

NOTICE OF SPECIAL MEETING

Pursuant to A.R.S. §38-431.02, notice is hereby given that the Dysart Governing Board will hold a meeting open to the public on the date and day, at the time, and at the location shown below. A copy of the complete agenda with names and details is posted prior to the scheduled meeting during business hours at the Dysart Education Center at 15802 N. Parkview Place, Surprise, AZ 85374 or at www.dysart.org/public_meetings/.

DYSART UNIFIED SCHOOL DISTRICT GOVERNING BOARD MEETING AGENDA

PUBLIC HEARING

and

SPECIAL MEETING

TIME: 6:00 p.m. – Monday, July 14, 2013

PLACE: Nathaniel Dysart Education Center, 15802 N. Parkview Place, Surprise, AZ 85374

Individuals wishing to address the Governing Board must fill out a request form available in the Lobby and turn it in to the Board Clerk, Superintendent or Board Secretary prior to the start of the meeting. Those who have asked to speak will be called upon to address the Board at the appropriate time. Persons with a disability or who need an interpreter may request a reasonable accommodation, such as a translator or sign language interpreter, by contacting the Governing Board Secretary at 623-876-7002. Requests should be made at least 48 hours in advance to arrange the service.

1. Call to Order
(Members of the Dysart Unified School District Governing Board will attend either in person or by telephone conference call.)
2. Pledge of Allegiance

PUBLIC HEARING

- Dysart Unified 2014-2015 Proposed Budget

Pursuant to A.R.S. 15-1461.I, ...the governing board shall hold a public hearing and present the proposed budget to the persons attending the hearing. Upon request of any person, the governing board shall explain the budget and any resident or taxpayer of the district may request information regarding any item in the proposed budget. At this time, Mr. Jack Eaton will present information regarding the proposed budget for fiscal year 2014-2015.

Audience with Individuals or Groups

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Pursuant to A. R. S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. In order to facilitate accomplishing the business of the District in a timely manner, a time limit of three (3) minutes will be imposed for each individual or group addressing the Board. When you approach the podium, please state your name for the record.

ACTION/DISCUSSION

Submitted By

- 1. Recommendation to Adopt the Proposed Budget for Fiscal Year 2014-2015 Mr. Eaton

- 2. Recommendation for Revision of Governing Board Policy Section 7.53 - Support Ms. Buck
Staff Paid Leave – Second Reading

ADJOURNMENT

Motion _____ Second _____ Vote _____

“Exceeding standards, future ready”

GOVERNING BOARD ITEM

AGENDA ITEM: Recommendation to Adopt the Proposed Budget for Fiscal Year 2014-2015

Action/Consent _____	Action/Discussion <u> X </u>	Information _____	Supporting Data _____
Cost: _____	N/A _____	Funding Source: _____	N/A _____

EXECUTIVE SUMMARY:

Administration recommends the Governing Board approve the 2014-2015 budget as proposed. The proposed budget was advertised in the Daily News-Sun on Monday, June 23, 2014 and in the Surprise Today on Wednesday, June 25, 2014.

Approval of this motion must be done by roll call.

BOARD ACTION REQUESTED:

It is recommended the Governing Board adopt the proposed budget for Fiscal Year 2014-2015 by roll call vote, and authorize Jack Eaton, Executive Director of Business Services, to certify the projected ending cash balances.

SUBMITTED BY: Jack Eaton **SUPERINTENDENT:** Hail Petrick

ACTION BY BOARD: Motion: _____ Second: _____ Vote: _____ **AGENDA ITEM:** 1

SUMMARY OF SCHOOL DISTRICT PROPOSED EXPENDITURE BUDGET

CTD NUMBER 070289000
VERSION Adopted

I certify that the Budget of Dysart Unified School District No. 89 District, Maricopa County for fiscal year 2015 was officially proposed by the Governing Board on June 4, 2014, and that the complete Proposed Expenditure Budget may be reviewed by contacting Jack Eaton at the District Office, telephone 623-876-7018 during normal business hours.

