

Final Posting: Monday, January 22, 2024 at 4:00 pm

SPECIAL PUBLIC MEETING OF THE AMPHITHEATER GOVERNING BOARD

**Leadership and Professional Development Center
701 W Wetmore Road
Tucson, AZ 85705**

Tuesday, January 23, 2024

5:30 PM

(Doors open 30 minutes prior to the start of the meeting)

AMPHITHEATER PUBLIC SCHOOLS

MISSION

To empower all students to become contributing members of society equipped with the skills, knowledge, and values necessary to meet the challenges of a changing world.

We Believe

- ❖ ***All students can learn and achieve.***
- ❖ ***Everyone has unique strengths, talents, and needs.***
- ❖ ***All students and staff should be responsible for and dedicated to educational excellence.***
- ❖ ***Education requires cooperation, honesty, and respect among the students, parents, staff, school, and community.***
- ❖ ***The school community deserves a safe and caring environment.***
- ❖ ***Our actions reflect our values and our dedication to meeting student needs fairly and equitably.***
- ❖ ***Ample resources are essential to accomplish the Mission.***

We Value

achievement, caring, creativity, curiosity, diligence, diversity, fairness, honesty, kindness, respectfulness, responsibility and service to the community.

AGENDA*

As permitted by the Arizona Open Meeting Laws, Board members may participate in this meeting by telephone, video or internet conference.

Persons present at the Board meeting may complete a form requesting to speak to the Board. Individuals who wish to address the Board in-person during Call to the Audience should fill out a public comment card and hand it to the Governing Board Secretary located in the main hallway of the Leadership and Professional Development Center. All comments are limited to 3 minutes to ensure an equitable opportunity to address the Board. In addition, to ensure adequate time is available for other Governing Board business, a maximum time limit for Public Comment will be observed. Those unable to speak within the specified time limits may also submit comments to the Board in writing.

* The Governing Board may meet in an executive session concerning any item on this agenda for purpose of consultation with legal counsel, pursuant to A.R.S. § 38-431.03(A)(3). Rules of Order that apply to Governing Board meetings may be suspended by a vote of the majority of the Board. One or more Governing Board members may attend by electronic means.

¹ Persons interested in addressing the Governing Board must complete and submit a form available in the lobby. Procedures for addressing the Board are outlined on the form.

² Information items are for discussion only; no action will be taken.

³ Details are available in the offices of the Associate Superintendents and Chief Financial Officer.

⁴ Study session items are for discussion only; no action will be taken.

1. **CALL TO ORDER AND SIGNING OF THE VISITOR'S REGISTER**

Scott K. Baker, Ph.D. President

2. **EXECUTIVE SESSION***

4

1. Motion to Recess Open Meeting and Hold an Executive Session for:

A. Consideration and Determination of Appeal of Long-term Suspension Hearing Officer's Decision Pursuant to A.R.S. § 15-843(A), Regarding, Student # 30079189

B. Consideration and Decision Upon Long-term Suspension/Expulsion Hearing Officer's Recommendations, Pursuant to A.R.S. § 15-843(F)(2) Regarding, Student # 30063593

3. **RECONVENE PUBLIC MEETING**-at approximately 6:00 pm

4. **PLEDGE OF ALLEGIANCE**

5. **ANNOUNCEMENT OF DATE AND PLACE OF NEXT REGULAR GOVERNING BOARD MEETING**

Tuesday, February 13, 2024 at 6:00 p.m., Wetmore Center, 701 W. Wetmore Road, Tucson AZ 85705 in the Leadership & Professional Development Center, SE Entrance and Parking

6. **RECOGNITIONS**

A. Recognition of Canyon del Oro High School 2023 4A State Football Champions

5

B. Presentation of Distinguished Service Award

6

7. **PUBLIC COMMENT**¹ (30 Minutes Maximum)

8. **CONSENT AGENDA**³

A. Approval of Appointment of Non-Administrative Personnel

7

B. Approval of Personnel Changes

10

C. Approval of Leave(s) of Absence

13

D. Approval of Separation(s) and Termination(s)

15

E. Approval of Stipend for Coaching Volunteers

18

F. Approval of Vouchers Totaling and Not Exceeding Approximately \$2,493,762.41

20

G. Acceptance of Gifts

21

H. Receipt of December 2023 Report on School Auxiliary and Club Balances

23

I. Approval of Disposal of Surplus Property via PublicSurplus.com

32

J. Award of Bid for Recycle/Disposal of Surplus Electronic Equipment - Based Upon Responses to Request for Quote (RFQ) 2324009

33

K. Approval of Arizona Department of Administration School Facilities Division Building Renewal Grants

34

L. Approval of Out of State Travel

44

9. **PUBLIC COMMENT**¹ (30 Minutes Maximum)

10. **BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

11. **ADJOURNMENT**

In addition to display at various locations, copies of each agenda are available 24 hours prior to the meeting at www.amphi.com, and at the Wetmore Center, 701 West Wetmore Road, Tucson, AZ 85705. The

* The Governing Board may meet in an executive session concerning any item on this agenda for purpose of consultation with legal counsel, pursuant to A.R.S. § 38-431.03(A)(3). Rules of Order that apply to Governing Board meetings may be suspended by a vote of the majority of the Board. One or more Governing Board members may attend by electronic means.

¹ Persons interested in addressing the Governing Board must complete and submit a form available in the lobby. Procedures for addressing the Board are outlined on the form.

² Information items are for discussion only; no action will be taken.

³ Details are available in the offices of the Associate Superintendents and Chief Financial Officer.

⁴ Study session items are for discussion only; no action will be taken.

public and the press are also welcome to examine in the Records Department all non-confidential supporting materials for the agenda. Requests for copies, at cost, of any of these supporting materials will be honored as timely as possible. If you need special accommodations, please call the Superintendent's office: (520) 696-5205.

* The Governing Board may meet in an executive session concerning any item on this agenda for purpose of consultation with legal counsel, pursuant to A.R.S. § 38-431.03(A)(3). Rules of Order that apply to Governing Board meetings may be suspended by a vote of the majority of the Board. One or more Governing Board members may attend by electronic means.

¹ Persons interested in addressing the Governing Board must complete and submit a form available in the lobby. Procedures for addressing the Board are outlined on the form.

² Information items are for discussion only; no action will be taken.

³ Details are available in the offices of the Associate Superintendents and Chief Financial Officer.

⁴ Study session items are for discussion only; no action will be taken.



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Executive Session**

- 1. Motion to Recess Open Meeting and Hold an Executive Session for**
 - A. Consideration and Determination of Appeal of Long-term Suspension Hearing Officer’s Decision Pursuant to A.R.S. § 15-843(A), Regarding, Student # 30079189**

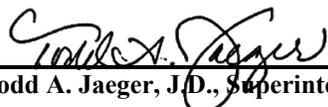
 - B. Consideration and Decision Upon Long-term Suspension/Expulsion Hearing Officer’s Recommendations, Pursuant to A.R.S. § 15-843(F)(2) Regarding, Student # 30063593**

RECOMMENDATION:

The Administration recommends the Board convene an executive session for the purpose of discussing the matter identified above as permitted by A.R.S. § 15-843 (A) and (F)(2).

INITIATED BY:

Date: January 16, 2024



Todd A. Jaeger, J.D., Superintendent



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: Recognition of Canyon del Oro High School 2023 4A Football State Champions

BACKGROUND: The Canyon del Oro High School football team qualified as the second seed in the 4A state tournament. Canyon del Oro High School won four consecutive playoff games and defeated Yuma Catholic High School to become the 2023 undefeated 4A Arizona Interscholastic Association State Champions. Additionally, the team was awarded the AIA 4A Conference Sportsmanship Award which was presented during halftime at the championship game on December 1, 2023 at Sun Devil Stadium in Tempe, AZ.

Seniors:

Joe Alba
Stayton Brooks
Chance Cassel
Dakota Couture
Tyler Cruce
Adrian Davidson
Dylan Dawes
Austin Greer
Nathan Hartman
Aaron Jacobsen
Vijay King
Chase Laux
Ethan Lewis
Izaiah Lucero
Kayden Luke
Ryan Madsen
Tristen McClelland
Gatlin Miles
Morgan Naracaroti
Hollace Neasham
Aaron Ramirez
Sean Rowland
Collin Samp
Blake Sholl
Omaree Stubblefield
John Torres
Jordan Wiebe
Sa'Kylee Woodard
Grant Young

Juniors:

Mason Boothe
Gavin Bower
Evan Greer
Athens Hicks
Nicholas Mondragon
Gabriel Ruvalcaba
Jayden Tipton Wiebe
Elijah Unsworth
Tayden Waddel

Sophomores:

Lucas Cachoeira
Cash Dickey
Caleb Dooley
Reece Douglas
Andrew Garza
Brenden Lawrence
Sean Young

Freshman:

Peyton Strang

Head Coach:

Dustin Peace

Coaches:

Neal Anthony
Andrew Basye
Jody Basye
Cory Catterson
Johnny Diaz
David Elicio
Jordan Hitchye
Richard Luke
Brittain Main
Scott McKee
Chris Murray
James Neustadter
Dylan Peace
Ron Porter
Matt Powell
Steve Rocker
Sergio Rodriguez
Adam Rossi
Eric Rossi
Shane Sholl
John Vallejos

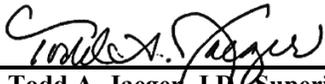
RECOMMENDATION:

This item is for the Governing Board's information and recognition.

INITIATED BY:


Armando Soto, Director of Interscholastic

Date: January 19, 2024


Todd A. Jaeger, J.D., Superintendent



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: January 23, 2024

TITLE: Presentation of Distinguished Service Award

BACKGROUND:

The Distinguished Service Award was established to recognize employees' initiative, collaboration, loyalty, and contribution to the Amphitheater Public School District. Employees are recognized on a monthly basis during the school year. All Amphitheater employees are eligible to be nominated by their colleagues for this recognition.

We would like to recognize the following individual for the month of December:

- Laura Feltes, Administrative Assistant, Painted Sky Elementary

Due to illness, we were unable to notify our non-certificated employee of this recognition in a sufficient amount of time for attendance at the December meeting.

RECOMMENDATION:

This is presented for the Board's information and recognition.

INITIATED BY:

Jen Anderson

Jen Anderson, Executive Assistant
to the Superintendent and Governing Board

Date: January 12, 2024

Todd A. Jaeger

Todd A. Jaeger, J.D., Superintendent



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Approval of Appointment of Non-Administrative Personnel**

BACKGROUND:

Candidate(s) will be presented herein to fill vacancies created by leaves of absence, retirements, resignations, and new positions. Appointments are current as of January 22, 2024.

