



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

DATE OF MEETING: **September 11, 2018**

TITLE: **Study of Governing Board Policies BCB (Board Member Conflict of Interest) and its accompanying Exhibit BCB-E; BE (School Board Meetings); BEDF (Voting Method); Policy Regulation BEDG-R (Minutes); DIE (Audits/Financial Monitoring); DJ (Purchasing); DJE (Bidding/Purchasing Procedures); DKA (Payroll Procedures/Schedules); DN (School Properties Disposition); FCB (Retirement of Facilities); FEA (Educational Specifications for Construction) and accompanying Regulations and/or Exhibits.**

Study of Proposed Governing Board Policy DICA (Budget Format).

BACKGROUND:

Administrative staff and the Arizona School Boards Association have recommended revisions to current policies to clarify language and to address changes in the law. Policy documents presented for the Board's study this evening are:

Policy BCB and Exhibit BCB-E (Board Member Conflict of Interest)

On August 28, 2018, the Board approved language revisions to Policy Exhibit GBEEA-E (Staff Conflict of Interest) to more closely follow the Conflict of Interest Disclosure Memorandum in Appendix 8.1 of the Attorney General Arizona Agency Handbook. Given the changes in House Bill 2663 on procurement and the focus on conflicts of interest in purchasing, BCB and BCB-E have been similarly revised.

Policy BE (School Board Meetings)

Chapter 229, House Bill 2065, amended A.R.S. §§ 38-431, 38-431.01 and 38-431.07 relating to public meetings and proceedings which in turn required language updates to include an expansion of the definition of a "meeting" that includes electronic communication.

Policy BEDF (Voting Method)

Chapter 229, House Bill 2065, amended A.R.S. §§ 38-431, 38-431.01 and 38-431.07 relating to public meetings and proceedings which in turn required language updates to clarify and specify that each individual governing body member must vote and each individual member's vote be recorded in the minutes. ASBA recommends instituting a roll-call vote to ensure this is accomplished.

Policy Regulation BEDG-R (Minutes)

Chapter 229, House Bill 2065, amended A.R.S. §§ 38-431, 38-431.01 and 38-431.07 relating to public meetings and proceedings which in turn required language updates to specify that each individual governing body member's vote be recorded in the minutes.

Policy DIE (Audits/Financial Monitoring)

The passage of House Bill 2663, Chapter 285, of the Fifty-third Legislature, 2nd Regular Session, and subsequent statutory requirements for Arizona School Districts, require that Policy DIE be revised:

- due to changes in A.R.S. § 41-1279.03 to require each school district to prominently post on its website home page a copy of its profile pages that displays the percentage of every dollar spent in the classroom by that school district from the most recent status report issued by the auditor general.
- added language from A.R.S. §15-213 related to the number of consecutive years for which a district may hire an auditor/auditing firm and the prohibition of the same auditor/auditing firm receiving consulting fees from that school district

Policy DJ (Purchasing)

The recently passed House Bill 2663, Chapter 285, of the Fifty-third Legislature, 2nd Regular Session, and subsequent statutory requirements for Arizona School Districts, required substantial additional language from A.R.S. §15-213 be included in this policy that pertains to purchasing, supervision of financial transactions, personal gifts and benefits, and reprisal against an employee for disclosure of public information.

Policy DJE (Bidding/Purchasing Procedures)

Policy has been modified by the addition of a paragraph under “Public Inspection and Rationale for Awarding a Contract” found in A.R.S. § 15-213.

Policy DKA (Payroll Procedures/Schedules)

Policy DKA has been updated to reflect current statutory language pertaining to paydays of employees and payment of wages due to discharged employees.

Policy DN (School Properties Disposition)

In House Bill 2460, the legislature has modified ARS § 15-189 pertaining to a school district selling or leasing property to charter/private schools in the same manner as that utilized in selling or leasing property to any other buyers or lessees. Policy DN includes a reference to the specifics in Policy FCB.

Policy FCB (Retirement of Facilities)

As noted above in Policy DN, modifications to ARS § 15-189 ensure that whenever a school district decides to sell/lease a vacant and unused building/portion of a building, the school district may not prohibit a charter or private school from negotiating to buy/lease the property in the same manner as other potential buyers or lessees. This policy is amended to include other specific limitations.

Policy FEA (Educational Specifications for Construction)

This policy is updated to include language, per A.R.S. § 15-341, which allows the Governing Board to delegate authority to the Superintendent to submit plans for new school facilities to the School Facilities Board to obtain certification that the plans meet minimum adequacy guidelines as prescribed in A.R.S. 15-2011.

Proposed Policy DICA (Budget Format)

Proposed Policy DICA (Budget Format) reflects the current statutory language contained in:

A.R.S. § 15-903 that requires revisions of the school district budget format to include:

- A statement identifying proposed pupil-teacher ratios and pupil-staff ratios relating to the provision of special education services for the budget year.
- A statement identifying the number of full-time equivalent certificated employees.
- The prominent display of the average salary of all teachers employed by the School district for the current year.
- The prominent display of the average salary of all teachers employed by the School District for the previous year.

- The prominent display of the dollar increase in the average salary of all teachers employed by the School District for the current year.
- The prominent display of the percentage increase in the average salary of all teachers employed by the School District for the current year.

A.R.S. § § 15-903 and 41-1279.03 require the District to “prominently display” on its website:

- The information listed above;
- a copy of its profile pages that display the percentage of every dollar spent in the classroom from the most recent auditor general status report;

ASBA also suggests that its member school districts consider including the additional categories of Instructional Support and Student Support alongside the dollars in the classroom number. ASBA’s rationale is that the intent of the report is to give a more accurate picture of the percentage of district dollars spent that directly impact teaching and student learning.

RECOMMENDATION:

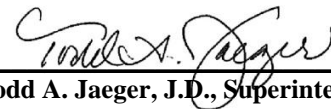
This item is presented for the Board’s review and discussion at this time; no action is required. Revisions to the policies, regulations and exhibits, along with any additional Board-directed revisions, will be presented for approval at the next Board meeting.

INITIATED BY:



Michelle H. Tong, J.D.,
Associate to the Superintendent and General Counsel

Date: August 30, 2018



Todd A. Jaeger, J.D., Superintendent