



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. – February 23, 2005 – District Auditorium 350 W. Sahuarita Rd., Sahuarita, AZ 85629

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 and Superintendent Dr. Jay C. St. John. Board member Martin McGee and Business Manager Charlotte Gates were absent. There were 31 guests.

II. Approval of Agenda

Dr. St. John recommended approval of the agenda with the following changes:

Item IX. Consent Agenda, B. Resignations/Terminations/Separations, B. 2 – Melanie Garn submitted her resignation effective 02/09/05. Mr. Lurkins made the motion and was seconded by Mr. Murphy. The motion carried 4-0.

III. Approval of Minutes

Dr. St. John recommended approval of the minutes for the January 26, 2005 Regular Governing Board meeting. Mrs. Kellermeyer made the motion and was seconded by Mr. Lurkins. The motion carried 4-0.

IV. Approval and Ratification of Vouchers

Dr. St. John recommended ratification of previously approved payroll Voucher 17 in the amount of \$498,432.53 and new payroll Voucher 19 for the pay period ending March 11, 2005 in the amount not to exceed \$550,000.00. He further recommended approval of expense vouchers 6030 through 6031 in a total amount of \$215,340.19. Mr. Murphy made the motion and was seconded by Mr. Lurkins. The motion carried 4-0.

V. Call to the Public

Mr. Tony Bruno addressed the Board regarding the State Legislature. He represented the Arizona School Boards Association at the State Legislature today. He advised the Board of two bills that passed through the State Legislator's committees today. House Bill 2641 – is an appropriation bill for teacher retirement contributions. Today they approved the bill in the House education committee (it has already been through the senate education committee) for eighty million dollars to be put into the teacher retirement system. This bill still has to go through a committee of the whole and needs support with members of the legislature. The committee of the whole is made up of both the senate and the house. The other bill that passes through the House is the Strike Everything Bill – this bill actually prohibited and repealed AIMS as a graduation requirement. At this point when it is presented before the committee of the whole, he believes it looks like it will be graded on a bell curve rather than a high stakes test. There is belief that it will be met with strong opposition.

The House and Senate both had bills relating to individual school districts that needed some bail out funds. The first school district was the Window Rock District; they failed to run their override, but continued to collect taxes. There will be some repercussions. In the Senate there was a bill that was directly related to a Colorado City School District in which the Board President received a Cessna and a van as part of him being on the Board. Also a bus driver who was the son of a Board member was paid \$30,000.00 while a teacher was starting at \$18,000.00. They are in

receivership now and the State will be taking that School District over. As a direct result of those incidents, the School District compliance and Early Childhood Block Grant funding were put on the chopping block. Mr. Bruno has been asked by ASBA to continue to work twice a month within the legislator, if the Board so desires he would like to continue to report what happens there.

VI. Recognition of Staff, Students and Community

Mary Northey, Director of Personnel, and the Governing Board recognized Bernice Brown, Human Resource Specialist, for her outstanding work ethics and constant willingness to be of service. Bernice is truly a fine individual and a team player. She always gives 110%.

VII. New Business

A. Instruction – Discussion and Possible Action

1. Approval of 2005-2006 Teaching Calendar

Dr. St. John distributed a modified calendar and a list of comments regarding all three options that were given to the staff to review. One hundred twelve (112) staff members give their opinion, eleven (11) voted for a traditional calendar, fifty nine (59) voted for option 2 with a few minor modifications, and forty two (42) voted option 3. Dr. St. John recommended option 2 with the following modifications: A rodeo day vacation was added on Friday, February 24, 2006. With this the end of the school year was extended to Thursday, May 25, 2006. Mr. Lurkins made the motion and was seconded by Mrs. Kellermeyer. Discussion followed: Mr. Murphy stated that he received feedback from staff members regarding the rodeo vacation. He stated that they have asked to keep the regular two-day vacation on February 23 & 24, 2006. He suggested that the extra day be added to the beginning of the year, this would bring the existing staff back on a Friday and a Monday with the students coming back on a Tuesday. Dr. St. John asked the Board if they would like us to take the calendar back to the staff for further research. He also stated that he would check with the Arizona Department of Education on the deadline to submit the calendar. Mr. Murphy made the motion to amend the calendar with two days for the rodeo. The motion was seconded by Mrs. Hall. Discussion followed: Mr. Lurkins stated that the calendar has already been distributed to the staff and modified twice. He didn't feel the calendar needed to be modified again. The motion to amend the calendar was tabled. The original motion stands. The Board voted 2-2 on the original motion. The item will be brought back at the March 9, 2005 meeting.

