

Sahuarita Unified School District No. 30



*Sahuarita High School
Sahuarita Intermediate School
Sopori Elementary School
SUSD Early Childhood Center*

*Sahuarita Middle School
Sahuarita Primary School
Anza Trail School*

MINUTES

REGULAR GOVERNING BOARD MEETING AND EXECUTIVE SESSION

**April 25, 2007 – 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 Tom Murphy called the meeting to order at 6:31 P.M. Also in attendance, Clerk of the Board Diana Kellermeyer, Board members Elaine Hall, Mike Lurkins, Martin McGee, Superintendent Dr. Jay C. St. John, Assistant Superintendent Dr. Manny Valenzuela, and Director of Business Services Charlotte Gates. There were 32 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

The superintendent recommended approval of the agenda as it was revised. Mrs. Kellermeyer 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 recommended approval of previously approved payroll voucher in the amount of \$785,195.52 and new payroll voucher 22 in the amount not to exceed \$900,000. She further recommended approval of expense vouchers 7566 through 7569 in the amount of \$978,169.05. The motion was made by Mrs. Kellermeyer and seconded by Mr. McGee. The motion carried.

V. Call to the Public

Kim Stevenson, parent in the district – Expressed community concerns about transportation to the after school programs, the future influences of the programs, and the effect of the students attending such programs. Ms. Stevenson also expressed concern about families not able to afford alternate after school programs and the effect of children having to go home without supervision, as well as, an increase of vandalism in our community.

Cynthia Lynch, Teacher at Anza Trail- Had some questions about the teacher contracts. Further information in agenda item VII.C.2.

Nancy Burch, Teacher at Anza Trail – Expressed concern about the certified teacher contracts. Further information in agenda item VII.C.2.

VI. Recognition of Staff, Students and Community

A. Victoria Manion - Friend of Sahuarita Recognition

Dr. Valenzuela recognized Ms. Victoria Manion of Rancho Sahuarita Corporation, for her efforts in assisting Sahuarita Schools. Ms. Manion has collaborated with our school district and has contacted us on numerous occasions. She generously offered to allow the district to contribute articles for publication in the Village Talk newsletter. Ms. Manion recently stepped aside and moved on to a new adventure. Brenda Goodell is Ms. Manion's replacement and accepted the award on her behalf.

VII. New Business

A. Instruction – Discussion and Possible Action

1. Revision of 07-08 Teaching Calendar

It was brought to the superintendent's attention by one of the building secretaries that the early release day during testing week in April is always cancelled due to testing. This entails notification to parents and many parents become upset at the change in the calendar.

After discussion with the administrative team, the superintendent recommended that the April 9th early release date be deleted from the 07-08 teaching calendar. The motion was made by Mr. Lurkins and seconded by Mr. McGee. The motion carried.

2. Update on Adult Education - Jane Burns

The Superintendent introduced Jane Burns, a volunteer for adult education. Ms. Burns informed the Board of this year's accomplishments and some basic alternatives for the future. She then explained the need to have adult education at the main campus. As of April 23rd, the adult education class has had 163 people requesting the classes. Through March, 75% of those requesting the class stayed in attendance.

Mrs. Burns spoke about the program and its great success with people willing to volunteer. With the help of Green Valley News, the adult education program has 21 volunteers. She expressed concern from the students about offering classes only one night a week. Mrs. Burns is collaborating with Pima Community College (PCC) to have paid instructors teach in Sahuarita more than once a week. Classes must be greater than 15 people in order for Pima to teach the class, otherwise, that class will be turned over to the volunteers. There is still no funding for this program and still needs the help of the volunteers as well as the use of three classrooms. The adult education program needs to work on curriculum and the only cost to the district will be utilities and classroom usage. The cost of the program for spring semester was \$1,500.00. Jane mentioned that they are still in the beginning stages of collaborating with PCC to make this program work. Tom was enlighten to hear about the success and thanked everyone involved for their hard work.

B. Business – Discussion and Possible Action

1. DSC Services- Southwest Educational Billing Services

ASHIP has served as billing and consulting agents for the district's Medicaid Direct Services Claiming Program. They will no longer offer this service after June 30, 2007. Southwest Educational Billing Services is assisting ASHIP through June 30. Student Services wishes to continue with Southwest Educational Billing Services. The district can contract with the agency via a SAVE Contract from Mesa Public Schools.