RECOMMENDATION:

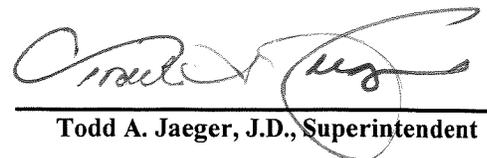
It is the recommendation of the Administration that the appointment(s) be approved as presented.

INITIATED BY:



John Hastings, Director of Human Resources

Date: January 22, 2024



Todd A. Jaeger, J.D., Superintendent

1/23/2024

**GOVERNING BOARD MEETING
APPOINTMENTS**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	LEVEL	EXPERIENCE CREDIT	ADD'L INFO	RECOMMENDED BY	COMMENT
Moreno	Melanie	Speech/Language Pathologist	CT	Wetmore Center	SLP	10 years	Replacement	Ms. McGraw	
Richmond	Jessica	Teacher - Pandemic Recovery	CT	Donaldson Elementary	CTT-BA	0 years	Replacement	Mr. Szczepaniak	
Bell	Veronique	Bus Driver Trainee	CL	Transportation	1	0 years	Replacement	Ms. Frye-George	
Bengis	Phillis	Preschool Aide/Caregiver	CL	Innovation Academy	1	0 years	Replacement	Mr. McConnell	
Garcia	Regina	Student Services Coordinator Assi	CL	Wetmore Center	2	3 years	Replacement	Ms. McGraw	
Hearld	J Douglas	Maintenance Technician II	CL	Facilities Support	8	5 years	Replacement	Mr. Gill	
Huckaby	Carla	Campus Monitor	CL	Donaldson Elementary	1	5 years	Replacement	Mr. Szczepaniak	
Johnson	Kristin	Special Education Teaching Assis	CL	Harelson Elementary	3	3 years	Replacement	Ms. Hayes	
LaRoque	Savannah	Student Services Coordinator Assi	CL	Wetmore Center	2	0 years	Replacement	Ms. McGraw	
Mendoza	Maria	Classroom Aide/Caregiver	CL	Holaway Elementary	2	0 years	Replacement	Ms. Valentin	
Moreno	Jesus	Custodian I	CL	Prince Elementary	2	0 years	Replacement	Ms. Sheber	
Morrison	Georgia	Classroom Aide/Caregiver	CL	Walker Elementary	2	0 years	Replacement	Mr. Trimble	
Saldana	Brandy	Classroom Aide/Caregiver	CL	Keeling Elementary	2	0 years	Replacement	Ms. Orelup	
Thongkumsia	Bobby	Bus Driver Trainee	CL	Transportation	1	0 years	Replacement	Ms. Frye-George	
Valladolid	Jessica	Classroom Aide/Caregiver	CL	Wilson K-8 School	2	0 years	Replacement	Ms. Sullivan	8
Vazquez	Silvia	Custodian I	CL	Wetmore Center	2	0 years	Replacement	Mr. LaNasa	
Yrigoyen	Dominic	Special Education Teaching Assis	CL	Cross Middle School	3	0 years	Replacement	Ms. Gutierrez	

*	2022-2023 School Year	HSP High School Principal	ADCT	Addendum Certified
Addendum	Former employee or new hire receiving extra-curricular position	MSP Middle School Principal	ADCL	Addendum Classified
New	New hire filling a newly created position	ESP Elementary School Principal	ADACS	Addendum Amphi Community Schools
Rehire	Former employee returning to a position in the district	HSA High School Assistant Principal	ADDM	Addendum Only
Replacement	New hire filling a vacated position	MSA Assistant Middle School Principal	CT-AD	Certified Administrative
Rescind	Declined position after appointment	ESA Elementary Assistant Principal	CT	Certified
		SAS Support Administrator	CL-AD	Classified Administrative
			CL	Classified
			PR	Professional
			ASW	Student Worker

01/23/24
 GOVERNING BOARD MEETING
 APPOINTMENTS

SUBSTITUTES

LAST NAME	FIRST NAME	TITLE	CT / CL	LOCATION	EFFECTIVE DATE	COMMENT
Dunaway	Michael		CT		01/10/2024	
Riley	Paula		CL		01/08/2024	

AD Administrative
 PR Professional
 CT Certified
 CL Classified



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Approval of Personnel Changes**

BACKGROUND:

Changes in the employment status of employee(s) and/or job description(s) will be presented herein. Changes are current as of January 22, 2024.

RECOMMENDATION:

It is the recommendation of the Administration that the personnel changes be approved as presented.

INITIATED BY:


John Hastings, Director of Human Resources

Date: January 22, 2024


Todd A. Jaeger, J.D., Superintendent

1/23/2024

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Ricker	Matthew	Teacher - Physics	CT	Ironwood Ridge High	Added Duty			\$3,998.72
Arvizu Lira	Rafaela	Cook	CL	Amphi High School	Transfer			
Bouck	Monica	Food Service Attendant	CL	La Cima Middle School	Transfer			
Dempsey	Clifford	Transportation Attendant	CL	Transportation	Reassignment	1	0 years	
Graves	Martha	Attendance Clerk	CL	Ironwood Ridge High	Transfer	2	N/A	
Robertson	Kasey	Student Worker	ASW	Donaldson Elementary	Transfer			
Anderson	Katie	Teacher - English	ADCT	Ironwood Ridge High	Added Duty			\$4,779.39
Bartz	Emily	Coach - Track Head HS	ADCT	Ironwood Ridge High	Addendum			\$3,000.00
Basye	Jody	Coach - Track Assistant HS	ADCT	CDO High School	Addendum			\$2,400.00
Dylla	Maria	ADDN - Added Duty	ADCT	Ironwood Ridge High	Addendum			\$600.00
Holst	Lydia	ADDN - Certified Tutor	ADCT	Amphi Middle School	Addendum			\$30.00 per hour
Humphreys	Anita	ADDN - Certified Tutor	ADCT	Donaldson Elementary	Addendum			\$30.00 per hour
Kidd	Alison	ADDN - Certified Tutor	ADCT	Walker Elementary	Addendum			\$30.00 per hour
Kuhn	Brandon	Coach - Baseball Head HS	ADCT	Amphi High School	Addendum			\$3,000.00
Lee	Auvie	Coach - Soccer Assistant - 3rd Season	ADCT	Cross Middle School	Addendum			\$1,400.00
Mendivil	Jorge	ADDN - Weight Training Coach	ADCT	Amphi High School	Addendum			\$2,600.00
Randall	Lesa	ADDN - Added Duty	ADCT	Amphi High School	Correction			correct amount is \$500.00
Sandoval	Gary	Coach - Track Head HS	ADCT	Amphi High School	Addendum			\$3,000.00
Shiba	Robert	Coach - Soccer Head - 3rd Season	ADCT	Cross Middle School	Addendum			\$1,700.00
Sova	Ashley	ADDN - Musical Assistant Director	ADCT	CDO High School	Addendum			\$1,564.27
Tapling	Colby	ADDN - Certified Staff Trainer	ADCT	Holaway Elementary	Addendum			\$30.00 per hour
Whetherhult	Stephen	Coach - Assistant Athletic Trainer	ADCT	CDO High School	Addendum			\$1,850.00

11

*	2022-2023 School Year	ADCT	Addendum Certified
Addendum	Employee receiving extra-curricular position or stipend	ADCL	Addendum Classified
Added Duty	Employee working additional hours or days	ADACS	Addendum Amphi Community Schools
Additional Position	Employee working an additional position	CT-AD	Certified Administrative
Correction	Correction to contract	CT	Certified
Decrease FTE	Decrease in hours	CL-AD	Classified Administrative
Extension	End date being extended	CL	Classified
Increase FTE	Increase in hours/contract	PR	Professional
Promotion	Employee receiving a promotion to another position	EL	Elementary
Reassignment	Employee moving to another position at the direction of the administration	MS	Middle School
Status Change	Employee changing status (i.e. short term to career)	HS	High School
Temporary	Employee working for a limited period of time		
Transfer	Employee moving from one position to another		

**GOVERNING BOARD MEETING
PERSONNEL CHANGES**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	REASON	LEVEL	FINANCIAL CHANGE	COMMENT
Rafeq	Nour	ADDN - Instructional Aide	ADCL	Nash Elementary	Addendum			\$13.85 per hour

*	2022-2023 School Year					ADCT	Addendum Certified
Addendum	Employee receiving extra-curricular position or stipend					ADCL	Addendum Classified
Added Duty	Employee working additional hours or days					ADACS	Addendum Amphi Community Schools
Additional Position	Employee working an additional position					CT-AD	Certified Administrative
Correction	Correction to contract					CT	Certified
Decrease FTE	Decrease in hours					CL-AD	Classified Administrative
Extension	End date being extended					CL	Classified
Increase FTE	Increase in hours/contract					PR	Professional
Promotion	Employee receiving a promotion to another position					EL	Elementary
Reassignment	Employee moving to another position at the direction of the administration					MS	Middle School
Status Change	Employee changing status (i.e. short term to career)					HS	High School
Temporary	Employee working for a limited period of time						
Transfer	Employee moving from one position to another						



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Approval of Leave(s) of Absence**

BACKGROUND:

Leave(s) of absence will be presented herein and are current as of January 16, 2024.

RECOMMENDATION:

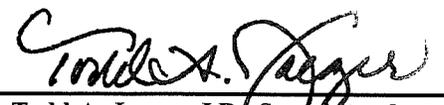
It is the recommendation of the Administration that the leave request(s) be approved as presented.

INITIATED BY:



John Hastings, Director of Human Resources

Date: January 16, 2024



Todd A. Jaeger, J.D., Superintendent

1/23/2024

**GOVERNING BOARD MEETING
LEAVES OF ABSENCE**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	DATES	COMMENT
Marcisak	Adrianna	Teacher - American Sign Language	CT	CDO High School	01/08/2024	Start
Tarquin	Kathy	Teacher - Cross Categorical Classroom	CT	Wilson K-8 School	01/08/2024	Start
Carless	Manne	Food Service Attendant	CL	Ironwood Ridge High	01/05/2024	End
Escamilla De Gom	Amalia	Custodian I	CL	Amphi Middle School	01/03/2024	Start
Lake	Beth Lynn	Community and Family Engagement	CL	Wetmore Center	01/08/2024	End
Millan	Sonia	Custodian I	CL	Innovation Academy	01/08/2024	Extension
Romero	Cenobio	Custodian I	CL	Walker Elementary	01/08/2024	Start
Silva	Maria	Food Service Attendant	CL	Walker Elementary	01/05/2024	End
Van Ripper	Erin	District Program Coordinator	CL	Wetmore Center	01/03/2024	End
Warrick	Reniza	School Nurse	CL	Amphi High School	01/08/2024	Start

* 2022-2023 School Year
CT-AD Certified Administrative
CT Certified
CL-AD Classified Administrative
CL Classified
PR Professional



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Approval of Separation(s) and Termination(s)**

BACKGROUND:

Separation(s) and termination(s) will be presented herein. Separations are current as of January 22, 2024.

