2010-11

OSBORN SCHOOL DISTRICT #8

**REQUEST FOR AUTHORIZATION TO
DISPOSE OF EQUIPMENT**

SCHOOL District Wide DATE 10/30/24

DEPARTMENT BSS

EQUIPMENT:

ASSET # see attached list

DESCRIPTION _____

SERIAL # _____

REASON FOR DISPOSITION FY24 - Playground Projects

Demo - Removal & Replacements

SIGNATURE Colleen Tescano DATE 10/30/24
PRINCIPAL/DEPT. HEAD

MAINTENANCE

PICKED UP BY _____ DATE _____

BUSINESS OFFICE

DATE ACQUIRED _____

RECORDED VALUE _____

PRESENT ESTIMATED VALUE _____

DATE OF BOARD APPROVAL _____

SIGNATURE TO AUTHORIZE DISPOSAL _____
BUSINESS MANAGER

DISPOSAL NOTES	Tag No.	Description	Site	Category	Quantity	Cost	Fiscal Year
removed/replaced 10/19/2023	LI05-LV-PLAYGROUND	KDG PLAYBUILDER W/O ROOF	LONGVIEW SCHOOL	LAND IMPROVEMENTS	1	\$12,223.70	2004-05
removed/replaced 10/19/2023	LI06-LV-PLAYGROUND	PLAYGROUND EQUIPMENT AT LONGVIEW	LONGVIEW SCHOOL	LAND IMPROVEMENTS	1	\$10,000.00	2005-06
removed /REPLACED 8/04/2023	LI08-SOL-PLAYGROUND	PLAYGROUND RUBBER SURFACE	SOLANO SCHOOL	LAND IMPROVEMENTS	1	\$32,624.73	2007-08
removed/ REPLACED 8/04/2023	LI18-SOL-PLAYGRDRUBB	PLAYGROUND RUBBER SURFACING	SOLANO SCHOOL	LAND IMPROVEMENTS	1	\$14,740.79	2017-18
REMOVED /REPLACED 08/04/2023	LI08-SOL-PLAYGROUND	PLAYGROUND	SOLANO SCHOOL	LAND IMPROVEMENTS	1	\$118,717.39	2007-08
removed/ REPLACED 8/04/2023	LI08-SOL-PLAYGROUND	PLAYGROUND	SOLANO SCHOOL	LAND IMPROVEMENTS	1	\$45,000	2007-08

OSBORN SCHOOL DISTRICT #8

**REQUEST FOR AUTHORIZATION TO
DISPOSE OF EQUIPMENT**

SCHOOL District Wide DATE 10/30/24

DEPARTMENT BSS

EQUIPMENT:

ASSET # see attached list

DESCRIPTION _____

SERIAL # _____

REASON FOR DISPOSITION Inventory Clean-Up - Result of
FY24 Physical Inventory.

SIGNATURE Colleen Torano DATE 10/30/24
PRINCIPAL/DEPT. HEAD

MAINTENANCE

PICKED UP BY _____ DATE _____

BUSINESS OFFICE

DATE ACQUIRED _____

RECORDED VALUE _____

PRESENT ESTIMATED VALUE _____

DATE OF BOARD APPROVAL _____

SIGNATURE TO AUTHORIZE DISPOSAL _____

BUSINESS MANAGER

DISPOSAL NOTES	Tag No.	Description	Site	Category	Quantity	Cost	Fiscal Year
6/30/24- INVENTORY CLEAN UP	93012429	DRINKING FOUNTAIN	ENCANTO SCHOOL	STEWARDSHIP	1	\$2,396.03	2005-06
6/30/24 - INVENTORY CLEAN UP	93012430	DRINKING FOUNTAIN	ENCANTO SCHOOL	STEWARDSHIP	1	\$2,396.04	2005-06
6/30/24 - INVENTORY CLEAN UP	93012431	DRINKING FOUNTAIN	OSBORN MIDDLE SCHOOL	STEWARDSHIP	1	\$1,786.28	2005-06
6/30/24 - INVENTORY CLEAN UP	93012452	HOT WATER HEATER	OSBORN MIDDLE SCHOOL	STEWARDSHIP	1	\$2,569.22	2005-06
6/30/24 - INVENTORY CLEAN UP	93012497	DRINKING FOUNTAIN	LONGVIEW SCHOOL	STEWARDSHIP	1	\$2,407.12	2005-06
6/30/24 - INVENTORY CLEAN UP	93012498	DRINKING FOUNTAIN	SOLANO SCHOOL	STEWARDSHIP	1	\$2,407.12	2005-06
6/30/24 - INVENTORY CLEAN UP	93012499	DRINKING FOUNTAIN	LONGVIEW SCHOOL	STEWARDSHIP	1	\$2,407.12	2005-06
6/30/24 - INVENTORY CLEAN UP	93012500	DRINKING FOUNTAIN	SOLANO SCHOOL	STEWARDSHIP	1	\$2,407.12	2005-06
6/30/24 - INVENTORY CLEAN UP	93012501	DRINKING FOUNTAIN	SOLANO SCHOOL	STEWARDSHIP	1	\$2,407.12	2005-06
6/30/24 - INVENTORY CLEAN UP	93013059	Non a/c water fountain SS wall mounted	ENCANTO SCHOOL	STEWARDSHIP	1	\$2,407.12	2010-11
6/30/24 - INVENTORY CLEAN UP	93013060	Non a/c water fountain SS wall mounted	ENCANTO SCHOOL	STEWARDSHIP	1	\$2,407.12	2010-11
6/30/24 - INVENTORY CLEAN UP	93013120	BTR 200 WATER HEATER	OSBORN MIDDLE SCHOOL	STEWARDSHIP	1	\$3,339.35	2012-13
6/30/24 - INVENTORY CLEAN UP	93013121	BTR 200 WATER HEATER	OSBORN MIDDLE SCHOOL	STEWARDSHIP	1	\$3,339.36	2012-13
6/30/24 - INVENTORY CLEAN UP	B50-CL-BLDG	CLARENDON NETWORK INSTALLATION SERVICE	CLARENDON SCHOOL	BUILDING IMPROVEMENTS	1	\$59,084.83	1997-98
6/30/24 - INVENTORY CLEAN UP	B50-CL-BLDG	IBM INSTALLATION SERVICE FOR CLARENDON	CLARENDON SCHOOL	BUILDING IMPROVEMENTS	1	\$7,820.00	1997-98
6/30/24 - INVENTORY CLEAN UP	B90-OMS-BLDG	CABLING/FIBER OPTIC BACKBONE/STATION DTA	OSBORN MIDDLE SCHOOL	BUILDING IMPROVEMENTS	1	\$99,511.29	1997-98
warranty has expired 6/30/24	BI09-CL-SECSYS	SECURITY SYSTEM 5 YEAR WARRANTY	CLARENDON SCHOOL	BUILDING IMPROVEMENTS	1	\$14,861.14	2008-09
warranty has expired 6/30/24	BI09-DO-SECSYS	SECURITY SYSTEM 5 YR WARRANTY	DISTRICT OFFICE	BUILDING IMPROVEMENTS	1	\$14,861.14	2008-09
warranty has expired 6/30/24	BI09-LV-SECSYS	SECURITY SYSTEM 5 YEAR WARRANTY	LONGVIEW LAND	BUILDING IMPROVEMENTS	1	\$14,861.14	2008-09
warranty has expired 6/30/24	BI10-ENC-SECSYS	SECURITY SYSTEM 5 YEAR WARRANTY	ENCANTO SCHOOL	BUILDING IMPROVEMENTS	1	\$20,405.14	2008-09
6/30/24 - INVENTORY CLEAN UP	LI08-CL-PLAYGROUND	PLAYGROUND	CLARENDON SCHOOL	LAND IMPROVEMENTS	1	\$98,806.84	2007-08
6/30/24 - INVENTORY CLEAN UP	950212	graffitii removal system / power washer	LONGVIEW	STEWARDSHIP	1	\$3,267.24	1995-96
6/30/24- INVENTORY CLEAN UP	960590	SKYJACK 20'SJPI SERIES / NARROW CAGE 20X24	LONGVIEW SCHOOL	STEWARDSHIP	1	\$4,673.80	1997-98

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-I-1

Agenda Item

Agreement with Scottsdale Community College for Experiential Education Partnership

For Board: Action Discussion Information

Background –

Osborn is excited to partner with the Scottsdale Community College so that we may host students at our campuses to complete a wide variety of learning and service experiences, service learning, cooperative education, internships, externships, and volunteering.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the agreement with Scottsdale Community College for Experiential Education Partnership as presented.

Moved _____ Seconded _____ P/F



MARICOPA
COMMUNITY COLLEGES

MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT
2411 West 14th Street, Tempe, AZ 85281-6942

EXPERIENTIAL EDUCATION PARTNERSHIP AGREEMENT

Public Entity

This Experiential Education Partnership Agreement (“Agreement”) is entered into by and between Maricopa County Community College District (“MCCCD”), a political subdivision of the State of Arizona, and **OSBORN SCHOOL DISTRICT #8**, a public entity (“Agency”).

Maricopa County Community College District is a public educational institution. References to College (“College”) include all of the Colleges within the Maricopa County Community College District (“MCCCD”), its officers, officials, employees, volunteers, students, agents, and assigns.

BACKGROUND

- A. MCCCD wishes to provide its students (“Students”) with opportunities for all forms of learning or serving through off-campus experiences, including service learning, cooperative education, internships, externships, and volunteering (“Services”).
- B. The Agency is willing and capable of providing a learning experience.
- C. MCCCD shall not be considered a business associate of the Agency under the Health Insurance Portability and Accountability Act of 1996.

AGREEMENT

The MCCCD and the Agency agree as follows:

1. **Duration.** This Agreement shall commence on **09/03/2024** and may be terminated by either party on written notice to either party.
2. **College Responsibilities.** Each semester, College shall advise its Students of the nature of the Services that the Agency needs according to information that the Agency provides. The College may have access to the Agency to observe and evaluate the Students’ delivery of the Services.
3. **Agency Responsibilities.** The Agency shall provide the Students with safe working conditions within which to provide the Services. The Agency shall not direct or permit Students to undertake activities that may be risky or inherently dangerous. The Agency shall provide sufficient instruction to the Students so that the Services provided meet both the Students’ need to learn and the Agency’s needs. At MCCCD’s request, the Agency shall provide the appropriate College with a written evaluation of the Services that each Student provides.
4. **Agency Right to Screen or Reject.** The Agency shall retain the right at all times to screen Students before they deliver services and to reject the Services of any Student.
5. **Vehicles.** Agency shall not permit Students to operate Agency vehicles or to transport items or persons on behalf of the Agency without the specific authorization of MCCCD and only if the Agency trains the Students before permitting them to operate vehicles or otherwise transport items or person on Agency’s behalf.
6. **Insurance.** Each party shall maintain insurance or a self-insurance program to cover liability arising from the acts and omissions of each party’s employees or agents.
7. **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 or 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.

8. **Cancellation.** Each party may cancel this Agreement under ARS § 38-511 for any violation of that statute.
9. **Nondiscrimination.** The Agency will comply with all applicable state and federal law, rules, regulations and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act. If applicable, the Agency will abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, age, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national original, protected veteran status or disability.
10. **Authorized Signature.** Each party to this Agreement represents that the person signing this Agreement on its behalf is authorized by each respective party to do so.
11. **Miscellaneous.** This Agreement constitutes the entire Agreement between the parties concerning the matters contained herein and supersedes all other Agreements between the parties concerning such matters. No provision of this Agreement may be waived or modified except by writing signed by the party against whom such waiver or modification is sought.
12. **Legal Worker Requirements:** To the extent applicable under ARS § 41-4401, Agency verifies that it checks the employment eligibility through the e-verify program of any employee it hires, and complies with federal immigration laws and regulations relating to their employees. As required by ARS § 41-4401, MCCCCD advises that it is a material breach of the Agreement that is subject to penalties up to and including termination of the Agreement; and that the law provides other rights to MCCCCD to ensure compliance.

MCCCCD

Signature: _____
 Name: _____
 Title: _____
 Date: _____

OSBORN SCHOOL DISTRICT #8

Signature: _____
 Name: Abby Potter-Davis
 Title: Chief Officer for Learning & Equity
 Date: _____



OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-I-2

Agenda Item

Approval of the Memorandum of Understanding between SOUNDS Academy and the Osborn School District for the 2024- 2025 SY.

For Board: Action Discussion Information

Background –

Osborn School District, in collaboration with SOUNDS Academy, seeks to further provide musical experiences and opportunities to students at Solano Elementary School. SOUNDS Academy is a nonprofit music education organization dedicated to teaching, mentoring and providing students musical experiences through access to music and instruments. SOUNDS Academy will function as a part of the school’s 21st Century Community Learning program. The club will take place on a weekly basis and topics include instrument petting zoo, group classes, and preparation for a winter and spring performance.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the Services Agreement between SOUNDS Academy and Osborn School District

Moved _____ Seconded _____ P/F



PO Box 44497 Phoenix, AZ 85064
info@soundsacademy.org | 623-349-4774

SCHOOL PROGRAM AGREEMENT

This **AGREEMENT** (the "**Agreement**") is made as of the 20th day of November, 2024 (the "**Effective Date**") by and between SOUNDS Academy, a 501(c)3 nonprofit organization ("**Provider**") and Solano Elementary School ("**School**") (each of Provider and School, a "**Party**").

1. SOUNDS ACADEMY SCHOOLS PROGRAM.

1.1 Program Description. Provider has developed a music education curriculum (the "**Curriculum**") to be implemented in the classroom (the "**Program**"). Subject to the terms and conditions set forth in this Agreement, Provider shall use commercially reasonable efforts to perform the services ("**Services**") and provide the Program Materials (as defined in Section 6.1, below) set forth in each statement of work separately executed by the Parties (each a "**Statement of Work**"). The Parties acknowledge and agree that Provider is not obligated to obtain any regulatory approvals, certifications or permits under this Agreement.

1.2 Issuance of Statements of Work. The first Statement of Work is attached hereto as Exhibit A-1. Each subsequent Statement of Work will be subject to and a part of this Agreement, and will be designated "Exhibit A-___", completing the blank for each new Statement of Work with the appropriate number, in ascending numerical order. Each Statement of Work shall describe the fees, costs and expenses payable by the School to Provider in connection with the performance of the Services and delivery of the Program Materials specified therein. Within five (5) business days after receipt of the proposed Statement of Work, School shall notify Provider of its acceptance or rejection of such Statement of Work. Until the acceptance in writing of the proposed Statement of Work, Provider shall have no obligation to perform the proposed Services specified therein. The Parties may from time to time enter into additional Statements of Work. Each Statement of Work, regardless of whether it relates to the same subject matter as any previously executed Statement(s) of Work, shall become effective upon execution by authorized representatives of both Parties.

2. SCHOOL RESPONSIBILITIES. School shall make available in a timely manner at no charge to Provider all resources and information set forth in the applicable Statement of Work. To the extent that School, through or in connection with the Services, collects, uses, stores or discloses data from any other party, School shall accurately and adequately disclose, either through a privacy policy or otherwise, how School collects, uses, stores and discloses such data. School shall be responsible for, and assumes the risk of, School's participation and School's student participation in on-site events at Provider's location. School will monitor students when on-site at Provider's location and comply with communicated Provider policies and procedures.

3. FEES.

3.1 Fees Payable. School shall pay to Provider, without offset or deduction, the fees set forth in the applicable Statement of Work. Unless otherwise provided in such Statement of Work, all such fees shall be due and payable within thirty (30) calendar days after an invoice is issued by Provider with respect thereto.

3.2 Disputed Charges. School must notify Provider in writing of any dispute or disagreement with invoiced charges within thirty (30) days after the date of invoice. Absent timely notice, School shall be deemed to have agreed to the invoiced charges.

3.3 Cancellations. If any changes or cancellations are made 3 weeks prior to the first class, the school is responsible to fulfill the full payment of this agreement. If any changes or cancellations are made 5 weeks prior to the first class, the school is responsible to fulfill 50% of the payment of this agreement. If any changes or cancellations are made 8 weeks prior to the first class, the school will not be expected to fulfill the payment of this agreement. If a school cancels at any point during the school year, they will be responsible for the payment for the remained of the school year.

3.4 Taxes. All fees set forth in Statements of Work exclude all applicable sales, use and other taxes and all applicable similar charges. School will be responsible for payment of all taxes (other than taxes based on Provider's income) and applicable similar charges, and any related penalties and interest, arising from the payment of any fees hereunder, the grant of license rights hereunder, and the performance of Services. School will make all payments required hereunder to Provider free and clear of, and without reduction for, any withholding taxes. Any such taxes and applicable similar charges imposed on any payments hereunder to Provider will be School's sole responsibility, and School will, upon Provider's request, provide Provider with official receipts issued by the appropriate taxing authority, or such other evidence as Provider may reasonably request, to establish that such taxes have been paid.

4. CONFIDENTIALITY.

4.1 Ownership of Confidential Information. The Parties acknowledge that during the performance of this Agreement each Party will have access to certain of the other Party's Confidential Information or Confidential Information of third parties that the disclosing Party is required to maintain as confidential. For purposes of this Agreement "**Confidential Information**" means any material or information relating to a Party's research, development, products, product plans, services, customers, customer lists, markets, software, developments, inventions, processes, formulas, technologies, designs, drawings, marketing, finances, or other business information or trade secrets that such disclosing Party treats as proprietary or confidential. Without limiting the foregoing, software and any databases (including any data models, structures, non-School specific data and aggregated statistical data contained therein) of Provider shall constitute Confidential Information of Provider. Both Parties agree that all items of Confidential Information are proprietary to the disclosing Party or such third party, as applicable, and shall remain the sole property of the disclosing Party or such third party.

4.2 Mutual Confidentiality Obligations. Each Party ("recipient") agrees as follows: (i) to use the Confidential Information of the other Party only for the purposes described herein; (ii) that it will not reproduce the disclosing Party's Confidential Information and will hold in confidence and protect the disclosing Party's Confidential Information from dissemination to, and use by, any third party; (iii) that it will not create or permit or induce any third party to create any derivative work from the disclosing Party's Confidential Information; (iv) to restrict access to the disclosing Party's Confidential Information to such of its personnel, agents, and/or consultants, if any, who have a need to have access and who have been advised of and are bound to treat such information in accordance with the terms of this Agreement; and (v) to return or destroy all of the disclosing Party's Confidential Information in its possession upon termination or expiration of this Agreement.

4.3 Confidentiality Exceptions. Notwithstanding the foregoing, the provisions of Sections 4.1 and 4.2 shall not apply to Confidential Information that (i) is publicly available or in the public domain at the time disclosed; (ii) is or becomes publicly available or enters the public domain through no fault of the recipient; (iii) is rightfully communicated to the recipient by persons not bound by confidentiality obligations with respect thereto; (iv) is already in the recipient's possession free of any confidentiality obligations with respect thereto at the time of disclosure; (v) is independently developed by the recipient without the use of or access to the disclosing Party's Confidential Information; or

(vi) is approved for release or disclosure by the disclosing Party without restriction. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (x) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (y) to establish a Party's rights under this Agreement, including to make such court filings as it may be required to do.

5. WARRANTIES AND LIMITATIONS.

5.1 Mutual Representations. Each Party hereby represents and warrants (i) that it is duly organized, validly existing and in good standing under the laws of its jurisdiction of incorporation or organization, (ii) that this Agreement, when executed and delivered, will constitute a valid and binding obligation of such Party and will be enforceable against such Party in accordance with its terms and (iii) that it will comply with all applicable domestic and international privacy and data protection laws relating to privacy, data security, cybersecurity and Personal Data (as defined below) (collectively, the "Privacy & Data Security Laws"). "Personal Data" shall have the meaning of such term or like terms set forth in the Privacy & Data Security Laws.

5.2 Provider Representations. Provider represents and warrants that all Services shall be provided in a professional and workmanlike manner, in accordance with industry standards. Provider will collect Personal Data directly from students. Provider shall comply with all applicable federal and state laws concerning the Personal Data collected from students. Provider will not disclose such Personal Data other than as reasonably required by law and to service providers acting on its behalf.

5.3 School Representations. School represents and warrants (i) that School has all approvals, consents, rights and licenses required by law or otherwise to submit information and resources to Provider as set forth in this Agreement, and use, store and process such information and resources in connection with the Services; (ii) that School shall not provide any student Personal Data to Provider; and (iii) that any data transfer notices, approvals and School consents to data transfers required by law will be provided in a timely fashion and will be obtained as needed to comply with Privacy & Data Security Laws having jurisdiction over School information and resources.

5.4 Disclaimer. EXCEPT AS PROVIDED FOR IN THIS AGREEMENT, THE SERVICES, CURRICULUM, PROGRAM MATERIALS, AND ANY OTHER MATERIALS ARE PROVIDED BY PROVIDER "AS IS" AND "WITH ALL FAULTS," AND PROVIDER EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND OR NATURE, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF CONDITION, TITLE, NON-INFRINGEMENT, NON-INTERFERENCE, QUIET ENJOYMENT, VALUE, ACCURACY OF DATA, OR QUALITY, AS WELL AS ANY WARRANTIES OF MERCHANTABILITY, SYSTEM INTEGRATION, WORKMANSHIP, SUITABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

5.5 Limitations. IN NO EVENT SHALL PROVIDER BE LIABLE TO SCHOOL FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, COSTS OF DELAY, ANY FAILURE OF DELIVERY, BUSINESS INTERRUPTION, COSTS OF LOST OR DAMAGED DATA OR DOCUMENTATION OR LIABILITIES TO THIRD PARTIES ARISING FROM ANY SOURCE, INCLUDING ANY CLAIMS RELATING TO ALLEGED VIOLATIONS OF PRIVACY & DATA SECURITY LAWS, EVEN IF PROVIDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION UPON DAMAGES AND CLAIMS IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE. EXCEPT FOR A BREACH OF SECTION 4 OR SECTION 6, THE CUMULATIVE LIABILITY OF PROVIDER TO SCHOOL FOR ALL CLAIMS ARISING FROM OR RELATING TO THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, ANY CAUSE OF ACTION SOUNDING IN CONTRACT, TORT, OR STRICT LIABILITY, SHALL NOT EXCEED THE TOTAL AMOUNT OF ALL FEES THEN-PAID TO PROVIDER BY SCHOOL UNDER THIS AGREEMENT DURING THE TWELVE (12)-MONTH PERIOD IMMEDIATELY PRIOR TO THE EVENT, ACT OR OMISSION GIVING RISE TO SUCH LIABILITY. THIS LIMITATION OF LIABILITY IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE.

5.6 Essential Basis. The disclaimers, exclusions and limitations of liability set forth in this Agreement are an essential basis of the bargain between the Parties, and, without such disclaimers, exclusions and limitations of liability, Provider would not have entered into this Agreement.

6. PROPRIETARY RIGHTS.

6.1 Program Materials. For purposes of this Agreement, "**Program Materials**" shall mean all music, instruments, teacher guides, PowerPoint materials, student workbooks, videos and/or templates prepared by Provider for use in delivering the Curriculum, as more specifically described in applicable Statement(s) of Work.

6.2 Provider Knowledge. "**Provider Knowledge**" means the following, created by or for Provider or owned by or licensed to Provider under this Agreement or otherwise: (a) the Curriculum, the Program Materials, and all other reports, documents, studies, software programs, specifications, algorithms and other tangible property (including all intellectual property rights embodied therein); (b) any business methods, methodologies, processes, techniques, know-how or other intangible property (including all intellectual property rights therein); and/or (c) any derivative works, enhancements and/or modifications to any of the foregoing items listed in (a) or (b)

above. Provider shall retain all right, title and interest (including all intellectual property rights) in and to the Provider Knowledge.

6.3 Internal Use License. Provider hereby grants School a limited, non-exclusive, non-transferable, non-sub licensable, revocable license to use, make a reasonable number of copies, and distribute the Curriculum and Program Materials provided by Provider to School under this Agreement solely for School's own internal educational purposes. School has no rights in or to the Curriculum or the Program Materials other than as stated in this Agreement and School may not modify, edit or create derivative works of the Curriculum or Program Materials in any manner. If School makes copies of any of the Program Materials, School shall retain, on all such copies, all of the copyright and other proprietary notices as they appear on such Program Materials. All rights not expressly granted are reserved. There are no implied rights.

6.5 Feedback. Should School provide any communications, comments, questions, suggestions, or related materials to Provider, whether by letter, email, telephone, or otherwise (collectively, "**Feedback**"), suggesting or recommending changes, deletions or additions to the Curriculum, Program Materials, or any Services, such Feedback is, and School shall treat all such Feedback as, Confidential Information of Provider. School hereby assigns all right, title, and interest in, and Provider is free to use, without any attribution or compensation to School, any ideas, know-how, concepts, techniques, or other intellectual property and proprietary rights contained in the Feedback to Provider for any purpose whatsoever including, but not limited to, developing, licensing, marketing, and selling, directly or indirectly, products and services using such Feedback. School understands and agrees that Provider is not obligated to use, display, reproduce, or distribute any such ideas, know-how, concepts, or techniques contained in the Feedback, and School has no right to compel such use, display, reproduction, or distribution.

7. TERM; TERMINATION.

7.1 Term. This Agreement shall commence on the Effective Date and shall remain in effect for one (1) year from the Effective Date unless earlier terminated in accordance with this Agreement. Unless otherwise stated in the applicable Statement of Work, the term of each Statement of Work shall last until performance thereunder is completed.

7.2 Termination for Breach. Either Party may, at its option, terminate this Agreement in the event of a material breach by the other Party that remains uncured thirty (30) days after the breaching Party receives notice specifying the breach. Without limiting the foregoing, either Party may terminate this Agreement immediately upon notice in the event of a breach of Section 4; and Provider may terminate this Agreement immediately upon written notice in the event that School becomes insolvent or enters bankruptcy during the term of this Agreement or School breaches Section 6.3.

7.3 Effect of Termination. Upon any termination or expiration of this Agreement, (i) each Party shall immediately discontinue all use of the other Party's Confidential Information; (ii) School shall immediately discontinue all use of the Program Materials, (iii) each Party shall delete the other Party's Confidential Information from its computer storage or any other media including, but not limited to, online and off-line libraries; (iv) each Party shall return to the other Party or, at the other Party's option, destroy, all copies of the other Party's Confidential Information then in its possession; and (v) School shall promptly pay all amounts due and remaining payable hereunder.

7.4 Survival. The provisions of Sections 3, 4, 5, 6, 7.3, 7.4, and 8 will survive the termination of this Agreement.

8. MISCELLANEOUS

8.1 Arbitration. Except as set forth in Section 8.2, any dispute, controversy or claim arising out of or relating to this Agreement, including the formation, interpretation, breach or termination thereof (each a "**Dispute**"), will be referred to and finally determined by submitting the Dispute to arbitration by the American Arbitration Association ("AAA") consisting of three (3) arbitrators, one each appointed by the Parties with the third to be selected and agreed upon by the two (2) arbitrators so appointed by the Parties. Each Party shall bear its own expenses and an equal share of the expenses of the arbitration and the fees of the AAA. The Parties, or their representatives, other participants and the arbitrators shall hold the existence, content and result of the arbitration in confidence. Nothing in this Section shall be construed to preclude any Party from seeking injunctive relief in order to protect its rights pending arbitration. A request by a Party to a court for such injunctive relief shall not be deemed a waiver of the obligation to arbitrate.

8.2 Equitable Relief. The Parties acknowledge and agree that a breach of Sections 4 or 6 will result in irreparable harm to the non-breaching Party, for which monetary damages will be inadequate compensation. Therefore, the Parties agree that notwithstanding Section 8.1, or anything else in this Agreement to the contrary, in the event of a breach or threatened breach of Section 4 or 6, the non-breaching Party will be entitled to equitable relief to restrain such breach or threatened breach, without the necessity of proving irreparable harm or posting a bond.

8.3 Applicable Law. This agreement and the rights and obligations of the Parties hereunder shall be construed in accordance with, and shall be governed by, the laws of the State of Arizona, without giving effect to its rules regarding conflicts of laws. School agrees that any and all causes of action between the Parties arising from or in relation to this Agreement shall be brought exclusively in the state and federal courts located within Maricopa County, Arizona, provided that an action for equitable relief under Section 8.2 may be brought in any court of competent jurisdiction.

8.4 Force Majeure. Provider shall be excused from performance of its obligations under this Agreement if such a failure to perform results from compliance with any requirement of applicable law, acts of god, fire, strike, embargo, terrorist attack, war, insurrection or riot or other causes beyond the reasonable control of Provider. Any delay resulting from any of such causes shall extend performance accordingly or excuse performance, in whole or in part, as may be reasonable under the circumstances.

8.5 Notices. All notices required by or relating to this Agreement shall be in writing and shall be sent by means of certified mail, postage

prepaid, to the Parties to the Agreement and addressed, if to School, as set forth on the Cover Page, or if to Provider, as follows:

SOUNDS ACADEMY PO Box 44497 Phoenix, AZ 85064 Attention: Kirk Johnson

or addressed to such other address as that Party may have given by written notice in accordance with this provision. All notices required by or relating to this Agreement may also be communicated by email or facsimile, provided that the sender receives and retains confirmation of successful transmittal to the recipient. Such notices shall be effective on the date indicated in such confirmation. In the event that either Party delivers any notice hereunder by means of email or facsimile transmission in accordance with the preceding sentence, such Party will promptly thereafter send a duplicate of such notice in writing by means of certified mail, postage prepaid, to the receiving Party, addressed as set forth above or to such other address as the receiving Party may have previously

substituted by written notice to the sender.

