

**DOUGLAS UNIFIED SCHOOL DISTRICT #27  
DOUGLAS, ARIZONA**

Board Room  
Central Administration Building

5:00 PM  
August 2, 2022

**Regular Board Meeting  
Minutes of the Board**

**I. PRELIMINARY MATTERS:**

CALL TO ORDER: Mr. Ray Borane, President

PRESENT: Mrs. Jana Selchow, Member  
Mr. Mitch Lindemann, Member  
Dr. Edward Gomez, Member  
Mr. Mario Ramos, Member

Others Present: Ana C. Samaniego, Superintendent  
Denise Cox, Assistant Superintendent  
Cesar Soto, Chief Financial & Operations Officer  
Alejandra McGrew, Ex-Officio Student Member  
Alma Valenzuela, Superintendent's Secretary

Mr. Borane welcomed Alejandra McGrew, new Ex-Officio Student Member, to her first Board meeting and gave her a brief synopsis of her role. Ms. McGrew introduced herself and gave a brief description of her role as Douglas High School (DHS) Student Body President.

**Approval of Minutes:**

Mr. Lindemann motioned to approve the following minutes. Mr. Ramos seconded the motion. Motion carried 5/0. <sup>1</sup>

1. June 7, 2022 - Regular

**Summary of Current Events:**

**Superintendent**

Mrs. Samaniego addressed the Board and informed them about the following:

- Today was our in person Staff Welcome Back to School Orientation. Our theme this year is *DUSD's got the MAGIC*. When speaking about MAGIC, we talk about the Motivation, Appreciation, Grittiness, Innovation, and Collaboration of our staff. We want to thank Mrs. Rodriguez for collaborating with us and creating fun activities during the orientation.
- Tomorrow is the first day of school and school begins at 8:00 a.m.
- Due to the DHS construction, we have had to close Eddie Avenue for the month of August. Our Joe Carlson families will need to utilize 19<sup>th</sup> Street and the alley behind our

<sup>1</sup>A unanimous (5/0) vote will show the members voting in this manner throughout the minutes:

Name	Aye	Nay	Abstain
Mrs. Jana Selchow	√		
Mr. Mitch Lindemann	√		
Dr. Edward Gomez	√		
Mr. Mario Ramos	√		
Mr. Ray Borane	√		



Transportation Department. The alley is going to become their route to Joe Carlson for morning drop-off and after-school pick-up. Our Maintenance Department and Transportation Department staff will be working in the mornings and afternoons to help direct traffic.

- Hosted two (2) virtual town hall meetings on Monday with elementary and secondary students. Our elementary session was well attended by students and very enlightening to see such positivity and eagerness to come back to school.
- Next Tuesday afternoon, will be hosting virtual parent town hall meetings to discuss school safety and return to school information. There will be separate English and Spanish meetings.

### **Governing Board Members**

Mrs. Selchow commented that on Monday she attended the ALICE training at Sarah Marley. Really good and interesting training.

### **Reports:**

#### **Year to Date Budget Balance & Travel Reports – Cesar Soto**

Mr. Soto advised that the Board was provided the July reports. Mr. Soto advised that they are still working on encumbering mostly the salaries.

Mr. Borane asked if there is any new information on the legislature and the budget limit? Mr. Soto replied that the status on the Aggregate Spending Limit is still the same and everyone is hoping the legislators will work on it earlier. We haven't received specific budget numbers but we are hoping they will completely do away with it.

#### **Human Resources & Student Enrollment Reports – Denise Cox**

Mrs. Cox advised that there are 3,904 students enrolled to include preschool. Every day there are new students enrolling.

We currently have a couple of certified vacancies. There is a vacant middle school P.E. position and an 8<sup>th</sup> grade ELA position. Also, actively looking for a middle school assistant principal and a high school athletic director/assistant principal. There are also several classified vacancies such as Instructional Aide's, Van Driver, Maintenance, Grounds, and IT. We are excited for this school year and we hope it will be a magical year.