RECOMMENDATION:

It is the recommendation of the Administration that the resignation(s) or termination(s) be approved as presented.

INITIATED BY:

A handwritten signature in black ink, appearing to read "John Hastings", is written over a horizontal line.

John Hastings, Director of Human Resources

Date: January 22, 2024

A handwritten signature in black ink, appearing to read "Todd A. Jaeger", is written over a horizontal line.

Todd A. Jaeger, J.D., Superintendent

1/23/2024

**GOVERNING BOARD MEETING
SEPARATIONS**

LAST NAME	FIRST NAME	TITLE	CT/CL	LOCATION	EFFECTIVE DATE	REASON	COMMENT
Sheber	Laurie	Principal	CT-AD	Prince Elementary	06/30/2024	Retirement	Returning ESI
Fletcher	Peter	Teacher - Biology	CT	Ironwood Ridge High	05/17/2024	Retirement	
Holaday	Thomas	Teacher - Art	CT	La Cima Middle School	05/17/2024	Retirement	
Rivas	Bianca	Teacher - ELL/SEI	CT	Rio Vista Elementary	05/17/2023	Retirement	Returning ESI
Rubelmann	Eileen	Teacher - Art	CT	Ironwood Ridge High	05/17/2024	Retirement	
Strobel	Zachary	Teacher - Pandemic Recove	CT	Prince Elementary	05/17/2024	Resignation	
Strobel	Zachary	Teacher - Art	CT	Prince Elementary	05/17/2024	Resignation	
Strobel	Zachary	Teacher - Art	CT	Prince Elementary	05/17/2024	Resignation	
Contreras	Blanca	Custodian I	CL	Wilson K-8 School	12/29/2023	Resignation	
Cota	Alma	Cook	CL	La Cima Middle School	01/09/2024	Retirement	
Rundquist	Jamie	Bus Driver	CL	Transportation	01/08/2024	Resignation	
Soto	Rosemary	Behavioral Intervention Moni	CL	CDO High School	01/23/2024	Resignation	
Strong	Titus	Bus Driver	CL	Transportation	01/08/2024	Retirement	
Young	Martha	Attendance Clerk	CL	Amphi High School	12/22/2023	Resignation	

*	2022-2023 School Year	ADCT	Addendum Certified
Budget RIF	Reduction in force due to budget	ADCL	Addendum Classified
Abandonment	Employee abandoned position	ADDM	Addendum Only
Breach of Contract	Employee did not fulfill contract	CT-AD	Certified Administrative
Dismissal	Employee terminated by the District	CT	Certified
Resignation	Employee resigning from the District	CL-AD	Classified Administrative
Retirement	Employee retiring from the District	CL	Classified
		PR	Professional

01/23/2024
GOVERNING BOARD MEETING
SEPARATIONS

Substitutes

LAST NAME	FIRST NAME	TITLE	CT / CL	LOCATION	EFFECTIVE DATE	REASON
Brouillette	Ronald		CT		12/21/2023	
Kollias	Diane		CT		12/21/2023	
Reilly	Kathleen		CT		12/21/2023	
Wherry	Barbara		CT		12/21/2023	

AD Administrative
PR Professional
CT Certified
CL Classified



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Approval of Stipend for Coaching Volunteers**

BACKGROUND:

Coaching volunteer(s) and corresponding stipend(s) will be presented herein and are current as of January 22, 2024.

RECOMMENDATION:

It is the recommendation of the Administration that the Governing Board approve payment of the listed stipend(s) for the identified coaching volunteers.

INITIATED BY:



John Hastings, Director of Human Resources

Date: January 22, 2024



Todd A. Jaeger, J.D., Superintendent

1/23/2024

**GOVERNING BOARD MEETING
COACHING VOLUNTEERS**

LAST NAME	FIRST NAME	POSITION	LOCATION	REASON	AMOUNT/COMMENTS
Browning	Arthur	Coach - Tennis Head HS	Ironwood Ridge High	Stipend	\$2,600.00
Chavez	Martin	Coach - Soccer Assistant - 3rd Se	Cross Middle School	Stipend	\$1,400.00
Dalton-Aragon	Jaron	Coach - Soccer Head MS	La Cima Middle School	Rescind	
Dowell	Jessica	Coach - Basketball Assistant - 3rc	Cross Middle School	Stipend	\$1,400.00
Horrocks	Julianna	Coach - Track Assistant HS	CDO High School	Stipend	\$2,400.00
Jones	Robert	Coach - Track Assistant HS	Ironwood Ridge High	Stipend	\$2,400.00
Lopez	Luis	Coach - Wrestling Head HS	Cross Middle School	Stipend	\$1,700.00
Matthews	Jonathan	Coach - Basketball Assistant - 3rc	Cross Middle School	Stipend	\$1,400.00
Moseley	Stephen	Coach - Track Assistant HS	CDO High School	Stipend	\$1,200.00
Palmer	Marcus	Coach - Basketball Head - 3rd Se	Cross Middle School	Stipend	\$1,700.00
Rhonehouse	Kevin	Coach - Track Assistant HS	Ironwood Ridge High	Stipend	\$2,400.00
Sonnek	Irma	Coach - Softball Head HS	Amphi High School	Stipend	\$3,000.00
Teneycke	Sydney	Coach - Golf HS	Ironwood Ridge High	Stipend	\$2,600.00
Thiel	Daniel	Coach - Baseball Assistant HS	Ironwood Ridge High	Stipend	\$2,400.00
Warrick	William	Coach - Wrestling Head MS	Coronado K-8 School	Stipend	\$1,700.00
Welch	Adam	Coach - Volleyball Head HS	Amphi High School	Stipend	\$3,000.00

19

* 2022-2023 School Year



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: January 23, 2024

TITLE: Approval of Vouchers Totaling and Not Exceeding Approximately \$2,493,762.41

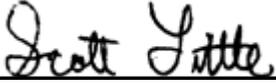
BACKGROUND:

A copy of the vouchers for goods and services received by Amphitheater Public Schools and recommended for payment has been provided to the Governing Board.

RECOMMENDATION:

It is the recommendation of the Administration that the Governing Board approve payment of the vouchers as presented.

INITIATED BY:



Scott Little, Chief Financial Officer

Date: January 22, 2024



Todd A. Jaeger, J.D., Superintendent



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Acceptance of Gifts**

BACKGROUND:

Donations detailed on the attached listing have been received by the District.

RECOMMENDATION:

It is the recommendation of the Administration that the above gifts be accepted by the Governing Board.

INITIATED BY:

Scott Little

Scott Little, Chief Financial Officer

Date: January 11, 2024

Todd A. Jaeger

Todd A. Jaeger, J.D., Superintendent

Gifts and Donations List		
Gifts and Donations		1/23/2024
Ck in the amount \$200.00	John & Carol Cecilia	Nash Elementary School
Cash in the amount \$1,575.00	MV Various Donors	Mesa Verde Elementary School
Ck in the amount \$3,000.00	Arizona Food Bank Network	Nash Elementary School
Ck in the amount \$15.00	Chantal Johnson	Mesa Verde Elementary School
Ck in the amount \$30.00	Kristofer & Erin Knapp	Mesa Verde Elementary School
Ck in the amount \$30.00	Kristofer & Erin Knapp	Mesa Verde Elementary School
Ck in the amount \$15.00	Glenn & Joan McKee	Mesa Verde Elementary School
Ck in the amount \$30.00	Heidi Brandriff	Mesa Verde Elementary School
Ck in the amount \$15.00	Marzena Sienkiewicz	Mesa Verde Elementary School
Ck in the amount \$60.00	Marybeth Gerhart	Mesa Verde Elementary School
Ck in the amount \$240.00	Justin & Melissa Powell	Mesa Verde Elementary School
Ck in the amount \$30.00	Kimberly Stout	Mesa Verde Elementary School
Ck in the amount \$15.00	Victor & Melissa Palma	Mesa Verde Elementary School
Ck in the amount \$123.00	Uplifting Promotions	Mesa Verde Elementary School
Ck in the amount \$30.00	Vincento Neil	Mesa Verde Elementary School
Ck in the amount \$45.00	Robert & Teresa Kern	Mesa Verde Elementary School
Ck in the amount \$135.00	Scott & Erin McKinnon	Mesa Verde Elementary School
Ck in the amount \$504.00	State of Arizona	Coronado K-8 School
Ck in the amount \$4,155.28	State of Arizona	Coronado K-8 School
232 pairs of shoes	Soles 4 Souls	Other
625 pairs of socks	Soles 4 Souls	Other
Ck in the amount \$100.00	Vernon & Shirley Dickerson	Canyon del Oro High School
Ck in the amount \$736.00	American Online Giving Foundation	Canyon del Oro High School
Ck in the amount \$98.78	Coca Cola Give	Wilson K-8 School
Ck in the amount \$200.00	Nancy Barrabee	Keeling Elementary School
Ck in the amount \$100.00	Tucson Airport Authority	Cross Middle School
Ck in the amount \$29.60	Box Tops for Education	Innovation Academy



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Receipt of December 2023 Report on School Auxiliary and Club Balances**

BACKGROUND:

Arizona Revised Statutes §§15-1121 and 15-1125 provide for the operation of Student Activity and Auxiliary Operations funds respectively. The Uniform System of Financial Records for Arizona School Districts (USFR) outlines procedures to be followed by school districts in the disbursements of monies from either of these funds. One requirement for the operational compliance is to provide a report to the Governing Board summarizing the transactions for the month.

RECOMMENDATION:

It is the recommendation of the Administration that the Governing Board receive the report of School Auxiliary and Club Balances.