President of the Governing Board

1. Student Count			2. Tax Rates:			* Secondary rate applies only for voter-approved overrides and bonded indebtedness per A.R.S. §15-101(22) and Joint Technical Education Districts per A.R.S. §15-393(F).
	FY 2014 Prior Yr. 2013 ADM	FY 2015 Budget Yr. 2014 ADM		Prior FY	Estimated Budget FY	
Resident	24,526,694	24,606,063	Primary Rate	4.6232	4.3254	
Attending	24,686,473	24,880,699	Secondary Rate*	2.9538	2.7750	

3. The Maintenance and Operation, Classroom Site, and Unrestricted Capital Outlay budgets cannot exceed their respective budget limits.			
Maintenance & Operation	147,133,335	GBL	147,133,335
Classroom Site	11,582,646	CSFBL	11,582,646
Unrestricted Capital Outlay	12,705,133	UCBL	12,705,133

	MAINTENANCE AND OPERATION EXPENDITURES						% Inc./ (Decr.) from Prior FY
	Salaries and Benefits		Other		TOTAL		
	Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY	
100 Regular Education							
1000 Instruction	61,001,948	60,278,096	2,480,908	1,929,512	63,482,856	62,207,608	-2.0%
2000 Support Services							
2100 Students	5,213,466	5,079,325	419,796	748,257	5,633,262	5,827,582	3.4%
2200 Instructional Staff	2,868,977	1,960,735	404,330	454,760	3,273,307	2,415,495	-26.2%
2300, 2400, 2500 Administration	12,689,388	12,894,569	2,098,875	2,364,539	14,788,263	15,259,108	3.2%
2600 Oper./Maint. of Plant	4,875,217	4,675,894	14,389,501	16,293,694	19,264,718	20,969,588	8.8%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	442,205	402,265	5,000	5,000	447,205	407,265	-8.9%
610 School-Sponsored Cocurric. Activities	104,670	100,000	0	0	104,670	100,000	-4.5%
620 School-Sponsored Athletics	1,560,549	1,706,541	330,740	329,700	1,891,289	2,036,241	7.7%
630, 700, 800, 900 Other Programs	0	0	0	0	0	0	0.0%
Regular Education Subsection Subtotal	88,756,420	87,097,425	20,129,150	22,125,462	108,885,570	109,222,887	0.3%
200 Special Education							
1000 Instruction	12,182,249	14,556,748	2,571,236	3,528,300	14,753,485	18,085,048	22.6%
2000 Support Services							
2100 Students	5,357,253	4,896,981	5,559,033	4,071,592	10,916,286	8,968,573	-17.8%
2200 Instructional Staff	406,144	408,368	16,772	5,000	422,916	413,368	-2.3%
2300, 2400, 2500 Administration	664	0	2,081	232	2,745	232	-91.5%
2600 Oper./Maint. of Plant	0	0	0	1,752	0	1,752	--
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	0	0	0	0	0	0	0.0%
Special Education Subsection Subtotal	17,946,310	19,862,097	8,149,122	7,606,876	26,095,432	27,468,973	5.3%
400 Pupil Transportation	6,498,555	6,960,202	2,506,985	2,504,535	9,005,540	9,464,737	5.1%
510 Desegregation	0	0	0	0	0	0	0.0%
520 Special K-3 Program Override	0	0	0	0	0	0	0.0%
530 Dropout Prevention Programs	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	728,729	701,444	277,063	275,294	1,005,792	976,738	-2.9%
TOTAL EXPENDITURES	113,930,014	114,621,168	31,062,320	32,512,167	144,992,334	147,133,335	1.5%

TOTAL EXPENDITURES BY FUND				
Fund	Budgeted Expenditures		\$ Increase/ (Decrease) from Prior FY	% Increase/ (Decrease) from Prior FY
	Prior FY	Budget FY		
Maintenance & Operation	144,992,334	147,133,335	2,141,001	1.5%
Instructional Improvement	700,000	700,000	0	0.0%
Structured English Immersion	747	486	(261)	-34.9%
Compensatory Instruction	0	0	0	0.0%
Student Success		505,000	505,000	
Classroom Site	9,905,074	11,582,646	1,677,572	16.9%
Federal Projects	13,042,713	11,410,917	(1,631,796)	-12.5%
State Projects	228,943	212,056	(16,887)	-7.4%
Unrestricted Capital Outlay	6,763,853	12,705,133	5,941,280	87.8%
New School Facilities	0	0	0	0.0%
Adjacent Ways	0	0	0	0.0%
Debt Service	12,130,901	13,789,395	1,658,494	13.7%
School Plant Funds	150,000	164,000	14,000	9.3%
Auxiliary Operations	500,000	500,000	0	0.0%
Bond Building	0	0	0	0.0%
Food Service	10,178,138	10,100,000	(78,138)	-0.8%
Other	25,373,476	24,722,000	(651,476)	-2.6%

