



# Citizens Bond Advisory Committee - Meeting Minutes

Location: Peoria Unified School District - 6330 W. Thunderbird Rd. Glendale, AZ 85306

Date: 03/02/2022

Time: 4:00 P.M.

Attendees Present: Ms. Michelle Myers, Mr. Kevin Molino, Ms. Melissa Briggs, Mr. Mike Burrola, Mr. Jesse Caron, Ms. Rae Connelly, Mr. David Evans, Ms. Shauna Johnson, Mr. Armando Macias, Ms. Danielle Padia, Mr. Justin Schlegel, Mr. Christian Williams, Dr. Jason Reynolds, Ms. Linda Miller.

Attendees Absent: Ms. Laurie Little

## Agenda items

### 1. Call to Order -

Ms. Michelle Myers called the meeting to order at 4:02 p.m.

### 2. Introduction and Citizens' Bond Advisory Committee Member Comments -

All attending proceeded with introductions.

- Ms. Melissa Briggs - Community Member for 4 years and Parent of 10<sup>th</sup> grader and 7<sup>th</sup> grader.
- Mr. Mike Burrola - Assistant Principal at Ironwood High School, has been with the Peoria District for 15 years.
- Mr. Jesse Caron - Community Member and Sunrise Mountain High School Graduate.
- Ms. Rae Connelly - Principal at Sunset Heights Elementary School.
- Mr. David Evans - Community Member, Wife Joan has been with the Peoria Education Foundation for 2 years.
- Ms. Shauna Johnson - Teacher at Sunrise Mountain High School, also a parent of 2 girls that attend Apache Elementary and Cactus High School.
- Mr. Armando Macias - Community Member, Teacher and Parent of kids who went through Peoria Unified School District for their education.
- Ms. Danielle Padia - Parent - Her son is at Ironwood and her daughter is at Marshall Ranch.
- Mr. Justin Schlegel - Parent of 3 kids at Oasis Elementary School. Also is the Junior Football Team Coach.
- Mr. Christian Williams - Peoria Resident and City of Goodyear Planner.
- Ms. Michelle Myers - Meeting Facilitator and Chief Financial Officer.
- Mr. Kevin Molino - Meeting Facilitator and Chief Technology and Operations Officer.

- Ms. Linda Miller - IMT Program Analyst and minutes note taker for this March 2, 2022, meeting.

### 3. Superintendents Comments -

Dr. Jason Reynolds addressed the group and thanked them for their willingness to serve. This is a critical part that will help support our students. He reminded that as we move forward, talking about the process, for the committee to look at the data and consider if this is the right time for this bond. It is important to think about their success, building trust in the community, and to continue to build on the trust as stewards of community resources. This group is a committee of the board, and in doing so will be taking this committee's recommendations to the board for review and approval. The recommendations will not be reviewed or approved by the Superintendent.

Dr. Reynolds thanked them again and left the meeting after the address.

### 4. Discussion Items:

#### 4.1 Purpose of Committee and Conduct -

(Power Point for 'Purpose of Committee and Conduct' was presented by Michelle Myers) Each of the slides were discussed and clarified. The Power Points can be reviewed for all details presented. Some of the key takeaways are below:

- The purpose of the 2022 Citizens' Bond Advisory Committee (CAC) is to make a recommendation to the Governing Board regarding calling for a bond election, Tuesday, November 8, 2022.
- If the recommendation of the committee is that the Peoria Unified School District should go out for a bond, the committee will also recommend amounts to correspond with the recommendation.

As a condition of participating on the Citizens' Bond Advisory Committee, we ask that you remember the following as you engage with other committee members:

- Be Inclusive
- Be Considerate
- Be Respectful

#### 4.2 Committee Meeting Dates and Times -

Ms. Michelle Myers reminded that Danielle Airey had previously reached out to the committee members with the dates and times for the 5 meetings. They are slotted for two hours and may run a little over or under, depending on the discussions. Below are the dates and times details.

- March 2, 2022
- March 23, 2022
- April 6, 2022
- April 27, 2022
- May 11, 2022

All meetings will be from 4 - 6 p.m. at the District Office. Meeting dates/times may be subject to change depending on the needs of the committee.

