



Sahuarita Unified School District No. 30

Sahuarita High School

Sahuarita Middle School

Sopori Elementary School

Sahuarita Primary School

Sahuarita Intermediate School

****Regular Governing Board Meeting Minutes
6:30 p.m. – January 26, 2005 – Sub Hall B - District Auditorium
350 W. Sahuarita Rd., Sahuarita, AZ 85629**

****Executive Session**

Mr. Lurkins moved the Board enter executive session pursuant to A.R.S. 38-431.03.A.33 Discussion or consultation for legal advice with the attorney or attorneys of the public body – A roll call vote was taken with all members voting aye. The time was 5:30pm. The Board adjourned and called the regular meeting to order at 6:30pm.

I. Call to Order and Pledge of Allegiance

President Elaine Hall called the meeting to order at 6:30 PM. Also present were Board members Michael Lurkins, Diana Kellermeyer, Thomas Murphy, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. Board member Martin McGee was absent. There were 34 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

Dr. St. John recommended approval of the agenda with the following changes:
Move Item B3 to the beginning of the agenda. Mr. Lurkins made the motion and was seconded by Mr. Murphy. The motion carried.

III. Approval and Ratification of Vouchers

Mrs. Gates recommended ratification of previously approved payroll Voucher 15 in the amount of \$458,520.88 and new payroll Voucher 16 for the pay period ending January 28, 2005 in the amount not to exceed \$550,000.00. She further recommended approval of expense vouchers 6026 through 6027 in a total amount of \$447,865.42. Mr. Murphy made the motion and was seconded by Mr. Lurkins. The motion carried.

IV. Call to the Public - None

V. Recognition of Staff, Students and Community

The Board recognized the following Override Committee members, those individuals who participated in passing the Override. Stacey and Lara Abend, Laura and Bob Acosta, Jen Beeman, Mary Jo Boyter, Cort Chalfant, Cindy Conan, Milton Conant, Scott Downs, Sally Glines, Heather Fox, Kris Ham & Family, Julie Hardy & Family, Cindy Harkins, Nicole Herbst, Robin Karmas, Kathy Kruezer, Beverly Krumwiede, Mildred Lopez-Feliciano, Derick Marshall, Randy Mayer, Marty Moreno, Chris Mougeot & Family, Charles Oldham, Emily Perez, Rhonda Porro, Ellen Rieger, Michelle Roosma, Suzanne Rowland, Chris Sanders, Saturnino Santa Cruz, Judy Schofield, Chris Scott, Lori Scott, Carol Somers, Mary Sullivan, John Sullivan, Barb Tingle, Burt Tingle, Kim Walsh & Family, Mark Walsh & Family, Lori Warrender, Bob Williams, Tera Weech & Lisa Woods. The Board also thanked the following financial donors: Bob Sharpe, FICO, Insight Homes (Mike Jones), SAHBA, and Santa Rita Landscape

VI. New Business

A. Instruction

1. 2005-2006 Teaching Calendar – Discussion Only

Dr. St. John presented three (3) options for the 2005-2006 Teaching Calendar. The options included a traditional version of the District's calendar minus one rodeo day to comply with the State requirement of 180 instruction days. The other two options are modified calendars, which include an earlier start and later ending along with a fall break in October. One calendar is patterned after the Great Expectations Academy calendar and the other is patterned after the Vail calendar. The Governing Board, staff and community should be reviewed. The calendars have been disbursed to the staff for comments. Dr. St. John stated that the reason for presenting the two modified calendars is that the two school districts that the calendars are modeled from use the breaks in October and March to do intersession & remedial work. This is what SUSD is trying to move toward. Mr. Lurkins asked if there had been any feedback as of yet. Dr. St. John stated that the calendars were only distributed yesterday and only one (1) principal has given him their preferences, which are sixteen (16) votes for option 3 (Vail Calendar), nine (9) votes for option 2, and no votes for the traditional. Charlotte, Mary, Edna, Debralee and Dr. St. John will be meeting to discuss the financial implications. Mr. Murphy asked if in the past the community was interested or asked for the other two options. Dr. St. John stated that no the community has not asked for the other options, but one building has been exploring the options. Mrs. Kellermeyer asked if it would affect the curriculum or the teacher's plans for the year if they were to take a break in the middle of October. Her main concern with option 3 (Vail) was how it would affect bussing, LINK program, staff education, sports & attracting new staff that are already on the traditional calendar. Mr. Murphy stated that he heard from individuals in Vail that they have childcare concerns because of so many breaks. Dr. St. John stated that he would find answers for these questions and bring the item back to the Board.

