



350 W. Sahuarita Road, Building 10
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1001
Fax: (520) 625-4609

Office of the Superintendent

MINUTES

NOTICE OF PUBLIC MEETING

REGULAR GOVERNING BOARD MEETING
OCTOBER 26, 2011 – 6:30 P.M. DISTRICT AUDITORIUM, POD B
350 W. SAHUARITA ROAD – SAHUARITA, AZ 85629

I. Call to Order and Pledge of Allegiance

President Tom Murphy called the meeting to order at 6:30 P.M. Also in attendance was Board Members Elaine Hall, Diana Kellermeyer, and David Eves; Business Manager, Charlotte Gates; and Superintendent Dr. Manuel Valenzuela. Those absent were Board Clerk, Kris Ham and Assistant Superintendent Scott Downs. There were 74 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

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

III. Approval of Minutes – June 11, 2011 & October 5, 2011

The superintendent recommended approval of the June 11, 2011 & October 5, 2011 Board meeting minutes as they have been distributed. Mrs. Kellermeyer made the motion and was seconded by Mr. Eves. The motion carried.

IV. Approval and Ratification of Vouchers

Mrs. Gates recommended ratification of previously approved payroll Voucher 7 in the amount totaling \$950,989.10. She further recommends approval of expense voucher 1223 through 1227 in the amount of \$1,610,545.72. The motion was made by Mr. Eves and seconded by Mrs. Hall. The motion carried.

V. Call to the Public - None

VI. Recognition of Staff, Students and Community

A. Support Staff of the Month – Name to be announced

Dr. Valenzuela recognized Mrs. Monica Lermak as my pleasure to announce that Mrs. Monica Lerma has been selected as the Support Staff Employee of the Month for October, 2011. Mrs. Lerma currently serves as an Attendance Clerk at Sopori Elementary School and has held this position since November 18, 2008.

Desi Raulston, principal of Sopori Elementary School, says "Monica is a valuable member of the Sopori team and is an asset to our organization. With a pleasant and welcoming face, Monica Lerma is the first person many parents, students and staff are greeted by at Sopori Elementary School. She makes each individual feel valuable and important." Her customer service skills are impeccable and remain consistent every day. She makes our front office a place that is safe and inviting for all.

When our students are recognized for their positive behavior, they receive Positive Paws. Students come in to the office to put these slips in to a bucket for a drawing. As they do this, Monica praises and acknowledges their accomplishments.

Monica is committed to Sopori Elementary School. She has made lifelong relationships with our staff, students and parents. Even though she lives in Sahuarita, she wants to continue her employment at Sopori as her own children grow and move to the main campus.

Monica Lerma exemplifies the highest level of the Sahuarita Unified School District's core values and standards of excellence. It is a pleasure to recognize her as the October 2011 Support Staff Employee of the Month.

B. October "Leaders in Character" Honorees – Briana Bojorquez, 4th Grade, Sopori; Katherine Dillemoth, 6th Grade, Anza Trail; Noah Young, 2nd Grade, SPS; Jason Encinas, 5th Grade, SIS; Horacio Ortiz, 7th Grade, SMS; Tyler Ward, 12th Grade, SHS; Tessa Ebot, 9th Grade, WGHS.

Dr. Valenzuela introduced the following October "Leaders in Character" Honorees – Briana Bojorquez, 4th Grade, Sopori; Katherine Dillemoth, 6th Grade, Anza Trail; Noah Young, 2nd Grade, SPS; Jason Encinas, 5th Grade, SIS; Horacio Ortiz, 7th Grade, SMS; Tyler Ward, 12th Grade, SHS; Tessa Ebot, 9th Grade, WGHS. The Governing Board recognized the above students for their excellent display of leadership and service among their peers at each of their perspective schools. Each student received a framed certificate and a gift certificate to Borders thanks to the sponsors of Freeport McMoRan. Dr. Valenzuela thanked Freeport McMoRan for sponsoring the program.

