

**AMPHITHEATER PUBLIC SCHOOLS  
Tucson, Arizona**

**MINUTES OF SPECIAL PUBLIC MEETING OF THE GOVERNING BOARD**

**Place, Date and Time of Meeting**

Wetmore Center, 701 West Wetmore Road, March 30, 2010, 6:00 p.m.

**Board Members Present**

Jeff Grant, President  
Diana Boros, Vice President  
Dr. Kent Paul Barrabee, Member  
Patricia Clymer, Member  
Dr. Linda Loomis, Member

**Central Administrators Present**

Dr. Vicki McLeod Balentine, Superintendent  
Patrick Nelson, Associate Superintendent  
Todd A. Jaeger, J.D., Associate to Superintendent and General Counsel  
Scott Little, Chief Financial Officer

**OPENING OF MEETING**

**Call to Order and Signing of Visitors' Register**

Mr. Grant called the meeting to order at 6:02 p.m. and invited members of the audience to sign the visitors' register. Procedures for addressing the Board were described.

**Pledge of Allegiance to the Flag**

Dr. Balentine led the Pledge of Allegiance.

**Announcement of Date and Place of Next Regular Governing Board Meeting**

Mr. Grant announced the next regular meeting of the Governing Board: Tuesday, April 13, 2010, 7:00 p.m., Wetmore Center, 701 W. Wetmore Road

**PUBLIC COMMENT<sup>1</sup>**

There were no comments from the public.

**1. CONSENT AGENDA**

Mr. Grant asked if there were Board member requests to have items addressed separately; there were none. A motion was made by Dr. Loomis to approve consent agenda Items A-Q. The motion was seconded by Dr. Barrabee and passed unanimously, 5-0. Appointment of personnel is effective, provided all district, state, and federal requirements are met.

**A. Approval of Minutes of Previous Meeting(s)**

The minutes of the March 9, 2010 Regular Governing Board and Executive Session meetings were approved as submitted.

**B. Appointment of Personnel**

Certified and classified personnel were appointed, as listed in Exhibit 1.

**C. Personnel Changes**

Certified and classified personnel changes were approved, as listed in Exhibit 2.

**D. Leave(s) of Absence**

Leaves of Absence requests were approved for certified and classified personnel, as listed in Exhibit 3.

**E. Separation(s) and Termination(s)**

Certified and classified personnel separations were approved, as listed in Exhibit 4.

**F. Approval of Vouchers Totaling and Not Exceeding Approximately \$ 1,038,926.53 (Final Total)**

The following vouchers were approved as presented and payment authorized:

Vo. 885	\$ 198,918.50	Vo. 886	\$ 14,304.25	Vo. 887	\$ 287,848.70
Vo. 888	\$ 225,845.86	Vo. 889	\$ 231,820.33	Vo. 890	\$ 69,473.34
Vo. 891	\$ 10,715.55				

**G. Receipt of January 2010 Report on School Auxiliary and Club Balances**

Board Book information: *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.*

The Governing Board received the Monthly Report on School Auxiliary and Club Balances for month-end January 2010, as submitted (Exhibit 5, pp. 1-8).

**H. Approval of Out of State Travel**

Out of state travel was approved for students and staff (source of funding indicated): from Canyon del Oro High School to take 52 students to San Diego, California, June 22-25, 2010 (tax credit and student activity funds); from Canyon del Oro High School to take 15 students to Irvine, California, April 9-12, 2010 (tax credit, student activity, and M & O funds).

The Governing Board approved the change in chaperones listed for a travel request previously approved at the February 23, 2010 Board meeting from Canyon del Oro High School for the Dream Team Club to San Diego, California, March 24-26, 2010. The Governing Board approved the changes requested for an increase to costs and a change in chaperones listed for a travel request previously approved at the October 27, 2009 Board meeting from Cross Middle School to take 130 students to a Music tour/performance and clinic in San Diego, California, March 12-15, 2010. The Governing Board approved the changes requested for an increase to costs, a change in chaperones listed, and a change in dates listed for a travel request previously approved at the October 27, 2009 Board meeting from Cross Middle School; the revised travel dates are now March 21-25, 2010. The Governing Board approved the change in dates listed for a travel request previously approved at the February 23, 2010 Board meeting from Amphitheater High School to take 10 students to Anaheim, California; the revised travel dates are now March 26-29, 2010. The Governing Board approved the change in dates listed for a travel request previously approved at the February 23, 2010 Board meeting from Canyon del Oro High School to take 7 students to Orlando, Florida; the revised travel dates are now March 23-27, 2010.