2. Additional Resources for the District

- a. Capital Outlay Override
- b. "B" Bonds
- c.

This item was moved from B. 3 Business due to the presenter's need to attend another previously scheduled meeting in Phoenix.

Dr. St. John introduced John Baracy, who represents RBC Dain Rauscher. He stated that the Board has a goal, which will be presented later in the meeting, about additional resources for the district. The administration is concerned about the fact that it appears that they cannot build quality buildings with the amount of funds that is being provided by the School Facilities Board. There is also the possibility that the district may not be able to build what the SFB requires with them funds that they give to the District. One of the items that have been discussed was whether the Board is interested in having the school district administration continue to look for additional resources for the district. There are four ways that it could be done they are as follows:

- Private donations
- Adjacent ways funding which is a way in which the taxpayers can be taxed without their permission. There would be a truth in taxation hearing, but in Dr. St. John's opinion this is sneaking up on the taxpayers and he wouldn't want to do that.
- "B" Bonds
- Capital Outlay Override

Mr. John Baracy discussed class "B" Bonds and a Capital Outlay Override with the Board.

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2. Statement of Assurance: Teacher Evaluation System – Information only

The Governing Board is required by state statute to file a Statement of Assurance to the Arizona Department of Education assuring that their teacher evaluation system complies with all the laws having to deal with teacher evaluation systems. Dr. St. John presented the District's teacher evaluation system to the Board and recommended approval of the Statement of Assurance. Mr. Lurkins made the motion and was seconded by Mr. Murphy. The motion carried.

B. Business – Discussion and Possible Action

2. Emergency Procurement – Condemned Heating Boiler

A problem with the heating boiler at the primary school presented itself over the holiday break. The boiler had to be replaced on an emergency procurement. The Board has procedures they must follow to emergency procure. The boiler was above the limits to get three quotes and it was an emergency situation. The District's boiler maintenance company installed the boiler. The Board was asked approve an emergency procurement resolution so that the District has a paper trail for the auditors. Mrs. Kellermeyer made the motion and was seconded by Mr. Murphy. The motion carried.

3. Approval of Cooperative Purchasing Agreement

Mrs. Charlotte Gates recommended to the Board that the District become involved in an additional cooperative purchasing agreement so that they can maximize the district's resources in terms of cooperatively purchasing with other organizations. These are avenues that the school district's can use to help the procurement. Mr. Lurkins made the motion and was seconded by Mr. Murphy. The motion carried.

C. Governing Board – Discussion and Possible Action

1. Set 2005-2006 Goals

Dr. St. John distributed the 2005-2006 goals and their projected times of implementation. There were a few changes that were made from the original, which included the following:

- Review the transportation program
- Change the way in which a strategic plan is developed rather than separating personnel out into classified and certified. He just combined strategic plans for curriculum and instruction.

Mr. Murphy made the motion to adopt the 2005-2006 goals. Mr. Lurkins seconded the motion. The motion carried.

3. 8 Step Model – Discussion Only

Moved from A.2 Instruction to end of meeting due to technical difficulties.

Dr. St. John stated that approximately four years ago a woman from Brazos, Texas introduced the district to the 8-step model. The most important thing to remember about the 8-step model in relation to the No Child Left Behind Act is Step 1, which is that the district is responsible to disaggregate their testing data. The district cannot report their test scores to the government unless they disaggregate it by gender, social economic status, and race. The federal government will not allow school district to continue to say their test scores are good if they are not good for all the sub-groups.

