



Sunnyside Unified School District No. 12
Governing Board
Regular Board Meeting Agenda

October 27, 2020

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ
85706

6:30 PM

1.	<u>OPENING OF MEETING</u>	<u>PROPOSED BY</u>	<u>PURPOSE</u>
a.	Call to Order		
b.	Salute to the Flag		
c.	Signing of the Register		
d.	Roll Call		
e.	Approval of Agenda		
f.	Board Comments		
	1. Governing Board Comments	S. Holmes	Information
g.	Superintendent's Report		
	1. Superintendent's Report	S. Holmes	Information
h.	Recognition		

2. CALL TO THE AUDIENCE*

Consideration and discussion of comments and concerns from the public. Those wishing to address the governing board on items on or not on tonight's agenda may do so at this time. Speakers are requested to hold their comments to three (3) minutes. In accordance with the Arizona Open Meeting Law, board members may not respond, comment or ask questions of speakers regarding issues not on the agenda.

3. CONSENT AGENDA**

a.	Approval of Governing Board Minutes		
	1. Approval of Governing Board Minutes	S. Holmes	Action
b.	Personnel		
	1. Personnel Report		Action

	2. Personnel Report - Superintendent		Action
c.	Vouchers		
	1. Vouchers		Action
d.	Lost Warrants		
e.	Financial Statements		
f.	Use of Facilities		
g.	Student Attendance Requests		
h.	Student Travel Requests		
i.	Personnel Travel Requests		
j.	Board Travel Requests		
k.	Contract with Outside Agency		
	1. Memorandum of Understanding (MOU) between Sunnyside Unified School District (SUSD) and the Arizona MESA Program		Action
	2. Service Contract between Sunnyside Unified School District (SUSD) and Amistades, Inc.		Action
l.	Supplementary Textbooks		
m.	Application/Amendment for Funding		
n.	Business and Finance		
	1. Gifts & Donations		Info/Action
	2. Emergency Purchase of PPE for Covid Related protection		Info/Action
	3. ADE Food Program Permanent Service Agreement		Info/Action
	4. Public Auction Payment and Activity Report: September 2020		Info/Action
	5. September Purchasing Bid Activity Report		Info/Action
	6. Enrollment Stabilization Grant (ESG) Award and Grant Agreement		Info/Action
o.	Open Enrollment		
p.	Revisions of Governing Board Policies, Regulations, Exhibits		
q.	Request for Early Graduation		
	1. Early Graduation		Action
r.	Updates to the 2020-2021 Classroom Site Fund/301		
4.	<u>GENERAL FUNCTIONS</u>		
a.	Contact Sports	J. Gastelum	Info/Action
b.	Opening of School Report	P. Betten	Information
c.	ARS 15-481 and 15-491 Bond and Override Expenditure Report FY2019-20	H. Encinas B. Maloney	Info/Action

5. **SUGGESTION FOR FUTURE AGENDA ITEMS**

a. **Suggestion for Future Agenda Items**

S. Holmes

Information

6. **UNFINISHED BUSINESS**

7. **ADJOURNMENT**

* **If you desire to speak before the Governing Board, please read and complete the yellow card provided at the sign-in table and deliver to the Administrative Assistant to the Governing Board (Pursuant to Board Policy BEDH - Public Participation at Board Meetings).**

** **Names and details are available in the Office of the Superintendent during normal business hours.**

*** **(If used) All actions concerning this may be done in executive session.**

**** **One or more members of the Governing Board may participate in this meeting by means of a conference call or video conferencing.**



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: Board Comments 1.

TITLE OF AGENDA ITEM: Governing Board Comments

ACTION TYPE: Information

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Steve Holmes, Superintendent

DESCRIPTION/JUSTIFICATION:

This item is placed on the agenda to give Governing Board Members the options, if desired, to briefly discuss current events.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

Information Item

CREATION:

Date/Time:
10/22/2020 9:02 AM

Department:
Superintendent

REVIEWERS:

Date
10/22/2020 - 11:19 AM
10/22/2020 - 11:20 AM

Action
Approved
Approved

Department
Superintendent
Superintendent



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: Superintendent's Report 1.

TITLE OF AGENDA ITEM: Superintendent's Report

ACTION TYPE: Information

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Steve Holmes, Superintendent

DESCRIPTION/JUSTIFICATION:

Steve Holmes, Superintendent, will be presenting the Superintendent's report for the Board's information.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

Information Item.

CREATION:

Date/Time:

10/22/2020 9:05 AM

Department:

Superintendent

REVIEWERS:

Date

Action

Department

10/22/2020 - 11:26 AM

Approved

Superintendent

10/22/2020 - 11:27 AM

Approved

Superintendent



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: Consent Agenda r.

TITLE OF AGENDA ITEM:

Updates to the 2020-2021 Classroom Site Fund/301

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Dr. Debra Bergman, Chief Human Resources Organizational
Development Officer

DESCRIPTION/JUSTIFICATION:

The updates to the 2020-2021 Classroom Site Fund are being recommended by the District Evaluation Committee for Section B 2a and 2d.

- The committee reached consensus that the 2018/19 AZ Merit data would be utilized for the District Growth payment for the 2020 - 2021 SY.
- This decision was made because Sunnyside students did not take the AZ Merit State test for the 2019/20 school year due to the pandemic.
- New language for section B part 2/a was added so certified staff know what data will be used for the student growth payment, and 2/d was added so certified staff know how much the payment will be, and when it will be issued.
- The updates are in BLUE type and the language being cut is struck through in RED.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve as submitted.

ATTACHMENTS:

File Name	Description	Type
 Proposed_Updates_to_301_Performance_Pay_for_2020_2021.docx	Updated to the 2020 - 2021 Classroom Site Fund	Cover Memo

CREATION:**Date/Time:**

10/20/2020 1:50 PM

Department:

Human Resources

REVIEWERS:

Date	Action	Department
10/21/2020 - 6:21 PM	Approved	Human Resources
10/22/2020 - 11:07 AM	Approved	Superintendent



Human Resources & Operational Development
2238 East Ginter Road Tucson Arizona 85706
Phone (520) 545-2003 Fax: (520) 545 2023

Classroom Site Fund (CSF)/301 Pay for Performance 2020-20219 (Updates)

I. The 2020-2021 Classroom Site Fund/301 (NOTE THAT PAY FOR PERFORMANCE MONIES COME OUT OF BUCKET II OF 301 Funds)

A. Part A will not change for the 2020-2021 school year.

1. Teachers will receive Performance Pay according to their score on the Sunnyside Rubric and the classification on Exhibit E:
 - a. Highly Effective and Effective classifications = \$1400.00
 - b. Developing classification = \$600.00
2. Payment will be issued in August 2021.

B. The remaining 67% of Bucket II will be distributed as explained below:

1. Every certified staff member eligible for 301 must complete Exhibit G.
 - a. Completion and submission of Exhibit G (student growth--other than AzMERIT) will result in a June 2021 payment of \$2000.
2. AzMERIT District Growth in Reading and/or Math will determine the balance.
 - a. ~~Payment will be issued in September 2021 (\$310.00).~~ The AzMerit data from the 2018/19 SY will be utilized ~~will be determined, pending the direction we receive from ADE.~~ for certificated staff on the certified salary schedule who worked during the ~~2018/19~~ 2019/2020 school year will receive this payment.
 - b. The determination of growth is not a required percentage, only an indication of **Growth or No Growth on the District AzMERIT in Reading and/or Math.**
 - c. Former certified employees from the previous school year who DO NOT receive the September growth monies will be those former employees who were terminated with cause.
 - d. The payment of (\$310.00) will be issued to certificated staff in September of 2021.

C. At this time, Professional Development will NOT be part of the 2020-2021 CSF/301 proposal.



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020 **BOARD AGENDA NO.:** CA - Approval of Governing Board Minutes 1.

TITLE OF AGENDA ITEM: Approval of Governing Board Minutes

ACTION TYPE: Action

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Steve Holmes, Superintendent

DESCRIPTION/JUSTIFICATION:

To approve the following Governing Board Minutes as follows:
Regular Governing Board Meeting, Tuesday, June 23, 2020
Regular Governing Board Meeting, Tuesday, July 14, 2020
Regular Governing Board Meeting, Tuesday, July 28, 2020
Regular Governing Board Meeting, Tuesday, August 11, 2020
Regular Governing Board Meeting, Tuesday, August 25, 2020
Regular Governing Board Meeting, Tuesday, September 8, 2020
Regular Governing Board Meeting, Tuesday, September 22, 2020
Regular Governing Board Meeting, Tuesday, October 6, 2020

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY:Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:To approve the meeting minutes as submitted.

ATTACHMENTS:

File Name	Description	Type
 06232020_Board_Meeting_Minutes.pdf	Regular Board Meeting Minutes- 06-23-2020	Cover Memo
 07142020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes - 07-14-2020	Cover Memo
 07282020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes - 07-28-2020	Cover Memo
 08112020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes - 08-11-2020	Cover Memo
 08252020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes - 08-25-2020	Cover Memo
 09082020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes - 09-08-2020	Cover Memo
 09222020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes - 08-22-2020	Cover Memo
 10062020_Board_Meeting_Minutes.pdf	Regular Governing Board Minutes -10-06-2020	Cover Memo

CREATION:**Date/Time:**

10/21/2020 1:26 PM

Department:

Superintendent

REVIEWERS:

Date	Action	Department
10/22/2020 - 2:56 PM	Approved	Superintendent
10/23/2020 - 8:33 AM	Approved	Superintendent



2238 East Ginter Road
Tucson, Arizona 85706

**Minutes of the Regular Board Meeting of the Governing Board
June 23, 2020
6:30 PM**

PLACE:

Governing Board Room, 2238 E. Ginter Road, AZ 85706

The Regular Governing Board meeting convened at 6:33pm. Governing Board members present were: Buck Crouch (present), Eva C. Dong (virtual), Roberto Jaramillo (virtual), Beki Quintero (virtual), and Consuelo Hernandez (virtual).

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Roberto Jaramillo to approve the Governing Board meeting agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Governing Board Comments

Ms. Dong hopes that everyone continues to be safe and healthy. Its very hard right now, despite Arizona being one of the highest and hopes all staff & community to continue to remain healthy.

Mr. Jaramillo hopes everyone stays healthy.

Mr. Crouch said that he is so proud of the Sunnyside community, our administrators, teachers, staff, and students. They have done very well in this trying situation.

Superintendent's Report

Superintendent's Report

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

Ken Friskey addressed the Governing Board regarding his concerns with the re-opening of school plan. He stated that his concerns are moot if the district decides to go with the 100% online teaching plan, but if we decide to go with the In-Person or Hybrid options, there is an issue that needs to be addressed. There is no mention in the Sunnyside plan for testing for the COVID-19, which is an important component for reopening and having students & teachers in the same classroom.

CONSENT AGENDA

Board Member Roberto Jaramillo moved, seconded by Board Member Eva Carrillo Dong to approve the consent agenda as submitted with the exception of Consent Item 3 n) 1- MidState Assured Service Program Agreement and Labor Agreement FY 21 be pulled for further discussion. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. **Approval of Governing Board Minutes**
 - 1. **Approval of Governing Board Meeting Minutes**
- b. **Personnel**
 - 1. **Personnel Report**
- c. **Vouchers**
 - 1. **Vouchers**
- d. **Lost Warrants**
- e. **Financial Statements**
 - 1. **Student Activities and Auxiliary Operations Report for May 2020**
- f. **Use of Facilities**
- g. **Student Attendance Requests**
- h. **Student Travel Requests**
- i. **Personnel Travel Requests**
- j. **Board Travel Requests**
- k. **Contract with Outside Agency**
 - 1. **Agreement between the Sunnyside Unified School District (SUSD) and the Arizona Board of Regents for and on behalf of Northern Arizona University (NAU) for Clinical Practicum and/or Externship/Internship Education**
- l. **Supplementary Textbooks**
- m. **Application/Amendment for Funding**
- n. **Business and Finance**
 - 1. **MidState Assured Service Program Agreement and Labor Agreement FY21**
 - 2. **Surplus Materials Disposal Request - June 23, 2020**
 - 3. **Santa Clara Weatherization SFB Project - Revised Terms and Conditions #2**
- o. **Open Enrollment**

p. Revisions of Governing Board Policies, Regulations, Exhibits

1. Policy Revisions (First Reading)

q. Request for Early Graduation

r. Individual (ISL) and Aggregate (ASL) Stop Loss Reinsurance Recommendation

s. Updates to the 20/21 Sunnyside Teacher Rubric

t. Purchase of K-2 Student Devices

GENERAL FUNCTIONS

Opening of Schools Update

Steve Holmes presented the Opening of School preliminary plan for the 2020-21 school year as follows:

Our main Guiding Principles:

- Safety
- Choice
- Commitment to provide the best education experience for each student.

Equity had been one of these primary principles, but if we can't open schools due to the virus, it's going to create some inequities with our families.

Committees:

- Curriculum & Instruction (Teachers & C&I)
- Logistics (Principals, District Directors)
- Workplace Conditions/Safety Protocols (SEA/SCEA/Nurses)
- Social Emotional Learning/Mental Health (Counselor/AWARE)
- Parent Advisory (Parent Group, A. Foster & M. Felix)

We have been working with committees and have been having discussions with teachers, and Sunnyside Education Association (SEA) representatives. They have given us many ideas to think about. We have met with principals and parents and have discussed options that we are considering and planning. At this time, we are not making a decision on which option we are going to do. The feedback that we are getting consistently from our parents is coming back full-time, hybrid, and some that want to go online. We will make a decision on these options at the July 14th Board meeting, once we figure out where we are & what the health status is at that time. Teachers have been very vocal about wanting to stay safe as a priority, which will be a strong consideration on what decisions we make for our community.

Start date for classes will be Wednesday, August 5th. It's important to keep this start date, even if the start means all online.

Instructional Models that we are being presented to parents and that are planning around are:

- In-Person Classroom Learning: Students are full time, in-person in the classroom
- Hybrid Learning: Learning will occur in a combination of in-person and remote learning.
- Remote Blended Learning: Learning will occur completely in a remote (at home), online model with expectations for independent learning experiences.
- Distance Personalized Learning: Full-time, full online learning from home in a personalized learning model.

Remote learning students will have a teacher to support them, similar to what we had when we were all online.

Hybrid Schedule Recommendation:

- Wednesdays: All students engage in synchronous remote learning.
- Thursdays & Mondays: Group A in person; Group B asynchronous remote learning.
- Fridays & Tuesdays: Group B in person; Group A asynchronous remote learning.
- Wednesday: Collaboration schedules continue.

Staff childcare will be made available for students attending SUSD schools.

Protocol for Students on Campus:

Daily Health Screening Protocols

- Daily screening of staff and student temperatures

- Staff taking temperatures for boarding bus and available at multiple entrances to sites
- If students have a temperature of 100 degrees or more, isolate the child and call the parent for pick up. Ensure mask is worn by student.
- Designate isolation room (s) for sick children waiting to be picked up
- Designate the pick-up location(s) for parents picking up sick students, so they do not enter building--designate location for student check-out
- Students may return to school once they are fever-free without medication for 72 hours.
- If staff member has a temperature of 100 degrees or more, send the employee home--ensure the staff member is wearing a mask while at the site

At the Central Office, half of our staff are coming in on alternate days. We are doing a hybrid model and implementing daily screenings of our employees. We have a designated person in every department who is checking for temperatures and will be sending people home if they have a temperature. This is part of our protocol. Daily screening for temperature of our students & staff will be a part of our plan.

Entry/Exit Protocols

- Designate entry/exit points for temperature checks
- Electronic check in and check out for parents checking students in or out during the school day or use a kiosk at the entrance of the site for checking out electronically- monitored so items are wiped down after each use
- Require parents to drop off/pick up students without getting out of the car, unless express permission from a site administrator is provided for good cause
- If a parent has permission to get out of the car during drop-off/pick-up, have the student arrive at/leave school before or after assigned times for the majority of students.
- Place markers ensuring social distancing in bus lines, cafeteria, and other places where students are lined up.

Wall thermometers have been ordered. It will measure your temperature once you stand in front of it. The hand held ones will also be utilized as well.

Classroom Protocols:

- Students will be socially distanced
- K-8 students will receive personal learning kits with instructional manipulatives
- Students will be required to have backpacks for their belongings
- Clearly designate student work and seating areas
- K - 6 Specialists will travel to classrooms
- Limit transitions
- Social Emotional Learning and support are a priority

The idea is to social distance, but if all students are coming in at one time, we can't socially distance the 6 feet. This would have to be abandoned if we feel like opening school for every student will be an option. K-6 students will receive their own personal learning kits with instructional manipulative, so they aren't sharing materials.

Use of Masks:

- All students and staff will be required to wear masks when interacting with others and moving or in communal spaces (unless there are extenuating circumstances and accommodations have been made).
- Students and staff must bring their own masks
- The district will provide a mask only when absolutely necessary.

Disposable PPE will be available at all the schools if people and/or students forget theirs. Face shields are being made for our teachers to use as an alternative to a mask. If students are working in their own work area or are alone, they can remove their mask, but once they start interacting with others, they will need to use their mask. The same will apply to office staff.

Handwashing:

- Hand washing with soap and water for at least 20 seconds or hand sanitizer.
- Upon arrival at school
- After being outside for student physical activity
- Before and after lunch
- Prior to leaving school for home
- After sneezing, coughing or blowing nose ? Multiple times during the day

We are in the process of ordering portable handwashing stations.

Transitions:

- Student movement and transitions will be minimized as much as possible
- Where possible, mark hallways to direct students to stay on one side of the hallway for each direction of travel. Where possible, certain hallways may be designated one-way.
- Where possible, students will be scheduled in cohort groups to minimize interactions
- Designated restrooms will be opened during transitions and these will need to be monitored.

Transitions will be more difficult in middle & high school, due to students moving to different cohorts.

Restrooms and Drinking Fountains:

- Post cleaning routines
- Limit the number entering bathrooms at any one time
- Wear mask when flushing the toilet after use
- Post hand-washing reminders in bathrooms
- Turn off traditional outdoor drinking fountains
- Students and staff must bring their own water from home
- Consider methods of no-touch refill stations if feasible (we are in the process purchasing one fountain for every 250 students)

Student Social Distancing: classrooms, playground, restrooms, & common areas.

- include discussion with students about "the why" of proper safety protocols, in light of COVID, and teach safety protocols.
- Ensure areas are marked with signage as much as possible
- Provide adult monitoring to ensure students are following safety protocols.
- If playground equipment is used, allow no more than one class at a time on playground equipment. Assign classes a specific time slot, with time slots to be scheduled such that there is sufficient time between classroom use that playground equipment can be disinfected before the next group uses it.
- Ensure areas are properly marked to designate appropriate distancing
- Post reminders about wearing masks

Some of these social distancing will be difficult, if not impossible, to manage.

Athletics:

High School and Middle School Athletics:

- Decisions on how sports will begin will be guided by our health department and AIA recommendations.
- Considerations for postponing first quarter Middle School Athletics needs further discussion

AIA will have to take a position soon on their recommendations. There is no path forward with football happening, due to the cases that are happening right now. We should have strong consideration for postponing middle school athletics, for at least the first quarter. We must follow AIA phases and recommendations.

Protocol for Adults:

- Each employee will need to take his/her temperature at home prior to arriving at work.
- Once the employee arrives at work, there will be a designated staff member who will do a temperature check.
- Employees will be required to wash their hands upon arrival at school, after being outside, before/after lunch, after sneezing, coughing, or blowing nose; and after physical contact with other staff or students.
- Employees will be required to wear face masks during interaction with students or other staff. Teachers will be provided with face shields.
- Plexiglas dividers will be installed in offices where social distancing is difficult.

Protocol for adults on campus will be similar to what we have for students.

Visitors:

Limit nonessential visitors and volunteers at school. Do not use parent volunteers in the classroom during the COVID-19 health crisis.

- Provide communication via website and post signs at the various entrances about no visitors.

Food Service Protocols

- Ensure designated areas for meals provide adequate social distancing.
- Maximize all possible areas, including outdoor tables in addition to lunchrooms.
- Provide additional lunch periods if necessary to ensure smaller groups during mealtime.
- Provide adequate distancing in lunch lines and ensure that lunch options are handed to students--no salad bars or areas where students physically select milk or food item themselves.
- Students will not be permitted to share food or drink items.

The idea will be to separate students but we need to look at cohorts, so we don't overlap between grade levels. The risk

will be when students take off their masks, so that is something we are looking at the food service protocols. Students eating in the classroom is still an option, but not a viable one at this time since teachers also need to eat.

Transportation Protocols

- Temperatures taken before students board the bus.
- A bus driver or aide, wearing appropriate personal protective equipment (PPE), will take the student's temperature and also visually check each student prior to the student boarding the bus
- Any student with a temperature higher than 100 will not be allowed to board the bus (communication will be made to central to inform parent to pick up)
- One student per seat, unless two siblings are riding together
- Parents should inform staff if the student has any chronic condition, such as allergies, asthma, etc. that may affect the student with a runny nose or cough—if parents have provided this info, student can ride the bus
- Consider staggered arrival and pick-up times to reduce the number of students per bus, which will result in additional routes needed.

This is the only way we can assure one seat per student.

Health Communication:

Parents and Community:

Inform parents of the CDC guidelines that students must not come to school if they exhibit any of the following symptoms: fever of 100 degrees (SUSD threshold for students and staff) or higher, or chills; shortness of breath or difficulty breathing; muscle aches; sore throat; headache; fatigue; congestion or runny nose; cough; vomiting; diarrhea; or new loss of taste or smell.

- Inform parents through registration documents, school and District website and through email reminders that they should screen students for symptoms each morning and should self-report these and keep students at home if any of these students are resent.
- The District will require a signed acknowledgement from parents regarding these protocols

Students:

- Daily announcements and frequent reminders about protocols
- Frequent monitoring
- Teach protocols for clean-up and organizing, etc
- Require that student belongings be kept in individual bins or cubbies
- Do not permit sharing of school supplies among students—if sharing is necessary, staff member must wipe down the item after each use

Cancel field trips and school-wide assemblies for first quarter.

If students come to school and are sick, they will be placed in minimal isolation until a parent can pick them up.

Crisis Plan

- Communication and protocols in case of an outbreak and school closures required
- If a person becomes sick with COVID-19 symptoms or reports a positive COVID-19 test, immediately report the situation to Dr. Debbie Bergman
- Close off any areas that were exposed to the symptomatic employee or student for a prolonged period and adhere to CDC guidelines.

Right now, testing kits are not widely available. It would be our hope that testing kits would be available at our schools for on-site testing, which is highly unlikely.

Ventilation

Recommendations:

- Maximizing system operating efficiencies for good air quality

Air humidification levels:

- Indoor humidity levels between 40-60% beneficial
- Airflow distribution and optimization: Switch air handling units to constant circulation to utilize more air movement adjusting all outside actuators to 100% open

Regular Preventative Maintenance:

- Filter replacement, belt replacement, outdoor coils and equipment are being cleaned of dust or debris for efficient system operation, along with ensuring proper system performance by checking fan motors, contactors, refrigerant charge, pressures, temperatures, and amps

Ventilate Before and After:

- Switch ventilation to nominal speed at least 2 hours before the building occupancy time and 2 hours after the

building usage time

Cindy Bova, Energy Management Project Manager, discussed the ventilation process. Mr. Holmes stated that ventilation is a very important part of safety.

Cleaning Protocols:

- Prior to reopening, inspect water systems to ensure that they are safe for use after the prolonged shutdown
- Arrange for daily cleaning and disinfecting of all frequently touched surfaces in work areas, such as door handles, sink handles, drinking fountains, desks, and learning tools. The playground, sports equipment, and any other shared items (if they are being used) must be cleaned between uses by groups of students.
- Inform staff that they are expected to clean and disinfect work spaces when they arrive at work and just before leaving work.
- Assign schedules to janitorial staff for increased cleaning of surfaces and bathrooms throughout the day

Cleaning & Disinfecting:

- Ensure all classrooms and site locations have cleaning supplies
- Communicate a schedule for types of cleaning to be done by custodial staff (e.g. number of times cleaning is done; misting the classrooms/other locations after staff has left building)
- Ensure posters about hygiene are posted in multiple areas. Post schedule for bathroom cleaning
- Hand washing with soap and water or hand sanitizer
- Upon arrival in school ? Before and after lunch.
- Prior to leaving school for home
- After sneezing, coughing or blowing nose

High Risk Employee

We have ordered 360 machines. We currently have two machines that are being used at the Central office. We have ordered one for each school, which are scheduled to be delivered in August. We have plenty of disinfectant to clean the doorknobs, desks, etc. Purell disinfectant dispensers have been ordered. These will be placed in different areas of the schools. The hand washing water systems will be inspected. Drinking water will be filtered. Training will be provided for our custodians on the new cleaning protocols.

Student and Staff with Higher Health Risks

- Additional students who do not currently qualify under 15806: Chronic Illness/Homebound, may now qualify in light of COVID
- A Chronic Illness form must be signed by a doctor, who has determined that the threat of COVID-19 increases the health risk for the student
- Students who qualify under Chronic Illness are entitled to at least 5 hours per week of instruction (fully funded)
- Staff with underlying medical conditions, diagnosed, particularly if not well controlled.

We have to make sure that we accommodate staff and students with higher risk factors that have specific underlying medical conditions that are based on CDC and medical guidelines. Staff could possibly work from home if work can be completed at home and for students that meet the risk factor, have them learn remotely from home.

Technology Purchases:

A mobile learning device (for home and school) for all students grades K-12. (Expanded from grades 4-12 previously).

- K-1 devices will be iPads
- 3 year damage protection included
- Protective case
- Parent and student virtual trainings to be developed and customized for K-1 learners similar to the Digital Driver's License for grades 3 -12)
- 2nd grade devices will be Chromebooks (3-12 are also Chromebooks)
- Other technology supports as needed to facilitate effective use for both teacher and student.

All students will have devices that they can use at home to continue their learning if we have to go full online or if we have to shut down schools or classrooms, periodically.

District Communication to Parents:

New Reopening Tab on Website

- Responsible reopening plan
- Back to school option
- Safety Measures
- FAQ section will be added

Parent communication to announce our preliminary plan was sent on June 19

2019-20 Annual Expenditure Budget - Revised #3

2019-20 Annual Expenditure Budget – Revised #3

Hector Encinas, Chief Financial Officer stated that on December 10, 2019 the Governing Board approved 2019-20 Annual Expenditure Budget- Revised #2. At that time, the Governing Board was informed that based on enrollment, the budget would be required to be revised again prior to May 15, 2020 to account for the actual reduction in ADM for the year. Due to the COVID-19 pandemic, the May 15, 2020 deadline was extended to June 30, 2020.

SUMMARY:

1. M&O Budget from \$89,806,592 (Adopted July 2019 Projected Average Daily Membership [ADM] 15,100) to \$89,429,38 (Revised #1 - Sept 2019 Projected ADM 15,100 . Reduction due to change in Projected Budget Balance Carry forward (BBCF) to \$88,555,383 (Revised #2 Revised Projected ADM 14,844 and increase in Budget Balance Carry forward to reflect actual BBCF).

Budget Revision #3 \$88,630,418 is based on actual FY20 ADM of 14,783 (-317 from the original projected Adopted Budget). The decrease in the FY20 Budget from the "Adopted" to "Revised #3" is -\$1,176,174. Although our budget is approximately \$1.2 million less than originally adopted, measures taken by the District and as approved by the Governing Board to reduce expenditures (staff reductions, energy savings and expenditure avoidance experienced during the COVID-19 Pandemic), it is reasonably anticipated that the actual 2019-20 expenditures will be less than the "Revised Budget #3" amount by approximately \$2 million.

2. Unrestricted Capital Outlay - no change from "Revised #2"
3. Classroom Site Fund (Prop 301) no change from "Revised #2"
4. CARES Fund - Federal Stimulus funds, as a result of the COVID-19 Pandemic, will be providing \$5.721 million to the District. These funds will be deposited into Fund 326 and provide flexibility to school districts that allows the expenditure of these funds to address instructional, non-instructional and operational needs arising from this issue.

Board Member Eva Carrillo Dong moved, seconded by Board Member Roberto Jaramillo to approve the 2019-20 Annual Expenditure Budget- Revised #3 as presented. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Proposed 2020-21 Annual Expenditure Budget

Proposed 2020-21 Annual Expenditure Budget

Hector Encinas, Chief Financial Officer addressed the Governing Board for their approval of the 2020-21 Expenditure Budget. Based on the District's continued decrease in student enrollment, the "Proposed Budget" reflects an amount that corresponds to not only the decrease in enrollment, but also a decrease in the prior year's Budget Balance Carry forward.

In spite of this, the Governing Board has kept its commitment to increase teacher salaries and exceeded the goal established by the Governor and State Legislature. In addition, the District has met the challenges posed by the increase to the State's minimum wage without corresponding increase in revenue and has also granted step increases to other employee groups.

In order to accomplish this, in January 2020, the Governing Board approved measures to reduce expenditures in the form of reductions in staff and programs and the proposed 2020-21 expenditures reflect this action.

Motion Passed

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve the Proposed 2021 Annual Budget as presented. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Overview of Off Duty Police Officers/SROs

Overview of Off-Duty Police Officers/SROs:

Ryan Powell Security Director, gave an overview of the Off Duty Police Officers
Sunnyside Jurisdictions:

- Pima County Sheriff Department (PCSD)
- Tucson Police Department (TPD)
- Tohono O'odham Police Department
- Pascua Yaqui Police Department

- Tucson Airport Authority

Our students live within these jurisdictions.

Pima County Sheriff's Department has a School Resource Officer (SRO) at no cost to Sunnyside Unified School District. The PCSD SRO is responsible for serving our three county schools.

- Gallego Intermediate
- Los Ninos
- Summit View

A Memorandum of Understanding (MOU) is in place between PCSD and SUSD.

Tucson Police Department is on a yearly vendor contract. Sunnyside Unified School District hires 3 TPD Officers daily in a special duty capacity.

- Sunnyside HS
- Desert View HS
- Apollo MS

Apollo MS has a roving officer to service all middle schools. Apollo is the best place for location because of its proximity to STAR Academic High School, and also provides flexibility to cover the rest of our district boundaries.

Pima County Sheriff's Department:

To be a PCSD SRO there is a selection process within PCSD. PCSD assigns a deputy to our county schools without input from the district. The PCSD SRO unit is a full time assignment fully funded by PCSD.

Deputies assigned to special assignments are not allowed to have any formal discipline within the last 3 years. Additionally, executive review of a deputies' performance history can exclude them from special assignments.

Tucson Police Department:

TPD's process is done differently. Since we are paying them to be in our schools, we have set up a group message system that will only send work requests to officers that have already been approved to work at our schools. This prevents officers from being placed in our schools that do not understand our expectations.

TPD Officers that are approved to work special duty need to be in good standing in the department.

Any violations that fall under the Brady Rule 13 or considered to be unethical, performance related or burnout will disqualify an officer to work special duties.

Pima County Sheriff's Department

Deputy Henry Martinez

- 20 year veteran that grew up and worked a majority of his career on the southwest side.

Tucson Police Department:

- Pool of 15 officers
- Consists of alumni of our district, parents of our students, work in our community or work experience as an SRO.
- Officer Patrick Pina- Alumni, SUSD Parent, Coach, Community member, SRO
- Officer Antwoine Robinson- Supervisor, works in the community (Team 1)
- Officer Alex Samorano- Alumni, SRO

The district doesn't hire officers outside of our group, which helps us control which officers we have on campus. This is extra duty & overtime.

Services Provided:

- 735 calls for service for the Tucson Police Dept.
- Majority were mandated reports by the State for physical or sexual abuse and neglect.

Other calls included:

- Aggravated Assault- major injury or against staff members
- Narcotics- vaping
- Disorderly Conduct- fights with injury
- Assault- minor injuries
- Weapons- firearms or object used with intent to harm
- Threats and Harassment- bullying or sexual or gang

0 calls generated by Tucson Police Department (TPD) on any of our schools and an unmeasurable amount of incidents the officers determined were not a law enforcement matter and deferred back to school administration. The immediate response saves our administrators time to handle mandatory reports efficiently.

Positives Impacts of Law Enforcement Presence

- Significantly expedites investigations into threats of violence
- Immediate response to any crisis situation
- TPD's Informed Care Project- keeps us informed of our students if involved in traumatic incident
- Alternative to arrest program
- No delay in routine matters requiring law enforcement
- Officers as resource to students and staff
- Continued relationship building of safety between community and law enforcement
- Mentorship, Education and Resources

Superintendent's Performance Goals- 2020-2021

Steve Holmes, Superintendent addressed the Superintendent's Goals - 2020-2021 as created and discussed during the Special Governing Board meeting held, Tuesday, June 23, 2019 at 5:00 p.m.

Board Member Eva Carrillo Dong moved, seconded by Board Member Roberto Jaramillo to approve the Superintendent's Performance Goals for the school year 2020-2021 as discussed in the study session. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Request to Hold Special Meeting on July 14, 2020

No action taken as request was no longer needed.

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

UNFINISHED BUSINESS

Mr. Jaramillo shared his concern with the cost of Consent Item 3 n) 1- MidState Assured Service Program Agreement and Labor Agreement FY 21. He is proposing that we approve the agreement for this year, but would like to see a presentation for our next Board meeting that will explain how we can benefit from this agreement. Also, how this will be a cost savings to the district and if there is another plan that we could make a comparison. Steve Holmes, Superintendent commented that Ralph Smith has an extensive background on A/C units and will make a good partner with Cindy Bova, Energy Management Project Manager. They can get very creative on moving forward in this area. He would like this item brought forward on the second Board meeting - July 28th.

Board Member Roberto Jaramillo moved, seconded by Board Member Beki Quintero to approve Consent Item 3 n) 1 as presented. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to adjourn the Regular Governing Board meeting at 8:47 pm. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



2238 East Ginter Road
Tucson, Arizona 85706

Minutes of the Regular Board Meeting of the Governing Board
July 14, 2020
6:35 PM

PLACE:

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ

The Regular Governing Board meeting convened at 6:35 pm. Governing Board members present were: Buck Crouch (present), Eva C. Dong (virtual), Beki Quintero (virtual), Roberto Jaramillo (virtual), and Consuelo Hernandez (virtual).