Out of state travel was approved for staff (source of funding indicated): from Ironwood Ridge High School to attend the Rocky Mountain Athletic Trainers' Association Inc. Annual Clinical Symposium in Denver, Colorado, April 7-11, 2010 (gifts and donations); from Canyon del Oro High School to attend the Academic Innovations 2-Day Implementation Training in Albuquerque, New Mexico, April 12-13, 2010 (gifts and donations and M & O); from the District Office to attend the Superintendency Institute of America Summer Conference in Traverse City, Michigan, July 21-25, 2010 (federal staff development funds); from La Cima Middle School to attend the AVID Summer Institute in San Diego, California, July 25-30, 2010 (federal staff development funds); from Walker Elementary School, Canyon del Oro High School, Painted Sky Elementary School, Amphitheater Middle School, Canyon del Oro High School, and Harelson Elementary School to attend the International Society for Technology in Education Conference in Denver, Colorado, June 27-30, 2010 (federal staff development funds).

### **I. Review and Approval of Grants**

The Governing Board approved the following mini-grants:

- (1) Target Field Trip grant: for Donna McEnery on behalf of Rio Vista Elementary School, \$800 towards transportation, meal, and tour guide costs for third graders, University of Arizona *No Excuses University* trip;
- (2) Target Field Trip grant: for Chris Sanzo on behalf of Nash Elementary School, \$600 towards transportation and fees' costs for first graders, for the *Arizona Sonoran Desert Museum* field trip;
- (3) Wells Fargo Mini grant: for Kathryn Panas on behalf of Coronado K-8 School, \$500. towards the cost of classroom furniture and games, supporting *Expanding Literacy through Organization*;
- (4) Wells Fargo Mini grant: for Brett Dodds on behalf of San Joaquin Alternative School, in the amount of \$458.80 towards the cost of *San Joaquin Limited Space program* of supplies; and
- (5) Arthur and Catherine Singer Foundation grant: for Stephanie Andrews and Suzanne Graun on behalf of La Cima Middle School in the amount of \$2,500.00 towards the cost of the *Project GIVE* program.

### **J. Approval of Textbook(s) for Adoption**

The Governing Board approved the following textbook(s) for adoption, which has been on display to the public for 60 days (since January 26, 2010) in accordance with Section 15-721 of the Arizona Revised Statutes.

TEXTBOOK: *Marketing Essentials*; Publisher: Glencoe/McGraw Hill;  
Author: Farsee, Kimbrell, Woloszyk; Price: \$49.96

### **K. Approval of Student Activity Fee Increases**

Board Book information: *In August of 2003, the Governing Board approved a consolidated list of student fees. Each year that list is reviewed prior to the start of the year and, at times, some fee increases/changes are needed.*

The Governing Board approved the increases and changes to student activity fees, as follows:

Elementary: Clubs from \$1-\$20 to \$1-30; Sports Activities from \$10-20 to \$1-20; Technology class from \$30 to \$0; and, Band and Chorus from \$30 to \$1-30.

Middle School: Life Skills from \$ 0 to \$30; P.E. locks from \$3-6 to \$7;

P.E. uniform replacement from \$5 to \$15-20; after school clubs from \$1-20 to \$1-30; and,

High School: Marketing from \$8 to \$10; Web Page Development from \$6 to \$10;

Yearbook from \$5-65 to \$40-65; and, the elimination of fees for the following classes:

Architectural Drafting, Advanced Ceramics, Advanced Studio Art, AP Studio Art, Jazz

Combo, Behind the Wheel, Life 101, Music Wind Ensemble, and PE Uniform. The

following fees will be consolidated into one name, as shown: Culinary Arts rather than

Culinary Arts 1, 2, 3, and 4 since the fee is the same for all classes.

### **L. Award of Contract for Employee Fringe Benefit Programs for the 2010-2011 Program Year and Subsequent Years Based Upon Responses to Request for Proposal (RFP) 09-0052**

Board Book information: *The District issued a Notice of Request for Proposals ("RFP") for Insurance Services on February 3, 2010 with a due date of February 18, 2010. Proposals were sent to thirty-two vendors for the following programs: Group Life and Supplemental Life, Disability, Dental, Vision, Pet Insurance & Flexible Spending Account Services; twenty-four vendor responses were received.*

Evaluation Criteria: *Joyce Martin, District Benefits Coordinator; Mary Ragan, Consultant from GBP Risk Solutions; and, Pete Burgard, Purchasing Manager served as the RFP evaluation team. As stated in the RFP, the evaluation criteria applied by the team to develop a recommendation were (in descending order of importance):*

1. *Demonstrated commitment to operational and product or service quality through established programs, personnel, and outcome reporting.*
2. *Premium rates/fees for proposed products and/or services, and future rate caps or not-to-exceed rating.*
3. *Proposed benefit designs and demonstrated ability to administer proposed benefit designs.*
4. *Administrative and membership services included but not limited to electronic and Web capabilities.*

5. *Responsiveness of the Proposal clearly demonstrating an understanding of the RFP requirements.*

R7-2-1047. Discussions with Individual Offerors and R7-2-1048. Best and Final Offers

*After receipt of initial proposals, the Arizona school district procurement code permits discussions with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award. The purpose of such discussions is to obtain clarification necessary to assure full understanding of, and responsiveness to, the solicitation requirements.*

*If discussions are conducted pursuant to R7-2-1047, the school district shall issue a written request for best and final offers pursuant to R7-2-1048. As described below, these procurement procedures were implemented during this RFP process.*