INITIATED BY:

Scott Little, Chief Financial Officer

Date: January 22, 2024

Todd A. Jaeger, J.D., Superintendent

**Amphitheater Public Schools
 Summary of Activity for All Schools
 Auxiliary Account
 For the Month Ending December 31, 2023**

Beginning Balance	\$ 3,335,937.50
Plus Deposits	274,609.62
Less Disbursements	<u>(190,338.47)</u>
Ending Book Balance For All Schools	<u>\$ 3,420,208.65</u>
Outstanding Deposits	(554,803.45)
Outstanding Checks	<u>109,201.31</u>
Ending Bank Balance For All Schools	<u>\$ 2,974,606.51</u>

**Amphitheater Public Schools
Summary of Activity for All Schools
Student Activity Accounts
For Month Ending December 31, 2023**

Beginning Balance	\$ 753,330.00
Plus Deposits	43,656.42
Less Disbursements	<u>(76,341.50)</u>
Ending Book Balance For All Schools	<u>\$ 720,644.92</u>
Outstanding Deposits	(28,172.70)
Outstanding Checks	<u>33,598.39</u>
Ending Bank Balance For All Schools	<u>\$ 726,070.61</u>

Amphitheater Public School District #10

**Elementary/Middle Schools
Student Activity Account Club Balances
For Month Ending December 31, 2023**

Amphi Middle School

Student Gov't	3,150.77
AVID	154.58
Culture Exchange	146.07
MESA Club	148.06
NJHS	178.52
Odyssey of the Mind	752.17
Science Club	1,511.52
Sports Academy	30.00
Yearbook	2,402.16
Amphi Middle School Total	\$ 8,473.85

Copper Creek Elementary

Student Council	3,983.54
Accelerated Reader Club	-
Turquoise Times	32.28
Copper Creek Total	\$ 4,015.82

Coronado K-8 Schools

Elementary Student Council	4,858.12
Middle School Student Council	3,727.47
Astronomy/Space & Science	221.76
Band	3,951.05
C.H.O.I.C.E.S.	879.04
Chorus	1,319.41
Coronado FCA	42.00
Coronado Musicians Club	1,120.05
Indoor Percussion Club	755.00
Kids Helping Kids	339.13
NEHS	41.00
National Junior Honor Society	4,672.84
Odyssey of the Mind	1,577.35
Orchestra	930.57
Running Club	3,152.56
Wrestlers Club	871.70
Coronado Total	\$ 28,459.05

Cross Middle School

Student Council	4,197.66
6th Grade Club	282.15
Band Club	1,960.92
Choir Club	2,116.40
Future Problem Solvers	145.00
Guitar Club	2,088.46
Life Skills Exploratory Club	142.96
Math Counts	242.87
Musical Theater Club	1,315.32
NJHS	1,845.76
Orchestra Club	4,017.72
PE Club	3,162.13
Star Club	2,313.57
Tri-M Club	335.31
Web Club	2,400.09
Cross Middle School Total	\$ 26,566.32

Amphitheater Public School District #10

**Elementary/Middle Schools
Student Activity Account Club Balances
For Month Ending December 31, 2023**

<u>Donaldson Elementary</u>		
Student Council		2,252.78
Donaldson Total	\$	2,252.78
<u>Harelson Elementary</u>		
Student Council		1,327.29
5th Grade Activities		125.36
Track		307.65
Harelson Total	\$	1,760.30
<u>Holaway Elementary</u>		
Student Council		856.24
Holaway Total	\$	856.24
<u>Innovation Academy</u>		
Student Council		1,327.01
Algebra Club		519.25
Entrepreneur Club		147.86
Odyssey of the Mind		801.69
Innovation Academy Total	\$	2,795.81
<u>Keeling Elementary</u>		
Student Council		930.71
Keeling Total	\$	930.71
<u>La Cima Middle School</u>		
Student Council		5,298.07
NJHS		1,095.90
La Cima Total	\$	6,393.97
<u>Mesa Verde Elementary</u>		
Student Council		4,616.31
Mesa Verde Total	\$	4,616.31
<u>Nash Elementary</u>		
Student Council		1,634.36
Nash Total	\$	1,634.36
<u>Painted Sky Elementary</u>		
Student Council		3,199.14
Nature Shop		929.20
Orchestra		379.74
Band		479.45
Chorus		653.42
Milers		1,621.75
OM		951.79
Bagel & Books		-
Sign Language		152.00
Algebra		-
Yoga		-
NEHS		470.06
Garden Club		-
Math Club		23.00
Sewing Club		-
Art Club		209.84
Sports Club		120.01
Painted Sky Total	\$	9,189.40

Amphitheater Public School District #10

**Elementary/Middle Schools
Student Activity Account Club Balances
For Month Ending December 31, 2023**

<u>Prince Elementary</u>	
Student Council	760.97
Prince Total	\$ 760.97

<u>Rio Vista Elementary</u>	
Student Council	981.94
Rio Vista Total	\$ 981.94

<u>Walker</u>	
Student Council	2,160.88
Fitness Fanatics	257.90
Odyssey of the Mind	2,848.80
Walker Total	\$ 5,267.58

<u>Wilson</u>	
Student Council	11,160.69
Algebra Club	473.77
Archery Club	2,080.67
Art Club	2,906.76
Elementary Art	280.00
Elementary Choir	908.06
GameMakers	210.00
MS Choir	2,920.92
MS Theater Club	394.64
National Junior Honor Society (NJHS)	1,552.67
Odyssey of the Mind	566.83
Robotics Club	1,078.53
Science Club	60.00
Science Club K-2	1,392.61
STEM Club	1,865.06
Yearbook Club	2,088.80
Wilson Total	\$ 29,940.01

Total K-8 Club Balances **\$ 134,895.42**

Plus: Outstanding Checks	778.31
Less: Outstanding Deposits (Inc CC's)	(3,020.00)
NSF Checks/Void/Stale/Account Adj	-
Deposit Error/Adjustments	-

Bank Balance **\$ 132,653.73**

Sweep Account \$ 132,653.73
0.00

**Amphi High School
Student Activity Account
Schedule of Club Balances
For the Month Ending December 31, 2023**

1001 Student Council	\$ 12,856.17	1450 Debate Club	\$ 2,137.50
1035 Art Club	1,056.01	1470 Soccer -Girls	116.76
1070 Band Club	674.18	1480 Link Crew	-
1080 Baseball	2,959.09	1520 Media Club	1,223.37
1085 Golf -Boys	-	1560 National Honor Society	203.12
1110 Basketball -Girls	672.63	1590 Odyssey of the Mind	876.16
1113 Drama Club	1,716.75	1600 Orchestra Club	1,006.17
1115 Choir Club	5,814.43	1631 Panther Popcorn	2,896.52
1120 AVID Club	883.62	1740 ASL Club	2,739.25
1128 Mt. Bike Club	-	1744 Auto Skills USA Amphi Chapter	2,514.25
1145 AHS Chess Club-GOT	20.00	1745 Soccer -Boys	112.82
1172 Dance Club	82.46	1770 Softball Club	1,510.08
1180 Basketball -Boys	5,595.06	1780 Spanish Club	1,641.61
1200 Panther Partners Club	2,658.70	1785 AHS Spiritlines	717.69
1227 Yearbook Club	1,185.51	1790 Cross Country Club -Girls	1,085.70
1234 FFA Club	2,806.47	1803 HOSA Club	1,645.28
1235 FFA - Fair Checks	19,291.66	1830 Swim Club	1,062.89
1240 Fut Comp Scientists of AHS	2,888.41	1835 Tennis -Girls	11.72
1245 French Club	2,397.17	1840 Tennis -Boys	173.84
1255 Photo Club	4,108.41	1850 Tech Theater Club	380.68
1261 The Game Club	51.00	1860 Trackers - Track & Field Club	13.38
1265 Equality Club	564.00	1900 Volleyball -Girls	2,449.73
1280 Greenhouse Club	62.70	1905 Beach Volleyball	4,779.50
1290 Wrestling	484.45	1950 Bookstore Over/Short	0.52
1300 Football Club	1,570.58		
1310 Inter Act Club	1,419.25		
1350 Volleyball -Boys	109.35		

Amphi High School Total Clubs	<u>\$ 101,226.60</u>
Plus: Outstanding Checks	2,939.62
Less: Outstanding Deposits (Inc CC's)	(2,670.70)
NSF Checks/Void/Stale/Account Adj	-
Deposit Error/Adjustments	-
Bank Balance	<u>\$ 101,495.52</u>

Sweep Account \$ 101,495.52
0.00

**Canyon Del Oro High School
Student Activity Account
Schedule of Club Balances
For the Month Ending December 31, 2023**

1001 Student Council	\$ 59,683.33	1300 Football Club	\$ 3,883.16
1020 Academic Decathlon	7,238.81	1345 Take-A-Hike Club	-
1031 Black Excellence Student Union	231.50	1350 Volleyball -Boys	277.87
1033 Awareness	55.00	1400 HOSA-Bio Science	-
1034 AM Art Club	203.00	1420 IB Club	259.47
1050 Amphi All-Stars Club/Special Olympics	472.84	1425 Anime Club	-
1060 Asian American Cultural Society	-	1470 Soccer -Girls	-
1070 Band Club	1,505.00	1472 Latino Student Union	-
1081 Be Kind /Ben's Bell Club	465.64	1480 Link Crew	599.61
1083 Biology Club	794.97	1530 Model United Nations	208.84
1084 Bowling Club	81.52	1560 National Honor Society	103.94
1085 Golf -Boys	14,556.92	1575 United Native Nations	-
1110 Basketball -Girls	3,897.15	1590 Odyssey of the Mind	5,426.67
1111 Book Club	20.62	1600 Orchestra Club	9.55
1113 Drama Club	7,557.10	1640 Ping Pong	-
1115 Choir	3,440.35	1650 Psychology Club	28.00
1118 Engineering Club	900.35	1710 Math Club	-
1128 Mountain Bike	-	1740 Sign Language Club	186.02
1140 Chemistry Club	558.13	1742 Senior Spirit Squad	632.82
1145 Chess	1,229.42	1743 Skills USA Architecture	2,854.63
1150 Culinary Arts/FCCLA	4,031.07	1744 Skills USA Autos	10,746.32
1155 Catering	12,833.94	1745 Soccer -Boys	27.60
1172 Dance	8,747.24	1770 Softball Club	2,245.35
1180 Basketball -Boys	-	1780 Spanish Club	688.22
1200 Dream Team	8,074.51	1785 Spiritline/ Cheer	3,479.32
1220 Girls Who Code Club	-	1786 Stunt & Cheer	11,606.81
1224 Entrepreneurship Club	1,456.00	1790 Cross Country	5,177.07
1225 Environmentalist Club	463.12	1800 Sports Medicine- HOSA	2,461.64
1226 Early Childhood	5,682.91	1830 Swim Club	-
1227 Yearbook	8,553.17	1835 Tennis -Girls	5,232.81
1230 FCA Club	5.00	1840 Tennis -Boys	2,022.60
1245 French Club	126.76	1860 Track & Field Club	14,443.30
1250 FBLA	174.00	1865 TRI-M Club	468.44
1254 Fashion Photography	33.00	1880 Unicycle	-
1255 Photography Club	1,082.86	1905 Volleyball -Beach	4,502.98
1267 LGBTQ+	266.62	1915 CDO Pickleball Club	211.22
1270 German Club	394.98	1917 Clay Club	312.22
1275 Golf -Girls	753.33		
1290 Wrestling	10,715.39	1950 Bookstore Over/Short	

CDO High School Total Clubs **\$ 244,382.03**

Plus: Outstanding Checks	20,130.30
Less: Outstanding Deposits (Inc CC's)	(18,458.00)
NSF Checks/Void/Stale/Account Adj	-
Deposit Error/Adjustments	-
Bank Balance	\$ 246,054.33