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the Governing Board meeting agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Superintendent's Report

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

CONSENT AGENDA

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the consent agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. **Approval of Governing Board Minutes**
- b. **Personnel**
 - 1. **Personnel Report**
- c. **Vouchers**
 - 1. **Vouchers**

- d. **Lost Warrants**
- e. **Financial Statements**
- f. **Use of Facilities**
- g. **Student Attendance Requests**
- h. **Student Travel Requests**
- i. **Personnel Travel Requests**
- j. **Board Travel Requests**
- k. **Contract with Outside Agency**
 - 1. **Subgrantee Agreement between the Sunnyside Unified School District (SUSD) and the United Way of Tucson and Southern Arizona for the First Things First Home Visitation Strategy**
- l. **Supplementary Textbooks**
- m. **Application/Amendment for Funding**
- n. **Business and Finance**
 - 1. **FEMA - Federal Disaster Fund Designated Representatives for Sunnyside Unified School District**
- o. **Open Enrollment**
- p. **Revisions of Governing Board Policies, Regulations, Exhibits**
 - 1. **Policy Revisions (Second Reading)**
- q. **Request for Early Graduation**
- r. **Internet Access Device for Students Purchase**

GENERAL FUNCTIONS

2020-21 Adopted Expenditure Budget

Hector Encinas, Chief Financial Officer, addressed the Governing Board on the request to adopt the 2020-21 Expenditure Budget, which is identical to the FY 21 Proposed Annual Expenditure Budget that was approved by the Governing Board on June 23, 2020. A Public Hearing was held on July 14, 2020 at 6:30 pm to solicit public input. The M & O budget reflects a decrease in the Average Daily Membership (ADM) of approximate 400 students and also accounts for a per dollars per students increase that was granted by the state, which gives us an additional \$400,000 for the next school year.

Board Member Eva Carrillo Dong moved, seconded by Board Member Consuelo Hernandez to approve the adoption of the 2020-21 Annual Expenditure Budget as presented. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Reopening of Schools Update

Steve Holmes, Superintendent , addressed the Governing Board on the Reopening of Schools.

Starting School:

- Sunnyside will be officially starting school on August 5th in a fully remote environment. We will return to in-person learning as soon as it is safe to do so.

On July 2nd, a letter was sent out to our staff and parents. There was a direct response to the Governor's request to delay the start of schools until August 17th and giving the school districts the ability to start remotely and not lose funding. We felt that by delaying the start of school until August 17th it would push all of our calendars back and would have us teaching in June. The tentative in-person start date of August 17th from the Governor's Office is highly an unlikely date for us to start. When we meet again on July 28th, hopefully there will be a change of date from the state office, and will speak on setting a date that is more logical for our district.

Expectations for Remote Learning:

- During the Spring semester, we engaged students in educational opportunities. During the Fall semester, we are engaging students in actual school (new learning).

There will be a strict schedule for staff and students on their ability to log on, not just here & there. This will be actual school and new learning expectations, not just educational opportunities. There will be greater accountability, substance of conversation about what grading will look like, and how we will engage students in all day school versus just two or three days a week.

Staff Work Expectations:

- At this time, 12 month employees, administrators, and front office staff are expected to report to work daily following safety guidelines established for central office during the month of June (masks, social distancing, temperature checks, no large group meetings)
- Classified and PNT staff that have a later start date are expected to return and be given work to support the opening of school.
- With online instruction teachers will be allowed to work remotely and are expected to be prepared for the August 5th start date.
- For any employee who has an underlying health condition and can't return to the site they need to contact HR/Benefits to determine what form of accommodation they may be entitled to.

Our commitment is to keep classified staff employed for as long as we can. We have no intention of laying people off at this time. Teachers who feel they need space, are being encouraged to come in and work from a classroom. Safety guidelines, such as temperature check, social distancing, wearing a mask, and no large meetings, will continue for all of the employees that come in to work.

Curriculum Expectations:

- School will be held five full days per week
- Students will be expected to be logged in each day to their device and interact live with their teacher(s) at designated times, a minimum of three times per day.
- Expectations for student attendance and engagement will be in place and feedback/grades will be provided to assess student progress
- Students virtually attend class sessions with their teachers in addition to learning tasks offline
- District curriculum and pacing will be utilized including assessment structures
- Revised Guidance is being developed.

One stipulation for teaching online is that we have to take attendance. Our teachers have been working with our Curriculum department over the summer. We have met with over 500 teachers to get their input on what this will look like.

Login Schedule - Elementary:

Early Start Schools:

Teacher Hours 8:00 - 3:30
Block 1 8:15 - 10:15
Block 2 10:15 - 12:15
Lunch 12:15 - 12:45
Block 3 12:45 - 2:45

Late Start Schools:

Teacher Hours 8:00 - 3:30
Block 1 9:00 - 11:00
Lunch 11:00 - 11:30
Block 2 11:30 - 1:30
Block 3 1:30 - 3:30

- Wednesday times will be adjusted for professional learning.

For our elementary schools, English, Math & Science will be provided during the three block times. Teachers & students will not be logged in for the 2 hours block of time. During this time they will take attendance and provide as much direct instruction or support they find necessary, and then let the students work on their own. They will connect with students that need additional support. The teachers will check back with the students at the end of the block. Teachers must be available during the block of time and continue to be professional from their home setting. If teachers don't have the necessary tools to work from home, they will be asked to come in to work.

Login Schedule - Middle/High Schools:

Middle Schools

Teacher Hours 8:15 - 3:45

Block 1 9:15 - 11:15

Lunch 11:15 - 11:45

Block 2 11:45 - 1:45

Block 3 1:45 - 3:45

- A/B Rolling Block Schedule
- Wednesday times will be adjusted for professional learning

High Schools:

Teacher Hours 8:00- 3:30

Block 1 8:30 - 10:20

Block 2 10:30 - 12:20

Lunch 12:20 - 12:50

Block 3 1:00 - 2:50

The schedule for Middle & High Schools will have a tradition block, for example, on Mondays periods 1,3,& 5 and on Tuesdays, 2, 4, & 6.

Exceptional Education:

- Resource teachers will be working with Gen Ed teachers to provide support (push-in, small groups, & individual)
- Self-contained teachers will instruct students virtually and provide additional support as needed.
- Psychologists will:
 - *Ensure all students have equitable access to mental health and school psychological services
 - *Complete any evaluations that can be done virtually (NO in-person evaluations)
 - * Support school leadership problem solve individual cases and identify a course of action to support student at-risk.
- Personal Care Assistants will supplemental instructional needs of student with disabilities and other duties as assigned.
- Related Service Staff provide therapy virtually
- After August 17th, we will provide in-person services for students as needed individually or in small groups to ensure their needs are met.

As we continue our online environment and if this goes on longer, which we anticipate it will, then we will pull some small groups together. Some of these students will need to come in, if we can keep them safe and if it's allowed. There are students who will need Physical Therapy (PT), Occupational Therapy (OT) and will need to be tested one-on-one.

There has been discussions in regards to having our kindergarten and first grade teachers come in and have a small group of two or three kindergarten students and families, so they can get their device and meet the teacher in person.

Fee-Based Program at Ocotillo:

- Proposed re-opening date for Ocotillo fee-based program: July 22, 2020
- Hours of Operation: 6:45 a.m. to 5:00 p.m.
- Ocotillo Learning Center will have procedures in place to ensure that the best of our ability we protect staff, children and their families from the spread of COVID-19.

We are still looking at legal guidance. The last that we received from the State of Education is that if we had a daycare running prior to the closing of schools, we can continue to operate those programs. The clarification that we need is that we did close the programs down, so technically, do we need to wait until August 17th. These are fee-based daycare programs. These are not pre-schools programs.

Proposed New Fees for 2020-21 School Year:

The fee structure is being changed for the 2020-21 School Year. (see schedule online under presentation). We have been under charging for many years. We are at a point where we can't continue to sustain the program unless we raise the rates. Our rates are comparable to what is being charged in our community. We will keep the Governing Board informed on the start date and when we get legal guidance that it's ok to open. The fee-based program is being operated separately from how we will open schools.

Technology Purchases (hardware):

Completed orders:

- 2200 iPads w/cases - ETA 7/17 - ESSER funded
- 1100 Chromebooks for 2nd Grade - ETA 8/5 - ESSER funded
- 4000 Grades 2-12 Chromebook cases - EAT (arrived) - ESSER funded

Pending orders:

- 350 Internet access student devices - Summit View solution, funded by Sunnyside Foundation - ETA 7/24
- 650 Internet access student devices - ESSER funded - ETA 7/24
- CIPA-compliant, 4G LTE, fully managed

Various technological supports (monitors, headsets, swivels, etc.)

New devices will need to be sent out to all K-3 & possibly 4th graders. Approximately 1200 families have indicated that they don't have internet service available at home. We are placing an order, pending Board approval, of a 1,000 devices that are geared towards educational use and have filters and protections built into it. Through a grant from Pima County that the Sunnyside Foundation has been able to negotiate and from other donations from our community, Summit View has been identified as a pilot to ensure that every single family, that currently doesn't have internet service, will have one of these devices available to them. Steve Holmes stated that Summit View and San Xavier areas will be high priority. We will still be deploying our buses and our parking lots will be open for internet access.

Registration:

<https://www.susd12.org/enroll>

- New fully-online enrollment system deployed 7/8/20
- Communication
 - *Web site updated
 - *BrightArrow message sent to all families
 - *Emailed all families with "snapcode" and systems instructions
 - *Letter mailed to all families with reopening information and system instructions on 7/9/20
- All school office staff trained on 7/8/20
- Enrollments now flowing at high rate, school and I.T. staff processing incoming enrollments

If anyone is having problems registering online, we have provided kiosks at the schools to register online, or a traditional paper-based system is also available. We currently have over 2,000 registrations submitted.

Health & Safety Protocol:

- In a collaborative effort SUSD along with Diversey Consulting, and Veritiv Corporation conducted a training on June 30, 2020 for the District's Head and Lead custodians.
- This training was led by Darrell King, Diversey Western Regional Consultant, which followed CDC cleaning and disinfecting recommendations.
- Each participant received a Certificate of Training which will go into their personal files.
- Disinfecting Restroom Checklist
 - *Informational handouts provided outlining guidelines for high touch areas.
 - *These will be posted in all classrooms and common areas.
- We have been proactive with our disinfecting
- SUSD is providing top of the line equipment like the Clorox Total 360 Electrostatic machine.
- Since the pandemic the District has researched and found the most current quality supplies and equipment to attack this virus.
- Oxivir the fastest killing disinfectant against Covid-19, 60 second kill rate. This will be distributed to all of the sites for use in the classrooms and common areas.
- SUSD Maintenance building portable hand washing units for the playgrounds
- SUSD taking precaution by installing Plexiglas for all office personnel at sites
- Hand washing protocol signs posted bilingually over all sinks and hand washing stations

Protocols are in place for people that are in the building, but once we have more people in the buildings new protocols will need to be adapted. Some of the summer bus drivers will be assigned to schools to assist with the cleaning. We currently have 2 Clorox disinfecting machines and 22 are on back order.

Dr. Deb Bergman, Chief Organization & Development Officer, reviewed the protocols by the Pima County guidance for the general public, businesses, and organizations that were updated June of 2020. When an individual has been exposed or has tested positive for COVID that person is interviewed by Human Resources. They will trace who that person has come into close contact with- less than 6 feet away and for a period of 15 minutes or more. The most problematic is a person that is asymptomatic, because they have no symptoms.

Arizona Interscholastic Association (AIA):

- AIA Return to Practice Guidelines (see online presentation for link)
- Athletics on hold as of right now, planning to implement Phase I July 20th (met with HS Athletic Directors)
 - *No more than 10 student-athletes (under Coach supervision)
 - *All Activities/practices must be outdoors (No indoor use of facilities)
 - *Entry/exit protocols and logging of information
 - *Temperature checks and disinfect equipment
- There is no plan at this time to change seasons to accommodate Fall sports in the Spring
- August 1st: through Foundation coordinating Free Sports physicals for Fall student-athletes (200-250 students)

Steve Homes, Superintendent, stated the possibility of withdrawing from AIA due to their decision making. At this time will not be going into Phase 1, which is only outdoors with less than 10 students. We are not getting a clear answer as to when we are going to open. The mixed messages from AIA have confused our community and our coaches. They are not communicating with the superintendent's prior to putting any articles in the newspapers. As of now, there are no activities going on with our sports teams. All competitive marching band has been canceled for this year, which is a state-wide decision.

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve all of the recommendations on the presentation. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the recommendation to reopen schools through remote learning and in-person school will resume after August 17th or when it safe to do so. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

Buck Crouch has requested that Arizona Interscholastic Association (AIA) be added to a future Governing Board meeting agenda.

UNFINISHED BUSINESS

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to adjourn the Regular Governing Board meeting at 7:43 pm. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



2238 East Ginter Road
Tucson, Arizona 85706

**Minutes of the Regular Board Meeting of the Governing Board
July 28, 2020
6:30 PM**

PLACE:

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ 85706

The Regular Governing Board meeting convened at 6:31 pm. Governing Board members in attendance were: Buck Crouch (present), Eva C. Dong (virtual), Roberto Jaramillo (virtual), Beki Quintero (virtual), and Beki Quintero (virtual).

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Governing Board Comments

Roberto Jaramillo thanked everyone.

Eva Dong thanked everyone for all of their hard work throughout the summer.

Consuelo Hernandez hopes that everyone has a good start to this school year and thanked everyone who made this happen and for all of their hard work.

Beki Quintero said that she appreciates all of the letters and Facebook Live that went out to parents.

Superintendent's Report

Superintendent's Report

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

CONSENT AGENDA

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve consent

agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. Approval of Governing Board Minutes
- b. Personnel
 - 1. Personnel Report
- c. Vouchers
 - 1. Vouchers
- d. Lost Warrants
- e. Financial Statements
- f. Use of Facilities
- g. Student Attendance Requests
- h. Student Travel Requests
- i. Personnel Travel Requests
- j. Board Travel Requests
- k. Contract with Outside Agency
- l. Supplementary Textbooks
- m. Application/Amendment for Funding
- n. Business and Finance
 - 1. Gift & Donations
- o. Open Enrollment
- p. Revisions of Governing Board Policies, Regulations, Exhibits
- q. Request for Early Graduation
- r. 2020-2021 LEA Entity Names and Grade Levels
- s. Network Infrastructure Upgrade Purchase - Bond Funded

GENERAL FUNCTIONS

2021 District Expenditure Budget - Revised #1

Hector Encinas, Chief Financial Officer shared that the Arizona Department of Education (ADE) has notified the District that approval of our Special Ed VIB Grant is being held up due to the fact that our "Adopted FY21 M&O Budget" for Special Ed is less than the actual FY19 Special Ed M&O Expenditures.

In order to meet the "Maintenance of Effort" (MOE) requirement, even though the Governing Board has annually approved prior to May 15th of every year "Authorization to Exceed subsections of the M&O budget", the budget amount for the subsequent year's Special Ed Budget must meet or exceed the actual special ed expenditures of the 2 year's prior expenditures (FY21 Special Ed Budget must be equal to or greater than the FY19 Actual Spec Ed expenditures).

This revision doesn't change the total M&O Budget but it does increase the "budgeted" Special Ed Budget (+\$1,550,347) and correspondingly decreases the "budgeted" Regular Ed Budget (-\$1,550,347). This is the only change/revision being made to the FY21 budget and this will result in satisfying ADE's requirement to reflect the District's compliance to the MOE and allow approval by ADE of our Special Ed VIB grant.

Board Member Beki Quintero moved, seconded by Board Member Eva Carrillo Dong to approve the "FY 21 District Annual Expenditures Budget- Revision #1" as presented. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Opening of Schools Update

Steve Holmes, Superintendent, addresses the Governing Board on the Opening of Schools and what is the latest developments as we move forward.

Expectations for Remote Learning:

During the Spring semester, we engaged students in educational opportunities. During the Fall semester, we are engaging students in actual school (new learning).

Remote Learning Plan

- First Day of School: August 5th
- Students have 3 Login Times daily, 5 days per week
- District curriculum reviewed and adjusted
- All teachers will have a Google Classroom as their learning hub
- Exceptional Ed services and supports will be provided
- Breakfast and Lunch Program

We will not be teaching as we did during the Spring semester. We are trying to get as close to in school options as we can, so we can have continuity in the content that's being delivered that is suited for an online environment. The curriculum scope & sequence will remain the same. Additional support will be provided for students as needed. One of the requirements from the state is that we submit assessments as part of our digital learning plan. Dr. Leila Williams, Exceptions Education Director will be sending a letter to all SPED families giving them more details on how the services will be provided. Breakfast & lunch will be served out of our schools and not our buses for the first month of school to see what outcome we have. We are looking at a special route to San Xavier to make sure we are serving our Native American students. There will be one pickup time for lunch & will also include breakfast for the next day. Bus drivers, in lieu of routes, will be helping with the delivery of these meals outside of the school buildings. Social distancing will be followed, wearing of mask & gloves.

New Teacher Orientation (NTO):

- July 22 - July 28 NTO
- 100 new teachers attended
- Training provided remotely included:
 - *Remote Learning tools and best practices
 - *Curriculum and content training "Classroom" time for preparation and planning
 - *Site leadership was present to support new staff

Please refer to Governing Board agenda online to view NTO schedule.

Pre-Service:

- July 29 - August 4
- Sessions include:
 - *Remote Learning tools and best practices
 - *Curriculum updates
 - *Required State training
- Site meetings
- "Classroom" time for preparation and planning

Please refer to Governing Board agenda online to view pre-service schedule.

Communication:

- Second Site letters to families by 7/24
- Online Registration
- Superintendent's Video
- Remote Learning Website

There is a lot of communication going out to our families regarding online registration. The guidance for teachers and parents will be updated along with another video for parents showing them how they can help their students with the online process.

Governor's Executive Order 2020-51:

- ADHS will develop public health benchmarks for safe return of in-person, teacher-led instruction by August 7th
- Beginning August 17th Districts are obligated to offer free on-site learning opportunities and support services for students who need a place to go during the day
- Full funding for remote learning possible with compliance with the Governor's Executive Order
- Districts must develop and implement a mask policy

The metrics are unknown as this time, but should drive when we are required to return to school. We are suppose to be advertising the free on-site learning opportunities within the next week or two. We are prepared to make that advertisement, but we need clarification on who will get invited i.e SPED, preschool, which still hasn't been provided. Due to the possibility of the guidance changing, we will not be sending anything out to the entire district until further guidance is received. If we don't provide these opportunities, we will not be eligible for full funding of our remote learning or for the grant that is to help us with our enrollment to mitigate the loss of enrollment. At the next board meeting, as part of the Executive Order, we will be asking the Governing Board to implement a mass policy for students as they return. We will post, before August 5th, on our district website our distance learning plan that is required by the state, to be submitted but not required to be approved by the Governing Board. If we are going to return to in-person learning at any point, we will return to the Governing Board with the process in greater detail. Most certain that we will stay in remote learning until after Labor Day. On Friday, a group of superintendents met with the Pima County Health and County Supervisor Chuck Huckleberry to discuss collaborating around metrics for opening up schools. As a result of this meeting, the Pima County Health Department has come through with a memo from the County Administrator's Office to the superintendents. Four areas that will be important for us to continue to look at in collaboration with the Health Department on when it will be safe to bring people back:

- Case Surveillance Rate- decrease in rates for over a 2 week period
- Case Positive Rates- our county is currently at 15%- no direction on what the rate should be in order to bring people back.
- Robust Hospital Capacity- we currently have better hospital capacity.
- Sufficient Contact Tracing & Investigation- currently in red, hopefully we will be in the yellow in the next few weeks.

We will be part of the Opening of Business plan that the county has released. They will be adding a section on Opening of Schools. We are getting new isolation protocols from the county in terms on when a contact is made with someone that has actually tested positive for COVID 19.

Steve Holmes read some excerpts from the memo.

Refer to Governing Board agenda online to view the Metric Chart-Risk Levels schedule.

2020/2021 School Year Vacancies

Dr, Debra Bergman, Chief Human Resources Organizational & Development Officer presented and reviewed data on the current 2020-2021 School Year vacancies and trends for the past few years.

Refer to Governing Board agenda online to view detailed data.

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

Eva Dong has requested information on the CTE classes.

Roberto Jaramillo requested that the Midstate HVAC item be brought back on a future Board Meeting.

UNFINISHED BUSINESS

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to adjourn the Regular

Governing Board meeting at 7:36 pm. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



Sunnyside Unified School District No. 12
2238 East Ginter Road
Tucson, Arizona 85706

Minutes of the Regular Board Meeting of the Governing Board

PLACE:

Governing Board Room, 2238 E. Ginter Rd.,
Tucson, AZ 85706

DATE:

August 11, 2020

TIME:

6:30 PM

The Regular Governing Board meeting convened at 6:30 pm. Members present: Buck Crouch (present), Eva Dong (virtual), Beki Quintero (virtual), Roberto Jaramillo (virtual), and Consuelo Hernandez (virtual).

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the Regular Governing Board meeting agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Governing Board Comments

Eva Dong thanked everyone who has worked so hard to make sure that things run as smoothly as possible.

Roberto Jaramillo thanked everyone for a successful start of the school year.

Beki Quintero thanked the teachers, staff, students and parents for the first week of school and for making it possible for Summit View to get WiFi hotspots.

Consuelo Hernandez echoed what has been said and also said how impressed she is by all of our staff, students and families coming together to make sure the start of the year was as smooth as possible. Appreciates everyone's work.

Buck Crouch echoed all of the thanks & the adaptability to move and change as necessary by all of the teachers, staff and students.

Superintendent's Report

Superintendent's Report

Steve Holmes, Superintendent, commented that we have a lot going on with the opening of school. He thanked all of our folks who are doing great work and thanked the Governing Board for all of their support to our teachers and staff. It means a lot to everyone when we hear from the Governing Board who continue to lead throughout the situation that we are dealing with. Sunnyside has positioned themselves because of the Governing Board's leadership in a good place to make the best out of a situation that is very difficult for our families. We will continue to reiterate, along with the Governing Board as we see changes that need to be made as we get ready for whenever we come back in person. We will continue to update the Board on a routine basis. He thanked the Governing Board as community members doing

the right thing by leading our community in very trying times.

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

CONSENT AGENDA

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the consent agenda as submitted with the exception of Items 3 k) 1. Amendment #3 between Sunnyside Unified School District and Pima Community College for Dual Enrollment, 3 k) 2. Memorandum Of Understanding (MOU) between Sunnyside Unified School District and Arizona State University for ASU Prep Digital (ASUPD), 3 k) 3. Affiliation Agreement- University of South Dakota Clinical Placement and items 3 p) 1. Emergency Declaration Pursuant to Policy BGB and 3 p) 2. Emergency Amendment and Adoption of Policies GBGB-R, JICA-RB and KI-RB be moved to Unfinished Business for further discussion. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

a. Approval of Governing Board Minutes

b. Personnel

1. Personnel Report

c. Vouchers

1. Vouchers

d. Lost Warrants

e. Financial Statements

f. Use of Facilities

1. Use of Facilities

g. Student Attendance Requests

h. Student Travel Requests

i. Personnel Travel Requests

j. Board Travel Requests

k. Contract with Outside Agency

1. Memorandum Of Understanding (MOU) between Sunnyside Unified School District and Arizona State University for ASU Prep Digital (ASUPD)
2. Amendment #3 between Sunnyside Unified School District and Pima Community College for Dual Enrollment
3. Affiliation Agreement- University of South Dakota Clinical Placement

l. Supplementary Textbooks

m. Application/Amendment for Funding

n. Business and Finance

1. Purchase of Electrostatic Disinfecting Sanitizing Equipment and Disinfectant

- o. **Open Enrollment**
- p. **Revisions of Governing Board Policies, Regulations, Exhibits**
 - 1. Emergency Declaration Pursuant to Policy BGB
 - 2. Emergency Amendment and Adoption of Policies GBGB-R, JICA-RB and KI-RB

q. **Request for Early Graduation**

GENERAL FUNCTIONS

Legal Trust Board Guidance

Trust Liability Coverage:

- The Trust Board approved the extra liability coverage for COVID-19 at their Board meeting on 08/04/20.
- Coverage will be retroactive from July 1, 2020 to June 30, 2021
- Our cost will be \$100,000.
- In order for us to be in compliance with the added agreement we must make a "good faith effort" when reopening the schools to follow ADE or CDC guidelines.
- We must also make a "good faith effort" for parents to sign either the waiver form or acknowledgement form and keep these forms on file.
- The coverage is good for \$1,000,000 per occurrence.
- There will be a \$10,000 per claim deductible for those claims filed by individuals that signed the "Acknowledgement" form.
- There will be a \$0- per claim deductible for those claims filed by individuals that signed the "Waiver" form.
- Staff does not have to sign any forms since they are covered by worker's compensation insurance.
- We have until September 15, 2020 to submit the Coverage Endorsement Agreement.

Steve Holmes, Superintendent, gave some background information on the Trust. We are part of a statewide legal Trust. Instead of creating our own legal counsel internally, we are part of a collaboration of districts who work with legal counsel and pay into a Trust that provides us with legal services. The Trust came out with a guidance that suggested that we wouldn't be covered for any kind of liability claim against the district under COVID based on how the Trust has been set up. They have since reconvened and have presented some options to the Governing Board.

Hector M. Encinas, Chief Financial Officer, addressed the Governing Board on the district having coverage for COVID 19 in the event that any claims are filed against the school district in regards to any exposure to COVID or claims that might be filed by parents, students, visitors to our facilities.

Ana Gallegos, Chief Schools Officer, discussed the Endorsement Form and the Waiver Form that were recommended by the Trust. The language on the Waiver form is very extreme. The district is recommending that the Acknowledgement form be used for our parents to sign
(refer to the Governing Board agenda online to view the forms).

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the use of COVID 19 Acknowledgement form based on Legal Trust Board Guidance as submitted and to approve to authorize the Superintendent and/or designee to execute the Arizona Risk Retention Trust COVID-19 Endorsement coverage on behalf of the Sunnyside Unified School District in the amount of \$100,000, as presented in the attachment. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Opening of School Report

Expectations for Remote Learning:

During the Spring semester, we engaged students in educational opportunities. During the Fall semester, we are engaging students in actual school (new learnings).

Steve Holmes, Superintendent addressed the Governing Board on the expectations for Remote Learning.

Lunch/Breakfast Program Update

- Parent Questionnaire going to parents tomorrow
- Activate "My School Bucks"

- School sites and bus stops will provide meals for pick up
- Delivery begins Wednesday, August 12th

Steve Holmes, Superintendent, stated that we have moved away from the Federal programs that provided free meals to all of our students. During the summer, any student that wanted a meal could go get one at the bus stops without having to showing ID. At this point, we are obligated to implement the Federal Meals Program. Students that receive free lunch are required to fill out an application. ID's will now be required to pickup a meal. Parents will be allowed to pickup lunch for their child, with students ID.

Enrollment:

Day	Attendance / Enrollment	Percentage Attended
Day 1 (8/5)	9828 / 15087	65.1%
Day 2 (8/6)	11107 / 15273	72.7%
Day 3 (8/7)	11044 / 15314	72.1%

- Meetings with schools to target all "no show" students
- Communicate with students via Chromebooks

Javier Baca, Chief Information Officer Information Technologies, addressed the Governing Board on the schools enrollment numbers for the first three days of school. Everyday the number of students present are tallied. Kindergarten registration of new students is at 947, as of today.

Steve Holmes commented that we are not seeing a complete withdraw of students.

CTE/JTED Update:

All CTE courses are planning for a blended model, with an expectation that there will be times when students are learning remotely and opportunities to offer in person instruction. This may be when all students are allowed to return to campus, but could also include bringing small groups of students to campus for courses that require specialized equipment.

Each CTE program has identified content providers to address standards during remote instruction and these were reported to ADE as part of SUSD's approved Distance Learning.

Sunnyside Unified School District will be intentional regarding the statutory requirement of 15-391 4(B) requiring 51% of the program to be spent in the lab and will frontload work that can be completed remotely.

Pam Betten, Chief Academic Officer, discussed the Guidance for Teachers and the Guidance for Parents, which has all different types of information, including a video for parent. Information is also on the district website and is pushed on the students Chromebooks.

Jose Gastelum, Chief Student Services Officer, gave an update on CTE/JTED. NJ Utter, has worked closely with CTE teachers on remote learning.

Phase I Updates- Athletics:

- July 21st- Athletic Directors modeled phase I workout/session with Fall Coaches
 - *Covered entry/exit protocols using CDC guideline
- August 3- Fall voluntary workouts began for student-athletes under Phase I protocols
- August 5- AIA Executive Board approves Athletic Calendar for 20-21
 - *Staggered start dates for Fall sports

AIA Update

Golf:

- First Practice- August 17
- First Practice- August 17
- First Competition- August 24
- Championships- October 26-29

Cross Country:

First Practice- August 24

- First Competition- September 9
- Championships- November 12-13
- First Competition- August 24
- Championships- October 26-29

Swimming & Diving:

- First Practice- August 24
- First Competition- September 14
- Championships- November 12-13

Spiritline/Cheer:

- Tryouts- August 17
- Stunting- September 7

Volleyball (Girls):

- First Practice- August 31
- First Competition- September 21
- Championships- November 12-21

Football:

- First Practice- September 7
- First Competition- Sept. 30 - Oct. 3
- Championships- December 11-12

Jose Gastelum, Chief Student Services Officer, addressed the Governing Board on AIA updates. Coaches are doing temperature checks, students need to bring their own water bottles and work outs are not longer than 1 hour. All activities are outside, no indoor activities are allowed.

Steve Holmes, Superintendent, stated that these workouts are not in preparation for a season at this point. We just want to get kids out there to practice & exercise. No intention that we will be competing at this time.

ADHS Benchmarks

Scenario One: All Students in Physical Buildings

In-person, teacher-led instruction

Minimal community spread: Evidence of isolated cases or limited community transmission, case investigations underway; no evidence of exposure in large communal settings

Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning

Hybrid learning

Moderate Community Spread: Sustained transmission with high likelihood or confirmed exposure within communal settings and potential for rapid increase in cases

Scenario Three: All Students Distance Learning with the Option of Returning to Physical Buildings when Appropriate

Distance learning with onsite support services

Substantial Community Spread: Large scale, controlled community transmission, including communal settings (e.g., schools, workplaces)

Pima County Health Department Partnership

- Establish School Liaison team to lead 2-3 weekly webinars for schools, communicating current guidance and timely updates
- One liaison to function as a point of contact with up to 7 CT staff from Maximus to assist schools with CT efforts
- Deploy school interface on website as a fully accessible resource
- Support District level COVID-19 mitigation plan through self attestation to PCHD guidance coupled with PCHD review and feedback
- Support school distance learning with health enhancing instructional material

Guiding Principles for Reopening (PCHS)

- Equitable outcomes for all students, staff, and faculty regardless of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or their need to refrain from in-person activities due to concerns about COVID-19
- Returning safely to in-person instruction decisions based on state and local public health guidance and school-specific information
- Integration of emerging scientific based evidence in decision making
- Ability to ensure appropriate isolation of symptomatic students/staff and protocols in place for transportation to location for quarantine or isolation
- Protection of individuals in community, and their family members, who are vulnerable to severe COVID-19 disease, or to harassment or discrimination
- Consideration of harmful effects due to school closure (e.g. social-emotional effects of quarantine/isolation; widening disparity in educational attainment; reduced access to meals; increase in substance misuse, domestic violence, anxiety/depression).

Mitigation Pathway/Plan:

- Weblink: <https://www.susd12.org/responsible-reopening>
- Plan will be reviewed by the PCHD for approval and

- feedback prior to in-person instruction
- Timeline for metrics to be in safe zones for in-person instruction (7-8 weeks)
- Will keep working with PCHD for further guidance and progression of metrics.

Steve Holmes, Superintendent, presented the ADHS Benchmarks information. We have been meeting with the Pima County Health Department & recently with the Arizona Department of Health Services that has released some benchmarks that will help guide how schools will open. Mr. Holmes reviewed and discussed the benchmark chart.

August 17th Plan:

Prior to August 17th, 2020, a school district must post on its website the details of its plan to provide free on-site support services and notify all parents. A school district must also make direct contact with and notify parents or guardians of children enrolled in free and reduced priced lunch programs, students with disabilities, English learners, and those in care of the Arizona Department of Child Safety, including foster care.

Guiding Principles for On-Site Support:

- Safety of students and staff
 - *Mitigation Plan Implementation
 - *Ratio of no more than 9 students for 1 adult (10 total)
- Prioritization of students based on need and staffing capacity
- Partnerships The District will be exploring possible partnerships with KIDCO, Boys and Girls Club, YMCA and possibly other community organizations

Due to concerns regarding scope (number of families/students who would request on-site support services), staffing and space limitations (number of available support staff per site and site-based space limitations), and current health data (ADHS Metrics), we are proposing a phase in approach to providing in-person support services.

Priority 1: K-12 families in need of internet access, K-1st grade families who are struggling to access the curriculum, self-contained Exceptional Education students whose IEP can only reasonably be implemented at a school site, mainstreamed Exceptional Education students to the extent that their IEP provides for related services that can only reasonably be implemented at a school site, students in Foster Care, Youth on their Own (YOTO) and other students that face unique living/housing challenges, and students who are currently pre-registered in the District Tuition Based Childcare Program.

We will start with Priority 1 on August 17th and will add additional priorities as we get a sense of space, staff, and number of students.

Priority 2: (As capacity permits)- 2nd through 5th grade families who are struggling to access the curriculum

Priority 3: (As capacity permits)- 6th through 12th grade families who are struggling to access the curriculum

Priority 4: (As capacity permits)—Situation other than those referenced in Priorities 1, 2 or 3

Steve Holmes discussed the August 17th plan and priorities.

Refer to the Governing Board agenda online to view the forms/plans.

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the Mitigation Plan as submitted and to approve the August 17th plan. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Arizona School Board Association (ASBA) 2020 Delegate Assembly Representative & Alternate

The Governing Board discussed and recommended the Board member delegate and alternate for the Arizona School Board Association (ASBA) Delegate Assembly' virtual event scheduled for Saturday, October 17, 2020. This delegate assembly determines the positions of the Arizona School Boards Association for any future Special/Regular Sessions of the current legislature.

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the Governing Board's recommendation of Board Member Consuelo Hernandez as delegate and Board Member Beki Quintero as alternate. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

Roberto Jaramillo has requested to have the Midstate HVAC item added to Board meeting agenda. This item has been placed on the August 25th Governing Board Meeting agenda.

UNFINISHED BUSINESS

Steve Holmes gave additional information on the Board items that were pulled per Buck Crouch requested.

Item 3 k) 1. - Amendment #3 between Sunnyside Unified School District and Pima Community College for Dual Enrollment- we have an on going partnership with dual enrollment through Pima Community College and every year we sign a Memorandum of Understanding. Our students are not paying tuition and we are using district instructors. This allows our district to continue using our own instructors who have the credentials to teach college level courses and students receive dual credits.

Item 3 k) 2. Memorandum Of Understanding (MOU) between Sunnyside Unified School District and Arizona State University for ASU Prep Digital (ASUPD). We have used them for one off unique courses where we don't have a teacher to teach that course.

Item 3 k) 3. - Affiliation Agreement- University of South Dakota Clinical Placement. We have used them for one off unique courses where we don't have a teacher to teach that courses that are geared more toward clinical practice.

