



## *Sahuarita Unified School District No. 30*

Sahuarita High School

Sahuarita Middle School

Sahuarita Intermediate School

Sahuarita Primary School

Sopori Elementary School

Anza Trail School

SUSD Early Childhood Center

### **REGULAR GOVERNING BOARD MEETING MINUTES**

October 11, 2006 – Sopori Elementary School Library, 6:30 p.m.  
5000 W. Arivaca Road. – Amado, AZ 85645

#### **I. Call to Order and Pledge of Allegiance**

President Michael Lurkins called the meeting to order at 6:30 PM. Also in attendance were Tom Murphy, Clerk of the Board, Board members Elaine Hall, Diana Kellermeyer, Elaine Hall and Martin McGee, Superintendent Dr. Jay C. St. John, Assistant Superintendent Dr. Manuel O. Valenzuela and Director of Business Services Charlotte Gates. There were 16 guests. The Pledge of Allegiance was observed.

#### **II. Approval of Agenda**

Dr. St. John recommended approval of the agenda as revised. Mr. McGee made the motion and was seconded by Mr. Murphy. The motion carried.

#### **III. Approval of Minutes – September 13, 2006 Regular Meeting**

Dr. St. John recommended approval of the minutes as they were distributed. Mrs. Kellermeyer made the motion and was seconded by Mr. McGee. The motion carried.

#### **IV. Approval and Ratification of Vouchers**

Mrs. Gates recommended ratification of previously approved payroll Voucher 6 in the amount of \$756,830.11 and new payroll Voucher 8 for the pay period ending October 20, 2006 in the amount not to exceed \$900,000.00. She further recommended approval of expense vouchers 7518 through 7521 for a total amount of \$1,106,058.90. Mrs. Kellermeyer 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 - None**

#### **VII. New Business**

##### **A. Instruction – Discussion and Possible Action**

1. Recommendation from the Boundary Realignment Committee Regarding Anza Trail

Dr. Valenzuela presented the following information to the Board. The Boundary Realignment Committee reconvened and proposed the following:

**Points of Consideration**

- Construction trends and rates have changed.
- Significant adjustments are necessary.
- Current class size comparisons are significant.
- Need to develop comprehensive resident transfer policies.
- School pathways for Cielo neighborhood – safety.
- Some may not wish to move if lines are adjusted.
- Moving the lines would create additional walking neighborhoods.
- Financial – costs of buses.
- Children changing classes.

**Recommendation**

- Move Valle, Cielo, Townsend, Villages as adjustment
  - Provides additional walking neighborhoods.
  - Avoids loop road.
  - Balances class size in those main campus classes.
  - Adjusts growth with building capacities.
- Allows any in these neighborhoods to resident transfer back this year.
  - Consideration for those who wish to stay.
- Adopt a complete transfer policy in complement to the open enrollment policy.
- Allows flexibility/choice within capacity.
- Work with principals to facilitate smooth, timely classroom reassignments.
- Identify students affected
- Teacher notification, student distribution
- Opportunity to transfer back, if requested.
- Parent meeting with “new” students.
- Select a date for the change.

Dr. Valenzuela recommended approval of the changes to the boundaries. Mr. McGee made the motion and was seconded by Mrs. Kellermeyer. The motion carried.

Mrs. Kellermeyer thanked Dr. Valenzuela for the time spent at reviewing the boundaries. She also thanked the community for making the Board aware of its concerns. This is a first time process and it is a learning process. This will help refine how the district makes boundary determinations.

Mr. Murphy thanked the superintendent’s for starting the process early, this allowed time to make changes as needed before the school opened.

2. Recommendation on Anza Trail Hours of Operation Daily Schedule

Dr. St. John stated that in his report at the last meeting, he made reference to a letter from Kathy Shiba and Fred Huff outlining their recommendation for hours for Anza Trail School. Anza Trail's operation hours would mirror the primary and intermediate schools. It would begin school at 7:30am and dismiss at 2:10pm. Dr. St. John recommended approval of those hours for Anza Trail School. Mrs. Kellermeyer made the motion and was seconded by Mr. McGee.

Discussion followed: Mr. Murphy questioned the start time. He would like to find another hour somewhere so that students don't have to start walking or riding the bus in the dark. He doesn't feel comfortable supporting the time if the students will be walking when it is pitch black outside. Mrs. Kellermeyer asked if that was enough turn around time for busses. Mr. Fred Huff responded with a no. Mrs. Hall stated that this something that needs to be thought about since in the past the students have always been on busses. After a lengthy discussion regarding crossing guards, busses, students walking to school the Board would like the committee to research the hours and alternatives to these times. The motion was denied 5-0. Mrs. Kellermeyer made the motion to table the item and review it at a future meeting. Mr. Murphy seconded the motion. The motion carried.

