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Office of the Superintendent

MINUTES

REGULAR GOVERNING BOARD MEETING

JANUARY 23, 2008– 6:30 P.M. SUB HALL B – SAHUARITA AUDITORIUM
350 W. SAHUARITA ROAD – SAHUARITA, AZ 85629

I. Call to Order and Pledge of Allegiance

President Diana Kellermeyer called the meeting to order at 6:35 P.M. Also in attendance Clerk of the Board, Martin McGee, Board Members Tom Murphy, Mike Lurkins, and Elaine Hall, Superintendent Dr. Jay C. St. John, Assistant Superintendent Dr. Manny Valenzuela, and Business Manager Charlotte Gates. There were 55 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

The superintendent recommended approval of the agenda as it was distributed. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

III. Approval of Minutes - None

IV. Approval and Ratification of Vouchers

Mrs. Gates recommends approved of new payroll 17 for the pay period ending February 22, 2008 and new payroll 18 for the pay period ending March 7, 2008 in the amounts not to exceed \$2,000,000. She further recommends approval of expense vouchers 8144 through 8147 in the amount of \$242,760.00. Mr. McGee made the motion and was seconded by Mr. Murphy. The motion carried.

V. Call to the Public – None

VI. Recognition of Staff, Students and Community

A. Dr. Valenzuela introduced the January “Leaders in Character” Honorees: Isaura Valenzuela, 3rd Grade, Sopori; Caitlynn Beyer, 2nd Grade, Anza Trail; Kylee Logsdon, 5th Grade, SPS; Kayla Brock, 5th Grade, SIS; Rosa Arellano, 8th Grade, SMS; Ana Moran, 12th Grade, SHS. The Governing Board recognized the above students for their excellent display of leadership and service among their peers at each of their perspective schools.

B. “Friend of Sahuarita” Award – Billy O’Rourke of Green Valley Lanes.

On behalf of the Governing Board, Dr. Valenzuela recognized Billy O’Rourke, owner and manager of Green Valley Lanes. He not only has donated his time in helping to coach the bowling teams, but also donates the bowling lanes, shoes, and bowling balls to the students of our district.

C. “Support Staff Employee of the Month” Award – Bea Olivas of SUSD District Office and Liz Pantoja of SHS.

Dr. Valenzuela announced that the Support Staff Employee of the Month was Bea Olivas, from the Accounts Payable department in the District Office. Mrs. Olivas was nominated for her exemplary demonstration of the District Core Values at the highest levels. She possesses a wealth of knowledge and makes numerous contributions that have improved and enhanced our organizational mission. With recent personnel transitions in the payroll department, she volunteered to step in and provide assistance to that department, even though it is technically outside the scope of her responsibility. Be goes the extra mile to help employees and staff in procession their orders. She possesses a positive attitude, kind smile, and service oriented demeanor. Bea is very trustworthy and loyal, she does whatever is necessary to make sure that her work is done in a high quality way and that is meets important deadlines.

Dr. Valenzuela also announced that Liz Pantoja, Campus Monitor of Sahuarita High School as the Support Staff Employee of the Month. In the three years she has been here, Ms. Pantoja has taken tremendous leadership, initiative, and dedication to make the Sahuarita High School campus a safe and nurturing, and positive environment for learning. It was communicated that Liz has taken initiative to communicate and brief administrators on the status of buildings, in terms of safety hazards and items in need of repair, in addition to security observations and concerns. She is an extremely visible presence, always walking the hallways, escorting students to and from the office, patrolling the parking lots and perimeter gates, and updating the parking permit database. Liz is a model of hard work and dependability. She is type of individual that consistently goes above and beyond the call of duty to help anybody that needs assistance.