#### 4.3 Open Meeting Law and Statutory Requirements -

Ms. Myers shared that committee members need to be mindful to stay within the Open Meeting Law A.R.S. 38-431 Definitions. She reminded the group not to have sub-meetings discussions outside of the scheduled meeting. Some of the details discussed during this topic are below:

1. "Advisory committee" or "subcommittee" means any entity, however designated, that is officially established, on motion and order of a public body or by the presiding officer of the public body, and whose members have been appointed for the specific purpose of making a recommendation concerning a decision to be made or considered or a course of conduct to be taken or considered by the public body.

4. "Meeting":

(a) Means the gathering, in person or through technological devices, of a quorum of the members of a public body at which they discuss, propose or take legal action, including any deliberations by a quorum with respect to that action.

(b) Includes:

(i) A one-way electronic communication by one member of a public body that is sent to a quorum of the members of a public body and that proposes legal action.

(ii) An exchange of electronic communications among a quorum of the members of a public body that involves a discussion, deliberation or the taking of legal action by the public body concerning a matter likely to come before the public body for action.

5. "Political subdivision" means all political subdivisions of this state, including without limitation all counties, cities and towns, school districts and special districts.

Other points that Ms. Myers addressed or questions that were answered are below:

- E-mails about items discussed from the meetings would be a direct violation of the law. Any discussions between members pertaining to this subject matter can only be discussed during the scheduled meetings and all meeting attendees must also stay on the agenda topics.
- There will be minutes taken to capture relevant conversation and the minutes will be posted for the committee's review within 3 days of the meeting.
- All items pertaining to this, and future meetings will be posted to the public.
- It is also important to be aware of Arizona Statute A.R.S. 15-511. If the Governing Board calls for a bond election, we cannot tell anyone how to vote in this school district election or any other elections. You can view the AZ Attorney General website for further information ([www.azag.gov](http://www.azag.gov))

#### 4.4 Public School District Finance Presentation -

(Power Point for 'Public School District Finance Presentation' was presented by Ms. Myers) Each of the slides were discussed and clarified. The Power Points can be reviewed for all details presented.

Some of the takeaways from the discussions are shown below:

- 1980s – AZ Legislature created a school finance system to provide equal dollars per pupil for school operations through a balancing of:
  - (1) local qualifying property tax rate and
  - (2) State of Arizona financial assistance
- This concept is commonly referred to as the “equalization formula.”
- This approach has allowed public school districts in Arizona to have a similar “effort” in raising educational dollars for their students irrespective of the value of property within their boundaries.
  - The Equalization Formula includes the following:
    - Base Support Level (BSL) (A.R.S. §15-943) (CY ADM)
    - Transportation Revenue Control Limit - (TRCL) (PY Route Miles and Eligible Students) (A.R.S. §15-946)
    - District Additional Assistance; (DAA) (PY ADM), (A.R.S. §15-961)

Ms. Myers also mentioned that the base support level is important because it ensures a student will receive the same amount of funding no matter where they live in the state. She also mentioned that a district’s annual funding is based on enrollment in addition to the annual base support level. The enrollment is referred to ADM - Average Daily Membership:

ADM – Average Daily Membership - The average number of students enrolled each day during the first 100 days of the school year.

**Base Support Level (BSL)**

**Weighted Student Count**

The Weighted Student Count takes into consideration the relative associated cost of educating certain classifications of students, the size of the district, whether the students are in elementary or high school, the isolation of small rural school districts in the state, and special needs children. Weighted Student Count is specified per A.R.S. §15-943.

Base  
Support  
Level  
=

}

Weighted Student Count  
X  
Base Level Amount  
X  
Teacher Experience Index

Questions were asked by committee members on how the Aggregate Expenditure Limit (AEL) impacts funding. Ms. Michelle Myers explained that the Aggregate Expenditure Limit is a 40-year-old calculation that caps the amount public school districts can spend each year. The formula uses prior year ADM that is not weighted. In FY 2022 the limit was exceeded by over \$1.1 billion dollars due to 2021 school year ADM being reduced due to COVID 19, funding restoration in recent years, and \$600 million dollars of Classroom Site Fund dollars no longer being excluded from the calculation. The legislature took action to address the limit for FY 2022, but it is still in place for next year and future years and will need to be addressed by the legislature in the future.

Ms. Myers clarified on what this committee can give recommendations for:

- A.R.S. 15-491 - Bond Elections are for capital expenditures and require residents in the taxing jurisdiction to vote to approve a bond authorization for the district to sell bonds over a set period of time not to exceed the authorized total amount.
- The voters also approve the categories for bond expenditures and the amount in each category.
- Bond proceeds are typically used to build new schools, repair and renovate school buildings, purchase student transportation vehicles and technology equipment.