Item 3 p) 1. - Emergency Declaration Pursuant to Policy BGB

Item 3 p) 2. - Emergency Amendment and Adoption of Policies GBGB-R, JICA-RB and KI-RB.

Steve Homes stated that the district has to have 3 Reads in a policy, which insures that the Governing Board has proper vetting time to view the changes. In this case we have bypassed the 3 Reads due to policy, Use of Masks in Schools, needing to be put in place immediately.

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve Item 3 k) 1.

Amendment #3 between Sunnyside Unified School District and Pima Community College for Dual Enrollment, Item 3 k) 2. Memorandum Of Understanding (MOU) between Sunnyside Unified School District and Arizona State University for ASU Prep Digital (ASUPD) and Item 3 k) 3. Affiliation Agreement- University of South Dakota Clinical Placement.

Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to adjourn the Regular Governing Board meeting at 8:21 pm. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



2238 East Ginter Road
Tucson, Arizona 85706

**Minutes of the Regular Board Meeting of the Governing Board
August 25, 2020
6:30 PM**

PLACE:

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ

The Regular Governing Board meeting convened at 6:30 pm. Members present: Buck Crouch (present), Beki Quintero (virtual), Consuelo Hernandez (virtual), and Roberto Jaramillo (virtual). Absent: Eva Dong.

Approval of Agenda

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to approve agenda items as submitted. Aye/Yes: Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Governing Board Comments

Beki Quintero commented that she was given the opportunity to see something special on Saturday. She attended a dedication at Ocotillo Library for Jeanne Pare Greengaard.

Roberto Jaramillo thanked everyone for the start of the year and for all of the hard work that everyone is putting into it. He also welcomed Ralph Smith to the district.

Buck Crouch seconded what Beki Quintero said and that it was a nice ceremony. The library looks really nice as does the Peace Garden. It was a very soothing memorial dedication. Also very thankful for all of the work that our administrators and teachers have put into making the school year successful.

Superintendent's Report

Superintendent's Report

Steve Holmes, Superintendent, reminded everyone that tomorrow we have a live town hall presentation through KGUN 9-Valerie Cavazos. She is doing a presentation on preventing of reading and math slides. Maggie Hackett and Carmen Castro will be joining her and talking about what we are doing to prevent that slide as we are moving all online and as we are going through this pandemic where students are starting the year in a different modality.

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

CONSENT AGENDA

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to approve the consent agenda as submitted. Aye/Yes: Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. Approval of Governing Board Minutes
- b. Personnel
 - 1. Personnel Report
- c. Vouchers
 - 1. Vouchers
- d. Lost Warrants
- e. Financial Statements
- f. Use of Facilities
- g. Student Attendance Requests
- h. Student Travel Requests
- i. Personnel Travel Requests
- j. Board Travel Requests
- k. Contract with Outside Agency
 - 1. Development & Use Agreement Between City of Tucson & Sunnyside Unified School District For Joint Use of School Facilities at CSM Martin R. "Gunny" Barreras Memorial Park
- l. Supplementary Textbooks
- m. Application/Amendment for Funding
- n. Business and Finance
 - 1. Gifts & Donations
 - 2. Auxiliary Funds
 - 3. Student Activity
 - 4. District Authorized Bank Signatories - 2020-2021
 - 5. Request to Pay Advance Structural Engineering FY 16-17
- o. Open Enrollment

p. Revisions of Governing Board Policies, Regulations, Exhibits

q. Request for Early Graduation

GENERAL FUNCTIONS

Opening of School Report

Enrollment:

- School processed withdrawals of no-shows as of Day 10 (8/19/20)
- Enrollment numbers starting to converge and stabilize
- Current enrollment (compared to historical trends)

Steve Holmes, Superintendent addressed the Governing Board on the Opening of School Update. Traditionally, today is the 15th day of school that we have used as a way to predict what our ADM is going to be for the year.

Javier Baca, Chief Information Officer presented our enrollment trend for the start of this year and what we are projecting that our ADM will be for this school year. It took a little time, but through the hard work of our schools in contacting our families and looking at the data very closely, our numbers have started to stabilize. He shared a spreadsheet that is used to identify trend to help us forecast for the future. (Refer to the Governing Board agenda online to view the spreadsheet.)

Steve Holmes commented that as of today we have over 1000 Kindergartners that have enrolled, which is an encouraging trend. We are where we projected our enrollment loss to be.

Food Service Update:

Meals Served as of August 20th:

School Sites: 1742

Bus Routes: 200

Steve Holmes, Superintendent, stated that John Oakley and his team did a great job of transitioning quickly to get something going. We are serving around 2,000 students a day. With 15,000 current students, this is a concern. The Federal Government has not stepped in to put into place the law that all students can eat for free. This law was put into place when the pandemic hit. As a result, the district is struggling to maintain the guidelines that only students that qualify for free and reduced lunch can be served. John Oakley is looking into how we can increase these numbers, because outside of bus routes, there may be a creative way to get these numbers up.

Social Emotional Learning:

- Knowledge for Learning: An understanding that learning is a social and shared responsibility attained through respectful listening and valuing learning from one another.
- Knowledge for Impact: An awareness of community issues and obtaining real-world knowledge gained from internships and other experiences that put global issues into a local context.
- Creative Confidence: Obtaining human-centric experiences that use empathy, systems thinking, design thinking and collaboration to unlock creativity.
- Self and Social Awareness: Providing skills for social and emotional development and values traits (e.g., assertiveness, conflict resolution, positive self-talk) to prepare for life after high school.
- Critical Consciousness: Empowerment that provides tools to identify systems that perpetuate inequality so actions can be taken to combat systems that hinder upward mobility.

SEL and Mental Health Support:

Social Emotional Learning (SEL) is also a required component of the Arizona Distance Learning Plan.

The SUSD plan includes:

Providing professional development on SEL to all school leadership teams.

Intentionally emphasizing connections between academics and social emotional learning.

Reviewing SEL as included in the K-12 counseling curriculum.

Implementing the school counseling program via remote direct interaction, email and phone.

Streamlining the referral process for resources and mental health support:

SUSD social workers
 AWARE mental health professionals
 Federal program resources (McKinney Vento, food and clothing, emergency relief, etc.)
 Native American Education Programs.

NJ Utter, CTE/JTED Director, addressed the Governing Board on what has been created to support our students. This is something that is extremely important now that our students are home. Social emotional learning has been something that has been a core value for the district. The state of Arizona actually included in our Distance Learning plan mandated that we implement a Social & Learning plan during this time of remote learning and throughout this school year.

Jose Gastelum, shared the Sunnyside School District Wide Service List. This list was to create a one-stop shop to make sure individuals have resources at their fingertips. (Refer to the Governing Board agenda online to view the list.)

August 17th Plan Update:
 Priority 1 Students

School	08/17/20	08/19/20	08/21/20	08/24/20
Apollo	1	1	1	3
Challenger	0	0	1	3
Craycroft	7	12	15	13
Drexel	0	0	0	3
Elvira	0	3	3	3
Esperanza	3	3	2	5
Gallego Int.	2	1	3	7
Gallego Primary	0	1	1	1
Lauffer	2	4	2	2
Liberty	0	0	4	2
Los Amigos	4	11	9	12
Los Ninos	1	3	2	3
Mission Manor	1	2	2	8
Ocotillo	0	0	0	0
Rivera	3	12	16	17
Santa Clara	3	3	6	6
Sierra	4	7	5	4
Summit View	1	2	3	8
Desert View H.S.	2	8	5	4
Sunnyside H.S.	2	1	1	3
STAR H.S.	0	0	0	0

TOTAL	36	74	81	107
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Steve Holmes shared a Priority 1 Student link. We started on-site learning opportunities on August 17th. We are currently at about 100 students district wide that are attending our schools that are taking advantage of Priority 1. Some of our schools have reached our Priority 2. Through the City Council, we will be starting a KIDCO program at Liberty next week and will grow it into two more programs to offer more child care opportunities. We are currently not seeing a large demand for in-person learning at this time. After Labor Day, we are getting another set of metrics from the state and the county. We are three to four weeks out before the metrics turn moderate or yellow on the indicators that we are using county wide to open schools. This puts us closer to mid to late September to look at a hybrid type of model. WE still want to follow CDC guidelines and health metrics. So at best, we are looking at beginning of October to start looking at some type of hybrid. We are going to bring back to the Governing Board a recommended for a change in our calendar. Moving our Fall Break from the week of the 5th of October to the week of the 12th. It makes sense to end our quarter prior to Fall Break since this give us a clean break for grading, assignments & units being completed. This recommendation has been presented to IBB and will be brought to the Governing Board at the next meeting. We will also have a communication plan for the parents that wish to continue online.

Bond Advisory Committee Member Reappointment Application

Hector Encinas, Chief Financial Officer, commented that both Maria Tomaine and Laura Higgins who are Bond Advisory Committee members via the application process have both express an interest to be re-appointed, once again to the Bond Advisory Committee for another two year term.

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to approve the reappointment of Ms. Maria Tomaine and Ms. Laura Higgins to a new 2 year term to the Bond Advisory Committee. Aye/Yes: Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Bond Advisory Committee Governing Board Member Appointment

Hector Encinas, Chief Financial Officer, commented that Ted Rodriguez who is a Bond Advisory Committee member that was appointed by Ms. Quintero has expressed an interest to be re-appointed to the Bond Advisory Committee for another three year term.

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to approve the reappointment of Ted Rodriguez to a new 3 years term to the Bond Advisory Committee (BAC). Aye/Yes: Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Arizona School Board Association (ASBA) Proposed 2021 Political Agenda

Steve Holmes, Superintendent commented that we have named our delegate and alternate for the assembly and these are the items that are being prioritized for discussion. This is a draft that will be discussed at the actual ASBA Delegate Assembly. Ms. Hernandez will represent the district in this political agenda.

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to take action to approve the draft 2021 Political Agenda. Aye/Yes: Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

MidState Assured Service Program - Update

Hector Encinas, Chief Financial Officer, commented that recently the Governing Board approved the renewal of the HVAC service contract with MidState. At that meeting, Governing Board member Roberto Jaramillo requested additional information regarding this contract and the services that will be provided by MidState. Hector Encinas discussed the PowerPoint presentation. More information on the cost will be sent to the Governing Board members on the next Friday Report or on a future Board agenda. Cindy Bova commented on the cost of using in-house staff vs outsourcing. (Refer to the Governing Board agenda online to view the PowerPoint.)

Steve Holmes commented that every year we will look at what's working and what isn't. With the expertise that we have with Ralph Smith and Cindy Bova that should give some assurance to our community and taxpayers.

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestions for Future Agenda Items

Roberto Jaramillo has requested additional information on athletics be placed on a future Board meeting agenda.

UNFINISHED BUSINESS

ADJOURNMENT

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to adjourn the Regular Governing Board meeting at 7:30 pm. Aye/Yes: Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



2238 East Ginter Road
Tucson, Arizona 85706

**Minutes of the Regular Board Meeting of the Governing Board
September 8, 2020
6:30 PM**

PLACE:

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ 85706

The Regular Governing Board meeting convened at 6:35 pm. Members present: Buck Crouch (present), Eva C. Dong (virtual), Beki Quintero (virtual), and Consuelo Hernandez (virtual). Absent: Roberto Jaramillo.

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve the agenda items as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Quintero. Motion Passed

Board Comments

Governing Board Comments

Eva Dong commented that she wants to hear today's presentation because there are still so many questions about the opening of schools and AIA. She also thanked all of our educators that are out there working so hard and diligently. This has not been easy. She is very proud of what has been able to be accomplished.

Beki Quintero congratulated all of the students that have committed to their colleges like Mr. Rivera to West Point. She congratulated the students and all the teachers who are working so diligently and to the staff who commits to our students and to everyone who works during these times.

Buck Crouch thanked all of the teachers and the support staff and everyone that's working to make the Sunnyside community a strong educational community.

Superintendent's Report

Superintendent's Report

Steve Holmes, Superintendent stated that he is eager to have a conversation with the Governing Board on what the future holds for us.

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

CONSENT AGENDA

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve the consent agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. Approval of Governing Board Minutes**
- b. Personnel**
 - 1. Personnel Report**
- c. Vouchers**
 - 1. Vouchers**
- d. Lost Warrants**
- e. Financial Statements**
- f. Use of Facilities**
 - 1. Use of Facilities**
- g. Student Attendance Requests**
- h. Student Travel Requests**
- i. Personnel Travel Requests**
- j. Board Travel Requests**
- k. Contract with Outside Agency**
 - 1. User-Agency Agreement between the Sunnyside School District (SUSD) and SER - Jobs for Progress, Inc. for Youth Services-Work Experience Program**
 - 2. Memorandum of Understanding (MOU) between Sunnyside Unified School Opportunity Center and the Sunnyside Foundation, Inc. (SF)**
- l. Supplementary Textbooks**
- m. Application/Amendment for Funding**
- n. Business and Finance**
 - 1. Request to Dispose Surplus Equipment and Supplies**
 - 2. June, July and August Purchasing Bid Activity Reports**
 - 3. Public Auction Payment and Activity Reports: Feb-July 2020**
 - 4. Request to Pay Interstate Studio & Publishing FY19 Invoice**
- o. Open Enrollment**
- p. Revisions of Governing Board Policies, Regulations, Exhibits**

q. Request for Early Graduation

1. Early Graduation

GENERAL FUNCTIONS

Proposed Update to the 2020 2021 Academic Calendar

Steve Holmes addressed the Governing Board on an update to the 2020-21 Academic Calendar. As we get deeper into distance learning and remote learning options we have found that there is potential of trying to target a return back to school, which has made the current calendar a challenge to implement. The quarter ends a week after the Fall Break. We are proposing, in collaboration with IBB, to move the Fall Break from the week of Oct. 5th to the week of October 12th. This means that Records Day would be October 9th and the full Fall Break will be from the Oct. 12th to Oct. 16th. This way the quarter will end prior to our Fall Break starting and will align with many of the other districts. (Refer to the Governing Board agenda online to view the proposed school calendar.)

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve proposed update to the 2020-2021 Academic Calendar as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Quintero. Motion Passed

Support the Legendary Teacher Day Resolution- September 24, 2020

Steve Holmes, Superintendent, addressed the Governing Board on the Legendary Teacher Day that is scheduled for Thursday, September 24, 2020. This was created by Dr. Nick Clement, a retired Superintendent from Flowing Wells School District. He wanted to recognize the wonderful teachers who have made a difference in people's lives. The Resolution was read by Steve Holmes.

The Sunnyside Unified School District Governing Board will consider a motion to approve the Resolution.

Whereas, the Sunnyside Unified School District Governing Board believes we have all had special teachers that made a significant difference in our lives; and

Whereas, the Sunnyside Unified School District Governing Board recognizes that those teachers demonstrated unique skills allowing them to transform their deep content knowledge into life changing student learning; and

Whereas, the Sunnyside Unified School District Governing Board highly values the caring family culture created by those teachers; and

Whereas, the Sunnyside Unified School District Governing Board understands that we often do not fully understand and recognize the profound influence teachers have on our future until we have lived our future; and

Whereas, the Sunnyside Unified School District Governing Board realizes the importance of taking time to fully recognize the legendary teachers in our lives;

Therefore, be it resolved that the Sunnyside Unified School District Governing Board does hereby affirm its support for September 24, 2020 as Legendary Teacher Day. We encourage our entire community to take time on this day and contact the Legendary Teacher in your life and express your gratitude for the difference they made in your life.

Adopted this 8th day of September 2020

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve the Resolution in support of the Legendary Teacher Day, Thursday, September 24, 2020. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Quintero. Motion Passed

Opening of Schools Update

Modified, In-person Learning Update:

- Assuming that Health Benchmarks indicate safe opening

for modified, in-person learning we will be offering 2 options for families.

- Target date for the new model would begin October 19th
- Parents will complete a questionnaire to indicate their choice of model.

Steve Holmes commented that we are trying to set a target date for our return to school. There are two sets of metrics that we have been looking at, but more specifically the Pima County Health Department metrics. There is the State Department of Health, which as of last Thursday indicated that we were in the "green" which means that all the metrics for opening of schools were in the green. The Pima County Superintendents have all agreed that they will be following the guidance of the Pima County Health Department. Once all nine indicators of the Pima Health Department go "yellow" that would indicate to the school districts that they can begin to bring students back in the hybrid mode. At this time, not all metrics are yellow. We are looking at a hybrid learning start day after Fall Break, provided that the metrics are in yellow and stay yellow.

Quarter 2 Options for Families:

- Hybrid Model: Students alternate between in-person and asynchronous, online learning throughout the week.
Students are assigned to an "A" or "B" schedule
"A" in person M/Th; "B" in person T/F; W Remote for both
Efforts will be made to keep families together
- Remote Model: Students will continue to receive instruction in the current remote model and/or through SOSA

Steve Holmes is recommending the start date be after Oct. 19th, with a hybrid schedule, which will allow us to have smaller groups & maintain social distancing.

*Both models may require adjustments to schedules and/or teachers of record

Quarter 2 Options for Families:

Steve Holmes discussed the Hybrid and the Remote Learning schedules. (Refer to the Governing Board agenda online to view the In-person and Remote Learning schedule examples.)

Communication Timelines:

- Families will receive a letter providing them an update for Quarter 2 and a questionnaire providing more detailed information on the two models and a mechanism for selection of their model of choice.
- Teacher and Staff will receive a letter providing an update for Quarter 2 and more detailed information of the two models.
- Both communications will be sent out on September 9th.

Lunch/Breakfast Program Update:

The federal government has allocated funds that have allowed us to extend our free summer lunch program.

- Starting Thursday, September 3, we will provide free meals to all children under the age of 18 (no lunch application needed).
- Parents or students may stop by a school or designated bus stop Monday–Friday (excluding holidays) to receive a school lunch and a breakfast.

Steve Holmes commented that we are getting a lot more meals served, but we are nowhere near to where we need to be. We will need to get creative once we come back hybrid to provide meals to students if half are going to be in school and the other half are going to be at home.

AIA Update:

- Sept. 2- AIA agreed to allow high school football and other Fall sports to continue under Sports Medical Advisory Committee Guidelines
- Southern Arizona Football Coaches proposal to Superintendents for Football Season.
- Phase I- Fall sports have successfully been under way for over a month now.
- Coaches and student-athletes anxious to begin Phase II.

Steve Holmes stated that as of Friday, the AIA has released new metric guidelines which now has the Health Department metrics associated with bringing athletes students back. The Arizona Department of Health got a hold of the AIA Director and sought clarification on football, specifically. What was clarified is that at this point a county must not be in the moderate

spread, but on the minimal spread of COVID for them to be able to have any kind of contact drills or competition for football. It is highly unlikely that we will move out of the moderate phase for quite some time. It could take us until there is an actual vaccine in place for us to move out of the moderate phase. They can continue to practice football in Phase 2, but with no contact or competitions. (Refer to the Governing Board agenda online to view the AIA Guidelines.)

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve the proposed Modified, In-person Learning models that include Hybrid and Remote learning options to begin on October 19, 2020, provided the Pima County Health Department indicates it is safe to do so. Aye/Yes: Carrillo Dong, Crouch, Quintero. Nay/No: Hernandez. Motion Passed

Presidential Memorandum- Defer the withholding and payment of the employees' share of Social Security Tax

Steve Holmes, Superintendent commented that the purpose of this agenda is to have the Governing Board pass a motion to not participate in the deferral of the social security tax from employees. On August 8, 2020, President Trump issued an executive order authorizing to defer withholding of Social Security tax from eligible employees wages earned between Sept 1, 2020 to December 31, 2020.

On Friday, August 28, 2020 we received guidance from the IRS, which clarified that "eligible employees" would be those making \$4,000 or less over two weeks and that the tax deferred would be collected beginning January 1, 2021 to April 30, 2021. The impact to those employees would be that beginning January 1, 2021, the amount of 6.2% Social Security tax withheld would be doubled up. If an employee terminates employment, the employer would be on the hook for paying those wages. We could try to collect from those employees and try to hold back paychecks, but the reality to collect these wages would be difficult to manage for any organization of our size. According to the guidance that we received from legal counsel, John Richardson, it's up to the employer to determine what is best for the organization.

Board Member Beki Quintero moved, seconded by Board Member Eva Carrillo Dong to approve the District not defer the withholding of Social Security tax from wages earned by employees between Sept 1, 2020 and December 31, 2020. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Quintero. Motion Withdrawn

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

Buck Crouch requested that the selection of a delegate for the ASBA Pima County Election of a County Director be added to the next Governing Board meeting - Sept. 22, 2020.

UNFINISHED BUSINESS

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to adjourn the Regular Governing Board meeting at 7:28 pm. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Quintero. Motion Passed



2238 East Ginter Road
Tucson, Arizona 85706

**Minutes of the Regular Board Meeting of the Governing Board
September 22, 2020
6:30 PM**

PLACE:

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ 85706

The Regular Governing Board meeting convened at 6:30 pm. Members present: Buck Crouch (present), Eva C. Dong (virtual), Beki Quintero (virtual), Roberto Jaramillo (virtual) and Consuelo Hernandez (virtual).

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Roberto Jaramillo thanked Dr. Cullen for being with us this evening. He also thanked the staff for all that they have done from the beginning of the school year. May we stay safe and healthy.

Beki Quintero dittoed on what Roberto Jaramillo said and she thanked everyone for the excellent work that was done on the calendars this year.

Consuelo Hernandez dittoed what was previously said. She thanked Dr. Cullen for taking the time to attend our meeting. She also thanked everyone for their patience and hard work during this time.

Eva C. Dong commented that she is very anxious to hear what Dr. Cullen has to say and she appreciates the time that she is taking to join us today.

Buck Crouch thanked the administrators, teachers and the staff for making things go so smoothly. He is very proud of the district & what everyone is doing.

Superintendent's Report

Steve Holmes, Superintendent, commented that they will be giving more details on the opening of school and as to how things are progressing. He personally thanked Dr. Cullen and Brian Eller for taking the time to spend with us and to talk about the current conditions as we are looking to opening on October 19th. We are working diligently to have multiple conversations across the district with parents, staff and students and to ensure everyone is safe and continue to encourage teachers to have conversations with their principals and us. There are still a lot of questions with the Hybrid model and what it's going to look like. We will be giving an update on the surveys. We appreciated the community that we work in and the staff that works with us. They have been very diligent in their efforts to provide the best service for our students and have represented us well in the community.

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

CONSENT AGENDA

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the Consent Agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. Approval of Governing Board Minutes**
- b. Personnel**
 - 1. Personnel Report**
- c. Vouchers**
 - 1. Vouchers**
- d. Lost Warrants**
- e. Financial Statements**
- f. Use of Facilities**
 - 1. Use of Facilities**
- g. Student Attendance Requests**
- h. Student Travel Requests**
- i. Personnel Travel Requests**
- j. Board Travel Requests**
- k. Contract with Outside Agency**
 - 1. Memorandum of Understanding (MOU) between Sunnyside Unified School District (SUSD) and Northern Arizona University (NAU) Senior Corps Program**
 - 2. Agreement between Sunnyside Unified School District and AzCAN for the College Knowing and Going project with College Readiness Teams**
- l. Supplementary Textbooks**
- m. Application/Amendment for Funding**
- n. Business and Finance**
 - 1. Gifts & Donations**
 - 2. Surplus Electronic Equipment Property Disposal**
- o. Open Enrollment**
- p. Revisions of Governing Board Policies, Regulations, Exhibits**

q. **Request for Early Graduation**

GENERAL FUNCTIONS

Pima County Health Department Update

Dr. Cullen and Brian Eller from the Pima County Health Department (PCHD) presented and gave current updates on what PCHD is seeing in the communities and what they have done to support the school districts on Covid 19. (Refer to the Governing Board agenda online to view the PCHD presentation.)

Request to Move the October 13, 2020 Governing Board Meeting

Steve Holmes, Superintendent stated that at the last Board meeting the Governing Board approved to move Fall Break to the week preceding our potential return to school. We have a Board meeting scheduled that week and would like to move the meeting to October 6th, so that any conversations we have in public and not when people are off.

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to approve moving the October 13, 2020 Governing Board meeting to October 6, 2020 as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Opening of Schools Update

Quarter 2 Options Update:

- School start and end times will return to the original schedule for both Hybrid and Remote options (Remote login times will be adjusted)
- Student and staff assignments will begin this week
- October 9th In-service/Records Day will be set aside for classroom setup
- District support for curriculum adjustments and planning will be provided prior to Fall Break

Steve Holmes, Superintendent, commented that in preparation to starting school in hybrid on October 19th, we asked our teachers, parents and students to submit their request.

Quarter 2 Questionnaire:

Steve Holmes stated that as it stands almost 80% of our parents have returned their request to choose an option. We are hoping to get to 100% because everyone has to choose an option. Our schools are working diligently to get parents to make a selection. We are at 46.65% of our students who want to remain remote and 53.5 of students who want to come in hybrid. (Refer to the Governing Board agenda online to view the data per school)

Communication Update

- Parents/Families
 - District Parent Letter
 - Superintendent Parent Advisory
 - School Cafecitos/Town Halls
 - Parent/Teacher Conferences
- Students
 - Superintendent's Student Advisory
 - High School Town Halls
- Staff
 - District Staff Letter
 - Principal's Meeting
 - SEA Executive Team Meeting
 - SEA Site Rep Meeting

Steve Holmes commented that we have had a series of parent communications. Most of the questions from teachers have centered around curriculum and content, which will be the majority of the focus for the next two weeks. We will have our "District Wednesday" next week to prepare, and have the data and teacher assignments available.

Breakfast/Lunch Procedures:

- Breakfast
 - *Students will resume picking up their breakfast as they enter the school and eat in the designated area (which may likely be their classroom) OR

*Breakfasts will be delivered to their classrooms as in past practice

- Lunch

*Cafeterias will be set up for social distancing and traffic flow patterns adjusted to eliminate lines and congregation points.

*Schools will add additional lunch times to reduce the amount of students in the cafeteria when necessary.

*Sharing tables and other "high touch" practices will be eliminated

*Some sites may incorporate lunch in classrooms with supervision to reduce transition and numbers.

John Oakley, Food & Nutrition Director, addressed the Governing Board on what breakfast and lunch will look like and the Friday to the weekend services. We have every school site open for free meals through drive thru service and we also have our bus route with 10 stops. There is also a wavier where we can do the weekend meals, which will be available at strategic sites located throughout the district. Parents will have the option to pickup meals at their home school or any other district school. There are seven schools that have been identified for meal pickup. A blast will be sent out to parents to let them know at which schools they can pickup the meals. The meals will be available on Fridays during lunch service and at that time they can pickup the six meals for the weekend.

School - Safety Measures:

Steve Holmes shared the models of our schools and how things are being set up. Handwashing signs are posted in the bathrooms; tables in the cafeteria are all facing all forward; so students can only sit on one side; desks are being separated; directional arrows on the floors; and signs indicating 6 ft. distance. If any classroom doesn't have singleton desks, then partitions will be placed in between the tables, so that students can maintain a safe distance.

Arizona School Board Association (ASBA) Delegate(s)

The Governing Board discussed and recommended the Board member delegates and alternates for the Pima County Directors Election voting process on Oct. 1, 2020. and the Arizona School Board of Directors voting process on Dec. 3, 2020.

Board Member Robert Jaramillo moved, seconded by Board Member Beki Quintero to approve the Governing Board's recommendation of Board Member Eva C. Dong as District delegate to participate in the upcoming Pima County Directors Election voting process on Oct. 1, 2020. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Member Robert Jaramillo moved, seconded by Board Member Beki Quintero to approve the Governing Board's recommendation of Board Member Buck Crouch as District Alternate to participate, if needed, in the upcoming Pima County Directors Election voting process on Oct. 1, 2020. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Member Consuelo Hernandez moved, seconded by Board Member Robert Jaramillo to approve the Governing Board's recommendation of Board Member Beki Quintero as District delegate to participate in the upcoming Arizona School Board of Directors voting process on Dec. 3, 2020. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to approve the Governing Board's recommendation of Board Member Consuelo Hernandez as District Alternate, if needed, to participate in the upcoming Arizona School Board of Directors voting process on Dec. 3, 2020. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Arizona School Board Association (ASBA) Virtual Law Conference Recap

The Governing Board members who attended the Arizona School Board Law Conference provided a recap.

Eva C. Dong commented that it was an excellent Law Conference with a lot of new information. So much is learned at these conferences. Some of the sessions attended were on responding to distancing from employees and students social media. There are many inappropriate things on social media that are getting people in trouble, but there is some information on there that we shouldn't be changing due to people's rights. Also, Board Members need to be concerned about how they do private comments. If a Board Member wants to say something on social media, they need to clarify that they are not on as a official district spokesperson. If there are any complaints that come through on social media they need to be referred to the Superintendent.

Buck Crouch stated that Wednesday was the pre-conference day and it was all about COVID 19. It started out with a review on State and Federal responses to COVID in schools. They had several different sessions. One was on social and

emotional impact of the pandemic on children and how it can have a major effect on some of our children. Another session was on legal and liability issues on COVID 19. One of the discussions was the role of the Governing Board during a crisis. It comes back to having a strong Superintendent that handles the crisis and basically takes care of it and having a Board that works with the Superintendent. Another session was on the critical digital need for citizenship.

Steve Holmes commented on the pre-conference presentation on mental health and the issues that are surfacing around the amount of cases. It was alarming and an eye opener on the number of suicide rates and other mental health issues that come from being alone and not socializing. It speaks to the need of social services that we provide in schools and try to make sure we figure out ways in which we can safely bring children back.

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

UNFINISHED BUSINESS

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to adjourn the Regular Governing Board meeting at 8.28 p.m. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



2238 East Ginter Road
Tucson, Arizona 85706

**Minutes of the Regular Board Meeting of the Governing Board
October 6, 2020
6:30 PM**

PLACE:

Governing Board Room, 2238 E. Ginter Rd., Tucson, AZ 85706

The Regular Governing Board meeting convened at 6:31 pm. Members present: Buck Crouch (present), Eva C. Dong (virtual), Beki Quintero (virtual), Roberto Jaramillo (virtual), and Consuelo Hernandez (virtual).

Approval of Agenda

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Board Comments

Governing Board Comments

Roberto Jaramillo wished everyone luck on the first day of back to hybrid and hoped that everyone will stay healthy.

Eva C. Dong thanked every single employee that has been working so hard for so many hours. It has been extremely difficult and for everyone to start thinking about themselves & their health.

Consuelo Hernandez echoed what was already said and thanked everyone for their patience during this really strange time and wish everyone the best of luck.

Buck Crouch thanked all of the district staff, administration, teachers, and all of the people that have been involved in this extremely complex synchronization that's going on to get all things happening. He stated how proud he is of what Sunnyside is doing.

Superintendent's Report

Superintendent's Report

Steve Holmes, Superintendent, thanked John Oakley and the Food Service staff for a successful launch of the weekend meals program. During week one, we were able to distribute 5204 meals and the second week we distributed 11,504 meals. All district schools will be closed on Friday, Oct. 9th for In-Service Day. Families will still be able to pick up their meals at distributing sites between 10:30 pm and 1:00 pm. Families can also pickup meals at Sunnyside HS on Monday, Oct. 12th, the first day of Fall Break, for the rest of the week. Pickup times will be announced later this week.

The Class of 2021 was unable to take the ACT last spring after schools were shut down. Many institutions have dropped the requirements for college testing due to the pandemic. There are still several scholarships and certain colleges that are requiring them. This morning we were able to offer testing for all the class of 2021. Desert View High School had 42 students participate, Sunnyside High School had 28 students, and STAR had 10 students participate.

Recognition

CALL TO THE AUDIENCE

Acknowledgement of Public Request to Speak

Rachel Velasquez, district parent addressed the Governing Board on her concerns regarding the opening of schools. She commented that full time in school options should be made available for all of our public schools located within the Sunnyside District, now, not later. She feels that keeping the schools closed is creating more harm than good. She shared her concerns that she has about her own children.

CONSENT AGENDA

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the consent agenda as submitted. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

- a. **Approval of Governing Board Minutes**
- b. **Personnel**
 - 1. **Personnel Report**
- c. **Vouchers**
 - 1. **Vouchers**
- d. **Lost Warrants**
- e. **Financial Statements**
- f. **Use of Facilities**
- g. **Student Attendance Requests**
- h. **Student Travel Requests**
 - 1. **Student Travel Requests**
- i. **Personnel Travel Requests**
- j. **Board Travel Requests**
- k. **Contract with Outside Agency**
 - 1. **Memorandum of Understanding (MOU) between Sunnyside Unified School District (SUSD) and Chicanos Por La Causa Nahui Ollin Wellness Program**
 - 2. **Amendment #4 between Sunnyside Unified School District and Pima Community College for Dual Enrollment**
- l. **Supplementary Textbooks**
- m. **Application/Amendment for Funding**
- n. **Business and Finance**
 - 1. **School Facilities Board - Drexel Elementary Chiller Repair - TERMS AND CONDITIONS**

2. Request to approve Sole Source Designation: NCS Pearson

- o. Open Enrollment
- p. Revisions of Governing Board Policies, Regulations, Exhibits
- q. Request for Early Graduation

GENERAL FUNCTIONS

2019-20 Annual Financial Report

Hector M. Encinas, Chief Financial Officer presented to the Governing Board the 2019-2020 Annual Financial Report. This report summarizes the expenditures that the district made during the fiscal year for all the funds that the district has in its control. The primary one being the M & O budget.

The 2019-20 Annual Financial Report includes revenues and expenditures for all funds (local, state and federal) including M&O, Unrestricted Capital, Debt Service (Bond principal and interest) Federal and State Grants, and Food Services.

Despite the continued declining enrollment, in 2019-20 the Governing Board granted Certified Staff a 7% raise (step plus 5% - cost \$2.94 million) to comply with the Governor's "20 by 20" directive. Other employee groups (Administrators, Classified and PNT) were granted approximately a 2% raise (step on salary schedules - cost \$737,000). In addition, the state minimum wage increased from \$11 per hour to \$12 per hour effective 1-1-2020. Minimum Wage will be increasing to \$12.15/hr effective 1-1-2021. The AZ minimum wage in 2016 was \$8.05. Since then, it will have increased by \$4.10 (51%) with no additional revenue support provided to Arizona School Districts from the Governor or Arizona State Legislature

Even with declining enrollment and increased staff salaries (+\$3.677 million):

	2018-19	2019-20	Change
1. M&O Budget -	\$88,266,075	\$88,630,418	+\$364,343
2. M&O Actual Expend.-	\$86,544,724	\$85,994,809	-\$549,915
2. M&O Bud Bal Cfw -	\$2,349 million	\$2.636 million	+\$287,000

This was accomplished as a result of the implementation of Governing Board approved Operational budget cuts (non-classroom), savings realized due to COVID-19 Pandemic (substitute cost savings and energy savings) and other increased efficiency savings - hiring freeze of non-classroom vacant positions.

