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Office of the Governing Board

MINUTES

REGULAR GOVERNING BOARD MEETING

AUGUST 22, 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 6:34 P.M. Also in attendance, Clerk of the Board, Diana Kellermeyer, Board members Mike Lurkins and Martin McGee, Superintendent Dr. Jay C. St. John, Assistant Superintendent Dr. Manny Valenzuela, and Director of Business Services Charlotte Gates. There were 69 guests. The Pledge of Allegiance was observed. Elaine Hall was not in attendance.

II. Approval of Agenda

The superintendent recommended approval of the agenda as it was revised. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

III. Approval of Minutes – June 13, 2007

The superintendent recommended approval of the June 13, 2007 minutes as published. Mr. McGee made the motion and was seconded by Mr. Lurkins. The motion carried.

IV. Approval and Ratification of Vouchers

Mrs. Gates recommended ratification of previously approved payroll Vouchers 3 in the amount totaling \$576,677.19, new payroll 5 for the pay period ending September 7, 2007 and new payroll 6 for the pay period ending September 21, 2007 in the amount not to exceed \$2,000,000. She further recommends approval of expense vouchers 7592 through 8107 in the amount of \$369,110.11. The motion was made by Mr. McGee and seconded by Mr. Lurkins. The motion carried.

V. Call to the Public

Daniel Verwys – 1557 W. Via De Chapala, Sahuarita, AZ 85629 – He has been a resident of the community for 13 years and has family members have been very involved with the district. He questioned the process and clarity of communication throughout the district and explained how the district has to look for various ways to involve parents. Mr. Verwys mentioned that his son was disciplined for a zero tolerance rule that had not been communicated. This situation ended up hurting his child and others students in the district. He also pointed out the fact that he has failed to attend the Board meetings in the past and vowed that he would be at every Board meeting from here on out.

Leo Pavlovich - Sahuarita Elks Lodge #2851– 1038 S. Horizonte, Green Valley, AZ 85641- The Sahuarita Elks Lodge has been made aware of how much the district is in need of funds. They realize that not enough money is given from the government to help schools provide additional materials mandated by the State. Mr. Pavlovich awarded Sahuarita High School with a \$250.00 check in order to provide classrooms flags mandated by the Arizona Legislature.

Charles Oldham – Optimist Club – 17330 S. Confianza, Sahuarita, AZ 85629- Mr. Oldham awarded the district with a \$1,000.00 athletic scholarship to help students pay for the athletic programs at SHS, SMS, and Anza Trail. The scholarship will help those students who cannot afford the districts athletic fee to play an after school sport.

Mr. Murphy – Thanked both organizations for their continuous generosity in helping our children in the district.

VI. Recognition of Staff, Students and Community

Dr. Valenzuela recognized the August “Leaders in Character” Honorees – Jonathan Sunich, Kdg, Sopori; Teddy Teso, 8th Grade, Anza Trail; Javier Saez Pedraza, 2nd Grade, SIS; Jeremy Bessett, 4th Grade, SIS; Miranda Rodriguez, 8th Grade, SMS; Cassie Burton, 12th Grade, SHS. Honorees were given a gift certificate to Barnes & Nobles along with a framed award for their outstanding achievements.

The superintendent presented Charlotte Gates and the business office with an ASBO Certificate of Excellence in Financial Reporting for the Fiscal Year Ended June 30, 2006. Mrs. Gates was awarded with a plaque and certificate on behalf of ASBO.

Mrs. Gates accepted the awards and mentioned that it was a team effort from the staff, Governing Board, and the superintendent.

VII. New Business

A. Instruction – Discussion and Possible Action

1. Science Textbook Adoption

The superintendent explained the text book adoption process and how the school district had previously engaged in a comprehensive textbook adoption process during the 2006-2007 school year. Specifically the goal was to identify a high quality and comprehensive instructional program for the content area of science. Mr. Scott Downs served as the chairman of this committee. The committee included educators from all district schools and different levels of our K-12 continuum. The process included solicitation of programs, screening, formal piloting, program sample reviews, and presentations by the finalists. The superintendent presented to the Governing Board a cost spreadsheet for the adoption of the science books created by Mr. Downs. The spreadsheet provided an estimated cost of \$484,200.15 for grade levels K-12. The superintendent explained that the district does not have enough money to purchase these text books. He mentioned that there is not enough money in soft capital and unfortunately, we are going to have to attempt to pass the AIMS test without these science books. He thanked all teachers involved with the process, Dr. Valenzuela, and Mr. Downs. The superintendent mentioned that once again the government has not increased our soft capital since 1999 and the costs for supplies keep increasing, it is very difficult to make such a large purchase right now. He recommended that the Board does not approve the text book adoption at this time. He further recommended that if funds do become available at a later time the district may purchase the science textbooks at

another time or purchase a smaller quantity of textbooks. A motion was made by Mr. McGee and was seconded by Diana Kellermeyer. The motion carried.