Sweep Account \$ 246,054.33
0.00

**Ironwood Ridge High School
Student Activity Account
Schedule of Club Balances
For the Month Ending December 31, 2023**

1001 Student Council	\$ 36,466.50	1530 Model United Nations	3,778.10
1035 Art Club	1,706.53	1560 National Honor Society	3,882.06
1040 Photography/Skills USA	-	1590 Odyssey of the Mind	-
1070 Band Club	240.51	1595 Japanese	53.74
1075 Cares for Kids	-	1600 Orchestra Club	3.75
1080 Baseball	1,214.47	1630 Journalism	8,019.87
1085 Golf -Boys	3,831.76	1700 Club Green	1,418.64
1095 Ridge Audio	7,074.69	1720 Athletic Club	-
1110 Basketball -Girls	417.78	1740 Sign Language	399.00
1113 Drama	120.96	1745 Soccer -Boys	12,349.95
1115 Choir	2,356.80	1750 Robotics Club	2,029.68
1150 Culinary Arts	4,118.16	1770 Softball Club	230.01
1173 Pomline	2,455.29	1780 Spanish Club	-
1180 Basketball -Boys	1,448.86	1785 Spirit-Cheer Club	14,353.11
1203 Pop till you Drop	566.63	1790 Cross Country	906.13
1215 Animal Club	-	1800 Sports Medicine	1,412.08
1226 Early Childhood	80.00	1830 Swim Club	7,196.90
1227 Yearbook	43,385.41	1835 Tennis -Girls	1,164.25
1230 FCA-Fellowship Christian Ath	-	1840 Tennis -Boys	6,169.97
1245 French	-	1850 Tech Theater Club	78.53
1250 FBLA-Future Business Leaders	-	1860 Track & Field Club	-
1256 Film	1,690.89	1900 Volleyball -Girls	15,966.88
1260 Gaming	114.95	1905 Volleyball -Beach	650.00
1266 Q Club	399.57	1910 So. AZ Veterans Heritage Club	2,932.35
1275 Golf -Girls	51.33	1940 Young Life	-
1290 Wrestling	2,153.12	1950 Bookstore Over/Short	-
1300 Football	16,407.72		
1345 Climbing Club	-		
1350 Volleyball -Boys	9,278.67		
1400 HOSA-Bio Science Club	-		
1430 Key Club	1,081.49		
1450 Speech & Debate	-		
1470 Soccer -Girls	20,483.78		

IRHS School Total Clubs	<u>\$ 240,140.87</u>
Plus: Outstanding Checks	9,750.16
Less: Outstanding Deposits (Inc CC's)	(4,024.00)
NSF Checks/Void/Stale/Account Adj	-
Deposit Error/Adjustments	-
Bank Balance	<u>\$ 245,867.03</u>

Sweep Account \$ 245,867.03
0.00



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: January 23, 2024

TITLE: Approval of Disposal of Surplus Property via PublicSurplus.com

BACKGROUND:

With Governing Board approval, the Administration will sell via an Internet-Based Online-Sale the following surplus property:

<u>Description</u>	<u>Quantity</u>
Fork Lift	1
Samsung Tablets	10

RECOMMENDATION:

It is the recommendation of the Administration that the Governing Board approve the disposal of surplus property at a competitive Internet-Based Online-Sale via PublicSurplus.com.

INITIATED BY:

Scott Little

Scott Little, Chief Financial Officer

Date: January 17, 2024

Todd A. Jaeger

Todd A. Jaeger, J.D., Superintendent



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: January 23, 2024

TITLE: Award of Bid for Recycle/Disposal of Surplus Electronic Equipment - Based Upon Responses to Request for Quote (RFQ) 2324009

BACKGROUND:

Request for Quote 2324009 (RFQ) for the Recycle/Disposal of Surplus Electronic Equipment was posted for 46 days on the Arizona Purchasing site on www.AZPurchasing.org. This solicitation requested bids for the sale of the Surplus Electronic Equipment. There were forty-five vendors who downloaded the solicitation from www.AZPurchasing.org. Amphitheater received the following bids:

Name of Vendor	Bid
ARCOA Group	\$ 22,900.00
Ample Tech Refresh	\$ 13,000.00
Asset Worx	\$ 12,340.00
IMAAAN International	\$ 12,150.00
IT Assets	\$ 11,275.00
Techno Rescue	\$ 3,200.00
A-Team Recyclers	\$ 3,020.00
Westch Recyclers	\$ 2,501.00
Desk Top Disposal	\$ 1,500.00
CSC Auto Salvage & Dismantaling	\$ 169.00

RECOMMENDATION:

It is the recommendation of the Administration that the Governing Board approve the sale of Surplus Electronic Equipment to **ARCOA Group** as determined by their responsive bid to RFQ 2324009.

INITIATED BY:


Scott Little, Chief Financial Officer

Date: January 17, 2024


Todd A. Jaeger, J.D., Superintendent



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: **January 23, 2024**

TITLE: **Approval of Arizona Department of Administration School Facilities Division
Building Renewal Grants**

BACKGROUND:

The District submitted Building Renewal Grant (BRG) Applications to the Arizona Department of Administration School Facilities Division (SFD) to correct Minimum Adequacy Guideline deficiencies at District locations.

The SFD approved the following BRG Application with Phase Grant funding to be awarded for each BRG:

- AHS BRG-005529 – Welding and Auto Underground Water Line Replacement SF281241

The Governing Board is required to approve SFD Terms and Conditions for each BRG Application to accept the awards.

RECOMMENDATION:

It is the recommendation of the Administration that the Governing Board accepts the SFD Building Renewal Grants and authorize the Governing Board President to sign the attached Terms and Conditions.

INITIATED BY:

Richard C. La Nasa, Executive Manager, Operational Support

Date: January 16, 2024

Todd A. Jaeger, J.D., Superintendent

SCHOOL FACILITIES DIVISION

Adopted: December 4, 2008

Modified: November 4, 2009, June 23, 2010, July 11, 2012, October 9, 2013, April 6, 2016, December 8, 2016, October 4, 2017, July 11, 2018, January 8, 2020, May 6, 2020, May 4, 2022, April 5, 2023

TERMS AND CONDITIONS FOR ACCEPTANCE OF MONIES FROM BUILDING RENEWAL GRANT FUND

School District: _____

School: _____

BRG Project Number: _____

Project Title: _____

1. PURPOSE OF TERMS AND CONDITIONS

These Terms and Conditions apply to the distribution of monies by the School Facilities Division (SFD, or "Division") from the Building Renewal Grant Fund ("Fund") pursuant to Arizona Revised Statutes, ("A.R.S.") §41-5732, §41-5701, and §41-5702.

These monies are being awarded to the District for the purpose of maintaining the adequacy of existing school facilities owned by school districts that are required to meet the minimum adequacy standards for student capacity and that fall below the minimum school facility guidelines found in A.A.C. Title 7, sections R7-6-101 through R7-6-276. Districts are prohibited from using monies from the Fund awarded pursuant to these Terms and Conditions on any project that is in a building, or part of a building, that is being leased to another entity. All monies used must be in compliance with the statutory requirements found in A.R.S. §41-5732, A.A.C. Title 7 section R7-1-101, and the Building Renewal Grant Policy adopted on October 2, 2008 and as subsequently amended, as well as any applicable session law.

2. TERM OF TERMS AND CONDITIONS

The term of these Terms and Conditions shall begin on the initial date of the performance period and shall continue until the project is closed, pursuant to Paragraph 4.2. A project shall be complete within 12 months per A.R.S. §41-5732.

2.1 ABANDONMENT OF THE PROJECT

A Project or phase grant may be considered to be abandoned if the acceptance process, including, the submittal of the purchase order(s) has not been completed by the District within four months of award of funding or the project has had no activity in over a 6 month period. In such an instance, the project or phase grant may be subject to administrative closeout and any monies awarded may be de-obligated from the project or phase grant and returned to the fund. Abandonment of a project does not relieve a District of its obligation to correct the deficiency and

maintain compliance with Minimum Adequacy Guidelines.

3. FINANCIAL CONDITIONS

The District will accept a grant from the Fund in accordance with all applicable state statutes and rules, and will expend the funds in compliance with all provisions of such statutes and rules, including but not limited to, the following:

- 3.1. Use of fiscal control and fund accounting procedures as prescribed in the Uniform System of Financial Records, which will ensure proper disbursement of, and accounting for, monies paid to the District from the Fund;
- 3.2. Compliance with the School District Procurement Rules adopted by the Arizona State Board of Education, the USFR purchasing guidelines;
- 3.3. Compliance with all applicable state, federal, and local codes and laws related to buildings and building access, including permitting requirements of the Department of Environmental Quality for any construction project;
- 3.4. Compliance with any applicable federal, state and local health or safety requirements;
- 3.5. Compliance with any applicable Division of School Facilities Performance Specifications;
- 3.6. The Division of School Facilities will require Design Scope Development meetings with the selected architect before any funding is made available for Construction phase grant. School district non-compliance with these Terms and Conditions may result in the delay of phase grant awards in Procurement and/or Construction;
- 3.7. Professional services deliverables will be submitted to the Division of School Facilities via activity reports before project and phase grant closeout to verify deliverables were successfully funded by the Building Renewal Grant Program.
- 3.8. Further requests for funds in the form of subsequent phases, change orders, supplemental funding requests, and other requests outside of the project scope as described in the Terms and Conditions may be deemed ineligible upon review by the Division staff. These determinations are appealable as authorized in A.R.S. § 41-5702 (A) (5) (i). Staff will provide guidance and technical assistance to the district in meeting program requirements. The final determination of the SFD or the Board are appealable agency actions as detailed in § 41-5702 (A)(5) (i) and subsection and 8. of these Terms and Conditions.
- 3.9. Failure to comply with any term or condition required by this Agreement may result in a delay in the processing of payment applications and change orders.

3.1 UNIFORM SYSTEM OF FINANCIAL RECORDS

The District will maintain records as required by the Uniform System of Financial Records and provide access to those records to the SFD as necessary to perform its duties. The District will cooperate with the SFD or the Auditor General or any of their authorized representatives when

audits are conducted as authorized by law. This cooperation includes access without unreasonable restrictions to the District's records and personnel for the purpose of obtaining relevant information.

3.2 SURPLUS FUNDS

If the final cost of the Project or the phase grant is less than the amount awarded by the SFD, the SFD shall de-obligate the remaining monies from the project or phase grant at closeout.

3.3 SCOPE OF WORK / UNFORESEEN CONDITIONS

The District shall notify the DSF if any unforeseen conditions arise during project implementation. The SFD will direct the District on how to proceed. The District must submit an executable Change Order which includes the signature of the District Representative, Architect, and contractor prior to receiving written approval from the Division to proceed. The Change Order is not considered executed until signed by the SFD. The Change Order will also indicate any changes to the contract value, contract schedule, and contract scope. No work shall proceed without a fully executed Change Order. Any work the school district approves prior to the executed change order is the financial responsibility of the school district.

