

**Yuma Elementary School District Number One
Governing Board
Regular Meeting**

The Governing Board for Yuma Elementary School District Number One held a Regular Meeting on **June 17, 2025**, at **5:45 p.m.** in the District Administration Office, 450 West Sixth Street, Yuma, Arizona.

Members present **Mr. Keith Ware, President; Mrs. Cori Rico, Member; Mr. David Ibarra, Member; and Mr. Jeff Stoner, Member**

Members Absent **Mr. Anthony Gier, Clerk**

Others present **Mr. James Sheldahl, Superintendent, and other members of the Administrative Staff of Yuma Elementary School District Number One.**

Call to Order: The meeting was called to order at 5:45 p.m. followed by the Pledge of Allegiance and a Moment of Silence.

Adoption of Agenda:

A motion to approve the agenda was made by Mr. Jeff Stoner, seconded by Mr. David Ibarra. There was no discussion, the motion carried with a vote of 4-0 with votes being as follows; Keith Ware, aye; Cori Rico, aye; David Ibarra, aye; Jeff Stoner, aye.

Board Report – Mr. Keith Ware expressed his appreciation to Mr. Sheldahl for his dedicated 38 years in education, including 9 years of service in Yuma School District #1. The other board members also shared that they visited various school sites and events, all reporting positive feedback.

Donation Recognition – Mr. Sheldahl, Superintendent, recognized and highlighted several donations for May 2025 and thanked our Yuma Community as a whole for its generous support to Yuma District One. The total for the month was \$16,331.67 and the year-to-date is \$154,744.77. Donations for the month are listed in the consent agenda item 5.6 for approval. No action was required for this item.

Art Recognition – Mr. Sheldahl shared the art highlights for June, showcasing the final projects completed by students from Woodard Jr. High School and Desert Mesa.

Desert Mesa fourth graders collaborated on a vibrant Zentangle project, demonstrating how large-scale artwork can come together through individual contributions.

At Woodard Junior High, 7th and 8th graders created faux stained-glass pieces by painting on old overhead projector transparencies, outlined with black glue for effect. Sixth graders explored color theory through watercolor paintings of warm and cool color schemes. Each student expressed their creativity in unique ways, resulting in an impressive display of talent.

Information Items – Mrs. Jamie Walden reported that overall enrollment ended on a positive note. While there was a slight decline toward the end of the year, it was not significant.

District Financial Trends – Mrs. Jamie Walden reported that there are no financial issues or concerns as we approach the end of the year. She mentioned we are at 91.5% through the fiscal year (end of May), 96% of M&O had been spent or encumbered. Some encumbrances may be released after closing purchase orders and anticipates that encumbrance balances might be a little higher.

Capital Planning Information – Mr. Ponder provided an overview presentation on Capital Planning. In Nov 2024, voters did not support a bond measure put forward by District One. The objective of the bond was to modernize District One schools for the purpose of safety, 21st century learning environments, and facilities for students with special needs.

Recently, the public has expressed concern about how District One intends to address these needs and improvements. The board, at the May 27, 2025 study session, discussed options for moving forward with facility evaluations, assessments, and strategies to address shifting enrollment within our 2300 square mile boundary. Additionally, the board emphasized its desire to stay informed and engaged in the process.

Call to the Public (Public Comments) – *The Governing Board welcomes public comment. Any person wishing to speak may present the information at this time only. The Board is subject to Arizona’s Open Meeting Laws, which limits discussion to those subjects. All presentations are limited to a maximum of three minutes and a maximum of 15 minutes on each subject. Before you begin to speak, identify yourself by clearly stating your name for the record.* There was one (1) form submitted - Mrs. Monica Hughes-Gill (Funding/Safety).

Consent Agenda - *Approval of these items is routine and those that normally do not require deliberations on the part of the Governing Board. A board member may pull items, which will be discussed and voted on separately.*

Mr. Ware asked for a motion to approve the consent agenda. It was moved by Mr. Jeff Stoner and seconded by Mr. David Ibarra, with a vote of 4-0 with votes being as follows; Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye. There was no discussion.

Approval of Minutes: Consideration to approve the minutes for the Public Hearing and Regular Board Meeting that was held on May 13, 2025 and the Special Meeting held on May 27, 2025 for Yuma Elementary School District Number One.

Approval of Payroll Vouchers: Submitted for signatures are copies of six (6) Payroll Vouchers totaling \$6,916,835.96 from May 7, 2025 through May 30, 2025.

Approval of Expense Vouchers: Submitted for signature are five (5) 2024/2025 Encumbered Expense Vouchers totaling \$3,755,107.08 from May 8, 2025 through May 30 2025.

Approval of Human Resource Items

Approval/Ratification of Salary Adjustments/Coaching Contracts

The following are requests for additional duties /working days to be approved by the Governing board.

INDIVIDUAL REQUESTS

Name	Position	Location	Rate	Fund	Dates	Additional Duties
Cade, Ivone	Custodian	Palmcroft	\$14.35 Hourly	Site M&O	5/16/25	Support an Eagle Scout Project as they are cleaning and repainting
Eberhart, Gillian	SEM – ESS	ESS	\$30 Hourly	IDEA Grant	5/30/25 – 7/18/25	Planning for upcoming next school year
Fuentes, Alondra	Paraprofessional	Roosevelt	\$16 Hourly	21 st Century	6/01/25 – 6/30/25	21st CCLC Summer Program
Johnson, Alexandra	Assistant Principal	Price	\$2,500 Stipend	M&O	7/21/25 – 6/02/26	Taking on Principal role at Price
Marquez, Princess	Lead Health Assistant	Ron Watson	\$20 Hourly	21 st Century	6/04/25 – 6/30/25	21st CCLC Summer Program
Orduno, Leticia	Office Technician	McGraw	\$16.75 Hourly	21 st Century	6/12/25 – 6/30/25	21st CCLC Summer Program
Pooley, Kelsey A.	SEM	Learning Services	\$1,680	M&O	7/21/25 – 6/02/26	Revised increase amount for professional growth credits
Perez, Grisel	Paraprofessional	Otondo	\$15.50	21 st Century	6/09/25 – 6/30/25	21st CCLC Summer Program
Simson, Sara	Paraprofessional	Dorothy Hall	\$16.75 Hourly	Site M&O	5/22/25	Support during a field trip to Sea World
Welch, Brenna	Paraprofessional	Otondo	\$15.50 Hourly	21 st Century	6/09/25 – 6/30/25	21st CCLC Summer Program

GROUP REQUESTS

CPR Training

Names of nurses, health assistants, and paraprofessionals that will be doing CPR training due to their card expiring through the 2024-2025 school year. Will be paid their regular hourly rate. Paid out of Medicaid Fund.