Mrs. Shiba has done a good job of implementing her version of the 8-step model and made a presentation to the Board. Mrs. Shiba explained that the 8-step model as used by Sahuarita Middle School to assure mastery of the state standards.

Step 1 – Disaggregate Data – Each summer all SMS teachers use test data to assess student needs.

Step 2 – Set a time line (Focus Calendar) – Teachers use test data and updated state standards to set a school wide focus calendar. All state standards are placed on this calendar. It is a living document and is monitored and adjusted as needed.

Step 3 – Follow the focus calendar using effective teaching techniques – Teaching the state standards across the curriculum, following the focus calendar. Lessons are developed across the curriculum.

Step 4 – Assessment – Assessments are written for all state standards on the focus calendar. The assessing and reassessing assure mastery. These assessments help new teachers to understand and teach the curriculum and all state standards.

Steps 5 & 6 – Tutor – Enrichment – An important step towards success is to re-teach concepts that have not been mastered. This is done through tutoring. While some students are being re-taught and re-assessed, successful students are given enrichment activities to help them go even farther.

Step 7 – Maintenance – After students have been taught and assessed on the focus lesson, it is important that these skills are maintained throughout the year. They must be reviewed and integrated into new lessons.

Step 8 – Monitoring (Accountability) - It is the principal's job to assure that the first seven steps are being effectively followed. Providing the teachers with effective tools and ongoing staff development is essential to the program's success.

VII. Superintendent/Administrative Reports

Written reports from the administrators were distributed to the Board.

Dr. St. John – Mrs. Hall attended an ASBA leadership workshop and was informed that the administrators and superintendent will have to disclose ahead a time what they will be discussing in their reports. The district will look at this and adjust as needed.

Final tax credit donations were \$84,178.75. Thank you to the taxpayers for those tax credit donations.

ASBA will be sponsoring a legal seminar on April 1 in Tucson. Dr. St. John will distribute information to Board regarding the seminar.

The Board was given copies of letters that the Pima County School Board/Superintendent Collaborative sent to all the legislators in Arizona and also thanked the eleven legislators that meet with them before the holidays.

The District is continuing its plan to arrange a date and time to meet with the Town Council, Continental School Board and the Sahuarita School Board. A tentative date of March 1 at 6:30 in the District Auditorium has been set.

The administrators would like the Board to consider having a Board retreat on an early release Wednesday. The retreat was set for Wednesday, February 16 at 3:00 pm with a primary focus of staffing needs. Location will be announced later.

The Planning Center contacted Dr. St. John and asked if they could do planning for the district. They have given him a draft of scope of the work and they have indicated that they have been

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talking with individuals whom they deal with on a regular basis that may be willing fund some or all of that for the district. Dr. St. John stated that he would continue to pursue that.

In Sahuarita Park is a charter school by the name of Edge Charter School. It is in a portable building next to the Sweetland Parks & Recs. Building. That portable building belongs to SUSD and is left over from many years ago. The building needs to be replaced and Dr. St. John will be making a recommendation in the future as to what should be done with that particular building.

The Planners Ink Corporation contacted Dr. St. John, he was asked to comment on a project that is being developed in the Continental School District. It is 80 homes and will affect Sahuarita High School.

The total enrollment for the district is 3153 at this time.

VIII. Consent Agenda – Action

The superintendent recommended approval of those items on the Consent Agenda, as they are routine items. Mr. Lurkins made the motion and was seconded by Mrs. Kellermeyer. The motion carried.

Employment

1. Graciela Ulibarri – Sub Instructional Aide III – Project Inspire – Sub Only - – Ratification to 01/10/05
2. Monica Dorame – Sub Instructional Aide III – Project Inspire – Sub Only – Ratification to 01/19/05
3. Mary Tidwell – Sub Instructional Aide III – Project Inspire – Sub Only – Ratification to 01/14/05
4. Lila M. Salcido – H.S. Health Assistant – SHS – Replacement – Ratification to 01/18/05
5. Gail Lankow – Sub Instructional Aide III – Project Inspire – Change in Status from Permanent to Sub Only – Ratification to 01/07/05
6. Rosalina Szabo – Instructional Aide III – Project Inspire – Change in Status from Sub Instructional Aide III to Permanent Aide III – Replacement – Ratification to 01/10/05
7. Ivette Martinez – Temporary Sub Custodian – Additional Position – Ratification to 01/10/05