The superintendent concurred with Mrs. Gates' recommendation to issue a contract with SEBS for FY 07-08 with the right to unilaterally extend the period of this contract for supplemental periods of 12 months. The total of the original contract plus all the extensions may not exceed 60 months from the date of the original contract. The superintendent recommended the approval to issue Southwest Educational Billing Services a contract for supplemental period. The motion was made by Mr. Lurkins and seconded by Mrs. Hall. The motion carried.

2. Revised Cooperative Agreement for Mohave Educational Services Cooperative

The superintendent recommended approval of a revised Coop Agreement with Mohave Educational Service. This approval is required in order for Mohave to implement its announced change for processing member orders and payments directly to Mohave vendors, rather than using Mohave as an intermediary. The change is planned for implementation on January 1, 2008. The motion was made by Mrs. Kellermeyer and seconded by Mrs. Hall. The motion carried.

3. Single Audit Reporting for Fiscal Year Ended June 30, 2006

Mrs. Gates reported that the single audit report was completed. The auditors had some comments in regards to things that can be taken care of in house. The comments had no major issues that would cause non compliance.

Mrs. Gates mentioned that the auditors found three issues in the fixed assets which will be updated by May. Other findings by the auditors were in the attendance department and have been addressed to Laura Blanco today at the training session and will be taken care before the next audit. There were a few procurement issues some were all proposed after \$5,000. We have to make sure the administration follows the appropriate approaches. A few issues in the student auxiliary in regards to documentation of tickets sold and deposits made which are being addressed. Superintendent recommended the approval of the audit report.

Mr. Murphy thanked Mrs. Gates and the administration team for all the hard work through the audit and for a job well done in passing the audit with only small correction to be made. The motion to approve the audit report was moved by Mr. McGee and seconded by Mrs. Hall. The motion carried.

4. Food Service Contract for 2007-2008

The superintendent recommended the approval of Southwest food services to be the food provider for the district. Dr. St. John explained the hiring selection to the Board. Three companies were selected to make a presentation and the committee took a field trip to each company sites. After much thought and hard work by the committee, the superintendent recommended Southwest food service to be the provider for the next 5 years with a renewal every year. Once the recommendation is approved, Dr. St. John and Mrs. Gates will work on a contract. Mr. McGee made the motion to approve Southwest Food Services to be the food provider for the district and was seconded by Mr. Lurkins. The motion carried.

Alice Sanchez, director of Armark, our current food provider, took the opportunity to share a few words with the school Board, administrators, and school community. On behalf of Armark, she thanked the Board for the opportunity to have served the district. The Board support of the programs has been tremendous and it has been a pleasure to serve the district. Mrs. Sanchez also took the time to thank Dr. St. John, Dr. Valenzuela, and especially Charlotte for their support. "It has been wonderful working with you, Charlotte and Joann." She also thanked the food service staff and wishes the school district great success as the growth continues. Ms. Sanchez again thanked the Board for allowing Armark to be a part of the Sahuarita school community.

Mrs. Kellermeyer extended thanks to the Armark committee, she understands that this was not an easy task and appreciates all their hard work.

C. Governing Board – Discussion and Possible Action

1. NSBA Report – Information Only

Reports from those who attended the conference:

Dr. St. John thanked the governing Board in allowing, Dr. Valenzuela, Mrs. Kellermeyer, Mrs. Shiba, and himself, to attend the NSBA conference in San Francisco. He spoke about the presentation the SUSD staff presented at the conference. The presentation was based on data-driven structures for success. They presented an active breakout session with applicable strategies for implementing basic, data-based practices that are research based, replicable and have promise for effectiveness. The strategies included regular formal planning practices, systematic curriculum mapping, program and staff development, and community collaboration. Approximately 60 guests were in attendance for the presentation. Dr. St. John most enjoyed the National Conference for their guest speakers such as former U.S. President, Bill Clinton; Jaime Lee Curtis, Actor and Author of children books who sold 750,000 copies nation wide; and best of all, the speaker who he enjoyed the most was Frederik Willem De Klerk, former President of South Africa who talked about managing change.