Additional Assignments

Please see attached staff list with additional duties.

Approval/Ratification of Hiring for Certified, Support Staff and Substitute Personnel: (1) Certified Staff, (6) Support Staff, (9) Transfers

Approval/Ratification of Non-Renewal for Certified and Support Staff Personnel: The following employees held temporary positions in the 2024-2025 school year; funding will not continue into the 2025-2026 school year.

Rodriguez, Gabriela B, Home School Liaison at Castle Dome Middle School
Szymanski, Madison R., Paraprofessional at Otondo Elementary School

Approval/Ratification of Resignations for Certified, Classified and Substitute Personnel: (13) Certified Staff, (34) Support Staff.

Approval/Ratification of Release of Contract: *It is the administration recommendation that the release of contract request be approved due to extenuating circumstances and not to collect liquidated damages.*

Durham, Tammy, Teacher on Special Assignment at Rolle and McGraw Elementary School, request for release of contract for 2025-2026 school year effective June 17, 2025.

Meraz, Cecilia, Teacher Social Studies 7th Grade at Gila Vista Jr High School, request for release of contract for 2025-2026 school year effective June 17, 2025.

Cecil, Joshua P., Teacher 4th Grade at Sunrise Elementary, request for release of contract for 2025-2026 school year effective June 17, 2025.

Job Updates

Recommendation: Substitute Compensation Increase

To support the recruitment and retention of high-quality substitute teachers, the district is recommending an increase to the substitute daily compensation rates for the 2025–2026 school year. Each year, we review our substitute pay structure to ensure competitiveness with neighboring school districts. Following a county-wide analysis, we are proposing the following updated rates:

- **\$140/day** – Regular Daily Substitute Assignments
- **\$174/day** – Long-Term Assignments (21+ consecutive days in the same role)
- **\$205/day** – Substitutes filling a vacant full-time teacher position

This recommendation ensures that Yuma Elementary School District One continues to offer a competitive and equitable substitute compensation structure that supports continuity of instruction and classroom stability.

Recommendation: New Position – Medicaid Technician

The district is recommending the creation of a new classified position titled Medicaid Technician to support the ongoing compliance, documentation, and reimbursement efforts associated with Medicaid-eligible services provided across the district.

Position Summary:

The Medicaid Technician will coordinate Medicaid-related documentation and compliance to ensure timely and accurate claiming for eligible student services. This position will support service providers and district personnel by managing records, submitting claims, and assisting with audits. The role will also support training efforts and serve as a liaison between the district and external Medicaid-related agencies.

Justification:

As the district's Medicaid program continues to grow, this position is necessary to ensure effective program management, regulatory compliance, and maximized reimbursement for health-related services delivered to students.

Salary Placement:

Classified Salary Schedule – *Range E* (\$17.50) (Hourly rate based on experience; Non-Exempt, 12-month position)

Funding Source:

This position will be funded entirely through Medicaid reimbursement revenue. There will be no impact to the district's Maintenance and Operations (M&O) budget.

Attached: Job description for Board review.

Recommendation: Job Description Revision – Coordinator, Medicaid Program

The district is recommending updates to the job description for the **Medicaid Program Coordinator** position. These revisions reflect a more accurate alignment with current organizational structure and job responsibilities.

Key Revisions Include:

- **Title Change:** From *Manager* to *Coordinator* to ensure consistency across district job classifications.
- **Duties Update:** Addition of supervisory responsibilities for Medicaid Program Technicians.
- **Salary Adjustment:** Reclassification from **Range I to Range III** (\$54,000–\$64,800; 12-month position) to align with the compensation range of other Coordinator-level roles with similar scope and responsibility.

This position will continue to oversee the district-wide Medicaid program.

Funding Source:

No change in funding is being recommended.

Attached: Revised job description for Board consideration.

Recommendation: Job Description Revision – Engagement and Recruitment Specialist

The district is recommending revisions to the **Engagement and Recruitment Specialist** job description to reflect the evolving scope and focus of the position.

Key Revisions Include:

- Removal of shared responsibilities with Human Resources related to employee onboarding and exiting.
- Clarification that the role now reports exclusively to the Communications Coordinator and is fully dedicated to the Communications Department, with continued support for district-wide recruitment efforts.

These updates align the position with its current operational function, ensuring clarity in expectations and organizational structure.

Salary Placement:

No changes are being recommended.

Funding Source:

There is no change to the funding source.

Attached: Revised job description for Board review.

Job Description Revisions – Exceptional Student Services & Preschool

The following revised job descriptions were originally submitted as attachments and approved by the Governing Board at the April meeting. However, due to a technical error, the cover page containing the formal recommendations did not load properly. These items are being resubmitted as a formality to ensure a complete and accurate public record.

Exceptional Student Services

The ESS Coordinator/Coach position has been restructured into two focused roles, and additional updates were made to better align duties and titles with program needs.

- **Exceptional Student Services Compliance Coordinator**
- **Exceptional Student Services Instructional Coach**
- **Student Behavior Specialist** (*formerly PBIS Teacher*)
- **Compliance Technician** (*formerly Data Technician*)

Preschool

Job descriptions have been revised to reflect the specific responsibilities of preschool teachers across different classroom models.