Mr. Borane asked Mrs. Cox if she is familiar with Senate Bill (S.B.) 1159? He stated it is extremely important that the Board understand and the community know exactly what the legislature is doing with teacher certification. Mrs. Cox replied yes, it is due to the teaching vacancies nationwide. Individuals are able to get certified using different measures and we are waiting to receive more information from the State. There are staff that have emergency teaching certificates that we are hoping to be able to certify. Mrs. Samaniego commented that in the past, you would need a bachelor's degree in education, teacher certificate, and pass the state test. In the last few years, there has been different pathways for our employees to get certified. With S.B. 1159, it makes things easier for individuals that come from another field of study and it still requires them to have a background in something. They have to have a bachelor's degree in another field, like a subject matter. It also can allow them to come from a field of study like CTE. It doesn't mean that the



State is doing away with the very basic test requirements. Yes, we are able to hire individuals that don't come from the educational background a lot easier yet ADE is still making those requirements and giving individuals so much time to pass a test via an Emergency Teaching Certificate (ETC) or Subject Matter Content Certificate. Eventually, the individual will need to get a standard teaching certificate. This is even true for administrators. The individual will have to show and demonstrate that they are on the path to completion of a certificate program. As long as that is done, the Board can allow these individuals to be hired, as long as administration certifies that they are on a pathway to an alternative teaching program or on an administrative pathway to certificate program. Mr. Ramos asked if an individual could be teaching for several years without attempting to get a certificate? Mrs. Samaniego replied yes, with what we are dealing with and an ETC or Subject Matter Content Certificate, they have three (3) years. Right now, ADE gives them three (3) years to work on the deficiencies they have and attain a standard teaching certificate. With the new law, they may have to make different, additional changes in ADE to either extend the three (3) year mark for an ETC or Subject Matter Content Certificate and we don't have that information yet from ADE. Mrs. Selchow commented that it shocks her as a couple of states are requiring for elementary teachers to be certified in the new science of reading (dyslexic). Due to the shortage of teachers, there is a district that has moved teachers from preschool to teach where needed and placed instructional aides to teach preschool. Mr. Ramos commented that he hopes the District hires the best individuals they can, not just hiring someone that has no teaching abilities. The kids are the ones that suffer. This is a nationwide issue with teacher shortages and Arizona is one of the worst.

**Public Comments:**

None.

**II. CONSENT AGENDA ITEMS:**

Mr. Lindemann motioned to approve the consent agenda as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

1. Payroll and Expense Vouchers/Reports:

- i. Expense Vouchers: 2261, 2262, 2263, 2264, 2265
- ii. Student Activities & Auxiliary Reports/Vouchers: 5020, 5021
- iii. Payroll Vouchers: 2

**III. ACTION ITEMS:**

**A. Discussion/action on the approval of classified resignations & retirement.**

Mr. Lindemann motioned to approve the classified resignations & retirement as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

- |                      |                                    |                                   |
|----------------------|------------------------------------|-----------------------------------|
| • Raymond Pacheco    | Food Service Worker                | Resignation effective immediately |
| • Amber Ramirez      | Instructional Aide (DHS)           | Resignation effective 07/18/22    |
| • Johanna Herrera    | Instructional Aide (Joe Carlson)   | Resignation effective immediately |
| • Mariah Miramontes  | Instructional Aide (Joe Carlson)   | Resignation effective 08/01/22    |
| • Isela Torres       | Instructional Aide (Sarah Marley)  | Resignation effective immediately |
| • Andrea Barra       | Instructional Aide (Stevenson)     | Resignation effective 07/19/22    |
| • Jennifer Pedroza   | Math Interventionist (Joe Carlson) | Resignation effective immediately |
| • Guadalupe Valencia | Food Service Worker                | Retirement effective 07/11/22     |



**B. Discussion/action on the approval of certified retirement.**

Mrs. Samaniego commented that Mr. Hill has been with the District 30+ years and is submitting his retirement effective at the end of this school year. He intends to hopefully be hired under ESI.

Mr. Lindemann motioned to approve the certified retirement as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

- Clint Hill                                      ESS Teacher (DHS)                                      Retirement effective 05/25/23

**C. Discussion/action on the approval of certified hires.**

Mrs. Samaniego advised that the substitutes are for the substitute pool. Also, Mr. Walker is being presented again to show his correct date of hire.