Dr. Valenzuela also thanked the Board for their tremendous support in asking them to pursue this. He mentioned that this conference is a national conference, it is a very prestigious conference, and to have attended and present at such conference was a great honor. There were many guests who attended the session, the people who were there were very appreciative and connected to what was being presented. Dr. Valenzuela mentioned that several of them stayed after the presentation and asked a lot of specific questions in regards to our data management system, how to use specific data in the classroom, and asked for business cards for future contacts. The nice thing he liked about these conferences is all the friendships, connections, and sharing that takes place. Dr. Valenzuela said, "It was a wonderful experience and a good opportunity for our district to get on the national landscape in terms of the direction that the district is going."

Mrs. Kellermeyer also spoke about the NSBA conference and mentioned that the sessions were excellent, there were many great presenters and speakers at the conference, and it was hard to choose a favorite. One presenter that really stood out to her was a teacher from inter city of Los Angeles school and spoke about an extraordinary intelligent former student. Mrs. Kellermeyer also presented a gift to each Board member and mentioned what an honor it was to be able to attend. The most exciting and thrilling thing about the conference, in her opinion, was when the student performed for them. She spoke on how we all need to be humble and impressed with how talented our children are and that is true across America, most definitely true in Sahuarita. She is looking forward to someday have our students of Sahuarita be featured at this conference.

2. Approval of Contract for Certified Teachers with Conditional Language - Call to the Public

Cynthia Lynch, Teacher at Anza Trail – She had some questions about the teacher contracts and received notification in the late afternoon and was concerned that there was not enough time to look over the wording of the contract before tonight's Board meeting. Mrs. Lynch was concerned about some of the proposed language in the way the contract is written and feels that the staff needs to arrange time to discuss the contents of the contract.

Nancy Burch, Teacher at Anza Trail – She also expressed concern about the certified teacher contracts as it was suggested on the Board agenda. Ms. Burch respectfully requested to wait on the wording because a significant number of the staff had not received a copy and those who have received the documents, have not had enough time to process or discuss the proposal's intent. She is concerned that there is not sufficient time and asked the Board to provide them with enough opportunity to respond to such an important issue. She also thanked the Board for listening to her comments.

VIII. Superintendent/Administrative Reports

Administrators presented written reports

Dr. Valenzuela – Gave special thanks for the collaboration and hard work of our administrators, our teachers, staff, and parents involved in the AIMS testing. The AIMS testing week was successfully completed and thanked everyone for their efforts, the test results should be completed this summer.

Today is administrative professional day, and Dr. Valenzuela also recognized and thanked all of our district school administrative assistants and support staff for a wonderful job they do each and every day.

Mrs. Gates – Presented a Budget and Legislative Update presentation which discussed M & O Issues, Possible 0.5% increase, 2nd year full day kindergarten, classroom site fund, and the projected classroom site fund in the future. Mrs. Gates also spoke in regards to excess utilities and expanding career ladder funding which may create major issues for the next few years. She also provided the Board with the Constitutional limits from our legislative. Charlotte will be leaving on vacation for two weeks.

Dr. St. John – Enrollment today is 4309 students. The Crystal Apple Awards Luncheon is on May 9th at 11:30 A.M. located at the Doubletree in which the Metropolitan Education Committee will be presenting Charles Oldham with a Crystal Apple Award for his education contributions. This week Dr. St. John will be on a phone conference with John Baracy our financial advisor for potential bond overrides, such as, K-3 override. Other familiar dates are Honors night on May 17th at 6:30 P.M. in the main auditorium, 8th grade promotion on May 23 at 7:00 P.M., High School graduation on May 24th at 7:00 P.M., and Grad Night following the graduation ceremony.

Recent events are the Crystal Apple Award Presentation with the Governor and the Board/Superintendent Collaborative at the Viscount Hotel. Dr. St. John will also continue taking a look at the new high school site near the Mesquite Heights. The Skills U.S.A. competition state wide was held on Tuesday, April 24th at 2:00 P.M.

The superintendent made a presentation to the Board on the JTED worksheets, which included new and emerging program worksheets and 2007/2008 cost worksheets. JTED will be adding support staff to the sports medicine injury class, law public safety security staff, advance business management classes, habitat and industrial manufacturing, and job share interns at about \$39,000. Materials, supplies, and so forth that will be added to the M & O costs.

On the capital side, the superintendent recommends that the advance auto class gets \$55,000 in equipment, we have not put one dime into the auto shop in a very long time. We are also replacing a piece of equipment that has become a safety hazard. The business management, administrative services, building trades, culinary arts, and graphic communication photography will also be adding equipment.