- **Preschool Special Education Teacher**
- **Preschool Inclusion Teacher**
- **Preschool Teacher**

Funding Source:

No changes to funding or compensation are being recommended.

Attachments: Revised job descriptions for Board reference.

Job Description Revisions:

Exceptional Student Services

The district has worked with the Director of Exceptional Student Services to revise the following job descriptions in order to better structure the support needed for our special education programs at the sites.

In an effort to enhance the effectiveness and focus of support provided to schools, Yuma Elementary School District One is restructuring the current Exceptional Student Services (ESS) Coordinator/Coach position into two specialized roles: the ESS Compliance Coordinator and the ESS Instructional Coach. This adjustment will allow each position to dedicate more time and expertise to their respective responsibilities, resulting in improved support for staff and students.

Exceptional Student Services Coordinator:

This job description has been revised to reflect the responsibility for ensuring the district meets all federal, state and local regulations related to special education services. This includes oversight of IEP and 504 compliances, monitoring timelines, reviewing documentation, supporting school teams with legal requirements, and supervising data technicians who manage compliance reporting. The position also provides training to staff.

Exceptional Student Services Instructional Coach:

This job description has been revised to reflect the responsibility of providing direct, site-based support to teachers and staff in delivering high-quality instruction to students with disabilities. This role includes coaching, mentoring, and modeling effective instructional practices and supporting teachers with other responsibilities and delivering professional development in special education strategies.

We are also recommending a revised job title and description for the current PBIS Teacher position to Student Behavior Specialist. The updated role more accurately reflects responsibilities related to supporting student behavior, including implementing interventions, coaching staff, and supervising paraprofessionals in intensive support programs.

Student Behavior Specialist:

This job description has been revised to ensure that the job description highlights the responsibilities to provide districtwide behavioral support for students in both special education and general education settings. This position focuses on implementing research-based strategies, including Applied Behavior Analysis (ABA), to address disruptive behaviors that impact learning. The specialist will conduct behavior assessments, develop intervention plans, and provide coaching to staff. In addition, the role includes supervising paraprofessionals assigned to support classrooms and responding to site-based behavioral needs.

See attached revised job descriptions.

Funding Source:

No funding source or compensation change is being recommended.

The final revision for ESS is the job title change from Data Technician to Compliance Technician. There are no changes to the essential functions of the position.

Compliance Technician

This job description has been revised to reflect the job title change and to also account for the change in supervisor from the ESS Director to the ESS Compliance Coordinator. We have also removed some irrelevant data systems that are no longer utilized by this department or position.

See attached revised job descriptions.

Funding Source:

No funding source or compensation change is being recommended.

Preschool

The district collaborated with the Director of Preschool to revise and update job descriptions that accurately reflect the distinct teaching roles within our preschool programs. These revisions clearly outline the scope of responsibilities associated with each classroom model and ensure alignment with the instructional and support needs of our diverse early learning environments.

Preschool Special Education Teacher

The revised job description for the Preschool Special Education Teacher reflects the responsibilities of leading a self-contained special education preschool classroom. Updates clarify the teacher's role in providing individualized instruction aligned with IEP goals, managing student behavior, collaborating with related service providers, and supporting students with moderate to severe disabilities.

Preschool Inclusion Teacher

The revised job description outlines the responsibilities of leading a blended classroom of typically developing children and children with disabilities. This teacher is responsible for delivering developmentally appropriate instructional to all students, while also ensuring IEP implementation, compliance with special education regulations, and collaboration with support staff and families. The revision emphasizes the inclusive instructional model and the integration of services within the general education setting.

Preschool Teacher

This job description revision had the least number of changes. This job description reflects a general education classroom environment. The update clarifies the teacher's role in fostering academic readiness, interpersonal growth, and physical development. The job description includes oversight of paraprofessionals and strengthens alignment with Arizona learning standards.

See attached revised job descriptions.

Funding Source:

No funding source or compensation change is being recommended.

Annual Approvals for Employee Contract and Working Appointment Issuance:
25-26 Working Appointment and Contract Language

Each year, the district collaborates with legal counsel to review and update all contract and working appointment language. This process ensures alignment with current legislation and reflects any necessary revisions to maintain compliance and clarity.

We recommend that the Governing Board approve the updated contract and working appointment language as presented.

Approval of Student Activities and Tax Credit: Student activity and tax credit statements were submitted for May 2025.

Approval of Donations:

Alice Byrne Elementary School - Donation from Donors Choose in the form of classroom project items that will create an optimal learning environment in Ms. Oro's Kindergarten class. Donation has a total value of \$223.11.

Alice Byrne Elementary School - Donation from Donors Choose in the form of Magical Math Manipulatives items that will give students tools to engage and understand mathematical concepts in Ms. Oro's Kindergarten class. Donation has a total value of \$434.96.

Alice Byrne Elementary School - Donation from Donors Choose in the form of classroom project items that will be used to promote imagination, empathy and values in Mrs. Teeter's 5th grade classroom. Donation has a total value of \$328.78.

Alice Byrne Elementary School - Donation from Donors Choose in the form of classroom project that will be used to help students enhance cognitive skills in Mrs. Teeter's 5th grade classroom. Donation has a total value of \$187.32.

Alice Byrne Elementary School - Donation from Donors Choose in the form of classroom project items that will give the students the opportunity to watch the caterpillars grow and change into butterflies in Mrs. Teeter's 5th grade classroom. Donation has a total value of \$217.45.

Alice Byrne Elementary School - Donation from Donors Choose in the form of classroom project items that will give the students the opportunity to discover the importance worms have for the environment in Mrs. Teeter's 5th grade classroom. Donation has a total value of \$245.49.

Alice Byrne Elementary School - Donation from Donors Choose in the form of classroom project items that will be used to help students learn economic concepts in Mrs. Teeter's 5th grade classroom. Donation has a total value of \$298.45.