VENDOR RESPONSES GROUP LIFE and SUPPLEMENTAL LIFE:

*The District received ten (10) responses for Group Life and Supplemental Group Life Insurance Services from: Aetna, the District's current provider; Cigna; Hartford, Humana, MetLife; Principal, SunLife Financial, The Standard; UNUMProvident; and USABLE Life. From this group, two vendors were determined eligible for potential award and received a Request for Clarification and request for a Best & Final offer.*

*Note for Recommendation of Award: Of the proposed vendors, The Standard, a new provider, is recommended for award based upon the following: 1) Clearly demonstrated commitment to operational and product/service quality, 2) Lowest proposed rates with a three year rate guarantee, 3) Plan designs as requested, 4) Electronic and Web capability, and 5) Clear understanding of RFP requirements and ability to administer accordingly.*

*For District provided life insurance, an award to The Standard will result in a 50% reduction in current district costs and additionally enables the District to increase the district-paid life insurance benefit level to \$25K, from the current \$20K, and still recoup savings. An increase in benefit level to \$25K will also return the district-paid coverage level to an amount that was previously provided by the District several years ago – until premium levels became too high at the time.*

*The annual cost impact for this award for next year represents a net decrease of approximately \$36K over this year's costs.*

VENDOR RESPONSES SHORT-TERM DISABILITY:

*The District received ten (10) responses for Short-Term Disability Insurance: Aetna, the District's current provider; Aetna; Cigna; Hartford; Humana; MetLife; Principal; SunLife Financial; The Standard; UNUMProvident; and USABLE Life. No Request for Clarification, and consequently, no Best & Final were required.*

*Note for Recommendation of Award: Of the proposed vendors, Hartford, a new provider, is recommended for award based upon the following: 1) Commitment to operational and product/service quality, 2) Competitively priced composite rates with a two- year rate guarantee, 3) Plan design comparability, and 4) Electronic and Web capability, and 5) Clear understanding of RFP requirements and ability to administer accordingly.*

*Hartford's offer also represents a 21% reduction compared to our current rates, making the program more affordable for our employees.*

VENDOR RESPONSES DENTAL INDEMNITY PLAN:

*Nine (9) responses were received for Dental Insurance Services Indemnity Plan: United Concordia, the District's current provider; Aetna; Cigna; Delta Dental; Humana; MetLife*

*Dental; Principal; Reliance Standard; and, The Standard; 2 of those nine vendors were determined eligible for award and received a Requests for Clarification and Best & Final.*

*Note for Recommendation of Award: The recommendation is to use ASBAIT, a new dental provider (although it is the current health insurance provider), for Dental Indemnity instead of any of the vendors who submitted responses. While ASBAIT, (Arizona School Boards Association Insurance Trust) is exempted the RFP process, it offers a program which: 1) Clearly demonstrated commitment to operational and product/service quality, 2) offers the lowest proposed rates, 3) provides plan designs as requested, and 4) offers electronic and Web capability.*

*ASBAIT offers an average 20% rate reduction from our current rates for the High Indemnity Dental Plan.*

#### VENDOR RESPONSES DENTAL MAINTENANCE ORGANIZATION:

*Four responses were received for Dental Maintenance Organization Insurance Services: EDS, the District's current provider; Aetna; Cigna; and Total Dental Administrators. Based on the responses the evaluators were able to determine the vendor award without a Request for Clarification and/or a Best & Final.*

*Note for Recommendation of Award: Of the proposed vendors, EDS, the District's current provider, is recommended for award based upon the following: 1) Clearly demonstrated commitment to operational and product/service quality, 2) Lowest proposed rates with two year rate guarantee and third year rate cap, 3) Plan designs as requested, 4) Electronic and Web capability, and 5) Clear understanding of RFP requirements and ability to administer accordingly.*

*This award would result in rate reductions from 4.76% (for family coverage) to 21.1% (for employee only coverage).*

#### VENDOR RESPONSES VISION:

*Five (5) responses were made to the District's vision RFP: EyeMed, the District's current provider; Avesis; Davis Vision; Superior Vision; and VSP. The evaluators were able to determine the vendor award based on the initial responses. No Request for Clarification, and consequently, no Best & Final were required.*

*Note for Recommendation of Award: Of the proposed vendors, EyeMed Vision Care, the District's current provider, is recommended for award based upon the following: 1) Clearly demonstrated commitment to operational and product/service quality, 2) Lowest proposed rates with four year rate guarantee, 3) Plan designs as requested, 4) Electronic and Web capability, and 5) Clear understanding of RFP requirements and ability to administer accordingly.*

*This will provide a 5% rate reduction from our current rates.*

#### VENDOR RESPONSES PET INSURANCE:

*Two responses were received for Pet Care Insurance: VPI, the District's current provider, and United Pet Care. Based on the responses, the evaluators determined the vendor award without the need for a Request for Clarification and Best & Final.*