Board Member Beki Quintero moved, seconded by Board Member Eva Carrillo Dong to approve the 2019-20 Annual Financial Report as presented and if necessary, address at the October 27, 2020 Board meeting any revisions that are made after the October 6, 2020 meeting for Governing Board review and approval. Aye/Yes: Admin, Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Opening of Schools Update

Steve Homes, Superintendent, presented to the Governing Board the Opening of Schools update regarding October 19th.

October 19th Update:

- 92% of Families completed request forms (remaining 8% were defaulted to remote)
- 53% of Families have chosen Hybrid / 47% of Families have chosen remote
- Schools have been working collaboratively with teacher teams and individual teachers to determine placements of hybrid and remote teachers
- Master schedules have been completed or being finalized to communicate students assignments to parents and students and teachers
- K-8 schools have assigned 125 teachers to remote learning only group (this number is inclusive of 26 ADA accommodations)

- High school have assigned TBA teachers to remote learning only group (this number is inclusive of 20 ADA accommodations)
- The majority of teacher requests have been accommodated
- Some teachers at all levels will be teaching some sections of hybrid and some sections of remote
- Some teachers in singleton courses or other anomalies will be teaching some sections of hybrid and remote simultaneously
- In order to accommodate high numbers of students in remote classes in K-5, 23 - 27 teachers will be taking students from one other school (students will remain enrolled at their home site)

High school students were notified that they will be receiving their class schedules during Fall Break. The district did its best to accommodate students & teachers with schedules.

Communication Update:

Parents/Families

- Letters were sent to families communicating the details of how school will operate during hybrid learning (mask requirement, drop off, lunch, pick-up, etc.)
- Video has been curated detailing the cleaning protocols for schools

Students

- Teachers will communicate protocols to students on the first day of class – masks, movement in building, bathrooms breaks, lunch, social distancing, sanitation protocols, hand washing, etc

Staff

- Principals notified teachers of their assignments and expectations for implementing the safety protocols

They have had several meeting and multiple conversations with staff, teachers and representation from our association on a weekly basis. We are encouraging everyone to look at the mitigation plan and to see the Board meetings. A portion of the Responsible Reopening video was shown and is posted on the Sunnyside website.

Mental Health Support Efforts

- Emphasize adult-student relationships and a sense of belonging in all interactions.
- Include opportunities for students to practice and reflect upon social and emotional competencies throughout the day
- School counselors provide school based support through classroom lessons, small groups, and one to one meetings.
- Streamline identification and referral for students needing additional support.

AWARE Mental Health Professionals:

- The Mental Health Professionals are continuing to support students/families that participated during the 19-20 school year along with several new referrals for students/families.
- Students/families have expressed, when possible, that an in-person session is preferred.
- AWARE will begin facilitating groups for high school students after fall break.
- AWARE continues to facilitate the Suicide Prevention training across the district.

Mental Health Concerns:

- Reaching students is much more complicated in the remote classroom and individual student contact numbers are lower than normal.
- Small groups have been informal, i.e. lunch meetings, counselor chats, etc.
- Concerned that we are unable to see students well enough to interpret the non-verbal signals
- While conversations on stress, anxiety and depression are occurring, the fact that students are at home with others is generally viewed as limiting student disclosure.

Jose Gastelum, addressed the Board on the mental support efforts as it applies to the opening of school. There is a lot of stress and anxiety at home for our students in day to day challenges . We are emphasizing the sense of belonging in all of our interactions with students.

NJ Utter, CTE Director stated that everyone is working very hard to reach our students but it much more difficult to reach students who are not physically on campus. Data from our school counselors show that individual student contacts are about a third to 25% of what they usually are at this time of year.

Transition to Hybrid/Remote

- Be proactive about sharing information with employees, parents, students to alleviate anxiety for hybrid students.
- Early visits for students transitioning to new school.
- Engage student leadership in communication efforts (video, social media, school websites)
- Be intentional about including students who are remaining hybrid in feeling connected to the school.

COVID-19 Data (School Age Children):

(Refer to the Governing Board agenda online to view the data chart)

Covid-19 Data by Week (Week 39 9/20-9/26):

(Refer to the Governing Board agenda online to view the data chart)

Data Implications:

- The increase in cases is primarily focused around U of A with the emphasis on college aged students

Article about the decline and the end of the U of A stay at home:

https://tucson.com/news/local/ua-sees-declining-covid-19-cases-ending-shelter-in-place-recommendation/article_26f2d89a-01c1-11eb-9c0f-3be354fc9af4.html#tracking-source=home-top-story-1

"Cases are mostly in clusters of student housing, whether it's dormitories, off-campus apartments or Greek houses." If you

take those cases out of the mix, we would be, actually doing pretty well," Garcia said. "The bottom line is that even though we do have this isolated set of clustered cases in and around the UA, I think the other parts of town are in pretty good shape."

- Pima County's COVID-19 Progress Report Shows Benchmark Change Won't Halt Hybrid Learning
- <https://www.kgun9.com/news/coronavirus/pima-countys-covid-19-progress-report-shows-benchmark-change-wont-halt-hybrid-learning>
- "Because the slide back to "Red" for this one benchmark is almost entirely driven by cases associated with the University of Arizona, the Health Department is comfortable with local K-12 schools continuing to follow a slow, considerate move to hybrid implementation of in-person learning."
- Dr. Cullen and Dr. Garcia in a recent meeting with Superintendents (September 24th) explained the metrics associated with U of A increases and have reaffirmed their assessment that hybrid instruction implementation remains appropriate in Pima County per the state's assessment.
- This is consistent with real-time data from Pima County and with Dr Cullen's statement at our last Governing Board meeting that she felt it was fine to open hybrid learning on October 19th.
- The increase in cases is primarily focused around U of A with the emphasis on college aged students
- Article about the decline and the end of the U of A stay at home: https://tucson.com/news/local/ua-sees-declining-covid-19-cases-ending-shelter-in-place-recommendation/article_26f2d89a-01c1-11eb-9c0f-3be354fc9af4.html#tracking-source=home-top-story-1

Steve Holmes commented that we will continue to look at the data. We are working in collaboration with the Pima County Health Department.

Flu Shot Clinic and COVID-19 Testing

- In coordination with Benefits Office Flu Shot Clinics have been set up for the week of October at multiple locations in the District
- Pima County Health Department is coordinating with our Nurse Coordinators to set up a flu shot clinics for families and another COVID-19 blitz in our community (Previous testing blitz held at Sunnyside High School August 18th)
- Pima County Health Department has COVID Testing site at Kino Event Center (results are being received within 24 hours)

Steve Holmes commented that this virus could be with us for longer than a lot of people think, which means that we need to learn how to do "school" under these conditions.

Request for Executive Session

Board Member Eva Carrillo Dong moved, seconded by Board Member Robert Jaramillo to approve the Board recess into Executive Session for discussion of Personnel—pursuant to A.R.S. §38-431.03(A)(1). Aye/Yes: Admin, Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed

Results of Executive Session

Board Member Beki Quintero moved, seconded by Board Member Robert Jaramillo to approve extending the Superintendent's contract through 2022-2023. Aye/Yes: Admin, Carrillo Dong, Crouch, Hernandez, Jaramillo,

Quintero. Motion Passed

SUGGESTION FOR FUTURE AGENDA ITEMS

Suggestion for Future Agenda Items

UNFINISHED BUSINESS

ADJOURNMENT

Board Member Eva Carrillo Dong moved, seconded by Board Member Beki Quintero to adjourn the Regular Governing Board at 7:57 pm. Aye/Yes: Carrillo Dong, Crouch, Hernandez, Jaramillo, Quintero. Motion Passed



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Personnel 1.

TITLE OF AGENDA ITEM:

Personnel Report

ACTION TYPE:

Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Dr. Debra Bergman, Chief Human Resources and
Organizational Development Officer

DESCRIPTION/JUSTIFICATION:

Consideration of approving certified and classified support staff hires, rehires, non-renewals, requests for resignation, retirement and leaves of absence. Information Only: Lateral Transfers

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:


REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve the Personnel Report as presented.

ATTACHMENTS:

File Name	Description	Type
 Consent_Agenda_10-27-20.pdf	Personnel Report 10-27-2020	Backup Material

CREATION:**Date/Time:****10/22/2020 6:55 AM****Department:****Human Resources****REVIEWERS:****Date****Action****Department**

10/23/2020 - 10:29 AM

Approved

Human Resources

10/23/2020 - 8:18 AM

Approved

Superintendent

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
CERTIFIED HIRES

Last Name	First Name	Title	Site/Department	Effective Date	FTE	Grade	Step	Comment
Arnold	Patricia Ann	Permanent Substitute Teacher	Rivera	10/19/2020	0	0	0	Post-R
Brown	Maria	Teacher-5th Grade	Los Ninos	10/19/2020	1	BA-BA44	15 RTW	Post-R
Chestnut	John	Substitute Teacher	District Wide	10/13/2020	0	0	0	
Colby-Minjares	Beatriz	Permanent Substitute Teacher	STAR	10/19/2020	0	0	0	
D'Antonio	Richard	Permanent Substitute Teacher	Gallego Intermediate	10/19/2020	0	0	0	
Dell'Acqua	Zafira	Teacher ELD/ELA	Sierra	10/19/2020	1	BA45-MA44	5	Temporary
Espinoza	Guadalupe	Permanent Substitute Teacher	Mission Manor	10/19/2020	0	0	0	Post-R
Gamon	Marilu	Permanent Substitute Teacher	Summit View	10/28/2020	0	0	0	
Harris Jr	Bill	Permanent Substitute Teacher	Desert View	10/19/2020	0	0	0	
Jones	Thomas	Permanent Substitute Teacher	Los Ninos	11/2/2020	0	0	0	
Jordan	Nadia	Substitute Teacher	Ocotillo ELC	10/19/2020	0	0	0	
Kane	Suzanne	Permanent Substitute Teacher	Drexel	10/19/2020	0	0	0	
Kurick	Linda	Permanent Substitute Teacher	Ocotillo ELC	10/19/2020	0	0	0	Post-R
Lamadrid	Miguel	Permanent Substitute Teacher	Liberty	10/19/2020	0	0	0	Rehire/Post-R
McGee	Susan	Substitute Teacher	District Wide	10/28/2020	0	0	0	
Moreno	Ivan	Permanent Substitute Teacher	Santa Clara	10/19/2020	0	0	0	Rehire
Moreno	Paul	Permanent Substitute Teacher	B.L. Lauffer	10/19/2020	0	0	0	Post-R
Nava	Pedro	Permanent Substitute Teacher	Esperanza	10/19/2020	0	0	0	Post-R
Navarro	Michael	Substitute Teacher	Sunnyside	10/19/2020	0	0	0	
Ortiz	Patricia	Teacher-3rd Grade	Curriculum & Instruction	10/19/2020	1	BA45-MA44	11 RTW	Temporary
Paz-Bustamante	Martha	Permanent Substitute Teacher	Los Amigos	10/19/2020	0	0	0	
Peraza	Phil	Permanent Substitute Teacher	Apollo	11/2/2020	0	0	0	
Quinn	Heather	Teacher-Math/Calculus	Sunnyside	10/28/2020	1	BA-BA44	11	Temporary
Rodriguez	Robert	Permanent Substitute Teacher	Sunnyside	10/19/2020	0	0	0	Post-R
Saldivar	Carlos	Permanent Substitute Teacher	Sierra	10/19/2020	0	0	0	
Schwenk	Thomas	Permanent Substitute Teacher	Craycroft	10/19/2020	0	0	0	
Smith	Gregory	Permanent Substitute Teacher	Desert View	10/28/2020	0	0	0	
Sweetman	Andrea	Teacher-Special Ed LD	Gallego Intermediate	10/19/2020	1	BA-BA44	1	Temporary-Alternative
Williamson	Eleanor	Permanent Substitute Teacher	Challenger	10/28/2020	0	0	0	

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
CLASSIFIED HIRES

Last Name	First Name	Title	Site/Department	Effective Date	FTE	Grade	Step	Comment
Barnett	Marisa	Attendance Clerk	Desert View	10/28/2020	1	8	1	
Black	Alice	Office Assistant	Desert View	10/28/2020	1	9	1	
Davila	Cynthia	Classroom Support Assistant	Esperanza	10/19/2020	1	5	1	Temporary-Rescind
Fimbres Campa	Giselle	Parent Student Advocate	Desert View	10/28/2020	1	6	1	
Garcia	Mireya	Parapro-Intervention	Gallego Primary	10/19/2020	0.75	7	1	
Garcia	Raul	Campus Monitor	Drexel	10/28/2020	1	5	1	Rehire
Garcia	Jessica	Human Resources Specialist-Exceptional Education	Human Resources	10/26/2020	1	15	3	
Gutierrez	Carlos	Custodian	Elvira	10/28/2020	1	7	1	
Jaramillo	Diana	Classroom Support Assistant	Mission Manor	10/28/2020	1	5	1	Temporary
Kenney	Aaron	School Bus Driver	Transportation	10/9/2020	0.75	12	3	
Martinez	Viviana	Classroom Support Assistant	Rivera	10/28/2020	1	5	1	Temporary
Montijo	Francisco	CTE Teacher Associate	Sunnyside	10/28/2020	1	17	1	
Moreno	Cecilia	Office Assistant	Desert View	10/19/2020	1	9	1	Rescind
Olivas	Stephanie	Classroom Support Assistant	Liberty	10/28/2020	1	5	1	Rehire-Temporary
Valencia Campa	Itzel	Classroom Support Assistant	Challenger	10/19/2020	1	5	1	Temporary
Vega	Paul	Campus Monitor	Apollo	10/19/2020	1	5	1	Rescind
Velasquez	Ruben	Crossing Guard	Liberty	10/28/2020	0.38	4 RTW	1	Rehire/Post-R
Waitherwerch	Marcos	Classroom Support Assistant	Santa Clara	10/28/2020	1	5	1	Temporary

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
VOLUNTEERS/COACHES

Last Name	First Name	Title	Site/Department	Effective Date	FTE	Amount	Comment
Aros	Celisia	Girls Assistant Soccer Coach (Volunteer)	Sunnyside	10/22/2020	0	0	
Careaga-Castellanos	Marina	Field Practicum Math (Volunteer)	B.L. Lauffer	9/26/2020	0	0	
Clemens	Allison	Girls Soccer Coach (Volunteer)	Sunnyside	9/21/2020	0	0	
Delgado	Justin	Girls Basketball Head Coach (External)	Sunnyside	11/2/2020	0	\$4,482.00	
Ferguson	Cory	Freshman Football Coach (Volunteer)	Sunnyside	10/22/2020	0	0	
Kunnemann	Chloe	Soccer Coach (Volunteer)	Sunnyside	10/1/2020	0	0	
Mazon	Jorge	Football Assistant Coach (External)	Sunnyside	9/2/2020	0	\$2,758.00	
Partington	John	Shadowing Teacher (Volunteer)	Desert View	10/13/2020	0	0	
Perez	Teresa	Math Intern (Volunteer)	Desert View	10/6/2020	0	0	
Quijada	Cynthia	Girls Volleyball Assistant Coach (External)	Desert View	7/27/2020	0	\$2,069.00	Rehire
Rojas IV	Juan	Girls Volleyball Assistant Coach (External)	Desert View	7/27/2020	0	\$2,069.00	Rehire
Williams	Markes	Football Assistant Varsity Coach (External)	Sunnyside	9/2/2020	0	\$3,488.00	

OFFER TO EMPLOY AND REHIRE RECOMMENDATIONS ARE CONTINGENT UPON RECEIPT OF ALL APPLICATION MATERIALS, FINGERPRINT CLEARANCE, AND APPROPRIATE CERTIFICATES IN THE HUMAN RESOURCES DEPARTMENT.

10/23/2020
6:34 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
CERTIFIED SEPARATIONS

Last Name	First Name	Title	Site/Department	Effective Date	Reason	Comment
Fortuin	Kevin	Program Coordinator	Student Services	11/5/2020	Resignation	
Garate	Ramon	Substitute Teacher	District Wide	6/30/2020	Resignation	
Haddad	Jalal	Teacher-Math/Calculus	Sunnyside	11/5/2020	Retirement	Regular
Kanlic	Arma	Teacher-7th Grade Math	Challenger	10/9/2020	Resignation	
Romano	Antonio	Substitute Teacher	District Wide	3/6/2020	Resignation	
Valle-Aguilar	Karla	Substitute Teacher	District Wide	6/30/2020	Resignation	

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
CLASSIFIED SEPARATIONS

Last Name	First Name	Title	Site/Department	Effective Date	Reason	Comment
Bueras	Marina	Campus Monitor	Gallego Intermediate	10/14/2020	Resignation	
Cadena	Lisa	Campus Monitor	Sierra	10/19/2020	Resignation	
Echeverria	Roxanne	School Bus Driver	Transportation	10/8/2020	Terminated	
Gallego	Abigail	Office Assistant	Apollo	10/2/2020	Resignation	Revision
Rodriguez	Maria	Custodian	Sunnyside	10/28/2020	Terminated	
Spooner	Rachel	School Bus Driver Trainee	Transportation	9/25/2020	Terminated	
Vergara	Veronica	Girl's Volleyball Assistant Coach	Sunnyside	9/1/2020	Resignation	

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
TRANSFERS

Last Name	First Name	Previous Title	Previous Site/Dept	Previous Grade	Previous Step	Old FTE	New Title	New Site/Dept	New Grade	New Step	New FTE	Effective Date
Bustamante	Toni	Administrative Assistant	Desert View	11	16	1	Administrative Assistant	Sunnyside	11	16	1	10/22/2020
Carranza	Elvira	Campus Monitor	Gallego Primary	5	1	1	Parapro-Intervention	Gallego Primary	7	1	0.75	10/19/2020
Flores	Lizeth	Property Control Specialist	Business & Finance	11	3	1	Attendance Clerk	STAR	8	3	1	10/28/2020
Haro	Malia	SPED Personal Care Assistant	Gallego Intermediate	11	3	0.94	Classroom Support Assistant (Temporary)	Los Ninos	5	1	1	10/26/2020
Lira	Yolanda	Lead Custodian	Elvira	9	6	1	Custodian	Summit View	7	6	1	10/29/2020
Meadows	Michael	SPED Personal Care Assistant	Curriculum & Instruction	11	9	0.88	Behavior Intervention Assistant	Curriculum & Instruction	12	9	1	10/19/2020
Molina-Garcia	Melissa	Alternative to Suspension Coordinator	Student Services	10	17	1	Alternative to Suspension Coordinator	Curriculum & Instruction	10	17	1	7/1/2020
Pena	Martha	Parapro-Intervention	B.L. Lauffer	7	2	0.75	Classroom Support Assistant (Temporary)	B.L. Lauffer	5	2	1	10/19/2020
Rico	Luz	Custodian	Curriculum & Instruction	7	7	1	Lead Custodian	Curriculum & Instruction	9	7	1	10/28/2020
Santini	Guadalupe	Custodian	Elvira	7	1	1	Lead Custodian	Elvira	9	1	1	10/29/2020
Silvas	Ramon	Crossing Guard	Sierra	4	3	0.38	Campus Monitor	Sierra	5	3	1	10/28/2020

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
SUPPLEMENTAL PAYMENT JUSTIFICATION

Supplemental Payment Title	Supplemental Description	Rate of Pay	Salary/Hourly/Per Job	Comment
2020 Fall Break-Maintenance	Assist the maintenance department in preparation for school reopening. Cleaning, sanitizing, etc.	Employee's hourly rate	Hourly	
BERP Additional Work	Additional work done outside their BERP contracted hours	Employee's hourly rate	Hourly	
Campus Monitor-Athletic Events	Campus Monitors will cover all Home Games.	Employee's hourly rate	Hourly	
Campus Monitor-District Events	Campus Monitor will cover where needed at a School Event such as Concerts, Carnivals Graduations etc.	Employee's hourly rate	Hourly	
Classified Staff-Placement Survey Follow Up	Employee will contact graduates to complete placement surveys.	Overtime	Hourly	
Custodian-Athletic Events	Custodian will Monitor all Home Games	\$12.00	Hourly	
Custodian-District Events	Custodian will cover where needed at a School Event such as Concerts, Carnivals Graduations etc.	Employee's hourly rate	Hourly	
District Evaluation Committee	The District Evaluation Committee meets once a month to revise the Teacher Evaluation System Handbook, Rubrics, Tools, and policies that are utilized for all certificated employees	\$25.00	Hourly	
District Event Staff-Classified	Attend and work at district events	Employee's hourly rate	Hourly	

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
SUPPLEMENTAL PAYMENT JUSTIFICATION

Extra Custodial Duties	Extra Custodian duties to get school ready for first day of Hybrid Learning	\$12.00	Hourly	
Hybrid Learning-Prep for Classrooms	Hybrid Learning - Classroom Support Assistant	\$12.00	Hourly	
McKinney Vento Router	2-4 hrs per day, NTE 10 hrs per week. Additional hours to assist with routing of MV students to reduce wait time.	Employee's hourly rate	Hourly	
Security Monitor-Athletic Events	Security Monitor will cover Parking Lot at all Home Games.	Employee's hourly rate	Hourly	
Security Monitor-District Events	Security Monitor will cover Parking lots or where needed at a School Event such as Concerts, Carnivals Graduations etc.	Employee's hourly rate	Hourly	
Work Experience Supervision	Supervise CTE students filming fall sports	\$25.00	Hourly	

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
ADDED DUTIES/SUPPLEMENTALS

Last Name	First Name	Title	Site/Department	Effective Date	Amount	Hourly/Salary/Per Job	Comment
Acedo	Carlos	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$19.16	Hourly	
Acosta	Olga	Campus Monitor-District Events	Sunnyside	9/21/2020	\$12.00	Hourly	
Baray	Oscar	Hybrid Learning-Prep for Classrooms	Desert View	10/13/2020	\$12.00	Hourly	
Baray	Oscar	Campus Monitor-District Events	Desert View	9/21/2020	\$12.00	Hourly	
Bernal Pinal	Alexis	Extended Day Program	Ocotillo ELC	10/9/2020	\$12.00	Hourly	
Bettran	Bertha	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$14.50	Hourly	
Bojorquez	Christina	Campus Monitor-District Events	Apollo	9/21/2020	\$12.00	Hourly	
Borquez	Martha	District Evaluation Committee	Summit View	8/5/2020	\$25.00	Hourly	
Brenner	Elisabeth	CCLC Certified Instructor/Tutor	Sierra	10/8/2020	\$30.00	Hourly	
Brenner	Elisabeth	CCLC Certified Tutor PD/Plan/Prep	Sierra	10/8/2020	\$25.00	Hourly	
Calhoun	Essence	2020-2021 ELA K-5 District Wednesday Presenter	Craycroft	9/25/2020	\$25.00	Hourly	
Carlos	Roxanna	Extended Day Program	Ocotillo ELC	10/9/2020	\$17.94	Hourly	
Carr	Dan	CPR/FIRST AID	Esperanza	10/9/2020	\$13.26	Hourly	
Castaneda	Rosemarie	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$13.93	Hourly	
Christopher	Sheryl	CPR/FIRST AID	Esperanza	10/9/2020	\$16.22	Hourly	
Contreras	Graciela	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Cruz-Zazueta	Javier	CCLC Classified Instructor/Tutor	Summit View	9/14/2020	\$20.00	Hourly	
Cruz-Zazueta	Javier	CCLC Classified Tutor PD/Plan/Prep	Summit View	9/14/2020	\$15.00	Hourly	
Davis	Kathryn	CCLC Certified Instructor/Tutor	Sierra	10/6/2020	\$30.00	Hourly	
Davis	Kathryn	CCLC Certified Tutor PD/Plan/Prep	Sierra	10/6/2020	\$25.00	Hourly	
Del Rosario	Alexis	CCLC Classified Instructor/Tutor	Craycroft	10/19/2020	\$20.00	Hourly	
Delavara	Mercedes	Extended Day Program	Ocotillo ELC	10/9/2020	\$12.00	Hourly	
Driver	Teresa	District Evaluation Committee	Desert View	8/5/2020	\$25.00	Hourly	
Duddleston	Nicholas	Work Experience Supervision	Sunnyside	10/20/2020	\$25.00	Hourly	
Duffy	Carmen	CCLC Certified Tutor PD/Plan/Prep	Challenger	10/21/2020	\$25.00	Hourly	
Duffy	Carmen	CCLC Certified Instructor/Tutor	Challenger	10/21/2020	\$30.00	Hourly	
Espinosa	Jesus	Campus Monitor-District Events	Sunnyside	9/21/2020	\$15.13	Hourly	
Espinoza	Sagrario	CCLC Certified Tutor PD/Plan/Prep	Rivera	9/22/2020	\$25.00	Hourly	
Espinoza	Sagrario	CCLC Certified Instructor/Tutor	Rivera	9/22/2020	\$30.00	Hourly	
Espinoza	Victor	Hybrid Learning-Prep for Classrooms	Desert View	10/13/2020	\$12.00	Hourly	
Espinoza	Victor	Campus Monitor-District Events	Desert View	9/21/2020	\$12.00	Hourly	
Ferguson	Jamie	Football Assistant Coach (Internal)	Sunnyside	9/2/2020	\$2,758.00	Salary	
Fernandez	Samantha	CCLC Certified Tutor PD/Plan/Prep	Summit View	9/14/2020	\$25.00	Hourly	

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10/23/2020
6:34 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
ADDED DUTIES/SUPPLEMENTALS

Last Name	First Name	Title	Site/Department	Effective Date	Amount	Hourly/Salary/Per Job	Comment
Figueroa	Delma	SEI Compliance Support	Mission Manor	9/23/2020	\$15.56	Hourly	
Flores	Antonia	Hybrid Learning-Prep for Classrooms	Desert View	10/13/2020	\$12.00	Hourly	
Flores	Guillermo	Football Assistant Coach (Internal)	Sunnyside	9/2/2020	\$2,758.00	Salary	
Franco	Anel	CCLC Classified Instructor/Tutor	Craycroft	10/19/2020	\$20.00	Hourly	
Gallardo	Maria	Campus Monitor-District Events	Apollo	9/21/2020	\$14.84	Hourly	
Garcia	Valeria	Extended Day Program	Ocotillo ELC	10/9/2020	\$12.00	Hourly	
Garcia-Lopez	Irene	District Evaluation Committee	Drexel	8/5/2020	\$25.00	Hourly	
Garcia-Lopez	Irene	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Glass	Brenda	Girls Volleyball Assistant Coach (Internal)	Sunnyside	9/28/2020	\$2,069.00	Salary	
Gonzalez	Nereyda	SEI Compliance Support	Gallego Primary	9/23/2020	\$14.50	Hourly	
Guenther	Adam	CCLC Certified Tutor PD/Plan/Prep	Los Ninos	10/27/2020	\$25.00	Hourly	
Guenther	Adam	CCLC Certified Instructor/Tutor	Los Ninos	10/27/0020	\$30.00	Hourly	
Guzman	Jose	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$14.50	Hourly	
Guzman	Jennifer	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$17.03	Hourly	
Guzman-Baltazar	Martha	Classified Staff-Placement Survey Follow Up	Student Services	11/16/2020	\$34.18	Hourly	Overtime
Haro	Malia	CCLC Classified Tutor PD/Plan/Prep	Los Ninos	10/27/2020	\$15.00	Hourly	
Haro	Malia	CCLC Classified Instructor/Tutor	Los Ninos	10/27/2020	\$20.00	Hourly	
Hernandez	Elizabeth	District Evaluation Committee	Sierra	8/5/2020	\$25.00	Hourly	
Holguin	Corrina	Extended Day Program	Ocotillo ELC	10/22/2020	\$12.00	Hourly	
Inclan	Nellie	Classified Staff-Placement Survey Follow Up	Student Services	11/16/2020	\$35.68	Hourly	Overtime
Jimenez	Johanna	CTSO Advisor Participant Tier 1	Sunnyside	2/1/2021	\$1,000.00	Salary	
Laborin	Luz	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Leon	Alma	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$14.82	Hourly	
Lopez	Samuel	Extended Day Program	Ocotillo ELC	10/19/2020	\$13.26	Hourly	
Lopez	Vynnizzia	CPR/FIRST AID	Ocotillo ELC	10/9/2020	\$13.26	Hourly	
Lopez	Gina	Emergency Classroom Substitute	Summit View	10/19/2020	\$16.66	Hourly	
Lopez-Cuevas	Destiny	Campus Monitor-District Events	Sunnyside	9/21/2020	\$12.00	Hourly	
Lovio	Roxanna	CPR/FIRST AID	Challenger	10/9/2020	\$13.26	Hourly	
Lujan-Silva	Laura	2020-2021 ELA K-5 District Wednesday Presenter	Summit View	9/25/2020	\$25.00	Hourly	
Meadows	Jeffrey	CPR/FIRST AID	Curriculum & Instruction	10/9/2020	\$15.58	Hourly	
Montano	Martin	Extra Custodial Duties	Desert View	10/12/2020	\$12.00	Hourly	
Montoya	Etelvina	Extended Day Program	Ocotillo ELC	10/9/2020	\$13.26	Hourly	
Moraga	Pamela	SEI Compliance Support	Desert View	9/23/2020	\$15.27	Hourly	
Morales	Ana del Carmen	CCLC Classified Instructor/Tutor	Craycroft	10/19/2020	\$20.00	Hourly	

OFFER TO EMPLOY AND REHIRE RECOMMENDATIONS ARE CONTINGENT UPON RECEIPT OF ALL APPLICATION MATERIALS, FINGERPRINT CLEARANCE, AND APPROPRIATE CERTIFICATES IN THE HUMAN RESOURCES DEPARTMENT.

10/23/2020
6:34 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
ADDED DUTIES/SUPPLEMENTALS

Last Name	First Name	Title	Site/Department	Effective Date	Amount	Hourly/Salary/Per Job	Comment
Moreno	Alyssa	Extended Day Program	Ocotillo ELC	10/19/2020	\$12.74	Hourly	
Munoz	Jennifer	MS District Wednesday Facilitator	Challenger	9/28/2020	\$25.00	Hourly	
Navarrete	Janette	CPR/FIRST AID	Mission Manor	10/9/2020	\$13.26	Hourly	
O'Rourke	Patricia	CCLC Certified Instructor/Tutor	Sierra	9/23/2020	\$30.00	Hourly	
O'Rourke	Patricia	CCLC Certified Tutor PD/Plan/Prep	Sierra	9/23/2020	\$25.00	Hourly	
Padilla	Beatriz	Fall Break 2020-Maintenance	Maintenance	10/13/2020	\$19.16	Hourly	
Padilla Ruiz	Neyda	CPR/FIRST AID	Mission Manor	10/9/2020	\$13.26	Hourly	
Paquette	Jennifer	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Parra	Selena	CPR/FIRST AID	Liberty	10/9/2020	\$13.00	Hourly	
Peppitoni	Vito	District Evaluation Committee	Curriculum & Instruction	8/5/2020	\$25.00	Hourly	
Peralta	Ednna	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Posada	Angelica	CPR/FIRST AID	Mission Manor	10/9/2020	\$13.26	Hourly	
Price	Nancy	District Evaluation Committee	Craycroft	8/5/2020	\$25.00	Hourly	
Quintana	Marisol	CPR/FIRST AID	Esperanza	10/9/2020	\$13.53	Hourly	
Ramirez	Rosalba	Extended Day Program	Ocotillo ELC	10/9/2020	\$12.00	Hourly	
Ramirez	Ana	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Ratliff	Shandelle	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Real	Francisca	Extended Day Program	Ocotillo ELC	10/9/2020	\$12.00	Hourly	
Reed	Laura	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Richter	Mark	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Santacruz	Arianna	Early Lit Teacher Collaboration	Rivera	10/29/2020	\$25.00	Hourly	
Silva	Rosette	CPR/FIRST AID	Mission Manor	10/9/2020	\$13.26	Hourly	
Smith	Lisa	2020-2021 ELA K-5 District Wednesday Presenter	Santa Clara	9/25/2020	\$25.00	Hourly	
Smith	Jennifer	2020-2021 ELA K-5 District Wednesday Presenter	Elvira	9/25/2020	\$25.00	Hourly	
Tapia	Alfred	Campus Monitor-District Events	Sunnyside	9/21/2020	\$12.00	Hourly	
Torres	Claudia	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Ujihara	Allison	District Evaluation Committee	Elvira	8/5/2020	\$25.00	Hourly	
Urena	Nora	CPR/FIRST AID	Mission Manor	10/9/2020	\$13.26	Hourly	
Vega	Yesenia	CPR/FIRST AID	Mission Manor	10/9/2020	\$14.67	Hourly	
Vergara	Veronica	Athletic Events-Classified	Sunnyside	10/1/2020	\$12.00	Hourly	
Villegas	Kryc	Campus Monitor-District Events	Sunnyside	9/21/2020	\$12.00	Hourly	
Vincent	Tracy Ann	2020-2021 ELA K-5 District Wednesday Presenter	Liberty	9/25/2020	\$25.00	Hourly	
Wood	Margarita	Early Lit Teacher Collaboration	Drexel	10/21/2020	\$25.00	Hourly	
Zaroni	Fernando	Hybrid Learning-Prep for Classrooms	Desert View	10/13/2020	\$15.56	Hourly	

OFFER TO EMPLOY AND REHIRE RECOMMENDATIONS ARE CONTINGENT UPON RECEIPT OF ALL APPLICATION MATERIALS,
FINGERPRINT CLEARANCE, AND APPROPRIATE CERTIFICATES IN THE HUMAN RESOURCES DEPARTMENT.

10/23/2020
6:34 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
LEAVES OF ABSENCE

Last Name	First Name	Position	Site/Department	Leave Start Date	Leave End Date	Comment
Alvarado	Margarita	Cafeteria Helper	Food Services	8/10/2020	1/4/2021	Revision
Clark	Jeff	Lead Custodian	STAR	9/23/2020	1/4/2021	
Lopez	Jesus	Central Kitchen Cafeteria Supervisor	Food Services	10/26/2020	1/4/2021	
Lopez	Rosa	SPED Personal Care Assistant	Mission Manor	11/3/2020	1/4/2021	



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Personnel 2.

TITLE OF AGENDA ITEM:

Personnel Report - Superintendent

ACTION TYPE:

Action

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY:

Buck Crouch, Governing Board President

DESCRIPTION/JUSTIFICATION:

Consideration of approving the extension of the Superintendent's Contract for two (2) fiscal years.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:


REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

Board President recommends approval of the rehire as shown.

ATTACHMENTS:

File Name	Description	Type
 Superintendent_Rehire_Report.pdf	Superintendent Rehire Report	Cover Memo

CREATION:**Date/Time:****10/21/2020 2:07 PM****Department:****Human Resources****REVIEWERS:****Date****Action****Department**

10/23/2020 - 9:32 AM

Approved

Human Resources

10/23/2020 - 9:33 AM

Approved

Superintendent

SUNNYSIDE UNIFIED SCHOOL DISTRICT #12
GOVERNING BOARD MEETING OCTOBER 27, 2020
CERTIFIED REHIRE

Last Name	First Name	Title	Site/Department	Effective Date	FTE	Grade	Step	Comment
Holmes	Steven	Superintendent	Superintendent	7/1/2021	1	n/a	n/a	Extension of Superintendent's contract for two (2) years



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Vouchers 1.