Dorothy Hall Elementary School - Donation from Donors Choose in the form of project items that will be used for the project "DNA Detectives" in Mr. Bailey's 5th grade classroom. Donation has a total value of \$391.00.

Dorothy Hall Elementary School - Donation from Donors Choose in the form of project items that will be used for project "Adaptation Jenga Champions" in Mr. Bailey's 5th grade classroom. Donation has a total value of \$169.00.

Dorothy Hall Elementary School - Donation from Donors Choose in the form of project items that will be used for project "Ink Jetting to the Future" in Mr. Bailey's 5th grade classroom. Donation has a total value of \$273.00.

G.W. Carver Elementary School - Donations from Donors Choose in the form of classroom supplies, notebooks will be used for notetaking, writing, and folders for organizing assessments to help students in Mrs. White's 4th grade classroom. Donation has a total value of \$667.42.

Palmcroft Elementary School - Donation from Anne Booth in the form of classroom supplies to be used will be utilized for routine classroom activities, enhancing students' engagement and participation throughout the school. Donation has a total value of \$5533.88.

Palmcroft Elementary School - Donation from Donors Choose in the form of classroom supplies to be used to engage and enhance student learning in Mrs. Hartley's 2nd grade class. Donation has a total value of \$206.55.

Palmcroft Elementary School - Donation from Donors Choose in the form of classroom supplies to be used to engage and enhance student learning in Mrs. Reese's 2nd grade class. Donation has a total value of \$179.62.

Roosevelt Elementary School - Donations from Donors Choose in the form of Kodak PixPro Digital Camera to be used to photograph school events, classroom activities, and community service projects, helping to document and celebrate student involvement and achievements in Ms. Tunstall 3rd – 5th Student Council. Donation has a total value of \$320.32. **Roosevelt Elementary School** - Donations from Donors Choose in the form of 2500 sheets of white copy paper & paper cutter to be used to help create a better learning environment for all students in Mrs. Tunstall 5th grade class. Donation has a total value of \$172.00.

Sunrise Elementary School - Donations from Donors Choose in the form of printer paper to be used to help with daily activities like practicing writing, drawing, and working on group tasks. Printer papers make learning easier in Mrs. Barrios's 2nd grade class. Donation has a total value of \$307.57.

Sunrise Elementary School - Donations from Donors Choose in the form of electronic devices and accessories to be used to engage and enhance student learning in Mrs. Obregón's Kindergarten class. Donation has a total value of \$861.00.

Sunrise Elementary School - Donations from Donors Choose in the form of snacks for the classroom to be used to give students energy to concentrate and to think better and remember more in Mrs. Leo's Kindergarten – 2nd grade classes. Donation has a total value of \$324.00.

Sunrise Elementary School - Donations from Donors Choose in the form of Lebei 21 Spanish Language speaking countries and FDP Dry-Erase Flower Activity to be used to engage and enhance student learning in Mrs. Mendoza's 2nd grade class. Donation has a total value of \$2,908.75.

Sunrise Elementary School - Donations from Donors Choose in the form of classroom supplies to be utilized for routine classroom activities, enhancing students' engagement and participation throughout the school in Mrs. Leo's Kindergarten – 2nd grade classes. Donation has a total value of \$480.00.

Sunrise Elementary School - Donations from Donors Choose in the form of sporting supplies to be utilized for routine classroom activities, enhancing students' engagement and participation throughout the school in Mrs. Leo's Kindergarten – 2nd grade classes. Donation has a total value of \$482.00.

Sunrise Elementary School - Donations from Donors Choose in the form of supplies to be used in Mrs. Leo's Kindergarten – 2nd grade classes. Donation has a total value of \$488.00.

Sunrise Elementary School - Anonymous Donor in the form of 15 books to be used in the library circulation collection. Donation has a total value of \$182.00.

Amanda Norton – Donations from Flooring America in the form of 11 x 10 rug to be used to protect the gym floor. Donation has a total value of \$450.00.

This month's total = **\$16,331.67** Year-to-date total = **\$154,744.77**

Approval of School Activity Calendars/Newsletters - School Calendars and Newsletters from District One Schools for the Month of June 2025 are attached.

Approval of Competitive Grants

Advance Approval for Grant Solicitations

Board Policy DDA states, in part, that: "The District may submit proposals to private foundations and other sources of financial aid for subsidizing such activities as innovative projects, feasibility studies, long-range planning, research and development, or other educational needs. Timelines permitting, grant proposals are to be approved by the Board before being submitted to the funding agency."

In practice, most grant submission timelines do not allow for prior board approval. Therefore, in 2004, the Governing Board approved in advance Terry Lowe, in her capacity as Grant Writer, to apply for the type of solicitations enumerated in the policy. The superintendent then stipulated that any other district employee applying for a grant to benefit the district must get Terry's approval for their application in order to comply with policy DDA. Since Terry is retiring, the Governing Board approval must be updated; it is more practical to grant advance Board approval to the position, rather than to a named individual. In addition, the Board has already approved the renaming of the position from "Grant Writer" to "Special Projects Coordinator." The recommended revised action is as follows:

The Special Projects Coordinator position inherently requires the person holding that position to apply for many grants or partnerships that will increase available resources for the district. This is not limited to large grants, but includes small

teacher grants that may be available for individual teachers. Any grants or partnerships, received, created, or approved by the person holding this position will be brought to the Governing Board for acceptance.

It is the administrative recommendation that the Governing Board approve any solicitations in advance for the Special Projects Coordinator.

Bank Account Signatories – Denis Ponder

The District's listing of bank accounts and authorized signers has been updated due to changes in signers and/or responsible party for the attached bank accounts.

It is recommended that the Governing Board approve the attached list of employees as signers for the District's bank accounts.

Consideration to Approve Change Fund Account for 2025-2026 -D. Ponder

The Finance Department requests a change fund in order to provide change to schools to support student activities and school fees. When needed, schools and departments will request a change fund from Jamie Walden, Director of Finance and Budget

It is recommended that the Governing Board approve the change fund in order to maintain the funds for the District.