8.6 Assignment; Delegation. Neither Party shall assign its rights or delegate its obligations under this Agreement, including in connection with a merger or otherwise by operation of law, without the other Party's prior written consent, which consent may not be unreasonably withheld or delayed and, absent such consent, any purported assignment or delegation by either Party shall be null, void and of no effect. Notwithstanding the foregoing, Provider may assign any of its rights or delegate any of its duties hereunder pursuant to a merger or a sale of all or substantially all of its assets or capital stock. This Agreement shall be binding upon and inure to the benefit of Provider and School and their successors and permitted assigns.

8.7 Independent Contractors. School and Provider acknowledge and agree that the relationship arising from this Agreement does not constitute or create any joint venture, partnership, employment relationship or franchise between them, and the Parties are acting as independent contractors in making and performing this Agreement.

8.8 Amendment. No amendment to this Agreement shall be valid unless such amendment is made in writing and is signed by the authorized representatives of the Parties.

8.9 Waiver. No waiver under this Agreement shall be valid or binding unless set forth in writing and duly executed by the Party against whom enforcement of such waiver is sought. Any such waiver shall constitute a waiver only with respect to the specific matter described therein and shall in no way impair the rights of the Party granting such waiver in any other respect or at any other time. Any delay or forbearance by either Party in exercising any right hereunder shall not be deemed a waiver of that right.

8.10 Severability. If any provision of this Agreement is determined to be invalid or unenforceable for any reason in any jurisdiction, such provision shall be construed to have been adjusted to the minimum extent necessary to cure such invalidity or unenforceability. The invalidity or unenforceability of one or more of the provisions contained in this Agreement shall not have the effect of rendering any such provision invalid or unenforceable in any other case, circumstance or jurisdiction, or of rendering any other provisions of this Agreement invalid or unenforceable whatsoever.

8.11 No Third Party Beneficiaries. The Parties acknowledge that the covenants set forth in this Agreement are intended solely for the benefit of the Parties, their successors and permitted assigns. Nothing herein, whether express or implied, shall confer upon any person or entity, other than the Parties, their successors and permitted assigns, any legal or equitable right whatsoever to enforce any provision of this Agreement.

8.12 Publicity. Provider has the right to reference and use School's name and trademarks and disclose the nature of the Services in Provider's business development and marketing efforts including, without limitation, on Provider's website. Upon the request of Provider, School shall procure releases and appropriate permissions from its students to permit Provider to use their images, names, and likenesses in promotional materials related to Provider, the Curriculum, and/or the Program Materials.

8.13 Counterparts. This Agreement may be executed in any number of counterparts, each of which when so executed shall be deemed to be an original and all of which when taken together shall constitute one Agreement.

8.14 Headings. The headings in this Agreement are inserted merely for the purpose of convenience and shall not affect the meaning or interpretation of this Agreement.

8.15 Entire Agreement. This Agreement and any Statement of Work referencing this Agreement set forth the entire agreement and understanding between the Parties with respect to the subject matter hereof and, except as specifically provided herein, supersedes and merges all prior oral and written agreements, discussions and understandings between the Parties with respect to the subject matter hereof, and neither of the Parties shall be bound by any conditions, inducements or representations other than as expressly provided for herein.

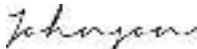
8.16 Order of Precedence. In the event of a conflict between the provisions of this Agreement and the provisions of any Statement of Work, the provisions of this Agreement shall control.

The Parties agree to the above terms and have executed this Agreement as of the Effective Date.

SCHOOL: Solano Elementary

PROVIDER: **SOUNDS ACADEMY**

By (Signature): _____

By (Signature): 

Name (Printed): _____

Name (Printed): Kirk Johnson

Title: _____

Title: Founder & CEO

EXHIBIT A-1

Statement of Work

Reference is made to that certain School Program Agreement nonprofit organization ("Provider") and

by and between SOUNDS ACADEMY, a 501(c)3

Solano Elementary _____ ("School") (each of Provider and School, a "Party"), dated as of the 16 ____ day of _____, (as amended, supplemented or otherwise modified from time to time, the "Agreement"), the terms of which are hereby incorporated herein. This "Statement of

Work" or "SOW" is a Statement of Work referred to in said Agreement. All capitalized terms used herein shall have the same meaning as ascribed to them in the Agreement unless otherwise defined herein.

1. Statement of Purpose:

- Provider to teach, mentor, and provide musical experiences and opportunities to children of the School and the community.

2. Description of Services:

- Instrument Petting Zoo (to gauge student interest)
- Group Classes (up to 20 students; up to 2 classes per week)
- Prepare students for a Winter and Spring performance

3. SOUNDS Academy Responsibilities:

- Give first priority to students of the school for any classes, lessons, or events.
- Provide quality instruments, musical materials, curriculum, and Fingerprint Clearance Card holding Teaching Artists.
- Handle all student registrations
- PowerPoint presentations to guide teachers on how SOUNDS Academy works

5. School Responsibilities:

- Provide a teaching space for group and individual instruction
- Provide a contact person for SOUNDS Academy
- Provide grading guideline, school policies, and school culture guidelines
- Recruit students to participate in the SOUNDS ACADEMY Schools Curriculum/Program
- Turn in all hard copies of "Interest Cards"
- Open their doors to outside of school students to participate in after school instruction
- Provide a space for a Winter and Spring performance
- Provide a letter of support for SOUNDS Academy
- Provide student demographics (for grant reporting purposes)

6. Term of this Statement of Work:

The Services to be performed and provided under this Statement of Work shall commence in 11/24 and shall have an estimated completion date no later than 5/25 .

7. Compensation/Fees:

School agrees to pay a down payment of 2000 within 30 days of signing this contract. The School will also pay 5400 to be spread out in monthly payments of 600 over 9 months.

8. Special Notes:

Key Personnel from SOUNDS ACADEMY

Kirk Johnson: Founder & CEO – SOUNDS Academy, Matthew Fox: Program Manager – SOUNDS Academy

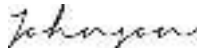
School Contact: Name: _____ Email: _____ Title: _____ Phone: _____

The Parties agree to the above terms and have executed this Statement of Work as of the Effective Date.

SCHOOL: _____ Solano Elementary

PROVIDER: SOUNDS ACADEMY

By (Signature): _____

By (Signature): 

Name (Printed): _____

Name (Printed): Kirk Johnson

Title: _____

Title: Founder & CEO

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-I-3

Agenda Item

Approval of MOU with Grand Canyon University for Field Experience

For Board: Action Discussion Information

Background –

Purpose is to establish a framework for GCU students to engage in field-based learning experiences within the district, including student teaching, administration internships, and counseling practicums. The District will provide supervised placements to support GCU Candidates' practical learning, with oversight from certified educators and GCU faculty.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the MOU with Grand Canyon University.

Moved _____ Seconded _____ P/F

Field Placement Affiliation Agreement Between GCU and Osborn School District No. 8

1. **PARTIES:** This Agreement (the “Agreement”) is entered into on this 10/18/2024 day by and between Grand Canyon University (“GCU”) and Osborn School District No. 8 located at 1226 W. Osborn Road, Phoenix, AZ 85013 hereafter referred to as the (the “District”).
2. **PURPOSE:** The purpose of this non-exclusive Agreement is to establish the terms and conditions under which candidates of GCU may participate in College of Education (“COE”) Practicum/Field Experience, Student Teaching, Educational Administration Internships, or College of Humanities and Social Sciences (“CHSS”) School Counseling (SC) Practicum/Internships at the schools located in the District.
3. **TERM:** The term of this Agreement begins 10/18/2024 and ends 10/18/2027.
4. **Roles & Definitions:**
 - **Candidate:** The Candidate is defined as the student who is actively enrolled in a COE or CHSS program of study who works to fulfill all Practicum/Field experience, Student Teaching, Educational Administration Internships, or SC Practicum/Internships.
 - **Mentor:** The Mentor is defined as the teacher/educator hosting the COE or CHSS candidate in practicum/field experiences or educational administration internships.
 - **Cooperating Teacher:** The COE Cooperating Teacher (the “CT”) is defined as the teacher in whose classroom the candidate is placed to complete the student teaching experience. The CT must be certified, endorsed, and/or licensed as a teacher.
 - **School Counseling (“SC”) Site Supervisor:** The SC Site Supervisor is defined as the clinical site supervisor in whose supervision the Candidate is placed to complete the practicum/internship field experience expectations for school counselors in training (“SCITs”). The SC Site Supervisor must meet the requirements as outlined in the Graduate Field Experience Manual.
 - **GCU Faculty Supervisor:** The GCU Faculty Supervisor is defined as the GCU approved supervisor who has oversight responsibility for the evaluation of the candidate during Student Teaching or SC Practicum/Internships.
 - **Practicum/Field Experience:** Practicum/field experiences are field-based learning opportunities that focus on observation, application, and reflection. Practicum/field experiences require the candidate to observe and interact in diverse, real-life educational settings, and to apply the theories and concepts learned in program coursework.
 - **Student Teaching:** Student teaching is the capstone experience at the end of the initial teacher licensure program that provides candidates with the opportunity to demonstrate mastery of knowledge and skills in a classroom setting during the 15/16-week experience, dependent on program of study.
 - **Educational Administration Internships:** Educational Administration Internships are field-based learning opportunities for candidates enrolled in an Educational Administration program leading to principal licensure under the direct supervision of a certified school administrator.
 - **School Counseling (“SC”) Practicum/Internships:** SC Practicum/Internships are field-based learning opportunities for candidates enrolled in school counseling programs leading to initial licensure under the direct supervision of a certified school counselor.
5. **RESPONSIBILITIES OF THE DISTRICT:**
 - 5a. The District shall provide participating candidates with field placement experiences in a school of the District under direct supervision of a host teacher (“Cooperating Teacher”), host mentor

(“Mentor”), or SC Site Supervisor that meets the minimum GCU qualification requirements as outlined in the applicable program manual (See Appendices).

5b. The District shall ensure that the Cooperating Teacher/Mentor/SC Site Supervisor provides oversight, feedback and mentoring to GCU’s participating candidates. Cooperating Teacher/Mentor/SC Site Supervisor expectations are outlined in the applicable program manual. (See Appendices.)

5c. The District shall provide the participating candidate prior to the start of the field placement with any District policies and procedures to which the candidate is expected to adhere to during the candidate’s field placement while on District premises.

5d. The District shall allow a GCU faculty supervisor (the “GCU Faculty Supervisor”) virtual and/or in-person access to the host school and classroom for the specific purpose of observing the participating candidate or consulting with the SC Site Supervisor.

5e. The District shall through the involvement of the Cooperating Teacher/Mentor/SC Site Supervisor, communicate with the GCU Faculty Supervisor and candidate to provide feedback on the candidate’s performance which will be used by the GCU Faculty Supervisor for completion of the candidate’s formal evaluation.

5f. The District shall have the right to refuse a candidate for field placement or may terminate the field placement of any candidate based upon its good faith determination that the candidate is not meeting performance standards or is otherwise deemed unacceptable to the District. Notices of such decisions shall be provided to GCU in writing and shall state reasons for such decisions.

5g. The District shall provide participating candidates with immediate first aid for work-related injuries or illnesses, such as blood or body fluid exposure.

5h. The District shall promptly and thoroughly investigate any complaint by any participating candidate or GCU regarding unlawful discrimination or harassment at the field placement site or involving employees or agents of the field placement site and take prompt and effective remedial action when discrimination or harassment is found to have occurred and to promptly notify GCU of the existence and outcome of any complaint of harassment by, against or involving any participating candidate.

5i. The District shall support the candidate in compliance with all policies of GCU that pertain to this Agreement as outlined in the University Policy Handbook and applicable program manuals. Please refer to the program manuals regarding recording, virtual services, and informed consent requirements(see Appendices).

5j. The District shall comply with all federal, state, and local statutes and regulations applicable to the performance of the Agreement.

6. RESPONSIBILITIES OF GCU:

6a. GCU shall not provide compensation to Mentors or SC Site Supervisors hosting candidates for Practicum/Field Experiences, Educational Administration Internships, SC Practicum/Internships, or Student Teaching in the instance where the candidate is employed as a full-time teacher of record.

6b. GCU shall pay a \$500 stipend to Cooperating Teachers hosting student teaching candidates per each 15/16-week session of full-time service. Longer or shorter sessions will be paid on a pro-rated basis.

6c. GCU shall pay the stipend upon the completion of the student teaching semester provided all paperwork has been submitted.

6d. GCU shall provide a GCU Faculty Supervisor for candidates completing the student teaching, SC practicum/internships or educational administration internships to evaluate a candidate’s performance

through virtual and/or in-person observations. The GCU Faculty Supervisor will meet requirements and expectations as outlined in the applicable program's handbook.

6e. GCU shall require that all candidates who must enter a field placement site provide GCU with a current and clear copy of a background check. GCU will prohibit candidates from moving forward in the field placement process until this document is received.

6f. GCU shall promptly and thoroughly investigate any complaint by any participating candidate or the District regarding unlawful discrimination or harassment at the field placement site or involving employees or agents of the field placement site and take prompt and effective remedial action when discrimination or harassment is found to have occurred and to promptly notify the District of the existence and outcome of any complaint of harassment by, against or involving any participating candidate.

6g. GCU shall support the candidate in compliance with all policies of District that pertain to this Agreement as outlined in policy handbook and applicable program manuals.

6h. GCU shall comply with all federal, state, and local statutes and regulations applicable to the performance of the Agreement.

7. CANDIDATE COMPLIANCE WITH GCU AND DISTRICT POLICIES and PROGRAMMATIC HANDBOOKS:

Candidates accepted to the District for field placement shall be subject to all applicable policies and regulations of the District and GCU. Prior to assignment of candidates to the District, GCU will advise candidates of any specific requirements that must be met to participate in the applicable field placement. These specific requirements are outlined in the applicable program manual. (See Appendices.) Failure to complete the requirements will result in non-placement of candidates.

- 8. PAID POSITIONS/EMPLOYMENT:** GCU does not solicit, source, or guarantee paid opportunities or employment for candidates. GCU may allow a candidate to maintain a paid position during Student Teaching or SC Practicum/Internship if deemed appropriate by the District and the role is in alignment to the candidate's university program of study, setting and coursework requirements and desired certification. The candidate must have an appropriately certified mentor/Cooperating Teacher/SC Site Supervisor available at the school site. Candidates requesting to hold a paid position must complete additional documentation that requires written approval from the District. Requests to student teach or SC practicum/internship in a paid position are reviewed by the applicable College on a case-by-case basis and are not guaranteed.

9. INSURANCE AND LIABILITY

9a. College of Education (Practicum/Field Experience, Student Teaching, Educational Administration Internships): GCU will maintain in full force and effect, at its sole expense and written by carriers acceptable to District:

- Commercial General Liability (Minimum Requirements):

Limits of Liability:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$2,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal Injury/Advertising Injury

\$5,000 Medical Payments

Coverage:

Premises/Operation Liability

Medical Payments Liability

Contractual Liability

Personal Injury Liability

Independent Contractors

- Professional Liability, as related to Educational Services:

Limits of Liability:

- \$1,000,000 Each wrongful act
- \$1,000,000 Aggregate
- Automobile Liability:
 - Limits of Liability:
 - \$1,000,000 Combined Single Limit
- Sexual Abuse or Molestation Liability:
 - Limits of Liability:
 - \$1,000,000 Each
 - \$1,000,000 Aggregate

9b. College of Humanities and Social Sciences (CHSS) School Counseling: Each candidate will be required to provide proof of his/her own professional liability insurance in the amounts of \$1,000,000 per claim/\$3,000,000 aggregate to the GCU field experience office.

- Commercial General Liability (Minimum Requirements):
 - Limits of Liability:
 - \$1,000,000 Combined Single Limit
 - \$2,000,000 General Aggregate
 - \$1,000,000 Products Aggregate
 - \$1,000,000 Personal Injury
 - \$5,000 Medical Payments
 - Coverage:
 - Premises/Operation Liability
 - Medical Payments Liability
 - Contractual Liability
 - Personal Injury Liability

10. FERPA: GCU and the District agree to protect the candidate’s and/or student’s educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g (“FERPA”) and any applicable policy of GCU and the District. To the extent permitted by law, GCU and the District may share information from a candidate’s and/or student’s educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share educational records with any third party without the candidate’s and/or student’s prior written consent.

11. CONFIDENTIALITY: GCU shall inform each participating candidate of Federal law governing the confidentiality of District student information, including FERPA. The District shall inform each participating candidate of any applicable State law governing the confidentiality of student information. The District shall also inform each participating Cooperating Teacher, Mentor, or SC Site Supervisor that they are bound to maintain in confidence, any documents or other confidential information about the participating candidate and GCU to which they might have access. Any breach of confidentiality by a participating candidate, Cooperating Teacher, Mentor, or SC Site Supervisor shall be grounds for immediate termination of the field placement.

12. INDEMNIFICATION AND HOLD HARMLESS: Neither party shall be responsible for personal injury or property damage or other loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible.

13. USE OF MARKS AND LOGOS; RIGHT OF PUBLICITY: The District hereby grants GCU the right and license to publish and/or use District’s logos or trademarks for all purposes connected with the promotion of the Agreement. Notwithstanding the foregoing license, District shall retain all right, title, and interest in and to

District's logos and trademarks. District shall allow GCU to publicize District, the Agreement and the related programs in all advertising, publicity, and promotion, including GCU websites, and social media. GCU's right to utilize District's logos and trademarks and right of publicity will survive the termination or expiration of this Agreement for a reasonable period of time until GCU is able to revise and update such materials, websites, and social media.

14. ASSIGNMENT: The provisions of this Agreement shall inure to the benefit of and shall be binding upon the successors of the parties hereto. Neither this Agreement nor any of the rights or obligations here under may be transferred or assigned without prior written consent of the other party.

15. NOTICES: Notices under this Agreement shall be in writing and mailed electronically, or delivered to the parties as follows:

Grand Canyon University

COE/CHSS Affiliations

COEAffiliations@gcu.edu

Subject: Osborn School District No. 8 Affiliation Agreement Notification

School/District Information

Osborn School District No. 8

1226 W. Osborn Road

Phoenix, AZ 85013

16. MODIFICATION OF AGREEMENT: This Agreement may be modified only by written amendment executed by both parties.

17. TERMINATION: Either party, upon thirty (30) days written notice to the other party, may terminate this Agreement.

18. PARTNERSHIP/JOINT VENTURE/EMPLOYMENT: Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties or to create the relationship of principal and agent between or among any of the parties. Candidates are not employees, independent contractors, or agents of GCU. The relationship between candidates and the District shall be determined by the District according to its policies and agreements with the candidates.

19. INDEPENDENT CONTRACTOR: The relationship between Cooperating Teachers (hosting College of Education student teachers) and GCU shall be that of an independent contractor and shall not be deemed to be that of an employer-employee relationship, joint venture, or partnership. Cooperating Teachers shall be solely responsible for the payment of their own state and federal income tax and self-employment tax as applicable.

20. NONDISCRIMINATION: The parties shall comply with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990 and the regulations related thereto. The parties will not discriminate against any individual including but not limited to employees or applicants for employment and/or candidates because of race, religion, creed, color, sex, age, disability, veteran status, or national origin. This section shall not apply to discrimination in employment on the basis of religion that is specifically exempt under the Civil Rights Act of 1964 (42 U.S.C. §2000 e).

21. GOVERNING LAW: This Agreement shall be governed in all respects, whether as to validity, construction, capacity, performance, or otherwise, by the laws of the State of Arizona, without giving effect to its conflict of laws rules. Any dispute, controversy, or claim arising out of or in connection with this Agreement shall be settled by confidential arbitration under the Rules for Commercial Arbitration of the American Arbitration Association, by one arbitrator reasonably familiar with the business pertaining to the services covered by the Agreement, appointed in accordance with such Rules. The arbitrator shall apply the laws of the State of Arizona to the merits of any dispute or claim. Judgment on the award entered by the arbitrator may be entered in any court having jurisdiction thereof.



In witness whereof, the parties hereto have caused this Agreement to be duly executed and delivered by their respective officials thereunto duly authorized as of the date first above written.

Grand Canyon University

By: 
Signature

Name: Dr. Meredith Critchfield

Title: Dean, College of Education

Date: 10/18/2024

By: 
Signature

Name: Dr. Anna Edgeston

Title: Assistant Dean of College of Humanities and Social Sciences

Date: 10/18/2024

Osborn School District No. 8

By: _____
Signature

Name: _____

Title: _____

Date: _____

Appendices

GCU University Policy Handbook (UPH)

[University Policy Handbook](#)

College of Education (COE) Appendix

[Clinical Field Experience Handbook](#)

(For candidates in all College of Education programs.)

[Student Teaching Manual](#)

(For candidates enrolled in initial teacher licensure programs.)

[Master of Education in Educational Administration Internship Manual](#)

(For candidates in the Educational Administration program with start dates **prior to May 2, 2024.**)

[Master of Education in Educational Administration Internship Manual](#)

(For candidates in the Educational Administration program with start dates **on or after May 2, 2024.**)

College of Humanities and Social Sciences (CHSS) Appendix

[College-of-Humanities-and-Social-Sciences-Graduate-Field-Experience-Manual_9.1.2023.pdf \(gcu.edu\)](#)

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-I-4

Agenda Item

**Arizona Prioritizing Recruitment/Retention and Induction to Maximize Equity (AZ PRIME)
Year 2 Memorandum of Agreement (MOA) with the National Institute of Excellence in
Teaching (NIET)**

For Board: Action Discussion Information

Background –

The proposed agreement with NIET aims to leverage their expertise to enhance our district's educational outcomes. By collaborating with NIET, we intend to implement proven strategies that focus on teacher development and leadership support, aligning with our commitment to providing high-quality education to all students.

This Year 2 (of 3) MOA outlines Osborn and NIET responsibilities within the AZ PRIME grant. Specifically, Osborn holds programmatic responsibilities for:

1. Implementation of the NIET Teaching and Learning Standards and Principal Standards Rubrics
2. Administrator, Master Teacher, and Mentor Teacher training and utilization of the Educator Effectiveness Preparation and Support System (EE PASS)
3. Involvement and preparation for NIET Program Review
4. Administration of year-end responsibilities surveys
5. Hiring of effective principals, master teachers, and mentor teachers
6. Appropriate data-sharing with NIET
7. Other aspects of school-wide and district-wide implementation of NIET systems

NIET serves as the fiscal agent for the AZ PRIME grant. NIET will provide support, evaluation, online materials, technical assistance, and maintain necessary confidentiality of data shared by the Osborn School District as described in the MOA.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the AZ PRIME Year 2 MOA with NIET.

Moved _____ Seconded _____ P/F

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (this “MOA” or this “Memorandum of Agreement”) is made and entered into on this 1st day of October, 2024 (“Effective Date”) by and between:

The National Institute for Excellence in Teaching, a nonprofit, public benefit corporation (“NIET”), with an office located at 7333 E. Doubletree Ranch Road, Suite 250, Scottsdale, AZ 85258

Osborn School District #8, an Arizona organization (“Partner”), with an office located at 1226 W. Osborn Road, Phoenix, AZ 85013

with respect to Arizona Prioritizing Recruitment/Retention and Induction to Maximize Equity (“AZ PRIME”), a discretionary federal grant from the U.S. Department of Education to NIET with the PR/Award number of S374A230045. NIET and Partner shall sometimes individually be referred to herein as a “Party,” and together shall sometimes collectively be referred to herein as the “Parties.”

WHEREAS, the Parties are currently collaborating on a Teacher and School Leader Incentive Program (“TSL”) grant along with multiple local education agencies in Arizona; and

WHEREAS, the AZ PRIME grant was awarded to NIET as the direct recipient and the fiscal agent in respect of an application (the “AZ PRIME Application”) prepared by NIET in collaboration with Partner.

NOW THEREFORE, for the consideration provided for herein, the parties hereby agree to the following:

1. PARTNER RESPONSIBILITIES.

- a. **Programmatic Responsibilities.** Partner will ensure employees and administrators in targeted schools participate in the implementation of the TAP: The System for Teacher and Student Advancement (“TAP System”) in their entirety with the highest level of fidelity as determined by (i) the NIET Leadership Handbook, (ii) the NIET Teaching and Learning Standards Handbook, (iii) the TAP Implementation Manual; and (iv) training, guidance and feedback from NIET, including the following:
 - i. Implement the NIET Teaching and Learning Standards Rubric and the NIET Principal Standards Rubric system-wide.
 - ii. Arrange and assist administrators, mentor and master teachers to (i) attend all scheduled Educator Effectiveness and/or CORE trainings, (ii) ensure all continuing, and new teacher evaluators take the NIET Evaluator Recertification test through the Educator Effectiveness Preparation and Support System (“EE PASS”) and (iii) ensure all continuing and new school administrator evaluators take the NIET School Administrator Certification test through EE PASS.
 - iii. Schedule and assist with the annual School Review for all district schools implementing the TAP System, which measures both the qualitative and quantitative aspects of implementation. The onsite review is approximately four hours and is conducted by NIET and used for feedback and research purposes.

- iv. Arrange for each campus to subscribe to EE PASS to store and analyze teacher evaluation scores and administrator evaluation scores, including, at a minimum, directing evaluators to enter educator evaluation scores, ensure inter-rater reliability, and make informed decisions about educator support.
- v. Arrange for the communication and execution of AZ PRIME-related surveys, including but not limited to: EE PASS Responsibilities Surveys for career, mentor and master teachers and the School Administrator Survey, NIET Annual Partner Survey and surveys administered at or after training is delivered with district staff.
- vi. Commit to hiring effective teachers and administrators as part of the School Leadership team.
- vii. Ensure school and teacher leaders engage in regular onsite support visits from NIET specialists and director.
- viii. Staff the TAP System campuses with master and mentor teachers as recommended by NIET, as well as provide salary augmentations and performance-based compensations within the recommended range. For TAP schools, the master and mentor teacher ratios, augmentations, and performance-based compensation should follow recommendations found in the TAP School Review Rubric and the TAP Evaluation and Compensation (TEC) Guide.
- ix. Manage due process issues and adhere to Partner policies for teacher and school administrator evaluation.
- x. Send the School Leadership team (or designated representatives) to the NIET National Conference and NIET Summer Institute (“NSI”) on an annual basis.
- xi. Arrange for school leadership team members to attend Regional Training as scheduled by the project director.
- xii. Maintain documentation of NIET TAP System processes (e.g. leadership team meeting log/agenda; cluster (or PLC) long-range plan and meeting log/agenda; evaluation schedule and scores; individual growth plan (IGP) for teachers).
- xiii. Agree to maintain accurate and up-to-date records in EE PASS. This includes, but is not limited to:
 1. Ensure educator names are accurate
 2. Ensure educator roles are accurate
 3. Ensure that educators are listed under the correct school/building
 4. Ensure educator status (active, inactive) is accurate
 5. Ensure educator ID numbers are accurate and up-to-date
 6. Ensure observation data is current and accurate to result in accurate final Skills, Knowledge, and Responsibilities (SKR) score
 7. Ensure student growth and scores are uploaded and accurate

- xiv. Agree to provide NIET teacher-, school- and district-level data upon request, including, but not limited to, student and teacher demographic data, student achievement outcomes, school report card data, and educator perception data.
 - xv. Agree to provide NIET with school-level and aggregate teacher- and student-level data for completing required federal progress reporting.
 - xvi. Agree to provide a district representative to participate in quarterly advisory board meetings.
 - xvii. Agree to the participation of district personnel in grant-wide training, including but not limited to quarterly master teacher and school leader training, and induction training and support for new teachers and character development for school and teacher leaders.
 - xviii. Establish a performance-based compensation system (PBCS) committee to develop the plan for performance-based compensation and provide support to the district on its plan for sustaining performance-based compensation after the grant period.
 - xix. Immediately report to NIET in writing any misdeed, deficiency, or inability to fulfill any Partner responsibilities.
- b. **Financial Responsibilities.** Partner understands that NIET is the fiscal agent of the grant and is not making a subgrant or subaward to Partner. NIET shall deploy TSL funds to achieve the goals of the AZ PRIME grant in NIET’s reasonable discretion and in accordance with the AZ PRIME grant.
- i. NIET anticipates allocating \$1,090,066 in TSL funds to Partner as follows:
 - 1. Personnel: \$761,186
 - 2. Fringe: \$177,830
 - 3. Travel: \$102,750
 - 4. Supplies: \$0
 - 5. Contractual: \$6,000
 - 6. Other: \$42,300
 - ii. Partner agrees to contribute an anticipated non-Federal in-kind contribution of \$552,438. The contribution is composed of personnel costs associated with the time that educators participate in TSL project activities as outlined in the AZ PRIME Application. Partner agrees to comply with all matching requirements as outlined in 2 CFR § 200.306.
 - iii. NIET is the fiscal agent with respect to AZ PRIME grant funds. In order to obtain funding or reimbursement from such funds, Partner will submit accurate and timely reimbursement requests. Partner agrees to submit monthly reimbursement requests no more than five (5) business days after month’s end.
 - iv. Partner will obtain NIET’s prior written approval before using funds inconsistent with the budget (“Partner Budget”) attached to this MOA.

- v. This project is contingent upon annual Congressional appropriations for TSL. If at any time the Federal government cancels a grant awarded, or a continuation award, due to lack of appropriated funds, this MOA shall terminate at no penalty to either party.
- vi. The individual listed below will serve as the primary point of contact for Partner on all budget and financial issues related to the AZ PRIME grant. Partner agrees to notify NIET within two (2) business days if the point of contact below changes during this MOA.