TITLE OF AGENDA ITEM: Vouchers

ACTION TYPE: Action

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

Respectfully request Governing Board approval of the attached Expense and Payroll Vouchers in the amount submitted.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve as submitted.

ATTACHMENTS:

File Name	Description	Type
 10272020_Vouchers.pdf	Vouchers	Cover Memo

CREATION:

Date/Time:

10/21/2020 10:56 AM

Department:

Business and Finance

REVIEWERS:

Date	Action	Department
10/21/2020 - 6:44 PM	Approved	Business and Finance
10/22/2020 - 10:51 AM	Approved	Superintendent



Business & Finance Department
2238 East Ginter Road
Tucson, Arizona 85706
Telephone (520) 545-2154
Fax (520) 545-2120

Regular Board Meeting:
Agenda Title:

October 27, 2020
Consent Agenda- Vouchers

Voucher Listing

SY 2020-2021

Voucher #	Classification	Voucher Date	Ending Date	Amount
1047	Expense	10/06/2020	----	\$8,592.55
1055	Expense	10/01/2020	----	\$173,518.47
1088	Expense	10/06/2020	----	\$352,305.11
1090	Expense	10/08/2020	----	\$83,061.94
1091	Expense	10/13/2020	----	\$159,485.12
1092	Expense	10/15/2020	----	\$233,618.17
1093	Expense	10/20/2020	----	\$281,701.01
7	Payroll & Matching	09/25/2020	----	\$3,633,600.16
8	Payroll & Matching	10/09/2020	----	\$3,649,922.71

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1047

Voucher Date: 10/06/2020

Prepared By:

Printed: 10/06/2020 10:58:25 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$8,592.55 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: _____ was approved at a public meeting of the governing board on _____ (A.R.S. 15-304), or _____ will be ratified at the next regular or special meeting of the governing board on _____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$706.03
227	Preschool Entitlement (ODD Years) starting 20-21	\$245.98
326	ESSER - Elemt Secondary School Emerg Relief	\$24.36
532	Gifts & Donations	\$47.60
596	JTED	\$12.34
610	Unrestricted Capital	\$7,556.24
		\$8,592.55

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1055

Voucher Date: 10/01/2020

Prepared By:

Printed: 10/01/2020 10:23:35 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$173,518.47 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: ___ was approved at a public meeting of the governing board on _____ (A.R.S. 15-304), or ___ will be ratified at the next regular or special meeting of the governing board on _____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$162,224.53
111	Title 1 - (Odd years)	\$1,331.53
328	Enrollment Stability Grant-CARES Act thru Govenor	\$4,018.20
400	VOC ED: Priority Programs	\$83.57
465	Early Literacy Grant (ELG) Dxl, Elv, Riv, SMS, SV	\$1,713.98
490	First Things First Grant	\$584.83
525	Auxiliary Operations Funds	\$12.03
526	Tax Credits	\$1,449.25
596	JTED	\$1,289.65

Voucher No: 1055**Voucher Date: 10/01/2020**

Fund		Amount
850	Student Activities	\$810.90
		<hr/>
		\$173,518.47

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1088

Voucher Date: 10/06/2020

Prepared By:

Printed: 10/06/2020 09:32:48 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$352,305.11 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: ____ was approved at a public meeting of the governing board on ____ (A.R.S. 15-304), or ____ will be ratified at the next regular or special meeting of the governing board on ____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$262,147.78
227	Preschool Entitlement (ODD Years) starting 20-21	\$327.73
281	McKinney Ventr Homeless (odd years)	\$235.61
291	Medicaid MIPS/DSC	\$48.02
300	AWARE Grant (even years)	\$87.38
328	Enrollment Stability Grant-CARES Act thru Govenor	\$50,843.37
400	VOC ED: Priority Programs	\$756.32
510	Food Service	\$20,439.96
511	Fresh Fruit & Vegetable Program # 1	\$13,781.02

Voucher No: 1088**Voucher Date: 10/06/2020**

Fund		Amount
530	Gifts & Donations	\$360.58
610	Unrestricted Capital	\$1,862.38
850	Student Activities	\$1,414.96
		<hr/> \$352,305.11

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1090

Voucher Date: 10/08/2020

Prepared By:

Printed: 10/08/2020 10:47:37 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$83,061.94 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: ___ was approved at a public meeting of the governing board on _____ (A.R.S. 15-304), or ___ will be ratified at the next regular or special meeting of the governing board on _____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$15,763.57
141	Title II A Imp Teach Qulty (Odd years)	\$600.00
260	Voc Ed Carl Perkins Basic Grant (Even years)	\$50.00
291	Medicaid MIPS/DSC	\$286.98
300	AWARE Grant (even years)	\$265.00
328	Enrollment Stability Grant-CARES Act thru Govenor	\$13,522.65
362	School To Work - PAES Lab - AZDES	\$177.60
400	VOC ED: Priority Programs	\$1,340.34
490	First Things First Grant	\$600.00

Voucher No: 1090**Voucher Date: 10/08/2020**

Fund		Amount
510	Food Service	\$27,361.90
525	Auxiliary Operations Funds	\$490.00
596	JTED	\$12,106.54
610	Unrestricted Capital	\$2,028.93
638	Bond Building (Series G)	\$8,468.43
		<hr/> \$83,061.94

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1091

Voucher Date: 10/13/2020

Prepared By:

Printed: 10/13/2020 10:19:15 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$159,485.12 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: ___ was approved at a public meeting of the governing board on ___ (A.R.S. 15-304), or ___ will be ratified at the next regular or special meeting of the governing board on ___ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$90,023.75
110	Title I - (Even years)	\$5.25
261	Voc Ed Carl Perkins Basic Grant (Odd years)	\$375.00
291	Medicaid MIPS/DSC	\$1,011.42
326	ESSER - Elemt Secondary School Emerg Relief	\$1,989.29
328	Enrollment Stability Grant-CARES Act thru Govenor	\$1,135.16
490	First Things First Grant	\$39.68
510	Food Service	\$7,141.00
525	Auxiliary Operations Funds	\$10.00
570	Indirect Costs	\$169.07
596	JTED	\$3,536.22
610	Unrestricted Capital	\$37,065.36

Voucher No: 1091**Voucher Date: 10/13/2020**

Fund		Amount
850	Student Activities	\$543.50
855	Employee Insurance Program Withholdings	\$16,440.42
		<hr/> <hr/> \$159,485.12

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1092

Voucher Date: 10/15/2020

Prepared By:

Printed: 10/15/2020 10:09:55 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$233,618.17 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: _____ was approved at a public meeting of the governing board on _____ (A.R.S. 15-304), or _____ will be ratified at the next regular or special meeting of the governing board on _____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$138,198.17
141	Title II A Imp Teach Qulty (Odd years)	\$459.00
165	21st Century Community - starting 2020 3 schools	\$107.35
261	Voc Ed Carl Perkins Basic Grant (Odd years)	\$320.00
326	ESSER - Elemt Secondary School Emerg Relief	\$3,716.23
328	Enrollment Stability Grant-CARES Act thru Govenor	\$81,951.86
362	School To Work - PAES Lab - AZDES	\$51.20
490	First Things First Grant	\$403.29
520	Weekend Academy	\$34.88
525	Auxiliary Operations Funds	\$2,914.39
530	Gifts & Donations	\$304.89

Voucher No: 1092**Voucher Date: 10/15/2020**

Fund		Amount
596	JTED	\$2,349.50
610	Unrestricted Capital	\$539.16
850	Student Activities	\$2,268.25
		<hr/> \$233,618.17

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 VOUCHER

Voucher No: 1093

Voucher Date: 10/20/2020

Prepared By:

Printed: 10/20/2020 10:22:50 AM

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 is hereby authorized to draw warrants against SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12 funds for the sum of \$281,701.01 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to September 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: _____ was approved at a public meeting of the governing board on _____ (A.R.S. 15-304), or _____ will be ratified at the next regular or special meeting of the governing board on _____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.



Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12

Fund		Amount
001	Maintenance and Operation Fund	\$49,696.62
111	Title 1 - (Odd years)	\$566.32
164	21st Century Community - starting 2017 3 schools	\$200.00
291	Medicaid MIPS/DSC	\$467.41
301	AWARE Grant (odd years)	\$1,535.45
328	Enrollment Stability Grant-CARES Act thru Govenor	\$27,147.50
362	School To Work - PAES Lab - AZDES	\$165.73
400	VOC ED: Priority Programs	\$600.00
510	Food Service	\$197,150.42

Voucher No: 1093**Voucher Date: 10/20/2020**

Fund		Amount
570	Indirect Costs	\$2,489.12
596	JTED	\$361.19
850	Student Activities	\$1,321.25
		<hr/>
		\$281,701.01

Arizona School District Voucher

Sunnyside Unified School District # 12

2238 E. Ginter Road
Tucson, AZ 85706

Brenda K. Maloney
Prepared By & Date: 10/14/20



Payroll Voucher # 7
Payroll Voucher Date: 9/25/2020

The County School Superintendent of PIMA County is hereby authorized to draw warrant(s) on the County Treasurer against Sunnyside Unified School District #12 fund(s) for the sum of:

Three Million, Six Hundred Thirty Three Thousand, Six Hundred and 16/100----- \$ **3,633,600.16**

Governing Board of Sunnyside Unified School District #12

*I certify that this claim is just and correct,
and the services and/or materials herein
represented have been received. All items are
properly coded and not in excess of the budget.
Itemized invoices accompany this voucher.
All Employees have on file an oath in compliance
with ARS 15-504.*


Superintendent, Chief Financial Officer or
Designee

Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

<u>Fund</u>	<u>Fund Description</u>	<u>Amount</u>
001	Maintenance and Operations	\$ 2,837,394.78
011	Classroom Site - Base Salary	\$ 64,407.31
013	Classroom Site - Other	\$ 117,780.33
020	Instructional Improvement	\$ 16,816.47
111	Title I (odd years)	\$ 201,188.78
141	Title II A Improving Teacher Quality (odd years)	\$ 12,558.46
163	21st Century Community 2016	\$ 588.57
164	21st Century Community 2017	\$ 3,794.80
165	21st Century Community 2020	\$ 3,424.73
166	21st Century Community 2021	\$ 988.08
190	Title III Limited English (even years)	\$ 144.45
191	Title III Limited English (odd years)	\$ 10,078.28
200	Title VII Indian Education	\$ 4,922.77
221	IDEA, Part B (VI-B) (Odd Years)	\$ 120,587.64
227	Preschool Entitlement (Odd Years)	\$ 1,131.93
261	Voc Ed Carl Perkins (odd years)	\$ 2,829.59
281	McKinney Vento Homeless	\$ 1,372.70
290	Medicaid Shape/MAC	\$ 1,838.24
291	Medicaid MIPS	\$ 1,646.36
301	AWARE (odd years)	\$ 18,080.88
326	ESSER - Elemt Secondary Sch Emerg Relief	\$ 1,550.12
328	Enrollment Stability Grant	\$ 9,708.21
335	ROTC	\$ 4,888.76
362	School to Work - PAES Lab AZDES	\$ 7,399.21

Arizona School District Voucher

Sunnyside Unified School District # 12

2238 E. Ginter Road
Tucson, AZ 85706

Brenda K. Maloney

Prepared By & Date: 10/14/20

Payroll Voucher #

7

Payroll Voucher Date:

9/25/2020

390	Mobilization for Positive Futures	\$	801.90
457	Results Based Funding	\$	33,382.15
490	First Things First	\$	21,300.10
510	Food Service	\$	32,548.92
520	Weekend Academy	\$	10,484.99
530	Gifts and Donations	\$	3,692.02
570	Indirect Costs	\$	50,941.43
596	JTED	\$	35,296.94
638	Bond Building	\$	30.26
		\$	<u>3,633,600.16</u>

Arizona School District Voucher

Sunnyside Unified School District # 12

2238 E. Ginter Road
Tucson, AZ 85706

Brenda K. Maloney

Prepared By & Date: 10/14/20



Payroll Voucher #

8

Payroll Voucher Date:

10/9/2020

The County School Superintendent of PIMA County is hereby authorized to draw warrant(s) on the County Treasurer against Sunnyside Unified School District #12 fund(s) for the sum of:

Three Million, Six Hundred Forty Nine Thousand, Nine Hundred Ninety Two and 71/100----- \$ **3,649,992.71**



Governing Board of Sunnyside Unified School District #12

I certify that this claim is just and correct, and the services and/or materials herein represented have been received. All items are properly coded and not in excess of the budget. Itemized invoices accompany this voucher. All Employees have on file an oath in compliance with ARS 15-504.


Superintendent, Chief Financial Officer or Designee

Buchannon "Buck" Crouch Jr. President

Rebecca "Beki" Quintero Clerk

Robert S. Jaramillo Member

Eva Carrillo Dong Member

Consuelo Hernandez Member

<u>Fund</u>	<u>Fund Description</u>	<u>Amount</u>
001	Maintenance and Operations	\$ 2,839,767.05
011	Classroom Site - Base Salary	\$ 64,380.43
013	Classroom Site - Other	\$ 117,731.20
020	Instructional Improvement	\$ 17,149.37
111	Title I (odd years)	\$ 203,296.80
114	Comp Sup & Imprv - STAR	\$ 1,258.31
140	Title II A Improving Teacher Quality (even years)	\$ 13,014.38
141	Title II A Improving Teacher Quality (odd years)	\$ 753.11
163	21st Century Community 2016	\$ 3,928.86
164	21st Century Community 2017	\$ 6,670.04
165	21st Century Community 2020	\$ 6,577.70
166	21st Century Community 2021	\$ 1,631.73
191	Title III Limited English (odd years)	\$ 10,424.99
200	Title VII Indian Education	\$ 4,922.77
221	IDEA, Part B (VI-B) (Odd Years)	\$ 117,188.86
227	Preschool Entitlement (Odd Years)	\$ 1,131.93
261	Voc Ed Carl Perkins (odd years)	\$ 2,829.59
280	McKinney Vento Homeless	\$ 1,372.70
290	Medicaid Shape/MAC	\$ 1,833.28
291	Medicaid MIPS	\$ 1,646.36
300	AWARE (even years)	\$ 16,066.52
326	ESSER - Elemt Secondary Sch Emerg Relief	\$ 1,550.12
328	Enrollment Stability Grant	\$ 15,306.70
335	ROTC	\$ 4,888.76

Arizona School District Voucher

Sunnyside Unified School District # 12

2238 E. Ginter Road

Tucson, AZ 85706

Brenda K. Maloney

Prepared By & Date: 10/14/20

Payroll Voucher #

8

Payroll Voucher Date:

10/9/2020

362	School to Work - PAES Lab AZDES	\$	8,105.05
390	Mobilization for Positive Futures	\$	350.44
457	Results Based Funding	\$	35,026.69
490	First Things First	\$	21,381.96
510	Food Service	\$	31,531.21
520	Weekend Academy	\$	6,960.10
530	Gifts and Donations	\$	4,581.43
570	Indirect Costs	\$	50,963.08
596	JTED	\$	35,771.19
		\$	<u>3,649,992.71</u>



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Contract With Outside Agency 1.

TITLE OF AGENDA ITEM:

Memorandum of Understanding (MOU) between Sunnyside Unified School District (SUSD) and the Arizona MESA Program

ACTION TYPE:

Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Jose Gastelum, Chief Student Services Officer

DESCRIPTION/JUSTIFICATION:

Respectfully requesting Governing Board approval of the MOU with the Arizona MESA (Mathematics, Engineering, Science Achievement) program

Arizona MESA is designed to increase student access to Science, Engineering, and Mathematics (STEM) pathways and encourage college readiness for low-income, or first-generation college-bound students.

An addendum with standard boiler plate required language is also attached.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

This document has been reviewed and approved by legal counsel.



BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve as submitted

ATTACHMENTS:

File Name	Description	Type
 MOU_-_M.E.S.A._10-27-2020.pdf	MOU with Arizona MESA program	Cover Memo
 MOU_-_M.E.S.A._addendum_10-27-2020.pdf	Addendum for Arizona MESA program	Cover Memo

CREATION:

Date/Time:

10/15/2020 10:19 AM

Department:

Student Services

REVIEWERS:

Date	Action	Department
10/22/2020 - 2:01 PM	Approved	Student Services
10/22/2020 - 11:19 AM	Approved	Superintendent



2020-2021 Memorandum of Understanding between Arizona MESA and Partner School

Mathematics, Engineering, Science Achievement (MESA) is a low-cost program designed to increase access to Science Technology Engineering and Mathematics (STEM) pathways and encourage college readiness for low-income, minority or first-generation college-bound students in grades 6-12 in order to support greater Equity in STEM. Arizona MESA's approach is based on four pillars:

- **Active Learning** – students learn and implement the MESA Engineering Design Process through numerous highly-engaging, relevant, hands-on activities in which their experience of project-based learning, while supported by the teacher, is driven mainly by student teams. Such learning reinforces Common Core and NGSS practices like:
 - Collaborative problem solving
 - Building and testing of prototypes
 - Collecting and analyzing data
 - Consideration of design variables
 - Communicating design choices
 - Visual models, both hand drawn and computer-aided
- **Exposure to STEM** - through college and career mentors and university campus events.
 - **Mentoring** –students meet and learn from university students and STEM professionals who can share their experiences and strategies on pursuing a STEM major and career. Our partners from Higher Education and Industry include but are not limited to: Raytheon, Salt River Project, General Motors, Quantum Energy and Sustainable Solar Technologies (QESST), American Society for Civil Engineers (ASCE), and the Society for Hispanic Professional Engineers (SHPE).
 - **Campus Events** – students explore unique STEM fields/majors like computer engineering, civil engineering, and aerospace and mechanical engineering while connecting with undergraduate and graduate students.
- **College Readiness** – through activities, resources and events developed by the UA Office of Early Academic Outreach as part of its *Start Now* college knowledge campaign (<http://startnow.arizona.edu>) including:
 - **College Knowledge Resources** – our Start Now website provides various resources including our popular 3-Minutes for College video series which offers short summary videos in Spanish and English about the paths to college, the Sweet 16 courses required for admission, and how to pay for college.
 - **College Knowledge for Parents** - a high school transition event for 8th grade families
 - **College Knowledge for Counselors** – a one-day conference to assist k-12 staff in creating a college going culture
 - **Unique Scholarship Opportunities** – access to the College Success Arizona Scholarship program and dedicated UA scholarships for MESA participants.
 - **School-Wide Impact.** While MESA supports teachers in effective methods for growing college-bound cultures within MESA, MESA also works with interested schools to support school-wide approaches.
- **Peer Support** – by supporting the development of college-minded peer groups that support and encourage each other throughout the K-16 pipeline.

When submitted to Arizona MESA, this Memorandum of Understanding indicates your commitment to supporting a strong partnership to provide Mathematics, Engineering, Science Achievement (MESA) at your school. This document will outline the responsibilities of Arizona MESA, the school based MESA Advisor, and the school principal or designated administrator as relates to the administration of MESA. The signatures of all invested parties are required.

I. Arizona MESA commits to:

1. **STEM DESIGN COMPETITIONS.** MESA hosts a statewide MESA Day competition enabling youth to compete and be recognized for their achievements. Our competitions areas reflect a variety of STEM fields and always includes the MESA USA National Engineering Design Challenge. MESA provides competition guidelines to each registered site. MESA also hosts regional events to help students prepare for MESA Day. All campus events aim to provide opportunities to envision their futures at Arizona universities.
2. **CONNECTIONS WITH STATE UNIVERSITIES.** In addition to hosting MESA Competitions at university campuses, MESA works with university partners to provide high-quality STEM opportunities, inform schools about on-campus events and opportunities, and connect teachers with youth-mentorship opportunities.
3. **INDUSTRY LINKS.** MESA partners with Industry to provide additional college readiness and STEM major and career exposure, and connect schools with STEM mentor opportunities.

4. **PROFESSIONAL DEVELOPMENT FOR TEACHERS.** MESA provides teacher in-service or Saturday training events. These events will provide attendees with information and resources to further college readiness, STEM exposure, and guidance of student implementation of the engineering design process.
5. **STEM LEARNING RESOURCES & MATERIALS.** MESA provides materials/kits needed to support STEM inquiry in activities and competitions. Material costs are subsidized by MESA partners to reduce cost to schools. See example below.
6. **ONGOING SUPPORT FOR TEACHERS.** MESA provides guidelines for successful implementation of MESA to all registered site advisors and be available for consultation when needed. MESA staff publish common answers to any questions submitted around competition specifications.
7. **ACCESS TO OUR PROFESSIONAL LEARNING COMMUNITY OF STEM EDUCATORS.** MESA utilizes its social media, email lists, website, and other online resources to inform advisors about voluntary opportunities on the university campuses or in the community to increase knowledge and experience with relevant math, science and engineering concepts.
8. **COLLEGE READINESS RESOURCES.** Incorporated into the MESA model is an emphasis on helping students aspire, plan and apply for colleges and universities. We achieve this goal through utilizing our college access tools (videos and teaching aids from startnow.arizona.edu), as well as social media to inform advisors and students about college readiness opportunities (i.e. college fairs, summer programs, scholarships) and help grow their STEM knowledge base (i.e. college events, industry events, internships, summer programs).

II. The MESA Advisor commits to:

1. Recruit 15 or more students in support of **MESA's mission to serve students who are low-income, would be the first in their families to graduate with a bachelor's degree, or who come from ethnic minority backgrounds.** These are not criteria for exclusion, as MESA welcomes all interested students at designated MESA schools, but rather should be kept in mind as criteria for inclusion. Advisors should strive for a 3 to 1 ratio of target students to non-target students.
2. Engage students on a weekly basis in activities related to hands-on STEM activities, college readiness and/or preparation for MESA competitions. Schools will be responsible for obtaining their own supplies and materials beyond what is provided as needed. Arizona MESA staff will be available to assist advisors with questions about appropriate materials and possible materials sources.
3. Distribute, collect, review and submit the Student Information Form, the official enrollment form, for each student participating in MESA, and assist MESA staff in conducting program assessment by administering assessments and returning them to the MESA staff.
4. Encourage and/or support college and STEM exposure through field trips and/or guest speakers from technical industry or institutions of higher education. MESA staff will support the advisor in identifying appropriate mentors, guest speakers and field trips.
5. Facilitate student introduction and use of the Engineering Design Process through the use of the Engineering Design Notebook.
6. Share best practices with the MESA Advisor community.
7. Register students to participate in Arizona MESA Day Engineering Design Competition, and accompany students as the chaperone or find chaperones for MESA Day, Regional Design Day and other optional MESA events.
8. Work with MESA staff to build a college going culture by incorporating monthly activities and/or messages relating to college readiness, and counsel students to help them progress toward admission to a four-year college or university.
9. Maintain open and professional communication with UA MESA staff, school administrators, students and parents of participating students.

II. The School Administrator commits to:

1. Identifying someone to act as the MESA advisor at their school in a timely manner. In the event that a selected advisor is unable to continue the administrator would take immediate steps to replace them.
2. Secure funding for the selected MESA program fees outlined in the application below.
3. Maximize opportunities to access any funds that can be used to support the advisor in program implementation
4. Make every effort to ensure Advisor is fairly compensated for their efforts in support of MESA at the school. Recommended stipend of \$1500 (\$25/hour for 60 hours)
5. Support and encourage advisor participation in MESA related professional development, including identifying sources to support release time of advisors for MESA related professional development.
6. Assist Advisor in making arrangements for district transportation to MESA Day, if necessary.
7. Assist in identifying school facilities in addition to the advisor's classroom that may be necessary.
8. Support the advisor in recruiting MESA students in whatever way possible.
9. Support Advisor and MESA Staff in gathering data for program evaluation.

MESA Program Description and Fee Options:

In order to further develop the necessary resources to properly support the administration of MESA, professional development of MESA advisors, and skill development of MESA students, we are instituting the following fee structure for school participation.

1. Full Program Option - \$300

Includes:

- a. **MESA Advisor Training Institute (MATI)**
Guaranteed spots for 2 MESA Advisors per school. MATI provides advisors with about 14 hours of professional development.
- b. **MESA STEM Resource Budget** – in order to support teachers' facilitation of MESA activities and guidance of student engagement in MESA Design Challenges, a materials and equipment budget of \$100 will be provided for each school. MESA staff will work with teachers to acquire these materials. For schools that participate in the National Engineering Design Competition an additional \$100 budget will be provided.
- c. **Regional and MESA Day Registration** – allows school to send up to 3 teams per challenge, if space allows, to the Regional Design day and 1 team per engineering design challenge to MESA Day.

At \$300, Arizona MESA provides schools, teachers, and students the most affordable, comprehensive and rigorous long-term STEM initiative in the state.

2. A La Carte Options

- a. **\$50 - MESA Advisor Training Institute (MATI) – Virtual Only Event**
MATI - Registration for 1 MESA Advisor. An additional attendee from same school pays an additional \$50 registration fee.
- b. **\$50/team - Regional/MESA Day Registration only (Max \$250)**
– \$50/team participating in each of the 5 engineering design challenges at Regional Design Day and MESA Day. Maximum of \$250 if school registers a team for all of the challenges. Registration and payment will occur during the spring semester and is due by **Friday, March 26, 2021**.

Deadlines:

- **October 1 – Payment due for MATI Participation.**
- **February 12 – Full Program Deadline**
Payment must be received or post-marked by this date to receive the full program for \$300.
- **March 26 – MESA Day Registration and Payment Due**
A registration of \$50/challenge (maximum of \$250) must be received or post-marked by this date to participate in MESA Day.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the last written date below.

Sunnyside Unified School District

Arizona MESA

Steve Holmes, Superintendent

Rudy McCormick, Director, Arizona MESA

Buck Crouch, Board President

Date

Date



2020-2021
Memorandum of Understanding
between
Arizona MESA and MESA School

School: _____

Principal or Supporting Administrator: _____

Administrator Phone: _____ Administrator Email: _____

Teacher(s) assigned to be MESA Advisor(s): _____

Advisor Phone: _____ Advisor Email: _____

Co-Advisor Phone: _____ Co-Advisor Email: _____

Classroom Number: _____ MESA Meeting Day & Time: _____

District: _____ **Grades Serving:** _____

Size of Student Body: _____ **Is your school designated a Title 1 school?** ☒ YES ☐ NO

Percentage of students that qualify for free or reduced lunch? _____

Percentage of student that part of an ethnic minority? _____

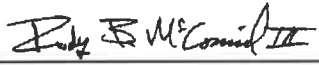
Percentage of students that would be first generation college-bound students? _____

Program Fee Options* (please use attached invoice to submit payment):

- ☐ **\$300 - Full Program, includes MATI and/or STEM Resource Kit, and full MESA Day registration**
- ☐ **\$50-\$100 – MATI Registration**, for 1 or 2 advisors (payment must be received no later than **October 1, 2020**), MESA Day registration and payment will be handled separately during spring.
- ☐ **MESA Day Only**, MESA Day registration and payment will be due **Friday, March 26, 2021**. No invoice needed at this time.

Our school agrees to the Memorandum of Understanding and agrees to pay the fees associated with program options selected above.

AGREED TO AND SIGNED:

 _____ Arizona MESA, Director	Rudy McCormick, Director, Arizona MESA (please print name clearly and sign)	8/28/2020 Date
<hr/>		
School Principal or Designated Administrator	(please print name clearly and sign)	Date
<hr/>		
MESA Advisor(s)	(please print name clearly and sign)	Date

Please return this document and payment to the address below or fax to 520.626.2307.

Office of Early Academic Outreach
Attn: Arizona MESA
University Services Building Suite 501
PO Box 210158
Tucson, AZ 85721-0158



School: _____ Contact: _____ Phone: _____ Email: _____	Ship to: Arizona MESA Office of Early Academic Outreach The University of Arizona P.O. Box 210158 Tucson, AZ 85721-0158
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Quantity	Description	Unit Price	Amount
	Full Program Option (Payment due 2/12)- \$300 includes: <ul style="list-style-type: none"> MESA Advisor Training Institute (MATI) Guaranteed spots for 2 MESA Advisors per school. MATI provides advisors with about 14 hours of professional development. MESA STEM Resource Budget – in order to support teacher's facilitation of MESA activities and guidance of student engagement in MESA Design Challenges, a materials and equipment budget of \$100 will be provided for each school. MESA staff will work with teachers to acquire these materials. For schools that participate in the National Engineering Design Competition an additional \$100 budget will be provided. Regional and MESA Day Registration – allows school to send up to 3 teams per challenge, if space allows, to the Regional Design day and 1 team per engineering design challenge to MESA Day. 	\$300.00	
	OR		
	MESA Advisor Training Institute 1st staff member (Payment due 10/1)* The registration fee is \$50.00.	\$50.00	
	MESA Advisor Training Institute 2nd staff member (Payment due 10/1)* The registration fee is \$50.00.	\$50.00	
		Total Due	
		Amount Paid	
		Remaining Due	

* If attending MATI registration must be received by **October 1, 2020.**

Make checks payable to: UA Foundation
 If you have any questions concerning this invoice, call (520) 626-2300 or email azmesa@email.arizona.edu.
 These fees are not Tax Deductible.

Addendum to
2020-2021 Memorandum of Understanding between Arizona MESA and
Sunnyside Unified School District

2020-2021 Memorandum of Understanding ("Agreement") is entered into between Arizona MESA ("MESA") and Sunnyside Unified School District ("District") (cumulatively the "Parties," individually each being a "Party"). The Parties hereby agree as follows:

1. The Agreement may be cancelled if a conflict of interest is present as set out in A.R.S. §38-511, the terms of which statute are deemed incorporated herein.
2. To the extent applicable under A.R.S. §41-4401, each Party warrants compliance with all federal immigration laws and regulations that relate to its Arizona-based employees and, with regard to such employees, agrees to comply with the E-verify requirements pursuant to A.R.S. §23-214(A). A Party's breach of the above-referenced warranty shall be deemed a material breach of the Agreement and this Addendum. To the extent required by Arizona law, the Parties each retain the legal right to inspect the papers and records of the other Party to ensure compliance with this paragraph.
3. The Parties acknowledge and agree that the confidentiality of personally identifiable education records of District's students ("Student Records") is protected and regulated by a federal law commonly referred to as the Family Educational Rights and Privacy Act (FERPA). The Parties agree that any disclosure and/or re-disclosure of Student Records shall be in compliance with the requirements of FERPA.

Sunnyside Unified School District

Arizona MESA

By _____
Steve Holmes, Superintendent

By _____

By _____
Buck Crouch, Board President

Date _____

Date _____



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Contract With Outside Agency 2.

TITLE OF AGENDA ITEM:

Service Contract between Sunnyside Unified School District (SUSD) and Amistades, Inc.

ACTION TYPE:

Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Jose Gastelum, Chief Student Services Officer

DESCRIPTION/JUSTIFICATION:

Respectfully requesting Governing Board approval of Service Contract between SUSD on behalf of Apollo Middle School and Amistades, Inc. This project, the Mayahuel Prevention Consortium, is funded by the U.S. Department of Health Human Services - Substance Abuse Mental Health Services Administration (SAMHSA).

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

This document has been reviewed and approved by legal counsel.

BUDGET INFORMATION:

REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve as submitted

ATTACHMENTS:

File Name	Description	Type
▯ Service_Contract_-_AMISTADES_Final_10-27-2020.pdf	Service Contract - Amistades, Inc.	Cover Memo

CREATION:**Date/Time:****10/20/2020 9:49 AM****Department:****Student Services****REVIEWERS:**

Date	Action	Department
10/22/2020 - 2:01 PM	Approved	Student Services
10/22/2020 - 11:26 AM	Approved	Superintendent



Fee for Service Contract

This Contract is made between the Sunnyside Unified School District on behalf of Apollo Middle School (AMS) referred to as "Contractor" and Amistades, Inc. referred to as "Client." The Contractor will provide services described in Section I. of this contract for the Client.

I. Consultation Services: The Contractor will perform the following services and follow established protocols in accordance with the terms and conditions set forth in this contract. This project, the Mayahuel Prevention Consortium, is funded by the U.S. Department of Health Human Services - Substance Abuse Mental Health Services Administration (SAMHSA).

Scope of Work

- Utilize the grant application as the basis for the planning, capacity building, and implementation of the Mayahuel Prevention Consortium.
- Participate in two monthly meetings (core partners & monthly consortium meetings).
- Receive training on the SAMHSA-Strategic Prevention Framework (SPF).
- Participate in the SPF five (5) steps process (needs assessment, capacity building, planning, implementation, and evaluation).
- Provide leadership on the SPF process to the consortium.
- Work collaboratively with the project staff and evaluation team.
- Submit quarterly progress report on contract Scope of Work & Deliverables
- Correspondence and meetings as needed

II. Communication: The President/CEO will serve as the primary contact on matters concerning the Project. The President/CEO shall appoint a designee when unavailable, e.g. the Project Director and/or the Senior Project Manager.

III. Term of Contract: This Contract will begin August 31, 2020 and will end August 30, 2021.

IV. Time Devoted by Contractor - It is anticipated that the Contractor will spend approximately 2-3 hours a month fulfilling its obligations under this contract. The particular amount of time may vary from quarter to quarter.

V. Compensation: Contractor will be compensated a total of \$1,800.00 during the project period providing U.S. Dept. of HHS-HRSA federal funding is available. The project will continue for a 5-year period (2020-2025) for a total compensation of \$9,000.00. Local mileage will be reimbursed at the rate of .445 per mile. Project will pay for two (2) workshops during the 12-month project period.

VI. Invoices and Payment: Contractor will submit a monthly invoice for payment. The invoice shall be submitted on the 5th of every month. The Contractor shall invoice the Client on a monthly basis. Payment will be processed after submission and approval of invoice within 5-7 business days.

VII. Place Where Services will be Rendered: Contractor will be responsible for their own office space, business equipment, and business supplies to provide services unless services are provided onsite. Contractor will be available to Client by telephone, fax, email, and in person as needed.

Contractor will deliver services via telephonic consultation, computer electronic services, and on-site face-to-face meetings.

Benefits: The terms of this contract and payments received hereon does not create an employee-employer relationship between the parties. As such, the contract does not entitle Contractor to benefits of Federal Social Security, Unemployment Insurance, Worker's Compensation, Retirement Plan or similar employee benefits.

VIII. Confidentiality: In the course of performing services, the parties recognize that the Contractor may come in contact with or become familiar with information that the Client or its affiliates may consider confidential. This information may include, but is not limited to, information pertaining to the Client's financial and program operations and business partners. Contractor agrees to keep all such information confidential and not to discuss or divulge it to anyone other than approved personnel of Client.