*Note for Recommendation of Award: Of the proposed vendors, United Pet Care, a new provider, is recommended for award based upon the following: 1) Submitted a complete proposal with most required components, 2) Offers a program with no claim forms and small co-pays, 3) Lowest proposed rates with a two year rate guarantee.*

*The recommendation is a change from a discount fee for service plan to a group provider with a defined cost product. Due to the different type of plan, the cost impact cannot be determined.*

#### VENDOR RESPONSES FLEXIBLE SPENDING ACCOUNT SERVICES:

*Three responses were received for Flexible Spending Account Services: B.A.S.I.C., the District's current provider, American Fidelity, and Allegiance Benefit Plan Management, Inc. Based on the responses the evaluators were able to determine the vendor award without a Request for Clarification and/or a Best & Final.*

*Note for Recommendation of Award: Of the proposed vendors, B.A.S.I.C., the District's current provider, is recommended for award based upon the following: 1) Clearly demonstrated commitment to operational and product/service quality, 2) Low proposed rates with two year rate guarantee, 3) Plan designs as requested, 4) Electronic and Web capability, and 5) Clear understanding of RFP requirements and ability to administer accordingly.*

*There is no change in cost for this service. If we choose to add the debit card option, based on current participation, the annual cost impact would be an increase of approximately \$1.7K.*

#### HEALTH INSURANCE

*The District has been with ASBAIT medical insurance since July 2007. For the 2010-2011 fiscal year, ASBAIT active employee medical rates have increased approximately 10%, with some design changes. The co-pay for specialists, emergency room, and urgent care will all be increasing. An enhancement is that the Wellness maximum will increase from \$400 of covered services to \$500 a year. The High Deductible Plan has changed and will offer a lower deductible, \$1,200 versus the current \$2,000, for almost the same rate. ASBAIT is not required to go through the RFP process.*

*Note for Recommendation of Award: The District is recommending the current provider, ASBAIT, for award based upon the following: 1) Clearly demonstrated commitment to operations and product/service quality, 2) Low rate increase, 3) Plan designs as requested, 4) Electronic and Web capability.*

#### COBRA

*Currently the District processes its own COBRA. With continual legislative changes and notice requirements, the District has considered finding a vendor to provide COBRA administration services. ASBAIT offers COBRA as a free service for any products offered through them. For a minimal annual fee of \$3,500, ASBAIT would administer COBRA services for all Amphitheater COBRA eligible products, including those through other providers. Over the past several years Amphitheater has collected \$6K to \$8K a year in COBRA fees. These fees collected will offset the minimal cost of having ASBAIT provide COBRA administrative services.*

*Note of Recommendation of Award: The District is recommending ASBAIT for award for COBRA administrative based upon the following: 1) Clearly demonstrated commitment to operations and product/service quality, 2) Low proposed rate, 3) Plan design as requested, 4) Ability to properly administrate ASRS subsidy and ARRA subsidy.*

*Adding COBRA administration services will be offset through the collection of past COBRA fees.*

AWARD TERM:

*The term of the award for all programs is for Benefit Year 2010-2011, which begins July 1, 2010 and ends June 3, 2011. The District then has an option to renew for each of four (4) additional one-year periods, which would ultimately end on June 30, 2015.*

CONFIDENTIALITY REQUIREMENT: The Arizona School District Procurement Code, at R7-2-1045 (B), provides:

*All other information [other than vendor name] contained in the proposals [received in response to an RFP] shall remain confidential so as to avoid disclosure of contents prejudicial to competing offerors during the process of negotiation. Proposals and modifications shall only be shown to school district personnel having a legitimate interest in them or persons assisting the District in evaluation.*

*The Procurement Code also provides that:*

*After contract award the proposals shall be made open for public inspection, except to the extent that the withholding of information is permitted or required by law.*

*R7-2-1050(E) (emphasis added).*

*A detailed examination of each vendor's offering(s) is set forth in the accompanying confidential information. If necessary, the Board may recess the public meeting and convene an executive session to discuss or consider the confidential proposal documents, pursuant to A.R.S. §38-431.03(A)(2).*

*Following the Board's award of contracts, complete and original proposals for each offeror listed above are available, by appointment, for review in the office of the Purchasing Manager.*

*Based upon the evaluation criteria and the explanation provided in the attachments, the Administration recommends that the Governing Board award Contracts to the following providers pursuant to the terms of their proposals, as clarified and finally determined by their Best and Final offers, if applicable:*

The Governing Board approved the awards of contract for employee fringe benefit programs beginning with the 2010-2011 program year to: *The Standard* for Group Life and Supplemental Life Insurance; *The Hartford* for Disability Insurance; *ASBAIT* for Dental Indemnity Insurance; *Employers Dental Service* for Dental Maintenance Organization; *EyeMed* for Vision Insurance; *United Pet Care* for Pet Insurance; *B.A.S.I.C.* for Flexible Spending Account Services; *ASBAIT* for Health Insurance; and, *ASBAIT* for COBRA Administrative Services based upon responses to RFP 09-0052.