VII. New Business

A. Instruction – Discussion and Possible Action

1. ELL Model Presentation – Dr. Barb Smith

Dr. Barb Smith explained that the Arizona Department of Education, as directed by the state legislature, has directed each school district's Governing Board to select one or more of the Task Force approved models for structured English Immersion for implementation in August of 2008. Dr. Smith's presentation provided an overview of the requirements of the new law, House Bill 2064, grouping of students and model selection, and how it impacts the Sahuarita Unified School District for 2008-2009. She also provided the Governing Board with a description of the proposed instructional models for ELL students and budget impact. The presentation explained how Prop 203 functioned and how it made its transition to house bill 2064.

Dr. Smith explained how the new ELL model has to follow the following key policies:

- Schools must teach English
- Materials & Instruction in English
- ELL students must be grouped together by proficiency in a Structured English Immersion (SEI) classroom
- Goal is for ELL students to become fluent in English proficient in a period "not normally to exceed one year"
- Exception for minimum four (4) hours per day
 - ELL students in kindergarten are grouped only with kindergarten students.
 - Not all kindergarten programs are "full day", so requirement is technically for 2/3's of a day.

- If a middle or high school student (2nd year or more) test proficient in reading or writing or both, ELD time can be reduced to 3 or 2 hours based on testing proficient on the AZELLA subtest.

Dr. Smith explained what classroom practices consist of:

- SEI classes taught in English
- English Language Development (ELD) is the framework and content areas are the vehicles used to develop ELD.
- Materials aligned to ELP standards and the Discrete Skills Inventory (DSI)
 - Documents guide the planning & the implementation of English Language Development.

Dr. Smith stated that due to the fact that the overall population of ELL students in SUSD #30 is approximately 6% of the total student population, and the number of ELL students at each school varies. The list of grouping methods are as follows:

- Proficiency sub-level within grade
- Proficiency sub-level within grade
- Overall proficiency level within grade
- Overall proficiency level within grade band
- Overall proficiency level band within grade band
- Individual Language Learning Plan (ILLP)-for schools with 16 or fewer ELL students.

Dr. Smith recommended approval of all grouping methods as listed above, with the exception of Itinerant Teacher. In doing so, schools are not locked into one grouping method and allows for flexibility.

2. Attendance Policy

At the last Board meeting, the superintendent presented the District attendance policy and the high school's interpretation of the policy. The Board requested that the superintendent go back and speak to the administrators. After speaking with the administrators, five administrators would like the Governing Board to consider adopting the same policy and provisions in place, once the practice is in place. They think it is important that students be in school and are a bit envious of some of the things the high school is able to do with course credit and non course credit for attendance. The principals thought that we need to implement the same policy district wide. The superintendent will report back to the Board with a recommendation of how they will be implementing the attendance policy at their buildings in the near future. No recommendation or motion was made.

B. Business – Discussion and Possible Action

1. RFP Request for Audit Services

Mrs. Gates will recommend requesting an RFP for audit services. The district's 5 year agreement with Heinfeld and Meech was fulfilled at the end of FY 06-07. She stated that due to the services that are provided it is not advantageous for the district to use competitive sealed bidding but to use competitive sealed proposals. This will allow the district to make a determination using other factors listed in R7-2-1024(B) that are applicable in which price is not the determining factor. A Motion was made by Mr. McGee and seconded by Mrs. Hall. The motion carried.

2. Assured Guaranty Commitment

The superintendent stated that our bond council is asking the district to approve a resolution to approve an insurance agreement prescribing certain agreements, warranties, and representations as we require by Assured Guaranty Corporation in connection with the issuance of the district's school improvement bonds project of 2007, Series A (2008) and authorize the execution and delivery of such agreement. Mrs. Gates and the superintendent spent an hour with the district's bond council, financial advisor, and one representative from Assured Guaranty Corporation and they recommend that the Board approves the resolution. He stated that the financial market is a little unsteady right now but thinks we will do very well when we sell our bonds because we did receive a triple "A" rating which is the best rating. The superintendent recommended that the Board approve the resolution as it was presented to the Board. Motion was made by Mr. McGee and seconded by Mr. Murphy. The motion carried.