VII. New Business

A. Instruction – Discussion and Possible Action

1. SMS Grading Initiative Presentation

Sahuarita Middle School Principal, Stephanie Silman and Assistant Principal Bryan Huie presented the following information regarding the Sahuarita Middle School Grading Norms for 2011-12.

Achievement quote from NMSA

- "According to the June 2009 National Middle School Association (NMSA) report *Putting Middle Grade Students on the Graduation Path*, a 6th grade student who fails to pass

language arts or math, attend school at least 80% of the time, or have good behavior will have only a 10-20 percent change of graduating from high school on time."

- Allen, R. (2010, July). Caught in the middle. *Education Update*, 52(7). Alexandria, VA: Association for Supervision and Curriculum Development. 1, 6-7.

2011 AIMS Scores and Course Grades

- Jigsaw Reading on Grading
- Article #1: "The Gray Area of Grading"
- Article #2: "Grading Practices: The Third Rail"
- Please number off 1-2 and sit with your curriculum team members of the same number. Read your article individually for 10 minutes and spend 5 minutes discussing your biggest take-away.
- Return to your curriculum team and each group share for 5 minutes their take-aways.
- Share as a whole group for 10 minutes.

My Take-Away from Reading

- "A grade is supposed to provide an accurate, undiluted indicator of a student's mastery of learning standards...It is not meant to be a part of a reward, motivation, or behavioral contract system. If the grade is distorted by weaving in a student's personal behavior, character, or work habits, it cannot be used to successfully provide feedback, document progress, or inform our instructional decisions regarding that student---the three primary reasons we grade (Wormeli, "Accountability," 19)" (VanDeWeghe, 2007, 75).
 - VanDeWeghe, R. (2007, July). Research matters: The gray areas of grading. *English Journal*, 96 (6), 74-77.

SMS Grading Scale

- Letter grades indicate a range of achievement and proficiency on the standards. This includes grading for individual assessments as well as the overall achievement of proficiency on the standards for the course. The following scale is to be used:

A	Mastery of all the Standards	90-100%
B	Mastery/Proficiency on the Standards	80-89%
C	Proficient on the Standards	70-79%
D	Lacks proficiency on the Standards	60-69%
F	Fails to demonstrate proficiency on the Standards	59-50%

Existing School-Wide Norms

- In order to help 6th graders transition to middle school, they will be:

Graded on a quarterly basis in which each quarter stands alone and is not averaged for a semester grade.

Each quarter the grading starts over and will be reported on students' report cards individually.

- In order to help 7th and 8th graders transition to a high school grading system, they will be:

Graded on a semester basis in which grades are cumulative from August to December/January to May.

Grades will not be calculated on a quarterly basis nor averaged by quarter for a semester grade.

Grading starts over at the start of each semester and will be reported on students' report cards as such.

School-Wide Grading Norms

Based on what you read and what was shared from the grading articles, what are your suggestions for school-wide grading norms so that as a faculty we increase the validity, reliability, and consistency of our grading practices and ensure that grades represent what students know and are able to do (knowledge and skills) on the standards?

- Please take 20 minutes to brainstorm with your curriculum team and select someone to record.
- Share as a whole group for 20 minutes.
- School-Wide Grading Norms
- 95% of the grade shall be based on multiple **assessments** of the standards.
 - Tests, quizzes, projects, essays, portfolios, oral presentations, DAPs, and other summative assessments.
 - Grading on a curve/dropping low grades distorts their grade.
 - Formative assessments should not be graded as assessments (checks for understanding, BW, closure).
- 5% of the grade shall be based on **practice**.
 - In-class work, homework, extra credit or bonus points related to the standards, participation, group grades, formative assessments, and completion check work.
 - Homework is practice and reinforcement, not assessment.
 - Extra credit will not be given for coming to an evening event, classroom supplies, or non-standards work.
- Behavior, attendance, and effort are non-academic factors and do not have a place in the final grade that represents student proficiency.