IX. Nondisclosure Of Information Concerning Business: Contractor will not, at any time, in any fashion, form, or manner, either directly or indirectly divulge, disclose, or communicate to any person, firm, or corporation in any manner whatsoever any information of any kind, nature, or description concerning a matters affecting or relating to the business of employer, including, without limitation, the names of any its partners, the information or funding it obtains or has, obtained, or any other information concerning the business of the Client, its manner of operation, or its plans, processes, or other data of any kind, nature, or description with regard to whether any or all of the foregoing matters would be deemed confidential or important. The parties hereby stipulate that, as between them, the foregoing matters are important and confidential, and gravely affect the effective and successful conduct of the business of the Client, and its good will, and that any breach of the terms of this section by the Contractor is a material breach of this contract.

X. Intellectual Property: Client shall retain ownership of the intellectual property developed/created during the term of the contract.

XI. Taxes: Contractor will be responsible for all self-employment taxes, federal, state and local taxes, as required under the laws of the State of Arizona.

XII. Modifications: By mutual agreement, Client and Contractor may make modifications to the Services (scope of work) and to the terms of this Contract. Any such modifications shall be in the form of a written amendment signed by authorized contractual representatives of Client and Contractor.

XIII. Termination: This is an at-will contract and either party may cancel this contract for any reason with thirty (30) calendar days notice to the other party in writing, by certified mail or personal delivery. Upon termination, Contractor will transfer and/or assign to Client all work product/intellectual property in the Contractor's possession or control belonging to Client. Work product/intellectual property includes but is not limited to: emails, hard copy files, electronic files, project materials, books and other resource materials.

XIV. Governing Law and Venue: The Contract shall be governed by and construed in accordance with the laws of the State of Arizona without regard to any otherwise applicable principals of conflicts of laws. The Contractor hereby submits to jurisdiction and venue in Pima County, Arizona and agrees that any and all future litigation or arbitration, related to this Contract shall be venued and maintained in Pima County, Arizona.

XV. Arbitration: Any claim or controversy arising out of or relating to this Contract or the breach thereof, shall be subject to and settled by binding arbitration to be conducted in Pima County, Arizona. It shall be conducted pursuant to the Rules of Commercial Arbitration of the American Arbitration Association. Unless the parties agree in writing to a single arbitrator, arbitration shall be by a panel of three arbitrators and shall join

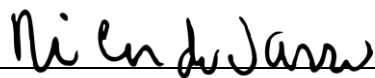
all parties involved in the claim. The party demanding arbitration and the non-complaining party as a group shall each appoint an arbitrator within fifteen (15) days of the notice of one party demanding arbitration, and those two arbitrators shall pick a third arbitrator within fifteen (15) days. If the parties agree to one arbitrator, the third arbitrator shall preside over the arbitration; otherwise, all three arbitrators will preside. The parties shall be entitled to a reasonable discovery, as the arbitrator (s) shall deem appropriate under the circumstances. The arbitrator shall be empowered to award any form of relief in law or equity. Any award made by an arbitrator pursuant to the Contract may be entered as a judgment in Arizona Superior Court in and for Pima County.

XVI. Attorney's Fees: If any action is brought to enforce any of the terms or provisions of this Contract the prevailing party shall be entitled to recover from the non-prevailing party all reasonable expenses, including but not limited to all costs, litigation-related expenses, including expert witness fees, reasonable attorney's fees and any costs or expenses of collection. The amount of cost and reasonable attorney's fees shall be determined by the court and not by a jury, and shall be included in any judgment obtained by the prevailing party.

XVII. The Agreement may be cancelled if a conflict of interest is present as set out in A.R.S. §38-511, the terms of which statute are deemed incorporated herein.

XVIII. The Parties acknowledge and agree that the confidentiality of personally identifiable education records of Contractor's students ("Student Records") is protected and regulated by a federal law commonly referred to as the Family Educational Rights and Privacy Act (FERPA). The Parties agree that any disclosure and/or re-disclosure of Student Records shall be in compliance with the requirements of FERPA.

AGREED TO AND ACCEPTED on August 31, 2020



Ricardo M. Jasso, M.Ed.
Founder/President/CEO
Amistades, Inc.
5501 N. Oracle Road, Suite 125
Tucson, Arizona 85704
520-882-8777 (office)
520-882-8886 (fax)
rmjasso@amistadesinc.org



Thad Dugan, Principal
Apollo Middle School
265 W. Nebraska St.
Tucson, Arizona 85706
520-545-4500

Steve Holmes, Superintendent

Date

Buck Crouch, Board President

Date



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Business and Finance 1.

TITLE OF AGENDA ITEM:

Gifts & Donations

ACTION TYPE:

Info/Action

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY:

Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

Respectfully request Governing Board approval to accept the donations received as referenced on the attached listing.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:


REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve as submitted

ATTACHMENTS:

File Name	Description	Type
 G__D_09182020_thru_10222020).pdf	Gifts & Donations	Cover Memo

CREATION:**Date/Time:****10/21/2020 11:09 AM****Department:****Business and Finance****REVIEWERS:**

Date	Action	Department
10/22/2020 - 10:32 AM	Approved	Business and Finance
10/22/2020 - 11:18 AM	Approved	Superintendent

Donation Listing (September 18, 2020 thru October 22, 2020)

Classroom/Department	Fund Number	Donor Designated Value	Donor	Purpose
Apollo	53249	\$ 250.00 \$ 76.99 Value	South Tucson Cyber Lions Club South Tucson Cyber Lions Club	Peace Poster Coffe Bags
Challenger	53247 53248	\$ 250.00 \$ 540.00	South Tucson Cyber Lions Club Fidelity Charitable	Peace Poster School Project - Megan Gates (Teacher)
Craycroft	53627	\$ 600.00	Fidelity Charitable	School Project - Corinna Gallego (Teacher)
Desert View	Std. Activity Std. Activity Std. Activity	\$ 1,000.00 \$ 1,000.00 \$ 2,000.00	Marian P. Gallin Marian P. Gallin Marian P. Gallin	Cheer/Spiritline Girls Volleyball Football
Drexel	53623 53622 53625 53624	\$ 592.00 \$ 592.00 \$ 2,283.00 \$ 3,525.00	Fidelity Charitable Fidelity Charitable Fidelity Charitable Fidelity Charitable	School Project - Darla Wojno (teacher) School Project - Roman Tellez (teacher) STEM-CAN - Ana Ramirez STEM-CAN
Los Amigos		\$ 80.00 Value	Clubhouse Director Boys & Girls Club of Tucson - J. Tenen	10 Bags- School Supplies, puzzles, balls, frisbees, etc.
Los Ninos	53000 53246	\$ 28.47 \$ 100.00	Kroger South Tucson Cyber Lions Club	School Supplies & Materials Volleyballs
Mission Manor	53628	\$ 2,986.00	STEM-CAN	STEM-CAN - Y. Padilla, C. McRoberts, M. Wesner, L. Gonzalez & S. Aramburo
Ocotillo	53000	\$ 257.70	Kroger	School Supplies & Materials
Sierra	53245	\$ 350.00	South Tucson Cyber Lions Club	Peace Poster
Summit View	53013 53013	\$ 76,823.01 \$ 50,000.00	SUSD Foundation SUSD Foundation	Kajeet Distance Learning Bundle Kajeet Distance Learning Bundle
Sunnyside	53044	\$ 240.00	United Way - Pima County ECAP	School Supplies & Materials
Districtwide	53001	\$ 8,000.00 Value \$ 1,000.00	Vaisala Inc. Alissa C. Majuta- Granite Construction Co	Office Furniture/Supplies Evening of Thanksgiving



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Business and Finance 2.

TITLE OF AGENDA ITEM:

Emergency Purchase of PPE for Covid Related protection

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

On June 24, 2020 Governor Ducey issued an Executive Order streamlining the purchasing process to allow school districts to obtain PPE and other Covid-19 related supplies. The Executive Order provides our District the flexibility to source locally acrylic sheets from Calsak Plastics to be used by our Maintenance Department to construct safe learning environments for Students and Staff. As of this writing our purchases to Calsak Plastics have reached the 3 bid threshold of \$100,000. The Purchasing Department is respectfully requesting that the Governing Board approve any additional purchases of acrylic sheets from Calsak Plastics as an Emergency Purchase as outlined in Arizona Administrative Code R7-2-1055

ADDITIONAL ITEM INFORMATION:

Quotes for clear, 1/4 inch 48 x 96 inch Plexiglass were obtained from

Calsak Plastics \$85.90 per sheet. In stock, same day delivery

Home Depot \$132.69 per sheet. online order only

Diamond Worx \$151.20 per sheet. Could not provide the quantity needed.

POLICY CONSIDERATIONS:

Pursuant to Arizona Administrative Code R7-2-1055, the COVID-19 pandemic is classified as an "emergency condition" for the

purposes of rules related to Emergency Procurements, adopted by the state board of education, for purchases made to address a need arising from the threat to public health, welfare or safety of staff and students directly related to the COVID-19 pandemic. For those Charter schools that do not currently hold an exemption pursuant to A.A.C. R7-5-303(D), a limited exemption is granted from state procurement rules for the purchases made to address a need arising from the threat to public health, welfare or safety of staff and students directly related to the COVID-19 pandemic. A school district or charter school that uses these exemptions shall include a written determination that describes the nature of the purchase, the method in which the vendor was selected and the signature of the school district's superintendent or charter school administrator indicating approval of the purchase, which shall all be presented to the school district governing board or Arizona State Board for Charter Schools, as appropriate, at its next scheduled public meeting.

LEGAL CONSIDERATIONS:


BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve any additional purchases of acrylic sheets from Calsak Plastics as an Emergency Purchase as outlined in Arizona Administrative Code R7-2-1055.

ATTACHMENTS:

File Name	Description	Type
 Plexiglass_Purchase_-_Supt_Memo_Determination_of_Emergency.pdf	Emergency Purchase Supt Determination	Cover Memo

CREATION:

Date/Time:

10/13/2020 1:56 PM

Department:

Business and Finance

REVIEWERS:

Date	Action	Department
10/21/2020 - 6:31 PM	Approved	Business and Finance
10/22/2020 - 11:17 AM	Approved	Superintendent



**OFFICE OF THE
SUPERINTENDENT**

(520) 545-2025 Phone
(520) 545-2115 Fax
Email steveh@susd12.org

DATE: October 27, 2020

TO: SUSD #12 Governing Board

FR: Steve Holmes, Superintendent

SUBJECT: Approval of Emergency Purchase - Plexiglass

On Tuesday, October 13, 2020 the District's Chief Financial Officer and Director of Operations met with me to discuss the status of the District's facilities preparedness for the opening of school and the return of students on October 19, 2020.

As of this date, the District had ordered and purchased \$104,130.80 of plexiglass from Calsak and Diamond Worx to produce "Plexiglass Barriers" utilizing in-house staff rather than purchasing and having to wait for outside vendor made barriers. Most recently, of that amount \$90,442.42 was purchased from Calsak Plastics after having obtained quotes as follows:

1. Calsak Plastic \$85.90 per sheet
2. Home Depot \$132.69 per sheet online order only
3. Diamond Worx \$151.20 per sheet

Review of facilities still requiring plexiglass revealed the need to purchase an additional 350 sheets and as such, in order to ensure that these would be ready for installation at the schools on Monday, October 19, 2020, I approved the issuance of an Emergency Purchase Order in the amount of \$32,680.66 at \$85.90 plus tax per sheet. This, still less than the cost of obtaining the plexiglass from other vendors:

1. Veritiv \$103.08 would have purchased from Calsak and added 20%
2. Home Depot \$132.69 online order only
3. Diamond Worx \$151.20

Respectfully request Governing Board approval of my action and emergency determination.



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Business and Finance 3.

TITLE OF AGENDA ITEM:

ADE Food Program Permanent Service
Agreement

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

The Arizona Department of Education (ADE) Food Program Permanent Service Agreement for Sunnyside Unified School District is in need of updating. The agreement with the ADE Board is for our participation in the National School Lunch Program and the School Breakfast Program. The fillable form has been updated to an Adobe Sign document to simplify the process by initiating the updated information electronically. Once submitted to ADE, they will draft the agreement and email to the appropriate parties indicated on the form to request their electronic signatures. A paper copy of the agreement is attached for review. We respectfully request that the Governing Board approve the update of the Food Program Permanent Service Agreement.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:


BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve the update of the Food Program Permanent Service Agreement as presented.

ATTACHMENTS:

File Name	Description	Type
 Update_of_FPPSA_(Revision_June_2019).pdf	Food Program Permanent Service Agreement	Cover Memo

CREATION:

Date/Time:

10/21/2020 11:48 AM

Department:

Business and Finance

REVIEWERS:

Date	Action	Department
10/21/2020 - 6:50 PM	Approved	Business and Finance
10/22/2020 - 11:08 AM	Approved	Superintendent



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM
PERMANENT SERVICE AGREEMENT
ADE Contract No. ED09-0001
Revised Summer 2019

("SCHOOL FOOD AUTHORITY (SFA)")
(Legal Name of Applicant)

Doing Business As (if applicable).

This Agreement is entered into between the Arizona State Board of Education ("BOARD"), acting through the Arizona Department of Education ("AGENCY"), a state agency of the State of Arizona, and the SFA pursuant to Arizona Revised Statutes ("A.R.S.") §§ 15-203(B)(1) and 15-1152 (and § 11-951 et seq. if the SFA is a public agency). If the SFA is a public agency, the SFA is authorized to enter into this Agreement pursuant to

(to be completed by the SFA)

The purpose of this Agreement is to effectuate the National School Lunch Act ("NSLA"), as amended (42 U.S.C. § 1751 et seq.) and the Child Nutrition Act ("CNA") of 1966, as amended (42 U.S.C. § 1771 et seq.).

The SFA enters into this Agreement with the BOARD for participation in one or more of the following programs:

1. National School Lunch Program (CFDA No. 10.555)
2. School Breakfast Program (CFDA No. 10.553)
3. Special Milk Program (CFDA No. 10.556)
4. Summer Food Service Program (CFDA No. 10.559)
5. At-Risk Afterschool Meals Component of the CACFP (CFDA No. 10.558)



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT ADE Contract No. ED09-0001

Revised Summer 2019

A. PROGRAM REIMBURSEMENT

The BOARD agrees, to the extent of funds available subject to Section L of this Agreement, to reimburse the SFA for the above designated programs operated by the SFA in accordance with the following regulations, and any amendments, which are applicable to such programs: National School Lunch Program ("NSLP") Regulations (7 CFR parts 210, 245), Special Milk Program Regulations (7 CFR part 215), School Breakfast Program Regulations (7 CFR part 220), Summer Food Service Program Regulations (7 CFR part 225), and At-Risk Afterschool Meals Program Regulations (7 CFR part 226). Reimbursement payments to be made by the BOARD shall be subject to the provisions of A.R.S. Title 35 relating to time and manner of submission of claims if not in conflict with federal law. The BOARD also agrees to donate foods in accordance with Donation of Foods for use in the United States, its Territories and Possessions and Areas under its Jurisdiction (7 CFR part 250), and any amendments thereto.

B. PROVISIONS FOR ACCEPTING FUNDS

The SFA agrees to accept federal funds and/or USDA Foods in accordance with applicable regulations as set forth in 7 CFR parts 210-250 and any amendments thereto, Office of Management and Budget ("OMB") Circular A-133 and A-122, as applicable, and to comply with all provisions of said rules and OMB circulars, AGENCY Child Nutrition Program ("CNP") Office Requirements, and with any instructions or procedures issued in connection therewith. The SFA further agrees to administer these programs funded under this Agreement in accordance with provisions of the uniform Federal assistance regulations (7 CFR part 3015) and provisions of the uniform administrative requirements (7 CFR parts 3016, 3019).

C. PROGRAM REQUIREMENTS OF THE SFA

The SFA agrees that, for each site listed on the site portion of the application, it will conduct the above designated program(s) in accordance with the U.S. Department of Agriculture ("DEPARTMENT") regulations and will conform to the following requirements in the conduct of each program (unless the requirement is restricted to a particular program):

1. FOR NATIONAL SCHOOL LUNCH PROGRAM AND SCHOOL BREAKFAST PROGRAM ONLY

- a. Maintain a nonprofit food service and observe the limitations on the use of nonprofit food service revenues set forth in 7 CFR parts 210.14(a) and 220.7(e)(1). Comply with State Revenue Matching set forth in 7 CFR 210.17.
- b. Establish such policies and procedures as are necessary to control the sale of foods in competition with meals served under the program. The sale of all non-program food, as defined in 7 CFR part 210.14(f), may, at the discretion of the AGENCY and the SFA, be allowed in the food service area only if all income from the sale of such foods accrues to the benefit of the nonprofit school food service; and must comply with the nutrition standards of the Smart Snacks regulations of Public Law 111-296 the Healthy, Hunger-Free Kids Act of 2010 .



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

- c. Promote activities to involve students and parents in the National School Lunch and School Breakfast Programs.
- d. Plan menus in order to meet the requirements of Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 as set forth in 7 CFR parts 210.10 and 220.8.
- e. Maintain production and menu records for meals produced. These records must include all information necessary to support the claiming of reimbursable meals, and how meals contribute to meal pattern requirements, as set forth in 7 CFR parts 210.10 and 220.8. Production records shall include sufficient information to evaluate the menu's contribution to the nutrition standards and the appropriate calorie and nutrient levels for the age/grades of the children in the school, as identified in 7 CFR parts 210.10 and 220.8.
- f. Maintain and comply with a financial management system as prescribed by the AGENCY, 2 CFR part 200, and 7 CFR parts 210.14(c), 215.7(d), 220.7(e)(1) and 3016.
- g. Limit the net cash resources for its nonprofit school food service to an amount that does not exceed three months average expenditures, or such other amount as may be approved by the AGENCY in accordance with 7 CFR parts 210.14(b) and 220.7(e)(1).
- h. Serve lunches and/or breakfasts and/or after school care snacks during the designated periods, in accordance with 7 CFR parts 210.10 and 220.8, for the number of days specified on the application.
- i. Claim no more than one (1) lunch/breakfast/after school care snack per child per day per meal service.
- j. Price the meal as a unit. Make lunches/breakfasts/after school care snacks available without cost or at a maximum reduced price of forty (40) cents for lunch, fifteen (15) cents for snacks and thirty (30) cents for breakfast to all children who are determined by the SFA to be eligible for such meals under 7 CFR part 245.
- k. Claim reimbursement at the assigned rates only for reimbursable free, reduced-price and paid lunches and/or after school care snacks and/or breakfasts served to eligible children in accordance with 7 CFR parts 210 and 220.
- l. Conduct verification in accordance with 7 CFR part 245.6a. Report verification results to the AGENCY no later than February 1, each year. Maintain copies of the verification report and all supporting documentation for the period indicated in Section M of this Agreement.
- m. Ensure that the SFA's designated official submitting the claim or his/her assigned representative shall be responsible for reviewing and analyzing meal counts to ensure accuracy as specified in 7 CFR part 210.8 and 220.11 governing claims for reimbursement. At a minimum the responsibilities should include:



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
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FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

1. No less than one (1) on-site review of the meal counting and claiming system for the meal service for each school under its jurisdiction for a SFA with more than one site. The on-site review shall take place prior to February 1 of each school year. If the review discloses problems with a school's meal counting or claiming procedures, the SFA shall be required to develop and implement a corrective action plan and a follow-up on-site review must be conducted within forty-five (45) calendar days of the review to determine that the corrective action resolved the problems.
2. No less than two on-site reviews of the meal counting and claiming system for the after school care snack program, if implemented. The first review shall be made during the first four weeks of the school year that the school is in operation. Year-round schools or Residential Child Care Institutions shall review the snack program during the first four weeks of its initial year of operation, once more during its first year of operation, and twice each school year thereafter. If the review discloses problems with a school's meal counting or claiming procedures, the SFA shall be required to develop and implement a corrective action plan and a follow-up on-site review must be conducted within forty-five (45) calendar days of the review to determine that the corrective action resolved the problems.
3. Perform edit checks that compare each school's daily counts of free, reduced-price, and paid lunch/breakfast against the product of the number of children in that school currently eligible for free, reduced-price and paid meals, respectively, multiplied by an attendance factor. This attendance factor will be developed by the AGENCY.
4. Submit claims for reimbursement in accordance with procedures established by the AGENCY. Claims for reimbursement not filed within sixty (60) days following the last day of the claiming month will be disallowed. Any exception to this requirement will be made at the discretion of the AGENCY and/or DEPARTMENT.
5. SFA shall maintain on file, each month's claim for reimbursement and all data used in the claims review process, by school, for the period indicated in Section M of this Agreement. All Food Service Management Company ("FSMC") contracts, and records which support such contracts, shall be maintained for the period indicated in Section M of this Agreement. The records which are to be kept for each program include:
 - (I) daily number of meals served to children, by category and type of meal;
 - (II) revenue from children's payments, federal reimbursement, food sales to adults, loans to the program, all a la carte sales and any other sources to demonstrate that the food service is being operated on a nonprofit basis. The revenue report shall show net cash resources or the information necessary for the AGENCY to compute net cash resources through a review or audit and annual financial report; and
 - (III) food service expenditures (supported by invoices, receipts or other evidence of expenditures).



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
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FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

- n. Failure to submit accurate claims will result in the recovery of an over claim and may result in the withholding of payments, suspension or termination of the program as specified in 7 CFR parts 210.24, 210.25, 220.14, 220.18 and 220.19.
- o. The penalties specified in 7 CFR part 210.26 shall apply to any SFA who is found to engage in embezzlement, willful misapplication of funds, theft or fraudulent activity in regard to claims submitted.
- p. Count the number of free, reduced-price and paid reimbursable meals served to eligible children at the point of service. School sites approved for Special Assistance, Provision 2 Provision 3 or the Community Eligibility Provision (CEP) are exempt, except they shall do a total count of all children at the point of service.
- q. Upon request, make all accounts and records pertaining to its school food service available to the AGENCY and to the DEPARTMENT for audit or review, at a reasonable time and place.
- r. Maintain in the storage, preparation and service of food, proper sanitation and health standards in conformance with all applicable state and local laws, regulations and ordinances.
- s. Maintain necessary facilities for storing, preparing and serving food and milk in accordance with local health department requirements.
- t. Procurement practices shall be in accordance with the Arizona Procurement Code and Regulations (Charter schools are exempt as set forth in A.R.S. § 15-189.02), 2 CFR part 200 and 7 CFR parts 3015, 3016, 3019, 210.21, 215.14a and 220.16. All claims and controversies shall be subject to the Arizona Procurement Code, A.R.S. § 41-2501 et seq., and Arizona Administrative Code R7-2-1001 et seq. Procurement standards must be submitted to the AGENCY and will be considered a permanent document, unless changes are made by either party. Failure to follow established procedures in the procurement of FSMC services may result in non-renewal of SFA application to participate in the programs, or in withholding of reimbursement funds.
- u. Purchase, to the maximum extent practicable, only food products that are produced in the United States or products that are processed in the United States substantially using agricultural commodities that are produced in the United States for those programs as specified in 7 CFR parts 210.21(d) and 220.16(d) and in accordance with the Buy American Provision.
- v. Any contracting for the furnishing of meals or management of the entire food service under any program must be conducted in accordance with proper procurement procedures and must be done on a competitive basis in accordance with 7 CFR part 210.16. A FSMC entering into a contract with a SFA shall not subcontract for the total meal, with or without milk, or for the assembly of the meal. SFAs contracting with a FSMC shall comply with 7 CFR part 210.16.
- w. Submit proposed Invitation for Bid ("IFB")/Request for Proposal ("RFP") to the AGENCY for review and approval. Written approval of the IFB/RFP must be received from the AGENCY prior



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

to advertising for bids/proposals. Submit copies of all contracts with FSMCs, along with a certification of independent price determination to the AGENCY prior to the beginning of program operations. Written approval must be received from the AGENCY prior to both parties entering into contract.

- x. Individuals with access to AGENCY technology systems associated with the administration of the program shall abide by the AGENCY Acceptable Use Policy, which covers the use of electronic communication networks and computer-based administrative applications of the AGENCY. This policy applies to all personnel using these intranet, extranet, internet and administrative resources, including, but not limited to, officials and employees of schools, school districts, charter schools and AGENCY. Access to AGENCY technology systems shall not be provided to consultants, consulting firms or FSMCs contracting with SFA. Individuals who fail to comply will be subject to further action.
- y. Each local educational agency participating in a program authorized by the NSLA and CNA shall establish a local school wellness policy that meets regulation set forth in 7 CFR 210.31. The policy must include, at a minimum, goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness, as well as nutrition guidelines for all foods available on campus to promote student health and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum Federal standards as specified in Public Law 111-296, Section 204. SFAs must permit parents, students, and members of the general public to participate in the development, implementation and periodic review of the wellness policy. SFAs shall also tri-annually measure (and make available to the public) an assessment regarding the implementation of the wellness policy, including the extent to which schools under the jurisdiction of the local educational agency are in compliance with the policy, the extent to which the policy compares to model local school wellness policies, and a description of the progress made in attaining the goals of the policy.
- z. As defined in the NSLA, the SFA shall implement a school food safety program, to be applied to any facility or part of a facility in which food is stored, prepared or served for the purposes of the program, that complies with any hazard analysis and critical control point system established by the Secretary of Agriculture.
- aa. In accordance with 7 CFR parts 210.13(b) and 220.7(a)(2), schools shall obtain a minimum of two (2) food safety inspections during each school year conducted by a state or local governmental agency responsible for food safety inspections. They shall post in a publicly visible location a report of the most recent inspection conducted and provide a copy of the inspection report upon request. Sites participating in more than one (1) child nutrition program shall only be required to obtain two (2) food safety inspections per year if the nutrition programs offered use the same facilities for the production and service of meals.
- ab. SFAs that operate the National School Lunch Program, or the School Breakfast Program, must establish and implement professional standards hiring standards for school nutrition program



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
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FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

directors; and professional standards training standards for directors, managers, and staff, as defined in 7 CFR 210.30.

D. ASSURANCE OF CIVIL RIGHTS COMPLIANCE

1. The SFA hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); all provisions required by the implementing regulations of the DEPARTMENT (7 CFR parts 15, 15a and 15b); U.S. Department of Justice Enforcement Guidelines (28 CFR parts 50.3 and 42); and AGENCY directives and guidelines to the effect that no person shall, on the grounds of race, color, national origin, sex, age or disability, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which the SFA receives federal financial assistance from the AGENCY; and hereby gives assurance that it will immediately take any measures necessary to effectuate provisions of this Agreement.
2. This assurance is given in consideration of and for the purpose of obtaining any and all federal financial assistance and the permission to use federal property or interest in such property, or the furnishing of services without consideration, at a nominal consideration or at a consideration which is reduced for the purpose of assisting the SFA, or in recognition of the public interest to be served by the furnishing of services to the SFA, or any improvements made with federal financial assistance extended to the program SFA by the AGENCY.
3. By accepting this assurance, the SFA agrees to compile data, maintain records and submit reports as required to permit effective enforcement of nondiscrimination laws and permit authorized AGENCY personnel during hours of program operation to review such records, books and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the AGENCY shall have the right to seek judicial enforcement of this assurance.
4. This assurance is binding on the SFA, its successors, transferees and assignees as long as such person or entity receives assistance or retains possession of any assistance from the AGENCY. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the program applicant.
5. AGENCY and SFA shall maintain information on civil rights complaints, if any, submitted and/or received by the SFA, AGENCY, and their resolutions.

E. EQUAL OPPORTUNITY/NON-DISCRIMINATION

The Parties of this Agreement shall comply with Executive Order 75-5 as modified by Executive Order 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

affiliation, shall have equal access to employment opportunities and all other applicable state and federal employment laws, rules and regulations, including the American with Disabilities Act. The Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability.

F. RIGHT OF JUDICIAL ENFORCEMENT; CHOICE OF LAW

The SFA recognizes and agrees that federal financial assistance will be extended in reliance on the representations stated herein and in the Exhibits hereto and that the United States and the State of Arizona, individually or jointly, shall have the right to seek judicial enforcement of the Agreement. This Agreement is made in the State of Arizona and shall be interpreted by the laws of the State of Arizona including, where applicable, the Uniform Commercial Code as adopted by the State of Arizona, the Arizona Procurement Code, A.R.S. Title 41, Chapter 23, A.A.C. R2-7-101 et seq. and A.A.C. R7-2-1001 et seq. Any litigation arising out of this Agreement shall be brought in Arizona.

G. MUTUAL OBLIGATIONS, RESPONSIBILITIES AND WARRANTIES

The AGENCY and the SFA mutually agree that:

1. With the approval of the AGENCY, sites may be added or deleted from the site portion of the application as the need arises, and the references herein to the site portion of the application shall be deemed to include the most recently approved sites.
2. The AGENCY shall promptly notify the SFA of any change in the minimum meal requirements or the assigned rates of reimbursement.
3. No member of or delegate to Congress, or resident commissioner, shall be admitted to any share or part of this Agreement or to any benefit that may arise therefrom; but this provision shall not be construed to extend this Agreement if made with a corporation for its general benefit.
4. This Agreement, and the duties arising hereunder, shall become effective on July 1, 2019 or upon signature by the Superintendent of Public Instruction, or his designee, whichever occurs last. This Agreement shall automatically renew on July 1 of each year, beginning July 1, 2020, unless either party notifies the other at least thirty (30) days before the renewal date of their intent not to renew. Before any amendment or extension may become effective, appropriate action must be taken by ordinance, resolution or otherwise pursuant to the laws applicable to public agencies entering into this Agreement.
5. The SFA's participation in the program(s) under this Agreement is conditioned upon the AGENCY's approval of the SFA's on-line application to the AGENCY, a fully executed written Agreement with the AGENCY, and, in the event the SFA contracts with a FSMC to manage its food service operation under this Agreement, the AGENCY's review and approval of the SFA's contract(s) with a FSMC



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

prior to the execution of the contract(s) as required in 7 CFR parts 210.9, 210.16 and 210.19. For this Agreement period, reimbursement shall not be made for any meals served before these conditions have been fully met by the SFA.

6. No right or interest in this Agreement shall be assigned or delegated without the written permission of the other party.
7. The SFA shall repay to the federal government or the AGENCY all monies determined by any financial-compliance audit or review to be owed to the federal government or the AGENCY in connection with any program for which the SFA has received funds. If the SFA fails to make such repayment within thirty (30) days after demand by the AGENCY, SFA shall also pay all reasonable attorneys' fees based on reasonable hourly charges of like experienced attorneys in Phoenix, Arizona for the Assistant Attorney General representing the AGENCY or the BOARD or the attorney representing the DEPARTMENT in seeking to enforce this paragraph.
8. The Parties to this Agreement agree to resolve all disputes arising out of or relating to the Agreement through arbitration, after exhausting applicable administrative review, to the extent required by A.R.S. § 12-1518, except as may be required by other applicable statutes if not in conflict with federal law.
9. The covenants and agreements herein contained shall inure to the benefit of and be binding upon the parties hereto and their respective successors, transferees and assignees.

H. FREE AND REDUCED-PRICE POLICY STATEMENT

The SFA must supply copies of its program application, Free and Reduced-Price Policy Statement and Addendums to the AGENCY. The Free and Reduced-Price Policy Statement will be a permanent document shall be updated when district policy or procedures pertaining to the Free and Reduced-Price process are modified.

I. CONFLICT OF INTEREST; CANCELLATION

1. No employee, officer or agent of the SFA who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to the SFA, shall participate in selection or in the award or administration of a contract if a conflict of interest, real or apparent, would be involved pursuant to A.R.S. § 38-503 and 7 CFR part 3016.36(b)(3).
2. Pursuant to A.R.S. § 38-511, the State of Arizona, its political subdivisions or any department or agency of either may, within three (3) years after its execution, cancel any agreement, without penalty or further obligation, made by the State of Arizona, its political subdivisions or any of the departments or agencies of either if any person significantly involved in initiating, negotiating, securing, drafting or creating the agreement on behalf of the State of Arizona, its political



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

subdivisions or any of the departments or agencies of either is, at any time while the agreement or any extension of 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. A cancellation made pursuant to this provision shall be effective when the SFA receives written notice of the cancellation unless the notice specifies a later time.

J. AGREEMENT INTERPRETATION AND AMENDMENT

1. No Parole Evidence. This Agreement is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any term used in this document.
2. No Waiver. Either party's failure to insist on strict performance of any term or condition of this Agreement shall not be deemed a waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object to it.
3. Written Agreement Amendments. This Agreement may be modified only in a writing signed by all of the parties or their duly authorized agents. Notice required pursuant to this Agreement shall be served personally or by mail upon each party at the addresses specified on the signature page of this Agreement.

K. THIRD PARTY ANTITRUST VIOLATIONS

The SFA assigns to the State of Arizona any claim for overcharges resulting from antitrust violations to the extent that those violations concern materials or services supplied by third parties to the SFA toward fulfillment of this Agreement.

L. NON-AVAILABILITY OF FUNDS

Every payment obligation of the State of Arizona under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of the Agreement, this Agreement may be terminated by the State of Arizona at the end of the period for which funds are available. No liability shall accrue to the State of Arizona in the event this provision is exercised, and the State of Arizona shall not be obligated or liable for any future payments or for any damages as a result of termination under this Section.

M. RECORDS

Pursuant to A.R.S. §§ 35-214 and 35-215, the SFA shall retain and shall contractually require each



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

subcontractor to retain all data, books and other records ("records") relating to this Agreement for a period of five (5) years after completion of this Agreement or until resolution of an unsolved audit which exceeds the designated time period. All records shall be subject to inspection and audit by the State of Arizona for five (5) years after the termination of this Agreement. All records shall be subject to inspection and audit by the State at reasonable times. Upon request, the SFA shall produce the original of any or all such records.

N. COMPLIANCE REQUIREMENTS FOR A.R.S. § 41-4401; E-VERIFY REQUIREMENT

1. The SFA warrants compliance with all federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 23-214(A). (That subsection reads: "After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-Verify program.")
2. A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of this Agreement and the SFA may be subject to penalties up to and including termination of this Agreement.
3. Failure to comply with a state audit process to randomly verify the employment records of the SFA shall be deemed a material breach of this Agreement and the SFA may be subject to penalties up to and including termination of this Agreement.
4. The AGENCY retains the legal right to inspect the papers of any employee who works on this Agreement to ensure that the SFA is complying with the warranty under paragraph 1 of this Section.

O. TERMINATION/SUSPENSION

This Agreement may be terminated upon thirty (30) days notice in writing by either party. Notwithstanding the foregoing, the AGENCY may terminate this Agreement immediately upon receipt of evidence that the terms hereof have not been complied with by the SFA. Pursuant to 7 CFR part 210.25, whenever it is determined that the SFA has materially failed to comply with the provisions of this Agreement, or with AGENCY/DEPARTMENT guidelines and instructions, the AGENCY may suspend or terminate the Agreement in whole, or in part. The SFA may also terminate this Agreement by mutual agreement with the AGENCY. The AGENCY and the SFA shall comply with the provisions of 7 CFR part 3015 subpart N, concerning suspension, termination and closeout procedures.