M&O FUND SPECIAL EDUCATION PROGRAMS BY TYPE		
Program (A.R.S. §§15-761 and 15-903)	Prior FY	Budget FY
Autism	782,355	840,480
Emotional Disability	3,439,036	3,694,538
Hearing Impairment	550,715	591,630
Other Health Impairments	106,046	113,924
Specific Learning Disability	34,940	37,535
Mild, Moderate or Severe Intellectual Disability	4,563,018	4,902,026
Multiple Disabilities	1,072,515	1,152,197
Multiple Disabilities with S.S.I.	97,576	104,825
Orthopedic Impairment	170,609	183,285
Developmental Delay	0	0
Preschool Severe Delay	3,319,817	3,566,462
Speech/Language Impairment	9,634,944	10,350,768
Traumatic Brain Injury	0	0
Visual Impairment	318,911	342,603
Subtotal	24,090,482	25,880,273
Gifted Education	478,662	0
Remedial Education	0	0
ELL Incremental Costs	177,849	177,649
ELL Compensatory Instruction	0	0
Vocational and Technological Education	1,348,439	1,411,051
Career Education	0	0
TOTAL	26,095,432	27,468,973

PROPOSED STAFFING SUMMARY		
Staff Type	FTE	Staff-Pupil Ratio
Certified --		
Superintendent, Principals, Other Administrators	60	1 to 414.7
Teachers	1,338	1 to 18.6
Other	148	1 to 168.1
Subtotal	1,546	1 to 16.1
Classified --		
Managers, Supervisors, Directors	83	1 to 299.8
Teachers Aides	200	1 to 124.4
Other	606	1 to 41.1
Subtotal	889	1 to 28.0
TOTAL	2,435	1 to 10.2
Special Education --		
Teacher	193	1 to 17.0
Staff	332	1 to 10.0

“Exceeding standards, future ready”

GOVERNING BOARD ITEM

AGENDA ITEM: Recommendation for Revision of the Governing Board Policy Section 7.53 - Support Staff Paid Leave – Second Reading

Action/Consent X Action/Discussion Information Supporting Data X

Cost: N/A Funding Source: N/A

EXECUTIVE SUMMARY:

It is recommended that Policy Section 7.53 – Support Staff Paid Leave be revised to align policy with Policy Governance. Text is added to indicate the Superintendent shall not fail to establish a paid leave process as well as text defining eligible staff members. Additionally, text describing the process is removed from the policy document and will be added to the published procedures. The proposed policy and procedures are included as supporting data.

BOARD ACTION REQUESTED:

It is recommended the Governing Board approve revision of Governing Board Policy Section 7.53 - Support Staff Paid Leave.

SUBMITTED BY: _____ SUPERINTENDENT: *Gail Petrick*

ACTION BY BOARD: Motion: _____ Second: _____ Vote: _____ AGENDA ITEM: 2

Section 7 – Personnel

Section 7.53 – ~~Support~~ Classified Staff Paid Leave

~~Sick Leave and Discretionary Leave~~

~~Paid Leave – Hourly – Nonexempt Support Staff~~

The Superintendent shall not fail to establish a paid leave process to eligible classified staff in accordance with the District work calendars.

Eligible classified staff members are defined as:

- Non-exempt staff members that work thirty (30) or more hours per week in their primary and regular job classification and
- Exempt classified staff members that work a full-time equivalent of 0.5 or more in their primary and regular job classification.