School-Wide Grading Norms

- Missed assessments shall be made up during class so that student learning can be assessed to inform future instruction. There is no late penalty for being absent.
 - What is informing your teaching if there's no assessment?
 - Instruction missed while making up an assessment is be made up outside of class time (ex. lunch, before/after school).

- A zero shall be used as a last resort when a student does not complete an assessment or practice at all.
 - For example, if student is out for several days and misses the instruction, he/she cannot make up the assessment in class until the instruction has been made up. If instruction is not made up, he/she cannot be assessed.
 - Parent contact will help ensure that instruction is made up outside of class time promptly after an extended absence.
 - The absolute bottom for failing assessments will be a 50%, and students are required to redo it after targeted intervention.
 - Students will not be penalized for multiple attempts at mastery. Full credit will be awarded for redos until end of grading period.

Wrinkles Being Ironed Out

- Ensuring teacher grade books are set up correctly (95/5 and quarter/semesters)
- Verifying that grades are not being assigned for tasks unrelated to the standards (i.e. GROWL Day activities)
- Scheduling students that require more than one reteach and redo
- Creating consistency with *when* grades are entered into PowerSchool
- Creating consistency with *how* grades are entered into PowerSchool, particularly for absent students and redos.

They thanked the Board for their time. Mr. Huie elaborated on his recent experience with other District's using the same model and approach as explained by Mrs. Silman. Additionally, he shared how much it benefited the students in helping them better understand the subjects through individualized instruction.

Resources provided were as follows:

- Fair Isn't Always Equal: Assessing and Grading in the Differentiated Classroom
By Rick Wormeli
- Research Matters: The Gray Areas of Grading
By Rick VanDeWeghe
- Grading Practices: The Third Rail
By Jeffrey A. Erickson

Mrs. Hall shared that her grandson is on a 504 plan and deals with anxiety issues and he no longer feels the pressure when taking a test. The family has been very satisfied with the grading initiative and likes that teachers are consistent with entering the grades in PowerSchool.

2. 2011-12 District Goals Presentation

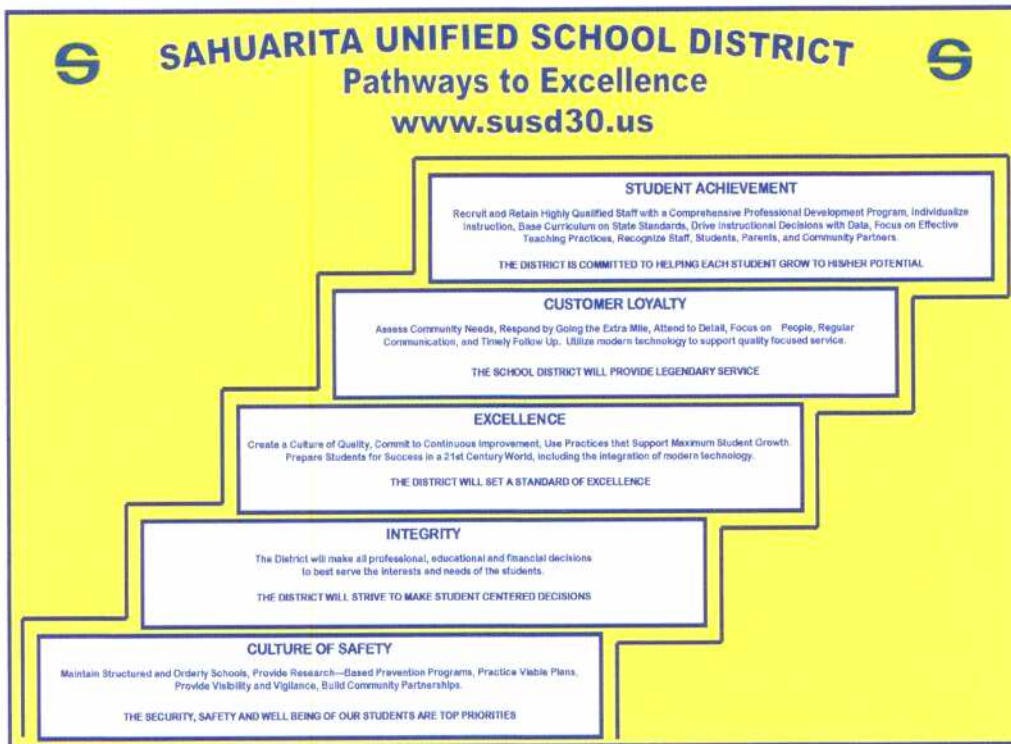
Dr. Valenzuela presented the following information regarding the Quality Focused Goals and the Pathways to Excellence.