Mr. Lindemann motioned to approve the certified hires as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Celia Romo	ELA Teacher (RBMS) (\$34,500 base; \$2,500 exp)	\$37,000.00 (BA)	M&O
• Debra Thuma	Elementary Teacher (Joe Carlson) (\$42,000 base; \$3,000 exp)	\$45,000.00 (MA+30)	M&O
• Pedro Tacuba	Emergency Substitute Teacher	\$105.00/day	M&O
• Ariana Harris	Emergency Substitute Teacher	\$105.00/day	M&O
• Leonardo Romero	Emergency Substitute Teacher	\$105.00/day	M&O
• Rodolfo Elzy	Emergency Substitute Teacher	\$105.00/day	M&O
• Melissa Rodriguez	Emergency Substitute Teacher	\$105.00/day	M&O
• Adilene Velasquez	Emergency Substitute Teacher	\$105.00/day	M&O
• Priscilla Polanco	Emergency Substitute Teacher	\$105.00/day	M&O
• Marlene Preciado	Emergency Substitute Teacher	\$105.00/day	M&O
• Jayleen Anguiano	Emergency Substitute Teacher	\$105.00/day	M&O
• Berenice Ovando	Emergency Substitute Teacher	\$105.00/day	M&O
• Delancey Guerrero	Emergency Substitute Teacher	\$105.00/day	M&O
• Dylanie Guerrero	Emergency Substitute Teacher	\$105.00/day	M&O
• Carlota Campbell	Emergency Substitute Teacher	\$105.00/day	M&O
• Geovanny Maybe	Emergency Substitute Teacher	\$105.00/day	M&O
• Melissa Acosta	Emergency Substitute Teacher	\$105.00/day	M&O
• Anna Saavedra	Emergency Substitute Teacher	\$105.00/day	M&O
• Laura Guerrero	Emergency Substitute Teacher	\$105.00/day	M&O
• Frank Vasquez	Emergency Substitute Teacher	\$105.00/day	M&O
• George Lopez	Math Teacher (PHMS) (\$34,500 base; \$3,000 stipend)	\$37,500.00 (BA)	M&O
• Randy Walker	Principal (PHMS) (\$70,000 base; \$5,250 exp; \$3,000 stipend-ESSER) Effective start date of 07/11/22	\$78,250.00	M&O
• Raymond Pacheco	Science Teacher (DHS) (\$34,500 base; \$3,000 stipend)	\$37,500.00 (BA)	M&O
• Armando Arocha	Science Teacher (PHMS) (\$39,000 base; \$3,000 stipend; \$1,500 exp)	\$43,500.00 (MA)	M&O
• Cheyenne Hron	Science Teacher (RBMS) (\$39,000 base; \$3,000 stipend)	\$42,000.00 (MA)	M&O
• Rosey Kofron	Science Teacher (DHS) (\$34,500 base; \$3,000 exp)	\$37,500.00 (BA)	M&O
• Marcus Moen	Science Teacher (DHS)	\$34,500.00 (BA)	M&O
• Margaret Schmidt	ServSafe Manager Trainer	\$30.00/hr.	M&O/FS
• Melanie Molina	Substitute Teacher	\$125.00/day	M&O
• Tessie Malone	Substitute Teacher	\$125.00/day	M&O
• Teresa Torrez	Substitute Teacher	\$125.00/day	M&O
• Sally Hamilton	Substitute Teacher	\$125.00/day	M&O
• Brianna Nuñez	Substitute Teacher	\$125.00/day	M&O



- Shannon O’Hearn Substitute Teacher \$115.00/day M&O

**D. Discussion/action on the approval of classified hires.**

Mr. Lindemann motioned to approve the classified hires as presented. Mr. Ramos seconded the motion.

Dr. Gomez asked if there are vacancies in maintenance, custodial, etc.? Mrs. Samaniego replied yes, there are two (4) vacancies in Maintenance and Grounds and none in custodial.

There being no further discussion, motion carried 5/0.