Pursuant to A.R.S. §41-5701.02.I.2., if a school district approves (If the District issues a purchase order or authorizes start of the work) work referenced in a change order before the SFD approves the Change Order, the school district is responsible for the cost and construction of the project ('The Project' is defined for the purposes of the Change Order as the work defined in the Change Order).

3.4 LOCAL FUNDS

If the District intends to supplement the Project or phase grant with additional funds, the District shall provide to the SFD an itemized purchase order signed by a District representative authorized to make the expenditure. The District's purchase order shall clearly indicate the funding source and the amount being committed in each project or phase grant.

Elective upgrades to facilities, excluded spaces in excess of 10%, district administrative spaces, grade configuration updates of facilities, or program changes limited by "built as designed" plans are ineligible for BRG funds, notwithstanding campus-wide and/or multi-building building systems, such as, but not limited to fire alarms, intercoms, central plants, wastewater treatment plants and wells.

3.5 DISBURSED FUNDS

Any work the school district approves prior to receiving an award notice or an executed change order is the financial responsibility of the school district. The District shall return any disbursed monies to the SFD, and reimburse the Fund for monies spent without proper authorization from the SFD within thirty (30) days of being notified by the SFD.

3.6 FUTURE REPAIRS – THIS SECTION SURVIVES THE TERMINATION OF THIS AGREEMENT

To the extent allowed by law, if the District has contributed local funds to pay for an upgrade of the Project beyond that required by the minimum school facilities guidelines; any increase in the cost of a future repair or replacement shall be paid for proportionally according to the original cost sharing.

4. REPORTING REQUIREMENTS

The District will make reports to the SFD as requested, and will cooperate with any evaluation of the grant and/or project as required by the SFD. All expenditures and projects are subject to audit. All construction and related contracts entered into by the District shall contain a clause that will permit the SFD and/or the District to audit the contract.

4.1 PUBLIC RECORD

Any application, report or plan, including school designs or architectural drawings relating to the funded Project in the possession of the District or its agents or designees is deemed a public record as defined by Arizona law.

4.2 FINANCIAL REPORT AND PROJECT / PHASE GRANT CLOSEOUT

The District shall complete a final financial report in each phase grant before initiating an application for subsequent phase grants. The project closeout shall be completed upon submission of the final project payment request.

The District shall maintain records for five years following the completion of the project, which show:

- a. The amounts received from the Fund;
- b. How the District spent the monies received from the Fund;
- c. The total cost of the project and each phase grant;
- d. The share of the total cost provided from other sources;
- e. A list of all change orders that were approved and denied for each phase grant.

5. INSURANCE REQUIREMENTS

For all construction projects, the District agrees to secure insurance coverage for purposes of general liability, property damage and workers' compensation and secure performance and payment bonds. Projects as a result of weather-related or other insurable incidences shall be initiated by an insurance claim and partnerships reported.

6. AUDIT OF RECORDS

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

each subcontractor to retain all data, books and other records ("records") relating to these Terms and Conditions for a period of five years after completion of these Terms and Conditions. All records shall be subject to inspection and audit by the State for five years after the termination of these Terms and Conditions.

7. AVAILABILITY OF FUNDS

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

8. APPEALABLE AGENCY ACTION

Pursuant to 41-5702 (A)(5) (i) and subsection P, Building Renewal Grant requests are an appealable agency action.

SFD Staff shall notify a school district in writing that the proposed project does not meet eligibility criteria. The written notification shall include documentation to support the staff's determination that the proposed project does not meet the eligibility criteria. The SFD will send written notification to the school district after the final decision that the school district is not eligible. The school district may directly appeal the staff's determination of ineligibility to the director or designee. The school district may directly appeal the director's determination of ineligibility to the board.

A school district may appeal the denial of a request for monies or any other appealable Division action pursuant to title 41, chapter 6, article 10. For the purposes of this subsection, "appealable agency action" has the same meaning prescribed in section 41-1092.

8. RESOLUTION OF DISPUTES

The Parties to these Terms and Conditions agree to resolve all disputes arising out of or relating to these Terms and Conditions through arbitration, after exhausting applicable administrative review (pursuant to Title 41, Chapter 6, Article 10), to the extent required by A.R.S. § 12-1518, except as may be required by other applicable statutes.

9. NON-DISCRIMINATION

The Parties shall comply with Executive Order 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities and all other applicable State and Federal employment laws, rules, and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that Districts for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability. However, Tribal Nations are exempt from the definition of employer for both Federal and State Civil Rights Act.

10. TERMINATION

Each party shall have the right to terminate this Agreement by notifying the other party in writing of the termination at least thirty (30) days prior to the effective date of said termination. If the Agreement is terminated by the - SFD, the District shall be paid for all allowable costs incurred prior to the date of termination, and the cost determined appropriate by the SFD to de-mobilize the contractor from the work site, if applicable.

The payment of costs are subject to audit verification by the SFD or its duly authorized representative.

If the Agreement is terminated by the District, the District is still responsible for correcting the deficiency and maintaining compliance with Minimum Adequacy Guidelines.

11. ASSIGNMENT AND DELEGATION

Neither party may assign any rights hereunder without the express, prior written consent of both parties.

12. CANCELLATION FOR CONFLICT OF INTEREST

The parties acknowledge that these Terms and Conditions are subject to the cancellation provisions set forth in A.R.S. §38-511.

13. ENTIRE AGREEMENT

These Terms and Conditions contain the entire understanding of the parties hereto. There are no representations or provisions other than those contained herein. Any amendment or modification of these Terms and Conditions shall be consistent with Section 1 of these Terms and Conditions.

14. APPLICABLE LAW

These Terms and Conditions shall be governed and interpreted by the laws of the State of Arizona.

15. THIRD PARTY ANTITRUST VIOLATIONS

The District assigns to the State any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to the District toward fulfillment of these Terms and Conditions.

16. PROGRAM REVIEW AND SITE VISITS

The SFD has the right to make site visits at reasonable intervals for purposes of review of Project accomplishments and management control systems and to provide technical assistance, if required. The District will provide reasonable access to facilities, office space, resources, and assistance for the safety and convenience to the SFD in the performance of their duties. All site visits and evaluations must be performed in a manner that does not unduly interfere with or delay the work.

17. RIGHT TO USE, DUPLICATE AND DISCLOSE

The SFD may duplicate, use, and disclose in any manner and for any purpose whatsoever, within the limits established by Federal and State laws and regulations, all information relating to these Terms and Conditions.

The District agrees that any negotiations, agreements, and/or contracts between the District and Architect(s) for the design of the Project shall provide that the SFD retains the right to use design documents limited to Site Plan, Exterior Elevations, Floor Plans, models, photographs, and renderings for the following, restricted purposes:

- a) To acknowledge Architects and their school designs successfully funded by the Board;
- b) To create a resource collection of promotional architectural designs for elementary, middle and high schools that will be available to other school districts to use as a school design resource.

It is understood that other school districts cannot use the District's design plans as their own as mandated by Code and Rules under the Arizona State Board of Technical Registration. Artistic representations shall not contain confidential or proprietary information, but shall include professional credit for the architect and engineers of the successful project.

18. FEDERAL IMMIGRATION AND NATIONALITY ACT

By entering into the Contract, the District warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The District shall obtain statements from its contractors and its subcontractors certifying compliance and shall furnish the statements to the Board upon request. These warranties shall remain in effect through the term of the Terms and Conditions. The District and its contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor's Immigration and Control Act, for all employees performing work under the Contract. I-9 forms are available for download at USCIS.GOV.

The State may request verification of compliance for any of the District's contractors or subcontractors performing work under these Terms and Conditions. Should the State suspect or find that the District or its contractor or any of its subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Terms and Conditions for default, and suspension and/or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

19. E-VERIFY REQUIREMENTS PURSUANT TO A.R.S. § 41-4401

19.1 WARRANT COMPLIANCE

The District's contractors must warrant compliance with all Federal immigration laws and regulations relating to employees and warrant its compliance with A.R.S. § 23-214(A). (That subsection reads: After December 31, 2007, each employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-verify program.)

19.2 BREACH OF WARRANTY

A breach of warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of contract and the contractor may be subject to penalties up to and including termination of the contract.

19.3 FAILURE TO COMPLY

Failure to comply with a SFD audit process to randomly verify the employment of contractors and subcontractors shall be deemed a material breach of contract and the contractor may be subject to penalties up to and including termination of the contract.

19.4 INSPECTION

The SFD retains the legal right to inspect the papers of any employee who works on the Project to ensure that the contractor or subcontractor is complying with the warranty under Paragraph 19.1.

20. REIMBURSEMENTS FOR INVESTIGATIONS, ASSESSMENTS, REPAIRS AND REPLACEMENTS.

The SFD may enter into additional agreements with the District that authorize the District to utilize SFD funded investigations, assessments, repairs or replacements for construction defect litigation. This agreement may require the District to reimburse the SFD an agreed upon amount for the expenses incurred in obtaining those investigations, repairs or replacements if, upon the completion of the legal action, the District receives damages.

21. PROHIBITED BEHAVIOR-BOYCOTT OF ISRAEL

The District warrants that its contractors are not engaged in a boycott of Israel as defined by A.R.S. §35-393.01.

22. FLOW-DOWN REQUIREMENTS

The District shall comply with requirements of applicable Federal, State and local laws, regulations, policy and guidance, and shall flow down the requirements of applicable Federal, State, and local laws, regulations, policy and guidance to contractors and subcontractors at any

tier to the extent necessary to ensure compliance with the requirements.

The District shall comply with all laws, statutes, ordinances, rules, codes, and regulations applicable to any school district.

23. CERTIFICATION / AUTHORIZATION

These Terms and Conditions must be signed by the President of the Governing Board, Superintendent and the CFO/Business Manager of the District and certifies that he or she has read these Terms and Conditions and represents and warrants that he or she is duly authorized to agree and accept and therefore sign these Terms and Conditions on behalf of the District.

BRG Project Number: _____

Governing Board President (signature)

Date

Name (printed/typed)

School District

Superintendent (signature)

Date

Name (printed/typed)

CFO/Business Manager (signature)

Date

Name (printed/typed)



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: January 23, 2024

TITLE: Approval of Out of State Travel

BACKGROUND:

STAFF

Andrew Szczepaniak, Mary Cliff, Rosa Nicholas, Anastasia Schrimpf, Krystal Petrosky, Jennifer Iadevaia, and Danny Ewy request permission to attend AVID Summer Institute on June 16-19, 2024 in Dallas, Texas. Approximate cost of travel is \$18,566.00 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

Cliff Wadhams, Beverly Nixon, and Sandra Keefe request permission to attend Tyler Connect 2024 on May 18-24, 2024 in Indianapolis, Indiana. Approximate cost of travel is \$8,747.00 and will be paid using Maintenance and Operations funds. No school days will be missed, and no substitutes are required.