Finance POC Name: Colleen Toscano

Finance POC Email: ctoscano@osbornsd.org

- vii. Partner agrees to notify NIET as soon as possible of any changes to planned expenditures outlined in the Partner Budget. This could include, but is not limited to:
 - 1. Changes in personnel that would affect the budget (e.g. hiring, firing, changes in salaries, changes in fringe benefits)
 - 2. Anticipated budget deficits
 - 3. Anticipated budget surpluses
 - 4. Addition of new schools to the grant
 - 5. Removal of schools from the grant
- viii. Should any role specified in the Partner Budget agreement remain vacant for a continuous period of thirty (30) calendar days from the vacancy date, NIET reserves the right to eliminate the position from the Partner Budget.
- ix. Partner agrees to follow all applicable federal, state, and local laws/regulations governing the use and management of grant funds.
- x. Partner understands that NIET may, from time to time, request financial information from Partner to assist with the preparation and submission of federal progress reporting. Partner agrees to comply with these requests.
- xi. Partner understands that funds do not carryover from year to year, and that a new budget is required for any activities beyond the end of the Term.

2. NIET RESPONSIBILITIES.

- a. **Evaluation and Support.** During the term (as defined below) of this MOA, NIET will provide annual evaluation of each site’s TAP System implementation through the TAP School Review process and, if requested ongoing support and assistance on location at TAP System schools throughout the academic year. NIET acknowledges that any NIET staff will be required to remain with a certified staff member of Partner at all times when at a TAP System school within Partner’s district.
- b. **License to Online Material.** NIET will provide support in part by granting access to the Educator Effectiveness Preparation and Support System (“EE PASS”).

- i. EE PASS provides access to valuable professional development, training, and certification resources through a single point of entry. Features include a video library, data management, evaluator certification, training modules and training archives.
- c. **Confidentiality of Student/Teacher information.** NIET agrees that any student and teacher information that may be exchanged under this MOA pursuant to Paragraphs 1(a)(iv)-(v) and (xiii)-(xv) shall be kept confidential in accordance with the Family Educational Rights and Privacy Act (FERPA) and regulations adopted pursuant to that Act; the Individuals with Disabilities Education Act as Amended (IDEA) and regulations adopted thereunder; the Section 504 of the Rehabilitation Act and the regulations adopted thereunder; Arizona Revised Statutes 15-141, 15-537(J) and 15-1042(I); and applicable District board policies regarding the disclosure of personally identifiable information from students' education records and teacher evaluation records.

3. ADDITIONAL TERMS.

- a. **Term.** The MOA shall commence on October 1, 2024, and terminate on September 30, 2025. Notwithstanding the foregoing, any Party may terminate this MOA upon 30 days' written notice.
- b. **Sole Source Provider of TAP System.** NIET serves as the sole source provider or authorizer for all School Improvement Solutions model based trainings, TAP System trainings, Educator Effectiveness Best Practices trainings, the Teaching and Learning Standards Rubric, the Principal Standards Rubric, and the Aspiring Teacher Rubric. In addition, NIET is the developer, sole source provider, and has exclusive capabilities for the NIET Training Portal and Educator Effectiveness Best Practices Portal (collectively known as the Educator Effectiveness Preparation and Support System, or EE PASS) and the NIET Portal for Raising Educator Preparation (NIET PREP). These training resources are specifically for schools that are implementing NIET's model of School Improvement Solutions, the TAP System or NIET's Educator Effectiveness Best Practices and have licensed agreements to use the NIET Teaching and Learning Standards and/or NIET's Evaluation System. This provision includes copyrighted trainings, materials and tools that were developed solely for the use by schools implementing School Improvement Solutions, TAP System or Educator Effectiveness Best Practices, the NIET Teaching and Learning Standards or the NIET Evaluation System. If NIET deems the Partner is not fulfilling the responsibilities and duties outlined above, NIET reserves the right to revoke the use of all NIET copyrighted materials.
- c. **Notices.** The contact persons for notices shall be:

NIET

Joshua H. Barnett, Ph.D.
Chief Executive Officer
jbarnett@niet.org
(800) 575-6438

Osborn School District #8

Michael Robert
Superintendent
mrobert@osbornsd.org
(602) 707-2040

- d. **Federal Debarred List Certification.** Partner certifies to the best of its knowledge and belief that Partner is not presently debarred, suspended, proposed for debarment, or declared ineligible for participation in the award.
- e. **Cancellation for Conflict of Interest.** Pursuant to A.R.S. § 38-511, as applicable, the provisions which are incorporated herein by reference, this MOA is subject to cancellation if any person significantly involved in initiating, negotiating, securing, drafting or creating the MOA is, at any time while the MOA is in effect, an employee or agent of any other party to the MOA in any capacity or a consultant to any other party of the MOA with respect to the subject matter of the MOA.
- f. **Nondiscrimination.** The Parties agree that they shall not discriminate against any employee, applicant for employment, student, parent, contractor or member of the public because of race, color, religion, disability, sex, age, national origin, genetic code, veteran's status, or political affiliation during the term of this MOA.
- g. **E-verify, Records, and Audits.** To the extent applicable under A.R.S. § 41-4401, each Party and their respective subcontractors, if any, warrant compliance with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under A.R.S. § 23-214(A). A party's or its subcontractors' breach of the above-mentioned warranty shall be deemed a material breach of the MOA and may result in termination of the MOA by the non-breaching Party under the terms of the MOA. Each Party has the legal right to randomly inspect the papers and records of the other Party and any subcontractors who work under this MOA to ensure that that the other Party and its subcontractors are complying with the above-mentioned warranty. Each Party warrants to keep their respective papers and records open for random inspection during normal business hours by the other party. Each Party and their respective subcontractors shall cooperate with the other Party's random inspections including granting the inspecting Party entry rights onto their respective properties to perform the random inspections and waiving their respective rights to keep such papers and records confidential.
- h. **Severability.** The provisions of this MOA are severable to the extent that any provision or application held to be invalid by a court of competent jurisdiction shall not affect any other provision or application of the MOA, which may remain in effect without the invalid provision or application.
- i. **Governing Law.** This MOA shall be governed by and construed in accordance with the laws of the State of Arizona.
- j. **Counterparts.** This MOA may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
- k. **Relationship of the Parties.** It is clearly understood that each Party will act in its individual capacity and not as an agent, employee, partner, joint venture, or associate of the other. An employee or agent of one Party shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever.

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Agreement (and the Partner Budget appended thereto) as of the date indicated above.

FOR AND ON BEHALF OF:
National Institute of Excellence in Teaching

FOR AND ON BEHALF OF:
Osborn School District #8

Name: Joshua H. Barnett, Ph.D.
Title: Chief Executive Officer

Name: Michael Robert
Title: Superintendent

Osborn Year 2 TSL Funds

October 1, 2024 - September 30, 2025

PERSONNEL			
Description	\$	YR 2 #	YR 2 Cost
Executive Master Teacher (EMT) Salary	\$ 111,592.00	1	\$ 111,592
Master Teacher Salary	\$ 64,300	3.5	\$ 220,494
Master Augmentation	\$ 6,600	3.5	\$ 23,100
Mentor Augmentation	\$ 3,000	5	\$ 15,000
Performance Bonuses	Pool	YR 2 #	
Y2 Teachers	\$ 2,500	150	\$ 375,000
Y2 Principals	\$ 2,500	6	\$ 15,000
Y2 Assistant Principals	\$ 1,000	1	\$ 1,000
TOTAL PERSONNEL			\$ 761,186
FRINGE			
Description	Base %	YR 2 #	YR 2 Cost
Executive Master Teacher (EMT) Salary	27.00%	27.00%	\$ 30,130.00
Master Teacher Salary	27.00%	27.00%	\$ 59,534.00
Master Augmentation	20.00%	20.00%	\$ 4,620.00
Mentor Augmentation	20.00%	20.00%	\$ 3,000.00
Performance Bonuses	Base %	YR 2 %	
Y2 Teachers	20.60%	20.60%	\$ 77,250.00
Y2 Principals	20.60%	20.60%	\$ 3,090.00
Y2 Assistant Principals	20.60%	20.60%	\$ 206.00
TOTAL FRINGE			\$ 177,830
TRAVEL			
Description	\$	YR 2 #	YR 2 Cost
Regional Trainings	\$ 500	24	\$ 12,000
NIET National Conference	\$ 1,800	30	\$ 54,000
NIET Summer Institute (NSI)	\$ 1,225	30	\$ 36,750
Total Travel			\$ 102,750
CONTRACTUAL			
Description	\$	YR 2 #	YR 2 Cost
EE PASS Subscription	\$ 6,000	1	\$ 6,000
Total Contractual			\$ 6,000
OTHER			
Description	\$	YR 2 #	YR 2 Cost
NIET National Conference registration	\$ 795	30	\$ 23,850
NIET Summer Institute (NSI) registration	\$ 615	30	\$ 18,450
Total Other			\$ 42,300
GRAND TOTAL			\$ 1,090,066

Osborn Year 2 Match Funds

October 1, 2024 - September 30, 2025

PERSONNEL			
Description	\$	YR 2 #	YR 2 Cost
Career Teacher Additional Time & Effort (5%)	\$ 3,005	140	\$ 420,700
Principal Additional Time & Effort (5%)	\$ 5,500	6	\$ 33,000
Assistant Principal Additional Time & Effort (5%)	\$ 4,375	1	\$ 4,375
Total Personnel Match			\$ 458,075
FRINGE			
Description	Base %	YR 2 %	YR 2 Cost
Career Teacher Additional Time & Effort	20.60%	20.60%	\$ 86,664
Principal Additional Time & Effort	20.60%	20.60%	\$ 6,798
Assistant Principal Additional Time & Effort	20.60%	20.60%	\$ 901
Total Fringe Match			\$ 94,363
GRAND TOTAL			\$ 552,438

Average Career Teacher Salary:	\$ 60,100.00
Average Principal Salary:	\$ 110,000.00
Average Assistant Principal Salary:	\$ 87,500.00

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-I-5

Agenda Item

Agreement for Data Sharing with AZTR AIR Program

For Board: Action Discussion Information

Background –

Osborn’s partnership with NAU to bring the Arizona Teacher Residency program to our campuses has enabled us to recruit, prepare, support, and retain high-quality, racially diverse teachers in our district. In order to better measure the effectiveness of our partnership we are seeking an additional Data Sharing Agreement that will provide the program and their research partner, American Institutes for Research (AIR) the needed data.

Legal

Our legal counsel has reviewed and approved the requested Agreement.

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the Data Sharing Agreement with American Institutes for Research (AIR).

Moved _____ Seconded _____ P/F

**American Institutes for Research
Data Sharing Agreement**

This Data Sharing Agreement (“Agreement”) is entered by and between the American Institutes for Research (“AIR”), a nonprofit organization headquartered at 1400 Crystal Drive, 10th Floor, Arlington, VA 22202 and Tempe Elementary School District (“Organization”), with offices at 401 East Capitol Avenue, Springfield, Illinois 62701-1711. Organization and AIR may hereafter be referred to individually as a “Party” and collectively as the “Parties”.

WHEREAS, Organization agrees to share data with AIR as set forth in Attachment A – Project Description of this Agreement (“Purpose”);

WHEREAS, the Parties wish to enter into this Agreement to ensure the data is shared consistent with appropriate confidentiality obligations and applicable laws;

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, and for other good and valuable consideration, the receipt and the sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties hereby agree as follows:

1. TERM

This Agreement is effective as of the date last signed (“Effective Date”) and shall remain in effect through December 31st, 2028. The Term may be extended by a written modification to this Agreement signed by both Parties.

2. DATA

The data elements requested are set forth in Exhibit A of this Agreement.

3. DATA SECURITY

To affect the transfer of Data that is subject to Federal and state confidentiality laws and to ensure that the required confidentiality of Personally Identifiable Information (PII) shall always be maintained, AIR agrees to:

- Work with Organization-provided data
- Store any sensitive Data on AIR’s secure network file server, in a folder with use restricted to study staff. Data will never be placed directly on the hard drive of any personal desktop or laptop computer.
- AIR will de-identify all PII received under this agreement and will not disclose any Data received under this Agreement in a way that will personally identify any individual or attempt to reidentify and deidentified information.

4. DATA RETURN/DESTRUCTION

Within thirty (30) days after termination of this Agreement, AIR shall delete or destroy any Data containing PII. AIR shall have no obligation to delete or destroy information (including copies, extracts and other reproductions) retained in standard archival or computer back-up systems provided the backup systems are maintained in confidence and made unrecoverable.

5. GENERAL TERMS AND CONDITIONS

- a. *Representations and Warranties.* Organization represents and warrants that they have the right to provide the Data covered under this Agreement.
- b. *Relationship of the Parties.* The Parties are independent contractors and do not intend that any agency, partnership, joint venture, or exclusive relationship is created between the Parties by this Agreement. Nothing in this Agreement shall be construed as obligating the Parties to enter into any subsequent agreement or relationship.
- c. *Use of Names.* Neither Party may use the name of the other Party, or any of such Party’s agents, officers, staff members, employees, or affiliates, or any adaptation, acronym or name by which the other Party is commonly known, in any advertising, promotional or sales literature without the written permission of the Party whose name is to be used.
- d. *Publications.* AIR has the right, consistent with scientific standards, to publish, present, or use the results and data obtained under this Agreement. No PII shall be included in the study results and only deidentified information may be disclosed. AIR shall own the copyright in any works it originally authors under this Agreement.

- e. *Governing Law.* This Agreement is governed by the laws of Arizona.
- f. *Cancellation for Conflict of Interest.* Pursuant to A.R.S. § 38-511, as applicable, the provisions which are incorporated herein by reference, this Agreement is subject to cancellation if any person significantly involved in initiating, negotiating, securing, drafting or creating the Agreement is, at any time while the Agreement is in effect, an employee or agent of any other party to the Agreement in any capacity or a consultant to any other party of the Agreement with respect to the subject matter of the Agreement.
- g. *Nondiscrimination.* The Parties agree that they shall not discriminate against any employee, applicant for employment, student, parent, contractor or member of the public because of race, color, religion, disability, sex, age, national origin, genetic code, veteran’s status, or political affiliation during the term of this Agreement.
- h. *Arbitration.* Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administrated by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.
- i. *Severability.* Each provision of this Agreement will be considered separable. If for any reason any provision or provisions hereof are determined to be invalid or contrary to applicable law, such invalidity will not impair the operation of or affect the remaining provision of this Agreement.
- j. *Entire Agreement.* This Agreement constitutes the complete understanding of the Parties and supersedes any other prior agreements.

The undersigned hereby warrant and represent that they have read, understood, and agree to comply with all the terms and conditions stated above.

Osborn Elementary School District

American Institutes for Research

Name: Abby Potter-Davis
Title: _____
Date: _____

Name: _____
Title: _____
Date: _____

Exhibit A

Project Description

Study Purpose and Duration

The purpose of the study is to examine implementation and outcomes associated with Arizona Teacher Residency trained teachers. The study will involve survey data collection, interviews, administrative data.

Teacher data elements

Teacher unique ID/name

Treatment status: Indicator of whether the teacher was an AZTR trained teacher or not

Teacher gender

Teacher race/ethnicity

Teacher school assignment

Teacher attrition (Indicator of whether teachers remained teaching at the same school, transferred schools, transferred the district or left the profession)

Teacher attendance (days attended and days absent)

Student data elements

Student ID/name

Student linked to teacher in appropriate subject area

Student grade level

Student gender

Student race/ethnicity

Student IEP status

Student ELL status

Student Free /Reduced Price Lunch status

Student attendance(days attended and days absent)

Student prior attendance (days attended and days absent)

Student GPA

Student achievement in Math and ELA (scale scores and proficiency levels on the State Assessment)

Student prior achievement in Math and ELA (scale scores and proficiency levels on the State Assessment)

Student prior GPA

We are requesting data on a subset of teachers and their students inclusive of years 2023-24 through 2026-27.

- First year teachers and their students FY 2024-25, 2025-26, and 2026-27, (prior year's data would include data from FY 2023-24, 2024-25, and 2025-26).
- Second year teachers and their students FY2025-26, and 2026-27, (prior year's data would include data from FY 2024-25, and 2025-26).
- Third year teachers and their students FY2026-27, (prior year's data would include data from FY 2025-26).

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-I-6

Agenda Item

Approval of MOU with AZTR Arizona Teacher Residency Program

For Board: Action Discussion Information

Background –

Teacher Residency program provides graduate education, hands-on classroom experience, and continuing professional development to aspiring teachers—along with multiple financial incentives to make achieving your goals more manageable

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the MOU with NAU to continue with the AZTR program.

Moved _____ Seconded _____ P/F

Memorandum of Understanding Arizona Teacher Residency

by and between
Arizona Board of Regents for and on behalf of Northern Arizona University
and
Osborn School District

Parties

Arizona Board of Regents for and on behalf of Northern Arizona University ("NAU"), and Osborn School District ("District"), each a "Party", collectively the "Parties", agree to enter into this Memorandum of Understanding ("MOU") for the purpose of memorializing their collaborative intent for the Arizona Teacher Residency program.

NAU's College of Education at Northern Arizona University, in conjunction with the Arizona K12 Center, the National Center for Teacher Residencies, and District/School, will collaborate in the execution of the Arizona Teacher Residency program.

Purpose

Purpose of the program:

The purpose of the Arizona Teacher Residency program (AZTR) is to recruit, prepare, support, and retain high-quality, racially diverse teachers ("Residents") for participating K-12 districts in Arizona.

Purpose of this MOU:

This MOU is intended to clarify the roles, responsibilities, and obligations of the Parties in service to AZTR's mission and vision.

Program Summary

- The Arizona Teacher Residency is an innovative research-based model for graduate teacher residencies that has demonstrated success across the country over the last 20 years. AZTR features a 10-month residency in schools where Residents apprentice under the support of a supervising teacher and engage in various service obligations to their school site; Residents will receive a living stipend to cover basic expenses during this time. Residents will also complete coursework over two years (the residency year and the following year when they become teachers of record) toward a Master's degree through NAU, which will be highly subsidized by grant opportunities (e.g., TEACH grant, Arizona Teachers Academy, etc.) for applicants who have submitted a FAFSA. Residents will also receive two years of induction support through the Arizona K12 Center and the District.
- The Director of the Arizona Teacher Residency will manage the collaboration between the Parties and design program components, consulting with the Executive Director of the Arizona K12 Center, the Dean of the College of Education at NAU, and the Superintendent of the District.
- The Arizona Teacher Residency will identify a separate Advisory Board to offer guidance and

thought leadership around this work.

- This MOU will last from the date of execution of this MOU until June 30, 2026. This MOU may be renewed and may be revised or modified by a written addendum signed by both Parties.
- This MOU may be terminated by mutual consent of the Parties in writing through the oversight of the Advisory Board.
- The Parties agree that any Party may terminate this MOU at any time upon ninety (90) days written notice, which may include electronic mail with delivery receipt, to the other Parties and to the Advisory Board, except that any Resident already assigned to and accepted by the AZTR program shall be allowed to complete any in-progress residency (if feasible).

Key Provisions

- To amend or terminate this MOU, all Parties must be consulted; the AZTR Advisory Board will be consulted in this process.
- Advisory Board will review all requests for research access to program data and/or Residents.
- Advisory Board will review all grant opportunities to ensure they are aligned with the program's mission.
- In conjunction and with final approval from the appropriate department chair(s), the AZ K12 Center and Arizona Teacher Residency (AZTR) director will co-construct policies with input from AZTR participating school districts and in alignment with state rule language regarding selection criteria for supervising practitioners, addressing alert situations due to issues such as a Teacher Resident's knowledge, skills or dispositions, and dismissing a Teacher Resident from the residency portion of the program. The final determination of the student status in the graduate degree program will follow all guidelines for dismissal established by the unit and NAU's Graduate College. A recommendation for academic dismissal from the graduate program must include a notification in writing of the program's intent to recommend dismissal to the academic unit, the student, and the Graduate College. Policies will also include criteria related to review or exclusion of supervising practitioners such as when a previous Teacher Resident candidate was removed from their classroom due to no fault of the Teacher Resident.

Roles and Responsibilities of the Parties

The Parties agree to the following roles and responsibilities:

NAU Arizona K12 Center, shall:

1. Dedicate appropriate personnel and resources to develop, implement, and execute AZTR.
2. Develop selection criteria for AZTR candidates, supervising teachers, site coordinators and other stakeholders.
3. Coordinate the recruitment, selection, and support of candidates, supervising teachers, site coordinators, and other stakeholders.

4. Coordinate and implement NAU's and the state approved program of study for the MEd Elementary Education with Certification degree program and any other approved NAU graduate education programs that may be offered in the future. The AZTR may propose additional course or program requirements for Teacher Residents in the program by following the university curricular processes and steps managed by the NAU Office of Curriculum and Assessment (<https://in.nau.edu/curriculum-and-assessment/curriculum-proposal-resources/>).
5. Work closely with NAU's College of Education's Professional Education Programs (PEP) and Academic Advising Staff to ensure all Teacher Residents follow established guidelines and processes regarding meeting Additional Admission Requirements for the specified degree program(s) as listed in the NAU catalog and applying for and meeting requirements for admission to PEP as well as application steps for completing the degree program(s), with approval, through an alternative pathway (see <https://nau.edu/coe/teacher-intern-preparation-program/>) in order to qualify for an Arizona Department of Education Alternative PreK-12 Teaching Certificate. Additionally, ensuring all teacher certification program requirements described in the NAU Catalog are met as well as any additional training requirements determined by NAU's PEP Coordinating Council (typically needed to meet new state or national accreditation expectations). Finally, student teaching placements need to be processed and approved by PEP to ensure classroom and supervising practitioner meets requirements for teacher certification and are documented in official university records. All these expectations must be met in order for Teacher Residents to be issued an Arizona Department of Education Institutional Recommendation upon successful completion of their degree by NAU's Office of the Registrar.
6. Work with the respective department(s) responsible for degree program(s) being offered through AZTR to ensure master course syllabi are used and include approved student learning outcomes and associated assessments. Additionally, AZTR must also ensure required signature assignments are implemented by instructors, completed by Teacher Residents, and rubric or other evaluation scores are properly entered into NAU's Learning Management System for data collection purposes.
7. Provide data for evaluation and research efforts that AZTR may undertake for the purpose of knowledge generation.
8. Provide for program evaluation of AZTR.
9. Provide AZTR's primary office space and materials.
10. Select host school sites and support the supervising teachers and principals who work in these schools to fulfill their roles on behalf of AZTR.
11. Provide professional learning opportunities, including induction and instructional mentoring support services, to AZTR Residents and graduates.
12. Provide Parties with an annual report.
13. Work with the school District to determine local needs that might necessitate curriculum and design modifications in order to meet the needs of the students.
14. Support Teacher Residents, as needed, to access NAU's Student Health Insurance Plan (for more information, see <https://in.nau.edu/campus-health-services/major-medical-insurance/>).

NAU shall:

1. Support AZTR's recruitment process through NAU website, publications, human resources offices, and/or public relations efforts.
2. Manage AZTR related grants and funds.
3. Work collaboratively to maximize the resources of the Arizona Teachers Academy to fund the work of AZTR.
4. Work with the AZTR director to identify and select qualified (per Higher Learning Commission guidelines) faculty and part-time faculty to teach coursework for the graduate education degree program(s) offered. The appropriate department chair(s) will be responsible for approving all faculty and part-time faculty qualifications and course assignments.
5. Commit to listing the Arizona Teacher Residency in any print or electronic materials related to the residency.
6. If needed, help Residents access health insurance through NAU.
7. Assist in fundraising opportunities and supply necessary supporting documents for any available grant opportunities.
8. Communicate NAU's requirements for admission to the Master's degree program and oversee NAU's admission process for selected candidates.
9. Award a Master's degree to all candidates who successfully complete AZTR, meet graduation requirements, and are in good standing as determined by the program faculty.

District shall:

1. Support AZTR's recruitment process through district website, publications, human resources offices, and/or public relations efforts.
2. Help recruit, select, and support AZTR candidates and supervising teachers.
3. Commit to listing the Arizona Teacher Residency, the NAU Arizona K12 Center, and NAU as collaborative participants in any public discussion and/or print/electronic materials related to the residency.
4. Pursue fundraising opportunities when possible and supply necessary supporting documents to the Arizona Teacher Residency.
5. The District shall hire or identify a program coordinator to oversee the residents in the field during their residency year. The amount of time this position must be devoted to coordinating the residency depends on the number of residents in the district. If there are 8 or more residents, this should be a full-time position. If there are 4-7 residents in the district, it could be a half-time position. If fewer than 4, it could be a part-time position. If the program coordinator hired by the District is a full-time position, the amount funded will be \$50,000 per year. If it is a half-time position, the amount funded will be \$25,000 per year. If it is a part-time position, the amount funded will be \$12,500 per year. Initially, this position will be partially funded by NAU through the 2025-2026 school year, after which the District will be responsible for this cost. The program coordinator shall be an employee of the District, but will meet with AZTR bi-weekly and as needed to implement the residency. The District shall invoice NAU to partially fund the program coordinator twice per year in January and June for each year in the amount of half of the agreed upon total amount.

6. Provide requested data (e.g., student evaluations of teachers, student achievement data, and teacher retention data for AZTR Residents and supervising teachers, etc.) to the Arizona Teacher Residency for program evaluation and knowledge generation. And make available to the Parties annual district-level data on student achievement, student demographic, student attendance, teacher attendance, school-level and other relevant data, as needed for reporting on AZTR to funders and others. The parameters of this can be agreed upon in advance through a separate data sharing agreement.
7. Provide \$5,000 for two years (the residency year and first year of teaching) per AZTR candidate, for a total of \$10,000 (paid to the Arizona Teacher Residency).
8. Allow the supervising teacher release time for meetings (not to exceed 4 hours per month) and ongoing professional development for AZTR.
9. Provide space for after school meetings and/or coursework.
10. Support Residents to fulfil up to several hours a week (maximum 2 hours per day) of service for the school where they are placed. Types of service and a schedule of service must be agreed upon in advance by each Resident and principal/school leader and approved by the AZTR Director. Responsibilities CANNOT include substituting for a class (other than that of their supervising teacher), but may include work as a parent/community liaison, restorative justice assistant, technology assistant, after school tutor, interventionist, individual student support, lunch and other duties, etc. However, service hours must vary, must lessen in the spring as residents take the lead in the classroom, and if they feel overwhelming to the resident at any point, should be adjusted.
11. Support residents with job application support and early access to teaching positions within the district. At the end of the residency year (the Resident's first year in the program), make every effort to hire each AZTR candidate in a full-time position in a district school, on the condition that the candidate has successfully completed the residency year and is on their way to receive their master's degree and certification(s).
12. Provide residents in their first year as teacher of record with induction coaching, aligned with AZK12's induction standards and in coordination with AZTR.
13. Identify staff to support the administration of the above program components.

Miscellaneous Provisions

1. Nondiscrimination. The Parties agree to comply with all applicable state and federal laws, rules, regulations, and executive orders governing equal employment opportunity, immigration, nondiscrimination, including the Americans with Disabilities Act, and affirmative action.
2. Notice of Arbitration Statutes. Pursuant to Arizona Revised Statutes ("A.R.S.") §12-1518, the Parties acknowledge and agree, subject to the Arizona Board of Regents Policy 3-809, that the Parties may be required to make use of mandatory arbitration of any legal action that is filed in the Arizona Superior Court concerning a controversy arising out of this MOU if required by A.R.S. §12-133.
3. Conflict of Interest. The Parties agree that this MOU may be cancelled for conflict of interest in accordance with A.R.S. §38-511. The Parties certify that no such conflict of interest currently

exists and that there are no relevant facts or circumstances which could give rise to any actual or potential organizational or personal conflict of interest.

4. Cancellation for Lack of Funding. If any Party's performance under this MOU depends upon the appropriation of funds by the Arizona Legislature or governing board, and if the Arizona Legislature or governing board fails to appropriate the funds necessary for performance, then any Party may provide written notice of this to the other Parties and cancel this MOU without further obligation of any Party. Appropriation is a legislative act and is beyond the control of the Parties.
5. Student Educational Records. Student educational records are protected by the U.S. Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and its implementing regulations ("FERPA"). The Parties will not require any Residents or employees to waive any privacy rights (including FERPA or the European Union's General Data Protection Regulation ("GDPR")) as a condition for receipt of any educational services, and any attempt to do so will be void. The Parties will comply with FERPA and will not access or make any disclosures of student educational records to third parties without prior notice to and consent from the Resident or as otherwise provided by law.
6. Representations Regarding Relationship. Except as otherwise agreed in writing, the Parties acknowledge that the relationship created by this MOU is limited to the AZTR program contemplated herein. No Party shall make any representations stating or implying that the Parties engage in broader transactions or that a Party is otherwise associated with the other Parties without first obtaining express written permission from the other Party. In addition, no Party shall use any trade name, trademark, service mark, logo, domain name, nor any other distinctive brand feature owned or used by another Party without prior written authorization from the other Party.
7. Inspection and Audit. All books, accounts, reports, files and other records relating to this MOU shall be subject at all reasonable times to inspection and audit by NAU, or the Auditor General of the State of Arizona, or their agents for five (5) years after the completion of this MOU. Such records shall be provided at Northern Arizona University, Flagstaff, Arizona, or such other location as designated by NAU, upon reasonable notice to the Parties.
8. Arizona Public Records Laws. The Parties acknowledges that this MOU is subject to the provisions of the Arizona Public Record Laws, A.R.S. §§ 39-121, et seq.
9. The parties shall comply with the fingerprinting provisions of A.R.S. § 15-512, where applicable.
10. Assignment. No Party shall assign this MOU without the prior written consent of the other Parties.
11. Entire Agreement. This MOU constitutes the entire agreement and understanding of the Parties with respect to its subject matter. No prior or contemporaneous agreement or understanding will be effective. This MOU may not be modified or amended except by written instrument signed by the Parties. This MOU and all claims arising out of or relating to this MOU shall be governed exclusively by the laws of the State of Arizona, the courts of which shall have jurisdiction over its subject matter.
12. Force Majeure Event. No Party shall be held responsible for any losses resulting if the fulfillment of any terms or provisions of this MOU are delayed or prevented by any cause not within the control of the Party whose performance is interfered with, and which by the exercise of reasonable diligence, said Party is unable to prevent ("force majeure event"), including but not limited to acts of God, war, civil disturbance, terrorism, disaster, fire, earthquakes, hurricanes, known or

suspected threats of illness, epidemics, pandemics, or government regulation. This MOU may be terminated without further obligation or penalty, including cancellation fees or liquidated damages, of the Parties upon written notice from the affected Party to the other Parties of such force majeure event.