A. Resignations/Terminations/Separations

1. Colleen A. Harvey, Instructional Aide II – SPS – Effective 01/05/05

B. Volunteers

1. Michael a. Wearne – SMS – Effective 01/26/05
2. Brian Osborn – SMS – Effective 01/26/05
3. Fairlene Wearne – SMS – Effective 01/26/05
4. Jill Rodriguez – SMS – Effective 01/26/05
5. Walter L Harris II – SHS – Effective 01/26/05

C. Gifts & Donations

1. The NRA Foundation, Inc - \$2500.00 – SHS NJROTC Program
2. Ms. Gwen Moritz – Art Supplies – SHS Art Department
3. Mr. Douglas Darlington – Hard Drive, Monitor, Keyboard, Mouse, and Software – SMS
4. Country Fair White Elephant, Inc. - \$29,000.00 – Sahuarita Middle School
5. KB Home - \$1500.00 – Sahuarita Primary School

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D. Approval of Student Activity, Auxiliary and Revolving Fund Expenditures – September through December 2004

E. Facilities Use & Property Rental – Sahuarita Stingrays Swim Team – Use of the District swimming pool for 2005 – swim season including the dates of April 4 – May 13, 5 p.m. to 7 p.m. 2-3 days a week, Monday through Friday on May 23 – July 20, 6:30 a.m. to 11:00 a.m., Tuesday and Thursday Evenings from 5:00 p.m. to 10:00 p.m.

IX. Board Communication

Mrs. Elaine Hall thanked Mrs. Shiba for her nice presentation on the 8-Step Model.

Mr. Tom Murphy stated that he is looking forward to getting together with the Town Council. He feels that the County, the Town and the School should work as a team and once a dialog is started it will help.

X. Establish Next Board Meeting – February 9, 2005, Sopori Elementary School

XI. Executive Session

Ms. Cueto has requested that her grievance be heard in open session rather than in executive session, therefore the following executive session was not utilized.

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.

Mrs. Christina Cueto presented her grievance to the Board as follows: *“I have has been employed by the district for seventeen (17) years and I would like to thank you for this opportunity to talk to you at that time. I’d like to introduce myself, my name is Christina Cueto, I am a Physical Education Teacher and Coach at the high school. I have coached girls basketball for fourteen (14) years, three of those years I was a junior varsity coach and eleven (11) years the varsity coach. I have been lucky enough to coach the boy’s tennis team for the last five years and I had been employed as the middle school volleyball coach for ten (10) years. I have been very happy working in that capacity in this district. I’ve loved these children and I really have enjoyed the beautiful facility that I have to been able to work under and I have been really happy in this district in everything that I have done. I am married, I have two children, one daughter Alexis is graduated from Sahuarita High School in 2002 she is a junior at ASU. I have a son, Pablo, who is at the high school he is a sophomore, a proud mustang sophomore. The reason I am here tonight is to convey to you the disappointment I felt after ten (10) years of middle school volleyball last year on the last day of school, seven months after the volleyball season ended I received a memo in my from Mrs. Shiba, the principal and the athletic director a the middle school, Carol Salica that stated thank you for your ten years of service as the middle school volleyball coach, but we will no longer need your services. I was stunned and upset and very disappointed. This is what I carried into the summer. I contacted Dr. St. John the following week and I didn’t hear back from him the rest of the summer. Around October, I was contacted by his secretary and said that Dr. St. John would discuss the issue with me. I went in, Dr. St. John said that he felt that he asked the questions and found out the details about the situation and he said he would meet with me on a further date and at the time he thought I should probably file a grievance. I went ahead and filed the grievance with him and I met back with him. Dr. St. John said that my contract as a coach is not guaranteed. He felt that I had not been, the principal had not been upfront with me about the reasons for the termination, but that I had no legal rights to the contract. Also, the only reason that my job was not renewed was because the job was offered to someone else at the school and the*