• Amber Ramirez	Administrative Assistant (ESS)	\$15.40	IDEA
• Norma Grijalva	Campus Monitor (DHS)	\$14.37	M&O
• Reyes Lopez	Custodian (Sarah Marley & RBMS)	\$14.04	M&O
• Ashley Acedo	ESS Instructional Aide (Stevenson)	\$14.37	M&O
• Jessie Frisby	ESS Instructional Aide (Joe Carlson)	\$14.37	M&O
• Erika Galaz	ESS Instructional Aide (Stevenson)	\$14.37	M&O
• Rosela Garcia	ESS Instructional Aide (Clawson)	\$14.37	M&O
• Alexia Munoz	Instructional Aide (Stevenson)	\$14.04	Title IV
• Janine Parra	Instructional Aide (Joe Carlson)	\$14.04	M&O
• Darianna Salazar	Instructional Aide (Joe Carlson)	\$14.04	M&O
• Ana Arriola	Instructional Aide (PHMS)	\$14.04	Title I
• Liliana Hernandez	Math Interventionist (Joe Carlson)	\$15.75	ESSER III

*Ratification*

**E. Discussion/action on the approval of Summer Professional Development.**

Mrs. Samaniego advised that the funding is Results Based. The summer professional development was for some of the Clawson and Stevenson staff. It was non-mandatory and optional. Both schools received this funding which can be utilized for salaries or professional development. Results Based funding awards largely reflect the background of students in a school and not necessarily the impact that the school has on student learning. Standardized test scores used as a snapchat are strongly correlated to student poverty, this is why there is so much work in education to develop measures of student growth such as valued added or student growth percentiles. Overall, schools receive Results Based funding awards that serve fewer students in poverty, fewer students with disabilities, fewer English learners, and fewer Latino, African American, and Native American students. Clawson and Stevenson receive funding based on the above explanation and they utilized it for professional development.

Mr. Lindemann motioned to approve the Summer Professional Development as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Jessica Galaz	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Alonzo Tapia	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Savannah Tapia	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Angelica Rios	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Suzette Vildosola	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Ibane Leon	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Rachel Morris	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Ana Daniel	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Noemi Escalante	Results Based Professional Development (Clawson)	\$30.00/hr.	RB



• Cynthia Encinas	Results Based Professional Development (Clawson)	\$30.00/hr.	RB
• Samantha Renova	Results Based Professional Development (Clawson)	\$16.53/hr.	RB
• Angelica Fabela	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Marian Olguin	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Aaliyah Castillo	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Elisa Lindemann	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Bernadette Gonzalez	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Maria Salcido	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Adriana Rojas	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Crystal Vega	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Miriam German	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Kimberly Salazar	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Brenda Moreno	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Lulu Gamo	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Michelle Yanez	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Josue De La Ree	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Ruth Acedo	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB
• Maria Escarcega	Results Based Professional Development (Stevenson)	\$30.00/hr.	RB

*Ratification*

**F. Discussion/action on the approval of classified transfers.**

Mr. Lindemann motioned to approve the classified transfers as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Alfonso Cordoba	From ESS Instructional Aide (JC, \$14.62, 6.5hrs) to ESS Instructional Aide (PHMS, \$14.62, 7hrs)	M&O
• Zoyla Galindo	From ESS Instructional Aide (SM, \$15.28) to Instructional Aide (SM, \$14.04)	M&O
• Stephania Lopez	From Instructional Aide (SM, \$14.29) to ESS Instructional Aide (SM, \$14.37)	M&O
• Susanna Ruiz	From Instructional Aide (JC, \$14.62, 5.5 hrs) to Instructional Aide (Clawson, \$14.62, 6 hrs)	M&O

**G. Discussion/action on the approval of increase in hours.**

Mrs. Samaniego advised that all of the staff are ESS Instructional Aides and it is for student’s needs.

Mr. Lindemann motioned to approve the increase in hours as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Erika Bells	ESS Instructional Aide from 7 hours to 8 hours (DHS)
• Karen Moreno	ESS Instructional Aide from 7 hours to 8 hours (DHS)
• Gloria Acosta	ESS Instructional Aide from 6 hours to 6.5 hours (JC)
• Yolanda Ballesteros	ESS Instructional Aide from 6 hours to 6.5 hours (JC)
• Alejandra Leon	ESS Instructional Aide from 5.5 hours to 7 hours (RBMS)

**H. Discussion/action on the approval of athletic hire.**

Mrs. Samaniego advised that the background includes the recommendation memorandum and is being recommended for Girls Basketball Assistant Coach.