13. Counterparts. This MOU may be executed in counterparts, each of which will be deemed to be an original but all of which, taken together, shall constitute one and the same agreement. The exchange of copies of this MOU and of signature pages by electronic means shall constitute effective execution and delivery of this MOU as to the parties and may be used in lieu of the original MOU for all purposes. Signatures of the Parties transmitted by electronic means shall be deemed to be their original signatures for all purposes.

The undersigned have read the foregoing Memorandum of Understanding and, as authorized signatories of the undersigned respective entities, hereby agree to be bound by it.

Arizona Board of Regents for
and on behalf of Northern
Arizona University

Osborn School District

Signature: _____

Signature: _____

Print Name: Karen Pugliesi, PhD

Print Name: _____

Executive Vice President and

Title: University Provost

Title: _____

Date: _____

Date: _____



OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-J

Agenda Item

Out of state travel for approximately 30 people to attend the NIET Conference in Washington DC February 26-March 2, 2025

For Board: Action Discussion Information

Background –

The 2025 NIET National Conference is scheduled for February 27-28, 2025, at the Marriott Marquis Hotel in Washington, D.C. This annual event brings together educators, school and district leaders, policymakers, and state leaders to celebrate and advance best practices in educational excellence. The conference emphasizes applied learning through a variety of full-group and breakout sessions focused on themes such as unleashing teacher leadership. Clarendon School has been selected by NIET to have their leadership team present in a “bubble session, thus the highest number of attendees will be from Clarendon. Due to outstanding academic performance and outcomes, driven by exceptional professional development and preparation, the Clarendon TAP Leadership Team will model an exemplary leadership team for attendees, highlighting their preparation for a week’s cluster professional learning, utilization of student and teacher level data, support for teacher individual growth plans, and follow-up and support from teacher evaluations. Clarendon is honored by this national recognition. Site and District administrators have given careful consideration to which members will be attending to allow for appropriate coverage and guidance at campuses and for how district administrators that do not attend the conference can be of support to sites that may need more support on the days of the conference.

Legal

Financial

All expenses for the NIET Conference are paid through the AZ PRIME grant with NIET.

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve travel for Osborn staff to the NIET National Conference.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – IV-K

Agenda Item

Approval of the revised Human Resources Technician job description.

For Board: Action Discussion Information

Background –

Administration has developed the revised job description for the Human Resources Technician based on revised task assignments within the department.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the job description for the Human Resources Technician.

Moved _____ Seconded _____ P/F

Human Resources Technician

Department:	Human Resources	Date Created:	03/2021
Salary Grade:	14	Date(s) Modified:	11/1/2024
FLSA Status:	Non-Exempt		

Position Summary

Under general supervision, the Human Resources Technician performs a variety of administrative duties in support of human resources operations and activities by processing paperwork, maintaining records, and responding to human resources related requests and inquiries.

Job Responsibilities

Essential Functions: -- Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. Essential duties and responsibilities may include, but are not limited to, the following:

- Create a seamless hiring, onboarding and employee experience utilizing HR platforms and district resources.
- Provide pre-employment support to candidates regarding the application process and requirements
- Accurately inputs all new hire data into required systems
- Track employee compliance training completion via database and send reminders
- Complete employee records updates including but not limited to address changes, name changes, phone numbers, etc.
- Supports employees and the general public via phone, email or in person, requiring knowledge of rules, procedures, policies and activities, providing accurate information
- Update and verify for accuracy, employee information in various Human Resource systems
- Tracking of IVP clearance card status for all required positions
- Complete background checks on all applicants recommended for hire and prospective candidates
- Processes routine human resources information related to employment verification, and customer service requests
- Reconcile substitute invoices
- Initiate fingerprint services for new hires as needed
- Performs other duties as required or assigned.

Job Requirements

Knowledge of –

- Applicable Federal, State, and local laws, codes, ordinances, and regulations.
- Record maintenance and retention policies and procedures.
- General office policies, procedures, and equipment.
- Problem solving practices.
- Personnel management policies and procedures.
- Human resources practices.
- Time management methods and techniques.

Skill in –

- Maintaining accurate records and technical documents.
- Typing and entering data with speed and accuracy.
- Organizing work and setting priorities to meet deadlines.
- Preparing clear and concise reports.
- Maintaining a high degree of confidentiality when handling personnel information.
- Interacting tactfully with District staff and outside agencies.
- Communicating effectively both verbally and in writing.
- Establishing and maintaining effective working relationships.
- Operating a computer and related software.

Education and Experience:

To be eligible for this position, an applicant must meet the following required qualifications. Verification of these required qualifications is necessary.

- High school Diploma or GED equivalent
- Minimum of one (1) year full-time experience in a related field, specifically, experience in data entry

It is preferred that applicant possesses the following preferred qualifications; however, the following qualifications are not required to be eligible for this position.

- Associate's degree in a related field
- Minimum of two (2) years full-time experience in a related field
- pHCLE, SHRM or PHR certification

Work is performed in an office environment. Operates standard office equipment such as personal computer and related software, fax machine, and copy machine.

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – V

Agenda Item

Call to the Public

For Board: Action Discussion Information

Background –

We welcome citizen input; however, items brought to the Board’s attention cannot be discussed unless they are listed as an agenda item. Issues will be referred to the superintendent or appropriate administrator for follow through.

The public will be able to listen to the meeting live through livestream. An Osborn employee will read the Call to the Public comments received via email. Any communication received in Spanish, will be translated and read to the members of the Governing Board in English. The comments in their entirety will be presented to the Governing Board in writing. You may also present a live Call to the Public if you are attending in person or on the YouTube Livestream. An individual wishing to address the Governing Board using technological access must email their message or request to speak live to lnye@osbornsd.org by 12:00pm on November 19, 2024.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

For Information Only

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –VI

Agenda Item

Board Presentation-Transportation

For Board: Action Discussion Information

Background –

The administrative presentation will cover a few important aspects of the Transportation Department:

- District and school boundaries utilized in mapping transportation routes
- 24-25 school year bus routes
- Routing processes, review, and software utilized
- Walk-out zones
- Special Education transportation and funding

Part of this information will serve as background information utilized by district administration when working on determinations of changes to school boundaries and any changes to routing.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Presentation

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –VII-A

Agenda Item

Administrative Reports

For Board: Action Discussion Information

Background –

Included are administrative reports summarizing past and upcoming events for schools and departments. As determined previously, principals are using their reports for the dual purpose of informing board members and also sending these newsletters home to parents.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

For update and information only

Moved _____ Seconded _____ P/F

Clarendon Board Report

To: Osborn School District Governing Board

Date: 11/8/2024

Re: October 2024 Events



Staff Highlights

Cluster Learning

- Clarendon Staff wrapped up their first cycle of Cluster, which focused on Formative Assessment.
- This cycle's topics included: student learning goals, success criteria, student questioning techniques, and eliciting student evidence to make strong instructional decisions.

Student Highlights

Character Day

- We showed our Cougar Spirit on October 25 with Character Day, sponsored by our Clarendon Student Council!
- On Character Day, students and staff dress up as characters from different books to celebrate!

5th Grade MIM Field Trip

- On October 5th, all of our Cougar 5th graders went the Musical Instrument Museum.
- MIM's galleries showcase instruments from every country, and students can see and hear musical traditions through video recordings built into every display.
- Students also have the hands-on opportunity to try out different instruments!



Partnership Highlight

Trunk or Treat

- Clarendon hosted our annual Trunk or Treat Event! It was a wonderful time filled with loads of candy, crafts, and fun!
- A **BIG Thank You to Sprouts** for donating 30 pumpkins to our Trunk or Treat event! We appreciate their generosity and support!



Encanto Board Report

To: Osborn School District Governing Board

Date: 11/05/2024

Re: November School Events



Staff Highlights



With a focus on the Osborn core value of growth, Encanto staff have been collaborating to elevate their teaching practice. Our teachers have begun creating Individual Growth Plans that align with both school and district goals, demonstrating their commitment to continuous improvement. To support this journey, staff will use journaling as a tool for reflecting on their own growth as well as their students' progress. We're excited to witness all the growth this year will bring!

Student Highlights

Students at Encanto have been actively involved in a variety of enriching activities this past month. Our Fall Assembly was a highlight, with our kindergarteners delighting parents and peers by performing festive, fall-themed songs. Additionally, students in the 21st Century program have been broadening their learning after school through sports, dance, academics, and STEM activities. It's been wonderful to see their enthusiasm and growth!



Partnership Highlights



Girl Scouts- Encanto's Girl Scouts have been dedicated to their commitment to the environment. The girls recently planted seeds, named their plants, and will nurture them as part of their efforts to help grow our school gardens.

PTO- The Encanto PTO will be hosting our annual Movie Under the Stars on November 15th at 6:00 PM. This event allows families to come together as a community.

Longview Board Report

To: Osborn School District Governing Board

Date: 11/5/2024

Re: November 2024 Events



Staff Highlights

We are excited to have numerous staff members that were awarded Mini Grant funds from the Osborn School District Educational Foundation. The following individuals were our recipients:

-Rodi Vehr

-Clare Maynard

-Julie Jorgenson

-Nidia Hurtado

-Andres Perez

Thank you to our wonderful Osborn Foundation for supporting our projects, our teachers, and our students!!!!



Student Highlights

There are so many highlights in our classrooms and our students provide neverending opportunities for us staff members to celebrate them and be amazed by their insights, knowledge, and engagement during instructional times.

Science is fun in Ms. Wright's 5th grade classroom. Our scientists are exploring, investigating, and developing hypotheses and conclusions from their experimentations!!!!



Partnership Highlights

Longview is thankful for the amazing support received from our newly formed partnership with Wish Builders and Skyline Builders and Restoration for their generosity. Wish Builders adopted FIFTY FAMILIES and EVERY child in their households from birth to 18 years of age. Every child will receive a toy and every family will receive a gift card as well.

I am sharing an email [here](#) that was sent from a former Longview student that Wish Builders was inspired to hear more from as her only request was any support towards getting her varsity jacket as a senior at Central High School. Thank you to Wish Builders for spreading JOY and **building** Relationships as well!!!! Keep an eye out for our January board report because we will capture and share the joy this will have brought to our families!!



Oms Board Report

To: Osborn School District Governing Board

Date: 11/4/2024

Re: October 2024 Events



Staff Highlights

-Mr. Cooper was honored at the Osborn Teacher of the Year Event on Saturday, November 2nd. Many OMS staff were there to celebrate the evening with CJ and the other recipients! Congratulations Mr. Cooper, we are so proud of you! Also, a big thank you to OSDEF for creating an evening of joy and celebration!



Student Highlights

-We had **278** students eligible for our DeanList incentive trip to SkyZone on Friday, October 4th! Students needed to meet attendance and behavior expectations in order to earn the opportunity to attend the event. The students and staff had a blast!

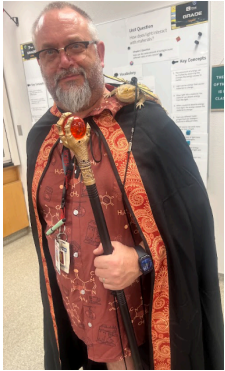


-Osborn Middle School participated in **Red Ribbon Week** from **October 23rd - November 1st!** The purpose of our participation was to help our students commit to being drug free. In preparation for the week, students received three drug education lessons during their social studies class on October 21st through the 23rd. To kick off Red Ribbon Week Ms. Torres and Mrs. Schiller delivered lessons exploring the idea of getting a natural high through finding things we love and enjoy, without the use of substances. We had red ribbons for students to wear, a wall devoted to our pledge signing, and a door-decorating contest focused on the theme, "Life is a Movie, Film Drug Free." Congratulations to Ms. Lindberg, Mr. Trainor and Mr. Hess for winning 1st place in their groups! We would also like to congratulate Mr. Landeira, Mr. Gerstner and Mrs. Wharton's Firehawk classes for earning an Honorable Mention!



-On Friday, November 1st we held an assembly to celebrate Red Ribbon Week and to announce and recognize our Students of the Quarter. Students were chosen for demonstrating the district's core value of Growth. Congratulations to: David Nichols, Eternity Conway, Maisie Rael, Jayden Luna, Majerle Borghaus, Fawad Islam Zai, Domonyck Sosa, Jordan Avila, Niara Gamper, Mosaya Bigelow, Oscar Carranza, Evelyn Holt, Mario Enriquez, Kevin Sosa Martinez, Josiya Dail, Julie Ramirez Hernandez, Jackelyn Cabrera Alvarez, Yameni Marshall, Greer Annibale, Telemachus King, Xavier Zepeda, Zahraa Al Asadi, Jayden Johnson and Joseph Perez. Family members were invited to the assembly and it was great to have them in attendance to join in on the celebration and recognition of their children!

-Students enjoyed spirit week during the week of October 28-November 1. The Student Council created the spirit week activities which included themed dress days. Students and staff had a great time participating!



Solano Board Report

To: Osborn School District Governing Board

Date: 11/6/24

Re: October 2024 Highlights



Staff Highlights

- Congratulations to Ms. Desiree Gerrard, kindergarten teacher, for being awarded a \$500 mini grant from the Osborn Education Foundation for new headphones.
- Teachers participated in choice professional development to ensure we are growing each teacher and meeting their professional goals.

Student Highlights

- Our Tiger Buddies started this month. We have paired some of our 6th grade students with our Strive 1 (kindergarten) students with autism to prepare them to successfully join our full kindergarten special area classes. The 6th grade Tiger Buddies are partnered with a kindergarten Strive student to help support them engaging in a modified special area class. Once the Strive 1 student is ready, the student will transition to attending specials with a general education kindergarten class.
- We celebrated our October tiger skill of encouragement at our tiger pride assembly. Our next tiger skill is positive choices.

Partnership Highlights

- Our partners showed up with loads of candy to make our Trunk or Treat event a smashing success. We had a number of community members participate in decorating their car and parents showed up in costume with their students.
- The Osborn Education Foundation Kids Read Program brings guest readers and books to our 3rd graders each month. This month, Nathan Bliss brought the book of reverse poems, *Mirror Mirror* to life through his expressions and interactive reading.
- The Valle Del Sol medical van is on campus Tuesdays from 9am-2pm.

November Events

November 14: City of Phoenix Shade Structure Ribbon Cutting @ 8:30AM

November 21st: Cookies and Conversations with Principal Nickolich @ 8:30AM

November 21st: Turkey Trot 9:30AM and Family Thanksgiving 10:30-11:30AM

November 26: Kids Read @ 7:30AM in the library.

November 22nd: Tiger Pride Assembly-Skill for Positive Choices @ 2:15PM



TO: Governing Board

FROM: Diana Vargas

DATE: October 15, 2024

RE: Business Services update

Accounts Payable

- Business Services processed **371** invoices in the month of September
- September Vendor Payments totaling **\$1,166,279.91**

Payroll

- September Staff Compensation totaling **\$2,508,629.02**
- Total employees – **402**

NIET grant funded teacher performance paid 9/27/24.

Purchasing

- Business Services processed **71** purchase orders in the month of September
- September Vendor Procurements totaling **\$628,624.44**

Revenues

- September direct cash /check Revenues totaling **\$320,014.58**
- September County Treasurer Revenues totaling **\$1,595,367.47**
- Total September venues **\$1,915,382.05**

Upcoming Projects/ Items:

FY24 onsite audit 9/16/24 – 9/20/24



OSBORN SCHOOL DISTRICT #8

1226 W Osborn Rd Phoenix, AZ 85013

Phone: (602) 707-2000 Fax: (602) 707-2040

www.osbornschools.org

November 6, 2024

To: Board President, Members of the Board, Superintendent Dr. Robert

Staffing Update

As of November 6, 2024, we have a total of 6 available positions remaining throughout our entire district. This is largely due to additional positions being added as a result of grant funds and increased student participation in specific programs. We are enthusiastic about closing our remaining openings and meeting the needs of our students and families.

Training

Our Human Resources Team of two is excited to participate in the Arizona School Personnel Administrators Association (ASPAA) annual fall conference from November 19-22nd, 2024. This is a conference where we can choose our own adventure in the professional development space of personnel and then bring back a breadth of knowledge to our individual practices here in Osborn. This will also be the first year that Director Woodland presents. Her presentation is focused on “Leveraging Social Media to Attract Talent” and is in alignment with her role of Professional Development Coordinator for ASPAA.

Please reach out to me if you have questions, comments, or concerns.

Sincerely,
Emerald Woodland

Emerald Woodland

Director of Human Resources

CLARENDON
Elementary School
4th - 6th Grade
1225 W Clarendon Rd
Phoenix, AZ 85013
(602) 707-2200

ENCANTO
Elementary School
PreK - 3rd Grade
1420 W Osborn Rd
Phoenix, AZ 85013
(602) 707-2300

LONGVIEW
Elementary School
PreK - 6th Grade
1209 E Indian School Rd
Phoenix, AZ 85014
(602) 707-2700

MONTECITO
Community School
PreK - 3rd Grade
715 E Montecito Ave
Phoenix, AZ 85014
(602) 707-2500

OSBORN
Middle School
7th-8th Grade
1102 W Highland Ave
Phoenix, AZ 85013
(602) 707-2400

SOLANO
Elementary School
PreK - 6th Grade
1526 W Missouri Ave
Phoenix, AZ 85015
(602) 707-2600






Board Meeting Date: 11-19-24

Focus of Update: Language Acquisition & Bi-Literacy	
Strategic Plan Connection:	Child & Student Success
Update:	<p>In Quarter 1, our Dual Language Spanish teachers engaged in an active learning period focused on enhancing collaborative practices, implementing new report cards, and integrating the Imagine Learning online program to support language development.</p> <p>The emphasis on collaboration between English and Spanish content teachers—whether in partner teacher or single teacher classrooms—has proven effective. This approach reinforces language routines, cognate recognition, and content transfer, allowing students to make connections across languages.</p> <p>Our newly developed Spanish Dual Language report cards assess student proficiency on Common Core standards, as well as progress on World Language standards. Dual Language teachers also built upon their knowledge of the ACTFL (American Council on the Teaching of Foreign Languages) language proficiency pyramid, working to move students from novice to intermediate levels with the goal of reaching advanced proficiency by middle and high school.</p> <p>Additionally, Imagine Learning, an adaptive online program, supports language growth through culturally relevant games, texts, and songs. Each student begins with a placement test, ensuring they start at their optimal learning level. Teachers received initial training videos to launch the program and will participate in an in-person professional development session this month to learn how to use student progress data for targeted small group instruction.</p> <p>Through these new tools and practices, our Dual Language team is continuing to build collective knowledge and improve outcomes for our dual language learners in Quarter 2 and beyond!</p>



Board Meeting Date: 11-19-24

Focus of Update: Preschool Update	
Strategic Plan Connection:	Child & Student Success
Update:	<p>Fall studies are abound in Community Preschool. During the last few weeks the students studied the change of the seasons by exploring the change of the leaves, how the weather changes and even dissected pumpkins to learn more about how they grow. Their next unit of study is Community Helpers and Careers.</p>   




Board Meeting Date: 11-19-24

Focus of Update: 21st Century Community Learning Centers	
Strategic Plan Connection:	Child & Student Success
Update:	<p>Students district wide have been participating in fun and enriching afterschool programs as part of our 21st Century Program. As of November 5th, we have provided 953 students taking part in after school opportunities. A total of 17 students have already made our target goal of 30 days of afterschool attendance!</p> <p>The fall session will come to an end on November 22nd. Winter will start up after we return from Thanksgiving Break. We are very excited to see the progression of our students in afterschool.</p>

Focus of Update: Assessment	
Strategic Plan Connection:	Child & Student Success
Update:	<p>Over the summer, a team of teacher leaders engaged in curriculum work to identify priority standards aimed at maximizing mastery of key grade-level learning targets. In alignment with these updates, the Teaching and Learning Team revamped our district-wide ELA assessments to reflect the new curriculum guides. The updated assessments have been a great success! Participation rates are nearly 100%, and teacher teams are energized by the relevant, real-time data to inform their instructional planning.</p> <p>Take a look at the sample below from the Grade 2, Unit 3 ELA End-of-Unit Assessment. The rigor of this particular question is on the higher end for 2nd graders, yet 74% of Osborn students answered it correctly. Great job, 2nd graders!</p>



Board Meeting Date: 11-19-24

	<p>Question Q8</p> <p> Multiple Choice 1 Standard</p> <p>Read paragraph 3. What is it mostly about?</p> <p>These frogs can be different colors. Some are brown and gray. Others are yellow and green. They are tiny, and they move very quickly. They can hop and jump. They can even scamper on their tiny feet! Since they move so fast, they are very hard to catch.</p> <p>Paragraph 3--</p> <p><input checked="" type="radio"/> A. tells about the frog</p> <hr/> <p><input type="radio"/> B. tells where the frog lives</p> <hr/> <p><input type="radio"/> C. tells about the author</p>
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Focus of Update: Student Services	
Strategic Plan Connection:	Leadership
Update:	<p>The Student Services Department is excited to share all of the work we have been doing with Solano's STRIVE program for students on the Autism Spectrum, or students who are in need of a specialized classroom focusing on communication, structures, and executive functioning in a visuals-based environment. When we started the year, we had three classrooms, and due to the high number of students who have joined us, we are now up to four classrooms. That meant hiring and training for our staff so they could provide the best experience for students.</p> <p>With the help of Solano's Principal, Theresa Nickolich, and our School Psychologist, Kathy Komzelman, along with our District Office Team (Kelsey Ryan - Master Teacher, Jessica Bailey - IEPs and Compliance and Director Sarah Boyle) we have worked for about two months to ensure the classrooms were fully staffed with teachers and paraprofessionals. This growth also meant the staff needed targeted support and training so in the week right before Fall Break, Dr. Boyle conducted a training with the teachers focused on working with students with Autism. In addition, the paraprofessionals received a 2-day training for 2 hours each day on working with students not only on the Autism</p>



Board Meeting Date: 11-19-24

	<p>Spectrum, but any student with special needs. Kelsey also spent considerable time at Solano delivering on-the-spot training for the STAR curriculum.</p> <p>Through all of the work Solano and the Student Services team has done these past couple of months, we are seeing happier more engaged students, teachers with manageable caseloads, and improved communication among the team.</p>
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TO: Governing Board
FROM: Sam Garcia
DATE: Nov. 12, 2024
RE: MAINTENANCE / TRANSPORTATION UPDATE

Listed below are items that have been attended to during the past month.

District Office:

- has 3 open work orders and 3 completed for Sept.30th - Oct.31st .

Solano

- has 23 open work orders and 43 completed for Sept.30th - Oct.31st .

OMS

- has 7 open work orders and 17 completed for Sept.30th - Oct.31st .

Clarendon

- has 27 open work orders and 12 completed for Sept.30th - Oct.31st .

Encanto

- has 12 open work orders and 34 completed for Sept.30th - Oct.31st .

Longview

- has 20 open work orders and 32 completed for Sept.30th - Oct.31st .

Montecito

- has 21 open work orders and 21 completed for Sept.30th - Oct.31st .

Transportation:

The drivers and attendants are out at schools after their morning routes, daily to support campus needs.

Perfect Attendance Sept. - Oct. 2024

Sam Garcia, Maria Aguilar, Annette Martinez, Jose Murillo, Fatima Brown, Cheryl Gillaliand, Bruce Eddings, Lida Gonzalez, Debbie Murillo

Sam Garcia
Director of Maintenance and Transportation



Technology Department Report

November 2024 - Jamal Dana

- Public Hearing - Compliance:** An annual public hearing is mandated by the USAC FCC to keep parents and community aware of our student Internet safety. Osborn School District is HIPPA, FERPA, CIPA compliant. The technology department has implemented more than one system that can encrypt, monitor, analyze student data along with generating a rapid response system when needed. All admins, behavioral interventionists, social workers, psychologists are always ready to support our students. Our systems will also block any attacks from outsiders and prevent our staff and students from accessing inappropriate searches, sites, videos or images. Our mission is to protect our students and ensure their well-being with these most proactive tools in digital student safety. Knowing the discipline & behavior needs of our students, the IT Department is constantly supporting, monitoring and enhancing its systems. We are constantly looking for the best and latest solutions for our students.
- Helpdesk Services:** In October we had a total of 353 tickets for the month of September we had 429 tickets. The average response time for our tickets was 1.71 hours for September and 0.80 for October.
- Internet line:** Cox is still working on installing a new 18,000 feet street fiber line. Currently, we are on a secondary circuit until they run the new line. Estimated to be ready by the end of November. The estimated time of finishing the project is November 15th. The internet is stable now.
- Network Power Supplies:** We have programmed all our new power supplies (40 units to send us email if the power went out or if there are any issues with the units.
- Patch Management:** We are using our new patch manager and patch over 150 laptops.
- Servers:** We are planning on purchasing a couple new servers to replace existing critical servers for another five years. We are also looking into a new storage system replacing our five years old unit.
- RFP:** Preparing an RFP for marquees.
- E-rate Update:** A new RFP for our telecommunication services will be issued in the next few weeks.

End of Technology Report

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – VII-B

Agenda Item

Suspension Report for month of October

For Board: Action Discussion Information

Background –

Following you will find the Suspension Report for October 2024.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Update and information only

Moved _____ Seconded _____ P/F

Suspensions: October 2024					
Date	School	Grade	Violation	Response	Reassigned Days
10/1/2024	Osborn Middle School	7	Aggression: Fighting	Out-of-School Suspension	2
10/1/2024	Osborn Middle School	7	Aggression: Fighting	Out-of-School Suspension	3
10/3/2024	Encanto Elementary	2	Aggression: Disorderly Conduct	Out-of-School Suspension	1
10/3/2024	Encanto Elementary	2	Aggression: Disorderly Conduct	Out-of-School Suspension	1
10/4/2024	Osborn Middle School	8	Aggression: Fighting	Out-of-School Suspension	2
10/14/2024	Clarendon Elementary	6	Other Violations of School Policies: Defiance or Disrespect	In-School Suspension	1
10/15/2024	Osborn Middle School	7	Aggression: Fighting	Out-of-School Suspension	1
10/15/2024	Longview Elementary	6	Other Violations of School Policies: Language, Inappropriate	In-School Suspension	1
10/15/2024	Osborn Middle School	8	Aggression: Disorderly Conduct	Out-of-School Suspension	1
10/15/2024	Osborn Middle School	8	Aggression: Disorderly Conduct	In-School Suspension	1
10/16/2024	Osborn Middle School	8	Harassment, Threat and Intimidation: Threat or Intimidation	In-School Suspension	1
10/16/2024	Osborn Middle School	8	Harassment, Threat and Intimidation: Threat or Intimidation	Out-of-School Suspension	3
10/16/2024	Osborn Middle School	7	Aggression: Disorderly Conduct	In-School Suspension	1
10/16/2024	Osborn Middle School	7	Alcohol Tobacco and Other Drugs: Drug Violation	Out-of-School Suspension	2
10/16/2024	Osborn Middle School	7	Alcohol Tobacco and Other Drugs: Drug Violation	In-School Suspension	1
10/16/2024	Osborn Middle School	8	Other Violations of School Policies: Defiance or Disrespect	Out-of-School Suspension	3
10/16/2024	Osborn Middle School	8	Other Violations of School Policies: Defiance or Disrespect	In-School Suspension	1
10/16/2024	Solano Elementary	4	Aggression: Fighting	Out-of-School Suspension	2
10/16/2024	Solano Elementary	4	Aggression: Fighting	Out-of-School Suspension	2
10/16/2024	Solano Elementary	3	Aggression: Fighting	Out-of-School Suspension	2
10/17/2024	Solano Elementary	4	Aggression: Assault	Out-of-School Suspension	2
10/21/2024	Osborn Middle School	8	Aggression: Disorderly Conduct	In-School Suspension	2
10/22/2024	Longview Elementary	2	Aggression: Minor Aggressive Act	Out-of-School Suspension	1
10/22/2024	Osborn Middle School	7	Alcohol Tobacco and Other Drugs: Drug Violation	Out-of-School Suspension	3
10/22/2024	Osborn Middle School	7	Aggression: Fighting	Out-of-School Suspension	5
10/22/2024	Osborn Middle School	7	Alcohol Tobacco and Other Drugs: Drug Violation	Out-of-School Suspension	3
10/22/2024	Osborn Middle School	7	Aggression: Fighting	Out-of-School Suspension	5
10/22/2024	Solano Elementary	4	Aggression: Assault	Out-of-School Suspension	2
10/22/2024	Solano Elementary	6	Aggression: Assault	Out-of-School Suspension	2
10/23/2024	Longview Elementary	6	Aggression: Minor Aggressive Act	Out-of-School Suspension	1
10/23/2024	Longview Elementary	6	Aggression: Minor Aggressive Act	Out-of-School Suspension	1
10/23/2024	Solano Elementary	2	Aggression: Fighting	Out-of-School Suspension	2
10/23/2024	Solano Elementary	2	Aggression: Fighting	Out-of-School Suspension	2
10/24/2024	Osborn Middle School	8	Sexual Offenses: Harassment, Sexual	In-School Suspension	2

10/24/2024	Solano Elementary	6	Aggression: Assault	Out-of-School Suspension	2
10/24/2024	Osborn Middle School	8	Sexual Offenses: Harassment, Sexual	Out-of-School Suspension	2
10/24/2024	Osborn Middle School	8	Sexual Offenses: Harassment, Sexual	In-School Suspension	1
10/24/2024	Osborn Middle School	8	Sexual Offenses: Harassment, Sexual	In-School Suspension	1
10/25/2024	Osborn Middle School	7	Sexual Offenses: Harassment, Sexual	Out-of-School Suspension	2
10/25/2024	Osborn Middle School	8	Other Violations of School Policies: Defiance or Disrespect	Out-of-School Suspension	1
10/28/2024	Osborn Middle School	7	Sexual Offenses: Harassment, Sexual	In-School Suspension	1
10/28/2024	Osborn Middle School	7	Sexual Offenses: Harassment, Sexual	In-School Suspension	1
10/28/2024	Solano Elementary	6	Aggression: Assault	Out-of-School Suspension	5
10/28/2024	Encanto Elementary	KG	Aggression: Minor Aggressive Act	In-School Suspension	1
10/29/2024	Solano Elementary	6	Other Violations of School Policies: Defiance or Disrespect	Out-of-School Suspension	3
10/29/2024	Solano Elementary	3	Aggression: Assault	Out-of-School Suspension	2
10/30/2024	Clarendon Elementary	5	Aggression: Fighting	Out-of-School Suspension	2
10/30/2024	Clarendon Elementary	6	Aggression: Fighting	Out-of-School Suspension	2
10/31/2024	Osborn Middle School	8	Other Violations of School Policies	In-School Suspension	1
10/31/2024	Osborn Middle School	8	Other Violations of School Policies	In-School Suspension	1

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – VII-C

Agenda Item

Student Absence Report for month of October

For Board: Action Discussion Information

Background –

School	% Attendance Jan. 24	% Absence	% Attendance Feb. 24	% Absence	% Attendance Mar. 24	% Absence	% Attendance Apr. 24	% Absence	% Attendance May 24	% Absence
Clarendon										
Encanto										
Longview										
OMS										
Solano										
MCS										

School	% Attendance Aug. 23	% Absence	% Attendance Sept. 23	% Absence	% Attendance Oct. 23	% Absence	% Attendance Nov. 23	% Absence	% Attendance Dec. 23	% Absence
Clarendon	92.42%	7.58%	90.28%	9.72%	88.31%	11.69%				
Encanto	93.03%	6.97%	91.25%	8.75%	89.25%	10.75%				
Longview	93.17%	6.83%	91.65%	8.35%	90.31%	9.69%				
OMS	91.41%	8.59%	93.23%	6.77%	87.57%	12.43%				
Solano	90.63%	9.37%	88.69%	11.31%	88.61%	11.39%				
MCS	94.95%	5.05%	95.79%	4.21%	93.86%	6.14%				

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Approval of the student absence report as presented.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number – VII-D

Agenda Item

Substitute Teacher Report for the month of October

For Board: Action Discussion Information

Background –

The attached reports reflect a breakdown of substitutes needed due to absences, the percentage of vacancies filled per day and the reasons for those absences.