2. Presentation from Casa De Esperanza – Jackie LeSure – Information Only

Dr. St. John introduced Ms. Jackie LeSure from Casa De Esperanza. Ms. LeSure presented and distributed information to the Board regarding an Alternative to In School Suspension Related to Zero Tolerance Policy. She stated that the new program would be geared toward assisting those students who are on the fringe. She is planning a community forum within the next month or so tentatively at the Good Shepard Church. She will be inviting law enforcement, district staff, employees of local wellness centers, and parents/guardians of students to create a research study to develop a more effective alternative to suspension program and to create a successful prevention program in the schools.

Dr. St. John added that the district has always been interested in a counseling component for the program and some of that is taken care of internally, but they would like to take a look at whether a counseling component should be mandatory for re-entry into the regular classroom setting.

3. Reconfigure New K-5 Building to a K-8 Building

At the last Board meeting Dr. St. John reported that the site in Rancho Sahuarita, which was originally planned to have a middle school building (6-8) and an elementary school building (K-5) needed to be revisited. Both buildings would be built to house 600

students each. The School Facilities Board approved the 6-8 part of this plan to be built within a three-year window. Last year in November the SFB tentatively approved the K-5 building to also open in 2006. The administration found out last week that the SFB was not going to approve the K-5 part of the plan. According to their figures, they were going to postpone the building for at least another year. Mr. Rawson, Mr. Woodward and Dr. St. John met with the staff of the SFB. The School Facilities Board staff suggested that SUSD reconfigure the two separate buildings from the way it is currently proposed to a K-8 building. They will recommend the district receive approval to build the whole building at one time. If it is reconfigured, the number of students will not change, but the square footage per student will change. The building will lose 1022 square feet and the difference in funding is approximately \$44,000.00. Dr. St. John recommended approval of the reconfiguration. Mrs. Kellermeyer made the motion and was seconded by Mr. Murphy. The motion carried 4-0.

B. Personnel – Discussion and Possible Action

1. SASPA Salary Survey Presentation – Mary Northey – Information Only

Dr. St. John introduced Ms. Mary Northey, Director of Personnel. Ms. Northey presented the Southern Arizona School Personnel Administrators Association (SASPA) Salary Survey to the Board. SASPA meets monthly to share information and support one another. The group also developed an application that is used in Pima County for the hiring of certified staff. Each year SASPA does a salary survey and Ms. Northey presented this survey to the Board. Ms. Northey broke down the survey into four different categories: certified, classified, other exempt professionals, and administrative salaries. Ms. Northey stated that SUSD gives credit for years of experience and education credits, but this particular survey was made to be equal due to the fact that not all districts will give credit for the experience. Beginning teachers with a Bachelors Degree in SUSD will start at \$28,870 and the average, according to the salary survey, is \$28,806, a beginning teacher with 5 years experience and a bachelors degree receives \$31,118 in SUSD and the average is 31,352, keeping in mind that in addition to this amount the teachers receive performance pay, which is different at other districts. Beginning teachers with a Masters Degree start at \$31,407 in SUSD and the average is \$30,899, a teacher with 5 years experience and a masters degree receives \$34,597 in SUSD and the average is \$34,504.