Consideration to Approve Student Fee Schedule – D. Ponder

**Yuma Elementary School District One
Fee Schedule
2025-2026**

CATEGORY	SCHOOL	FEE
(A) Field Trips, Performances and Competitions *(the fee charged will be related to approved cost of trip and may be reduced or covered by tax credit donations or other fundraising)	Elementary Middle School	*varies by school and event
(B) Athletics PE Uniform PE Lock Dance Clothes, Shoes	Middle School	\$11.00 \$8.00 *varies by school
(C) All other IPad /Chromebook Replacement Chromebook Screen Repair or Replacement IPad Screen Repair or Replacement Chromebook Keyboard/Palmrest IPad Case Damage / Lost Chromebook Power Cord IPad Power Cord IPad Power Brick Device Protection Plan (annual) Lost Library Book Yearbook Binder/ Agenda Replacement Headphones T-shirts/Sweatshirts Pencils, pens, other classroom supplies Damages to furniture, building, vehicles, etc. Transportation card replacement	Elementary Middle School	\$400.00 \$160.00 \$100.00 \$55.00 \$55.00 \$30.00 \$20.00 \$20.00 \$40.00 *varies by title *varies by school \$5.00 \$10.00 *varies by school *varies by school *varies by damage \$2.50

Solicitations/ Fundraisers

All District Schools - Requesting Board permission to solicit for materials and funds throughout the community through various fundraisers for the 2025-2026 school year. Examples of fundraisers include T-shirt sales, catalog sales, concessions, yearbook sales, etc. Raffles and drawings are not allowed.

It is recommended that the Governing Board approve the above solicitations/ fundraiser requests in order to maintain the funds for the District.

Consideration to Approve Student Activity Treasurer and Assistants - D. Ponder

A.R.S. § 15-1122 states that “The Governing Board of any school district having student activities monies shall establish a student activity fund and appoint a student activities treasurer.” The treasurer oversees the student activity fund on the Board’s behalf and provides monthly reports to the Board.

It is recommended that the Governing Board appoint Jamie Walden, Director of Budget and Finance, as Student Activities Treasurer, and the following employees as assistants:

• Frances Marron	--	RON WATSON
• Ana Quintana	--	CARVER
• Hilda Holquin	--	SUNRISE
• Tammy Babb	--	PALMCROFT
• Monika Garcia	--	ROLLE
• Michelle Poole	--	OTONDO
• Kendra Holland	--	CASTLE DOME
• Jaqueline Ledgerwood --		WOODARD
• Martha Leon	--	O.C. JOHNSON
• Gabriela Acosta	--	FOURTH AVE
• Ana Mendoza	--	GILA VISTA
• Dawn Nimesgern	--	PRICE
• Sandra Mcallister	--	ROOSEVELT
• Veronica Betancourt	--	ALICE BYRNE
• Maria Quintero	--	PECAN GROVE
• Neyva Leon	--	DOROTHY HALL
• Leticia Orduno	--	MCGRAW
• Christina Rooks	--	DESERT MESA

It is recommended that the Governing Board approve the above Student Activity revision.

CONSIDERATION TO APPROVE SOLE SOURCE VENDORS FOR FISCAL YEAR 2025/2026 – D. PONDER

BACKGROUND:

Based on Arizona Department of Education School District Procurement Rule number R7-2-1053 which allows School Boards to designate sole source vendors/suppliers, a contract may be awarded to a vendor if it is determined in writing that they are a sole source vendor/supplier. This process will take place throughout the year as sole service vendors/suppliers are identified. Attached is a list of vendors who have been identified as sole source providers.

RECOMMENDATION:

It is recommended the Governing Board recognize the attached list of vendors as sole source providers.

CONSIDERATION TO APPROVE THE RENEWAL OF EXISTING DISTRICT PROCUREMENT CONTRACTS – D. PONDER

BACKGROUND:

The multi-year contracts shown below were awarded by the Governing Board under term contracts that expire this month. These contracts require approval by the Governing Board in order to be extended for an additional one-year period.

All vendors under District contracts have provided satisfactory service during the term of their contract. These Contract extensions and procurement approvals are in the best interest of the District and will ensure compliance with the Arizona School District Procurement Rules.

Bid Number	Vendor	Contract Year
IFB-1-23-1-5 Food Supplies and Related Non-Food Items	Aikins Distribution, Desert Valley Services, Inc. , Shamrock Foods Company, Wallace Packaging, LLC.	2
RFP-1-22-7-5 Employee Benefits (Dental, Vision, Life, ADD and Voluntary Life Insurance)	EyeMed Vision MetLife Metropolitan Life Insurance Company Symetra Life Insurance	3
RFP-1-23-4-5 Self-Funded Medical Insurance	Matrix Group Benefits LLC	2

RECOMMENDATION:

It is recommended the Governing Board approve the renewal of the District procurement contracts listed in the background.

CONSIDERATION TO APPROVE THE COOPERATIVE CONTRACT PURCHASES FOR FISCAL YEAR 2025/2026 – D. PONDER

BACKGROUND:

Various District purchases will be made through purchasing cooperatives throughout the 2025-2026 school year. These purchases will be made through the Mohave Educational Services Cooperative, State of Arizona, the Yuma Educational Purchasing Association “YEPA”, the Strategic Alliance for Volume Expenditures “SAVE”, 1 Government Procurement Alliance “IGPA”, Omnia Partners, AXIA and TIPS-USA.

All vendors under District contracts have provided satisfactory service during the term of their contract. These procurement approvals are in the best interest of the District and will ensure compliance with the Arizona School District Procurement Rules.

All vendors under cooperative contracts have provided satisfactory service during the term of their contract. These procurement approvals are in the best interest of the District and will ensure compliance with the Arizona School District Procurement Rules.