Mr. Lindemann motioned to approve the athletic hire as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

- Jacque Olivas                      Girls Basketball Assistant Coach                      \$2,000.00    M&O

**I. Discussion/action on the approval of athletic resignation.**

Mr. Lindemann motioned to approve the athletic resignation as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

- Ocean Sensenbaugh              Track Assistant Coach (DHS)                      Resignation effective immediately

**J. Discussion/action on the approval of volunteer.**

Mr. Lindemann motioned to approve the volunteer as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

- Jacque Olivas                      Volleyball (DHS)

**K. Discussion/action on the approval of athletic addendums for DHS.**

Mrs. Samaniego advised that it is a list of all the current coaches that are going to be the coach for a specific sport and season.

Mr. Lindemann motioned to approve the athletic addendums as presented. Mrs. Selchow seconded the motion.

Mr. Borane asked if after the season, they are evaluated? The evaluations need to be submitted to HR and done by the Athletic Director with DHS Principal input. Mrs. Cox replied yes.

There being no further discussion, motion carried 5/0.

- Fabian Ochoa                      Baseball Coach                      \$3,500.00    M&O
- Luis Cañez                      Baseball Assistant Coach                      \$2,000.00    M&O
- Levi S. Salazar                      Golf Coach                      \$3,500.00    M&O
- Levi S. Salazar                      Baseball Assistant Coach                      \$2,969.00    M&O
- Levi S. Salazar                      Winter Weight Room                      \$2,500.00    M&O
- Abner Cortez                      Boys Basketball                      \$3,500.00    M&O
- Estefan Mora                      Boys Basketball Assistant Coach                      \$2,000.00    M&O
- Richard Montijo                      Boys Basketball Assistant Coach                      \$2,000.00    M&O
- Victor M. Ramos                      Boys Tennis Coach                      \$3,500.00    M&O
- Maria Sexton                      Cross Country Coach                      \$3,500.00    M&O
- Clint E. Hill                      Fall Weight Room                      \$2,500.00    M&O
- Clint E. Hill                      Spring Weight Room                      \$2,500.00    M&O
- Clint E. Hill                      Girls Basketball Coach                      \$3,642.00    M&O
- Hunter Long                      Football Coach                      \$3,500.00    M&O
- Sergio Rivera                      Football Assistant Coach                      \$2,000.00    M&O
- Alfonso Acosta                      Girls Basketball Assistant Coach                      \$2,000.00    M&O
- Mario A. Romero                      Girls Soccer Coach                      \$3,500.00    M&O
- Gilbert Aguilar                      Girls Soccer Assistant Coach                      \$2,000.00    M&O
- Gilbert Aguilar                      Softball Assistant Coach                      \$2,000.00    M&O
- Andrea Barallardos                      Girls Tennis Coach                      \$3,500.00    M&O
- Andrea Barallardos                      Spiritline Coach                      \$7,000.00    M&O



• Francisca Tapia	Softball Coach	\$3,500.00	M&O
• Carlos Michael Chavez	Softball Assistant Coach	\$2,000.00	M&O
• Ysabelle Nieblas	Spiritline Assistant Coach	\$4,000.00	M&O
• Mitchell P. Nelson	Trainer	\$4,250.00/season	M&O
• Donna Savill	Swimming Coach	\$4,305.00	M&O
	Track Coach	\$4,084.00	M&O
• Maria Parra	Swimming Assistant Coach	\$2,000.00	M&O
	Track Assistant Coach	\$2,000.00	M&O
• Daniel E. Ellsworth	Track Assistant Coach	\$2,000.00	M&O
• Camilla Altree	Track Assistant Coach	\$2,000.00	M&O

**L. Discussion/information only for certified & classified internal transfers.**

Mrs. Samaniego advised that these are for information only.