Mrs. Kellermeyer asked if the schools have any science text books for the students as of now? Dr. St. John explained that we do have science textbooks but the information is more likely to be outdated.

Mrs. Kellermeyer mentioned that hopefully we can do some research and see if we can purchase a smaller quantity.

Mr. Murphy mentioned that he preferred if we targeted purchasing some books for the high school students preferable because the AIMS testing is much more crucial to their future.

2. Buckle Down Materials

The superintendent requested to adopt the Buckle Down Materials as part of SUSD curriculum which are AIMS type practice testing materials. A motion to adopt the Buckle Down Material was made by Mr. Lurkins and seconded by Mrs. Kellermeyer. The motion carried.

B. Business– Discussion and Possible Action

1. Approval of Capital Improvement Plan

Dr. Jay St. John presented the School Facilities Board (SFB) required capital improvement plan to the Governing Board. He reminded the Governing Board that it is their responsibility to approve a capital plan for the school district for the 2007-2008 school year. The superintendent reported that the district information is usual other than the fact that the he added the current buildings and current enrollment to the report. He also anticipates building two additional high schools and two additional K-8 schools to serve an additional 3800 students. The superintendent doesn't foresee any build out in the near future. He continued to explain the improvement plan to the Governing Board.

Population Update: The superintendent plugged in last years ending enrollment numbers and projected the ADM for 2007-2008 based on a ratio of ending enrollment and 100th day count over the last five years. He took those numbers and used that percentage all the way across.

New Construction Requests: The Superintendent mentioned that our high school has been approved to open in the fall of 2008 by the SFB, he thinks it will not be open till the fall of 2009 for 863 students. The SFB has conceptually approved an additional K-8 for 1200 students with plans to open in the fall of 2012 the superintendent feels that the school should open in 2010 and stated that we need land for all new buildings. An additional high school to open in 2012 with 863 students and another K-8 with 1200 students in 2015.

Local Funds: The superintendent is reporting for the first time the replacement of the portables and the gymnasium at Sopori. These projects are paid for by the bonds and the form is not quite complete but he is working on completing them.

Residential Development – The superintendent has brought the residential development sheet up to date. This sheet explains where we are at in terms of the capital improvement plan. He mentioned that in his opinion, Anza Trail a beautiful building, well built, well staffed, great administration but it's simply too big. What he asks the governing board to consider is approving a new high school, which the SFB has already approved but the conceptual approval of the new K-8 for 1200 will be made into two K-8 for 600 each. He

also suggested making the third high school the same as the second, and then approve the two new K-8 in the fall of 2015. Basically, the Governing Board needs to approve a capital improvement plan with either two k-8 with 1200 students or four K-8 with 600 students each. The superintendent recommended that the governing board approve the capital improvement plan with four K-8 of 600 students each rather than two K-8 of 1200 each. He asked the Board to give him a recommendation of which spread sheet to turn in to the SFB.

Mrs. Kellermeyer – Questioned that if we asked the SFB for two small schools, will the SFB change it? If so, why don't we ask for what we want really want and need? The superintendent agreed with Mrs. Kellermeyer.

Mrs. Kellermeyer made the motion to approve the capital improvement plan with four new K-8 schools with 600 students in each. Mr. Lurkins seconded the motion. The motion carried.

2. Yearbook Stipends for Sopori, SPS, SIS, and Anza Trail

The superintendent recommended that each of the four elementary sites be awarded a stipend for "Yearbook." SHS and SMS already have yearbook stipends in place. He recommended that the three new stipends for the elementary sites be paid in the amount of \$400 a piece, which is the amount paid to teachers who hold student council stipends at the elementary sites. It is recommended that the yearbook stipend for Anza Trail be paid \$1,981, which is the base amount paid for the yearbook stipend at SMS. Mrs. Kellermeyer made the motion to approve the yearbook stipend at the four elementary sites. The motion was seconded by Mr. McGee. The motion carried.

3. Bus Routes

The superintendent explained a conversation that he had with Mrs. Gates and Mr. Valenzuela. Mrs. Gates spoke with Dr. Valenzuela and Dr. St. John prior to the Board meeting concerning an issue brought to her by Fred Huff. Several routes are over crowded and those routes are at the Anza Trail School. The three discussed several options which were:

1. Buy more busses and hire more drivers – May have to purchase used busses or if voters approve the override the district can purchase new busses.
2. Re- arrange Anza Trail's Schedule to divide the K-5 and the 6-8 into two bussing groups just as the main campus does.
3. Other or a combination of solutions.