RECOMMENDATION:

It is recommended the Governing Board approve the cooperative contracted purchases through these Government Board approved purchasing consortiums.

CONSIDERATION TO APPROVE KRONOS, INC. AS A SOLE SOURCE PROVIDER FOR FISCAL YEAR 2025/2026 – D. PONDER

Background:

The procurement rules allow School Boards to designate sole source vendors/suppliers. This process will take place throughout the year as sole source vendors/suppliers are identified.

Kronos Time Clock System:

Yuma Elementary School District One uses the Kronos time clock system to manage employee timekeeping and attendance. To ensure seamless integration with our existing Kronos software, we must purchase current, model-specific time clocks that are compatible and not re-manufactured. Kronos, Inc. is the sole provider of these time clocks and holds the proprietary rights to their production, maintenance, and integration services.

The district is on a refresh schedule to replace four clocks per year unless an older clock becomes unrepairable, in which case we may need to purchase additional clocks. Maintaining this schedule allows the district to budget appropriately for replacements and ensure that all time clocks remain fully operational and compatible with our system.

In the past, the district had to hire a separate vendor to create a pass-through system that allowed older, outdated clocks to interface with the current software. This process was expensive, inefficient, and required significant maintenance and troubleshooting. By purchasing directly from Kronos, we avoid these issues and ensure seamless functionality with our timekeeping system. Given these unique characteristics and the absence of comparable alternatives, Kronos qualifies as a sole source solution.

As per the information provided above, staff recommends that **Kronos, Inc.** be deemed a sole source provider for the 2025/2026 fiscal year. The cost of these services is estimated at **\$10,000.00** for one year.

Recommendation:

It is recommended that the Governing Board recognize and approve Kronos, Inc. as a sole source provider for the 2025/2026 fiscal year.

CONSIDERATION TO APPROVE PROJECT LEAD THE WAY AS A SOLE SOURCE PROVIDER FOR FISCAL YEAR 2025/2026– D. PONDER

Background:

The procurement rules allow School Boards to designate sole source vendors/suppliers. This process will take place throughout the year as sole source vendors/suppliers are identified.

Project Lead the Way: Yuma Elementary School District One is procuring the Project Lead The Way (PLTW) curriculum, training, and student kits necessary to implement PLTW STEM modules district-wide. This procurement is essential to ensure that our educators and students can fully participate in this nationally recognized STEM program, which is designed to engage students in hands-on, project-based learning in science, technology, engineering, and math.

Project Lead The Way (PLTW), a 501(c)(3) national non-profit organization, is the sole provider of the curriculum, training, and student supply kits required to implement its STEM modules. PLTW holds the proprietary rights to this curriculum, including the necessary training programs and supporting materials. There are no authorized distributors or alternative suppliers that can provide these proprietary products and services.

Furthermore, PLTW has awarded grants to Yuma Elementary School District One to support the implementation of these modules. Under the grant terms and conditions, the district is required to purchase the curricula, training, and kits exclusively from PLTW and to pay the required participation fee to implement the modules. Use of non-PLTW materials is not permitted, as it would violate grant terms and compromise the quality and fidelity of the curriculum.

Given these unique characteristics and the absence of comparable alternatives, Project Lead The Way qualifies as a sole source solution.

As per the information provided above, staff recommends that Project Lead The Way be deemed a sole source provider for the 2025/2026 fiscal year. The cost of these services is estimated at \$25,000.00 for one year.

Recommendation:

It is recommended that the Governing Board recognize and approve Project Lead The Way as a sole source provider for the 2025/2026 fiscal year.

Kindergarten Admission - D. Sheppard

EARLY ADMISSION TO KINDERGARTEN

A student is eligible to enter Kindergarten if s/he is five (5) years of age prior to September 1 of the school year. ARS 15-821c and Governing Board Policy JEB permit an extension of the enrollment period to December 31, if it is in the "best interest" of the child and with appropriate consultation with the principal, school professionals and the parent. The rationale for establishing a specific date is that students within similar age spans will interact socially and be able to perform tasks physically and academically with success. No matter when the date of eligibility is set, there will always be children whose birthday falls outside the parameters. These are some issues that impact admission to Kindergarten:

- ▶ Parent requests for the child who has missed the eligibility date

- ▶ Parent requests for the "bright" or "ready" child
- ▶ Parent and Charter School pressure
- ▶ Migrant children who move between states with differing entry ages can be placed in two different grade levels during the same year
- ▶ Military children who will be moving to other states with differing entry ages

Kindergarten Admission History in Yuma School District One

Spring 2010	Exception granted to student based on Sept. 1 st birthday.
June 2011	Request for Early Admission denied.
April 2012	Request for Early Admission denied.
June 2012	(2) Requests for Early Admission denied
August 2012	Request for Early Admission denied.
August 2013	Request for Early Admission denied.
June 2014	Request for Early Admission denied.
August 2014	Request for Early Admission denied.
June 2015	Admin recommendation to approve 1 student.
June/August 2016	Admin recommendation to approve 4 students. (10 total students screened)
June 2017	Admin recommendation to approve 4 students. (10 total students screened)
June 2018	Admin recommendation to approve 5 students. (12 total students screened)
June 2019	Admin recommendation to approve 3 students. (8 total students screened)
July 2020	Admin recommendation to approve 8 students. (9 total students screened)
June 2021	Admin recommendation to approve 2 students. (9 total students screened)
June 2022	Admin recommendation to approve 3 students. (13 total students screened)
June 2023	Admin recommendation to approve 3 students. (20 total students screened)
June 2024	Admin recommendation to approve 3 students. (12 total students screened)
June 25, 2024	Admin recommendation to approve 1 student. (1 student screened)
June 2025	Admin recommendation to approve 5 students. (16 total students screened)

Current Research:

No new evidence suggests that students will benefit from early admission. Student learning levels will be accommodated when a child enters school, whether the child is above level, on level, or below level. Studies indicate that students who are placed with age level peers tend to be academically successful and tend to maintain positive social interactions with other students.