Classified staff does not receive credit for prior experience; they all enter at the entry level. According to the survey, Pima County is 10-15% below the average starting wage for paraprofessionals, which include Instructional Aides, library aides, SPED aides, and technology assistants. Office staff, which includes secretaries, registrars, clerical aides, and attendance clerk, is 5-15% below the average minimum wage in Southern Arizona. Building support staff, which include custodians and security, fall 10-15% below the average minimum wage. Facilities maintenance, which include inventory control, groundskeepers, maintenance technician, and maintenance specialists, fall 10-20% below the average minimum wage. Accounting staff, which includes payroll, accounts payable, student records, bookkeepers, and administrative assistants, fall 10-20% below the average minimum wage. Certified/Licensed Specialists, which included speech language pathologists, Psychologists, Behavioral Health, and Physical Therapist are 10-15% above the average salary. The administration starting minimum salaries were compared not the actually salaries, the results are as follows: HS Principal & HS Assistant Principal is 15% below the average, MS Principal is 20% below the average, MS Asst. Principal is 9% below the average, Elementary Principal is 18% below the average, Elementary Assistant Principal is 5% below the average, Superintendent of Schools is 4% below the average, Director of Business Services is 27% below, Director of Facilities is 18% below, Director of Technology is 28% below, and Director of Personnel is 27% below. Guest Teachers at SUSD are paid \$80.00/day; the average in Southern Arizona is \$78.00/day. No actual salaries or job duties/responsibilities were compared. Mary has copies of the SASPA service if the Board would like to have a copy of it.

2. Additional Staffing

- a. Two Temporary School Psychologist 8-16 hrs/week
- b. One speech Language Pathologist

Dr. St. John received a request from Dr. Barb Smith requesting two temporary School Psychologist to work for the remainder of the year to help catch up and one Speech Language Pathologist. Dr. St. John recommended approval of the two staffing requests. Mr. Murphy made the motion and was seconded by Mrs. Kellermeyer. The motion carried 4-0

- c. Staffing requests for 2005-2006

Dr. St. John stated that at the Board/Administrative retreat last week, discussions were held regarding additional staffing requests for the 2005-2006 school year. The original list was approximately \$1,800,000.00; there were some additions and corrections that were made at that meeting which raised the amount to \$2,000,000.00. The average benefits that are attached to \$2,000,000.00 are 15.5%, which added another \$323,000.00. When speaking with Mrs. Gates, she indicated to Dr. St. John that with an anticipated growth of approximately 425 students, approximately \$1,500,000.00 would be generated. If the district grows 500 then it will generate \$1,800,000.00. Mrs. Gates suggested to Dr. St. John that she would feel comfortable with an amount in the range of \$1,200,000.00 to \$1,500,000.00. Items that need to be taken into consideration are increases in state retirement, fuel costs, inflation, increases in benefits, and raises. The administrators were instructed to prioritize their requests. Mrs. Hall asked to take each request by building.

SHS, at first, suggested that they would need approximately \$400,000.00 in new staff, they have suggested that \$273,781.00 (not including benefits) is what they will need to start the school year. They feel they will need 5 additional teachers just in the core subjects, one additional assistant principal based on the size of the building, one clerical position, and one additional custodian. The other positions were set aside and the monetary needs may be taken care of out of this years budget.

Mrs. Hall asked to suspend the normal operating procedures of making a motion so that discussion can take place.