The outcome of the conversation was to open a new route on Monday in which will help eliminate overcrowded busses for now.

Mrs. Kellermeyer suggested starting school early due to the fact that we do not have enough busses or drivers.

4. MessageYou Software

The superintendent explained the intent of the software. Sahuarita high school piloted a price of software from a company based in Australia. Their software will send text messages, emails, and voicemails to parents as a notification system. He further explained that by state statute we are expected to make a reasonable attempt to contact

all the parents of all students who are absent each day by 10:00 a.m. The superintendent informed the Governing Board that the district is purchasing this software and wanted to advise them of this purchase. The expected time for the software to be in place is October 1, 2007.

C. Governing Board- Discussion and Possible Action

1. JTED Board Reorganization

The superintendent explained that the JTED Governing Board must reorganize or by default it reverts to a five member Board. To his understanding the Board is currently made up of eleven members representing each member district. The current Board structure will revert to a five member Board if nothing is done and the responsibility for the structure still rests with the local Boards. If nothing comes forth from the local Boards then Dr. Alan Storm is going to recommend to the elections office that the JTED Board be five members and follow the current County Board of Supervisor districts. The superintendent asked for a discussion on what the Board members think would be in the best interest of the district in terms of representation. He offered to answer any questions if needed.

2. Approval of Student Fund Raising Activities – SIS

The superintendent recommended the approval of student fund raising activities for SIS. The type of fundraising activity to take place at SIS is the Scholastic Book Fair from August 22, 2007 – August 31, 2007. Their goal is to raise money for miscellaneous library items. The motion was made by Mr. Lurkins to approve the fund raising activity at SIS. The motion was seconded by Mrs. Kellermeyer. The motion carried.

D. Personal – Discussion and Possible Action

1. Guidance Counselor at Anza Trail ++

2. Two Custodians at Anza Trail ++

Both Items D.1 & D.2 were discussed together. The superintendent explained that last year when the school opened there were not as many kids and the need for a guidance counselor and two custodians was not intensely needed. Since Anza Trail has increased in size the superintendent recommended the approval of a new guidance counselor and two custodians at Anza Trail. The motion to hire the three staff members was made by Mr. McGee and was seconded by Mr. Lurkins. The motion carried 3-1.

Mrs. Kellermeyer opposed the motion because she questioned where the funds would come from to pay for these positions since the district is low on funds.

3. Student Records Management Software Clerk ++

The superintendent recommended to create a new position in the district in which this position would assist Laura Blanco in the student records department. The position description was included in the Board packet. SEE ATTACHMENT B. The motion to approve a new position, Student Records Management Software Clerk was made by Mr. Lurkins and seconded by Mr. McGee. The motion carried 3-1.

Mrs. Kellermeyer disagreed not because of how much work load Laura Blanco has but because her concern of where the money would come from.

VIII. Superintendent/Administrative Reports

The superintendent reported the current enrollments:

1. SHS 1382
2. Anza Trail 1212
3. SIS 523
4. SPS (including CEC) 654
5. Sopori 242

Total 4653

The superintendent reported the upcoming events:

1. Anza Trail Dedication, August 25th at 10:30 a.m.
2. CORE Construction meeting
3. STOP meeting
4. SIS Open House
5. PTO meetings
6. Home Football Game
7. Anza Trail Open House K-2
8. Sopori Open House
9. SFBMeeting
10. Law Conference in Phoenix
11. CFWE Meeting

The superintendent reported the recent events:

1. James Bennett
2. MEC Retreat
3. KKF
4. Open Houses
5. Superintendent's Meeting
6. BER Meeting
7. Foundation Meeting
8. Key to the 21st Century Employment
9. KGVY Interview

The superintendent shared with the Governing Board a couple of displays from his meeting with the Sahuarita Public Works. The displays demonstrated the plans for the Sahuarita road improvements to start construction in 2008. He also reported that the district received the renewal money from the SFB of \$270,188.00. The superintendent also explained the proposed modifications of the Arizona high school graduation requirements. He also mentioned that Anza Trail has been nominated for an award from the Metropolitan Pima Alliance along with the superintendent.

Dr. Valenzuela mentioned that we have great things to celebrate. He is happy to see very positive things from each of the schools and throughout the district. Dr. Valenzuela is also very pleased with the back to school openings and appreciates the on going support throughout the district in regards to the new teacher inductions and for welcoming them to our district.

Dr. St. John reported that since our district has a great bus maintenance area the district agreed to provide safety inspections to the continental school district. A financial agreement between the two districts has been made and we will now provide continental schools with bus maintenance support.

IX. Consent Agenda – Action

The superintendent announced a correction to the donation from the Optimist Club. The Optimist donated \$250.00. He recommended approval of those items on the consent agenda as they are routine items. The motion was made by Mr. McGee and was seconded by Mrs. Kellermeyer. The motion carried.