3. High School Site Update

The superintendent stated that he is continuing to move forward on the Sahuarita Park side. He feels this property is the most viable site because we need a high school and we need it as quickly as we can. The district is still waiting for a cost of what it will be to hook up to a domestic water company. The sewer situation has been solved and has the cost of what the road situation would cost to improve the road. Power and the septic system will not be a problem. The primary concern that the county has is that we have to develop a concept program plan to demonstrate how the development of the high school and a district park are compatible and can jointly serve the residence of the area. Mr. Huckelberry has directed his director of Parks and Recreation, Raphael Payan to make an appointment with the superintendent to work out a plan on how the district and the county will continue to make sure that the park is available to residence of the area. Unless the district dictates otherwise, the superintendent will distribute the information that he received from Mr. Huckelberry to the Board and continue to move forward on the Sahuarita Park property and feels that this property is the most viable site time wise. No motion was made.

4. Pool Committee

Mrs. Kellermeyer, Mrs. Hall, and the superintendent attended a pool committee meeting who included Marty Moreno, Scott Downs, Mrs. Kellermeyer, Mrs. Hall and additional representatives from the Town of Sahuarita were present. It appears that the Town of Sahuarita is primarily interested in the Sahuarita Park site for a possible joint use pool between the town and the school district.

Mrs. Kellermeyer stated that she felt it is the most viable site and can serve the community well. She mentioned that she did not feel it would be difficult to come up with a report that would say otherwise.

The superintendent pointed out at the pool committee meeting that the middle school gymnasium is still hanging out there as to what may drive the whole situation. The district has hired its own forensic engineer who came to the site last week. He appears to be a bit more optimistic about the fate of the actual gym. The superintendent is waiting for the forensic engineers report before he proceeds to take the situation back to the School Facilities Board and/or the Insurance Company to get the situation taken care of.

C. Governing Board – Discussion and Possible Action

1. 2007-2008 Mid-Year Goals Report

Dr. Valenzuela stated that the district has embarked in a formal process to identify annual goals, not only to identify what those goals are but to have a formal systematic process of measuring our progress on those goals. Great organizations follow a path, a path of continuous improvement in quality. Dr. Valenzuela explained the process that the district used to develop the goals. The district received input from district administrators and Governing Board members about their perceptions regarding issues that needed our focus, our vision, and our action. Data has also been collected such as parent surveys to each parent in the district to gather their feedback about their perceptions about school organizations.

The 2007 – 2008 goals include:

- Student Discipline
- Finance
- Curriculum
- Instruction
- Public Relations
- Technology
- School Safety
- Maintenance / Facilities
- All Staff

The above stated goals were shared with all the principals and directors. In addition, all employees of the district received a presentation of the goals by Dr. St. John at the beginning of the year assembly so that everyone could understand what the 2007-2008 goals are. The administrative team members have provided leadership in keeping our focus and making sure that decisions and program development and actions are framed within that context. At the mid year Dr. Valenzuela and Dr. St. John asked all the administrators to present a summary of how we've progressed on each of these goals in which each Governing Board member received a bound packet of those documents. Dr. Valenzuela summarized the information regarding the mid year goals report provided to each Board member. He also stated that it is the districts goal to continuously improve to focus on quality, continuously set goals, and to align our actions with those goals. The mid year goals report has been compiled to provide a snap shot of how we've set goals, have made progress on those goals, and hope to come back at the end of the year to provide the Board with a summary of the year end goals reports.

VII. Superintendent/Administrative Reports

Dr. Valenzuela informed the Board that our district will be hosting the Adelante Nuestro Futuro conference. This conference is a regional conference that is focused on proving leadership skills, specifically to young ladies at the middle school level and to help them to goal set, learn about college preparation, develop their leadership skills and assertiveness to set goals and achieve their dream. The event will be hosted by Anza Trail School on Saturday, February 16, 2008.