Mrs. Kellermeyer compared the original request of SHS to the new request currently proposed and found discrepancies throughout the list. The glaring discrepancy is the difference in what was originally requested and what there is now. There is a discrepancy of \$42,000.00 from the original list to this list before the cuts. She stated that what needs to be remembered is that whatever is done is for the children, the children come first not administrators. She did a search, in her spare time, of approximately 90 school district websites and the purpose of the search was to try to identify where SUSD is in terms of averages for administrators per student population. She stated that with the exception of SIS, the district is fitting into those averages with the current 2 administrators. Mrs. Kellermeyer stated that SHS is requesting 5 teaching positions, but by looking at the Capital Improvement Plan it looks like there is a differential of 289 that could potentially be added to the high school to keep the classroom size down to 30 so they should be asking for 9 teaching positions. The focus has to go to the kids and she doesn't want to be in a position to explain to parents why there are additional administrators and not enough teachers. Her other concern was that the additional security position was excluded. She stated that teachers, custodial, and safety staff should come first. She suggested reducing the teachers to four, add back in the security and add a custodian.

Dr. St. John asked the Board if he could respond to the administrative side of Mrs. Kellermeyer's research. He stated that he appreciated the time that Mrs. Kellermeyer took to do the research on 90 schools. A few years ago, when Prop 301 was passed, one of the concerns that legislators had with raising state sales tax to benefit the salary of the teachers was the fact that districts were not spending their funds correctly. At this time they added a School Wide Audit Team and districts were chosen randomly to do these audits. They did a programmatic audit. SUSD was one of the four districts in the State of Arizona that was chosen. The numbers were based on fiscal year 2002, which is school year 2001-2002. At the time there were 1977 students in ADM (Average Daily Membership) and the Auditor General performed the same research as Mrs. Kellermeyer and came to the following conclusion, "Sahuarita Unified School District's administrative costs per pupil and number of administrative staff per pupil were lower than comparable districts'. The District has experienced staff who perform multiple administrative duties." Dr. St. John presented to the Board the remaining information from the Auditor General's audit. He also stated the he agrees with Mrs. Kellermeyer, students should come first; it depends on how you are going to balance between administration and staff. If you increase 289 students at the high school, it will not only take security and teachers, but it will also take some administrators to take care of the increase.

Mrs. Kellermeyer stated that she agrees, but the proposed positions are approximately \$600,000.00+ over the targeted budget. There are some areas that need more additional administrative coverage more so than other areas. She thinks that the Board is in a position where it has to start thinning it out and getting up front what the district knows they are going to need and stay within the budget.

Dr. St. John stated that if the district stays within the budget, the Board could not approve any of the positions that have been requested. The number of students that enter the school on the first day of school is not in the budget that the district has. This is the way the system works. The Vail School District has been in similar situations and they stated that they just have to go out on a limb and hope that it works. If it doesn't then they deal with that at that time.

Mr. Murphy stated that the administrators were told to give the Board what their prioritized list was and the high school came back with the Assistant Principal is 2nd on the list. He would like to at least look first in trying to go with what they requested of the Board. When sporting activities are happening, the administrators are asked to be attending the events and this is another item that needs to be considered.

Mrs. Kellermeyer assured the public that she has nothing against administrators, but this was not the point. The list needs to be thinned out. She stated that she is not questioning if they prioritized or whether the administrator's requests were justified.

Mr. Murphy stated that the high school came closer to meeting what they asked of them in that 33%.

Mrs. Kellermeyer stated not when they added the extra items that didn't appear in the first list.

Dr St. John asked Ms. Northey to explain the difference in the amounts from the original proposal and the final proposal.

Ms. Northey stated that on proposal one, there were question marks on some of the items; she did not have dollar amounts at that time. During the Board/Administration retreat she was asked to put in dollar amounts so that they could have a true figures. She put in the dollar amounts and any positions that

were left off by mistake. Some of the differences were positions that were added due to more needs, but the administration knew that they couldn't put them in the original needs list so they were put in the cuts column.

Mrs. Kellermeyer stated that this was true for all the schools except SHS, but the object of that discussion is to find out what should be approved, considered or cut. She stated that they should get back to the object of the discussion.

SIS – Dr. St. John stated that he supports everything on the list for all buildings. He stated that the items on the list should be approved.

SMS – No discussion on SMS.