*Attached are the recommendations

CONSIDERATION TO APPROVE THE PARTNERSHIP WITH PRESENCE – D. PONDER

To ensure all students receive timely and consistent speech-language support, our district utilizes virtual speech therapy services through Presence, a provider with a proven track record in delivering high-quality, individualized therapy. This partnership allows us to fill hard-to-staff positions, reduce service gaps, and maintain compliance with IEP timelines, particularly in areas where in-person specialists are difficult to recruit.

Recommendation:

It is recommended that the Governing Board approve the partnership with Presence for the Fiscal Year 2025/2026.

Yuma Area AVID Tutor Partnership – Intergovernmental Agreement (IGA)

Annually, District One partners with the high school district to jointly share the hiring, training, and supervision of AVID tutors and to hire a person to recruit and schedule all of the tutors for the AVID program. Scheduling across a large number of schools enables us to attract, train and retain high-quality tutors because the tutors get more hours, customized to their own needs. This IGA is the partnership agreement for that process.

It is the administrative recommendation that the Governing Board approve the Yuma Area AVID Tutor Partnership Intergovernmental Agreement between Yuma Union High School District and Yuma Elementary School District One for the 2025-2026 academic year.

Consideration to Approve Out-of-State Travel

Mr. Denis Ponder, Incoming Superintendent; Mrs. Leeanne Lagunas, Incoming Associate Superintendent; Mr. Duane Sheppard, Associate Superintendent; Mr. Danny Acosta, Incoming Chief Operations Officer; Mr. Luciano Munoz, Director of Human Resource; Mrs. Lurinda Ward, Director of Learning Services; Mr. Matt Kaste, Director of ESS; Ramona Robinson, District Registrar; Amalia Lomeli, Administrative Assistant request approval to attend the **Edupoint Synergy CONNECT Conference** in Orlando, FL from November 6-8, 2025. M&O Funds (001) will cover Mr. Denis Ponder, Mrs. Leeanne Lagunas, Mr. Duane Sheppard, Mr. Danny Acosta, Mr. Luciano Munoz, and Mrs. Lurinda Ward; Indirect Cost (570) will cover Ramona Robinson and Amalia Lomeli; and ESS Funds (222) will cover Mr. Matt Kaste.

Mr. Luciano Muñoz requests approval to attend **Turning Into Talent – AASPA 87th Annual Conference** in Nashville Tennessee from October 7-10, 2025. M&O Funds (001) will cover all cost for this conference.

It is recommended that the Governing Board approve the travel listed above.

Consideration to Appoint Designee for Stewardship and Capital Asset Disposal 2025-2026 – D. Ponder

A.R.S § 15-342 (18) states that a school district must dispose of surplus or outdated learning materials, educational equipment and furnishings, surplus materials, regardless of value, shall be offered through competitive sealed bids, public auction, on-line sales, established markets, trade in, posted prices or state surplus property. All stewardship and capital asset disposals must be approved by the governing board or authorized designee.

It is recommended that the Governing Board appoint Jamie Walden, Director of Finance and Budget as the authorized designee.

Action Items:

Superintendent's Contract Performance Pay 2024-2025 – K. Ware

This action item provides the Governing Board with the opportunity to approve the superintendent's performance pay for the 2024–2025 school year.

In accordance with the superintendent's contract, the Governing Board may approve performance pay in the amount of five percent of the superintendent's salary. This amount is to be paid by June 30 of the school year being evaluated.

Performance pay is determined based on documented progress toward the District goals established annually by the Governing Board.

It is recommended that the Governing Board approves the Superintendent's Performance Pay for FY 2024-2025. Mr. Keith Ware moved to approve the Superintendent's performance pay for FY 24-25 and seconded by Mr. David Ibarra. The motion carried 4-0 with votes as follows; Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye.

Math Curriculum Adoption – D. Sheppard

The Math Adoption Team of Yuma Elementary School District One was excited to recommend I-Ready Classroom Math to the teachers, students, and families of District ONE. I-Ready professionally answered the needs of our district. Mr. Sheppard presented detailed information to the board members.

Administrative Recommendation:

It is the Math Adoption Team's and administrative recommendation that i-Ready be adopted as the Math curriculum for Yuma School District ONE beginning in the 2025-2026 school year. After hearing the recommendation, Mr. Jeff Stoner moved to adopt the iReady Math curriculum for Yuma School District ONE beginning in the 2025-2026 school year and seconded by Mrs. Cori Rico. The motion carried 4-0 with votes as follows: Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye.

CONSIDERATION TO APPROVE THE CSF/301 PERFORMANCE PAY FY 2025-2026 – D. SHEPPARD

Each year, a committee of teachers brings to the Governing Board a proposal for the Classroom Site Fund (CSF) Performance Plan as required by ARS 15-977, formerly known as Prop 301. The Performance Plan must be approved by the Governing Board by December 31 of each year. The state legislature (no longer the voters) now controls the Classroom Site Fund and the Performance Plan within this fund. Two required components of the CSF fund for District One include: 1) Base Pay directly to teachers' salaries; and 2) the performance plan.

Usually during the month of May, the CSF Performance Plan Committee meets to discuss, refine and expand any possibilities for the Plan. This year is different. One of our indicators is the use of Galileo as our growth measure. Just recently we were informed that Galileo was being discontinued. So that brings us to an opportunity to look at our assessments that guide our instruction. We believe that using our current curriculum benchmark assessment systems from Benchmark Advance, Into Literature, and potentially the yet-to-be-approved i-Ready will yield similar results. Without being presumptuous, we will look at our curriculum benchmarks when we first return and bring to our CSF constituents a revision for their approval with specific wording so that all teachers will feel confident in the growth measure to be used.

Tonight, we bring to you the same edition of the Performance Plan from last year to set in motion the professional development participation and payment needed during the summer. On May 29, 2025, 98.5% of the participants voted to accept the plan with approximately 87% of the participants voting. Incredible stats! This indicates a strong performance plan is in place.