Ms. Myers expanded that a bond authorization is in place for 10 years and that proceeds from bond sales generally must be expended within three years of the sale.

Ms. Michelle Myers also explained that the district has a formal budget adoption process each year and she highlighted the main categories of the budget. The annual expenditure budget is proposed in June and adopted in July. There is a budget revision in December and May. For 2022 there was also a September budget revision that school districts had to make due to the legislative session ending at the end of June last year. A September budget revision is very rare and was due to final budget information and forms being received later than normal due to the legislative session being so long last year.

## STEWARDSHIP OF COMMUNITY RESOURCES

- Annual Budget Process
- Annual Financial Report
- Annual M&O Override Update
- Annual Bond Update
- Annual Financial Audit
- Annual Federal Grant Single Audit
- Auditor General Performance Audits
- ADE and Federal Desk Reviews



Ms. Myers added that public school districts have a structured budget and reporting process each year from the budget adoption to the Annual Financial Report and annual Bond and Override update in October each year. The Peoria Unified school district also has an annual financial audit by an outside CPA firm and periodic audits from federal and state agencies. The district's FY 2021 annual audit presentation to the Governing board will take place on March 10, 2022.

She also shared that budget; financial and audit information is available on the district's website from 2010 to the current fiscal year.

Search Peoria Unified Budget and Annual Financial Reports by Year											
Year	Proposed Budgets	Adopted Budgets	Revised Budget 1	Revised Budget 2	Revised Budget 3	Annual Financial Report	Comprehensive Annual Financial Report	Food Service Annual Financial Report	K-3 Reading Annual Financial Report	School-Level Reporting	Classroom Site Narrative Results
2021	Proposed Budget	Adopted Budget	Revised Budget 1	Revised Budget 2		Annual Financial Report		Food Service Report	K-3 Reading Report	School Level Reporting	Classroom Site

Select Budget from the Our District dropdown



#### 4.5 Peoria Unified Bond Authorizations -

Ms. Michelle Myers shared information regarding the district’s last voter approved bond election that included dollar amounts and categories on the attached slide:

## 2012 BOND PROGRAM

Bond Projects	Estimated Costs
Renovate and improve existing elementary schools (including furnishing and equipment, energy management systems, alternative energy and security systems)	\$67,200,000
Renovate and improve existing high schools excluding the structure otherwise known as Old Main on the Peoria High School campus (including furnishing and equipment, energy management systems, alternative energy and security systems)	\$47,800,000
Purchase public transportation and campus support vehicles	\$22,900,000
Purchase technology equipment and infrastructure to support access and connectivity as it relates to education and the classroom	\$40,400,000
Renovate and improve existing administrative facilities such as food services, transportation services, and maintenance facilities (including furnishing and equipment, energy management systems, alternative energy and security systems)	\$1,700,000
<b>Total Bond Authorization</b>	<b>\$180,000,000</b>



## 2012 BOND AUTHORIZATION

- All bond sales have taken place under the \$180,000,000 bond authorization.
- District is in the final stages of expending past bond sale proceeds in FY 2022.
- Annual bond update presented to Governing Board on October 28, 2021

Ms. Myers added that the Peoria Unified School District is at the end of the 2012 Bond Program and that final bond sale proceeds are being spent this fiscal year. Without a new bond authorization, the district will need to use other funding sources for school/facility renovations and maintenance.

### 4.6 Past Peoria Unified Election History -

Ms. Myers reviewed the district's election history going back to 1996 including bond and override history.

## PEORIA UNIFIED PAST ELECTION HISTORY

Election by Year and Type	Election by Year and Type
March 1996 – \$98,000,000 bond passed	November 2, 2010 -10% M&O override passed
March 1996 - 10% M&O override passed	November 6, 2012 - \$180,000,000 bond passed
March 2001 - 10% M&O override passed	November 3, 2015 -13% M&O override passed
November 2002 - \$93,500,000 bond passed	November 8, 2016 - \$198,000,000 bond failed
November 4, 2003 - \$16,000,000 capital override failed	November 6, 2018 - \$189,195,000 bond failed
November 8, 2005 - \$120,500,000 bond passed	November 5, 2019 -15% M&O override failed
March 14, 2006 -10% M&O override passed	November 3, 2020 - 13% M&O override passed
November 3, 2009 - 10% M&O override failed	November 3, 2020 - \$125,255,000 bond failed

Ms. Myers noted that the district has not passed the last four bond elections. The last successful bond election was in 2012. She shared it is important for the committee to be aware of the challenge passing a bond in recent years.