Purpose: Systematic process for determination of District Goals, goal based planning, and formal progress monitoring and analysis.

The Process

- Annual Review and Revision with the Governing Board.
- Presentation to administrative team, schools, departments, and the public.
- Administrative Team develops data driven goals and associated strategies.
- Regular review, adjustment, and progress monitoring.
- Mid-Year Goal Status Report-a progress summary to be presented to the Board in January 2012.
- Continuous progress on District Goals.
- End of Year Goal Attainment Report-Reviewed by the Board.
- Serves as a springboard for the continuous improvement.

Dr. Valenzuela presented the Pathways to Excellence as follows:



Additionally he shared the District's mission: **“SUSD #30 will work as a team to help every student succeed.”**

Dr. Valenzuela described the District Goals as follows:

1. **School Environment:**

- **Safe Campuses** – The District is committed to creating safe and orderly learning environments that are drug, weapon, and violence free.
- **Strong School Environments** – The District is committed to creating school environments that support the physical, mental, cognitive, and emotional well being of students, including athletics, fine arts, and afterschool programs.
- **Organizational Culture** – The culture of our schools will be orderly, friendly, and conducive to learning.

2. **Instructional Excellence:**

- **Highly Qualified Staff** – The District will attract, hire, and retain the best qualified staff and provide opportunities for professional growth and development.
- **Instruction** - The District will provide highly effective instruction using effective methodology, professional development, and program frameworks that are goal oriented, best practices, individualized, and data driven.

3. **Curriculum & Assessment:**

- **Curriculum** – The District instructional program will be standards aligned, articulated, and individualized in focus.
- **Student Accountability** – Academic growth on an annual basis will be an expectation.

4. **School and Community Relations:**

- **Communication** – The District will provide exemplary communication through regular publications, use of technology, timely follow up, and formal structures that advance this outcome.
- **Community Outreach** - The District is committed to developing and maintaining strong community, family, business, educational, media and governmental linkages.
- **Customer Loyalty** - The District will serve students, families and community in a manner that results in this organization being regarded and trusted to provide the best educational services.

5. **Finances:**

- **Finances** – The District will demonstrate effective and efficient utilization of financial resources. The District will make appropriate and responsible budgetary decisions.

Dr. Valenzuela ended with a quote from Mr. *Craig Barrett, Former CEO & Chairman, Intel Corp.*

“Education is the key that opens the door for a brighter future, not only for individual Arizona citizens, but for the state as a whole.”

A motion to approve the 2011-12 District goals was made by Mrs. Kellermeyer and seconded by Mrs. Hall. The motion carried.

Mrs. Kellermeyer congratulated Dr. Valenzuela, she stated that he did an “impressive job.”

B. Business – Discussion and Possible Action

1. Pima County Health Department and SUSD #30 IGA

Included in the Board packet was the Pima County Health Department and SUSD #30 IGA for the provision and administration of childhood immunization. Dr. Valenzuela recommended approval of the IGA as it was presented. The motion to approve the Pima County Health Department and SUSD #30 IGA as it was presented was made by Mrs. Kellermeyer and seconded by Mr. Eves. The motion carried.