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rational behind that was for more consistency at the school I believe they felt like they needed a coach who worked at that school. At the high school we have eleven (11) coaches who come from off campus many are not teachers. There was at the middle school there is still coaches who do not teach at the school. I felt like it was selective policy. I felt like I had worked very hard for ten (10) years and enjoyed the children at the middle school. I have developed a sound, fundamental program, a solid feeder program for the high school. I worked hard with the high school volleyball coach, the head coach, to find out exactly what he was looking for in an athlete as they came into the program. I taught victory with honor, I believe I developed strong ethical and moral and character building skills within the program. I don't want to go into any types of coach of the year awards or titles, but some of the things I am most proud of in my coaching career is the Tony Comedienne award, which the district won in 98. I worked hard to prepare the application. I was teacher and coach and a role model in the development of the application. I prepared and presented the application and I am proud to say we won it for excellence in girl's sports in 98. I felt that represented all the coaching that I had done and teaching. In sports if I am on the basketball court and I make a mistake I say my bad. My coach will point out what the mistake is, I'll fess up to it to my teammates, we'll work on it and we'll get better. We'll fix the mistakes, that is part of sports. I'm hoping in this situation the my bad can be corrected. I would like my position back, I would like to ensure that coaches are always evaluated fairly and I would hope that is situation would not occur with another coach. Thank you."

Dr. St. John: "Again as Tina, Christina, Mrs. Cueto said, she did come and see me that last day of school and I told her I would look into it, I looked in the personnel file and there was a letter to her with a copy to me from Carol Salica, Athletic Director, dated May 20, 2004. The subject of the memo is "The middle school volleyball coaching position" It read as follows: "I would like to take this opportunity for your years of coaching at Sahuarita Middle School, your commitment to the volleyball team was an asset to the athletic program at Sahuarita Middle School." Second paragraph: "However, at this time I will be offering the volleyball coaching position for the 2004 season to a teacher who is currently on the teaching staff at Sahuarita Middle School. Whenever possible we like to have our coaching staff be from our own staff members. We find this improves consistency and continuity for our athletic program. If you have any questions please feel free to contact me." Tina again came to see me in October and I suggested to her that she file a grievance. We have a grievance procedure in our district. The first level of the grievance is for her to talk to the people who or to the person she feels has grieved her. When I asked her if she had done that she said she wanted to meet with me and file a grievance at my level rather than with Mrs. Salica or Mrs. Shiba and that's fine. After investigating, number 1, I have to take the memo at its face value. I brought Tina into my office along with Carol Salica. I talked with Kathy outside that meeting and I can find nothing to indicate you know, what her grievance is and that it was actually a selective policy of dismissal. In the action that she requested was four (4) things. 1 – Re-instatement to the position, 2 – Compensation for this season, 3 – Written apology, and 4 – The athletic director should be reprimanded for negligence in duties. For example, no evaluation process. My response to Tina, to Mrs. Cueto, pardon me, attached is copy a staff grievances level two (2) grievance form D exhibit, in which I denied the grievance that you had filed against Sahuarita Middle School Athletic Director, Carol Salica. After reviewing the information and speaking with Carol Salica, Kathy Shiba and you it is my decision that the grievance be denied based on the fact that there wasn't any reason for the dismissal other than they offered the position to a teacher at the middle school. I can't find anything to say that they were upset, that she was being summarily dismissed from her position. Specifically you asked me the following actions: To be reinstated to the position, I am denying that request based on conversations with our attorney there is no property right to a coaching position. 2 – Compensation for the season, again based on my conversation with our attorney, we cannot pay for work that was not done. 3 – A written apology, I am denying this also, there appears to be no action on the part of Carol Salica that requires an apology. Athletic Directors throughout the district, in answer to her fourth request about the athletic director being reprimanded for negligence of duties, will be given a letter of directive to make sure that they understand that coaches need to be evaluated in writing because what I found out in my investigation is that coaches in this district are not being evaluated every year and that is an unfortunate situation, but again my position, the Board may do whatever they would like to do in this particular situation, but my investigation looking into the matter, I can find

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no reason other than what Mrs. Salica stated in her letter and again Tina has asked the Board to overturn, to support her grievance and the decision is entirely up to the Board."