#### 4.7 Committee Process and Timelines -

- The Governing Board will receive committee updates via written reports from administration following each committee meeting, in addition to the public meeting minutes.
- The committee will provide a final report and recommendation on or before the May 26, 2022 Governing Board meeting.
- The committee will terminate after the final report and recommendation is issued.

#### 5. Actions Items:

##### 5.1 Public Opinion Survey Opportunity:

Ms. Michelle Myers and all present committee members discussed the details of having a Public Opinion Survey. In 2019 and 2021, Peoria Unified hired a consultant to conduct a Public Opinion Survey of the Community. In 2019, 400 likely voters balanced for turnout were called by HighGround, Inc. and were asked about 15 questions. The cost was approximately \$9,000.00 at that time and may be more now, due to inflation. The district could obtain current pricing. If the cost is \$10,000.00 or more, there are additional procurement steps that need to be followed.

Some survey details are listed below:

- **Questions Included:**
  - Input on direction of the community and district
  - Rate priorities for the Peoria Unified School District
  - Input related to a Bond Election
- **Committee can provide direction on a similar survey in 2022**

Vigorous discussion ensued. Some questions and items discussed in regards to having a Public Opinions survey included the following - having the time to do so and to discuss the results within the meetings allotted, the relevance of the survey questions and/or subject matter, how effective the survey may be and its value, can the committee produce questions to be used during the surveys, what funds will be used to procure this expenditure, the input from previous committee representatives in regards to previous surveys significance, what groups of people were targeted in previous surveys, is there another option to look at public sentiment, etc.

Ms. Myers reminded the committee members that we must stay on the agenda topic and any items that the group would like to discuss outside of today's agenda can be listed as a future meeting agenda item. Ms. Michelle Myers commented that the company that conducts the survey could join the committee at a future meeting to answer their questions. She also responded that a gift and donation account would likely be used for the survey expense and that Maintenance and Operations funds would not be used.



Returning committee members voiced their opinion that they found the previous survey to be helpful. After the discussion was finished a motion was made by Mr. Justin Schlegel.

Mr. Justin Schlegel moved that the committee should direct administration to secure a qualified consulting firm to provide a set of questions or categories of questions and to present broad survey information to the committee for review and approval at the March 23, 2022, Citizens' Bond Advisory Committee meeting.

Ms. Melissa Briggs seconded the motion.

Committee Member	Yes Vote	No Vote
Ms. Melissa Briggs	Y	
Mr. Mike Burrola	Y	
Mr. Jesse Caron	Y	
Ms. Rae Connelly	Y	
Mr. David Evans	Y	
Ms. Shauna Johnson	Y	
Ms. Laurie Little	ABSENT	
Mr. Armando Macias	Y	
Ms. Danielle Padia	Y	
Mr. Justin Schlegel	Y	
Mr. Christian Williams	Y	

6. Committee Member Opportunity to Readdress Agenda Items -

A brief discussion took place.

7. Future Citizens' Advisory Bond Committee Agenda Items -

Vigorous discussion ensued to discuss and clarify future meeting agenda items and requested information. The final topics/items included:

- Other districts and municipalities that are also having bond election in November 2022.
- Last four election cycles, when there were multiple entities with bond election questions, the outcome of the bond elections.
- Precinct data from last Peoria Unified election - November 2020 both M&O Override and Bond.
- Voter pamphlets for 2012 - 2020 Peoria Unified Bond elections and similar district examples.

- Statistics - SFB Funded projects from other school districts.
- Information links sent for homework.

8. Adjournment:

Ms. Melissa Briggs motioned to adjourn at 5:53 p.m.

Ms. Danielle Padia seconded the motion.

Committee Member	Yes Vote	No Vote
Ms. Melissa Briggs	Y	
Mr. Mike Burrola	Y	
Mr. Jesse Caron	Y	
Ms. Rae Connelly	ABSENT ( <i>LEFT AT 5:30 P.M.</i> )	
Mr. David Evans	Y	
Ms. Shauna Johnson	Y	
Ms. Laurie Little	ABSENT	
Mr. Armando Macias	Y	
Ms. Danielle Padia	Y	
Mr. Justin Schlegel	Y	
Mr. Christian Williams	Y	