C. Governing Board – Discussion and Possible Action

1. Request for 504 Policy Changes

Included in the Board packet was a memo from Dr. Smith recommending adoption of the policies and regulation regarding 504. Dr. Valenzuela recommended the adoption of the policies & regulations regarding 504 as presented to the Board and included in the Board packet including the repeal of all exhibits in the existing policy. Specific policies include policy IHBA, policy IHBA – RA, IHBA-RB. A motion to approve the policy changes as it was presented was made by Mr. Eves and seconded by Mrs. Hall. The motion carried.

D. Personnel – Discussion and Possible Action ++

1. Substitute Custodian System – Information Only ++

Included in the Board packet was a memorandum from George Emerson requesting the addition of substitute custodial system. In Mr. Downs' consultation with Charlotte Gates, Mr. Downs requested to implement a new custodial substitute system similar to that of a certified teacher, with some restrictions. It is suggested that 3 – 4 “standby” custodial employees be approved. When custodians are out, and Chris Mendoza deems it is absolutely necessary to call in a substitute, has can do so. This suggestion is endorsed by me, and the custodial daily rate will apply to each substitute, based on custodial experience. Due to the immediate need, we may have several substitutes in daily, until permanent replacements are found.

Dr. Valenzuela presented the information to the Board as information only. No action was requested or taken.

2. Wrestling Addendum ++

Dr. Valenzuela explained that in order match the extra-curricular request at Walden Grove High School, administration request an approval of a coaching addendum. In order to not use allocated funds for other personnel needs, Teresa Hill was willing not to fill the Speech/Debate Coach, Wrestling Club, Gold Club & Cross Country Club addendums.

The total estimated cost in running the wrestling program is \$5400. The saving in not filling the above mentioned position is \$9000. This is a savings in our overall budget, and was support by Business Manager Charlotte Gates, and Mr. Downs. Dr. Valenzuela recommended approval of the Wrestling addendum as requested by Mr. Downs. A motion to approve the wrestling addendum at WGHS was made by Mrs. Hall and seconded by Mrs. Kellermeyer. The motion carried.

VIII. Superintendent/Administrative Reports

Dr. Valenzuela shared the enrollment numbers as follows:

SUSD
Attendance as
of 10-26-2011

	Boys	Girls	Total	" /-" from last report on 10-05-2011
SHS	591	573	1164	-3
WGHS	212	177	389	-6
SMS	381	364	745	-1
ANZA	682	660	1342	2
SIS	300	327	627	2
SPS	438	339	777	2
SOP	123	91	214	-6
TOTAL	2727	2531	5258	-10
%	51.9%	48.1%		-0.0019%

Dr. Valenzuela shared several news articles that highlighted our schools and District. In addition, he shared an article in the Metropolitan Pima Alliance and stated that Sahuarita is a finalist in community building for the Common Ground Awards.

Dr. Valenzuela shared a letter from Dick and Nan Walden expressing how pleased they were to be part of the Walden Grove Ribbon Cutting Ceremony. They stated that they were very impressed with the entire program and everyone who spoke at the event. Additionally, Mr. and Mrs. Walden stated that, "participation by the students was fantastic."

IX. Consent Agenda – Discussion and Possible Action

The superintendent recommended approval of the items on the Consent Agenda it was revised. A motion to approve the consent agenda was made by Mrs. Kellermeyer and seconded by Mrs. Hall. The motion carried.

X. Consent Agenda – Discussion and Possible Action

A. Employment / Change of Status / Transfers

1. Wayne Bachand, Bus Driver, Trans, Replacement – Effective 10/19/11
2. Liz Colon, Guest Teacher, District Wide, Replacement – Effective 09/30/11
3. Leslie Doughman, Instructional Aide, SIS, Replacement – Effective 10/06/11
4. Tomica Hampton, Guest Teacher, District Wide, Replacement – Effective 10/04/11