**Certified:**

- Hector Moreno From 5<sup>th</sup> Grade Teacher (JC) to Elementary P.E. Teacher (Various Schools)
- Yesenia Quijada ESS Teacher from RBMS to Joe Carlson
- Melissa Macapilit ESS Teacher from Faras to Joe Carlson
- Clint Hill ESS Teacher from DHS to RBMS

**Classified**

- Thalia Cruz From Instructional Aide (Clawson PreK) to Instructional Aide (Clawson Gen Ed)

**M. Discussion/action on the approval of donations received for DUSD #27:**

- *Donation of \$1,000.00 from SkillsUSA to Douglas High School SkillsUSA Chapter.*
- *Donation of Weight Room Equipment from Cochise College to Douglas High School (est. value \$7,500.00).*

Mrs. Selchow motioned to approve the donations received for DUSD #27 as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

**N. Discussion/information only for Child Nutrition Department ServSafe Manager certification training.**

Mrs. Samaniego advised that this is for information only. A list of employees that attended the ServSafe manager certification training was provided. This is a requirement for Food Service employees.

**O. Discussion/information only on ESI hire for School Year 2022-2023.**

Mrs. Samaniego advised that Ms. Diane Campas is coming back to teach at Sarah Marley as an elementary teacher.

**P. Discussion/action on the approval of the 301 Performance Pay Plan (PPP) for the 2022-2023 School Year.**

Mrs. Samaniego advised that this is the yearly plan that has to be Board approved. It is a 12-part plan for each eligible member to follow at each individual school site. The plan is intended to meet the 40% allocation of the funding, as required by the Classroom Site Fund. Non-compliance with any element in the plan shall forfeit the percentage of compensation for that element. The plan was provided to the Board. It will include all eligible staff except for substitute teachers, administrators, classified personnel, and librarians without teacher certification. TOSA's don't qualify under the 301 PPP but they do qualify under Subsection H.



Mr. Lindemann motioned to approve the 301 Performance Pay Plan (PPP) for the 2022-2023 School Year as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

**Q. Discussion/action on the approval of Direct Service Agreement between DUSD #27 and Vail Unified School District for Arizona Online Instruction (AOI) Support.**

Mrs. Samaniego advised that this agreement has been reviewed and approved by the DUSD Attorney. Since this is our first year with AOI and Vail Unified School District has been doing it for many years, they will be supporting the District through this agreement. The cost is \$2,500.00 and they will ensure that the District is optimizing the funding coming from all students attending AOI. The District AOI school will begin on August 15<sup>th</sup>.

Mr. Lindemann motioned to approve the Direct Service Agreement between DUSD #27 and Vail Unified School District for Arizona Online Instruction (AOI) Support as presented. Mr. Ramos seconded the motion.

Dr. Gomez asked if this was for online learning? Mrs. Samaniego replied that this is for Douglas High School students only. There will be teachers providing after-school support. It is an independent online school and is called DUSD Online Academy (9-12 grades).

Mrs. Selchow asked if there are any students who have signed up or enrolled? Mrs. Rodriguez replied that there are currently five (5) students who have signed up and DHS administration will be meeting with them to go over the application and program. Dr. Gomez asked who approves the application? Mrs. Samaniego replied that Mrs. Rodriguez approves it.

Mr. Ramos asked if a student starts falling behind, will someone catch it? Mrs. Samaniego replied yes. The reason that there is an application and a formal meeting with the student and parents, is because we want to make sure that they know that once they start the AOI school, they have to complete one (1) semester. They cannot withdraw and re-enroll at DHS in less times because of the credit system. There is an AOI coordinator, who along with the counselors and teachers, is going to be supervising and ensuring the students stay on track. After completing one (1) semester, the student can return to DHS.

There being no further discussion, motion carried 5/0.

**R. Discussion/action on the approval of the following Job Descriptions:**

- Food Service Driver/Custodian
- Arizona Online Instruction (AOI) Coordinator

Mrs. Samaniego advised that the first one is an existing position and the job description needed to be modified to add the custodian part. The AOI Coordinator is for a new position and this person will be working with the AOI program. Currently, it is not a full-time or part-time position, it will be paid as an addendum or stipend for a current employee.

Mr. Lindemann motioned to approve the Job Descriptions as presented. Mrs. Selchow seconded the motion.



Mr. Borane asked where will the AOI Coordinator position be funded from? Mrs. Samaniego replied ESSER III.