A. Employment / Change of Status /Transfers

1. Jill Brooker, Part Time Guidance Counselor, Sopori, Replacement – Effective 08/13/07
2. Kristi De Baun, Inclusion Health Assistant, SMS, Replacement – Effective 08/07/07
3. Mary Embrey, P.I. Inclusion Health Assistant, SHS, Change of Status – Effective 08/07/07
4. Anna Fortiz, JTED Attendance Clerk, District Office, New Position – Effective 08/13/07
5. Lisa Gant, Reading AIMS Teacher, SHS, Status Change – Effective 08/03/07
6. Eleanor Gastellum, Inclusion Health Assistant, ECC, Replacement – Effective 08/03/07
7. Jamie Hawatmeh, Student Worker Clerk I, District Office, New Position – Effective 08/13/07
8. Cassandra Hirdes, Inclusion Health Assistant, ECC, Replacement – Effective 08/10/07
9. Gloria Huerta, Inclusion Health Assistant, SHS, Status Change – Effective 08/06/07
10. Terri Hull, Bus Driver, Transportation, Status Change – Effective 07/30/07
11. Luz Hurtado, Custodian, Anza Trail, New Position – Effective 08/13/07
12. George Krillies, Bus Driver, Transportation, Status Change – Effective 08/07/07
13. Corazon Mandel, Campus Monitor, SHS, Replacement – Effective 08/13/07
14. Kelly Martin, Campus Monitor, Anza Trail, Position Transfer from SMS – Effective 08/13/07
15. Blanca McDonald, Bus Driver, Transportation, Status Change – Effective 07/30/07
16. Diane Olmo, Campus Monitor, SPS, Replacement – Effective 08/14/07
17. Scott Percy, AIMS Math, SHS, Replacement – Effective 08/06/07
18. Beatriz Pineda, Clerk I, Anza Trail, New Position – Effective 08/13/07
19. Liz Salters, CTE/JTED Secretary, SHS, Status Change – Effective 08/13/07
20. Maria Soria Galvarro, Bus Driver, Transportation, Status Change – Effective 08/01/07
21. Christy Thomas, Campus Monitor, Anza Trail, New Position – Effective 08/13/07
22. Catherine “Kate” Williams, Inclusion Health Assistant, SHS, Replacement – Effective 08/03/07

B. Resignations / Terminations / Separations

1. Asa Albright, Campus Monitor, SHS, Resignation – Effective 08/07/07
2. James Cash, Campus Monitor, SMS, Resignation – Effective 08/02/07
3. Ronald Eisberg, Bus Driver, Transportation, Resignation – Effective 08/07/07
4. Jolene Heiser, Drama/English Teacher, SHS, Resignation – Effective 08/14/07
5. Dallas Rawson, Operations Supervisor, Facilities, Resignation – Effective 09/07/07
6. Lenor Urias, Bus Driver Trainee, Transportation, Termination – Effective 08/02/07

C. Volunteers

1. Michelle Doty, SMS

D. Gifts and Donations

1. Arizona Constitutional Commemoration Committee, SHS – 150 poster copies of the U.S. Constitution and Bill of Rights.
2. Bashas' Market, SHS – Five \$5.00 Gift Cards
3. China Vic Restaurant, SHS - \$15.00 Gift Certificate
4. Meredith's Halmark Shop, SHS – 48 iTunes Download Cards
5. Nancy Pantz, SHS – Five \$20.00 Gift Certificates
6. Optimist Club, SHS - \$250.00
7. Panda House, SHS – Five \$10.00 Gift Certificates
8. Wal-Mart Foundation, SIS - \$1,000.00

E. Use of School Facilities

1. Boy Scouts of America, Elementary Libraries, August 23, 2007, 6:30-8:30 p.m., Boy Scout sign up and recruitment.
2. Pima Community College, SHS classrooms, August 22, 2007 – December 22, 2007, PCC evening classes for teens and adults.
3. Sahuaro Girl Scout Council, Central Cafeteria, August 29, 2007, 6:00 p.m. – 8:30 p.m., Girl Scout sign up and recruitment.

IX. Board Communication

Mrs. Kellermeyer mentioned that she enjoyed attending the schools open houses the kids had a great time. A job well done to all the teachers and staff through out the district


Mr. Murphy concurred with Mrs. Kellermeyer, he enjoyed visiting all the schools and heard great remarks from everyone about the new South West Food Services.

XI. Establish Next Board Meeting – September 12, 2007 – 6:30 PM – District Auditorium

XII. Adjournment

The meeting was adjourned at 7:53p.m.

Respectfully,


Clerk of the Board