**M. Award of Contract Architectural Services, Career and Technical Education Projects  
Based Upon Responses to Request for Qualifications (RFQ) 09-0067**

Board Book information: *The Arizona Administrative Code R7-2-1117 covers the procurement of professional services for architects. RFQ 09-0067 requested statements of qualifications from interested vendors to provide professional architectural services in support of Career and Technical Education projects at Amphitheater Schools. The primary funding source for these projects will be JTED funds. A notice of Request for Qualifications for Professional Architectural Services was advertised in the Legal Section of The Daily Territorial.*

*The evaluation team ranked each of the eight responding vendors based on the evaluation criteria listed in the RFQ. The top three ranked vendors were scheduled to meet with the evaluation team for discussions. A meeting agenda was provided. The highest ranked vendor was asked to provide certified cost and pricing data for the proposed work. [Board Book holders were provided with vendor evaluation detail.]*

The Governing Board approved the award to *EMC<sup>2</sup> Architects* for architectural services for Career and Technical Education (CTE) projects, based upon their response to RFQ 09-0067.

**N. Award of Bids for PE Uniforms and Equipment Based Upon Responses to Request for Bids (RFB) 09-0059 and 09-0060**

Board Book information: *Annually the Athletic Department bids the District's requirements for PE uniforms and equipment. Vendors registered with the Purchasing Department were notified that bids were available for downloading at the department's website. The bid text advised vendors of the intent to award each bid to a single vendor, however, the District reserved the right to award to multiple vendors if in the District's best interest. Multiple awards are utilized only when a single vendor cannot supply all the required items or, if it is in the District's best interest based on the price offered. The following vendors are recommended for an award of contract based on their response to (RFB) 09-0059 and 09-0060.*

*RFB 09-0059 PE Equipment: One hundred and forty two line items were bid. Four line items were no bid by all responding vendors. The remaining one hundred and thirty eight lines items were split among five vendors based on product availability and price bid; Gopher Sports, (54), Cannon Sports (24), S&S Worldwide (24), Sports Supply (19) and School Specialty Company (17).*

*RFB 09-0060 PE Uniforms: The PE uniforms bid are shirts, sweatshirts, shorts, hats and T-shirts. Historically the T-shirts have been awarded to a vendor specializing in T-shirts, vendors who are able to provide best pricing. The cost for an XL T-shirt from Walt's Distributors with a two color imprint is \$2.65 delivered. The price from Buddy's All Stars is \$3.22 each, justifying a split award.*

*The Administration Recommends the Governing Board make the determination that a single award is not advantageous to the District.*

The Governing Board approved the awards of bid for PE uniforms to: *Buddy's All Stars* and *Walt's Distributors* and for PE equipment to: *Gopher Sports*, *Cannon Sports*, *S & S Worldwide*, *Sports Supply*, and *School Specialty Company* based upon their responses to RFB 009-0059 and 09-0060.

**O. Award of Contract for Copy Paper Based Upon Responses to Request for Bid (RFB) 09-0069**

Board Book information: *RFB 09-0069 for Copy Paper was mailed to sixteen companies; 5 bid responses were received. One vendor provided a product not meeting bid specifications. Their bid was deemed non-responsive and not considered for award. RIS Paper was the low-responding vendor meeting bid requirements. [Board Book holders were provided with vendor evaluation detail.]*

The Governing Board approved the award of contract for copy paper to *RIS Paper* based upon responses to RFB 009-0069.

**P. Approval of Draft Policy Regarding Restraint and Seclusion of Students**

Board Book information: *On February 9, the Governing Board studied a draft of the attached policy concerning restraint and seclusion of students. This proposal, as the February 9 board item described, follows recommendations which emerged from both state and federal level studies.*

*Amphitheater School District places an emphasis on a variety of positive behavioral supports and interventions designed to avoid the need for use of restraint or seclusion, but policy concerning necessary use remains advisable.*

*General Counsel has consulted with the Student Services Department and Special Education staff to develop the attached draft policy. It reflects not only many of the recommendations of the Task Force but also those of District staff familiar with our programs, our services and – most importantly – our students.*



*The administration will also be developing and implementing Regulation reflecting the Board's policy. Once approved, the policy and regulation will be formatted for inclusion in the District's policy system and distributed to staff to ensure notice and awareness of this important matter.*

The Governing Board approved the proposed policy regarding the restraint and seclusion of students (Exhibit 6, pp. 1-3).