5. Benjamin Herman, Guest Teacher, District Wide, Replacement – Effective 10/04/11
6. James Query, Guest Teacher, District Wide, Replacement – Effective 10/04/11
7. Mark Malinowski, Guest Teacher, District Wide, Replacement – Effective 10/04/11
8. Jacob Mohler, Guest Teacher, District Wide, Replacement – Effective 10/04/11
9. Pauline Riley, Bus Driver Trainee, Trans, Replacement – Effective 10/03/11
10. Esther Skinner, Guest Teacher, District Wide, Replacement – Effective 10/04/11
11. JaNaé Somerville, HR Specialist, Administration, Re-Hire – Effective 10/10/11
12. Bobby Summerset, Guest Teacher, District Wide Replacement – Effective 10/04/11
13. Graciela Magallanes, Custodian, SHS, Status Change – Effective 09/26/11 to 12/22/11

B. Resignations / Terminations / Separations

1. Adam Lamoreaux, Bus Driver Trainee, Trans, Resignation – Effective 10/13/11
2. Erika Lara, Inclusion Health Assistant, ECC, Resignation – Effective 10/12/11
3. Leon Wright, Jr., Substitute Bus Driver, Trans, Resignation – Effective 09/30/11
4. Celia Hernandez, SHS Custodian, Facilities, Termination – Effective 10/26/11 ++

C. Addendums

1. DuShawn Austin, Asst. Coach Boys Basketball, SHS – Effective 10/31/11
2. Angela Bell, Sports Aide-Basketball, WGHS – Effective 10/30/11 to 02/01/12
3. Megan Green, PSAT Proctor, SHS – Effective 10/01/11
4. Adam Knittel, Sports Aide-Football, WGHS – Effective 10/07/11 to 10/20/11
5. Judah Meyer, Asst. Coach Boys Soccer, SHS – Effective 10/31/11
6. Lynda Robinson, PSAT Proctor, SHS – Effective 10/01/11
7. Tess Simons, Cheer Coach (.5), WGHS – Effective 09/20/11

D. Volunteers

1. Jose Miguel Acosta, SIS
2. Erica Bedolla, SIS
3. Rebecca Berger, District
4. Erica Farmer, SIS
5. Jeffrey King, District
6. Jamie Lai, SIS
7. Dina Ponder, SIS
8. Marilyn Jameson, SPS ++

E. Use of School Facilities

1. RHO Alpha Delta Kappa Gamma has requested the use of the Anza Trail Library for their Meeting 3-12-2012 from 3:30 PM to 6:00 PM.
2. The Good News Club has requested the use of the Wrestling Room at Anza Trail to hold their classes on early release Wednesdays from 1:30 PM to 2:45 PM and regular Wednesdays from 2:30 PM to 3:45 PM. The classes are for Boys and Girls in Grades 1-5, starting November 2, 2011 through May 16, 2012 on Wednesdays only.
3. Girl Scout Troop #153 has requested the use of the Classroom off of the Library at Anza Trail for their monthly Meetings to be held from 1:15 PM to 3:30 PM on Wednesday 11/2, 12/7, 1/11, 2/1, 3/7, 4/4 and 5/2/2012.
4. The Elks Lodge B.P.O.E. has requested the use of the SIS Gymnasium on December 7, 2011 from 5:00 PM to 8:00 PM and then again on January 28, 2012 from 9:00 AM to 3:00 PM for their Basketball Hoop Shoot.

5. The Green Valley Recreation Center has requested the use of the SHS Varsity Field/Track for their Senior Games (Running Events, Long jump, High jump, Softball throw, Football Kick, Pass and Punt Activities) on Monday, March 19th, 2012 from 9:00 AM to 12:30 PM.