Dr. St. John stated that there is \$25,000.00 for a reclassification study; the district can do this if there is enough administration help. On Saturday, March 5th will be the 1st job fair that SUSD has and a decision needs to be made as soon as possible.

SPS – No discussions on SPS

Student Services – Dr. St. John stated that 4 ELL Teachers, 4 SPED Teachers are needed and 9 Instructional Aides are needed. A decision on the teachers needs to be made as soon as possible so that the administrators know how many positions to interview for this weekend at the job fair.

Facilities/Maintenance – Dr St. John stated that Mr. Rawson has listed his requests in order of priority.

Mr. Lurkins stated that the Board was spending a lot of time on the staffing needs and that time is needed. He stated that yes the children need to be taken care of and security is needed. He stated that Mrs. Gates has told the Board that the student count figure she gave to the Board is low. The district usually grows more then the figures given in the Capital Improvement Plan. His opinion is to approve the entire list of requests that the administrators have given them. The administrators have done their best to do as the Board requested. Mr. Lurkins made the motion to approve the list at it stands. Motion died due to lack of second.

The Board discussed different options and Mr. Murphy made the motion to approve the following list of new staff for the 2005-2006 school year. Mrs. Kellermeyer seconded the motion. Motion carried 3-1.

SHS – 5 Teachers, 1 Custodian

SIS – 1 Asst. Principal, 3 Teachers

SMS – 5 Teachers, 1 Custodian, Athletic Director Stipend

SPS – 3 Teachers

Student Services – 4 ELL Teachers, 4 SPED Teachers, 0.5 Psychologist and 1 Speech Therapist

Facilities/Maintenance – 1 Administrative Assistant, Reclassification of Lead Positions and HVAC position, and 1 Maintenance Tech.

District Administration – 1 Assistant Superintendent, an Administrative Performance Pay Plan, 1 Director of Student Services, 1 Payroll/Accounts Payable position, 1 HR Specialist, Reclassification of Parapros due to NCLB requirements, Reclassification of Student Records Position, 1 Network Database Specialist, and 1 Computer Tech.

VI. Superintendent/Administrative Reports

Written reports from the principals were distributed to the Board.

Dr. St. John received a revised traffic study from the Town of Sahuarita. He will distribute the new copy to the Board for their review before the combined meeting with the Town on March 1, 2005 at 6:30 pm in the Auditorium.

There are some conservative legislators who would like to do away with the AIMS test; the position of the Arizona School Administrators, which all of the administrators at SUSD are members of, is that this is not healthy. They are recommending to the legislature that they allow a student who has completed some certain items during their high school career to elevate the passing of the AIMS. For example, if the student cannot pass the AIMS by the their senior year and if the student meets all the following criteria: 1. Has completed all required coarse work and achieved a grade of C or better in all required classes. 2. Has maintained a 95% attendance record throughout the pupil's senior year of high school. 3. Has taken the AIMS test at every opportunity. 4. Has participated at least 75 hours during the student senior year and outside the normal graduation requirements of remediation courses offered to improve the student and if the student has transferred from out of state and has successfully passed a statewide assessment test on state adopted standards which as substantially equivalent to the stated adopted academic standards.

Dr. St. John attended the AASA Conference in San Antonio. He heard some very outstanding speakers and it was well worth the time and effort.

Dr. St. John met with the President of the Desert Vista Campus of the Pima Community College. He mentioned to him that the district will be building several buildings in the next six or seven years and would be interested in doing some of the things that Vail has done with shared facilities. They helped Vail build additional classroom space at the school and they have a few offices and classrooms that they can use during the day and in return after school PCC gets access to a greater part of their campus.

Met with Metropolitan Education Commission Executive Director, June Web-Vignery, students and the Chairperson of the Pima County Board of Supervisors, Sharon Bronson, and spoke with her about continuing to support the MEC.