#### **Q. Approval of Bond-Related Project(s)**

1. Award of Contract for Architectural Services Based Upon Responses to Qualifications (RFQ) 09-0043

Board Book information: *The Arizona Administrative Code R7-2-1117 covers the procurement of professional services for Architects. Per the requirements of R7-2-1117, a Notice of Request for Qualifications for Professional Architectural Services was advertised in the Legal Section of The Daily Territorial. RFQ 09-0043 requested statements of qualifications from interested vendors (architectural firms) to provide professional architectural services for the design, drawings & specifications, code & ADA compliance review, budget & schedule control associated with new construction and major renovation at Walker Elementary School. Work to include new classrooms to replace aging portable buildings, renovated ADA compliant restrooms and major kitchen renovation to include new equipment. Fifteen vendors responded to the RFQ; 2 vendors failed to provide the required bid documents and were not considered for award. The evaluation team ranked each responding vendor based on the evaluation criteria listed in RFQ. The three highest-ranked vendors were asked to meet with the District's evaluation team. A meeting agenda was provided requesting each vendor address 1) kitchen renovations on an occupied campus, 2) restroom renovations and 3) HVAC requirements.*

*The highest ranked vendor was asked to provide certified cost and pricing data for the proposed work. Please see the attached vendor evaluations and memo of award.*

The Governing Board approved the award of contract for architectural services to Swaim and Associates, LTD Architects based upon responses to RFQ 09-0043.

## **2. STUDY<sup>4</sup>**

### **A. 2010-2011 Budget Development – Discussion of K-12 Budget Realities for Amphitheater; Discussion and/or Direction Regarding Expenditure Reductions; Discussion of Scenarios with and without Passage of Prop 100 (Amended 3-26-10)**

Board Book information: *Since the Governing Board's budget development study on March 9, 2010, the state education budget for next fiscal year was finalized and signed into law by Governor Brewer. (49<sup>th</sup> Arizona Legislature, Seventh Special Session, HB 2008).*

*The end result of HB closely resembles the budget proposal information studied on March 9 and reflects "this or that" scenarios -- the first of two scenarios assuming passage of Proposition 100 on the May ballot, and the second scenario reflecting the outcomes if the ballot measure fails.*

*These alternative scenarios can be summarized as follows:*

If Prop 100 Passes		If Prop 100 Fails	
Budget Cut	Amphi Impact	Budget Cut	Amphi Impact
80% cut to soft capital	\$2,686,862	80% cut to soft capital	\$2,686,862
All Day K funding loss	\$2,638,158	All Day K funding loss	\$2,638,158
No Building Renewal	\$5,712,373	No Building Renewal	\$5,712,373
Grant Reductions*	\$ 942,000	Grant Reductions*	\$ 942,000
Reduced 301	\$1,934,000	Reduced 301	\$1,934,000
		Final 20% Soft Capital	\$ 671,716
		Unrestricted Capital**	\$3,892,482
<b>Total Reductions</b>	<b>\$11,979,393</b>	<b>Total Reductions</b>	<b>\$16,543,591</b>
* Anticipated, but not yet implemented through finalized budget actions.			
** Affects maintenance and operations programs			

*It is important to note that the figures reflected involve and affect different funding sources. Reductions to the affected funds therefore generally require reductions in current expenditures under those affected funds. The District is not allowed to incur debt, with the exception of school construction bonds, and must otherwise balance its budget.*

*As Governing Board members will recall, necessary budget reductions totaling \$1,595,056 were made for the current fiscal year due to budget cuts imposed by the legislature last year. Approximately half of these reductions came from cuts to central administrative functions, affecting all levels of the administration.*

*Apart from state-imposed budgetary reductions, the District also had to reduce staffing and non-staffing allocations for this year due to declining enrollment – a reality predicted by the 2007 Applied Economics Growth Study commissioned by the Board. While these reductions were not required due to legislative budget cuts, their combined impact with those of legislative origin certainly affected operations of the District.*

*Thus, it is nothing short of alarming to consider the scale of public school reductions now made reality by the legislative budget for next fiscal year – let alone the potential reality if Proposition 100 revenues are not secured.*

*This item will enable the Board to continue its discussion of the 2010-2011 budget, to include necessary reductions in expenditures by funding source.*

*As previously discussed, many people have difficulty comprehending the relative impact of a budget cut of more \$6,000,000 or more for a school district of Amphitheater's size. We have previously offered numbers which provide some scale and perspective, including the fact that \$6,580,158 in lost District maintenance and operations funding could be considered equivalent to:*

- *165 full time employees with compensation of \$40,000 per year; or*
- *Approximately 4.6% of the district's entire payroll in the current fiscal year; or*
- *Turning off all the lights, heating and air conditioning in all District facilities... for a year and a half.*

*These numbers, as well, have little meaning. They are merely examples. More importantly, the task of estimating potential impact is no longer relevant. The legislature has now made very clear cuts to our District budget, and we must identify specific budget reductions.*

*The Superintendent has initiated a district-wide process to solicit the input of staff on these issues; the Superintendent will be reporting to the Governing Board on the outcome of that process during discussion of this item.*

*In addition, the joint meet and confer teams (for compensation) are set to meet on March 29 and 30 to discuss potential impact of the budget on employee related expenditure levels. (Approximately 86% of the District's entire maintenance and operations budget is spent on the employment of staff required to implement programs and services, so employee expenses are the single greatest component of the budget).*

*It is anticipated the Governing Board will receive information concerning a recommendation from the Meet and Confer Committees on March 30, 2010 as well; this annual recommendation is an important factor for the annual consideration and development of the District's budget. Thus, information concerning the meet and confer process outcome will be presented on March 30 during discussion of this item.*