3. Recommendation of Resident Transfer Policy & Practices

At the last meeting, Dr. St. John presented a Resident Transfer/Open Enrollment Policy & Practices. Dr. St. John recommended approval of the adoption of this policy. Mr. Murphy made the motion and was seconded by Mr. McGee. The motion carried.

4. SUSD Guidelines for Password Construction and Management

Dr. St. John stated that one of the concerns the district has is the fact that they are getting larger and larger in the technology area. There are varied levels of expertise on the part of the employees. Mr. Boone is very concerned about SPAM on the network. One of the items that contribute to this is poorly chosen passwords. He has recommended the Board approve guidelines for password construction and management. Users will be instructed to construct a password that meets the following criteria: At least six characters, both upper and lower case letters, at least one number, at least one special character. Staff will also be instructed to change their password at least every semester. Dr. St. John recommended approval of the guidelines. Mr. McGee made the motion and was seconded by Mr. Murphy. The motion carried.

**B. Business – Discussion and Possible Action**

1. Approval of Annual Financial Report 05-06

Mrs. Gates stated that per A.R.S. 15-904 school districts shall prepare a financial report containing budgeted and actual expenditures for the preceding fiscal year. The District-wide summary will be published in the

newspaper. Mrs. Gates gave a brief overview to the Board. Mrs. Gates recommended approval of the AFR for 05-06. Mrs. Hall made the motion and was seconded by Mr. Murphy. The motion carried.

### C. Governing Board – Discussion and Possible Action

#### 1. Change in December Board Meeting Date

The ASBA Annual Conference is scheduled to start on December 13<sup>th</sup>, which is the regular scheduled Governing Board meeting. Four of the Board members will be attending this conference. Dr. St. John recommended moving the December 13<sup>th</sup> Board meeting to December 6, 2006. Mr. Murphy made the motion and was seconded by Mrs. Kellermeyer. The motion carried.

#### 2. Policy Services Advisories

- a. DJE – Bidding/Purchasing Procedures
- b. EB – Environmental and Safety Program
- c. JLIF/JLIF-R/JLIF-E – Sex Offender Notification

The Board received several policy advisories from ASBA. Dr. St. John recommended approval of the revisions as distributed by ASBA. Mr. McGee made the motion and was seconded by Mrs. Kellermeyer. The motion carried.

### VIII. Superintendent/Administrative Reports

**Ms. Maribel Lopez** reported that the 3<sup>rd</sup> grade class will be going on a field trip to pick pumpkins tomorrow. They will be counting the pumpkins and also learning the science of pumpkins.

She thanked her staff for attending the meeting today.

**Mr. Scott Downs** thanked the Board for their decision on the alignment committee.

After the break, the kindergarten classes will be going on a field trip to the pumpkin patch.

Tomorrow and Friday will be Rural Metro day for the 2<sup>nd</sup> grade.

The Community Involvement Team will have a movie night on November 9<sup>th</sup>. This night is a night for the parents and staff to come in and enjoy each others company. The movie and popcorn will be held in the gym. They will be viewing Curious George.

Dr. Valenzuela and Mr. Downs continue to work on the Science Book adoption.

The PTO has begun meetings regarding the annual carnival.

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Construction on the bus road is going well. Construction will begin on the eight classrooms in the near future.

**Dr. Wayne Ross** reported that the 4<sup>th</sup> grade is getting ready for a field trip and the 5<sup>th</sup> grade went to Green Valley lanes.

The 5<sup>th</sup> grade is planning a trip to the Challenger Space Center.

The Bobcat award assembly was held for the month of October. The Tucson Police Department came to the school to teach the students about bike safety.

**Mrs. Terri Noe** stated that SMS completed their fundraiser from Cherrydale. They had over \$51,000.00 worth of sales. The school generated over \$21,000.00 for the school. On October 26<sup>th</sup> the school will have a carnival to celebrate their efforts and accomplishments.

They had a great in-service day at SMS. She thanked the Board for the opportunity to have these days.

Volleyball won first place in a tournament this weekend. Boys and girl's basketball and cheer are well underway.

Galileo testing is complete.

**Mrs. Stephanie Silman** stated that last Thursday SHS held their 1<sup>st</sup> annual career fair. It was very successful. On the same day they also hosted the ROTC Annual Inspection and received many commendations.

Tomorrow several teachers will be training on Plato Recovery Program.

Homecoming is in two weeks. There will be football game at 7:00pm and a dance following the game. She invited all the Board. On Thursday the 26<sup>th</sup> there will be a bomb fire.