Legal

Financial

Governing Board Goals



- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

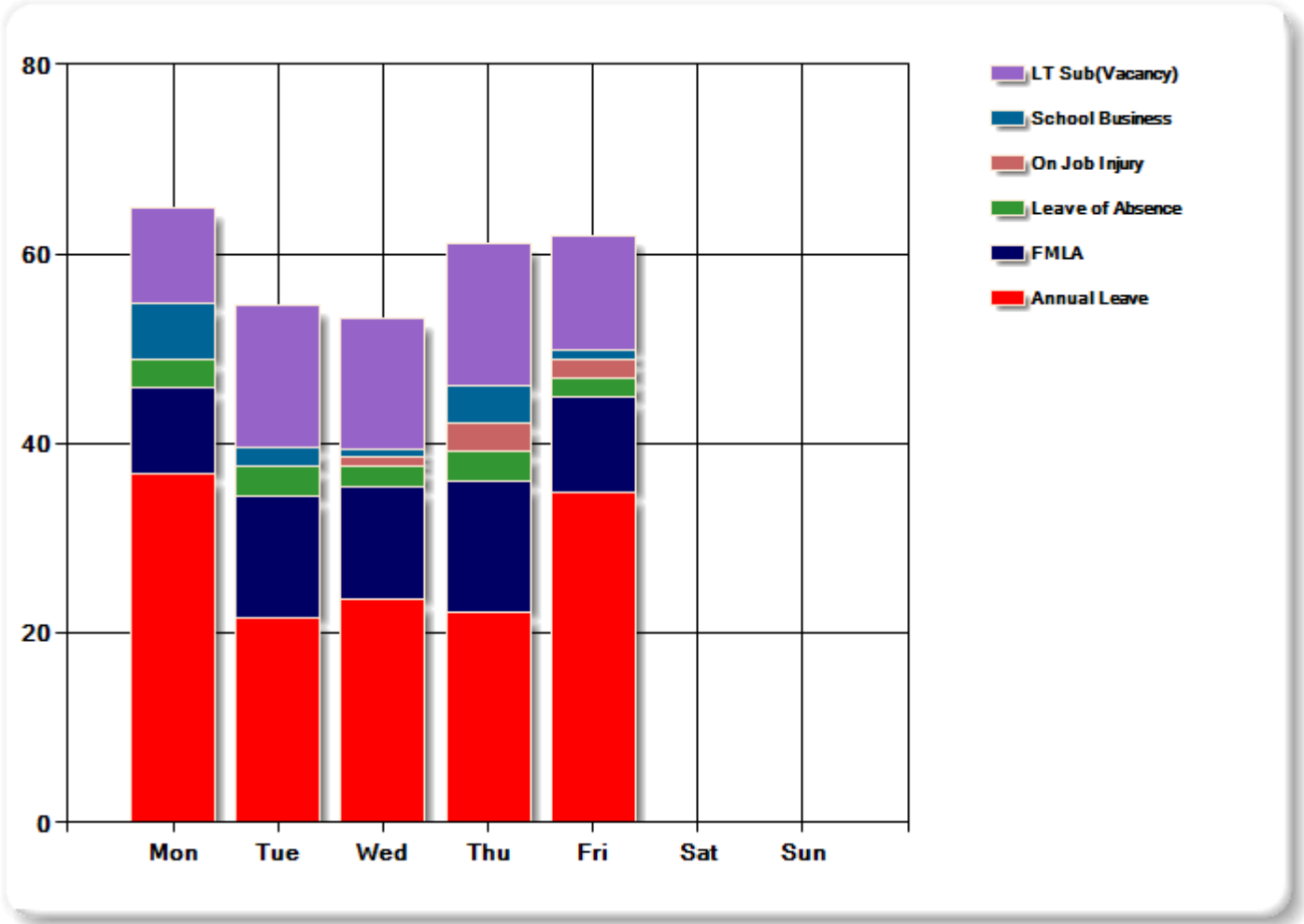
Recommendation

For information only.

Moved _____ Seconded _____ P/F

Day of Week Absence Analysis [Return to Report Menu](#)

Start Date: 10/01/2024 
End Date: 10/31/2024 
Type: Absences/Vacancies ▾
 Employee:
 ▾
 Vacancy Profile: View All
 ▾
 School(s): View All
 ▾
 Employee Types : View All
 ▾



Absence Reasons	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Annual Leave	36.8	21.5	23.5	22.1	34.9	0	0	138.8
FMLA	9	13	12	14	10	0	0	58
Leave of Absence	3	3	2	3	2	0	0	13
On Job Injury	0	0	1	3	2	0	0	6
School Business	6	2	0.8	4	1	0	0	13.8
Totals	54.8	39.5	39.3	46.1	49.9	0	0	229.6
Vacancy Reasons	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
LT Sub(Vacancy)	10	15	13.9	15	12	0	0	65.9
Totals	10	15	13.9	15	12	0	0	65.9

Absence Monthly Summary [Return to Report Menu](#)

School(s):

 Employee

Types:
 Type:

October 2024							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
29	30	1	2	3	4	5	
		Total Absences/Vacancies: 17	Total Absences/Vacancies: 16	Total Absences/Vacancies: 16	Total Absences/Vacancies: 16	Total Absences/Vacancies: 18	
		Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 1	
		Fill Needed: 17	Fill Needed: 16	Fill Needed: 16	Fill Needed: 16	Fill Needed: 17	
		Filled: 10	Filled: 11	Filled: 9	Filled: 9	Filled: 10	
		UnFilled: 0	UnFilled: 0	UnFilled: 2	UnFilled: 2	UnFilled: 1	
		Held: 7	Held: 5	Held: 5	Held: 5	Held: 6	
		Fill Rate: 58%	Fill Rate: 68%	Fill Rate: 56%	Fill Rate: 56%	Fill Rate: 58%	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
	Total Absences/Vacancies: 20	Total Absences/Vacancies: 16	Total Absences/Vacancies: 18	Total Absences/Vacancies: 18	Total Absences/Vacancies: 18	Total Absences/Vacancies: 28	
	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 1	Fill NOT Needed: 1	Fill NOT Needed: 0	
	Fill Needed: 20	Fill Needed: 16	Fill Needed: 18	Fill Needed: 17	Fill Needed: 17	Fill Needed: 28	
	Filled: 12	Filled: 8	Filled: 11	Filled: 6	Filled: 6	Filled: 9	
	UnFilled: 1	UnFilled: 2	UnFilled: 0	UnFilled: 1	UnFilled: 1	UnFilled: 3	
	Held: 7	Held: 6	Held: 7	Held: 10	Held: 10	Held: 16	
	Fill Rate: 60%	Fill Rate: 50%	Fill Rate: 61%	Fill Rate: 35%	Fill Rate: 35%	Fill Rate: 32%	
20	21	22	23	24	25	26	
	Total Absences/Vacancies: 21	Total Absences/Vacancies: 9	Total Absences/Vacancies: 14	Total Absences/Vacancies: 13	Total Absences/Vacancies: 13	Total Absences/Vacancies: 18	
	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 1	
	Fill Needed: 21	Fill Needed: 9	Fill Needed: 14	Fill Needed: 13	Fill Needed: 13	Fill Needed: 17	
	Filled: 11	Filled: 8	Filled: 8	Filled: 7	Filled: 7	Filled: 6	
	UnFilled: 1	UnFilled: 0	UnFilled: 1	UnFilled: 0	UnFilled: 0	UnFilled: 0	
	Held: 9	Held: 1	Held: 5	Held: 6	Held: 6	Held: 11	
	Fill Rate: 52%	Fill Rate: 88%	Fill Rate: 57%	Fill Rate: 53%	Fill Rate: 53%	Fill Rate: 35%	
27	28	29	30	31	1	2	
	Total Absences/Vacancies: 25	Total Absences/Vacancies: 13	Total Absences/Vacancies: 14	Total Absences/Vacancies: 16	Total Absences/Vacancies: 16	Total Absences/Vacancies: 16	
	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	Fill NOT Needed: 0	
	Fill Needed: 25	Fill Needed: 13	Fill Needed: 14	Fill Needed: 16	Fill Needed: 16	Fill Needed: 16	
	Filled: 7	Filled: 7	Filled: 9	Filled: 7	Filled: 7	Filled: 7	
	UnFilled: 5	UnFilled: 1	UnFilled: 0	UnFilled: 0	UnFilled: 0	UnFilled: 0	
	Held: 13	Held: 5	Held: 5	Held: 9	Held: 9	Held: 9	
	Fill Rate: 28%	Fill Rate: 53%	Fill Rate: 64%	Fill Rate: 43%	Fill Rate: 43%	Fill Rate: 43%	

	Total Absences/Vacancies	Fill NOT Needed	Fill Needed	Filled	UnFilled	Held	Fill Rate
October 1-5	67	1	66	40	3	23	61%
October 6-12	0	0	0	0	0	0	0%
October 13-19	100	1	99	46	7	46	46%
October 20-26	75	1	74	40	2	32	54%
October 27-31	68	0	68	30	6	32	44%
Month	310	3	307	156	18	133	51%

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number – VII-E

Agenda Item

Enrollment Report

For Board: Action Discussion Information

Background –

Below is the Enrollment Report for October 2023 for schools and special education self-contained programs in comparison to 2024.

School	Enrollment Nov. 7, 2023	Enrollment Nov. 8, 2024	Difference
Clarendon	389	419	+30
Encanto	589	568	-21
Longview	419	451	+32
Montecito	42	77	+35
Osborn Middle	432	413	-19
Solano	381	402	+21
Special Ed.*	23	28	+5
Preschool	66	86	+20
SEAS	7	5	-2
Total	2348	2449	+101

Average Daily Membership

	2023-24 100 th day ADM	2024-25 100 th day ADM	Difference
Total	2185.432	2237.1894	+51.7574

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

For Information

Moved _____ Seconded _____ P/F

**OSBORN SCHOOL DISTRICT
ENROLLMENT DATA FOR: November 8th, 2024**

ENCANTO		CLARENDON	
Kindergarten		Grade 4	
Caraballo, Neudysmar	24	Aken, Ann D/L	29
Chavez, Cristina D/L	23	Butier, Lindsey	31
Davey, Jenny DL	23	Colledge, Abbey	28
Kleinz, Kelly	23	Corrales, Lorena	30
Lizarraga, Mackenzie D/L	25	Marshall, Nolan	31
Murray, Nikki	22		
TOTAL KINDERGARTEN	140	TOTAL GRADE 4	149
Grade 1		Grade 5	
Dewey, Allison	21	Etsitty, Alyscia	25
Goetter, Ashley DL	24	Hernandez, Mayra D/L	25
Guillen, Adriana DL	21	Kahl, Kayce D/L	26
Gully, Emma DI	25	Meza, Jorge	28
Klanke, Liana	24	Staron, Jennifer	26
Sanchez, Nayeli D/L	26		
TOTAL GRADE 1	141	TOTAL GRADE 5	130
Grade 2		Grade 6	
Centeno, Miguel DL	25	Arebalo, Cynthia	29
Hoffman, Katerina	23	Bedonie, Brianna	30
Parker, Alex DL	23	Gonzalez Tena, Stephanie	26
Pavlisick, Kimberly D/L	26	Terriciano, Molly DL	25
Stubbs, Juanita	24	Villarreal, Frank	30
Vargas, Luis	24		
TOTAL GRADE 2	145	TOTAL GRADE 6	140
Grade 3			
Bejarano, Vanessa	24		
Callisen, Kristen DL	25		
Hernandez, Matthew	24		
Lopez Moreno, Cindy DL	24		
Palma, Vanessa	21		
Wilhelmy, Daniel	24		
TOTAL GRADE 3	142		
SPED			
Lawrence, Avianna	6		
McHale, Meghan (RISE)	14		
TOTAL SPED	20		
		CLARENDON TOTAL	432
ENCANTO TOTAL	588		

**OSBORN SCHOOL DISTRICT
ENROLLMENT DATA FOR: November 8th, 2024**

LONGVIEW		Montecito (KG-3rd)	
Kindergarten		Kindergarten	
Crompton, Carrie (KG)	23	Garcia, itzel	7
Herrera Silva, Brian	23	Obrachta, Tere	8
Sanchez, Alexys	26	TBD1, TBD1	8
TOTAL KINDERGARTEN	72	Wright, Rosa	7
Grade 1		TOTAL KINDERGARTEN	
Elias Ulloa, Rosaisela D/L	26	30	
La O Garcia, Tara	27	Grade 1	
TOTAL GRADE 1	53	Morales Ruano, Jess	9
Grade 2		Roberts, Katrina	4
Berkich, Elizabeth	26	TOTAL GRADE 1	
Green, Maria D/L	28	13	
Jorgenson, Julie	26	Grade 2	
TOTAL GRADE 2	80	Roberts, Katerina	5
Grade 3		Morales Ruano, Jess	13
Sarmiento, Erika	30	TOTAL GRADE 2	
Sauter, Jessica	31	18	
TOTAL GRADE 3	61	Grade 3	
Grade 4		Bailon Coca, Francisco	2
Hurtado Diaz, Nidia	31	Morales Ruano, Jess	4
Villan Morales, Elisa	31	TOTAL GRADE 3	
TOTAL GRADE 4	62	6	
Grade 5		Grade 4	
Hernandez, Dani D/L	30	Bailon Coca, Francisco	6
Wright, Sammi	29	TOTAL GRADE 4	
TOTAL GRADE 5	59	6	
Grade 6		Grade 5	
Hendricks, Brian	32	Bailon Coca, Francisco	4
Herrera Silva, Luis	32	TOTAL GRADE 5	
TOTAL GRADE 6	64	4	
Special Needs-Self Contained Cross Cat		TOTAL PRESCHOOL	
Regis, Maria	12	77	
Scilley, Theresa	4	MONTECITO TOTAL	
TOTAL SPED	16		
SPED Preschool			
Osborn, Christina	13		
TOTAL PRE-SCHOOL	13		
LONGVIEW TOTAL	480		

**OSBORN SCHOOL DISTRICT
ENROLLMENT DATA FOR: November 8th, 2024**

SOLANO		OMS	
Kindergarten		Grade 7	
Gerrard, Desiree	15	Adams, Kyle	25
Hasenstab, Stephanie	24	Georges, Julia	17
Shillito, Alexandra	26	Gomez, Vincent	24
		Heath, Liza	2
TOTAL KINDERGARTEN	65	Hess, James	26
Grade 1		Ladeira, Richard	23
Formanek, John	27	Quezada, Paula	24
Gerrard, Desiree	7	Smith, Dashaminique	25
Sandoval, Guadalupe	21	Trainor, Randy	5
		Urrutia, Beatriz	13
TOTAL GRADE 1	55	Wharton, Patricia	11
Grade 2			
Copelly, Rosalba D/L	30		
Dunn, Kylie	31		
		TOTAL GRADE 7	195
TOTAL GRADE 2	61	Grade 8	
Grade 3		Ahl, Allison	2
Fuentes, Mildred	29	Frederick, Mack	32
Perez, Katarina	28	Georges, Julia	12
		Gerstner, Doug	32
		Guzman, Jose	32
TOTAL GRADE 3	57	Heath, Liza	32
Grade 4		Kingsland, Mitchell	9
Campbell, Amelia	27	Lindberg, Karen	20
Schrey, Kaitlyn	28	McKay, Caitlyn	25
		Stachel, Allison	22
TOTAL GRADE 4	55		
Grade 5			
Chacon, Gabriel	27		
Sapiro, Denise	27		
TOTAL GRADE 5	54	TOTAL GRADE 8	218
Grade 6		Special Education-Self Contained Cross Cat.	
Chhim, Soki	29	Cooper, Cody	5
Thompson-Hunter, Angela	26	Parker, Sam	7
		TOTAL SPECIAL CLASSES	12
		OMS TOTAL	425
TOTAL GRADE 6	55		
Special Education-Cross Cat		DISTRICT TOTAL:	2449
Linton, Teola	9		
Lorgrono, Renalyn	6		
Redick, Annmarie	8		
TBD1, TBD1	7		
TOTAL SPECIAL CLASSES	30		
SPED - PS			
Ellison, Brianna	15		
TOTAL PRESCHOOL	15		
SOLANO TOTAL	447		

ENROLLMENT BY GRADE AS OF: November 8th, 2024

Grade	Encanto	Clarendon	Longview	Montecito	OMS	Solano	TOTAL
K	140		72	30		65	307
1	141		53	13		55	262
2	145		80	18		61	304
3	142		61	6		57	266
4		149	62	6		55	272
5		130	59	4		54	247
6		140	64			55	259
7					195		195
8					218		218
SpEd.	20	13	16		12	30	91
Presch.			13			15	28
							0
CURRENT MONTH'S TOTALS	588	432	480	77	425	447	2449
Totals	580	418	473	81	423	446	2421
Change	8	14	7	-4	2	1	28

Attendance - Multiple Year Comparison Chart

Attendance - Multiple Year Comparison Chart

Year	Sept. '21	Sept. '22	Sept. '23	Sept '24	Encanto	Oct. '21	Oct. '22	Oct. '23	Oct. '24	Encanto	Nov '20	Nov '21	Nov'22	Nov '23	Encanto	Dec. '20	Dec. '21	Dec '22	Dec '23	Encanto	Jan. '22	Jan. '22	Jan. '23	Jan. '24
Encanto	168	148	138	137	K	168	147	140	140	K	154	162	144	141	K	152	164	146	137	K	162	145	145	147
1	149	161	147	141	1	148	158	145	141	1	153	149	157	146	1	154	148	156	144	1	149	154	158	143
2	145	152	157	148	2	148	155	156	145	2	149	147	152	155	2	147	148	149	155	2	147	150	150	156
3	131	142	148	138	3	129	142	148	142	3	140	124	143	152	3	140	127	142	149	3	124	142	154	149
TO	593	603	590	564	TOTAL	593	602	589	568	TOTAL	596	582	596	594	TOTAL	593	587	593	585	TOTAL	582	591	607	595
Clarendon	104	136	135	146	4	109	136	133	149	4	143	107	133	134	4	141	102	131	134	4	107	132	134	131
5	122	108	136	128	5	119	108	138	130	5	123	114	108	139	5	123	112	108	136	5	114	105	107	139
6	102	120	118	136	6	103	121	118	140	6	134	101	118	113	6	131	100	119	113	6	101	119	124	114
TO	328	364	389	410	TOTAL	331	365	389	419	TOTAL	400	322	359	386	TOTAL	395	314	358	383	TOTAL	322	356	365	384
Longview	57	57	48	72	K	62	58	48	72	K	62	55	56	45	K	62	54	55	45	K	55	56	56	47
1	46	56	69	52	1	58	50	69	53	1	74	57	48	70	1	75	59	49	70	1	57	48	47	68
2	68	63	48	83	2	71	65	47	80	2	70	67	70	49	2	70	66	69	48	2	67	69	67	49
3	59	67	49	61	3	64	64	59	61	3	68	59	65	57	3	70	61	62	56	3	59	66	63	56
4	56	66	65	62	4	55	65	66	62	4	73	56	63	67	4	72	58	62	66	4	56	65	60	67
5	59	73	68	60	5	60	55	69	59	5	64	58	55	67	5	64	58	54	67	5	58	55	54	65
6	54	40	62	63	6	53	64	61	64	6	55	49	65	62	6	55	48	63	63	6	49	63	65	63
TO	399	422	409	453	TOTAL	423	421	419	451	TOTAL	466	401	422	417	TOTAL	468	404	414	415	TOTAL	401	422	412	415
Montecito	1	9	9	31	K	4	15	9	30	K	0	5	15	9	K	1	5	15	9	K	5	13	13	9
1	1	2	13	16	1	1	8	13	13	1	2	1	8	13	1	2	2	8	13	1	1	9	9	13
2	1	1	7	18	2	1	5	7	18	2	3	1	5	6	2	3	1	5	6	2	1	4	4	6
3	4	2	2	6	3	4	2	3	6	3	2	4	2	3	3	2	3	2	3	3	4	2	2	3
4	1	3		6	4	1	3	6	6	4	1	1	3		4	1	1	3	0	4	1	2	2	0
5	0	1		4	5	0	1	4	4	5	7	0	1		5	6	0	1	0	5	0	1	1	0
6	6	3		6	6	5	3	0		6	0	5	3		6	0	5	3	0	6	5	2	2	0
TO	14	21	31	81	TOTAL	16	37	42	77	TOTAL	15	17	37	31	TOTAL	15	17	37	31	TOTAL	17	33	33	31
OMS	249	224	220	196	7	250	227	218	195	7	277	246	224	225	7	265	247	221	185	7	246	208	211	224
8	281	252	213	222	8	282	262	214	218	8	298	273	259	214	8	299	269	255	184	8	273	242	242	223
TO	530	476	433	418	TOTAL	532	489	432	413	TOTAL	575	519	483	439	TOTAL	564	516	476	369	TOTAL	519	450	453	447
Solano	71	59	66	67	K	73	63	69	65	K	62	74	64	62	K	60	70	65	60	K	74	60	61	63
1	67	61	58	57	1	67	62	59	55	1	58	66	56	56	1	60	65	56	57	1	66	56	57	55
2	71	61	64	60	2	69	61	62	61	2	63	72	63	59	2	61	71	62	59	2	72	62	62	57
3	60	67	50	61	3	64	67	51	57	3	51	62	65	53	3	50	56	65	50	3	62	62	59	51
4	49	49	51	57	4	50	51	53	55	4	80	52	54	58	4	76	50	54	56	4	52	53	50	56
5	59	50	41	50	5	63	52	39	54	5	72	57	53	42	5	71	56	52	39	5	57	50	47	37
6	53	50	48	52	6	57	48	48	55	6	59	59	50	48	6	57	60	48	47	6	59	46	48	43
TO	430	397	378	404	TOTAL	443	404	381	402	TOTAL	445	442	405	378	TOTAL	435	428	402	368	TOTAL	442	389	384	362
iSchool	13	0				16	0				12	0			K	14	0			K	12	0	0	
1	27	5				27	5				19	5			1	24	6			1	19	6	7	
2	24	8				23	8				21	7			2	24	6			2	21	6	7	
3	34	10				30	11				29	11			3	28	10			3	29	10	11	
4	31	9				26	9				25	10			4	28	11			4	25	12	10	
5	31	18				29	17				28	18			5	28	18			5	28	18	18	
6	40	14				42	13				42	13			6	44	13			6	42	12	13	
Tot	200	64				193	63				176	64				190	64			TOTAL	176	64	66	
SEAS								7	5				5						7					8
Pre-Sch.	20	20	20	23	Pre-Sch.	19	21	23	28	Pre-Sch.	35	27	24	29	Pre-Sch.	36	32	24	32	Pre-Sch.	27	22	25	36
Spec. Ed.	48	58	58	68	Spec. Ed.	69	53	66	86	Spec. Ed.	86	70	68	70	Spec. Ed.	86	69	68	73	Spec. Ed.	70	66	64	69

Feb. '21	Feb. '22	Feb. '23	Feb. '24	Mar. '21	Mar. '22	Mar. '23	Mar. '24	Encanto	Apr. '21	Apr. '22	Apr. '23	Apr. '24	Encanto	May '21	May '22	May '23	May '24	Encanto	Year End	Year End '21	Year End '22	Year End '24
150	164	145	144	149	163	148	141	K	108	165	147	144	K	108	165	146	143	K			165	143
152	148	158	143	155	149	156	144	1	102	149	156	143	1	103	149	156	142	1			149	142
146	148	150	153	147	149	150	151	2	95	152	150	151	2	97	154	152	153	2			154	153
140	127	154	149	137	129	146	148	3	83	132	146	148	3	83	130	146	150	3			130	150
588	587	607	589	588	590	600	584	TOTAL	388	598	599	586	TOTAL	391	598	600	588	TOTAL			598	588

Clarendon								Clarendon								Clarendon							
140	102	134	132	142	102	133	128	4	97	106	133	129	4	95	104	132	129	4			104	129	
120	112	107	138	122	109	110	136	5	65	111	109	134	5	65	112	108	134	5			112	134	
131	100	124	117	133	100	126	115	6	84	100	126	114	6	83	100	124	113	6			100	113	
391	314	365	387	397	311	369	379	TOTAL	246	317	368	377	TOTAL	243	316	364	376	TOTAL			316	376	

Longview								Longview								Longview							
61	54	56	48	55	51	55	47	K	39	51	54	47	K	40	50	54	47	K			50	47	
75	59	47	70	67	60	52	71	1	47	58	52	72	1	48	56	52	71	1			56	71	
71	66	67	50	71	66	66	49	2	40	67	66	51	2	40	66	69	51	2			66	51	
71	61	63	56	61	60	63	56	3	32	60	64	55	3	33	59	64	55	3			59	55	
71	58	60	68	69	57	61	67	4	46	57	61	67	4	45	55	64	68	4			55	68	
65	58	54	64	60	59	55	65	5	41	60	56	67	5	40	59	58	67	5			59	67	
54	48	65	63	52	48	64	62	6	37	48	63	61	6	37	48	61	63	6			48	63	
468	404	412	419	435	401	416	417	TOTAL	282	401	416	420	TOTAL	283	393	422	422	TOTAL			393	422	

Montecito								Montecito								Montecito							
0	5	13	9	0	6	13	9	K	0	6	13	9	K	0	5	13	9	K			5	9	
1	2	9	13	1	2	8	13	1	1	2	9	13	1	1	2	9	13	1			2	13	
3	1	4	6	3	1	4	6	2	3	0	4	6	2	3	1	4	6	2			1	6	
2	3	2	3	2	4	1	3	3	1	4	1	3	3	1	5	1	3	3			5	3	
0	1	2	0	0	1	1		4	0	1	1		4	0	1	1		4			1		
6	0	1	0	6	1	0		5	6	2	1		5	6	2	1		5			2		
3	5	2	0	3	5	2		6	2	4	2		6	2	4	2		6			4		
15	17	33	31	15	20	29	31	TOTAL	13	19	31	31	TOTAL	13	20	31	31	TOTAL			20	31	

OMS								OMS								OMS							
265	247	211	223	264	250	228	217	7	150	250	225	219	7	145	242	228	218	7			242	218	
302	269	242	223	305	266	258	223	8	172	268	258	223	8	160	266	254	224	8			266	224	
567	516	453	446	569	516	486	440	TOTAL	322	518	483	442	TOTAL	305	508	482	442	TOTAL			508	442	

Solano								Solano								Solano							
60	70	61	61	58	70	61	62	K	45	70	59	58	K	44	70	58	59	K			70	59	
61	65	57	51	61	65	60	54	1	43	66	61	55	1	48	61	61	53	1			61	53	
60	71	62	58	57	69	63	58	2	41	69	62	55	2	43	65	62	54	2			65	54	
50	56	59	49	51	55	57	48	3	33	55	57	48	3	36	53	56	47	3			53	47	
76	50	50	56	76	51	51	57	4	43	54	51	55	4	40	54	49	52	4			54	52	
72	56	47	37	71	57	45	41	5	46	56	46	42	5	44	58	47	42	5			58	42	
59	60	48	41	59	61	48	44	6	32	61	49	45	6	33	61	48	44	6			61	44	
438	428	384	353	433	428	385	364	TOTAL	283	431	385	358	TOTAL	288	422	381	351	TOTAL			422	351	

iSchool								iSchool								iSchool							
	14	0			16	0		K	78	15	0		K	78	14	0		K			14		
	24	7			23	7		1	101	23	7		1	98	21	7		1			21		
	24	7			24	7		2	95	26	7		2	93	21	7		2			21		
	28	11			27	11		3	103	28	11		3	103	24	11		3			24		
	28	10			29	10		4	97	26	10		4	96	28	10		4			28		
	28	18			27	17		5	105	27	17		5	107	26	17		5			26		
	44	13			43	13		6	93	41	13		6	90	41	13		6			41		
									115					121									
	190	66			189	65		TOTAL	916	186	65		TOTAL	926	175	65		TOTAL			175		

SEAS								SEAS								SEAS							
			7				7	SEAS				0	SEAS				4	SEAS				4	
37	32	25	35	35	33	29	0	Pre-Sch.	41	36	30	0	Pre-Sch.	41	38	37	38	Pre-Sch.			38	38	
84	69	64	69	81	68	58	0	Spec. Ed.	80	75	47	0	Spec. Ed.	80	68	48	69	Spec. Ed.			68	69	

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – VIII-A

Agenda Item

Approval of first reading of ASBA recommended revisions to Governing Board Policies

For Board: Action Discussion Information

Background –

Approval of First Reading of ASBA Policy Revisions:

BAA	Evaluation of School Board/ Board Self-Evaluation
DJE	Bidding/Purchasing Procedures
DJE-R	Bidding/Purchasing Procedures
GCFC	Professional Staff Certification and Credentialing Requirements
GCFC-E	Professional Staff Certification and Credentialing Requirements
GDFA	Support Staff Qualifications and Requirements
GDFA-E	Support Staff Qualifications and Requirements
IGA	Curriculum Development
IMG	Animals in Schools
IMG-R	Animals in Schools
JLCD-R	Medicines/Administering Medicines to Students

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the first reading of ASBA recommended revisions to Governing Board Policies.