May 11, 2005 at the Tucson Convention Center will be the Crystal Apple Awards. The district nominated a business partner, Trico, to receive a Crystal Apple and they will be receiving the award. The Sahuarita Educational Enrichment Foundation has purchased a table for eight at that meal.

Charlotte Gates was not at the meeting due to a death in the family. Mr. Oldham was not at the meeting, he is with his granddaughter who was selected to go to an amusement park in Florida by the Make A Wish Foundation. His granddaughter is ill with a form of cancer. Dr. Ross was not at the meeting due to a death in the family. Mr. McKee is ill and was not at the meeting. Mrs. Shiba and other representatives from the buildings are in Laughlin, NV at a SIRS conference. Mr. Lehmkuhl represented the high school, Mrs. Salica represented the middle school and Mrs. Gloria Sierra represented the intermediate school. Dr. Smith, Mr. Rawson, Mr. Boone, Ms. Northey and Mr. Huff were all in attendance.

Dr. St. John and Mr. Boone presented a PowerPoint presentation from Mrs. Shiba on the 8 Step Model.

VII. Consent Agenda – Action

The superintendent recommended approval of the Consent Agenda as it was revised. Mrs. Kellermeyer made the motion and was seconded by Mr. Murphy. The motion carried 4-0.

A. Employment

1. Derek Marshall – Instructional Aide III – Project Inspire – Replacement - Ratification to 02/07/05

B. Resignations/Terminations/Separations

1. Dennis R. Maki, Career and Technical Education Coordinator – Retirement Effective August 2005
2. Melanie Garn – Instructional Aide III – Project Inspire – Ratification to 02/09/05

C. Volunteers

1. Beth V. Hayashi – SPS – Effective 02/23/05
2. Charles Plumb – SMS – Effective 02/23/05
3. Mark Palie – SIS – Effective 02/23/05
4. Kathryn D. Nay – SMS - Effective 02/23/05

D. Gifts & Donations

1. Lou Lobleby – art supplies, easels, tools, books, and paper – Sahuarita Middle School
2. Larry Wilber – paper shredder – Sahuarita Middle School

E. Approval of Alignment of Director of Personnel's Salary – Alignment with that of a Beginning Director's Salary on the 2004/2005 Administrators Salary Schedule - Mary Northey

F. Facilities Use

1. American Legion Baseball – Sahuarita High School Baseball Field - Saturday Evenings from 4:00pm to 9:00pm 06/04/05 – 07/23/05 and Tuesday Evenings from 5:30pm to 10:00pm 06/07/05 – 07/19/05

G. Staff Out of State Travel

1. Kathy Shiba, Terri Noe, Lori Jorgensen, Jackie Park, John Haas, Isabel Correl, & Laura Blanco – SAIS Training – Laughlin, NV – February 23-25

VIII. Board Communication

Mr. Murphy thanked Mr. Huff for the professionalism and courtesy of the bus drivers. He also thanked those who are retiring from the district this year for their service.

Mrs. Kellermeyer again thanked the district office and the administrators for all their hard work in trying to narrow down the budget. It wasn't easy and as the district grows, hopefully those positions can be restored.

Mrs. Hall mentioned that Congressman Jim Kolbe visited the campus on Monday to speak to the children of SMS. Both Mr. Murphy and she attended the visit. She thanked Kathy Shiba for arranging the visit. She was also fortunate to attend a lunch with him later that day.

IX. Establish Next Board Meeting – March 9, 2005 District Auditorium

X. Executive Session

The following executive sessions were left on the agenda to be used only if needed. Both were not needed and excluded from the meeting.

- A. 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 officer in a long-term suspension hearing – Discussion and possible action.
- B. Pursuant to §A.R.S. 38-431.03.A.2. – Discussion or Consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

XI. Adjournment

The meeting was adjourned at 8:38. Mrs. Hall made the motion and was seconded by Mr. Murphy. The motion carried.

Respectfully,

Clerk of the Board