There being no further discussion, motion carried 5/0.

**S. Discussion/action on the approval of creating five (5) Elementary Campus Security Officer Positions and revision of Job Description.**

Mrs. Samaniego advised that with the importance of school safety and the fact that there has never been security at the elementary schools, there is a need and demand for elementary campus security officers. The job description is being brought forth and requesting to create five (5) elementary positions. Funding will be from M&O. Approval for the positions and job description will allow the posting of the job positions.

Mr. Lindemann motioned to approve creating five (5) Elementary Campus Security Officer Positions and revision of Job Description as presented. Mr. Ramos seconded the motion.

Mr. Borane commented that there is no doubt and the Board has a responsibility to do this. Mr. Borane asked where will the funding come from and how will it impact the budget? Mr. Soto replied that they are aware of the need for the five (5) positions and the positions are not 12-month positions as they work 9-months. It will cost approximately \$133,000.00 for the 5 positions, if they are entry level. There is available capacity in the M&O budget. The supervisor position is a 12-month position and when needed, the 9-month position can be brought and paid for that day. Mr. Ramos asked if they will have the option to extend their paycheck for the 12-months? Mr. Soto replied yes, they will have the option to get paid 26 pay periods, which covers the summer. Mr. Lindemann asked who will be their immediate supervisor; the building principal or the head of security? Mrs. Samaniego replied that it is the building principal. The job description shows supervisor/principal but their immediate, the person they work under at that moment, is the building principal in coordination with Mr. Augie Ballesteros. He will be in close communication with the principals and security staff in general. The evaluation will be done in collaboration of the two.

Mr. Borane asked if there is any information on the security grant from the State? Mr. Soto replied that they haven't heard anything and there is one in place for School Resource Officers and a Counselor. There isn't a lot of money in the grant. Mr. Borane commented that for these positions, experience is needed or required. Mr. Soto commented that he is budgeting the 5% for experience for the 5 positions. Dr. Gomez asked if there will be training at the schools? Mrs. Samaniego replied yes, there were voluntary trainings held during the summer but it is the expectation that every staff member will have that same training during the year. In addition, we will be training with all the students, at all the sites. Mr. Ballesteros and Mr. Marcus Gonzalez are certified ALICE (Alert, Lockdown, Inform, Counterattack, and Evacuate) trainers in collaboration with Douglas Police Department staff. Our local law enforcement has been great and of big support. Mrs. Selchow asked if there is a deadline for all staff to complete the training? Mrs. Samaniego replied no, there is no deadline yet as they are also coordinating with outside law enforcement agencies to have additional trainings. Within the first quarter, all staff will be trained. First will be ALICE training, then evacuation drills, ALICE training for students, fire drills, and various ongoing



trainings. Mrs. Selchow commented that she is very pleased that the District is taking security seriously.

There being no further discussion, motion carried 5/0.

**T. Discussion/action on the approval of Addendums of The Stepping Stones Group for ESS Department.**

Mrs. Samaniego advised that this is for a TeleSpecial Education Teacher in ESS that will be placed at DHS.

Mr. Lindemann motioned to approve Addendum A of the Stepping Stones Group for ESS Department as presented. Mr. Ramos seconded the motion.

Dr. Gomez asked why is this needed? Mrs. Samaniego replied it is due to the lack of ESS teachers in the District. At the high school, there are students who may be higher functioning and just need ½ hour of support services, there will be a telehealth ESS teacher with our DHS staff and student.

There being no further discussion, motion carried 5/0.

**U. Discussion/action on the approval to pay an invoice from Fiscal Year ~~2021-2022~~ 2020-2021 for IT Department.**

Mrs. Samaniego advised that there is a correction to the item as the correct date should be 2020-2021. Mr. Soto advised that the vendor submitted an invoice very late. After researching, the vendor missed submitting the invoice on time. By law, that fiscal year is closed but since services were provided and received, the invoice needs to be Board approved to be paid.

Mr. Lindemann motioned to approve the payment of invoice from Fiscal Year 2020-2021 for IT Department as presented. Dr. Gomez seconded the motion.