Definition

~~Within this provision, hourly nonexempt support staff refers to those employees who are eligible for overtime pursuant to the Fair Labor Standards Act.~~

~~Paid Leave – Sick Leave~~

~~Sick Leave for hourly, nonexempt support staff is a designated amount of compensated and accrued leave that is to be granted to a staff member who, through personal or family illness, injury, quarantine, or health care provider appointments that cannot be scheduled outside the work day or work calendar, is unable to perform the duties assigned. Family shall include the employee's spouse, son or daughter, or parent (includes spouse's parents). Such allowance shall accumulate without limit.~~

~~Employees shall provide notice to the employee relations office of any paid leave qualifying under the Family Medical and Leave Act.~~

~~More than three (3) sick leave days may not be used consecutively without medical documentation.~~

~~Paid Leave – Discretionary Leave~~

~~Discretionary leave for hourly, nonexempt support staff is a designated amount of compensated and accrued leave that is to be granted to a staff member and may be used for any purpose.~~

A maximum of two (2) discretionary leave days shall be awarded each year.

Discretionary paid leave may be used for any purpose within the following parameters:

- ~~A three (3) day advance notice to employee's administration in planning for the absence.~~
- ~~Discretionary leave days may not be used during nonuse days as specified in the first paragraph under "Nonuse Days for Hourly Support Staff."~~
- ~~Unused discretionary leave days roll over to the next school year as paid sick leave.~~

Paid Leave Accrual

Full time hourly, nonexempt support staff employees are eligible for leave and shall accrue leave on a pay period basis.

~~Full time employees are defined as those employees who work a minimum of thirty (30) hours per week in their primary assignment.~~

~~Accrual shall be at the rate of one (1) day per month of employment according to their employment calendar earned on a pay period basis. The first two (2) days earned in the employment calendar shall be designated as discretionary leave.~~

Nonuse Days for Hourly Support Staff

~~Use of paid or unpaid discretionary or sick leave is not permitted on the day immediately preceding or following a holiday or student break.~~

~~This does not apply to cases of employees out on an approved leave. In cases of unanticipated illness, emergency, or circumstances beyond the employee's control, the employee will need to provide official documentation supporting the absence. If such documentation is not provided, the absence will be docked. If a dock occurs there will not be a deduction from the employee's paid leave accrual. In cases where an employee is eligible for vacation leave, the employee may use vacation leave for the absence on a non-use day, provided they have obtained prior written approval from their supervisor.~~

~~For good cause, the administrator may approve paid leave on non-use days for hourly support staff, provided the absence does not negatively impact the operations of the building.~~

Unpaid Leave Requests

~~When a staff member exhausts all days of paid leave, an unpaid leave of absence must be requested, pursuant to District policy.~~

~~Upon request, after using the leave allowance for the current year, the staff member shall inform~~

the Superintendent of the following:

- Purpose for which leave is being taken.
- Expected date of return from leave.
- Where the staff member may be contacted during the leave.

Misuse of Paid Leave

The District may, at District expense, require the employee to submit to medical or psychiatric examination by a physician or psychiatrist selected by the District to determine 1) whether or not the continued use of leave is appropriate or 2) whether return to duty is appropriate.

Any employee who can be shown to have willfully violated or misused the District's leave policy or misrepresented any statement or condition will be subject to discipline, which may include reprimand, suspension, and/or dismissal.

Reimbursement Plan for Accumulated Leave

District employees will be reimbursed for a maximum of one hundred seventy-five (175) days of accumulated paid leave upon retirement, resignation, or death while in the District's employ. The reimbursement benefits will be provided to employees at the conclusion of the employee's last year of employment as follows, provided the employees' services have been provided in a satisfactory, ethical, and professional manner:

- Upon retirement, resignation, or death, an employee (or an employee's estate) with ten (10) through nineteen (19) years of continuous service in Dysart Unified School District shall be reimbursed for accumulated paid leave at eighty five percent (85%) of the substitute rate for their position, daily rate not to exceed eighty five percent (85%) of the lowest guest teacher daily rate.
- Upon retirement, resignation, or death, an employee (or an employee's estate) with twenty (20) years of continuous service in Dysart Unified School District shall be reimbursed accumulated paid leave at one hundred percent (100%) of the substitute rate for their position, daily rate not to exceed one hundred percent (100%) of the lowest guest teacher daily rate.

An employee with one hundred (100) or more days of accumulated earned leave must submit a written request for such reimbursement at least one (1) year in advance, and no later than March 1 of the year prior to the year of retirement or resignation. This provision may be waived, depending upon the District's financial status. The employee may request that payment be made in the current or subsequent fiscal year; however, the District may, at its discretion, determine in which fiscal year the payment shall be made.