Todd Jaeger, Tassi Call, Matt Munger, Elizabeth Jacome, Julie Valenzuela, Jason Weaver, Orante Jenkins, Emily Rios request permission to attend AVID Summer Institute on June 16-19, 2024 in Dallas, Texas. Approximate cost of travel is \$21,231.00 and will be paid using Title II funds. No school days will be missed, and no substitutes are required.

Angela Wichers, Jennifer Queiruga, Nate Ayers, Katherine Sheffield, Paul Avila, Caitlyn Grosse, and Jonathan Malone request permission to attend AVID Summer Institute on June 16-19, 2024 in Dallas, Texas. Approximate cost of travel is \$18,151.00 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

Neely Johnson, Andrea Veytia, Bryan Minson, Cyra Sadowl, Victoria Loving, Justin Chaven, Monique Berry-Kelley, and David Humphreys request permission to attend AVID Summer Institute on June 16-19, 2024 in Dallas, Texas. Approximate cost of travel is \$20,262.00 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

Jessica Jarrett, Kristen Alvarez, Heather Callies, Shari Loussou-Lossavi, Jim Buckwalter, Ashley Anders, Julissa Kadous, Angelica Wright, and Annabelle Fine request permission to attend AVID Summer Institute on June 16-19, 2024 in Dallas, Texas. Approximate cost of travel is \$25,327.00 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

Todd Jaeger requests permission to attend LRP's National Institute on legal Issues of Educating Individuals with Disabilities on May 4-9, 2024 in Savannah, Georgia. Approximate cost of travel is \$5,633.35 and will be paid using Maintenance and Operations, and Title II funds.

Todd Jaeger requests permission to attend National School Public Relations Association National Seminar on July 13-18, 2024 in Seattle, Washington. Approximate cost of travel is \$4,475.50 and will be paid using Title II funds.

Annette Orelup, Hannah Bartz, Elizabeth Brungardt, Madisyn McDole, Brianna Mounts, Natalie Nixon, and Trina Kay Post request permission to attend AVID Summer Institute on June 16-19, 2024 in Dallas, Texas. Approximate cost of travel is \$16,784.50 and will be paid using Title I funds. No school days will be missed, and no substitutes are required.

BUDGET CODE KEY		
100.24.100.2210.6360.106.0000	Title I	Improvement of Instruction, Employee Training, Donaldson
100.24.100.2579.6360.106.0000	Title I	Training Non-Instructional, Employee Training, Donaldson
100.24.100.2210.6582.106.0000	Title I	Improvement of Instruction, Employee Travel, Donaldson
100.24.100.2579.6582.106.0000	Title I	Training Non-Instructional, Employee Travel, Donaldson
001.00.100.2579.6360.520.0000	M & O	Training Non-Instructional, Employee Training, Finance & Accounting
001.00.100.2579.6582.520.0000	M & O	Training Non-Instructional, Employee Travel, Finance & Accounting
140.24.100.2579.6360.510.0000	Title II	Training Non-Instructional, Employee Training, Office of Learning and Instruction
140.24.100.2579.6582.510.0000	Title II	Training Non-Instructional, Employee Travel, Office of Learning and Instruction
100.24.100.2210.6360.166.0000	Title I	Improvement of Instruction, Employee Training, Amphi Middle School
100.24.100.2579.6360.166.0000	Title I	Training Non-Instructional, Employee Training, Amphi Middle School
100.24.100.2210.6582.166.0000	Title I	Improvement of Instruction, Employee Travel, Amphi Middle School
100.24.100.2579.6582.166.0000	Title I	Training Non-Instructional, Employee Travel, Amphi Middle School
100.24.100.2210.6360.165.0000	Title I	Improvement of Instruction, Employee Training, La Cima Middle School
100.24.100.2579.6360.165.0000	Title I	Training Non-Instructional, Employee Training, La Cima Middle School
100.24.100.2210.6582.165.0000	Title I	Improvement of Instruction, Employee Travel, La Cima Middle School
100.24.100.2579.6582.165.0000	Title I	Training Non-Instructional, Employee Travel, La Cima Middle School
100.24.100.2210.6360.110.0000	Title I	Improvement of Instruction, Employee Training, Nash Elementary
100.24.100.2579.6360.110.0000	Title I	Training Non-Instructional, Employee Training, Nash Elementary
100.24.100.2210.6582.110.0000	Title I	Improvement of Instruction, Employee Travel, Nash Elementary
100.24.100.2579.6582.110.0000	Title I	Training Non-Instructional, Employee Travel, Nash Elementary
001.00.100.2579.6360.501.0000	M & O	Training Non-Instructional, Employee Training, Superintendent
140.24.100.2579.6582.501.0000	Title II	Training Non-Instructional, Employee Travel, Superintendent
100.24.100.2579.6360.109.0000	Title I	Training Non-Instructional, Employee Training, Keeling
100.24.100.2579.6582.109.0000	Title I	Training Non-Instructional, Employee Travel, Keeling
100.24.100.2210.6360.109.0000	Title I	Improvement of Instruction, Employee Training, Keeling
100.24.100.2210.6582.109.0000	Title I	Improvement of Instruction, Employee Travel, Keeling

RECOMMENDATION:

It is the recommendation of the administration that the above travel be approved.

INITIATED BY:



Matthew Munger
Associate Superintendent for Secondary Education

Date: January 22, 2024



Todd A. Jaeger, J.D., Superintendent

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): **Andrew Szczepaniak, Mary Cliff,
Rosa Nicholas, Anastasia Schrimpf, Krystal Petrosky,
Jennifer Iadevaia, Trista Di Vetta, Danny Ewy**
ACTIVITY/EVENT: **AVID Summer Institute**

SCHOOL: **Donaldson**
Department (opt.): _____
DATE(S): **June 16, 2024-June 19, 2024**

LOCATION: **Dallas, TX**

ABSENCE: # Days **0** Sub Required: Yes No # of School Days Missed **0**

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

APPROXIMATE COST

BUDGET CODE/DESCRIPTION

(Note: Tax credit contributions are District funds and require a budget code.)

Registration	<u>\$7,992.00</u>	<u>100.24.100.2210.6360.106.0000 / 100.24.100.2579.6360.106.0000</u>
Transportation	<u>\$4,800.00</u>	Mode <u>Air</u> <u>100.24.100.2210.6582.106.0000</u> <u>100.24.100.2579.6582.106.0000</u>
Rental Car	_____	_____
Meals	<u>\$2,124.00</u>	<u>100.24.100.2210.6582.106.0000 / 100.24.100.2579.6582.106.0000</u>
Lodging	<u>\$3,650.00</u>	<u>100.24.100.2210.6582.106.0000 / 100.24.100.2579.6582.106.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$18,566.00</u>	

The District will (or) will not receive reimbursement from outside sources.
* PO must be submitted and approved *prior* to travel to qualify for reimbursement.
Purpose of travel: **Professional Development**

Outcomes and academic benefits to students and staff: **AVID helps teachers shift from delivering content to facilitating learning, resulting in an inquiry-based, student-centric classroom**

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input checked="" type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

The travel is necessary for the implementation of the project funding the travel.

Submitted by: Melissa Lilly **1.8.24**
Signature Date

[Signature] **1.8.24**
Principal/Supervisor Date

[Signature] _____
Associate Superintendent/Supervisor Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Cliff Wadhams
Beverly Nixon
Sandra Keefe

SCHOOL: District Offices
Department (opt.): Finance 4
DATE(S): May 18 - May 24, 2023

ACTIVITY/EVENT: Tyler Connect 2024

LOCATION: Indianapolis, IN

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 3

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>3597.00</u>	<u>001.00.100.2579.6360.520.0000</u>
Transportation	<u>2090.00</u> Mode <u>Air</u>	<u>001.00.100.2579.6582.520.0000</u>
Rental Car	<u>80.00</u>	<u>001.00.100.2579.6582.520.0000</u>
Meals	<u>600.00</u>	<u>001.00.100.2579.6582.520.0000</u>
Lodging	<u>2460.00</u>	<u>001.00.100.2579.6582.520.0000</u>
Substitutes	_____	_____
TOTAL	<u>8,747.00</u>	

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: _____

Outcomes and academic benefits to students and staff: See Attached outcomes for attending conference

The travel is necessary for the implementation of the project funding the travel.

Submitted by: [Signature] 12-27-2023
Signature Date
[Signature] 1/3/24
Principal/Supervisor Date
[Signature] 1-5-24
Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Tassi Call Matt Munger Todd Jaeger SCHOOL: District Offices
Elizabeth Jacome Julie Valenzuela Department (opt.): Office of Learning & Instruction
Jason Weaver Orante Jenkins Emily Rios DATE(S): June 16-19, 2024

ACTIVITY/EVENT: AVID 2024 Summer Institute

LOCATION: Dallas, Texas

ABSENCE: # Days 3 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$7,992.00</u>		<u>140.23.100.2579.6360.510.0000</u>
Transportation	<u>\$6,187.00</u>	Mode <u>air</u>	<u>140.23.100.2579.6582.510.0000</u>
Rental Car	_____		_____
Meals	<u>\$ 1,652.00</u>		<u>140.23.100.2579.6582.510.0000</u>
Lodging	<u>\$5,400.00</u>		<u>140.23.100.2579.6582.510.0000</u>
Substitutes	_____		_____
TOTAL	<u>\$21,231.00</u>		

The District will (or) will not receive reimbursement from outside sources.
 * PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: **To participate in AVID Summer Institute professional development.**

Outcomes and academic benefits to students and staff: **Participants will strengthen their understanding of AVID implementation and learn valuable best practice strategies to ensure rigorous implementation toward AVID district-wide.**

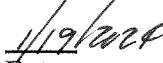
Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input checked="" type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

The travel is necessary for the implementation of the project funding the travel.

Submitted by: _____ Date _____
 Signature

 Principal/Supervisor Date


 Associate Superintendent/Supintendent 49 
 Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Angela Wichers, Jennifer Queiruga Nate Ayers SCHOOL: School / Site
Katherine Sheffield, Paul Avila Caitlyn Grosse Department (opt.):
Jonathan Malone _____ DATE(S): June 16, -19, 2024

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: Dallas, TX

ABSENCE: # Days 0 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$4,396.00/\$3,297.00</u>	<u>100.24.100.2210/2579.6360.166.000</u>
Transportation	<u>\$2,750.00/ \$2,100.00</u> Mode <u>air/car</u>	<u>100.24.100.2210/2579.6582.166.0000</u>
Rental Car	_____	_____
Meals	<u>\$1,062.00/\$796.00</u>	<u>100.24.100.2210/2579.6582.166.0000</u>
Lodging	<u>\$1,500.00/\$2,250</u>	<u>100.24.100.2210/2579.6582.166.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$18,151.00</u>	

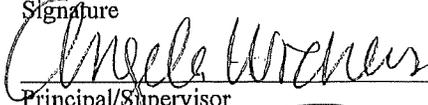
The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Participation in AVID Summer Institute Professional Development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of Avid implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation towards AVID school-wide program.