Mrs. Cueto: *"At the middle school in terms of other duties besides coaching, I always ran study halls. If we had early release, my assistant coach and I, my co-coach and I, would alternate days for study halls. I coach both the A and the B team out of the three (3) teams and tried to equalize my duties. I was diligent in bus duty, especially bus behavior of my athletes on trips and I feel like the three or four-minute walk from my gym to the other gym did not really constitute being off campus. I've always kept closely in touch with the middle school athletes. I can't think of a better way to run a feeder program than to know exactly what the varsity coach would want. I have sent several athletes on to the varsity coach. Most of the athletes from the middle school go on to play high school volleyball and have been very successful. Regional championships, state tournament trips."*

Mrs. Hall: *"Just for my piece of mind, I guess, can you itemized exactly what our choices are, what exactly we need to do. Do we just need to uphold or table or deny, what are our options?"*

Mr. Murphy: *"Even with a written evaluation in place and having no negative comments or anything along those lines, is it still not in the privies of the athletic director to hire or keep or not keep whoever they may want to as oppose to summarily get rid of a teacher. Isn't a coaching position different that way that even if there..."*

Dr. St. John: *"A coaching position is an addendum to a teaching contract and they're advertised, again you know, based on our conversation with our attorney, teachers have a property right to their teaching position, but coaching positions do not fall underneath that."*

Mr. Murphy: *"So even if there was no negative feedback, the athletic director still has that option to replace a coach with another coach."*

Dr. St. John: *"Yes"*

Mrs. Hall: *"Dr. St. John what our options?"*

Dr. St. John: *(Read from the Grievance Policy) "The Governing Board at its time of its choosing shall review the grievance and issue a response within fifteen (15) working days following such review." "It doesn't tell you specifically what the options are."*

Mrs. Hall: *"Actually, I think that answers my question, whether we feel we want to make a motion now or whether we want to make a motion to determine at a later date and I am open to whatever motion anyone wants to make."*

Mrs. Kellermeyer: *"Motion to deny Mrs. Cueto's grievance."*

Mr. Murphy: *"Second the Motion."*

Mrs. Kellermeyer: *"It is very clear to me that you are very devoted to your students and it is clear that you are committed to the process and that you've worked very hard for the district and that is commendable. I do think it is unfortunate the way that this matter was handled and that you should have been talked to directly, given the rational versus given a memo and for that I am sorry that that happened. On the other hand, as we clearly heard, the athletic director does have the ability to select coaches for their positions, which is why I moved to deny your grievance, but I have no doubt that you will continue to be a devoted coach at the high school and do everything you can for your students. I hear a great deal of commitment to the school district and thank you."*

Mrs. Hall: *"Basically, I concur with everything Diana said. I do think it was probably mishandled. I have worked with you and I know how good you are, but yes, I think that athletic directors should take a little more care to interact personally with people rather than just sending a memo."*

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Mr. Murphy: *“Just, you know, obviously communication could have been better and that was one of the reasons I wanted to run to try to get a better dialog between the school board and the community, but again I have to concur with what was said. I don’t think anything was done wrong other than the communication process could have been improved and I hope we continue to have your services.”*

Mrs. Hall: *“ All in favor of denying the grievance?” “ Motion carried 4-0.”*

Mr. Lurkins moved the Board enter executive session pursuant to §A.R.S. 15-843 to hear the possible request of several students in the Alternative Suspension Program to return to the mainstream classroom setting and to hear the possible appeal of the decision of the hearing taken with all members voting aye. The time was 8:47pm. The Board returned to regular session officer in a long-term suspension hearing – Discussion and possible action. A roll call vote was at 9:25pm and adjourned the meeting.

XIV. Adjournment

The meeting was adjourned at 9:28pm. Mrs. Hall made the motion and was seconded by Mr. Mrs. Kellermeyer. The motion carried.

Respectfully,

Clerk of the Board