**Dr. Manny Valenzuela** stated that the district had a very successful in-service and thanked the Board for their support of that time. All new teachers received a very thorough comprehensive next chapter of the new teacher induction. Kudos to the Curriculum Instruction Management Team for their work on the new teacher induction.

**Dr. Jay C. St. John** distributed a brochure regarding the Metropolitan Education Commission to the Board.

On October 24<sup>th</sup> several individuals will be attending the Joint Legislative Budget Committee meeting. This is the day they will set the construction cost per square foot for schools for the next year.

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Dr. St. John received a copy of the State magazine for FCCLA. The magazine recognized several students from SHS for their silver and gold medals they won during their leadership training.

Main campus construction is beginning. Fences are going up and dirt will be flying relatively soon.

He met with the STOP committee and they are beginning to look at Project Graduation for this year.

He also met with the Town of Sahuarita on the La Villita extension. The Town will be making a road through La Villita into the loop road. Construction should start on realigning the entrances and exits to the high school.

Fall break is next week. All students will be off for the week. The district office will remain open.

Dr. Valenzuela and Dr. St. John met with the president of the Music Booster. Dr. V. and Dr. J. will be organizing a meeting of the music boosters.

There are individuals who are concerned about the opening of Anza Trail and whether it will be ready on time. Dr. St. John stated that it will be ready, but as with every new building there will be some inconveniences.

### IX. Consent Agenda

Dr. St. John recommended approval of those items on the Consent Agenda, as they are routine items. Mr. Murphy made the motion and was seconded by Mr. McGee. The motion carried.

#### A. Employment/Reassignments

1. Rollin Higdon, Groundkeeper – Facilities – Replacement – Ratification to 10/02/06
2. Troy Casias, Custodian – SMS – Replacement – Ratification to 10/02/06
3. Vanessa Alday, Inclusion Health Assistant – SUSD ECC – Replacement – Ratification to 09/25/06
4. Roger Shuman, Bus Driver Trainee – Transportation – New Position – Ratification to 09/15/06

#### B. Approval of New Guest Teachers – Kathleen Burrows, Margaret Nettleton, Judith Schreier, Lawrence Sullivan, and Rebecka Wendling

#### C. Resignations/Terminations/Separations

1. Danielle Frahm, PI Inclusion Health Specialist – SHS – Resignation Effective 10/06/06

**D. Volunteers**

1. Lupe Armstrong – SIS – Effective 10/11/06
2. Aimee Birch – SHS – Effective 10/11/06
3. Lori Campanale – SIS – Effective 10/11/06
4. Tara Emmendorfer – SIS – Effective 10/11/06
5. Monica Gamez – SIS – Effective 10/11/06
6. Josie Hallo – SIS – Effective 10/11/06
7. Jodie Hoffer – SIS – Effective 10/11/06
8. Jennifer Kosanke – SIS – Effective 10/11/06
9. Pauline Lewinson – SIS – Effective 10/11/06
10. Mike Peake – SPS – Effective 10/11/06
11. Maggie Snell – SHS – Effective 10/11/06
12. Luis Villegas – SHS – Effective 10/11/06
13. Ivonne L. Wadleigh – SIS – Effective 10/11/06
14. Jeff Wadleigh – SIS – Effective 10/11/06
15. Chantel Watson – SIS – Effective 10/11/06

**E. Gifts & Donations**

1. Jim and Amy Kuhn – Kenmore Microwave Oven – SMS Life Skills Class
2. Walter and Joyce Rembold – Singer Sewing Machine – SMS Life Skills Class
3. Aero Club of Arizona – \$300.00 - NJROTC - SHS

**F. Approval of Staff Out of State Travel**

1. Charlotte Gates – October 12-16 – ASBO International Conference – Pittsburgh, Pennsylvania

**G. Student Travel**

1. Sahuarita High School Chorus – Las Vegas, NV – Performance at the Heritage Music Festival – March 29 through April 1, 2007
2. Sahuarita High School Band – Las Vegas, NV – Performance at the Heritage Music Festival Series – April 19-22, 2007

**X. Board Communication**

**XI. Establish Next Board Meeting** – October 25, 2006, District Auditorium

**XII. Executive Session**

Mr. Murphy moved the Board enter executive session 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,

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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. The time was 7:42pm. A roll call vote was taken with all members voting aye. The Board returned to regular session at 8:49pm and adjourned the meeting.

**XIII. Adjournment**

The meeting was adjourned at 8:51pm. Mrs. Kellermeyer made the motion and was seconded by Mrs. Hall. The motion carried.

Respectfully,

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Clerk of the Board