*It is important to note that the realities of this year's budget require a timely and decisive recommendation from the meet and confer process. The state of the budget is clear – perhaps clearer than it has been in several years. The meet and confer recommendations will hopefully offer two different recommendations (one which assumes passage of Prop 100 and one which assumes failure of Prop 100) so that the District and its employees can be prepared and informed as soon as possible what the impact will be. And, whatever the recommendation is, it will need to be considered by the*

*Board on April 13. Additionally, if no recommendation is forthcoming by that time, Board action will have to proceed by the date based on the best information and input available at that time.*

*Accordingly, this continuing discussion of the budget and the issues it presents will be followed by an action item on April 13 and others as required.*

Dr. Balentine stated that the District, as well as other districts throughout the state of Arizona, has found itself in a very serious budget funding situation. The District is in a position of facing necessary and dire budget reductions – approximately \$7.1 million. She provided an overview of both the recommended 'required' budget reductions resulting from the initial \$7.1 million cuts; and, also contingency budget reductions being proposed for consideration if Proposition 100 fails – the *Arizona 1% Temporary Sales Tax* ballot measure being considered at a special election scheduled for May 18, 2010. [This tax measure, if passed, would automatically expire May 31, 2013.]

A questionnaire was developed and circulated in order to offer District employees and the community an opportunity to provide input in identifying funding priorities, budget efficiencies, etc., particularly in light of this current need to examine possible areas of budget reductions. Dr. Balentine reviewed the *Amphitheater Budget Survey Compilation* (approximately 759 responses were received); noting that all suggestions are being evaluated. She also provided examples of suggestions that are unsuitable for consideration at this time – programs that are self-sustaining; the alternative may actually be more costly, etc.

Dr. Balentine reviewed the *scenarios* offered in the Board book materials (and itemized above). She will be sharing these realities at three school forums scheduled for the week of April 5<sup>th</sup> at each of the three District high schools. She has some concern that many in the community may not grasp or recognize the severity of what is at risk. She noted that the District had already realized budget cuts last year at this time totaling more than \$500,000. Recognizing the seriousness of those conditions and the implications of further cuts, the 2009-2010 cuts were made from within central administration; extending to senior staff members voluntarily tolerating a five-day furlough (without pay).

Dr. Balentine then summarized recommendations being considered at this time, many of which were identified in the aforementioned Survey: eliminating three additional positions from central administration: Executive Director of Human Resources, print media specialist, and a computer repair technician (\$178,800); reorganizing FSS – eliminating three positions, but reconfiguring one to address energy efficiencies within the District, and outsourcing some services (\$45,000); combining administrative functions, Principal, at Prince Elementary and Amphitheater Middle schools (\$50,000.) noting that Title I monies are funding an Assistant Principal and two Instructional Support Assistants (explaining that Cross Middle and Harelson Elementary schools [non-Title I] each has a principal but carry only one assistant principal at the middle school level); the reorganization of curriculum and instruction through the reduction of instructional coaches, instructional support leaders, school improvement specialists by seven (7) – Dr. Balentine explained why these \$300,000 in costs will be reassumed by the M & O budget; the closing of the San Joaquin Alternative High School – relocating the program and teachers to each high school (\$435,000.); reduce Governing Board supplies and travel expenses by 15% (\$1,200.); transportation efficiencies by combining routes (\$100,000.); reduce inter-office mail services by one day per week (\$5,000.); conversion to electronic pay stubs (\$7,000.); eliminate full-day kindergarten – the program will be provided at Title I schools and charge tuition (\$1,200.+ \$100/supplies) at non-Title I schools (\$900,000.); increase class-size formula allocation by 1 (\$1.53 million); interscholastic fee and ticket-cost increases (\$50,000.); eliminate field trip allocation in M & O (\$70,700.); curtail M & O travel (\$30,000 – includes mileage reimbursement); curtail M & O professional development (\$60,000); administrative pay reductions and furloughs will occur although not finalized, proposed 3% salary decrease with additional 2 day furloughs (\$172,000.); these listed cuts/reductions total \$3.1 million. Dr. Balentine added these examples of costs: 2% of payroll is \$1.5 million or 4% equals \$3.0 million; and, one day of furlough is \$285,000. or 5 days equals \$1.425 million.

Dr. Balentine identified *expected* increased costs for 2010-2011 that the District will need to cover, such as: increased ASRS (both individual and District), the District's portion is \$80,000.; and, an as yet unknown increase in insurance costs. She then reviewed undetermined *non-specific reductions* (TBA)

such as: 4-day,10-hour, Monday–Thursday work week schedules, during the summer, for energy-savings.

Dr. Balentine reviewed a list of proposed recommendations submitted via survey/questionnaire responses that will require further investigation such as: additional increases to triple-headed bus routes, transferring of transportation fees to parents for pick ups, etc. Additionally, she cited some “year two” considerations to cover costs in 2011-2012 when current (ARRA - American Recovery and Reinvestment Act of 2009) stimulus funding are due to end.