P. CERTIFICATION

The SFA certifies that all information submitted related to the Program is true and correct and understands that deliberate misrepresentation may result in prosecution.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

USDA Foods AGREEMENT

(Applicable to SFAs receiving USDA Foods)

Policies/Procedures

1. The AGENCY solicits vendors (Warehouse/Distributor) to distribute donated food to eligible SFAs. SFAs shall receive donated food as required by 7 CFR part 250. The cost of shipping will be paid by the SFA. The SFA is responsible for establishing a credit application and purchase order with the delivering vendor. The AGENCY will announce annually the delivery charge (service, handling and administrative fees) and delivery vendor prior to the beginning of the fiscal year. Payments are due to the delivering vendor within the terms to be determined after completion of credit application. Shipments will be withheld if the SFA becomes 30 days late from the agreed credit terms. Failure to pay will result in the account being temporarily suspended until the account is brought current and/or termination of participation and non-renewal of USDA Foods Program.
2. The SFA agrees to pay excess storage and administrative fees for USDA Foods that are not ordered and have not been refused within the designated dwell times.
3. The SFA agrees to accept and order USDA Foods only in quantities that can be used in a six (6) month period in a non-profit School Food service. Any SFA ordering USDA Foods in excess quantities may be held financially responsible for spoilage or contamination which results in the foods being unfit for human consumption. SFA is to notify the AGENCY within 24-48 hours when any loss of, or damage to, USDA Foods occurs.
4. The SFA shall receive and use USDA Foods only for the benefit of those persons eligible for congregate meals provided by the SFA. Foods will not be transferred or used otherwise without prior written approval of the AGENCY. USDA Foods shall not be sold or traded, but may be transferred with the approval of the AGENCY when determined to be in the best interest of the program.
5. The SFA shall maintain evidence that necessary protective measures are maintained when storing donated food. Evidence to support would include, but are not limited to, storage temperature charts verifying proper storage temperatures, pest control schedule and security system used. Documentation must be available to verify that all storage facilities obtained all necessary federal, state and/or local health inspections or if no such inspections are made, a self-evaluation form for storage facilities be completed annually.
6. The SFA shall maintain all records pertaining to transactions relating to receipt, disposal and inventory of USDA Foods. All records required in this agreement shall be retained for the period indicated in Section M of this Agreement.
7. The SFA shall complete, return and maintain a copy of inventory forms provided by the AGENCY. Failure to comply may result in termination of participation in the USDA Foods. The SFA shall comply with instructions from the AGENCY to: (a) distribute remaining inventory of USDA Foods, or (b) return inventories with applicable reports to the AGENCY if a program is terminated.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

8. Funds received by the SFA from sales of salvable containers or salvage of USDA Foods shall be deposited in SFA's Non-Profit Food Service Account.
9. SFAs may elect to participate in the USDA Foods processing programs. Cost of the processing and distribution of the end product will be incurred by the SFA. Participants shall:
 - a. Follow federal and state procurement rules and regulations in purchasing end products not bid by the AGENCY;
 - b. Release USDA Foods only to the AGENCY approved processor;
 - c. Maintain records to support purchase of processed commodity end products; and
 - d. Be held responsible to fulfill commitments to the AGENCY and processor.
10. The SFA shall permit inspection by the AGENCY or DEPARTMENT personnel of the storage facilities and any other areas used in handling USDA Foods. The SFA shall also allow inspection of all records including financial records pertaining to the USDA Foods.
11. FSMCs are encouraged to utilize USDA Foods in the preparation of meals for eligible SFAs pursuant to a written contract, which meets the requirements of 7 CFR part 250.12(c). If a FSMC is used, the SFA will submit a copy of the contract to the AGENCY annually. Contracts will ensure that:
 - a. Any donated food will be used only to benefit the SFA's feeding operation;
 - b. Proper inventory controls will be maintained;
 - c. All books and records of the FSMC pertaining to the feeding operation of the SFA will be available for the period indicated in Section M of this Agreement; and
 - d. The responsibility will be clearly defined for who (the SFA or the FSMC) will be accountable for the payments to be made to the distributor and commodity processors within sixty (60) days of billing.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

SPECIAL MILK PROGRAM AGREEMENT

(Applicable to those SFAs participating in Special Milk Program)

1. The SFA agrees to operate a nonprofit milk service.
2. The SFA agrees to submit claims for reimbursement and maintain a financial management system in accordance with procedures established by the DEPARTMENT and the AGENCY.
3. The SFA agrees to make no physical segregation or other discrimination against or overt identification of any child because of his/her inability to pay the full price of the milk.
4. The SFA agrees to make free milk available (if applicable) to all eligible children whenever it is provided under the Special Milk Program.
5. The SFA agrees to make maximum use of the reimbursement payments to reduce the price of the milk served to paying children and maintain a nonprofit status (not applicable to non-pricing programs).
6. The SFA agrees to claim reimbursement only for fluid types of milk as defined in 7 CFR part 215.2 served to children at the assigned rate for the classification of paid (or free, if applicable) in accordance with 7 CFR parts 215.8 and 215.10.
7. The SFA agrees to maintain full and accurate records of each program operation including the number of half-pints of milk served to children, the number of half-pints of milk served to adults and the number of half-pints of milk served free to eligible children if free milk is provided.
8. The SFA agrees to furnish a written statement of the policy followed in making determinations as to eligibility of children receiving free milk. Such policy shall be consistent with the rules issued by the DEPARTMENT on this subject (7 CFR part 245) (required only for pricing programs providing free milk to children).

SUMMER FOOD SERVICE PROGRAM

(Applicable to those SFAs participating in Summer Food Service Program)

1. The SFA agrees to operate the Summer Food Service Program in compliance with Title 7, Part 225 of the Code of Federal Regulations.
2. The SFA agrees to operate the Summer Food Service Program in compliance with State or local health and safety standards.
3. The SFA agrees to provide meals through the Summer Food Service Program to children ages 18 and under or people 19 years of age and over who have a mental or physical disability and who participate in a public or private non-profit school program during the school year.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

4. The SFA agrees to only claim reimbursement for approved meals served through the Summer Food Service Program. Meals served prior to State agency approval shall not be claimed. SFAs are financially responsible for any meals served prior to annual approval from the State agency.
5. The SFA agrees to claim reimbursement for meals served while school is not in session, with State agency approval.
6. The SFA agrees to only claim reimbursement for those meals that meet or exceed the minimum Federal standards established for meals, and to maintain documentation of the foods and portions served to meet these standards.
7. The SFA agrees to claim all meals at the free rate of reimbursement at area-eligible sites in the attendance boundary of a school where 50% or more of the children qualify for free or reduced-price meals or 50% or more of the children in the census block group are eligible for free and reduced-price school meals. The only exception is for children enrolled in a residential camp. Residential camps must collect income eligibility information for each enrolled child and can only claim meals at the free rate for children who qualify for free or reduced-price meals.
8. The SFA agrees to provide Summer Food Service Program meals at no charge. The only exception is for residential camps. Residential camps may charge for meals served to children who do not qualify for free or reduced-price meals.
9. The SFA agrees to maintain children on site while meals are consumed.
10. The SFA agrees to maintain documentation of the following for each serving site: program operating and administrative costs; funds accruing to the program; training of staff; monitoring of sites; the number of meals prepared/delivered, by type, each day; the number of complete first meals, complete second meals, excess meals or left-over meals, meals to program adults and meals to non-program adults served each day; daily meal production records; and daily menus.
11. The SFA may serve and claim up to two (2) meals or one (1) meal and one (1) snack within the approved meal time each day. The SFA cannot serve and claim lunch and supper on the same day, at the same site. Approved camp and migrant site sponsors may serve and claim up to three (3) meals each day or two (2) meals and one (1) snack. Approved camp and migrant site sponsors may claim lunch and supper on the same day at the same site.
12. The SFA agrees to monitor each site according to regulations.
13. The SFA agrees to meet the training requirement for its administrative and operational personnel as required under 225.15 (d)(1).
14. The SFA agrees to retain final financial and administrative responsibility for its program.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

AT-RISK AFTERSCHOOL MEALS COMPONENT of the CACFP: (Applicable to those SFAs participating in At-Risk Afterschool Meals)

1. Provide proof that all non-school affiliated at-risk sites are in compliance with all state and local health and safety requirements for certifications.
2. Provide organized, regularly scheduled education or enrichment activities in a structured and supervised environment for children in a nonresidential setting.
3. Provide snack and/or meal at no charge to all children through the age of 18.
4. Receive reimbursement at the applicable free rate for all snacks or meals served. If meals or snacks are served during the school week, service time must be after the school day. Meals/snacks may be served on weekends or during school breaks (not including summer break) and vacations throughout the regular school year.
5. Operate in an attendance area of a school where at least 50% or more of the children are eligible ("area eligible") for free or reduced-price school meals.
6. Operate as a public program or have tax-exempt status under the Internal Revenue Code of 1986 (501c3).
7. Maintain menus for each snack and/or meal service.
8. Maintain daily production records of food prepared and served.
9. Serve meals/snacks in accordance with NSLP meal pattern requirements or CACFP meal pattern requirements.
10. Maintain daily records indicating the number of children in attendance, and all other records required by ADE. The SFA shall not claim more than one (1) meal and more than one (1) snack per child per day. The SFA will claim only snacks/meals served to children age eighteen (18) and under, including children who were eighteen (18) at the beginning of the program year. Schools claiming snack under NSLP, may claim a meal, but cannot claim snacks under At-Risk Meals.
11. Document training sessions for management and staff including dates, locations and topics.
12. All expenses must be allocated to the non-profit school food service account. SFAs may follow the NSLP procurement standards in 7 CFR 210.21 in lieu of CACFP procurement standards at 7 CFR 226.22.
13. Document revenue from participant payments, federal reimbursement, food sales to adults, and donations.
14. Provide adequate supervisory and operational personnel for management and monitoring.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

15. Conduct site reviews two times per year: the first review should occur during the first four weeks of operation and the second review can occur at any time prior to the end of the school year.
16. Certify that responsible principals are not on USDA's National Disqualification List.

CLEAN AIR/CLEAN WATER ACT COMPLIANCE

(Applicable to SFAs receiving \$100,000 or more in federal funds)

1. The SFA agrees that any facility to be utilized in the performance of this Agreement is not listed on the Environmental Protection Agency ("EPA") List of Violating Facilities (the "List") as of the date of submitting this Agreement.
2. The SFA further agrees that it shall not use any facility on the List in the performance of this Agreement for the duration of the time that any such facility remains on the List.
3. The SFA further agrees to notify the AGENCY if it intends to use in the performance of this Agreement any facilities on the List or learns or knows that the facility being used has been recommended to be placed on the List.
4. The SFA additionally agrees that it shall, in the performance of this Agreement, comply with all requirements of the Clean Air Act (42 U.S.C. § 7401 et seq.) and the Clean Water Act (33 U.S.C. § 1251 et seq.) including the requirements of section 114 of the Clean Air Act and Section 308 of the Clean Water Act and all applicable Clean Air standards and Clean Water standards.
5. The SFA further agrees that it shall comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. § 7606), Section 508 of the Clean Water Act (33 U.S.C. § 1368), Executive Order 11738 and EPA regulations found in 40 CFR part 15 (which prohibit the use of facilities on the List). In addition to notifying the AGENCY of facilities to be used which are on the List, SFA also agrees to notify the EPA Assistant Administrator for Enforcement.



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

CERTIFICATION PAGE

(Applicable to SFAs with governing boards only;
must be completed and signed before signature page.)

INSTRUCTIONS: The following information must be inserted into the Certification Section below.

- (1) County in which the governing board is located.
 - (2) Name of governing board member authorized to sign this certification page.
 - (3) City in which governing board meeting regarding the Food Program Permanent Service Agreement was held.
 - (4) Date of governing board meeting.
 - (5) Legal name of the SFA.
 - (6) Name of designated official who will be signing the Food Program Permanent Service Agreement (same designated official as on line 1 of the signature page of this Agreement).
 - (7) Signature of governing board member (same name as on line (2) of this certification page).
- Please note that a governing board member *cannot* designate himself or herself as the *Designated Official*.

CERTIFICATION

State of Arizona)

County of (1) _____)

I, (2) _____, the duly appointed or elected and qualified

Name of Governing Board Member

member of, and acting on behalf of the governing board, do hereby certify that during a regular meeting held in (3) _____ Arizona, on (4) _____, this governing board, by motion made, seconded and carried, approved and authorized execution of an agreement between the (5) _____ and the State Board of Education (BOARD) for the purpose of participating in the National School Lunch Program, School Breakfast Program, and/or Special Milk Program, for the period beginning July 1, 2019.

(6) _____ has been designated by the governing board to sign this Agreement.

Name of Designated Official

(Cannot be the same as (2) above)

I further certify that this meeting was duly noticed, called and convened and was attended by a majority of the members of the governing board and that approval has not since been altered or rescinded.

(7) _____

Signature of Governing Board Member

(Same as (2) above)



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services
1535 West Jefferson Street
Phoenix, Arizona 85007

FOOD PROGRAM PERMANENT SERVICE AGREEMENT

Revised Summer 2019

SIGNATURE PAGE

AGREED TO AND SIGNED:

1. _____
(Print or Type Name and Title) (Signature of Designated Official if applicable)
[Same as item (6) on Certification Page]

(SFA) (Date)

Address _____

OTHER AUTHORIZED SIGNERS

2. _____
(Print or Type Name and Title) (Signature)

3. _____
(Print or Type Name and Title) (Signature)

4. _____
(Print or Type Name and Title) (Signature)

FOR OFFICIAL USE ONLY

STATE BOARD OF EDUCATION

(Superintendent of Public Instruction or Designee) (Date)
1535 West Jefferson, Phoenix, Arizona 85007



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Business and Finance 4.

TITLE OF AGENDA ITEM:

Public Auction Payment and Activity Report:
September 2020

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

Attached is the surplus materials report sold through Public Surplus.com for the month of September 2020. These items were previously approved by the Governing Board for disposal. We respectfully request Governing Board ratification.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve the ratification of the surplus materials report sold through Public Surplus.com for the month of September 2020 as submitted.

ATTACHMENTS:

File Name	Description	Type
Public_Auction_Activity_and_Payment_September_2020.docx	Public Auction Payment and Activity Report: September 2020	Cover Memo

CREATION:**Date/Time:****10/20/2020 8:59 AM****Department:****Business and Finance****REVIEWERS:**

Date	Action	Department
10/22/2020 - 2:28 PM	Approved	Business and Finance
10/22/2020 - 11:56 AM	Approved	Superintendent

Public Auction Activity and Payment Report

School Year:2020-2021 (September 2020)

Date Presented to Governing Board	Auction Number	Auction Opening Date	Auction Opening Time	"Lot" Description	Awarded Buyer	Address	Date Payment	Amount	Notes
09-08-2020	2636015	September 25, 2020	3:00:00 PM MST	<p>Year: 2001 Make: Chevrolet Model: Lumina Mileage: 132,089 VIN: 2G1WL52J611253603 Engine: 3.1L Transmission: Automatic Condition of vehicle:</p> <p>Does the Vehicle Start on its own: Yes Broken Windshield: No Tires will hold air: Yes Engine system coolant problems: No Dead Battery: Yes Does AC work?: Yes Transmission functional: Yes Body damage: See additional notes</p> <p>Additional notes: Cracked reflector on passenger side. Fading clear coat.</p>	Nicole C Martinez	559 S Canyon Dr Sierra Vista AZ 85635	Sep 25, 2020	\$ 661.00	
09-08-2020	2636016	September 25, 2020	3:00:00 PM MST	<p>Year: 2001 Make: Chevrolet Model: Lumina Mileage: 138,943 VIN: 2G1WL52J311252859 Engine: 3.1L Transmission: Automatic Condition of vehicle:</p> <p>Does the Vehicle Start</p>	Nektarios Brokalakis	2748 East Hale Street Mesa AZ 85213	Sep 25, 2020	\$ 565.00	

Public Auction Activity and Payment Report

				on its own: No Broken Windshield: No Tires will hold air: No (Rear Passenger Tire) Engine system coolant problems: No Dead Battery: Yes Does AC work?: Yes Transmission functional: Yes Body damage: See additional notes Additional notes: Clear Coat Fading.					
09-08-2020	2636019	September 25, 2020	3:00:00 PM MST	Year: 2001 Make: Chevrolet Model: Lumina Mileage: 174,131 VIN: 2G1WL52J311253316 Engine: 3.1L Transmission: Automatic Does the Vehicle Start on its own: No Broken Windshield: No Tires will hold air: Yes Engine system coolant problems: No Dead Battery: Yes Does AC work?: Yes Transmission functional: Yes Body damage: See additional notes Additional notes: Hole on top of trunk due to antenna removal.	paul bell	9112 weedy lane houston TX 7793	Sep 30, 2020	\$ 610.00	

Public Auction Activity and Payment Report

09-08-2020	2636004	September 25, 2020	3:00:00 PM MST	<p>Year: 1997 Make: Dodge Model: Van Mileage: 203,384 VIN: 2B7HB11X3VK528944 Engine: Gas V6 Transmission: Automatic</p> <p>Does the Vehicle Start on its own: No Broken Windshield: No Tires will hold air: Yes Engine system coolant problems: No Dead Battery: Yes Does AC work?: No Transmission functional: Yes Body damage: Yes</p> <p>Additional notes: Dents on bumper, Sliding door is inoperable, Sliding door needs extensive repair.</p>	jessica olsen	2707 Camulos St #9 San Diego CA 92107	Oct 1, 2020	\$ 516.00	
09-08-2020	2636011	September 25, 2020	3:00:00 PM MST	<p>Year: 1998 Make: International Model: 4700 Box Truck Mileage: 182522 VIN: 1HTSLAAM6XH697034 Engine: Diesel DT 466E Transmission: Automatic</p> <p>is the Vehicle Drivable: No Does the Vehicle Start on its own: No Broken Windshield: No Tires will hold air: Yes Engine system coolant problems: No</p>	Phillip U Johns	2651 S. 8th Avenue Yuma AZ 85364	Sep 28, 2020	\$ 4,001.00	

Public Auction Activity and Payment Report

				<div>Dead Battery: Yes</div> <div>Does AC work?: No</div> <div>Transmission functional: Yes</div> <div>Body damage: No</div> <div>Additional notes: Lift should be functional, Box door has opening, Battery box needs reassembling, Hasn't been driven for an extended period of time.</div>					
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SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Business and Finance 5.

TITLE OF AGENDA ITEM: September Purchasing Bid Activity Report

ACTION TYPE: Info/Action

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

Attached for the Governing Board's review and approval are the September 2020 Purchasing Bid Activity Report. Respectfully request Governing Board approval of the Purchasing Bid Activity Report identifying all bids issued and those bids which were awarded and contracts renewed during September. Specific information on the bids, RFPs and renewals can be accessed through the SUSD website at www.sud12.org

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:


REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve the September 2020 Purchasing Bid Activity Report as submitted.

ATTACHMENTS:

File Name	Description	Type
 BID_ACTIVITY_September_2020_.docx	September Bid Activity Report	Cover Memo

CREATION:**Date/Time:**

10/20/2020 8:48 AM

Department:

Business and Finance

REVIEWERS:

Date	Action	Department
10/21/2020 - 6:42 PM	Approved	Business and Finance
10/22/2020 - 10:52 AM	Approved	Superintendent

Bid Log
2020 September

School Year: 2020/2021

Bid Number	Bid Opening Date	Bid Opening Time	Bid Subject	Awarded Vendor	Date of Award	Amount	Funding Code
B-21-15-21	9/29/20	11:00 a.m.	Student Desk Barriers				
B-21-16-21	9/29/20	11:00 a.m.	Electrostatic Sprayers				
RFP 21-04-25	10/5/20	11:0 a.m.	Audiologist Services				
B-21-08-21	7/1/20	11:00 a.m.	Paint and Paint Supplies	PPG Architectural Finishes Sherwin-Williams Co	9/16/20	Various pricing. Please see recap on website	001
RFP 21-05-25	10/15/20	11:00 a.m.	Speech Language Pathologist Services				

Bids are available for viewing on www.susd12.org until their bid opening date and time.

The bid recaps listed on this page can be reviewed by accessing Sunnyside School District's website at www.susd12.org. To access the bid recap, double click on Request for Bids On the next page double click on AWARDED BIDS and it will open up to the bid recaps that are listed. Double click on the Bid No. that you want to access and you can review it or print it.



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Business and Finance 6.

TITLE OF AGENDA ITEM:

Enrollment Stabilization Grant (ESG) Award and Grant Agreement

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

Sunnyside Unified School District applied for the Governor's "Enrollment Stabilization Grant" which will provide supplemental funding to address COVID-19 issues. This grant funding is in response to the anticipated decreased enrollment due to COVID-19. The amount of funding which school districts will receive is the **"greater of amount"** utilizing a formula based on:

- A. 98% of the 2019-20 SUSD ADM or
- B. 105% of the District's 2020-21 40th Day ADM.

The Arizona Department of Education (ADE) will be making the calculations and finalize the awards by November 19, 2020.

Depending on our 40th Day ADM, we have projected that the ESG Grant award will be somewhere between \$4.6 million and \$7.4 million.

In order to receive the funds, we must submit the "Grant Agreement" form by November 9, 2020.

Respectfully request Governing Board approval to authorize Superintendent Steve Holmes or CFO Hector M. Encinas to execute and submit the attached "Grant Agreement" form.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

Recommend that the Governing Board approve to authorize Superintendent Steve Holmes or Chief Financial Officer Hector M. Encinas to execute and submit the attached "Grant Agreement" form.

ATTACHMENTS:

File Name	Description	Type
ESG_Award_Letter_0539.pdf	ESG Award Letter 10-2020	Cover Memo
ESG_Grant_Agreements_0539.pdf	ESG Grant Agreement	Cover Memo

CREATION:

Date/Time:

10/21/2020 2:36 PM

Department:

Business and Finance

REVIEWERS:

Date	Action	Department
10/22/2020 - 2:43 PM	Approved	Business and Finance
10/22/2020 - 1:53 PM	Approved	Superintendent



DOUGLAS A. DUCEY
GOVERNOR

STATE OF ARIZONA
OFFICE OF THE GOVERNOR

EXECUTIVE OFFICE

October 7, 2020

Sunnyside Unified School District #12 (CTDS: 100212000):

I am pleased to inform you that we are awarding your entity funding from the Enrollment Stabilization Grant (ESG) Program. We appreciate your leadership and partnership during this difficult time. This program was designed to support Arizona's Local Education Agencies and Charters with the safe reopening of schools.

As you know, the health and safety of our schools' students and teachers is our top priority and ensuring that each Local Education Agency is able to provide safe and accessible learning spaces, whether distanced or in-person, for the 2020-2021 academic school year, is the key focus of the Enrollment Stabilization Grant Program.

If there is anything my office can do to assist in the implementation of your efforts, please don't hesitate to reach out.

Further details are enclosed.

Sincerely,

A handwritten signature in black ink that reads "Douglas A. Ducey".

Douglas A. Ducey
Governor, State of Arizona

State of Arizona
Office of the Governor
Enrollment Stabilization Grant (ESG) Program

ERMT Grant Number: ERMT-21-2539

Award Amount: TBD- Section I

Grant Agreement Terms and Conditions

This Grant Agreement ("Agreement") is between Sunnyside Unified School District #12 (CTDS: 100212000) ("Grantee") and the State of Arizona, acting through the Governor's Office ("Grantor"), (sometimes, individually, a "Party," or collectively, "Parties").

I. Purpose

Support Local Education Agencies (LEAs) and Charter schools in Arizona with the safe reopening of schools, by providing funding through the U.S. Department of Treasury's Coronavirus Relief Fund (CRF), Catalog of Federal Domestic Assistance (CFDA) number 21.019, as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

The specific formula award amount will be known on or about November 19, 2020 at which time a grant adjustment notice (modification) shall be issued. The formula amounts will be based on 40th-day Average Day Membership (ADM) or the best possible estimate of 40th-day ADM.

II. Term, Effective Date, and Termination

The Agreement commences when it is signed by both Parties. The Agreement project period is March 1, 2020 through December 30, 2020. The Agreement expires at the end of the award term. The Agreement shall not bind nor purport to bind the Grantor for any commitment in excess of the original Agreement award term or amount.

In the event of a material breach of any provision of this Agreement, the non-breaching Party shall give written notice to the breaching Party specifically setting forth the nature of the breach. Upon being served with such notice, the breaching Party shall have ten (10) days in which to cure said breach. If said breach has not been cured within the ten (10) days, then the non-breaching Party may terminate this Agreement.

III. Renewal and Amendments

This Agreement is issued under the authority of the authorized Grantor representative who signed this Agreement. The Grantor shall have the right, at its sole and unfettered discretion, whether or not to extend this Agreement. If so, the Parties must execute a written Amendment or a new Agreement. A renewal may be considered if the Grantor adds additional funding and subsequent rounds of awards, the State of Arizona receives additional federal Coronavirus Disease 2019 (COVID-19) public health emergency funding, and/or the State of Arizona Legislature chooses to appropriate funding for this specific purpose. Also, consideration for renewal will be based on results of program and fiscal monitoring.

The Agreement may be modified only through an Agreement Amendment within the scope of the Agreement. Any changes to the Agreement by a person who is not specifically authorized by the Grantor representative in writing or made unilaterally by the Grantee are violations of the Agreement and of applicable law. Such changes, including unauthorized written Agreement Amendments shall be void and without effect, and the Grantee shall not be entitled to any claim under this Agreement based on those changes.

IV. Obligations of the Parties

Responsibilities of the Grantee:

- a. Grantee agrees that grant funds will be used in accordance with applicable statutes, program rules, guidelines and special conditions.
- b. Grantee agrees to remit all unexpended grant funds to the Grantor within thirty (30) days after the end of the project period.
- c. Grantee agrees that all encumbered funds must be expended on or before the expiration of this Agreement.
- d. Grantee agrees to cooperate and participate with any and all assessments, evaluation efforts or information and data collection requests, and acknowledges that the Grantor has the right to obtain, reproduce, publish, or use data provided under this award in accordance with applicable statutes, rules, and guidelines.
- e. Grantee understands that the Agreement may not be closed until Grantee is compliant with all requirements of the Agreement.
- f. Required programmatic and financial reports are submitted according to the grant solicitation.

V. Fund Management

Grantee must receive these funds under this Agreement in a separate ledger account/fund and cannot mix these funds with other sources. The Grantee must manage funds according to applicable federal regulations for administrative requirements, cost principles and audits.

The Grantee must maintain adequate business systems to comply with Federal requirements. The business systems that must be maintained are:

- a. Financial Management
- b. Procurement
- c. Personnel
- d. Property
- e. Travel

A system is adequate if it is: 1) **written**; 2) **consistently followed** - it applies in all similar circumstances; and 3) **consistently applied** – it applies to all sources of funds. The Grantor reserves the right to review all business systems policies.

The Grantee shall manage funds according to applicable [federal regulations for administrative requirements, cost principles and audits](#)

VI. DUNS/CCR

Each Grantee must provide the following prior to an Agreement being executed: (a) Dun and Bradstreet Universal Numbering System (DUNS) number for the fiscal agent; and (b) proof of current registration in the [System for Award Management](#) ("SAM"). SAM is the Official U.S. Government system that consolidated the capabilities of Central Contractor Registration ("CCR"), Fed Reg, ORCA and EPLS. SAM registration must be maintained for the term of the Agreement. The DUNS website is located [here](#).

VII. Organizational Audit Requirements

Grantee agrees to comply with the organizational audit requirements of 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from their organization's single audit are not satisfactorily and promptly addressed. This CFR Title 2 Part 200 can be found [online](#).

Single Audit: Grantee expending \$750,000 or more of Federal funds from all sources during the organization's fiscal year, must have an annual audit conducted in accordance with 2 CFR Part 200.

- a. If your organization is subject to the requirements of 2 CFR Part 200, then attach one copy of your organization's most recently completed Single Audit with the Management Letter, Findings and Questioned Costs to the completed application.

- b. If your organization is not subject to the requirements of 2 CFR Part 200, submit one copy of the most recently completed audit of financial statements.
- c. If your organization does not have a recently completed audit, attach one copy of the most recently prepared financial statements including a Balance Sheet, Income Statement, and Statement of Cash Flows along with a description of the source of the documents.

VIII. Unallowable Costs

All costs incurred prior to the project period start date and costs not consistent with the funding opportunity solicitation are not allowable under this award.

IX. Conflicts of Interest Policy

Grantee must establish written policies and procedures to prevent employees, consultants, and others (including family, business, or other ties) involved in grant-supported activities, from involvement in actual or perceived conflicts of interest. The policies and procedures must:

- a. address conditions under which outside activities, relationships, or financial interests are proper or improper;
- b. provide for advance disclosure of outside activities, relationships, or financial interests to a responsible organizational official;
- c. include a process for notification and review by the responsible official of potential or actual violations of the standards; and
- d. specify the nature of penalties that may be imposed for violations.

X. Acknowledgement of Federal Funding in Communications and Contracting

Grantee must acknowledge Federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds. Grantee is required to state: (1) the percentage and dollar amounts of the total program or project costs financed with Federal funds; and (2) the percentage and dollar amount of the total costs financed by nongovernmental sources.

XI. Mandatory Disclosures

Consistent with 45 CFR 75.113, Grantee must disclose in a timely manner, in writing, all information related to violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Disclosures must be sent in writing to the Grantor as stated in Section XVII.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371 remedies for noncompliance, including suspension or debarment (see 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

XII. Data Collection and Performance Measurement

Grantee must comply with the performance goals, milestones, and expected outcomes as reflected in the funding opportunity solicitation and are required to submit data via the Grantor's data-entry and reporting system, eCivis.

XIII. Ad Hoc Submissions

Throughout the award term, the Grantor may determine that additional information is required beyond the standard deliverables.

XIV. Applicable law

In accordance with A.R.S. § 41-2701, *et seq.*, and Arizona Administrative Code, this Agreement shall be governed and interpreted by the laws of the State of Arizona.

XV. Payments

Full allocation payments will be made to the Grantee once the final grant award has been accepted in the grant management system, eCivis and a signed agreement is on file.

XVI. Notification of Program Changes

Grantee agrees to notify the Grantor in writing, thirty (30) calendar days in advance, of any changes in the program that will directly affect service delivery under the terms of the Agreement. No changes shall be implemented without the prior written approval of a formal Agreement Amendment issued by the Grantor.

XVII. Relationship of Parties

The individuals performing work on behalf of Grantee, its subgrantees or its subcontractors are not employees, servants, agents, partners, or joint venturers of the Grantor. The State of Arizona and the Grantor retains no control or direction over such individuals or over the detail, manner, or methods of performance of their services, and they do not have the authority to supervise or control their work. The individuals performing work on behalf of the Grantee, its subgrantees or its subcontractors are not entitled to receive benefits that employees of the State of Arizona are entitled to receive, including but not limited to, workers' compensation, unemployment compensation, health, vision, or dental insurance, retirement benefits, annual leave, and holiday pay.

XVIII. Other

- a. Grantee shall follow all applicable laws, rules, and regulations in the performance of work in furtherance of the solicitation, application, and award.
- b. In accordance with ARS § 35-154, every payment obligation of the Grantor under this Agreement is conditioned upon the availability of funds appropriated or allocated for payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the Grantor at the end of the period for which funds are available. No liability shall accrue to the Grantor in the event this provision is exercised, and the State shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
- c. In accordance with A.R.S. § 35-214, the Grantee shall retain all data, books, and other records ("records") relating to this Agreement for a period of five years from the last financial report submitted to the Grantor. All such documents shall be subject to inspection and audit at reasonable times, including such records of any subgrantee, contractor, or subcontractor. Upon request, the Grantee shall produce the original of any or all such records to the offices of the Grantor.
- d. The Parties warrant that they are in compliance with A.R.S. § 41-4401 and further acknowledge that:
 - i. Any contractor or subcontractor who is contracted by a Party to perform work related to this Agreement shall warrant its compliance with all federal immigration laws and regulations that relate to its employees and its compliance with A.R.S. § 23-214(A);
 - ii. That any breach of the warranty in paragraph "b." above shall be deemed a material breach of this Agreement that is subject to penalties up to and including termination of this Agreement;
 - iii. The Parties retain the legal right to inspect the employment records of any employee of any contractor or subcontractor who performs work related to this Agreement to ensure that the contractor or subcontractor is complying with the warranty in paragraph "b." above and that the contractor agrees to make all employment records of said employee available during normal working hours to facilitate such an inspection; and
 - iv. Nothing in this Agreement shall make any contractor or subcontractor an agent or

employee of the Parties to this Agreement.

- e. The Parties shall comply with the provisions of State Executive Order 2009-9, Title VI of the Civil Rights Act of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act, as amended.
- f. This Agreement does not imply authority to perform any tasks or accept any responsibility not expressly stated in this Agreement.
- g. This Agreement does not create a duty or responsibility unless the intention to do so is clearly and unambiguously stated in this Agreement. This Agreement shall not relieve the Parties of any obligation or responsibility imposed on it by law.
- h. This Agreement contains the entire agreement of the Parties with respect to its subject matter and supersedes all prior and contemporaneous agreements, understandings, and inducements, whether express or implied, oral or written.
- i. Any change, modification, or extension of this Agreement must be submitted through the Grantor's online grant management system, eCivis, and approved by Grantor.
- j. This Agreement has been arrived at by negotiation and shall not be construed for or against any Party.
- k. The Parties agree that all the conditions set forth herein are material to this Agreement and a breach of any condition is a breach of this Agreement.
- l. The failure of either Party to insist in any one or more instances upon the full and complete performance of any of the terms and provisions of this Agreement to be performed by the other Party or to take any action permitted by this Agreement shall not be construed as a waiver or relinquishment of the right to insist upon full and complete performance of the same or any other covenant or condition either in the past or in the future. The acceptance by either Party of sums less than may be due and owing at any time shall not be construed as an accord and satisfaction.
- m. The substantive laws of Arizona (without reference to any choice of law principles) shall govern the interpretation, validity, performance and enforcement of this Agreement. The Parties further agree to cooperate in all ways reasonable and necessary to comply with the applicable statutes, including amending this Agreement as needed in the future and making any refunds or payments that might be required to bring the Parties into full compliance with applicable law.
- n. Nothing in this Agreement is intended to create any third-party beneficiary rights; and the Grantor and the Grantee expressly state that this Agreement does not create any third-party rights of enforcement.
- o. This Agreement may be executed in any number of counterparts, all such counterparts shall be deemed to constitute one and the same instrument, and each of said counterparts shall be deemed an original hereof.
- p. If the last day of any time stated herein shall fall on a Saturday, Sunday, or legal holiday in the State of Arizona, then the duration of such time shall be extended so that it shall end on the next succeeding day which is not a Saturday, Sunday, or legal holiday.
- q. Except as expressly provided herein, no Party may delegate or assign its rights or responsibilities under this Agreement without prior written approval of the other Party and any purported assignment or delegation in violation of this provision shall be void.
- r. The Parties to this Agreement agree to resolve all disputes arising out of or relating to this Agreement through arbitration, after exhausting applicable administrative review, to the extent required by A.R.S. § 12-1518, except as may be required by other applicable statutes.
- s. If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall be in full force and effect.
- t. Any deviation or failure to comply with the purpose and/or conditions of this Agreement without prior approval may constitute sufficient reason for the Grantor to terminate this

Agreement, revoke the grant, require the return of all unspent funds, perform an audit of expended funds, and require the return of any previously spent funds which are deemed to have been spent in violation of the purpose or conditions of this grant.