Mr. Borane commented that \$14,000.00 is not an insignificant amount of money. What do the auditors do when they something like this? Mr. Soto replied that this technically is not a finding because this is not something that the District did wrong. For example, there is a purchase order in place for services but the vendor never submitted the invoice for the services provided. When accounts payable is closing the year, they check for outstanding invoices with the vendors and if there isn't any, closes the year. The left-over money goes back into the funding and part of the carryover. This is what happened and that is why it needs to be Board approved. It is not a performance issue per say because the District wasn't at fault. The vendor found out at a later date that they never sent an invoice for the services rendered.

Mr. Lindemann and Mrs. Selchow asked if there is a deadline by when invoices can be stopped from being submitted and paid? Mr. Soto replied technically no because there is a quote that backs up the services, there is a purchase order, and services were provided. In this case, services were provided but they never sent the invoice. The only time that payment can be denied is when there is no purchase order in place. Mr. Borane commented that there are always admonitions to vendors, that the state and USFR requires. There should be an admonition that if an invoice is not filed in a timely manner, then the District is not liable for payment.



There being no further discussion, motion carried 5/0.

**V. Discussion/action on the approval of \$100.00 stipend for DUSD staff who attended the summer ALICE training.**

Mrs. Samaniego advised that the Board was provided a list of staff that are employed by the District but not on contract when they attended the summer ALICE training. The training was voluntary and \$100.00 stipend would be submitted for Board approval. There were 190 staff that attended, for a total of \$19,000.00 and MIPS funding would be used. There were approximately 310 staff that attended overall but the rest of the staff were already on contract. Will be looking at other staff that did attend, that is now on contract, and see if they can be paid.

Mr. Lindemann motioned the approval of \$100.00 stipend for DUSD staff who attended the summer ALICE training as presented. Mrs. Selchow seconded the motion.

Mr. Lindemann commented that when someone is told that this is going to be done for the good of the District, but it is not mandatory, they are not going to say no. If you are not going to say it's mandatory but would like for them to do that, you're still going to have to pay them. Anytime you are going to ask someone to come do something at a professional level, they need to be compensated.

Mr. Borane asked if they are not on contract, how will they get paid? Mrs. Samaniego said it would be done in the most legit way in coordination with our auditors. We want all of our employees trained and it was voluntary. She will find out how it can be done for the staff that were not on contract but did attend.

Mr. Lindemann commented if it is possible for them to submit a timesheet? Mrs. Samaniego replied no, because they are not employees yet.

There being no further discussion, motion carried 5/0.

**W. Discussion/action pursuant to Policy BGF to temporarily suspend Policy BGB, requiring two readings of the proposed policies prior to approval of the adoption in order to approve the following Policy Advisories immediately upon the first reading.**

- Policy Advisory No. 716..... (NEW) JLDAB – Referrals to Other Agencies  
(NEW) Regulation JLDAB-R – Referrals to Other Agencies  
(NEW) Exhibit JLDAB-E – Referrals to Other Agencies

Mr. Lindemann motioned to waive Policy BGB and adopt the Policy Service Advisories as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

**IV. INFORMATION ITEMS:**

**A. Request for future agenda items**

None.



**B. Announcements**

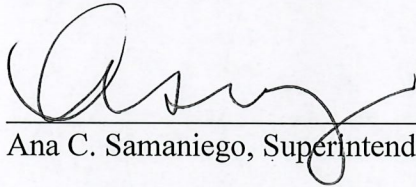
- First Day of School ..... August 3, 2022
- Labor Day: No School & All District Offices Closed ..... Monday, September 5, 2022
- Next Regular Board Meeting ..... September 6, 2022

Mrs. Samaniego encouraged Board members to visit the schools during the first month of school. Also, there is no mask policy in place as they are optional and the District is following COVID-19 protocols.

**V. ADJOURNMENT:**

There being no further business, Mr. Lindemann motioned to adjourn the meeting. Mrs. Selchow seconded the motion. Motion carried 5/0. The meeting was adjourned at 6:11 p.m.

Minutes prepared by Alma Valenzuela, Executive Secretary. The Board at their meeting on October 4, 2022, approved these minutes.



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Ana C. Samaniego, Superintendent