Dr. St. John reported the district's student enrollment is 4656. The breakdown was 1184 at Anza, 1324 at SHS, 534 at SIS, 622 at SMS, 747 at SPS/ECC, and 245 at Sopori. He reminded the Board of the Board study session next Wednesday at the Masonic Lodge starting at 5:30 p.m. Dr. St. John will be distributing the Masonic Lodge Essay Contest Awards tomorrow night. He will be attending a community action group meeting in which

Free-port McMoRan has asked Dr. St. John to serve on a committee that is watching the impact of the mines on the water system in the Green Valley area.

Dr. St. John will also be meeting with representatives of Rancho Sahuarita about the corner lot located on Rancho Sahuarita Blvd. and Sahuarita Rd. On Saturday, February 2, 2008 the superintendent and a few Board members will be attending the Continental Foundation Dinner. Dr. Valenzuela and Dr. St. John will be attending a Reading First meeting and luncheon sponsored by Stone & Youngberg. The superintendent will be attending the monthly SFB meeting and CFWE meeting.

Recent events include an SFB meeting and a meeting with Mr. Huckelberry. Dr. Valenzuela and the superintendent met with some representatives of Chase Bank on products that they may like to offer to district employees. The superintendent also attended a CFWE Board of Directors meeting and Hollice G. Roberts scholarship committee. Met with the new high school curriculum committee. He attended a MEC Press Conference; the MEC opened a college access network which is a piece of software on their website that will help students' access local colleges within Pima County. The superintendent reminded the Board that we will be honoring Free-Port McMoRan with a Crystal Apple Award as our cooperate partner.

He announced that the Anza Trail PTA voted to give each of the teachers of Anza Trail \$100.00 to do with whatever they would like.

Included in the Board members odds and ends were the annual Pima County school personnel group salary survey and shows where our district is by category both classified, certified, and administrators.

The superintendent provided the Board with information on the bond progress in terms of purchases. Daryl and Charlotte opened up bids today for the HVAC replacement at the Intermediate School Gymnasium. He stated that playground equipment has been ordered for the Intermediate school and shade structures for five buildings. The district is anticipating the sale of the bond funds to be in by the end of February. As Charlotte mentioned at the last Board meeting, the district has ordered busses based on the receiving funds from the capital override after the first of July.

Dr. St. John also announced that the Sahuarita Unified School District Educational Enrichment Foundation is sponsoring a Country Music Concert on Thursday, February 14, 2008 at 7:00 p.m. The concert will take place at the District Auditorium. The concert features an up and coming country western group out of Nashville called "Savannah Jack". Tickets can be purchased for \$10.00 per person. All proceeds benefit the SUSD Educational Enrichment Foundation which among other things provides scholarships' for students throughout the district. The event has been sponsored by CORE Construction.

IX. Consent Agenda – Action

The superintendent recommends approval of those items on the Consent Agenda as they are routine items. Mr. McGee made the motion and was seconded by Mr. Murphy. The motion carried.

A. Employment / Change of Status /Transfers

1. Jackie S. Gerstein, Gifted Education Teacher K-5, SIS, Replacement – Effective 01/22/2008
2. Billie Gilmore, ELL Teacher, Anza Trail, Rehire – Effective 01/29/08

3. Joann Harris, Business Office Specialist, District Office, Status Change, Effective 07/01/07
4. Khandace Harris, Early Childhood Aide, ECC, Replacement – Effective 01/09/08
5. Robin Kleiholz, Technology Assistant, Sopori, Replacement – Effective 01/08/08
6. Eddie Molina, Wrestling Coach, Anza Trail, New Position – Effective 01/07/08
7. Richard Pearl, Reading Specialist, SPS, New Position – Effective 01/07/08
8. Naomi Perez, Part-Time L.I.N.K. Program Specialist, L.I.N.K., New Position – Effective 01/14/08
9. Katrina Powell, Guidance Counselor, Anza Trail, Status Change– Effective 01/07/08
10. Jorge Salazar, Maintenance Supervisor, Facilities, Replacement – Effective 01/03/08
11. Karen Salcido, Elementary School Secretary, Sopori, Status Change – Effective 12/22/07
12. George Sinkler, Bus Driver, Transportation, Status Change – Effective 01/07/08
13. Monica Stockellburg, Bus Driver Trainee, Transportation, Replacement – Effective 01/07/08