- u. The Parties acknowledge they have been advised by counsel, or have had the opportunity to be advised by counsel, in the execution of the Agreement.

State of Arizona
Office of the Governor
Arizona Enrollment Stabilization Grant (ESG) Program
Special Conditions

1. Grantees agree to comply with all provisions of Executive Order [2020-41](#), [2020-44](#), [2020-51](#).
2. Grantee agrees to comply with the provision of benchmark testing in Executive Order 2020-44.
3. Grantee certifies the LEA will provide 180 days of instructional time in the 2020-2021 school year.
4. Grantee certifies it did not limit the availability of, or refuse to provide, free on-site support services.
5. Grantee agrees to comply with all state and federal financial transparency requirements by October 15, 2020 or as extended by the Arizona Auditor General's Office.
6. Grantee agrees to submit to the Governor's Office, the data per federal law (ESEA §1111(b)(1)(C)(x), (h)(2)(C)), and state law (A.R.S. §15-746 E) for the Annual Financial Report.
 - a. Federal law requires LEAs to submit an annual report per-pupil expenditures of Federal, state, and local funds, disaggregated by source of funds. Per-pupil expenditures must include actual personnel and non-personnel expenditures. State law requires additional school-level financial transparency. Beginning in FY 2021, LEAs must provide an annual financial report for the prior fiscal year that includes all of the following:
 1. The detailed total revenues generated by weighted student count.
 2. The total allocated federal, state, and local revenue.
 3. The allocation of classroom site fund monies.
 4. The amounts allocated for teacher pay and benefits, classroom supplies, student support, and other expenditures.
 5. A comparison of the schools' funding information to other schools in the LEA.In addition, LEAs must also provide the total allocated philanthropic revenue for each school in the LEA.
7. Grantee agrees to not replace their instructional program with a dropout recovery program.
8. Grantee agrees to implement a policy to require face coverings per Executive Order 2020-51.
9. Grantee agrees that waiver requests submitted for the E.O 2020-51 requirement of on-site in person learning requirement, must be accompanied by the documentation provided by the county health department and the Arizona Department of Health Services, advising the charter or school district to close.
10. Grantee understands the fund source for this program is outlined in section 1 and is considered Federal pass through funding. All Federal guidelines, program guidance, and frequently asked questions as it pertains to the CRF fund source apply to the ESG Program grantees.
11. Based on CRF FAQ #53, Grantee understands the Governor's Office will allow Grantees to presume that the first \$500 worth of expenses per student are associated with the safe reopening of schools.

IN WITNESS WHEREOF, the Grantee has executed the Agreement the day and year first above written.

GRANTEE:

Authorized Signatory

Date

Printed Name and Title

Additional signature(s) if required by Grantee

Date

Printed Name and Title

Date



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: CA - Request for Early Graduation 1.

TITLE OF AGENDA ITEM: Early Graduation

ACTION TYPE: Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY: Jose Gastelum, Chief Student Services
Officer

DESCRIPTION/JUSTIFICATION:

The Department of Student Services respectfully requests the Governing Board approval of Early Graduation request from Sunnyside High School. Student files are on record in the office of Student Services.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approved as submitted.

ATTACHMENTS:**File Name****Description****Type**

CREATION:**Date/Time:****10/8/2020 1:17 PM****Department:****Student Services****REVIEWERS:****Date****Action****Department**

10/22/2020 - 2:00 PM

Approved

Student Services

10/22/2020 - 11:08 AM

Approved

Superintendent



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: General Functions a.

TITLE OF AGENDA ITEM:

Contact Sports

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Jos Gastelum, Chief Student Services
Officer

DESCRIPTION/JUSTIFICATION:

On behalf of high school student-athletes, we are respectfully requesting that contact sports be allowed to compete following the layered mitigation strategies presented.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:


REVIEWED BY:

Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

To approve moving forward with contact sports with layered mitigation strategies as presented.

ATTACHMENTS:

File Name	Description	Type
 Contact_Sports_20-21_10_20opta.pdf	Contact Sports Presentation	Presentation

CREATION:**Date/Time:**

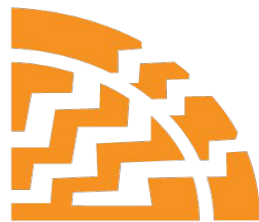
10/21/2020 4:49 PM

Department:

Student Services

REVIEWERS:

Date	Action	Department
10/23/2020 - 1:42 PM	Approved	Student Services
10/23/2020 - 11:35 AM	Approved	Superintendent



SUNNYSIDE

Unified School District

Contact Sports Proposal

Fall/Winter

20-21 SY

Current Status

- Fall Sports began Phase I on August 3rd and has successfully progressed through the phases
- Coaches and students have been vigilant in following all safety guidelines:
 - Use of face coverings
 - Social distancing
 - Hand washing/sanitizer
 - Temperature checks and symptoms log
 - Disinfecting equipment
 - Bringing their own water
- October 14th, Pima County issues guidance regarding contact sports (football, basketball, wrestling, cheerleading, and soccer)

Current Status

- Districts that have moved forward with a decision to compete:
Marana, Flowing Wells, Sahuarita, Vail, Nogales, Rio Rico, Douglas, Tanque Verde, Amphi, and TUSD
- Working with PCHD Dr. Cullen and Brian Eller on a pathway for a safe return to play to include ongoing testing protocol
- Parents willing to take personal responsibility for their own children and family health

Layered Mitigation Strategies/Requirements

- Student-Athletes participating in contact sports will be “bubbled” or grouped together and will be 100% Remote Learners
- All Parents of student-athletes participating in contact sports will need to complete a mandatory [waiver](#) (not optional).
- Coaches will also set expectations for students regarding activities outside of school hours. Violations may result in removal from team.
- Pima County Health Department supporting a process to regularly COVID test participating student-athletes and coaches (met with Supervisor Villiegas 10/22)
- Continue strict adherence to all recommended mitigation strategies.

Number of Student-Athletes per Contact Sports

- Football- 148
- Cheerleading- 56
- Wrestling (boys/girls)- 55
- Soccer (boys/girls)- 135
- Basketball (boys/girls)- 130



SUNNYSIDE
Unified School District

Game Management (Teams)

- Limit sideline passes for essentials only including coaches
- Mandatory Masks or Gators required for all individuals up and on at all times- except when helmet is on for play ON THE FIELD
 - No medical exemptions
- No “touch” water dispensers
- Social Distancing will be required on sidelines (coaches box extended to 10 yard markers)
- NO Locker Rooms will be in use

Transportation

- Essential individuals to travel on bus only
- 26 individuals per bus (athletes/trainer/coaches)
- Need two buses for each away game
- Bus Drivers will disinfect bus before and after travel

Game Management (Spectators)

- Reduce the number of spectators by allocating 4 tickets per athlete for home team
 - 2 tickets per visiting team
 - 2 tickets for indoor sports
 - No more than 50 only for indoor
- All spectators are required to wear masks
- Spectators will physically distance by family in the stands
- Each coach will provide guest list prior to games
- No concession stands will be operating

Shared Responsibility and Expectations

- Leadership, Coaches, Parents, Student-Athletes
 - Harm reduction messaging is critical
- Activities:
 - No share group activities (dinner, social events, etc.)
 - No in person meetings- all done virtually
 - No Food or Drink at any events
- Non-Team Members
 - No non-essential individuals at practice
 - Personnel other than players masked and social distancing

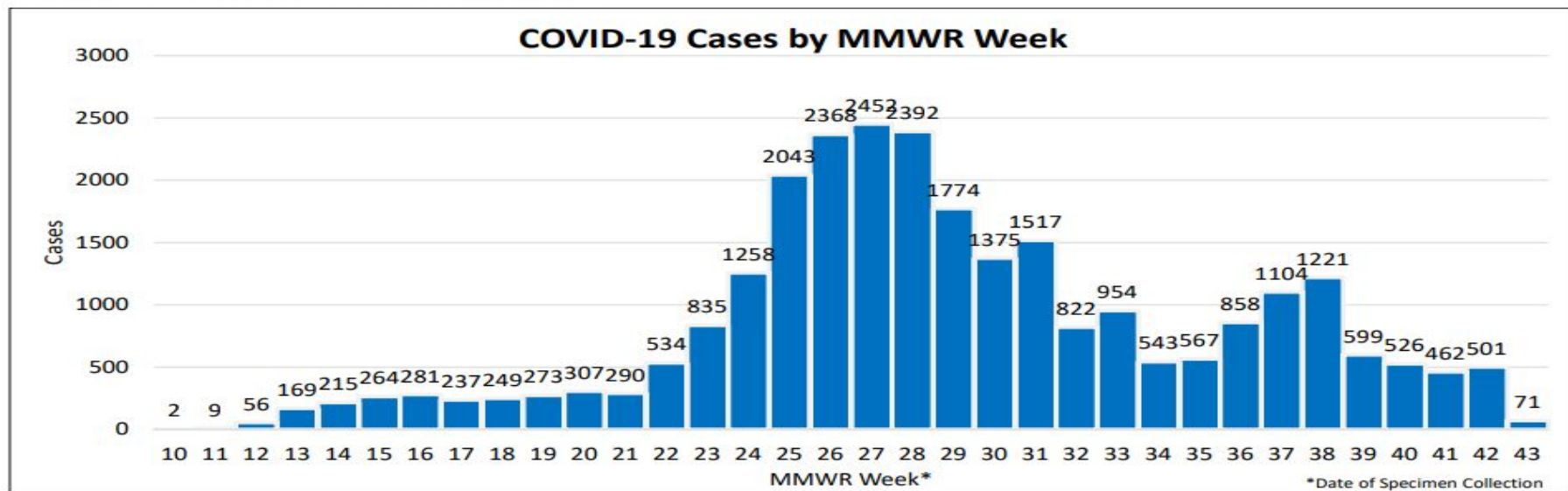
Benefits of Allowing Competition

- Supports student engagement in school community
- Mental well being of our student-athletes
- Connects to improved grades and graduation rates
 - Eligibility data- 86% of our student-athletes were academically eligible in 19-20 SY
 - During pandemic grades have taken a hit for all students
- Post secondary opportunities
- Spring Sports uninterrupted
- Keeping our student-athletes enrolled

Covid-19 Data by Week (Week 42 10/11-10/17)

Pima County COVID-19 Deaths, Cases, and Hospitalizations Report

Chart 1: Pima County COVID-19 cases by MMWR Week



Week 10: 3/1/20-3/7/20 — Week 11: 3/8/20-3/14/20 — Week 12: 3/15/20-3/21/20 — Week 13: 3/22/20-3/28/20 — Week 14* (Stay at Home Order): 3/29/20-4/4/20 — Week 15: 4/5/20-4/11/20 — Week 16: 4/12/20-4/17/20 — Week 17: 4/19/20-4/25/20 — Week 18: 4/26/20-5/2/20 — Week 19: 5/3/20-5/9/20 — Week 20* (Stay at Home Order Lifted): 5/10/20-5/16/20 — Week 21: 5/17/20-5/23/20 — Week 22 (Memorial Day): 5/24/20-5/30/20 — Week 23: 5/31/20-6/6/20 — Week 24: 6/7/20-6/13/20 — Week 25* (Mandatory masks): 6/14/20-6/20/20 — Week 26: 6/21/20-6/27/20 — Week 27: 6/28/20-7/4/20 — Week 28: 7/5/20-7/11/20 — Week 29: 7/12/20-7/18/20 — Week 30: 7/19/20-7/25/20 — Week 31: 7/26/20-8/1/20 — Week 32: 8/2/20-8/8/20 — Week 33: 8/9/20-8/15/20 — Week 34: 8/16/20-8/22/20 — Week 35: 8/23/20-8/29/20 — Week 36: 8/30/20-9/5/20 — Week 37: 9/6/20-9/12/20 — Week 38: 9/13/20-9/19/20 — Week 39: 9/20/20-9/26/20 — Week 40: 9/27/20-10/3/20 — Week 41: 10/4/20-10/10/20 — Week 42: 10/11/20-10/17/20

*Note: Illnesses in the last 4-7 days may not be reported yet

Questions.....



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: General Functions b.

TITLE OF AGENDA ITEM: Opening of School Report

ACTION TYPE: Information

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Pam Betten, Chief Academic Officer

DESCRIPTION/JUSTIFICATION:

Provide an update to the Board on the Opening of campuses for Hybrid students for Quarter 2. Update will include information on meals served, bus ridership, and staff vacancies.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:


BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

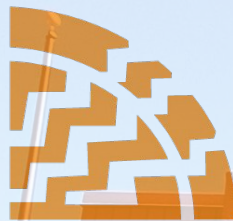
Information Item.

ATTACHMENTS:

File Name	Description	Type
 Opening_of_Schools_20-21_10_26_20opt.pdf	Opening of Schools Presentation	Presentation

CREATION:**Date/Time:****10/23/2020 9:19 AM****Department:****Curriculum and Instruction****REVIEWERS:**

Date	Action	Department
10/23/2020 - 4:44 PM	Approved	Curriculum and Instruction
10/23/2020 - 4:44 PM	Approved	Superintendent



SUNNYSIDE

Unified School District

FRED T. BULL
ADMINISTRATION
BUILDING

Opening of Schools

20-21 SY

10/26/20





Media Coverage Across all 3 Networks

LIFESTYLE > BACK TO SCHOOL

Sunnyside students head back to school for hybrid learning



BACK TO SCHOOL RESOURCES

- Re-opening plans for individual schools in Pima County
- TUSD Enrollment & Registration
- Homeschool resources
- Guidance and information for childcare settings
- Apply for free or reduced meals



KGUN9 at Los Amigos

By: Clara Encinas

Posted on 4:21 PM, Oct 19, 2020 and last updated 6:42 PM, Oct 19, 2020

TUCSON, Ariz. — Staff at Los Amigos Elementary taped up a sign that read 'Welcome back! We missed you.' to welcome Sunnyside students to hybrid learning Monday morning.

"I've been in the education field for 15 years and this was my topmost happiest moments, just seeing faces again [and] their smiles. You know, the confusion of I don't know where my classes are but the simple 'oh I'm going to get you there' was so gratifying," said Anisa Elias, teacher



KOLD 13 at Esperanza Elementary
KGUN9 at Billy Lane Lauffer

Some local students head back to class for 1st time this school year



October 19, 2020 6:59 am Frankie McLister

CORONAVIRUS COVERAGE, LOCAL NEWS, TOP STORIES



TUCSON (KVOA) — It's a big day for schools across our area, as a few districts are bringing students back into the building for the first time this school year.

News 4 Tucson's Frankie McLister spoke to Marana, Sunnyside and Tanque Verde school districts to find out details.



A busy day ahead... If you're just waking up...
@KVOA!

#OroValley residents might smell smoke due to

KVOA 4 Feature

Additional KGUN9 Coverage



BACK TO SCHOOL

Sunnyside students head back to school for hybrid learning

Clara Encinas 4:21 PM, Oct 19, 2020



CORONAVIRUS

Sunnyside Foundation helps families pay for critical needs

Valerie Acosta 6:20 AM, Oct 07, 2020



BACK TO SCHOOL

COVID-related discipline at Sunnyside as students head back to school

Valerie Cavazos 11:44 PM, Oct 13, 2020



LOCAL NEWS

Sunnyside High School honors seniors with graduation parade

KGUN 9 On Your Side 6:11 PM, May 20, 2020



BACK TO SCHOOL

Sunnyside Supt. opens up about first week back

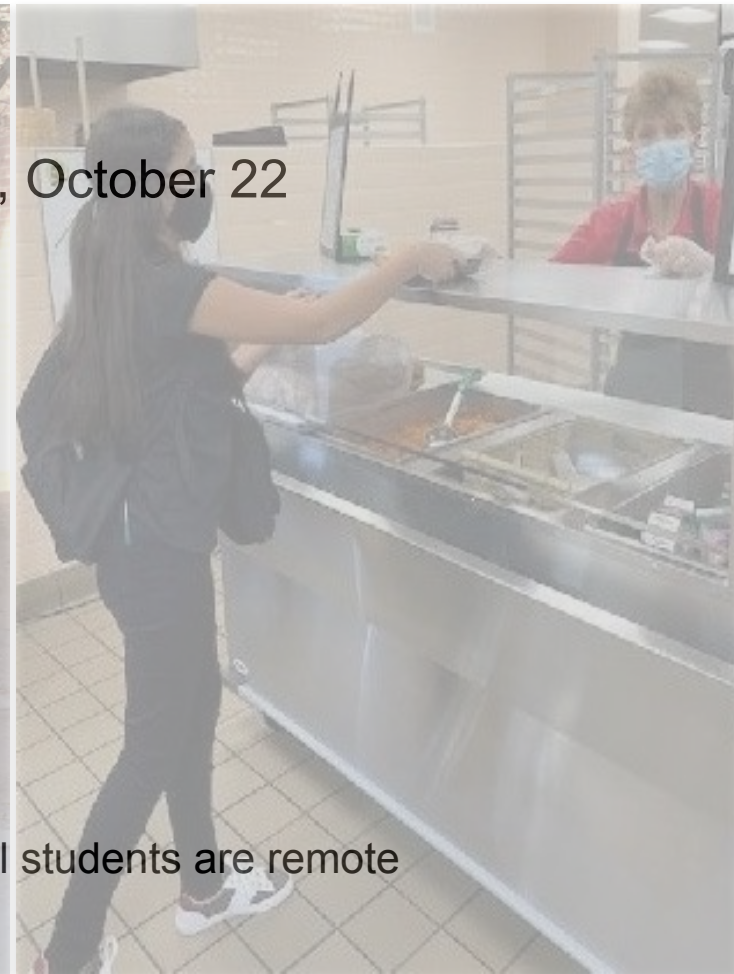
Valerie Cavazos 9:17 PM, Aug 13, 2020

Food Service

Meals Served: Monday, October 19 - Thursday, October 22

- Total Meals Served: 31,522
 - Breakfast: 9674
 - Lunch: 6678
 - Bus Stops: 3866
 - Drive Thru: 12, 892*
- Daily Average: 7880
- Pre-COVID Average: 19,000- 20,000

*Wednesdays are Drive Thru only days as all students are remote



Transportation

Bus Ridership: Monday, October 19 and Tuesday October 20

Sunnyside High School		Desert View High School	
AM	PM	AM	PM
24	32	36	128
Elementary Schools		Middle Schools	
AM	PM	AM	PM
225	272	136	206

2-Day Total Ridership: 1,059

Total PreCovid Ridership: 11,132

***First 2 days of School 19 - 20**

Staff Vacancies

Elementary Three (3) Vacancies:

- Elvira- 0.4 SUN
- Los Ninos- 6th Grade
- Ocotillo- SPED Autism

Middle Schools Three (3) Vacancies:

- 7th/8th Grade ELD
- Challenger 7th Grade Math
- Sierra 2-8 SPED 8th Grade ED

High Schools No Vacancies

Elementary also has five (5) long term substitutes filling positions

The Middle schools have one (1) long Term Substitute filling a position.

The High Schools have four (4) Long Term Substitutes filling positions.

Questions.....



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: General Functions c.

TITLE OF AGENDA ITEM:

ARS 15-481 and 15-491 Bond and Override Expenditure
Report FY2019-20

ACTION TYPE:

Info/Action

PREVIOUS ACTION OF AGENDA ITEM:

SUBMITTED BY:

Hector M. Encinas, Chief Financial Officer

DESCRIPTION/JUSTIFICATION:

ARS 15-481 and 15-491 require school districts that have/had M&O Override and Bond Fund revenues to provide an update between September 1st and October 31st of each fiscal year of the programs and capital improvements made by the district with those revenues.

The District has nothing to report in regards to Override expenditures since the 2007 Override Authorization expired in 2013-14. As such, the District has operated without an override for over 6 years and as a result, numerous cost cutting measures, away from the classroom, have been and continue to be undertaken in order to keep within budgetary limits.

Fortunately, in November 2011, the Sunnyside Community authorized the sale of bond funds. \$88 million of bond funds have been sold and \$81.8 million of bond expenditures have been made as recommended by the Bond Advisory Committee and approved by the Governing Board.

Attached for the Governing Board's and the public's review and information are the updates and Bond fund expenditure reports as of October 13, 2020.

Based on actual bond fund expenditures from October 2019 to October 13, 2020, the Bond Advisory Committee recommended and the Governing Board approved the expenditure of the \$2.4 million, the majority having been spent on Student Technology and Athletic Program. (Please refer to attachments)

Respectfully request that the Governing Board accept this report as presented.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:



BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

Recommend that the Governing Board accept the FY 2019-2020 Annual Bond and Override Annual Report as submitted.

ATTACHMENTS:

File Name	Description	Type
 Override_and_Bond_Legal_Public_Meeting_October_2020.pdf	Annual Bond and Override Report FY 2019-2020	Cover Memo
 Bond_Building_Fund_63012_63013_63023_63015_63016_63717_63818_Summary_10-13-20_HME_Revised.pdf	Bond Summary Report Oct 2020	Cover Memo

CREATION:**Date/Time:**

9/15/2020 1:07 PM

Department:

Business and Finance

REVIEWERS:

Date	Action	Department
10/22/2020 - 6:35 PM	Approved	Business and Finance
10/23/2020 - 7:12 AM	Approved	Superintendent

Sunnyside Unified School District No. 12

Bond and Override Annual Update

ARS §15-481 and ARS §15-491

October 2020

Maintenance & Operation Override

ARS §15-481 allows a school district to increase its budget up to 10% of its Revenue Control Limit if approved by voters by election. Voter authorization is given for up to seven (7) years. If the additional increase is for more than five (5) years, the percentage increase remains constant at 10% and decreases to two-thirds percent of the initial percentage during the next to last year, while decreasing to one-third in the last year. A district can renew its authorized percentage in the last two (2) years of an existing Override by passing another election.

Voters within the Sunnyside Unified School District passed a Maintenance and Operations Override in May 2007. This Override authorization expired in 2013-14. Subsequent attempts for reauthorization of a new override were unsuccessful, the latest having taken place in November 2017.

Override Budgets

FY2007 – FY2008	\$8,003,174
FY2008 – FY2009	\$8,418,555
FY2009 – FY2010	\$8,275,225
FY2010 – FY2011	\$8,067,078
FY2011 – FY2012	\$7,908,926
FY2012 – FY2013	\$5,304,244
FY2013 – FY2014	\$2,576,124
FY2014 – FY2015	\$ -0-
FY2015 – FY2016	\$ -0-
FY2016 – FY2017	\$ -0-
FY2017 – FY2018	\$ -0-
FY2018 – FY2019	\$ -0-
FY2019 – FY2020	\$ -0-

Bond Authorization

ARS §15-491 allows a school district to issue bonds for the purpose of capital improvements. Voters within the Sunnyside Unified School District passed the Bond Override in November 2011. The approval included: purchasing or leasing school lots; building or renovating school buildings; supplying school buildings with furniture, equipment and technology; improving school grounds; purchasing pupil transportation vehicles and other capital expenses.

Approved Capital Improvements Bond**\$88,000,000**

List of proposed capital improvements:

I. School Renovations and New Construction	\$32,000,000
II. Athletic Facility Improvements	\$10,000,000
III. Student Technology Improvement & Security Upgrades	\$28,000,000
IV. Fine Arts Magnet School Construction	\$12,000,000
V. Pupil Transportation	\$ 6,000,000

Bond 63012 Series A - general ledger activity for the period of July 1, 2012 through Oct. 14, 2020

Revenue	\$14,688,275
---------	--------------

Expenditures

I. School Renovations	\$1,742,492
II. Athletic Facility Improvements	\$ 208,640
III. Student Technology Improvement	\$6,372,650
IV. Security	\$ 496,316
V. Pupil Transportation	\$5,798,978
VI. Overhead Costs	\$ 69,198

Series A Expenditures	\$14,688,275
------------------------------	---------------------

Bond 63023 Series B - general ledger activity for the period of July 1, 2012 through Oct. 14, 2020

Revenue	\$14,189,465
---------	--------------

Expenditures

I. School Renovations	\$12,943,132
II. Athletic Facility Improvements	\$ 644,467
III. Student Technology Improvement	\$ 133,666
IV. Security	\$ 220,471
V. Pupil Transportation	\$ 187,557
VI. Overhead Costs	\$ 60,172

Series B Expenditures	\$14,189,465
------------------------------	---------------------

Bond 63013 Series C - general ledger activity for the period of July 1, 2012 through Oct. 14, 2020

Revenue	\$6,570,604
	<u>Expenditures</u>
I. School Renovations	\$ -0-
II. Athletic Facility Improvements	\$ -0-
III. Student Technology Improvement	\$6,459,294
IV. Security	\$ 6,521
V. Fine Arts Magnet School	\$ 2,230
VI. Pupil Transportation	\$ -0-
VII. Overhead Costs	\$ 102,559
Series C Expenditures	\$6,570,604

Bond 63015 Series D - general ledger activity for the period of July 1, 2014 through Oct. 14, 2020

Revenue	\$18,014,391
	<u>Expenditures</u>
I. School Renovations	\$3,962,152
II. Athletic Facility Improvements	\$1,508,760
III. Student Technology Improvement	\$5,009,091
IV. Security	\$ 64,814
V. Fine Arts Magnet School	\$7,328,192
VI. Pupil Transportation	\$ 2,527
VII. Overhead Costs	\$ 138,855
Series D Expenditures	\$18,014,391

Bond 63016 Series E - general ledger activity for the period of May 8, 2015 through Oct. 14, 2020

Revenue	\$15,827,786
	<u>Expenditures</u>
I. School Renovations	\$7,676,814
II. Athletic Facility Improvements	\$3,187,411
III. Student Technology Improvement	\$1,759,542
IV. Security	\$ 155,328
V. Fine Arts Magnet School	\$2,917,904
VI. Pupil Transportation	\$ -0-
VII. Overhead Costs	\$ 130,788
Series E Expenditures	\$15,827,786

Bond 63717 Series F - general ledger activity for the period of June 23, 2016 through Oct. 14, 2020
--

Revenue	\$9,450,000
	<u>Expenditures</u>
I. School Renovations	\$2,229,849
II. Athletic Facility Improvements	\$1,368,608
III. Student Technology Improvement	\$4,795,386
IV. Security	\$ 66,059
V. Fine Arts Magnet School	\$ 908,291
VI. Pupil Transportation	\$ -0-
VII. Overhead Costs	\$ 81,807
Series F Exp. & Enc.	\$9,450,000

Bond 63818 Series G - general ledger activity for the period of July 1, 2018 through Oct. 14, 2020

Revenue	\$9,425,000	
	<u>Expenditures</u>	<u>Encumbrances</u>
I. School Renovations	\$ 1,080,790	\$ -0-
II. Athletic Facility Improvements	\$ 996,862	\$ 5,575
III. Student Technology Improvement	\$ 1,013,667	\$ -0-
IV. Security	\$ 94,785	\$ -0-
V. Fine Arts Magnet School	\$ 75,844	\$ -0-
VI. Pupil Transportation	\$ 49,683	\$ -0-
VII. Overhead Costs	\$ 121,141	\$ 1,375
Series G Exp. & Enc.	\$3,432,772	\$ 6,950

School Facilities Board – Capital Aid

Building Renewal (691)

	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Revenue	\$537,637	\$14,976	\$178,020	\$ -0-	\$15,134
Expenditures	\$626,436	\$23,924	\$182,950	\$ -0-	\$15,134
	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Revenue	\$120,174	\$ -0-	\$ -0-	\$97,400	\$16,683
Expenditures	120,174	\$ -0-	\$-0-	\$83,464	\$30,619

New School Facilities (695)

	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Revenue	\$160.243	\$7,725,376	\$1,821,620	\$ -0-	\$ -0-
Expenditures	\$321,626	\$8,298,642	\$1,125,384	\$ -0-	\$ -0-
	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Revenue	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Expenditures	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-

Future Capital Improvement Projects

All future Capital projects shall coincide with those approved by the Voters in the November 2011 Bond Election. With input to and recommendation of the District Bond Advisory Committee (BAC), projects shall be presented to the Governing Board at regularly scheduled Board Meetings for the Governing Board's review and approval prior to any expenditure of bond funds.

In FY2017, the School Board approved the Phase IV Energy Savings Program for \$13,616,000, of which \$3.0 million was paid from Bond Funds and \$10.616 million to be paid in future years from Energy Savings. The project scope includes:

- | | |
|-------------------------------------|--------------|
| 1. Water Conservation Measures | \$1.649 mil. |
| 2. LED Lighting | \$5.756 mil. |
| 3. Portable HVAC Modernization | \$0.639 mil. |
| 4. Districtwide Restroom Renovation | \$5.572 mil. |

The above was 100% completed in FY 2018-19 and energy savings have been achieved as confirmed and verified by our 2018-19 Utility Expenditures.

In addition to the above, in FY2017 Governing Board approved Solar Services Agreement with SunRenu/TESLA for the installation of a Solar Photovoltaic System (solar panels on parking structures and playground shade structures) throughout the school district. Final Tucson Electric Power Company approval was obtained in FY 2017-18 and construction and installation at 22 sites began July 1, 2018. As of October 23, 2020 the Solar Panel Project has been completed at all sites. 100% of the costs of equipment and systems will be paid by SunRenu/TESLA. Sunnyside Unified School District will be purchasing electricity at lower rates than currently being paid to Tucson Electric over a 20 year period and will result in an estimated \$17.6 million savings in energy costs over the 20 years.

Cycle: FY12, FY13, FY14, FY15, FY16, FY17; FY18; FY19; FY20;FY21 Begin Date: 07/1/2011; End Date: 10-13-20

Summary for Funds 63012 - 63013 - 63023 - 63015 - 63016 - 63017 - 63515 - 63616 - 63717 - 63818

Object	Course2	Current Budget	Actuals (YTD)	Encumbrances	Total
Revenue					
1510 - Interest on Investments			\$ (4,500.26)		Fund 63012
1510 - Interest on Investments			\$ (1,396.15)		Fund 63013
1510 - Interest on Investments			\$ (2,852.12)		Fund 63023
1510 - Interest on Investments			\$ (2,861.64)		Fund 63015
1510 - Interest on Investments			\$ 33,928.77		Fund 63016
1980 - Refund of Prior Year Expenditure			\$ 102.30		Fund 63015
1980 - Refund of Prior Year Expenditure			\$ 57.60		Fund 63016
5110 - Proceeds from Sale of Bonds- Principal			\$ 14,692,775.00		Fund 63012
5110 - Proceeds from Sale of Bonds- Principal			\$ 6,572,000.00		Fund 63013
5110 - Proceeds from Sale of Bonds- Principal			\$ 14,192,317.50		Fund 63023
5110 - Proceeds from Sale of Bonds- Principal			\$ 18,017,150.00		Fund 63015
5110 - Proceeds from Sale of Bonds- Principal			\$ 15,793,800.00		Fund 63016
5110 - Proceeds from Sale of Bonds- Principal			\$ 9,450,000.00		Fund 63017
5110 - Proceeds from Sale of Bonds- Principal			\$ 9,425,000.00		Fund 63818
			\$ 88,165,521.00		

Expenditures

Cost of Issuing Bond Expenditu	\$ -	\$ 762,473.36	\$ 1,375.00	\$ (763,848.36)
Districtwide remodeling/renovat	\$ 32,000,000.00	\$ 29,620,179.08	\$ -	\$ 2,379,820.92
Districtwide Athletic Program	\$ 10,000,000.00	\$ 7,914,747.64	\$ 5,575.55	\$ 2,079,676.81
Student Technology	\$ 27,000,000.00	\$ 25,500,392.68	\$ -	\$ 1,499,607.32
Security Upgrades	\$ 1,000,000.00	\$ 1,104,294.19	\$ -	\$ (104,294.19)
7106 - Fine Arts Magnet School	\$ 12,000,000.00	\$ 11,232,460.98	\$ -	\$ 767,539.02
Transportation Buses	\$ 6,000,000.00	\$ 6,038,745.30	\$ -	\$ (38,745.30)
63012/63013/63023/63015 - Bond Building Expenditures	\$ 88,000,000.00	\$ 82,173,293.23	\$ 6,950.55	\$ 5,819,756.22

0103 - Cash on Deposit - County Treasurer	\$ -	Fund 63012
0103 - Cash on Deposit - County Treasurer	\$ -	Fund 63013
0103 - Cash on Deposit - County Treasurer	\$ -	Fund 63023
0103 - Cash on Deposit - County Treasurer	\$ -	Fund 63015
0103 - Cash on Deposit - County Treasurer	\$ -	Fund 63016
0103 - Cash on Deposit - County Treasurer	\$ -	Fund 63717
0103 - Cash on Deposit - County Treasurer	\$ 5,992,227.77	Fund 63818

0103 - Cash on Deposit - County Treasurer	\$ 5,992,227.77
Cash to Debt Svc and/or Cost of Issuance	\$ (183,294.67)
CASH AVAILABLE TO SPEND	\$ 5,808,933.10

BY JUNE 30, 2022 (ENCUMBERED BY 11/21)



SUNNYSIDE UNIFIED SCHOOL DISTRICT NO. 12
2238 East Ginter Road
Tucson, Arizona 85706

BOARD ACTION ITEM

MEETING OF: 10/27/2020

BOARD AGENDA NO.: Suggestion for Future Agenda Items a.

TITLE OF AGENDA ITEM: Suggestion for Future Agenda Items

ACTION TYPE: Information

**PREVIOUS ACTION OF AGENDA
ITEM:**

SUBMITTED BY: Steve Holmes, Superintendent

DESCRIPTION/JUSTIFICATION:

This item is placed on the agenda to give the Governing Board Members the option to suggest future agenda items.

POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

BUDGET INFORMATION:

REVIEWED BY: Mr. Steve Holmes, Superintendent

SUPERINTENDENT'S RECOMMENDATION/MOTION:

Information Item.

CREATION:

Date/Time:

10/22/2020 9:08 AM

Department:

Superintendent

REVIEWERS:

Date

Action

Department

10/22/2020 - 1:34 PM

Approved

Superintendent

10/22/2020 - 1:53 PM

Approved

Superintendent