Moved _____ Seconded _____ P/F

Alph Code	Policy Name	Superintendent Notes	Additional Notes
BAA	Evaluation of School Board/ Board Self Evaluation	The language noting an annual meeting by October 30 for the purpose of a board self-evaluation was removed as it is not statutorily required. Language allowing for board discretion was included instead.	
DJE DJE-R	Bidding/Purchasing Procedures	Language was added to ensure Districts are purposefully documenting evidence for their verification process.	
GCFC GCFC-E	Professional Staff Certification and Credentialing Requirements Support Staff Hiring	The Policy and Exhibit were updated to include statutory language in A.R.S. 15-509.	
G DFA G DFA-E	Support Staff Qualifications and Requirements	The Policy and Exhibit were updated to include statutory language in A.R.S. 15-509.	
IGA	Curriculum Development	Language requiring certified personnel to serve on curriculum committees was removed due to a lack of statutory basis.	
IMG IMG-R	Animals in Schools	Language was updated and clarified based on the Americans with Disabilities Act (ADA), § A.R.S. 11-1024, and A.A.C. R13-13-104.	
JLCD-R	Medicines/Administering Medicines to Students	The Arizona State Board of Education updated R7-2-811 on Seizure Management Training. This Rule clarifies the application of SB1654 regarding implementation of correct timelines for school compliance, required maintenance of proof of completed training, and appropriate publication of applicable resources	

first

Compare Policy Advisory "BAA © EVALUATION OF SCHOOL BOARD / BOARD SELF - EVALUATION" to Policy in Manual

last

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

BAA © EVALUATION OF SCHOOL BOARD / BOARD SELF - EVALUATION

The Board may meet ~~at least annually, not later than October 30,~~ **should it choose to do so**, for the purpose of appraising its functioning as a Board and to evaluate Board performance. The appraisal plan approved by the Board will be developed by the Board President working with the Superintendent.

Evaluation instruments for Board operation may be used in the process.

The Superintendent and others who regularly work with the Board may be asked to participate in all or a portion of the appraisal.

Areas of Board operations and relationships that may be appropriate to consider during the evaluation of Governing Board procedures may include, but are not limited to:

- ~~Board A.~~ **Board** meetings/decision-making process.
- ~~Policy B.~~ **Policy** development/implementation.
- ~~Board C.~~ **Board**/District goal setting.
- ~~Curriculum D.~~ **Curriculum** and instruction management/program.
- ~~Fiscal E.~~ **Fiscal** management/resource allocation.
- ~~School F.~~ **School** plant planning/management.
- ~~Board G.~~ **Board** member orientation. ● ~~Board~~
- H.** **Board** member development.
- ~~Board I.~~ **Board** officer performance.
- **J.** Board member relationships.
- ~~Board K.~~ **Board**-Superintendent relationship. ● ~~Board~~
- L.** **Board**-community relationship.
- ~~Legislative M.~~ **Legislative** and governmental relationships.

Adopted: ~~date of Manual adoption~~

~~LEGAL REF.:~~

~~A.R.S.~~

~~15-321~~

<-- z2AdoptionDate -->

CROSS REF.:

BDD - Board-Superintendent Relationship

Compare Policy Advisory "DJE © BIDDING / PURCHASING PROCEDURES" to Policy in Manual

first

last

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

DJE © BIDDING / PURCHASING PROCEDURES

The Superintendent shall be responsible for all purchasing, contracting, competitive bidding, and receiving and processing of all bid protests, in accordance with the Arizona school district procurement rules, including A.A.C. [R7-2-1141](#) *et seq.* A contract shall not be awarded to an entity that does not verify employment eligibility of each employee through the E-verify program in compliance with A.R.S. [23-214](#) subsection A. Each contract shall contain the warranties required by A.R.S. [41-4401](#) relative to the E-verify requirements. [District purchases shall also be in accordance with 2 C.F.R. 200.214 \(Code of Federal Regulations Title 2\).](#)

The Superintendent shall ensure that all aspects of bidding and purchasing procedures conform to federal and state laws, rules and regulations. Administrative regulations shall be established to assure the District is in full compliance, including contracting with small and minority businesses, women's business enterprises, and labor surplus area firms. (2 C.F.R. 200.321).

Purchases Not Requiring Bidding

Purchases of less than ten thousand dollars (\$10,000) may be made at the discretion of the Superintendent. Such procurements are not subject to competitive purchasing requirements, however reasonable judgment should be used to ensure the purchases are advantageous to the District.

Written price quotations will be requested from at least three (3) vendors for transactions of at least ten thousand dollars (\$10,000) and less than one hundred thousand dollars (\$100,000). If three (3) written price quotations cannot be obtained, documentation showing the vendors contacted that did not offer written price quotations, or explaining why written price quotations were not obtained, shall be maintained on file in the District office.

The District is not required to engage in competitive bidding in order to place a student in a private school that provides special education services if such placement is prescribed in the student's individualized education program and the private school has been approved by the Department of Education Division of Special Education pursuant to A.R.S. [15-765](#). The placement is not subject to rules adopted by the State Board of Education before November 24, 2009 pursuant to A.R.S. [15-213](#).

The District may, without competitive bidding, purchase or contract for any products, materials and services directly from Arizona Industries for the Blind, certified nonprofit agencies that serve individuals with disabilities and Arizona Correctional Industries if the delivery and quality of the goods, materials or services meet the District's reasonable requirements.

Intergovernmental agreements and contracts between school districts or between the District and other governing bodies as provided in A.R.S. [11-952](#) are exempt from competitive bidding under the procurement rules adopted by the State Board of Education pursuant to A.R.S. [15-213](#).

The District is not required to engage in competitive bidding to make a decision to participate in insurance programs authorized by A.R.S. [15-382](#).

The District is not required to obtain bid security for the construction-manager-at-risk method of project delivery.

Unless otherwise provided by law, contracts for materials or services and contracts for job-order-contracting construction services may be entered into if the duration of the contract and the conditions of renewal or extension, if any, are included in the invitation for bids or the request for proposals and if monies are available for the first fiscal period at the time the contract is executed. The duration of contracts for materials or services and contracts for job-order-contracting construction services shall be limited to no more than five (5) years unless the Board determines that a contract of longer duration would be advantageous to the District. Once determined, the decision should be memorialized in meeting minutes and in the contract/bid file. Payment and performance obligations for succeeding fiscal periods are subject to the availability and appropriation of monies. The maximum dollar amount of an individual job order for a job-order-contracting construction service shall be one million dollars (\$1,000,000) or as determined by the Board.

Online Bidding

Until such time as the State Board of Education adopts rules for the procurement of goods and information services by school districts and charter schools using electronic, online bidding, the District may procure goods and information services pursuant to A.R.S. [41-2671](#) through [2673](#) using the rules adopted by the Department of Administration in implementing [41-2671](#) through [2673](#).

Purchases Requiring Bidding

Sealed bids and proposals shall be requested for transactions to purchase construction, materials, or services costing more than one hundred thousand dollars (\$100,000). All transactions must comply with the requirements of the Arizona Administrative Code and the Uniform System of Financial Records.

Public Inspection and Rationale for Awarding a Contract

The Governing Board shall make available, for public inspection, all information, all bids, proposals and qualifications submitted, and all findings and other information considered in determining whose bid conforms to the District's invitation for bids. Documentation provided will include information regarding the most advantageous, with respect to price, conformity to the specifications, and other factors, or whose proposal for qualifications are to be used to select and award the bid. Included in this information will be the rationale for awarding a contract for any specified professional services, construction, construction service or materials to an entity selected from a qualified select bidders list or through a school purchasing cooperative. The invitation for bids, request for proposals or request for qualifications shall include a notice that all information and bids, proposals and qualifications submitted will be made available for public inspection.-

Registered Sex Offender Prohibition

All purchase orders, agreements to purchase, and contracts for services to be provided by personnel other than District employees must include the following statement on the document:

Registered Sex Offender Restriction. Pursuant to this order, the named vendor agrees by acceptance of this order that no employee or subcontractor of the vendor, who is required to register as a sex offender, pursuant to A.R.S. [13-3821](#), will perform work on District premises or equipment at any time when District students are, or are reasonably expected to be, present. The vendor further agrees by acceptance of this order that a violation of this condition shall be considered a material breach and may result in a cancellation of the order at the District's discretion.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[11-952](#)

[15-213](#)

[15-213.01](#)

[15-213.02](#)

[15-239](#)

[15-323](#)

[15-342](#)

[15-382](#)

[15-765](#)

[15-910.02](#)

[23-214](#)

[34-101](#) et seq.

[35-391](#) et seq.

[35-393](#) et seq.

[38-503](#)

[38-511](#)

[39-121](#)

[41-2632](#)

[41-2636](#)

[41-4401](#)

A.A.C.

[R7-2-1001](#) et seq.

A.G.O.

183-136

187-035

106-002

USFR: VI-G-8 et seq.

2 C.F.R. 200.321

[2 C.F.R. 200.214](#)

CROSS REF.:

[BCB](#) - Board Member Conflict of Interest

[DJ](#) - Purchasing

[DJG](#) - Vendor/Contractor Relations

[GBEAA](#) - Staff Conflict of Interest

[JLIF](#) - Sex Offender Notification

Compare Policy Advisory "DJE-R ©" to Policy in Manual

first

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

last

DJE-R ©

REGULATION

BIDDING / PURCHASING PROCEDURES

All District purchases shall be in accordance with the relevant sections of the Arizona Revised Statutes (including, but not limited to [15-213](#), [15-323](#), ~~and~~ [23-214](#) subsection A, [38-503](#), and [41-4401](#)), and the Arizona school district procurement rules set out in the Arizona Administrative Code (A.A.C.) [R7-2-1001](#) through [1195](#), ~~and with the following~~. District purchases shall also be in accordance with 2 CFR 200.214 (Code of Federal Regulations Title 2).

Requesting Quotations

Requests for price quotations are to include adequate details and be issued with sufficient lead time to enable vendors to effectively respond. When a contract is to be awarded on the basis of price and additional factors those factors are to be included in the request for quotations. Such factors should include, but are not limited to, the following:

A. Submittal requirements including:

1. Date and time due;
2. Type and manner by which quotations may be received (e.g., telephone, written, fax, e-mail, prepared form);
3. Physical or digital address to which quotations are to be delivered.

B. Specific information the quotation must include.

C. Whether or not negotiations may be held.

D. Options that may be made pursuant to a purchase contract, i.e., extensions and renewals.

E. Contracts for job-order-contracting services shall be limited to no more than five (5) years unless the Board determines that a contract of longer duration would be advantageous to the District and has provided for such duration as a part of bid documents and conditions of renewal or extension within contract language. Such determination should be memorialized in writing and kept in the meeting minutes and contract/bid file.

F. Uniform terms and conditions included in the request by text or reference.

G. Such additional terms, conditions, and instructions as are applicable to the purchase under consideration.

All requests for written quotations shall be at the direction of the Superintendent or a person designated by the Superintendent.

When a vendor is selected on the basis of factors other than lowest price, the reasons shall be documented and filed with the price quotations. Documentation of the quotations process and details including vendor names, persons contacted, telephone numbers and identification of other communication procedures, price results, and determinations are to be documented and retained by the District in a procurement file that includes the pertinent requisition form and purchase order.

A written contract or purchase order must be approved prior to a purchase being made.

Cumulative and Like Item Purchases

An analysis shall be performed annually to determine the extent of the District need to purchase like items. Prior year purchases and applicable demographic, program, and planning data are to be utilized for projecting quantity and cost of like items to fulfill the anticipated need. The outcomes of calculating the projected quantity and cost factors to acquire like items shall inform the determinations as to the appropriate procurement processes to be applied. The proper competitive purchasing strategies must be applied to assure District compliance with the procurement laws and rules. Splitting of orders or other purchasing practices devised to circumvent allowable procurement practices are prohibited. The cumulative costs of purchasing like items by any and all means of acquisition are to be tracked to assure that no purchases are permitted that will result in violation of Governing Board policies and lawful procurement practices.

Multiple Year Purchases Totaling Less Than One Hundred Thousand Dollars

The District may enter into contracts of less than one hundred thousand dollars (\$100,000) for a period up to five (5) years, as follows:

- A. When the terms and conditions of renewal or extension are included in the solicitation for bids;
- B. When monies are available for the first fiscal year at the time of contracting;
- C. When the competitive purchasing method is appropriate to the projected cumulative cost over the term of the multiple year contract.

Multiple Year Purchases Totaling More Than One Hundred Thousand Dollars

The District may enter into contracts for more than one hundred thousand dollars (\$100,000) for a period up to five (5) years, as follows:

- A. The Governing Board has determined in writing that:
 1. The estimated requirements cover the contract period and are reasonable and continuing;
 2. A multi-term contract will serve the District's best interest by encouraging competition or promoting economies in procurement;

3. If monies are not appropriated or available in future years the contract will be cancelled.

If multiple-year quotations are used, the District shall:

- A. Document the time period that the pricing is valid;
- B. Determine the vendor will honor the pricing for the multi-year period;
- C. Secure and maintain written affirmation with the vendor that, although it is the District's intent to purchase certain quantities, all purchases are subject to the availability of funds.

Multiple Awards to More Than One Contractor

Generally, the District should not use multiple awards allowing more than one (1) vendor to supply the same goods or service. However, there are instances in which the District may make multiple awards. If that instance arises, the request for proposals or invitation for bids should clearly state whether multiple awards may be used so bidders can consider that information when pricing their proposals or bids.

A multiple award to more than one (1) vendor should be made only when the District has determined and documented in writing that a single award is not advantageous to the District. The award should also be limited to the least number of suppliers necessary to meet the District's requirements.

Bidding Methods

Sealed bids or proposals will be requested when an award is to be made for a transaction to purchase construction, materials, or services costing more than one hundred thousand dollars (\$100,000). The Superintendent must review the expenditure and make a recommendation to the Board for final action. The Board reserves the right to waive any informality in, or reject, any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of bids.

The bidder to whom the award is made may be required to enter into a written contract with the District.

Pursuant to the procurement code, contracts can be let for a period not to exceed five (5) years.

Definitions

The definition of a term used in this regulation shall be interpreted as being synonymous with the definition of that term listed at [R7-2-1001](#).

Prospective Bidders' Lists

The District shall compile and maintain a prospective bidders' list. Inclusion of the name of a person shall not indicate whether the person is responsible concerning a particular procurement or otherwise capable of successfully performing a District contract.

Persons desiring to be included on the prospective bidders' list shall notify the District. Upon notification, the District shall mail or otherwise provide the person with the District procedures for inclusion on the bidders' list. Within thirty (30) days after receiving the required information,

the District shall add the person to the prospective bidders' list unless the District makes a determination that inclusion is not advantageous to the District.

Persons who fail to respond to invitations for bids for two (2) consecutive procurements of similar items may be removed from the applicable bidders' list after mailing a notice to the person. This notice shall not be required if the two (2) invitations for bids which were not responded to both contained the notice that bidders' names may be removed from the bidders' list if they fail to respond to invitations for bids for two (2) consecutive procurements of similar items. Persons may be reinstated upon request.

Prospective bidders lists shall be available for public inspection, unless the District makes a written determination that it is in the best interest of the District that they should be confidential or private and should not be open for inspection pursuant to A.R.S. [39-121](#).

Competitive Sealed Bidding

If the intended procurement is for construction to cost less than one hundred fifty thousand dollars (\$150,000), the rules established for the simplified school construction procurement program described at [R7-2-1033](#) may be followed. In all other cases, adequate public notice of the invitation for bids shall be given as provided in [R7-2-1022](#) or as provided in [R7-2-1024](#), which are outlined below, and shall indicate that any bid protest shall be filed with the District representative, who shall be named therein.

If notice is given pursuant to [R7-2-1024](#), notice also may be given as provided in [R7-2-1022](#). If fewer than five (5) prospective bidders are included on the bidders list, the notice must also be given as provided in [R7-2-1022](#). When the invitation for bids is for the procurement of services other than those described in [R7-2-1061](#) through [R7-2-1068](#) and [R7-2-1117](#) through [R7-2-1123](#), Specified Professional Services, notice also shall be given as provided in [R7-2-1022](#).

[R7-2-1022:](#)

In the event there are four (4) or less prospective bidders on the bidders' list, the notice shall include publication in the official newspaper of the county within which the school district is located for two (2) publications which are not less than six (6) nor more than ten (10) days apart. The second publication shall not be less than two (2) weeks before bid opening. The time of publication may be altered if deemed necessary pursuant to [R7-2-1024.A](#).

[R7-2-1024:](#)

Invitation for bids shall be issued at least fourteen (14) days before the time and date set for bid opening in the invitation for bids unless a shorter time is deemed necessary for a particular procurement as determined by the school district.

The school district shall mail or otherwise furnish invitation for bids or notices of the availability of invitation for bids to all prospective bidders registered with the school district for the specific material, service or construction being bid.

The time and date at which a bid is called due shall be during regular working hours at a regular place of school business or during a public meeting of the Governing Board at its regular meeting place.

Invitations to bid will be sent to all vendors who have requested to bid or who have applied to be placed on a bid list appropriate to the items being sought.

A bid call relating to "construction projects" must describe the nature of the work to be performed and where complete plans, if necessary, may be obtained. Deposits may be required for plans and specifications in good order. A certified check, cashier's check, or surety bond for ten percent (10%) of the bid must accompany each bid, but will be returned to unsuccessful bidders. The successful bidder must present performance and payment bonds for one hundred percent (100%) of the bid within five (5) working days after notification of the award.

Each sealed bid must be submitted in a sealed envelope, addressed to the District, clearly marked on the outside of the envelope, "Sealed Bid for _____." The bids shall be opened publicly and read aloud at the time and place stated in the invitation. Awards shall be made with reasonable promptness to the lowest responsible, qualified vendor, taking into consideration all factors set forth in policy. Price shall not be the sole factor in making the bid award. When out-of-state bidders are not to pay sales/use tax, the amount of such tax shall not be a consideration in determining the low bidder. All proposed contracts for outside professional services in excess of the amount calculated by the State Board of Education and made applicable for the year in which the transaction will occur, may be reviewed by the attorney for the District prior to entering into the contract. The policies relating to outside professional services apply only to services required by law to be placed on bid, and even those policies may be set aside if a state of emergency is declared. If a state of emergency is declared, a memorandum will be issued justifying such a declaration, which will be filed in the District's records.

The use of bidding, contracting, or purchasing specifications that are in any way proprietary to one (1) supplier, distributor, or manufacturer is prohibited unless no other resource is practical for the protection of the public interest.

The Board reserves the right to reject any or all bids and to accept the bid that appears to be in the best interest of the District. The Board reserves the right to waive informalities in any bid or to reject any bid, all bids, or any part of any bid. Any bids may be withdrawn prior to the scheduled time for the opening of the bids. Any bids received after the opening begins shall not be accepted. Opening of bids shall not be delayed to accommodate late bid responses. Submitted bids shall be honored for at least thirty (30) days or as otherwise stated in the invitation. All information relating to a bid shall be retained and made available for public inspection after the bids are awarded, and prospective bidders shall be notified of this in the invitation or specifications relating to the bid call.

Multistep Sealed Bidding

The multistep sealed bidding method may be used if the Governing Board determines that:

- A. Available specifications or purchase descriptions are not sufficiently complete to permit full competition without technical evaluations and discussions to ensure mutual understanding between each bidder and the District;
- B. Definite criteria exist for evaluation of technical offers;
- C. More than one (1) technically qualified source is expected to be available; and
- D. A fixed-price contract will be used.

The District may hold a conference with bidders before submission or at any time during the evaluation of the unpriced technical offers.

The multistep sealed bidding method may not be used for construction contracts.

When the multistep sealed bidding method is determined to be advantageous to the District, the procedures set out in [R7-2-1036](#) and [1037](#) shall be followed.

Competitive Sealed Proposals

If, pursuant to [R7-2-1041](#), the Governing Board determines in writing that the use of competitive sealed bidding is either not practicable or not advantageous to the District, a contract may be entered into by competitive sealed proposals. The Governing Board may make a class determination that it is either not practicable or not advantageous to the District to procure specified types of materials or services by competitive sealed bidding. The competitive sealed proposal method may not be used for construction contracts. The Governing Board may modify or revoke a class determination at any time.

If competitive sealed bidding is neither practicable or advantageous, competitive sealed proposals may be used if it is necessary to:

- A. Use a contract other than a fixed-price type;
- B. Conduct oral or written discussions with offerors concerning technical and price aspects of their proposals;
- C. Afford offerors an opportunity to revise their proposals;
- D. Compare the different price, quality, and contractual factors of the proposals submitted; or
- E. Award a contract in which price is not the determining factor.

Procedures to be applied subsequent to the issuance of an invitation for bids are to be consistent with the requirements set out in [R7-2-1025](#) through [1032](#).

Competitive sealed proposals shall be solicited through a request for proposals. The request for proposals shall set forth those factors listed above for competitive sealed bids that are applicable and shall also state:

- A. The type of services required and a description of the work involved;
- B. The type of contract to be used;
- C. An estimate of the duration the service will be required;
- D. That cost or pricing data is required;
- E. That offerors may designate as proprietary portions of the proposals;
- F. That discussions may be conducted with offerors who submit proposals determined to be reasonably susceptible of being selected for award;
- G. The minimum information that the proposal shall contain;
- H. The closing date and time of receipt of proposals; and
- I. The relative importance of price and other evaluation factors.

Procurement of information systems and telecommunications systems shall include, as criteria in the request for proposal, evaluation factors of the total life cycle cost and application benefits

of the information systems or telecommunication systems.

Procurement of earth-moving, material-handling, road maintenance and construction equipment shall include, as criteria in the request for proposal, evaluation factors of the total life cycle cost including residual value of the earth-moving, material-handling, road maintenance and construction equipment.

A request for proposals shall be issued at least fourteen (14) days before the closing date and time for receipt of proposals unless a shorter time is determined necessary by the District.

Notice of the request for proposals shall be issued in accordance with [R7-2-1022](#).

Before submission of initial proposals, amendments to requests for proposals shall be made in accordance with [R7-2-1026](#). After submission of proposals, amendments may be made in accordance with [R7-2-1036\(C\)](#).

Specified Professional Services and Construction Services

When the procurement of construction services or services to be provided by certain professionals are under consideration, designated District personnel shall become fully familiar with and informed on the requirements established in Arizona Revised Statutes Title 34. The assigned District personnel are to seek assistance from qualified consultants, attorneys, and bond counsel as is necessary and applicable to the projects being considered, including but not limited to determinations of the training, qualifications, experience, fitness, licensure, prior performance, and bonding of potential providers. Procurement activities, including securing the services of persons to assist District personnel as referenced above shall be in accordance with all relevant requirements prescribed by federal and state law and the rules of federal, state, county, and municipal agencies for the acquisition, performance and reporting of the services being sought and acquired.

Procurement of Services by Certain Other Classes of Providers

The purchase of services to be provided by clergy, certified public accountants, physicians, dentists, and legal counsel shall be as specified in [R7-2-1061](#) through [R7-2-1068](#). The procurement of services by an architect, engineer, land surveyor, assayer, geologist, or landscape architect is to be accomplished in compliance with [R7-2-1117](#) and [1118](#). Procurement procedures related to purchasing services from the professional providers are to conform to [R7-2-1119](#) through [1122](#).

Contract Requirements

Care is to be exercised to assure the District's procurement practices conform to the general contract requirements set out at [R7-2-1068](#) through [1086](#) and the accompanying conditions described in [R7-2-1091](#) through [1093](#).

Preparation of Specifications

Specifications for goods, services, and construction items are to be prepared in the manner prescribed by rules [R7-2-1101](#) through [1105](#).

Construction Procurement Procedures

Preparation for inviting bids for construction and the steps to be followed in the construction procurement process shall be guided by and consistent with [R7-2-1109](#) through [1116](#).

Emergency Purchases

An exception to the above procedures for price competition may be made in the event of an emergency involving the health, safety, or welfare of school personnel or students. In such an emergency, declared by the Superintendent, emergency purchase action may be taken without price competition, if necessary. Even under emergency conditions, price competition should be sought if it will not unacceptably delay the correction of the condition requiring emergency procedures. If emergency purchases are made without price competition, a complete written description of the circumstances pursuant to A.A.C. [R7-2-1055](#) shall be included in the procurement file and maintained in the District office.

Sole-Source Procurements

A contract may be awarded for a material, service, or construction item without competition if the Governing Board determines in writing that there is only one (1) source for the required material, service, or construction item. The District may require the submission of cost or pricing data in connection with an award pursuant to A.A.C. [R7-2-1053](#). Sole-source procurement shall be avoided, except when no reasonable alternative source exists. A copy of the written evidence and determination of the basis for the sole-source procurement shall be retained in the procurement file by the District.

The District shall, to the extent practicable, negotiate with the single supplier a contract advantageous to the District.

Cooperative Purchasing Agreements

Procurements in accordance with intergovernmental agreements and contracts between the District and other governing bodies as authorized by ~~A.R.S. 15-952~~ [are Arizona Revised Statute](#) [are](#) exempt from competitive bidding requirements under A.R.S. [15-213](#). Inspection of and payment for materials and services acquired under a cooperative purchasing agreement are the obligation of the District.

Due Diligence

The District is responsible for ensuring that all procurements are done in accordance with school district procurement rules whether the procurement is done independently or through a cooperative purchasing agreement. The District shall develop and follow a clear plan prescribing the purchasing practices to be followed. The plan will describe the elements of internal control and auditing to assure the District's procedures are sufficient to confirm the adequacy of the procurements practices and that the accountability of all personnel engaged in procurement practices is regularly evaluated and corrective measures taken when necessary. The due diligence activities shall include the use of the applicable sections of the Uniform System of Financial Records (USFR) Compliance Questionnaire for school districts when assessing the quality of the procurements procedures and the competence of the persons performing the procedures. Day-to-day and periodic formal checks of due diligence performance are to be documented and retained in a procurement file.

Federal Regulations for Suspension

and Debarment Verification

If a requisition involves the expenditure of funds received from Federal assistance, these procedures must include a process that confirms and documents verification of vendor suspension and debarment, per 2 CFR § 200.214 (Code of Federal Regulations Title 2). This verification can be done by accessing www.sam.gov/sam/ where names of parties debarred,

suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or other regulatory authority can be found. Federal regulations restrict awards, sub-awards, and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A covered transaction includes a contract for audit services (that is federally required) and contracts for goods or services in the amount of at least, twenty-five thousand dollars (\$25,000), including subcontracts. Evidence and documentation of this verification process should be maintained by the Superintendent

first **Compare Policy Advisory "GCFC © PROFESSIONAL STAFF
CERTIFICATION AND CREDENTIALING REQUIREMENTS" to** last
Policy in Manual

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

**GCFC ©
PROFESSIONAL STAFF CERTIFICATION
AND CREDENTIALING REQUIREMENTS**

(Fingerprinting Requirements)

New Hires

All certificated personnel to be hired by the District shall be fingerprinted as a condition of employment, except for personnel who, as a condition of certification are required to have a valid fingerprint clearance card.

The candidate's fingerprints shall be submitted, along with the form presented as an exhibit to this policy, immediately upon being notified of possible employment. The form shall be considered a part of the application for employment.