The classroom site fund will remain at a grand total of \$15,200; \$12,000 to the base and \$3200 to the Performance Plan.

District Administration appreciates the time of the 301 Committee Members:

Alice Byrne	Tricia Severs		Roosevelt	Kathy Jirak
CW McGraw	Ana Garibay		Sunrise	Jen Roberts
Desert Mesa	Charlene Roche			
Dorothy Hall	Marcella Reardon		Castle Dome	Deborah Wiles
GW Carver	Tracy Trujillo		Fourth Ave	Tracy Polk
OC Johnson	Jazmine Campos		Gila Vista	Maurice Carlson
Otondo	Bernice De La Rosa		Ron Watson	Pat Miller
Palmcroft	Jennifer Hartley		Woodard	Roberta Marlow
Pecan Grove and D1 Preschools	Eugenia Smith			
Price	Aida Estrada		Learning Services	Rindy Ward
Rolle	Ana Kochis		ESS	Matt Kaste
			Federal Programs	Elizabeth Miranda

It is the recommendation of the Classroom Site Fund Performance Plan Committee that the Governing Board for Yuma Elementary School District One accept the Performance Plan for the 2025-2026 school year. After hearing the recommendation, Mrs. Cori Rico moved to accept the Performance Plan for the 2025-2026 school year and seconded by Mr. Stoner. The motion carried 4-0 with votes as follows: Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye.

Consideration to Approve Assistant Principal– D. Ponder

The process for the selection of assistant principal started with an announcement that the district was seeking an outstanding leader for the vacant position.

First the applicants had to complete the following items:

- Submit an electronic application
- Submit a cover letter and resume
- Provide three letters of recommendation
- Provide three reference surveys

Top applicants were asked to participate in the interview process. Phase One of the interview process included the applicants giving a 30-minute presentation to different groups. The groups included staff from Fourth Ave Junior High School, in addition to leaders from across our district. Phase two of the process included the final interview committee asking a set of formal questions and reviewing a writing prompt. The final interview committee included the following individuals:

Eustacia Aide – Teacher
 Tracy Polk - Teacher
 Christina Keddy – Teacher
 Jennifer Stanley – Assistant Principal
 Jose Cazares – Middle School Principal
 Robert Monson – Director of Federal Programs
 Luciano Munoz – Executive Director of Human Resources
 Daniel Acosta – Incoming Chief Operations Officer
 Leeanne Lagunas – Incoming Associate Superintendent
 Duane Sheppard – Associate Superintendent
 Denis Ponder – Incoming Superintendent

After careful deliberation and discussion of each candidate's qualities and fit for the position, the interview committee has recommended Concepcion Rivera. Ms. Rivera brings over 20 years of experience in education, including prior service as a teacher in Yuma Elementary School District One. She currently serves as an Interventionist in the Somerton School District, where she has led successful intervention systems, used data to drive instruction, and supported educators as a District Mentor. She holds a master's degree in Educational Leadership and is known for her collaborative spirit and commitment to student success.

Therefore, it is the Administrative recommendation that Concepcion Rivera be approved by the Governing Board as assistant principal of Fourth Ave Junior High School effective the 25-26 school year. After hearing the recommendation, Mr. David Ibarra moved to have Concepcion Rivera be approved by the Governing Board as assistant principal of Fourth Ave Junior High School effective the 25-26 school year and seconded by Mrs. Cori Rico. The motion carried 4-0 with votes as follows: Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye.

Consideration to Approve 2025-2026 Proposed Budget– D. Ponder

Districts are statutorily required to annually prepare a Proposed Budget no later than July 5 or the publication date of the notice of public hearing and board meeting if earlier and furnish it to the Superintendent of Public Instruction and to the County School Superintendent.

A.R.S. 15-905(E): The district must also publish or mail a copy of the proposed Budget or Summary and a notice of the public hearing and board meeting no later than 10 days prior to the meeting to adopt the budget. The governing board shall adopt the budget, which shall not exceed the general budget limit or the unrestricted capital budget limit, making such deduction as it sees fit but making no additions to the proposed budget total for Maintenance and Operations or District Additional Assistance and shall enter the budget as adopted in its minutes.

It is recommended that the Governing Board Approve the FY 2025-2026 Proposed Budget. After hearing the recommendation, Mr. Jeff Stoner moved to Approve the FY 2025-2026 Proposed Budget and seconded by Mrs. Cori Rico. The motion carried 4-0 with votes as follows: Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye.

Second Read & Possible Adoption of Policy Advisories 866-875 and Policy JIAA Privacy and Safety – J. Sheldahl

The Governing Board of Yuma Elementary School District utilizes the services of the Arizona School Boards Association to maintain its Governing Policies and advise the District upon recommended changes. Policy Advisories are sent to member school districts and Governing Board members multiple times throughout the year, usually to respond to changes in the law.

This agenda item serves as a "second read" for the proposed policy changes. ASBA's Policy Advisories **866-875 and Policy JIAA Privacy and Safety** and are available on the District's website to facilitate community or employee input.

It is recommended the Governing Board approve the adoption of Policy Advisories 866-875 and Policy JIAA Privacy and Safety for the proposed policy changes. After hearing the recommendation, Mr. David Ibarra moved to approve the adoption of Policy Advisories 866-875 and Policy JIAA Privacy and Safety for the proposed policy changes and seconded by Mr. Jeff Stoner. The motion carried 4-0 with votes as follows: Mr. Keith Ware, aye; Mrs. Cori Rico, aye; Mr. David Ibarra, aye; and Mr. Jeff Stoner, aye.

Future Agenda Items:

None at this time.

Adjournment: The meeting adjourned at 6:45 pm.

Respectfully submitted,

Monica Navarro, Secretary to the Board

Keith Ware, President

Anthony Gier, Clerk

Cori Rico, Member

David Ibarra, Member

Jeff Stoner, Member