The travel is necessary for the implementation of the project funding the travel.

Submitted by:

Signature	Date
	<u>6/16/24</u>
Principal/Supervisor	Date
	<u>6/19/2024</u>
Associate Superintendent/Superintendent	Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Neely Johnson, Andrea Veytia, Bryan Minson _____ SCHOOL: La Cima Middle
Cyra Sadowl, Victoria Loving, Justin Chavez _____ Department (opt.): _____
Monique Berry-Kelley, David Humphreys _____ DATE(S): June 16, -19, 2024

ACTIVITY/EVENT: AVID Summer Institute
 LOCATION: Dallas, TX

ABSENCE: # Days 0 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>	<u>BUDGET CODE/DESCRIPTION</u> (Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$6,594.00/\$2,198.00</u>	<u>100.24.100.2210/2579.6360.165.0000</u>
Transportation	<u>\$4,200.00/ \$1,400.00</u> Mode <u>air/car</u>	<u>100.24.100.2210/2579.6582.165.0000</u>
Rental Car	_____	_____
Meals	<u>\$1,590.00/\$530.00</u>	<u>100.24.100.2210/2579.6582.165.0000</u>
Lodging	<u>\$2,250.00/\$1500.00</u>	<u>100.24.100.2210/2579.6582.165.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$20, 262.00</u>	

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Participation in AVID Summer Institute Professional Development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation towards AVID school-wide program.

The travel is necessary for the implementation of the project funding the travel.

Submitted by: _____ 1.18.24
 Signature Date
 _____ 1.18.24
 Principal/Supervisor Date
 _____ 1/19/2024
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Jessica Jarrett, Kristen Alvarez, _____ SCHOOL: Nash
Heather Callies, Shari Loussou-Lossavi _____ Department (opt.): _____
Jim Buckwalter, Ashley Anders, Julissa Kadous Angelica Wright, Annabelle Fine
 DATE(S): June 16, -19, 2024

ACTIVITY/EVENT: AVID Summer Institute

LOCATION: Dallas, TX

ABSENCE: # Days 0 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$8,792.00/\$1,099.00</u>		<u>100.24.100.2210/2579.6360.110.0000</u>
Transportation	<u>\$5,600.00/ \$700.00</u> Mode <u>air/car</u>		<u>100.24.100.2210/2579.6582.110.0000</u>
Rental Car	_____		_____
Meals	<u>\$2,120.50/\$265.50</u>		<u>100.24.100.2210/2579.6582.110.0000</u>
Lodging	<u>\$6,000.00/\$750.00</u>		<u>100.24.100.2210/2579.6582.110.0000</u>
Substitutes	_____		_____
TOTAL	<u>\$25,327.00</u>		

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Participation in AVID Summer Institute Professional Development

Outcomes and academic benefits to students and staff: Participants will strengthen their understanding of AVID implementation on their campus and learn valuable best practice strategies to ensure rigorous implementation towards AVID school-wide program.

The travel is necessary for the implementation of the project funding the travel.

Submitted by:  01/18/24
 Signature _____ Date
Principal/Supervisor _____ 1-19-24
 _____ Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Todd A. Jaeger, J.D. _____

SCHOOL: District Offices
 Department (opt.): Superintendent's Office
 DATE(S): 5/4/24-5/09/24

ACTIVITY/EVENT: LRP's National Institute on Legal Issues of Educating Individuals with Disabilities

LOCATION: Savannah, GA

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 4

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			<small>(Note: Tax credit contributions are District funds and require a budget code.)</small>
Registration	<u>\$2570.00</u>		<u>001.00.100.2579.6360.501.0000</u>
Transportation	<u>\$700.00</u>	Mode <u>Air</u>	<u>140.24.100.2210.6582.510.0000</u>
Rental Car	<u>\$225.00</u>		<u>140.24.100.2210.6582.510.0000</u>
Meals	<u>\$324.50</u>		<u>140.24.100.2210.6582.510.0000</u>
Lodging	<u>\$1813.85</u>		<u>140.24.100.2210.6582.510.0000</u>
Substitutes			
TOTAL	<u>\$5633.35</u>		

The District will (or) will not receive reimbursement from outside sources.
 * PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: Attending the LRP National Institute on Legal Issues of Educating Individuals with Disabilities.

Outcomes and academic benefits to students and staff: The conference offers sessions on compliance and implementation strategies in the areas of IDEA, Section 504, Behavior Management and Special Education Law.

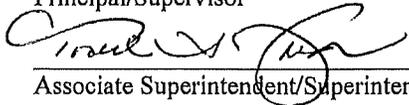
Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input type="checkbox"/> Creative Thinking |
| <input checked="" type="checkbox"/> Critical Thinking | <input checked="" type="checkbox"/> Problem-Solving | |

The travel is necessary for the implementation of the project funding the travel.

Submitted by: _____
 Signature Date

 Principal/Supervisor Date


 Associate Superintendent/Supervisor Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Todd A. Jaeger _____

SCHOOL: District Offices
 Department (opt.): Sup's Office
 DATE(S): 7/13/24-7/18/24

ACTIVITY/EVENT: National School Public Relations Association National Seminar

LOCATION: Seattle, WA

ABSENCE: # Days 6 Sub Required: Yes No # of School Days Missed 0

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$1295.00</u>	<u>140.24.100.2210.6360.510.0000</u>
Transportation	<u>\$1000.00</u> Mode <u>Air</u>	<u>140.24.100.2210.6582.510.0000</u>
Rental Car	<u>\$400.00</u>	<u>140.24.100.2210.6582.510.0000</u>
Meals	<u>\$379.50</u>	<u>140.24.100.2210.6582.510.0000</u>
Lodging	<u>\$1500.00</u>	<u>140.24.100.2210.6582.510.0000</u>
Substitutes	_____	_____
TOTAL	<u>\$4474.50</u>	

The District will (or) will not receive reimbursement from outside sources.

Purpose of travel: Attend the National School Public Relations Association 2024 National Seminar

Outcomes and academic benefits to students and staff: Networking with other public relation professionals as well as opportunities to learn about current communication strategies needed to advocate for our schools.

The travel is necessary for the implementation of the project funding the travel.

Submitted by: _____ Date _____
 Signature _____ Date _____
 Principal/Supervisor _____ Date _____
 _____ Date _____
 Associate Superintendent/Superintendent

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Annette Orelup

SCHOOL: Keeling

Department (opt.):

DATE(S): June 16-19, 2024

ACTIVITY/EVENT: AVID Summer Institute - PD

LOCATION: Dallas, Texas

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed na

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
		(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$999</u>	<u>100.24.100.2579.6360.109.0000</u>
Transportation	<u>\$610</u>	Mode Air & Taxi <u>100.24.100.2579.6582.109.0000</u>
Parking	<u>\$20.00</u>	Airport & Mileage <u>100.24.100.2579.6582.109.0000</u>
Meals	<u>206.50</u>	<u>100.24.100.2579.6582.109.0000</u>
Lodging	<u>\$984</u>	<u>100.24.100.2579.6582.109.0000</u>
TOTAL	<u>\$2,819.50</u>	

The District will (or) will not receive reimbursement from outside sources.
 * PO must be submitted and approved *prior* to travel to qualify for reimbursement.
 Purpose of travel: Participation in AVID Summer Institute for Professional Development.

Outcomes and academic benefits to students and staff: **Strengthen understanding of AVID implementation on school site and learn best practice strategies to ensure effective implementation of AVID.**

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input type="checkbox"/> Creative Thinking |
| <input type="checkbox"/> Critical Thinking | <input type="checkbox"/> Problem-Solving | |

The travel is necessary for the implementation of the project funding the travel.

Submitted by: Kathleen 11/19/24
 Signature Date
Annette Orelup 11/19/24
 Principal/Supervisor Date
Gabriella 11/19/24
 Associate Superintendent/Superintendent Date

**AMPHITHEATER PUBLIC SCHOOLS
STAFF TRAVEL/CONFERENCE REQUEST**

THIS FORM SHOULD BE USED FOR ALL TRAVEL EXCEPT THAT TRAVEL WITHIN PIMA COUNTY OR A.I.A. SANCTIONED EVENT TRAVEL.

EMPLOYEE(S): Hannah Bartz, Elizabeth Brungardt,
Madisyn McDole, Brianna Mounts, Natalie Nixon,
Trina Kay Post

SCHOOL: Keeling
Department (opt.):
DATE(S): June 16-19, 2024

ACTIVITY/EVENT: AVID Summer Institute - PD

LOCATION: Dallas, Texas

ABSENCE: # Days 4 Sub Required: Yes No # of School Days Missed na

EXPENSES REQUESTED: (OBTAIN RECEIPTS FOR ALL INCURRED EXPENSES)

	<u>APPROXIMATE COST</u>		<u>BUDGET CODE/DESCRIPTION</u>
			(Note: Tax credit contributions are District funds and require a budget code.)
Registration	<u>\$999 x 6 = \$5,994</u>		<u>100.24.100.2210.6360.109.0000</u>
Transportation	<u>\$610 x 6 = \$3660</u>	Mode Air & Taxi	<u>100.24.100.2210.6582.109.0000</u>
Parking	<u>\$20 x 6 = \$120</u>	Airport & Mileage	<u>100.24.100.2210.6582.109.0000</u>
Meals	<u>\$206.50 x 6 = \$1,239</u>		<u>100.24.100.2210.6582.109.0000</u>
Lodging	<u>\$984 x 3 = \$2,952</u>		<u>100.24.100.2210.6582.109.0000</u>
TOTAL	<u>\$13,965</u>		

The District will (or) will not receive reimbursement from outside sources.

* PO must be submitted and approved *prior* to travel to qualify for reimbursement.

Purpose of travel: Participation in AVID Summer Institute for Professional Development.

Outcomes and academic benefits to students and staff: **Strengthen understanding of AVID implementation on school site and learn best practice strategies to ensure effective implementation of AVID.**

Identify which characteristics of the Portrait of Graduate are specifically related to this request.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Academic Content | <input type="checkbox"/> Caring | <input type="checkbox"/> Citizenship |
| <input checked="" type="checkbox"/> Collaboration | <input type="checkbox"/> Communication | <input type="checkbox"/> Creative Thinking |
| <input type="checkbox"/> Critical Thinking | <input type="checkbox"/> Problem-Solving | |

The travel is necessary for the implementation of the project funding the travel.

Submitted by: Kathryn 1/19/24
Signature Date
Annette Crede 1/19/24
Principal/Supervisor Date
April Calp 1/19/24
Associate Superintendent/Superintendent Date