Dr. Balentine reviewed additional *necessary* cuts (imposed by the Legislature) totaling more than \$6 million such as: the loss of the remaining soft capital allocation equal to \$671,716.; the reduction of the entire unrestricted capital equal to \$3,892,482.; the reduction of Base Level Support (BLS) funding by 2% equal to \$1.4 million – which total \$5,994,193; plus, anticipated increased unemployment costs totaling approximately \$625,000. placing the budget cuts and burden at more than \$6.6 million.

If Proposition 100 fails, additional cuts (beyond those itemized earlier) will become necessary – another approximately \$6.6 million by further increasing the class size formula allocation by 5 (+1=6) students equal to \$3.7 million; further increased interscholastic fees and program reductions equal to \$1.1 million; eliminating curriculum and instructional literacy support position and elimination of employee benefit programs (offering a year's notice) totaling an additional \$6.6 million.

There is also a concern about the Legislature redirecting funds from voter-protected programs – such as First Things First, Proposition 301, etc., and others that have been approved by voters in the past that may be on the table as solutions for passing a “balanced” budget.

In response to an inquiry by Dr. Loomis, Dr. Balentine described the cost savings of closing San Joaquin as three components: alternative education - the teachers, administrator, and clerical support, which will be transferred to vacant positions at the high schools; the maintenance of facilities and grounds; and, utilities.

Career Ladder funding continues at current levels without new participants; however, the program remains in jeopardy after a state court ruling that declared it unconstitutional (because not all the state's districts can participate) so continued funding is uncertain.

Four speakers addressed the Board: John Fife, Dolly Pvonka, Chris Ackerly, and Rhonda Ball, AmphiEA President; each stated their AEA representative position. They described their disappointment and state of terror related to the gravity of the budget. They recommended banding together, working with the Board in determining line-item priorities; and, educating the public and campaigning legislators.

Board members commented, expressing extreme concern about the impending necessary budget cuts. Board members understand the responsibility in the decision-making process; and, echoed concerns expressed about ‘cutting into the infrastructure’ and those affects on the classroom. The Board members are committed, and understand the fiduciary responsibility to the community as a Board. They also expressed appreciation to the voters for the passage of the Override. Concerns were expressed about the Legislature's lack-of-funding support for public education.

Dr. Balentine noted that her only role is as someone providing information but noted that she not (legally) able to take a position, for or against, the upcoming ballot measure.

### **3. EXECUTIVE SESSION**

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

- 1) Determination of Whether to Hold an Expulsion Hearing and Designate a Hearing Officer to Hear Evidence, Prepare a Record and Bring a Recommendation to the Board, Pursuant to A.R.S. §15-843(F)(2), Regarding:
  - a. Student # 30020306
  - b. Student # 10805436
  - c. Student # 30000601

- d. Student # 30001509
  - e. Student # 16806229
  - f. Student # 30033985
  - g. Student # 11705623
  - h. Student # 30021335
- 2) Consideration and Decision Upon Expulsion Hearing Officer's Recommendation, Pursuant to A.R.S. §15-843(F)(2), Regarding:
- a. Student # 20024457
  - b. Student # 30008924
  - c. Student # 30013159
- 3) Consideration and Determination of Appeal of Long-term Suspension Hearing Officer's Decision, Pursuant to A.R.S. §15-843(A), Regarding:
- a. None at this time.

A motion was made by Mrs. Clymer that the Board recess the open meeting and convene into Executive Session for the purpose of conducting student disciplinary hearings pursuant to A.R.S. §15-843, subsections (A) and (F)(2), and also for the purpose of consulting with legal counsel in order to obtain legal advice pertaining to Item 2 on this evening's agenda regarding *2010-2011 Budget Development – Discussion of K-12 Budget Realities for Amphitheater; Discussion and/or Direction Regarding Expenditure Reductions; Discussion of Scenarios with and without Passage of Prop 100 (Amended 3-26-10)* pursuant to A.R.S. §38-431.03, subsection (A)(3), as presented. Mrs. Boros seconded the motion and it passed unanimously, 5-0. Mr. Grant called a recess at 7:20 p.m. for the purpose of holding Executive Session.

#### **B. Motion to Close Executive Session and Reconvene Open Meeting**

Upon return to the Board Room, Dr. Loomis moved to reconvene the meeting into open session. Dr. Barrabee seconded the motion and it passed, unanimously, 5-0. The time was 8:47 p.m. Mr. Grant declared the meeting in open session.

#### **BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

There were no Board Member requests.

#### **PUBLIC COMMENT<sup>1</sup>**

There were no public comments.

#### **ADJOURNMENT**

A motion was made by Mrs. Clymer, seconded by Mrs. Boros and passed unanimously, that the meeting be adjourned. Mr. Grant declared the meeting adjourned at 8:48 p.m.

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Respectfully submitted,  
Margaret Harris

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Jeff Grant, President

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Date