An expired fingerprint clearance card may be used to satisfy the fingerprint requirements of section [15-183](#), [15-503](#), [15-512](#), [15-534](#), [15-782.02](#), [15-1330](#) or [15-1881](#) if the person signs an affidavit stating both of the following:

- A. The person submitted a completed application to the Finger Printing Division of the Department of Public Safety for a new fingerprint clearance card within ninety (90) days before the expiration date on the person's current fingerprint clearance card.
- B. The person is not awaiting trial on and has not been convicted of a criminal offense that would make the person ineligible for a fingerprint clearance card.

This does not apply to a fingerprint clearance card that has been denied, suspended or revoked or to a person who has requested a good cause exception hearing.

Candidates shall certify on the prescribed notarized forms whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:

- A. Sexual abuse of a minor.
- B. Incest.
- C. First- or second-degree murder.
- D. Kidnapping.
- E. Arson.

- F. Sexual assault.
- G. Sexual exploitation of a minor.
- H. Felony offenses involving contributing to the delinquency of a minor.
- I. Commercial sexual exploitation of a minor.
- J. Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.
- K. Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.
- L. Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs.
- M. Burglary in the first degree.
- N. Burglary in the second or third degree.
- O. Aggravated or armed robbery.
- P. Robbery.
- Q. A dangerous crime against children as defined in A.R.S. [13-705](#).
- R. Child abuse.
- S. Sexual conduct with a minor.
- T. Molestation of a child.
- U. Manslaughter.
- V. Aggravated assault.
- W. Assault.
- X. Exploitation of minors involving drug offenses.
- Y. Sexual abuse under A.R.S. [13-1404](#) or sexual assault under [13-1406](#) in which the victim was a minor.
- Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.
- AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. [13-3821](#).
- AB. A preparatory offense as prescribed in A.R.S. [13-1001](#) of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

A person who makes a false statement, representation, or certification in any application for employment with the School District is guilty of a class 3 misdemeanor.

The District may refuse to hire or may review or terminate personnel who have been convicted of or admitted committing any of the criminal offenses above or a similar offense in another jurisdiction. In conducting a review, the Governing Board shall utilize the guidelines, including the list of offenses that are not subject to review, as prescribed by the State Board of Education pursuant to A.R.S. [15-534](#). In considering whether to hire or terminate the employment of a person, the Governing Board shall take into account the factors listed in A.R.S. [15-512](#).

When considering termination of an employee pursuant to A.R.S. [15-512](#), a hearing shall be held to determine whether a person already employed shall be terminated.

The Superintendent shall develop and implement procedures that include the following in the employment process:

- A. Provide for fingerprinting of employees covered under this policy and A.R.S. [15-512](#).
- B. Provide for fingerprint checks pursuant to A.R.S. [41-1750](#).

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[13-705](#)

[15-183](#)

[15-503](#)

[15-509](#)

[15-512](#)

[15-534](#)

[15-782.02](#)

[15-1330](#)

[15-1881](#)

[23-1361](#)

[41-1750](#)

[41-1758.07](#)

CROSS REF.:

[GCF](#) - Professional Staff Hiring

[GCG](#) - Part-Time and Substitute Professional Staff Employment

[JOC](#) - School Volunteers

Compare Policy Advisory "GCFC-E ©" to Policy in Manual

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

GCFC-E ©

EXHIBIT

**PROFESSIONAL STAFF ~~GERTIFICATION~~CERTIFICATION
AND CREDENTIALING REQUIREMENTS**

Name (typed or printed)	Position

I, _____, being duly sworn, do hereby certify that I have never been convicted of or admitted in open court or pursuant to a plea agreement committing, and am not now awaiting trial for committing, any of the following criminal offenses in the state of Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:-

~~Sexual~~

A. ~~Sexual~~ abuse of a minor.

~~Incest~~

~~First~~

B. ~~Incest~~.

C. ~~First-~~ or second-degree murder.

~~Kidnapping~~

~~Arson~~

~~Sexual assault~~

~~Sexual~~

D. ~~Kidnapping~~.

E. ~~Arson~~.

F. ~~Sexual assault~~.

G. ~~Sexual~~ exploitation of a minor.

~~Felony~~

H. ~~Felony~~ offenses involving contributing to the delinquency of a minor.

~~Commercial~~

I. **Commercial** sexual exploitation of a minor.

~~Felony~~

J. **Felony** offenses involving sale,

~~distribution~~

distribution, or transportation of, offer to sell, transport, or distribute, **or conspiracy to sell, transport, or distribute** marijuana or dangerous or narcotic drugs.

~~Felony~~

K. **Felony** offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.

~~Misdemeanor~~

L. **Misdemeanor** offenses involving the possession or use of marijuana or dangerous drugs.

M. Burglary in the first degree.

~~Burglary~~

N. **Burglary** in the second or

third degree.

~~Aggravated~~

O. **Aggravated** or armed robbery.

~~Robbery~~

~~A~~

P. **Robbery**.

Q. **A** dangerous crime against

children as defined in

A.R.S.

13-705.

~~Child~~

R. Child abuse.

~~Sexual~~

S. Sexual conduct with a minor.

~~Molestation~~

T. Molestation of a child.

~~Manslaughter~~

~~Assault or Aggravated~~

~~assault~~

~~Exploitation of minors~~

U. Manslaughter.

V. Aggravated assault.

W. Assault.

X. Exploitation of minors involving drug offenses.

Y. Sexual abuse under A.R.S. 13-1404 or sexual assault under 13-1406 in which the victim was a minor.

Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.

AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. 13-3821.

AB. A preparatory offense as prescribed in A.R.S. 13-1001 of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

Employee signature

Date signed

Subscribed, sworn to, and acknowledged before me by _____

_____, this _____ day of _____, 20____,

in _____ County, Arizona.

My Commission Expires

Notary Public

first **Compare Policy Advisory "GDFA © SUPPORT STAFF QUALIFICATIONS AND REQUIREMENTS" to Policy in Manual** last
Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

GDFA ©
SUPPORT STAFF ~~QUALIFICATIONS~~ QUALIFICATIONS
AND REQUIREMENTS

(Fingerprinting Requirements)

All newly hired noncertificated District personnel - and personnel who are not paid employees of the District and who are not either the parents or the guardians of students who attend school in the District but who are required or allowed to provide services directly to students without the supervision of a certificated employee - shall be fingerprinted as a condition of employment, except for the following:

- A. Personnel who are required as a condition of licensing to be fingerprinted if the license is required for employment.
- B. Personnel who were previously employed by the District and who reestablished employment with the District within one (1) year after the date that the employee terminated employment with the District.

The School District may require noncertificated personnel and personnel who are not paid employees of the School District and who are not either the parent or the guardian of a pupil who attends school in the School District but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee to obtain a fingerprint clearance card as a condition of employment.

For the purposes of this policy, *supervision* means under the direction of and, except for brief periods of time during a school day or a school activity, within sight of a certificated employee when providing direct services to students.

If the School District does not require a fingerprint clearance card as a condition of employment, noncertificated personnel and personnel who are not paid employees of the School District and who are not either the parent or the guardian of a pupil who attends school in the School District but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee may apply for a fingerprint clearance card. A school district may release the results of a background check or communicate whether the person has been issued or denied a fingerprint clearance card to another school district for employment purposes.

The District may fingerprint or require any other employee of the District to obtain a fingerprint clearance card, whether paid or not, or any other applicant for employment with the School District not otherwise required by law. The District may not charge the costs of the fingerprint check or fingerprint clearance card to the fingerprinted applicant or nonpaid employee.

The candidate's fingerprints shall be submitted, along with the form prescribed in GDFA-E, within twenty (20) days after being selected.—~~The~~ **The** form shall be considered a part of the

application for employment. The District may terminate an employee if the information on the affidavit required by A.R.S. [15-512](#) is inconsistent with information received from the fingerprint check or the information received in connection with a fingerprint clearance card application.

School Bus Drivers – An applicant shall submit an Identity Verified Fingerprint Card as described in A.R.S. [15-106](#) that the Department of Public Safety shall use to process the fingerprint clearance card as outlined in A.R.S. [15-106](#). A person who is issued a school bus driver certificate shall maintain a valid Identity Verified Fingerprint Clearance Card for the duration of any school bus driver certification period.—

The District will assume the cost of fingerprint checks or fingerprint clearance card applications but will assess the employee for charges incurred. Personnel who are not paid employees will not be charged for fingerprint costs.

Individuals shall certify on the prescribed notarized forms whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:

- A. Sexual abuse of a minor.
- B. Incest.
- C. First- or second-degree murder.
- D. Kidnapping.
- E. Arson.
- F. Sexual assault.
- G. Sexual exploitation of a minor.
- H. Felony offenses involving contributing to the delinquency of a minor.
- I. ~~Commercial~~ Commercial sexual exploitation of a minor.
- J. Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.
- K. Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.
- L. Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs.
- M. Burglary in the first degree.
- N. Burglary in the second or third degree.
- O. Aggravated or armed robbery.
- P. Robbery.
- Q. A dangerous crime against children as defined in A.R.S. [13-705](#).

- R. Child abuse.
- S. Sexual conduct with a minor.
- T. Molestation of a child.
- U. Manslaughter.
- V. Aggravated assault.
- W. Assault.
- X. Exploitation of minors involving drug offenses.
- Y. [Sexual abuse under A.R.S. 13-1404](#) or sexual assault under [13-1406](#) in which the victim was a minor.
- Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.
- AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. [13-3821](#).
- AB. A preparatory offense as prescribed in A.R.S. [13-1001](#) of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

A person who makes a false statement, representation, or certification in any application for employment with the School District is guilty of a class 3 misdemeanor.

The District may refuse to hire or may review or terminate personnel who have been convicted of or admitted committing any of the criminal offenses above or a similar offense in another jurisdiction. In conducting a review, the Governing Board shall utilize the guidelines, including the list of offenses that are not subject to review, as prescribed by the State Board of Education pursuant to A.R.S. [15-534](#). In considering whether to hire or terminate the employment of a person, the Governing Board shall take into account the factors listed in A.R.S. [15-512](#).

When considering termination of an employee pursuant to A.R.S. [15-512](#), a hearing shall be held to determine whether a person already employed shall be terminated.

The Superintendent shall develop and implement procedures that include the following in the employment process:

- A. Provide for fingerprinting of employees covered under this policy and A.R.S. [15-512](#).
- B. Provide for fingerprint checks pursuant to A.R.S. [41-1750](#).
- C. Provide for properly assessing employees for fingerprint checks and depositing said funds with the county treasurer.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.
[13-705](#)
[15-106](#)
[15-509](#)

[15-512](#)

[15-534](#)

[23-1361](#)

[41-1750](#)

CROSS REF.:

[EEAEA](#) — Bus Driver Requirements, Training, and Responsibilities

[GDF](#) - Support Staff Hiring

[GDG](#) - Part-Time and Substitute Support Staff Employment

[JLIA](#) - Supervision of Students

Compare Policy Advisory "G DFA-E ©" to Policy in Manual

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

G DFA-E ©

EXHIBIT

SUPPORT STAFF QUALIFICATIONS AND REQUIREMENTS

Name (typed or printed)	Position
-------------------------	----------

I, _____, being duly sworn, do hereby certify that I have never been convicted of or admitted in open court or pursuant to a plea agreement committing, and am not now awaiting trial for committing, any of the following criminal offenses in the state of Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:-

~~Sexual~~

A. Sexual abuse of a minor.

~~Incest~~

~~First~~

B. Incest.

C. First- or second-degree murder.

~~Kidnapping~~

~~Arson~~

~~Sexual assault~~

~~Sexual~~

D. Kidnapping.

E. Arson.

F. Sexual assault.

G. Sexual exploitation of a minor.

~~Felony~~

H. Felony offenses involving contributing to the delinquency of a minor.

~~Commercial~~

I. ~~Commercial~~ sexual exploitation of a minor.

~~Felony~~

J. ~~Felony~~ offenses involving sale,

~~distribution~~

~~distribution~~, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.

~~Felony~~

K. ~~Felony~~ offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.

~~Misdemeanor~~

L. ~~Misdemeanor~~ offenses involving the possession or use of marijuana or dangerous drugs.

M. Burglary in the first degree.

~~Burglary~~

N. ~~Burglary~~ in the second or

third degree.

~~Aggravated~~

O. ~~Aggravated~~ or armed robbery.

~~Robbery~~

~~A~~

P. ~~Robbery~~.

Q. ~~A~~ dangerous crime against

children as defined in

A.R.S.

[13-705.](#)

~~Child~~

R. Child abuse.

~~Sexual~~

S. Sexual conduct with a minor.

~~Molestation~~

T. Molestation of a child.

~~Manslaughter~~

~~Assault or Aggravated~~

~~assault~~

~~Exploitation of minors~~

U. Manslaughter.

V. Aggravated assault.

W. Assault.

X. Exploitation of minors involving drug offenses.

Y. Sexual abuse under A.R.S. [13-1404](#) or sexual assault under [13-1406](#) in which the victim was a minor.

Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.

AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. [13-3821](#).

AB. A preparatory offense as prescribed in A.R.S. [13-1001](#) of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

Employee signature

Date signed

Subscribed, sworn to, and acknowledged before me by _____

_____, this _____ day of _____, 20____,

in _____ County, Arizona.

My Commission Expires

Notary Public

Compare Policy Advisory "IGA © CURRICULUM DEVELOPMENT" to Policy in Manual

first

last

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

IGA © CURRICULUM DEVELOPMENT

The need and value of a systematic, ongoing program of curriculum development and evaluation involving students, parents, teachers, and administrators are recognized. It is essential that the school system continually develop and modify its curriculum to meet changing needs. The Board authorizes the Superintendent to develop the curriculum for the school system and to organize committees to review the curriculum. Meetings of ~~Board-~~ authorized textbook selection committees shall comply with open meeting law requirements (A.R.S. [15-721\(F\)](#) or [15-722\(B\)](#)). All curriculum changes shall be approved by the Governing Board.

It shall be the responsibility of the Superintendent to develop proposals relating to curriculum modifications and additions that, in the opinion of the professional staff and consultants, are essential to the maintenance of a high-quality program of education from prekindergarten (PK) through grade twelve (12).

~~All certificated personnel have professional obligations to the school program beyond regular classroom duties, and these obligations will include work on curriculum committees.~~

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[15-203](#)

[15-341](#)

[15-701](#)

[15-701.01](#)

[15-721](#)

[15-722](#)

[38-431](#)

[38-431.09](#)

Compare Policy Advisory "IMG © ANIMALS IN SCHOOLS" to Policy in Manual

first

last

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

IMG © ANIMALS IN SCHOOLS

The Superintendent may establish procedures for appropriately and humanely bringing live animals into a classroom. Such procedures shall forbid the transporting of live animals **on school buses** that are not service animals ~~on school buses unless the animal is present for an educational purpose by written approval from the Superintendent or school principal.~~ **Service animal** as defined at A.R.S. [11-1024](#).

Service animal means any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Service animal does not include other species of animals, whether wild or domestic or trained or untrained.

Per the Americans with Disabilities Act (ADA), service animals must be under the control of the handler at all times. In most instances, the handler will be the individual with a disability or a third party who accompanies the individual with a disability. The District may need to provide some assistance to enable a particular student to handle his or her service animal. The service animal must be harnessed, leashed, or tethered while in public places unless these devices interfere with the service animal's work or the person's disability prevents use of these devices.

In that case, the person must use voice, signal, or other effective means to maintain control of the animal. If a service animal is out of control and the handler does not take effective action to control it, staff may request that the animal be removed from the premises.

Any person or entity that operates a public place shall not discriminate against individuals with disabilities who use service animals if the work or tasks performed by the service animal are directly related to the individual's disability. Work or tasks include assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities and helping individuals with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort or companionship do not constitute work or tasks.

Adopted: ~~date of Manual adoption~~`<-- z2AdoptionDate -->`

LEGAL REF.:

A.R.S.

[11-1024](#)

[11-1025](#)

A.A.C.

~~R17R13-913-102104~~

Compare Policy Advisory "IMG-R ©" to Policy in Manual

first

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

last

IMG-R ©

REGULATION

ANIMALS IN SCHOOLS

Animals may be brought into the classroom for educational purposes. However, they must be appropriately and humanely cared for, and properly handled. Any person who wishes to bring an animal into the classroom must receive prior **written** permission from the principal.— The following documentation will be provided to the principal, as appropriate, prior to approval: the vaccination history of the animal, including proof of current rabies and distemper vaccinations; proof of current licensure; proof that the animal has been spayed or neutered; proof of treatment of fleas and ticks; and current certificate from a veterinarian that the animal is healthy and disease free. All provided documentation will be kept in the building administrator and/or Superintendent offices.

The following guidelines shall apply to animals in the schools:

- ~~Prior to granting permission, teachers~~ A. Teachers should check with the school **office nurse** regarding any known **allergies among** students in the classroom. If allergies exist, parents must be contacted for further direction.
- ~~Animals~~ B. Animals shall not be transported on school buses. ● ~~Teachers~~
- C. Animals shall not be transported in other District vehicles without written authorization.
- D. Teachers must assume primary responsibility for the humane and proper treatment of any animals in ~~the classroom~~. ● ~~Only the classroom~~.
- E. The animal must present no physical danger to students or staff members.
- F. Only the teacher or students designated by the teacher are to handle the animals.
- ~~If~~ G. If animals are to be kept in the classroom on days when classes are not in session, the teacher must ~~make arrangements~~ **make arrangements** for their **proper** care and safety. ● ~~Staff~~ The classroom shall be kept clean and free of any animal waste.
- H. The staff member must adhere to local, state and federal laws and to District policies and regulations regarding such animals.
- I. Staff members or students who have been bitten by an animal shall report such incident to the principal ~~and~~ **and the nurse** immediately. The principal should notify the public health authorities if the injury merits ~~medical follow~~ **medical follow-up**. Public health authorities should determine the appropriate action and period of confinement ~~for an~~ **for an** animal if an injury results. Any animal involved in a serious injury must be impounded until ~~authorization for~~ **authorization for** release is granted by health authorities. The owner of the animal is liable for any damage to District or personal

property and any injuries to individuals caused by the owner's animal while on District property.

Compare Policy Advisory "JLCD-R ©" to Policy in Manual

first

Click on the changed parts for a detailed description. Use the left and right arrow keys to walk through the modifications.

last

JLCD-R ©

REGULATION

MEDICINES / ADMINISTERING MEDICINES TO STUDENTS

(Medication Procedures)

Prescription Drugs

For occasions when it is necessary for a student to receive a prescription drug during the school day, the following procedure has been established to ensure the protection of the school and the student and to assure compliance with existing rules and regulations:

Administration by school personnel:

- A. The medication must be prescribed by a physician.
- B. The parent or guardian must provide written permission to administer the medicine to the student. Appropriate forms are available from the school office.
- C. The medication must come to the school office in the prescription container as put up by the pharmacist. Written directions from the physician or pharmacist must state the name of the patient, the name of the medicine, the dosage, and the time it is to be given.
- D. An administrator may designate a school employee to administer the medication.
- E. Any medication administration services specified in the child's diabetes medical management plan shall be provided.
- F. Two (2) or more school employees, subject to final approval by the student's parent or guardian, may volunteer to serve as diabetes care assistants. Voluntary diabetes care assistants are allowed to administer insulin, assist the student with self-administration of insulin, administer glucagon in an emergency situation to a student or perform any combination of these actions if all of the following conditions exist:
 1. A school nurse or another health professional who is licensed pursuant to statute or a nurse practitioner who is licensed pursuant to statute is not immediately available to attend to the student at the time of the emergency.
 2. If the voluntary diabetes care assistant is authorized to administer glucagon, either a) the parent or guardian must provide to the school an unexpired glucagon kit prescribed for the student by an appropriately licensed health care professional or nurse practitioner; b) the School District has obtained glucagon pursuant to a standing order.

3. The voluntary diabetes care assistant has provided to the school a written statement signed by an appropriately licensed health professional that the voluntary diabetes care assistant has received proper training in administering glucagon, including the training specified in A.R.S. [15-344.01](#).
 4. If the voluntary diabetes care assistant is authorized to administer insulin, the parent or guardian of the student has provided insulin and all equipment and supplies that are necessary for insulin administration by voluntary diabetes care assistants.
 5. The training provided by an appropriately licensed health professional includes all of the following:
 - a. An overview of all types of diabetes.
 - b. The symptoms and treatment of hyperglycemia and hypoglycemia.
 - c. Techniques for determining the proper dose of insulin in a specific situation based on instructions provided in the orders submitted by the student's physician.
 - d. Techniques for recognizing the symptoms that require the administration of glucagon.
 - e. Techniques on administering glucagon.
 6. A District employee shall not be subject to any penalty or disciplinary action for refusing to serve as a voluntary diabetes care assistant.
 7. A school district may annually request a standing order for glucagon from an appropriately licensed health professional. If a standing order is obtained, a school may stock one (1) or more doses of glucagon for emergency administration to a student by an appropriately licensed medical professional or a voluntary diabetes care assistant. A school district may accept monetary donations, grants, or third-party programs to obtain glucagon.
 8. Each employee or contractor of a school district that implements all or part of a Diabetes Medical Management Plan shall provide a written statement signed by an appropriately licensed health professional that the employee or contractor has received proper training in administering glucagon. This training must be renewed at regular intervals, as prescribed by the School District Governing Board.
 9. The District, employees of the District, and properly licensed health professionals, volunteer health professionals, physician assistants, and nurse practitioners are immune from civil liability for the consequences of the good faith adoption and implementation of policies and procedures pursuant to District policy and this regulation, including the training of voluntary diabetes care assistants.
- G. Each administration of prescription drugs must be documented, making a record of the student having received the medication.
- H. Drugs must be kept in their original containers in a locked medicine cabinet.

Self-administration:

- A. When the ~~pphysician~~-physician feels it is necessary for the student to carry and self-administer the medication, the physician shall provide written recommendations, to be attached to the signed parent permission form except in the case of medication for diagnosed anaphylaxis and breathing disorders requiring handheld inhaler devices. In these cases, the student's name on the prescription label is sufficient for the physician's recommendation.
- B. The student's diabetes medical management plan provided by the parent or guardian shall be signed by the appropriately licensed health professional or nurse practitioner and shall state that the student is capable of self-monitoring blood glucose and shall list the medications, monitoring equipment, and nutritional needs that are medically appropriate for the student to self-administer and that have been prescribed or authorized for that student. The student must be able to practice proper safety precautions for handling and disposing of the equipment and medications that the student is authorized to use under these provisions. The student's diabetes medical management plan shall specify a method to dispose of equipment and medications in a manner agreed on by the parent or guardian and the school.
- C. The parent or guardian must provide written permission for the student to self-administer and carry the medication. Appropriate forms are available from the school office.
- D. The medication must come in the prescription container as put up by the pharmacist.

Over-the-Counter Medication

When it is necessary for a student to receive a medicine that does not require a prescription order but is sold, offered, promoted, and advertised to the general public, the following procedure has been established to ensure the protection of the school and the student:

Administration by school personnel:

- A. Written permission must be provided by the parent or guardian for the administration of specific over-the-counter drugs.
- B. Any over-the-counter drug or medicine sent by the parent to be administered to a student must come to the school office in the original manufacturer's packaging with all directions, dosages, compound contents, and proportions clearly marked.
- C. An administrator may designate a school employee to administer a specific over-the-counter drug.
- D. Each instance of administration of an over-the-counter drug must be documented in the daily log.
- E. Over-the-counter drugs must be kept in their original containers in a locked medicine cabinet.

Self-administration:

- A. Written permission must be provided by the parent or guardian for the administration of specific over-the-counter drugs by the student.
- B. Over-the-counter drugs or medicine sent by the parent to be administered by the student must be kept by the student in the original manufacturer's packaging, with all directions, dosages, compound contents, and proportions clearly marked.

C. *Necessity* for self-administration of an over-the-counter drug or medicine shall be determined by the student's physician and must be verified by a signed physician's statement attached to the parent or guardian permission form, indicating the specific drug or medicine.

Protection of Students

Use or administration of medication on school premises may be disallowed or strictly limited if it is determined by the Superintendent, in consultation with medical personnel, that a threat of abuse or misuse of the medicine may pose a risk of harm to a member of the student population.

The student shall take extraordinary precautions to keep secure any medication or drug, and under no circumstances shall make available, provide, or give the item to another person. The student shall immediately report the loss or theft of any medication brought onto school campus. Violation of this regulation may subject the student to disciplinary action.

Inhalers

Administration by school personnel:

School personnel administering inhalers will do the following:

- A. Determine if symptoms indicate possible respiratory distress or emergency and determine if the use of an inhaler will properly address the respiratory distress or emergency.
- B. Administer the correct dose of inhaler medication, as directed by the prescription protocol, regardless of whether the individual who is believed to be experiencing respiratory distress has a prescription for an inhaler and spacer or holding chamber or has been previously diagnosed with a condition requiring an inhaler.
- C. Restrict physical activity, encourage slow breaths, and allow the individual to rest.
- D. Assure that trained personnel stay with the subject who has been administered inhaler medication until it is determined whether the medication alleviates symptoms.
- E. If applicable, instruct office staff to notify the school nurse if the inhaler is administered by a trained but non-licensed person.
- F. Instruct school staff to notify the parent or guardian.
- G. Call 911 if severe respiratory distress continues. Advise that inhaler medication was administered and stay with the person until emergency medical responders arrive.
- H. If the individual shows improvement, keep the individual under supervision until breathing returns to normal, with no more chest tightness or shortness of breath, and the individual can walk and talk easily.
- I. Allow a student to return to class if breathing has returned to normal and all symptoms have resolved.
- J. Notify a parent or guardian once the inhaler has been administered and the student has returned to class.

K. Document the incident detailing who administered the inhaler, the approximate time of the incident, notifications made to the school administration, emergency responders, and parents/guardians.

L. Retain the incident data on file at the school pursuant to the general records retention schedule regarding health records for school districts and charter schools established by the Arizona State Library, Archives and Public Records.

M. Order replacement inhalers, spacers and holding chambers as needed.

Seizure Management Plans

The School District will verify and accept student seizure management plans as follows:

A. Before or at the beginning of the school year, at enrollment, or as soon as practicable following diagnosis of the student's seizure disorder.

B. The school will annually request up-to-date management plans from parents or guardians.

The District will not accept seizure management plans unless the plan includes the following:

A. An outline of procedures recommended by the physician or registered nurse practitioner responsible for the student's seizure treatment plan.

B. An outline of other health care services available at school that the student may receive to help manage the student's seizure disorder at school.

C. A signature by the student's parent or guardian *AND* the physician or registered nurse practitioner responsible for the student's seizure treatment.

Seizure management plans must be provided to the school health office.

Seizure Management Training:

A. All State Board of Education (SBE)-approved courses of instruction shall issue certificates indicating successful completion of seizure management training and the completion date of course. School personnel shall submit this certificate to the school.

B. A school shall maintain and make available upon request a list of school personnel who are authorized to administer seizure medication, the date the training was successfully completed, and the certificate showing successful completion.

Individuals that Must be Trained

The following individuals must receive statutorily required training approved by the State Board of Education and available here: <https://azsbe.az.gov/resources/seizure-training>.

Nurses, under contract or employed by the school:

If they receive a seizure management and treatment plan, they must complete an online course of instruction for school nurses regarding managing students with seizure disorders as required by A.R.S. § [15-160.02](#) and approved by the State Board of Education (SBE). This training shall be completed within thirty (30) days of receiving the first seizure management plan. A new hire shall complete the training during a school's new hire orientation unless proof of successful completion within the last five (5) years is

submitted. Training must be completed at least once in a five (5)-year period. Information regarding SBE-approved training shall be posted on the Board's website.

Nurses and at least one (1) other school employee:

Training to administer or assist with the self-administration of both 1) as seizure rescue medication or a medication prescribed to treat seizure disorder symptoms; and 2), a manual dose of prescribed electrical stimulation using a ~~vagus nerve stimulator magnet~~ Vagus Nerve Stimulator Magnet.

Principals, guidance counselors, teachers, bus drivers or classroom aides whose duties include regular contact with students who have submitted a seizure management and treatment plan:

An online course of instruction for school personnel regarding awareness of students with seizure disorders as required by A.R.S. § [15-160.02](#) and approved by the State Board of Education (SBE). This training shall be completed within thirty (30) days of receiving the first seizure management plan. A new hire shall complete the training during a school's new hire orientation unless proof of successful completion within the last five (5) years is submitted. Training must be completed at least once in a five (5)-year period. Information regarding SBE-approved training shall be posted on the Board's website.

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number –VIII-B

Agenda Item

The Board will discuss, consider and give direction on voting on one bylaw change proposal from the Arizona School Boards Association. This bylaw proposal by the ASBA Board of Directors must be approved by two-thirds of the ASBA member boards to be effective. After discussion, the Board will vote to give direction to Lisa Nye to vote in the manner the board has approved.

For Board: Action Discussion Information

Background –

The proposed bylaw changes are designed to ensure that all member voices are heard and represented, guiding ASBA toward greater effectiveness and inclusivity.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the ASBA bylaw change proposal.

Moved _____ Seconded _____ P/F



EDUCATE. ADVOCATE. ELEVATE.