G. Gifts and Donations

1. Green Valley Decorative Rock, 3/8 Desert Brown Stone and Delivery, SIS United Way Days of Caring 2011 Project.
2. Civano Nursery, Wholesale, 39 – 1 Gallon Variety Plants, SIS United Way Days of Caring 2011 Project.
3. Rural Metro Fire Department, Lunch, SIS United Way Days of Caring 2011 Project.
4. Carl's Jr., 10 Bags of Ice, SIS United Way Days of Caring 2011 Project.
5. Various, \$90.00 – SHS FCCLA
6. Various, \$354.00 – Anza Trail Field Trips
7. Unitarian Universalist Congregation of Green Valley, \$430.00 – Sopori
8. United Way of Tucson & Southern AZ, \$100.00 – Sopori Days of Caring
9. United Way of Tucson & Southern AZ, \$100.00 – SMS Days of Caring
10. Mamas Family Restaurants, \$89.00 – SMS
11. Robert and Carol Kay, 1995 Mitsubishi Gallant – SHS Auto Mechanics Classes.
12. James and Carol Collins, \$50.00 – Sopori ++
13. Green Valley Lions Club, \$252.00 – District ++
14. Bargains Benefit, \$1.50 - SHS ++

H. Approval of PTO/Booster Support Organizations - None

I. Approval of Student Fund-Raising Activities

1. SIS PTP - Talent Show - May 2012 at SIS
2. SHS England Exchange – Little Caesar's Pizza Kit Sales – March 2012
3. SIS PTP – Pumpkin Painting – October 27, 2011 at SIS
4. SIS PTP – "Out of Uniform Day" Fund-raiser – Oct. 28, Nov. 18, Dec. 16, 2011, Jan. 27, Feb. 17, March 16, and May 18, 2012.
5. SIS PTP- Square 1 Art Student Art Fund-raiser – November 2011
6. SIS PTP – Santa's Workshop Holiday Gift Sales – December 2011
7. SIS PTP – Harlem Wizards Basketball Game – January 2012
8. SIS PTP – Auction Night – April 2012
9. Anza Trail Band Club (Grades 6-8) – Themed Dinners – Nov. 8, 2011; Dec. 6, 2011; Jan. 6, 2012; Feb. 16, 2012; April 5, 2012.
10. Anza Trail Student Council - Selling School Spirit Shirts – November 2011 – May 2012
11. Anza Trail Student Council - Selling Candy – Jan. 9-20, 2012.
12. Anza Trail Student Council – Selling Candy Bars – November 1 – 14, 2012
13. SIS PTP - Shirt Sales – October & November 2011 ++

J. Overnight Travel

1. Elena Goldsmith, Tracy Mandell, Donna McCammon, Anong Turner – Riley, Kristen Alcaniz, Jodi Hektor to attend the OELAS (Office of English Language Acquisition Services) Conference 2011 – Proficiency: The Key to Success at Litchfield Park, AZ from December 7-9, 2011.
2. Roger Condra & Habitat for Humanity/Construction to attend the SKILLS USA Leadership Camp in Williams, AZ from November 16-18, 2011.

3. Desi Raulston to attend the NCLB Title 1 Conference in Litchfield, AZ from November 15-16, 2011.
4. Rachael Anderson to attend training for the Printa Screen Printing Machine in Kirkland, Washington from November 15-16 or December 6-7, 2011.
5. Dawn Molina, Siomara Enriquez, Kate Duniho, Veronica Arivizu to attend the Arizona Association of School Psychologist 43rd Annual Conference in Phoenix, AZ from October 27-28, 2011.
6. Ms. Green, Mr. Thompson, and the cultural exchange program students to travel to Birmingham, England, London, England and Paris, France from March 10-24, 2012. ++
7. SHS Drama to attend workshops on acting, stagecraft, competition, and live performance in Phoenix, AZ from November 18-19, 2011. ++

K. Approval of Student Activity and Auxiliary Accounts Revenue and Expenditure Reports – None

X. Board Communication - None

XI. Establish Next Board Meeting – November 9, 2011 – 6:30 P.M. – District Auditorium

XII. Executive Session – Discussion and Possible Action - None

XIII. Adjournment

The meeting was adjourned at 7:36 p.m. Mrs. Kellermeyer made the motion and was seconded by Mrs. Hall. The motion carried.

Respectfully,



Clerk of the Board