B. New Addenda's

1. Thomas Herrera, Choral Director, SMS, New Position – Effective 01/07/08

C. Resignations / Terminations / Separations

1. Cindy Acuna, L.I.N.K. Program Specialist, L.I.N.K., Resignation – Effective 01/17/08
2. Bernice Brown, Assistant Principal Secretary, SHS, Resignation – Effective 03/21/08
3. Yajaira Haynes, Bus Driver, Transportation, Termination – Effective 01/07/08
4. Naomi Perez, Accounting Clerk Special Accounts/Fixed Assets, District Office, Resignation –Effective 01/09/08

D. Volunteers

1. Steven Compton, SHS
2. Mark Guzman, SHS
3. Brandon Hanson, SHS
4. Claudia Lackey, SPS
5. Mark Mandel, SHS
6. Christopher Salisbury, SHS
7. Sean Szeja, SHS
8. Bonnie L. Tetzlaff, Anza Trail
9. Anita Valencia, Sopori
10. Dennis D. VanVactor, Anza Trail

E. Gifts and Donations

1. Good Search, SIS, \$62.36
2. Robert & Judith Schoenburg, SHS Flag Team, \$2,000.00
3. Target Stores, SHS, \$74.21
4. Wells Fargo Foundation, SHS, Field Trip for Mr. Huppe's Class, \$484.20

F. Use of School Facilities

1. Town of Sahuarita Parks & Recreation Dept., Intermediate School Gym, Saturday, March 8, 2008, 4th Annual Basketball Clinic and Basketball Bonanza Competition from 10:00 a.m. to 4:00 p.m.

G. Out of State Travel/Student Travel

1. Stephanie Silman, SHS Assistant Principal, NASSP National Convention, Henry B. Gonzalez Convention, San Antonio, TX, February 21, 2008 – February 24, 2008.
2. SHS Mustang Cheer, U.S. Championship Competition at Knott's Berry Farm, Buena Park, CA, March 28, 2008 – March 30, 2008
3. Sahuarita High School – ROTC, Area 11 Rifle Competition, Santa Ana High School, Santa Ana, CA, February 1, 2008 – February 3, 2008.

X. Board Communication

Mr. Murphy thanked the administrators and staff for all the hard work that they do given the funds that the state allocates for spending on our students. He asked if it is possible to link our State Legislature, Governor, and Senate to our district website so that parents can express their dissatisfaction on spending levels of education in Arizona. Mr. Murphy also recognized Mr. Lurkins for all his help with the hoop shoot and Elks Club.

Mr. Lurkins also thanked the administrators and staff for their efforts in their continued financial struggles they face everyday with the amount of money allocated to them. Given the funds we are given and still have top performing schools is amazing.

XI. Establish Next Board Meeting – February 13, 2008 – 6:30 P.M. – Sopori Elementary

XII. Executive Session – Discussion and Possible Action

1. Pursuant to §A.R.S. 38-431.03.A.1 Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussion, an officer, appointee or employee may demand that such discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with such notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether such discussion or consideration should occur at a public meeting. – Discussion and Possible Action

Mr. McGee moved the Board to enter executive session pursuant to §A.R.S. 38-431.03.A.1as stated above and was seconded by Mr. Murphy. A roll call was taken with all members voting aye. The time was 7:48 p.m. The Board returned to regular session at 8:31 p.m.

XIII. Adjournment

The meeting was adjourned at 8:31p.m. Mr. McGee made the motion and was seconded by Mr. Lurkins. The motion carried.

Respectfully,

Clerk of the Board