With those familiar with the culinary arts program, Magaret Link has always wanted us to add a doorway in between the culinary arts kitchen and the culinary arts restaurant. This has been added in hopes that we can get it completed this summer, so that the students will not have to take the food they have prepared and go outside from the kitchen then back inside to the restaurant. A resolution to this problem would be to build a doorway. The worksheets that Dr. St. John presented demonstrated how the money would be spent and asked Mrs. Welch if there is any contingencies and there are. The state must know how much money will be generated and where all the funds will be disbursed. The way in which the money was distributed, was in a cooperative process amongst the teachers involved in the programs and was all filed with the JTED. Our Lawyers have reviewed the Intergovernmental Agreement between JTED and SUSD#30 and recommend that the IGA be approved by the Board.

The superintendent also continues to discuss the land donation for Anza Trail with the School Facilities Board. The land was appraised and valued at 4.5 million. The Schools Facilities Board (SFB) valued the property at 3 million. Dr. St. John provided the Board with a copy of the letter by Spencer Smith of DeConcini & McDonald sent to SFB on the Boards behalf.

Dr. St. John commented on the water well situation. He explained to the Board that because we were rural we have our own water well. On Monday morning, we discovered that the districts main tank failed because of a broken shaft. We quickly notified all administrators and put together a plan to notify parents. Parents were notified and students were released beginning at 11:30 A.M. Maintenance staff worked on the well all day Monday and was able to resolve the problem for school to resume on Tuesday.

The pump to the well will need to be replaced. Bill Woodward estimated the pump replacement to be about \$25,000. If a line pump is purchased the cost would be \$30,000 plus additional costs. The preliminary estimate for removal at the point of entry would cost about \$300,000 - \$400,000. Mr. Rawson and Dr. St. John's recommendation is that we need to negotiate a deal to get water from another agency. He mentioned that we are not a rural school district anymore. We cannot continue to pump our own water and have separate septic systems anymore. The school district needs to decide how we will go about this.

IX. Consent Agenda - Action

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

A. Employment / Change of Status / Transfers

1. Michela Bennett, 7th/8th Grade LA Teacher, Anza Trail, Replacement - Effective Fall 2007
2. Glenna Campbell, Trainee, Part-Time, Bus Driver, Replacement – Effective April 9, 2007
3. Jesus P. Celez, Groundskeeper, Replacement - Effective April 16, 2007
4. Patti Gloy, ACE Teacher, SMS, Replacement - Effective Fall 2007
5. Kimberly Hermes, Photography Teacher, SHS, Replacement - Effective Fall 2007
6. Adrian Herrera-Arrieta, Temp. Substitute Custodian, Anza Trail, Replacement – Effective April 18, 2007
7. Elizabeth Kennedy, P.E. Teacher, SHS, Replacement - Effective Fall 2007
8. Frank McCormick, History Teacher, SHS, Replacement – Effective Fall 2007
9. Jessica Mejia, ECC Aide, New Position – Effective April 10, 2007
10. Sarah Retherford, Clerk I, ECC, Replacement – Effective April 09, 2007
11. Bridgette Rocker, Kindergarten Teacher, SPS, Replacement – Effective Fall 2007
12. Shannon Turnage, 2nd Grade, SPS, New Position – Effective Fall 2007
13. Andrea Barley, ECC Classroom Lead, Promotion – Effective April 4, 2007
14. Grace Kirker, Chief Clerk, Transportation, Promotion/ Replacement – Effective April 9, 2007
15. Joshua Miller, Program Specialist, LINK, Change of Status to Sub – Effective April 9, 2007
16. Tania Portugal, Program Specialist, Level I, LINK, Replacement – Effective April 9, 2007
17. Terri Smith, Dispatcher, Transportation, Promotion/Replacement – Effective April 13, 2007
18. Justin Archer, 7th Grade Science, Anza Trail, Transfer – Effective Fall 2007
19. John Hayes, 7th/8th Math, Anza Trail, Transfer – Effective Fall 2007
20. Vanessa Kohler, 7th / 8th Social Studies, Anza Trail, Transfer – Effective Fall 2007
21. Amy Kueck, 7th / 8th Math, Anza Trail, Transfer – Effective Fall 2007
22. Mike Lewis, 5th Grade, Anza Trail, Transfer – Effective Fall 2007
23. Derek Marshall, Media Teacher, SHS, Transfer – Effective Fall 2007
24. Cari Newman, 6th Grade Math / Science, Anza Trail, Position Change – Effective Fall 2007
25. Katrina Powell, 7th LA, Anza Trail, Transfer – Effective Fall 2007
26. Marsha Wilber, 7th / 8th Social Studies, Ana Trail, Transfer – Effective Fall 2007