TABLE OF CONTENTS

Introduction.....	1
Article I Name of the Association	1
Article II Purpose of the Association	1
Article III Policies of the Association	2
Article IV Membership	2
Section 1. Classes of Membership	2
Section 2. Voting Powers of Membership	2
Section 3. Dues of Membership	3
Section 4. Resignation	3
Section 5. Suspension and Expulsion.....	3
Article V Officers and Board of Directors and Executive Committee.....	3
Section 1. Officers and Terms of Office.....	3
Section 2. Board of Directors	3
Section 3. Qualifications	4
Section 4. Authority	4
Section 5. Nominations and Elections	4
Section 6. Selection of Executive Director	5
Section 7. Duties of Officers, Board of Directors and Executive Committee.....	5
Section 8. Executive Committee.....	5
Section 9. Vacancies and Removal from Office.....	5
Article VI Meetings and Voting	6
Section 1. Membership Meetings	6
Section 2. Meetings of the Board of Directors and Executive Committee	6
Section 3. Annual Delegate Assembly	6
Article VII Committees & Caucuses	7
Section 1. Standing Committees	7
Section 2. Caucuses	7
Article VIII Amendment of Bylaws and Core Beliefs.....	7
Article IX Parliamentary Authority.....	8

Introduction

ASBA is a membership driven organization as described in these Bylaws. As a Private Nonprofit, ASBA is committed to compliance with the Articles of Incorporation, these Bylaws, and the Internal Policy Manual, in all aspects of our work. A review and understanding of these Bylaws facilitate smooth interaction between and among members. Your membership and participation are appreciated.

BYLAWS ARIZONA SCHOOL BOARDS ASSOCIATION, INC.

Article I - Name of the Association

The Association shall be called the ARIZONA SCHOOL BOARDS ASSOCIATION, INC.

Article II - Purpose of the Association

The Purpose of the Association shall be:

Section 1. To promote the general advancement of public education in the State of Arizona and the United States of America and its Territories.

Section 2. To promote lay control of public education.

Section 3. To coordinate educational policies and procedures and promote uniform application of school laws of the state.

Section 4. To coordinate the activities and interest of school boards and accommodation schools within the State of Arizona.

Section 5. To present reports, recommendations and information concerning education to the Legislature, State Board of Education, and other governmental officials and agencies.

Section 6. To provide leadership to the local school boards.

- (a) By exchanging information and ideas pertaining to all aspects of education.
- (b) By encouraging effective communication with students, parents, community, school personnel, legislators and appropriate agencies.
- (c) By encouraging the most desirable and effective communication between school boards and school personnel, the legislature, and the general public.

Section 7. To cooperate with other organizations for the benefit of the children in the public schools of the state and nation.

Article III - Policies of the Association

The adoption of the beliefs of the Arizona School Boards Association, changes thereto, or additions thereto, shall require a majority vote in favor of such adoption by the delegates of member boards. Changes to bylaws and core beliefs may occur by an electronic vote of the membership using a procedure adopted by the Board of Directors.

Article IV - Membership

Section 1. Classes of Membership

(a) **Active Member -**

Any governing board of a school district of the State of Arizona is eligible to be an active member of the Association, and membership shall be classified under the name of the district thus represented **and may hold elected offices within the organization.**

(b) **Honorary Member-**

1. Each past president of the Association, **subject to remaining in good standing**, shall automatically become ~~and remain~~ an honorary life member. The Board of Directors of the Association may elect **or remove** ~~additional~~ honorary life members.

2. **Any honorary member may be removed by a majority vote of the Board of Directors for actions of the member contrary to ASBA's bylaws or conduct deemed detrimental to the Association, after an appropriate hearing and due process.**

3. **May not hold elected offices within the organization.**

(c) **Associate Member-**

Accommodation schools within the state of Arizona; the Arizona State School for the Deaf and the Blind; the State Juvenile Education System Board; agency school boards, or local school boards, as established by the Bureau of Indian Affairs of the United States Department of the Interior; tribal school boards, charter school governing bodies; and accredited community colleges shall be eligible for Associate Membership. Any former member of a public school governing board shall be eligible for Associate Membership upon written application to the executive director and upon the payment of dues as established by the Association. Membership privileges of the Associate Members shall be determined by the Board of Directors. **May not hold elected offices within the organization.**

(d) **Organization Affiliate -**

Any commercial or professional service firm that wishes to participate in the programs and activities of the Association shall be eligible for Organization Affiliate Membership upon written application to the executive director and approval by the Board of Directors. **May not hold elected offices within the organization.**

Section 2. Voting Powers of the Membership

(a) **Active Members -**

A governing board that is an active member of the Association shall be deemed present at a membership meeting if one or more members of such governing boards are in attendance. On each matter presented to the membership for vote, each governing board that is an active member shall be entitled to one vote,

provided such governing board has paid dues as established and assessed in section 3(a) hereafter. The right to the floor for the purpose of discussion shall, however, be open to any and all members of a governing board who is an active member.

- (b) **Honorary Members** -
Honorary members shall also have the right to the floor for **discussion purposes if permitted by the chair** ~~the purpose of discussion~~ but shall not be entitled to vote.
- (c) **Associate Members** -
Associate members shall have the right to the floor for discussion purposes **if permitted by the chair** but shall not be entitled to vote.
- (d) **Organization Affiliate** -
Organization affiliate members **shall not have the right to the floor for discussion purposes and** shall not be entitled to vote.

Section 3. Dues of the Membership

- (a) **Active Members** -
The dues of each active member shall be established by the Association at an annual membership meeting or as established by law.
- (b) **Honorary Members** -
Honorary members shall not pay any dues.
- (c) **Associate Members** -
The dues of associate members shall be as established by the ~~Association by an electronic vote of the membership using a procedure adopted by the~~ Board of Directors.
- (d) **Organization Affiliates Members** -
The dues of organization affiliate members shall be as established ~~by the Association by an electronic vote of the membership using a procedure adopted~~ by the Board of Directors.

Section 4. Resignation

Any member of any classification may submit a resignation in writing to the executive director and such resignation shall be effective ten (10) days after receipt.

Section 5. Suspension and Expulsion

5.1 Failure to pay dues shall be grounds for suspension or expulsion from the Association. The Board of Directors may also terminate the membership of a member for actions of the member contrary to ASBA's bylaws, under procedures adopted by the Board of Directors. Suspension or expulsion shall automatically constitute a termination (in case of suspension, however, only for the period of suspension) of all member's rights and privileges in the Association.

5.2 Any member district or organization may be removed by a two-thirds vote of the Board of Directors for actions of the member district/organization contrary to ASBA's bylaws or conduct deemed detrimental to the Association, after an appropriate hearing and due process.

Article V - Officers and Board of Directors and Executive Committee

Section 1. Officers and Terms of Office

- 1.1** The officers of the Association shall be president, president-elect, treasurer, secretary, and immediate past president, each of whom shall serve a term of one (1) year or until the selection and/or qualification of his/her successor.
- 1.2** Upon election as the *president-elect*, he/she shall accede automatically to the presidency at such time as he/she is duly qualified. No two offices may be held by the

same person. **Upon declaration of candidacy for a paid partisan elected office, an officer, director, or executive committee member must resign from the Board of Directors immediately and notify the Executive Director and Board of Directors.**

Section 2. Board of Directors

2.1 The governing body of the Association shall be a Board of Directors consisting of the officers, one representative from each of the counties of the state, except ~~Maricopa and Pima counties which are allotted two (2) representatives.~~ **counties with populations over 500 thousand shall be entitled to one (1) additional representative on the Board of Directors.**

2.2 **When a county crosses the population threshold granting an additional director position, at the county meeting, districts will select co-directors who will alternate terms of office to offset the current representation for the county.**

2.3 County representatives shall serve for a period of two (2) years with no member serving more than three (3) consecutive two (2) year terms. ~~However, at the first meeting of the Board of Directors after the adoption of the bylaws, county representatives shall determine by lot the one-half of their number who will serve for one (1) year and the one-half who will serve for two (2) years.~~

2.4 Thereafter, members of the Board of Directors shall be elected by member boards of their counties at their annual County Workshop meetings.

2.5 Ex-officio members of the Arizona School Boards Association Board of Directors shall be:

- ~~(a) Any person residing in Arizona who is either an officer or director of the National School Boards Association during his/her term of office in the national body, and~~
- (b) Any member of an ASBA active member Governing Board serving as President of the Hispanic Caucus, Native American Caucus and Black Caucus during his/her term of office in such caucus or any successor caucus by another name.

Section 3. Qualifications

Each officer and director, with the exception of the immediate past president, shall be a member of a governing board which is a member of the Association. No more than one (1) elected officer shall be elected from any ~~one~~ member board and no two (2) board of directors' positions may be held by the same person.

Section 4. Authority

The Board of Directors shall manage the affairs of the Association and shall have the power to adopt such rules as are consistent with the bylaws.

Section 5. Nominations and Elections

5.1 A nominating committee shall be constituted and selected as follows: the immediate past president of the Association shall serve as chairman of the committee and the remaining members shall be appointed by the president in consultation with the directors from those counties in which a county representative to the Board of Directors is elected for a two-year term.

5.2 No two (2) members of the nominating committee shall be from the same county, and no more than three (3) members, in addition to the past president, shall be members of the Board of Directors.

5.3 The committee shall submit a slate of ~~candidates officers~~ consisting of one or more nominees for each office to the general membership at an annual membership meeting. Additional nominations may be made from the floor provided the consent of the nominee has been obtained.

5.4 The election of officers of the Association shall take place at the annual membership meeting. ~~The election shall be by written ballot~~ When there is more than one nominee for any office, **an election will be held**, and only designated delegates

shall be allowed to vote.

5.5 The officers, county representatives, and ex-officio members of the Board of Directors shall take office at the close of the annual membership meeting.

5.6 County representatives to the Board of Directors shall be nominated and elected by the official delegates of the governing boards of school districts at the county workshop of each county.

Section 6. Selection of Executive Director

6.1 The Executive Director (**ED**) shall be appointed by the Board of Directors, with a contract not to exceed four (4) years.

6.2 He/she shall receive such salary and expenses as the Board of Directors shall determine or as may be consistent with the laws of the State of Arizona providing, therefore.

6.3 **The contract for the Executive Director shall be reviewed and ratified by the entire Board of Directors only after a thorough vetting process determined by the ASBA Board of Directors has been completed.**

Section 7. Duties of Officers, Board of Directors and Executive Committee

7.1 The president shall:

(a) Have such power and duties as are usually exercised by such an officer.

(b) ~~He/she~~ Shall preside over meetings of the Association, the Board of Directors and of the Executive Committee.

(c) Unless otherwise provided for herein, he/she shall appoint all standing and special committees.

(d) ~~The president shall~~ Be an ex-officio member of all committees, except the nominating committee, with voting power.

7.2 The president-elect shall:

(a) In the absence or disability of the president, shall have the authority and perform the duties of the president.

(b) **Serve as the Chair of the Legislative Committee.**

7.3 The treasurer ~~and secretary~~ shall:

(a) ~~h~~Have such powers and duties as are usually exercised by such officers.

~~The treasurer shall collect dues and receipt therefor; shall receive and cause to be deposited all monies belonging to the Association, shall disburse the funds of the Association in accordance with the dictates of the Board.~~

(b) **Serve as the Chair of the Budget and Financial Oversight Committee.**

(c) ~~He/she shall~~ Report regularly to the board, **delegates, and membership** ~~prepare a budget report to be presented to delegates and membership and shall~~ perform such other duties as are delegated to him/her by the president or by the Board of Directors.

7.4 The secretary shall:

(a) **Record and submit** ~~keep~~ the minutes of all ~~meetings of the Association, the Board, and the Executive Committee; shall~~ **Executive Session meetings of the Board of Directors.**

(b) ~~keep a membership roster up to date at all times; shall preserve the records and the files of the Association; shall give all notices required.~~ **Ensure minutes from all other Board of Director meetings are properly recorded and filed.**

7.5. The immediate past-president shall:

(a) **Serve as the chair of the Nominating Committee.**

(b) **Serve in other capacities as determined by the Board of Directors.**

Section 8. Executive Committee

The Executive Committee shall be composed of the officers of the Association.

Duties:

- (a) The Executive Committee shall have the authority of the Board of Directors to act on any emergency when the president deems it impracticable to call a meeting of the entire board.
- (b) It may review plans and programs to be presented to the Board of Directors at their regular meetings.
- (c) It shall have authority to give direction or delegate that such direction be given on legislative action to come before the State Legislature on which there is no formal Association position.
- (d) All actions of the Executive Committee shall be subject to ratification by the Board of Directors.
- (e) **Any action taken upon declaration of emergency shall be ratified by the Board of Directors within ten (10) business days.**

Section 9. Vacancies and removal from office.

9.1. A vacancy in any **Executive Committee** office or on the Board of Directors occurring between annual membership meetings shall be filled by a vote of the Board of Directors **upon submission of a recommendation by the board president**. Such a person shall hold office until the next annual membership meeting of the Association.

9.2. Any officer or director who *misses more than one meeting out of any four (4) consecutive meetings, unless he/she is excused* by the Board of Directors for a valid reason, may have his/her office vacated by action of the board.

9.3. Any officer or director may be removed by a two-thirds vote of the Board of Directors for actions of the member contrary to ASBA's bylaws or conduct deemed detrimental to the Association, after an appropriate hearing and due process.

Article VI - Meetings and Voting

Section 1. Membership Meetings

1.1 The Association shall hold an annual membership meeting and ~~in addition~~ an annual Delegate Assembly. ~~at a time and place designated by the preceding annual membership meeting, by a vote of the membership, or by subsequent determination by the Board of Directors.~~ Notice of the time and place shall be given by written notice to all members at least sixty (60) days but not more than ninety (90) days prior to the meeting. c

1.2 Special meetings of the membership may be called at any time by the Board of Directors or by the president; ~~and~~

- (a) the president shall call a special meeting **of the membership promptly within ten (10) business days** upon receipt by him/her of a petition ~~stating the purpose of the meeting~~ signed by no less than ~~ten (10)~~ **twenty (20)** active members **and stating the purpose of the meeting.**
- (b) Notice of the time and place of a special meeting shall be given to members at least ~~fifteen (15)~~ **ten (10) business** days prior to the meeting date, and such notice shall specify the business to be transacted.
- (c) The presence of representatives of no less than ~~twenty-five (25)~~ **fifty (50)** active members **in person or electronically** shall be necessary to constitute a quorum at any meeting of the membership.

Section 2. Meetings of the Board of Directors and Executive Committee

- 2.1 The Board of Directors shall meet at least once each quarter of each calendar year.
- 2.2 The president shall call a special meeting of the Board of Directors or Executive Committee upon receipt of a petition presented to ASBA staff stating the purpose of the meeting signed by no less than twenty (20) active member districts.
- 2.3 Special meetings shall be ~~upon the call of the president, be and such meetings shall~~ called upon written request of five (5) members of the Board of Directors.
- 2.4. Special meetings may be called by the president of the Association provided a ten (10) business day notice is given.
- 2.5 All members should be given notice of time and place of special meetings at least ~~five (5)~~ ten (10) days prior to the meeting date.
- 2.6 The Executive Committee shall meet from time to time as it deems necessary or upon call of the president.
- 2.7 Emergency meetings may be called to handle issues with no less than 48 hours notice.
- (a) All actions approved in an emergency meeting must be ratified by the entire Board of Directors within ten (10) business days.
- (b) Emergency meetings may be called by the president or no less than five (5) members of the Board of Directors.

Section 3. Annual Delegate Assembly

- 3.1 The annual Delegate Assembly shall be held to establish the political agenda items which support the beliefs of the association in the legislative process and in the priorities of the Association. Action agenda items may be submitted to the annual Delegate Assembly of the Association by the action of member boards, the Board of Directors of this Association, or any committee appointed by it, and shall be transmitted to the executive director not later than sixty (60) days before the opening date of the annual Delegate Assembly. All action items so submitted shall be forwarded immediately to the legislative committee for consideration.
- 3.2 The legislative committee is charged with creating a draft political agenda and shall consider the district action agenda items submitted. The draft legislative agenda shall be sent to members at least twenty (20) days prior to the annual Delegate Assembly by the legislative committee.
- 3.3 Other action agenda items submitted to the chairman of the legislative committee during the annual Delegate Assembly and prior to the last business session shall be considered by the membership at said meeting, provided that such action agenda items are in proper written form and signed by registered delegates from at least ten (10) active members.
- 3.4 The ~~reporting member~~ Chair or designee of the legislative committee shall be authorized, on behalf of the committee, to move for floor action on action agenda items and beliefs.
- 3.5 All action agenda items reported out of the legislative committee shall be ~~duplicated~~ distributed as soon as possible and made available to the delegates.
- 3.6 Action agenda items passed at the annual Delegate Assembly will constitute the Political Agenda and shall be considered the position of the Association until the next Delegate Assembly. The presence of representatives of no less than 20% of member districts or ~~twenty-five (25)~~ fifty (50) active members shall be necessary to constitute a quorum at the Delegate Assembly, whichever is fewer.

Article VII - Committees & Caucuses

Section 1. Standing Committees

Standing Committees of the Association shall be ~~a~~-Nominating Committee and a Legislative Committee.

1.1. Nominating Committee

(a) The nominating committee shall be so constituted and have such powers as previously provided herein.

(b) **The immediate past-president or designee shall serve as the chair of the committee.**

1.2. Legislative Committee

(a) The legislative committee, consisting of as many members as deemed advisable by the president and the Board of Directors, shall meet upon the call of the president to consider legislative matters, and the effect thereof on governing boards.

(b) **The president-elect or designee shall serve as the chair of the committee.**

1.3. Budget and Financial Oversight Committee

(a) **The Budget and Financial Oversight Committee shall be established as a standing committee and shall have such powers as deemed necessary to ensure the financial health of the Association.**

(b) **The treasurer or designee shall serve as the Chair of the committee.**

1.4. Governance Committee

(a) **The Governance Committee shall be established as a standing committee and have responsibilities commensurate with the purpose of the committee.**

(b) **The chair of the Governance Committee shall be appointed by the president.**

Section 2. Caucuses

Caucuses shall exist to enhance the work of the association by addressing the unique needs of member districts. Caucuses of ASBA are considered to be affiliated with ASBA as a program provider with responsibility for the caucuses. Each caucus **shall** ~~is expected to~~ adopt its own bylaws for operating, programming, and governing within the context of the relationship with ASBA described herein. **All caucus bylaws shall conform to applicable statutes, ASBA Bylaws and Internal Policies.**

With the adoption of this section, the Black Caucus of ASBA and the Hispanic/~~Native~~ American Indian Caucus of ASBA are hereby established.

Caucuses shall be added or eliminated to this provision through the amendment process described in article VIII of this document.

Article VIII - Amendment of Bylaws ~~and Core Beliefs~~

Section 1. These Bylaws ~~or the Core Beliefs~~ may be amended or repealed, or new ones adopted as follows:

- (a) By a vote of two-thirds of the member boards using an electronic vote of the membership using a procedure adopted by the Board of Directors.
- (b) Amendments may be submitted by action of a member board, the Board of Directors of this Association, or any committee appointed by it, and shall be transmitted to the executive director not later than September 15. Such amendments shall be forwarded to the membership at least thirty (30) days prior to the opening of electronic voting as approved by the ASBA Board of Directors.

Article IX - Parliamentary Authority

Section 1. The rules contained in the current edition of Robert's Rules of Order newly revised shall govern the proceedings of the ASBA in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order that ASBA may adopt.

Adopted by the ASBA Delegate Assembly, April 6, 1974.

Amended:

September 12, 1975
June 12, 1976
December 8, 1976
November 30, 1977
November 29, 1978
December 12, 1979
December 2, 1981
June 25, 1983
December 5, 1985
December 12, 1986
December 13, 1990
December 12, 1991
December 15, 1994
December 14, 1995
December 12, 1996
December 11, 1997
December 10, 1998
December 13, 2001
December 16, 2004
December 14, 2006
December 11, 2008
December 16, 2010
December 15, 2011
December 13, 2012
December 11, 2014
December 16, 2021

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –VIII-C

Agenda Item

Set Date for January Organizational Meeting- January 21

For Board: Action Discussion Information

Background –

The Governing Board has set dates for board meetings through December 2024. The first meeting of 2025 has not been set. At that meeting the board holds elections for President and Clerk as well as discusses and approves a calendar for Regular Meetings and Work Study Sessions of the board for 2025.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the date of January 21, 2025 for the Organizational Meeting of the Osborn School District Governing Board.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –VIII-D

Agenda Item

Recommendation of RFQ 2025.01 Award for Construction Manager at Risk

For Board: Action Discussion Information

Background –

Osborn School District made a determination to use an Alternate Project Delivery Method (APDM) for this construction project on October 8, 2024, as per A.A.C. R7-2-1106 (A).

Request for Qualifications (RFQ) #2025.01 was issued on October 17, 2024 and eighty-six (86) vendors from the Prospective Bidders List were notified via email. A non-mandatory pre-submittal conference was held at the Montecito Community School on October 24th at 2:00 PM with ten (10) contractors represented and approximately 30 attendees. Statement of Qualifications (SOQs) were due on or before November 7, 2024 at 11:00 AM. Nine (9) submittals were received.

See the Evaluation Summary for process details and scoring.

The district entered into negotiations with representatives from the highest ranked firm and was successful in arriving at the following fees: 1% preconstruction with an additional \$5,000 allowance for specialty services outside of typical scope; Construction Fee/CM@R Fee of 5.5% of the Guaranteed Maximum Price (GMP).

It is the unanimous recommendation of the Selection Committee to award the project to Chasse Building Team of Tempe, Arizona.

Legal

Financial

Bond expenditure

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board award RFQ 2025.01 to Chasse Building Team.

Moved _____ Seconded _____ P/F

Solicitation No: RFQ #2025.01

Description: Montecito Community School Renovations Project CMAR

November 13, 2024

A Request for Qualifications was issued under the procedures promulgated by the School District Procurement Rules adopted by the Arizona State Board of Education and related State Statutes. The District utilized Sunny Path Associates, LLC to assist with the procurement process through its Project Management Firm, The H2 Group. Osborn School District made a determination to use an Alternate Project Delivery Method (APDM) for this construction project on October 8, 2024, as per A.A.C. R7-2-1106 (A).

TIMELINE

Request for Qualifications (RFQ) #2025.01 was issued on October 17, 2024 and eighty-six (86) vendors from the Prospective Bidders List were notified via email. The District also published a Public Notice the same day in the Arizona Business Gazette, which is the official newspaper of Maricopa County. All solicitation documents were available at <https://www.osbornnet.org/Page/204>. A non-mandatory pre-submittal conference was held at the Montecito Community School on October 24th at 2:00 PM with ten (10) contractors represented and approximately 30 attendees. Statement of Qualifications (SOQs) were due on or before November 7, 2024 at 11:00 AM. Nine (9) submittals were received in a timely manner on or before the deadline for receipt from the following firms:

- Chasse Building Team
- Concord
- Core Construction
- FCI Constructors
- GCON
- Low Mountain Construction
- Rytan
- Sun Eagle Corporation
- Sun Valley Builders

EVALUATION PROCESS

All firms were verified to have an active status with the Arizona Registrar of Contractors (ROC), Arizona Corporation Commission (ACC) and no exclusions or debarment recorded at the Arizona Department of Administration's State Procurement Office (ADOA-SPO).

In accordance with A.A.C. R7-2-1107, the Selection Committee consisted of six (6) evaluators, which included Dr. Michael Robert, Superintendent; Colleen Toscano, Chief Operations Officer; Sam Garcia, Director of Maintenance; Jamal Dana; IT Director; Don Brubaker, an Architect Representative from SPS+ Architects; and Tony Cohill, a Licensed General Contractor Representative from Skyline Builders. All members reviewed and signed Evaluation Committee Disclosure Statements, which are found within the procurement file.

1. An evaluation meeting was held on November 8, 2024. At this meeting, evaluators received an overview of the RFQ and submittal requirements, an evaluation tool and access to the SOQs submitted for their independent evaluation. Initial vetting was also discussed to determine all submittals were acceptable for evaluation. Final consensus scoring of the firms was completed based on the RFQ evaluation criteria. The Selection Committee determined that presentation interviews would be required from the highest ranked three (3) firms.
2. On November 13, 2024, presentations were scheduled and held with the final list of three firms. All firms were notified prior and provided with questions to prepare. Scoring was completed and finalized that afternoon. The district entered into negotiations with representatives from the highest ranked firm and was successful in arriving at the following fees: 1% preconstruction with an additional \$5,000 allowance for specialty services outside of typical scope; Construction Fee/CM@R Fee of 5.5% of the Guaranteed Maximum Price (GMP).

SCORING TABULATION AND RANKING

The Selection Committee evaluated the submittals on a 1,000 point scale, using the criteria outlined within the Request for Qualifications in order of importance, as well as criteria for responsiveness and responsibility. The scoring tabulation and ranking is found on the following page. The highest scoring ranked three (3) firms were shortlisted to provide interviews that were scored and ranked.

CONTRACT AWARD / DETERMINATION

Based on consensus from the Selection Committee, and upon successful negotiations, a recommendation for award shall be in accordance with A.R.S. §15-213, §41-2534, §41-2578 and A.A.C. R7-2-1106 through R7-2-1115, as applicable.

It is the unanimous recommendation of the Selection Committee to award the project to Chasse Building Team of Tempe, Arizona.

Contractor status shall be reverified pursuant to A.R.S. Title 32, Chapter 10 and A.A.C. R7-2-1112, upon award by Governing Board. The Governing Board will be presented with a Guaranteed Maximum Price (GMP) proposal(s) for review and approval at a subsequent date prior to the start of any construction services.

Solicitation No: RFQ #2025.01

Description: Montecito Community School Renovations Project CMAR

SCORING

EVALUATOR	CHASSE	CONCORD	CORE	FCI	GCON	LOW MOUNTAIN	RYTAN	SUN EAGLE	SUN VALLEY
DB	97.50	72.50	90.00	65.00	65.00	65.00	58.75	72.50	40.00
MR	110.00	97.50	130.00	83.75	85.00	91.25	97.50	105.00	78.75
TC	100.00	86.25	107.50	86.25	86.25	65.00	65.00	65.00	65.00
JD	67.50	61.25	72.50	72.50	57.50	46.25	47.50	45.00	51.25
SG	65.00	52.50	65.00	57.50	57.50	50.00	52.50	57.50	57.50
CT	112.50	45.00	112.50	78.75	92.50	50.00	53.75	43.75	57.50
	552.50	415.00	577.50	443.75	443.75	367.50	375.00	388.75	350.00
RANKING									
DB	1	3	2	4	4	4	5	3	6
MR	2	4	1	7	6	5	4	3	7
TC	2	3	1	3	3	4	4	4	4
JD	2	3	1	1	4	7	6	8	5
SG	1	3	1	2	2	4	3	2	2
CT	1	7	1	3	2	6	5	8	4
	9	23	7	20	21	30	27	28	28
AVERAGE RANK	1.5	3.833333333	1.166666667	3.333333333	3.5	5	4.5	4.666666667	4.666666667
FINAL RANK	2	5	1	3	4	8	6	7	7

SCORING AND RANKING
 INTERVIEWS
 RFQ 2025.01

SCORING

EVALUATOR	CHASSE	CORE	FCI
DB	20.00	20.00	17.00
MR	19.00	20.00	13.00
TC	17.00	16.00	13.00
JD	19.00	19.00	16.00
SG	20.00	18.00	16.00
CT	18.00	16.50	15.00
Totals	113.00	109.50	90.00
Average	18.83	18.25	15

RANKING

DB	1	1	2
MR	2	1	3
TC	1	2	3
JD	1	1	2
SG	1	2	3
CT	1	2	3
	7	9	16
AVERAGE RANK	1.17	1.5	2.7

FINAL
 RANK

1	2	3
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OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –VIII-E

Agenda Item

Approval of the FY 2025 Expenditure Budget Revision

For Board: Action Discussion Information

Background –

The budget revision for fiscal year 2024/25 allows the district to adjust budget capacity for current year ADM and align the district calculations with those of ADE per the BUDG25 letter issued from ADE.

The attached worksheet provides a listing of the adjustments made as compared to the Adopted Budget from July 2024, the prior year budget and the legislative funding projections.

Legal

A.R.S. §15-905, A.R.S. §15-1103

Financial

Revised FY25 M&O budget = 23,615,710

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the revision to the 2024/25 Budget to align to current year ADM counts and funding levels.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
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Agenda Item Number – VIII-F

**Agenda Item
Bond Update**

For Board: Action Discussion Information

Background –

Attached is the monthly bond update from H2 Group, Capital Project Management.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Information Only.

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8
November 19, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
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Agenda Item Number – IX

Agenda Item
Board Development

For Board: Action Discussion Information

Background –

- A. [NSBA Annual Conference](#) in New Orleans April 4-6, 2024 advance early bird thru Dec 6 \$925
- B. A Strategic Planning for School Leaders Chapters 4 & 5
 - What are academic and social emotional outcomes we want to discuss with parents when we meet with each school community?
 - What reporting does the Governing Board need from district administration to help guide their interaction with the community during the Needs Assessment (community forums) portion of preparing for a new or updated strategic plan?

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
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Agenda Item Number –X

Agenda Item

Reflections/Feedback on Meeting

For Board: Action Discussion Information

Background –

Reflect on the business of tonight’s meeting. You may comment on how it aligns to our goals.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

November 19, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number – XI

Agenda Item

Future Agenda Items

For Board: Action Discussion Information

Future

Mrs. Ramos

- Discussion around the number of suspensions (**Administration is preparing for an early 2025 discipline work study session**)

Mrs. Greenberg

- Revisit cell phone policy (**Dr. Robert will work with Mrs. Greenberg on appropriate timing and to prepare for board discussion of cell phone policy**)
- Calendar dates for strategic plan with the community to determine next steps and steps to develop a plan (**Dr. Robert will work with district leadership team to develop a calendar for meetings for each school, beginning in early January 2025, to have completed a “listening and information gathering session” all campuses by spring break**)

President Hermes

- Discuss bus routes and what neighborhoods get busses (**presentation at tonight’s November regular meeting of the Governing Board**)
 - Bus Zones and understanding how bussing regions work

Agenda Item Number – XII

Adjournment

Moved _____ Seconded _____ P/F