B. Resignations / Terminations / Separations

1. Stacy Abend, Social Studies / Science Teacher, SHS, Resignation - Effective May 25, 2007
2. Virginia Ginger Brown, 2nd Grade Teacher, Anza Trail, Resignation – Effective May 25, 2007
3. Nicole Castle, Music Teacher, SPS, Resignation – Effective May 25, 2007
4. Fancisco Chavarria, Groundskeeper, Resignation – Effective April 10, 2007
5. Guillermo Lopez, Inventory Control Tech, Warehouse, Resignation – April 27, 2007

6. Jennifer Morman, English Teacher, SHS, Resignation – Effective May 25, 2007
7. Elizabeth Denise Rodriguez, Chief Clerk, Transportation, Resignation – Effective April 6, 2007
8. Rachel Segovia, Guidance Counselor, SPS, Resignation – Effective June 30, 2007
9. Cassandra Tena, Payroll Specialist, Involuntary Termination Job Abandonment – Effective April 19, 2007
10. Teresa Waters, Inst. Aide / Sped, Sopri, Resignation – Effective May 25, 2007
11. Jacob Wolfe, 5th Grade Teacher, Anza Trail, Resignation – Effective May 25, 2007
12. Marilyn, Kay, Woodward, Clerk I Sub, ECC, Resignation - Effective March 20, 2007

C. Volunteers

1. Amy Abrahamson, SIS / SPS
2. Ronda Dugle, SIS
3. Bette Packer, Catch-Up Literacy
4. Lloyd J Packer, Catch-Up Literacy

D. Gifts and Donations

1. Sahuarita Rotary Club, \$2000.00, Anza Trail Library Books
2. Masonic Lodge of Arizona, \$300.00, SPS
3. Target, \$111.36, SPS
4. Target, \$29.67, Sopri
5. Target, \$700.00, SHS Pen Pal Program
6. G.V Community Chorus, \$1,500.00, SMS Choral Music Program
7. Saji & Rekha Vettiyil, \$200.00, SMS Band

E. Request for Leave of Absence 2007-2008 School Year

1. Ciria Roddick, English Teacher, SHS
2. Cindy Conant, Art Teacher, SMS

F. Non-Renewal of Teaching Contract

1. Jon'etta Carter, Special Education Teacher, SMS, Not Appropriately Certified

G. Use of School Facilities

1. Town of Sahuarita, SMS Gym from 1:00 to 4:00 PM June 4 – August 3, 2007

X. Board Communication

Mike Lurkins congratulated the choir for an outstanding job on their performances, Great Job!

Tom Murphy attended SMS Health Fair. The fair was the idea of, by Erick Tumbles and Darren Hirschberg, students of SMS. Mr. Murphy congratulated them for a job well done and was amazed to have a sophomore and a senior take it upon themselves and come up with something creative and beneficial. In honor of administrative professional's day, Mr. Murphy also extended special thanks to all of the administrative assistance for all that they do.

XI. Establish Next Board Meeting – May 9, 2007 – 6:30 PM – District Auditorium

XII. Executive Sessions

1. Pursuant to §A.R.S.38-431.03.A.3 Discussion or consultation for legal advice with the attorney or attorneys of the public body. Discussion and Possible Action
 - A. Regarding Employee Contract Language.
 - B. Student Discipline Procedures.

2. Pursuant to §A.R.S. 15-843 regarding the appeal of a long term suspension – Discussion and Possible Action

Mrs. Kellermeyer moved the Board enter executive session pursuant to §A.R.S.38-431.03.A.3 for discussion or consultation for legal advice with the attorney or attorneys of the public body. The motion was seconded by Tom Murphy. A roll call vote was taken with all members voting aye. The time was 8:25 P.M. The Board returned to regular session at 8:52 P.M.

XIII. Adjournment

The meeting was adjourned at 8:52 P.M.

Respectfully,



Clerk of the Board