



Sahuarita Unified School District No. 30

Sahuarita High School
Sahuarita Primary School

Sahuarita Middle School
Sahuarita Intermediate School

Sopori Elementary School

MINUTES

Regular Governing Board Meeting April 14, 2004 - 6:30 p.m. – Sub Hall B – Sahuarita Auditorium 350 W. Sahuarita Rd., Sahuarita, Arizona

I. Call to Order and Pledge of Allegiance

President Anthony Bruno called the meeting to order at 6:30 PM. Also present were Board members Michael Lurkins, Elaine Hall, Daniel Zobenica, Martin McGee, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. There were 30 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

Dr. St. John recommended approval of the agenda as it was distributed. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

III. Approval of Minutes – March 10, 2004

Dr. St. John recommended approval of the minutes for the regular meeting on March 10, 2004 as distributed. Mrs. Hall 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 19 in the amount of \$420,790.64, Voucher 20 in the amount of \$415,715.33 and new payroll Voucher 22 for the pay period ending April 23, 2004 in the amount not to exceed \$500,000.00. She further recommended approval of expense vouchers 5038 thru 5040 in a total amount of \$477,348.04. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

V. Call to the Public

Carl Ortiz asked to speak to the Board regarding the High School Soccer Program. This was an agenda item and he addressed the subject when it came up on the agenda.

VI. Recognition of Staff, Students and Community

There were no recognitions at the meeting.

VII. New Business

A. Personnel – Discussion and Possible Action

1. Approval of New High School Principal – Lawrence McKee

Dr. St. John recommended to the Governing Board that they employ Mr. Lawrence (Larry) Charles McKee, Jr. as Principal of Sahuarita High School. Dr. St. John offered him a 2-year contract at \$75,000.00 for the first year with the usual types of benefits that administrators in the district enjoy. Dr. St. John went on to

provide the Board with information regarding Mr. McKee's background. Mr. McGee made the motion and was seconded by Mr. Bruno. The motion carried.

Dr. St. John introduced Mr. McKee. Mr. McKee addressed the Board and stated that it was a pleasure to be in Sahuarita. He is excited to be a part of the school and community and feels that it is going to be a wonderful, new beginning for him. He plans to take personnel leave or vacation to visit the school and meet the teachers, students and other staff at the high school before he begins in July. Mr. McKee would like to add to the community, he looks forward to working and giving back to the community.

2. Lead Groundskeeper Position – Waiver of Policy

Charles Alegria has stepped down from the position of Lead Groundskeeper. Charlie will continue at his current rate of pay in respect for his long time position in the district. Mr. Rawson recommended employment of Arnold Alegria (Charlie's brother) as Lead Groundskeeper. Arnold is another long-term employee of the district and Mr. Rawson believes that there should be an opportunity for Arnold to assume that position. Arnold will be supervising his brother Charlie. Dr. St. John asked the Governing Board to waive the Staff Conflict of Interest Policy for employment of close relatives. Three years ago Dr. St. John asked the Board to approve Charlie as Lead Groundskeeper and waive the same policy so that Charlie could supervise Arnold. If it becomes a concern in the future it will be brought back to the Board. Mr. Zobenica made the motion and was seconded by Mr. McGee. The motion carried.

3. ESI/Dave Osborn – Use of ESI District Wide

Dr. St. John introduced Mr. Dave Osborn from Educational Services, Inc. (ESI). ESI is the contract that the district used to hire Mr. Lehmkuhl as assistant principal at the high school. Mr. Osborn stated that ESI came to be in March of 1999. ESI is a professional employment organization that specializes in providing long-term and temporary contract employees to schools. Employees are not charged a fee; the responsibility rests with the district. The district would save money even with this responsibility. Employees must comply with district, state and federal laws, policies, regulations, directives as well as school improvement plans of the District. All personnel recommendations are given to Dr. St. John from the administrators, so Dr. St. John recommended extending this contract to anyone in the district who would like to use it. He further recommended using a blanket 80% contract and ask the principals to make recommendations. If someone applies to them to use an ESI contract, they would make the recommendation to the Board as they do in all personnel matters. Mr. Zobenica made the motion and was seconded by Mr. Lurkins. The motion carried.

B. Instruction – Discussion and Possible Action

1. Summer Band Program

Dr. St. John held a meeting with the Band and Music Instructors in the district, which included Tom Herrera, Christine Sanders and Sylvia Pimentel; they are excited to provide the summer band program again this year. It's a unique summer band program in the area because it is done free of charge. The program normally costs between \$4000.00 and \$5000.00. The district pays the band instructors their daily rate to be there and hires six or seven high school students to assist with certain instrument groupings. The district provides access to the swimming pool after the band camp is over and lunch on one day. After enrollment is completed the district will make a decision weather to send either a van

or a small bus to the Sopori area to pick up students. Mr. Zobenica made the motion and was seconded by Mr. McGee. The motion carried.

C. Business - Discussion and Possible Action

1. Mustang Football – Advertisement Sign Fundraiser

Dr. St. John provided the Board with information from Head Football Coach Brian Peterson. He would like to reinstate an advertisement sign fundraising program that has lapsed over the last few years. The revenue would go to the Booster Club. Dr. St. John recommended approval of reinstating the program. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

2. Awarding of RFP 2004-3 Transportation

Four companies responded to the RFP for Transportation. Dr. St. John and Mrs. Gates reviewed the bids and there was no comparison as far as they can see. In the Best and Final offers, Laidlaw is willing to subcontract two trips per year in coach style buses to be used at the districts discretion at no cost to the district. Laidlaw will also donate up to three (3) six hour field trips per month for 30 field trips per year. They have also cut their rates 22% from last year.

Dr. St. John stated that there were some miscommunications between Laidlaw and the district regarding the billing. The Auditor General feels Laidlaw owes the district \$200,000.00 for overcharges in the last two years. If they return the funds in cash, it would be M&O and it would have to spend an extra \$200,000.00 before June 30. Laidlaw will be returning to the district approximately \$206,442.00 in equipment. This is separate from the bid. They will give the district 3 buses that include a 2001 Food Special Needs Van with air-conditioning and a lift – market value of \$38,000.00, an Amtran 84 passenger transit bus with air-conditioning – market value of \$55,500.00, a 1997 Ford 22 passenger van with air-conditioning and a lift – market value of \$22,300.00, a Versa Tran Routing software and 5-year maintenance so the district can put their routes on software – approximant value of \$41,700.00 and 40 digital cameras – one for every piece of equipment the district has.

Dr. St. John and Mrs. Gates recommended awarding the RFP to Laidlaw Educational Services, the district's current provider. Mr. McGee made the motion and was seconded by Mrs. Hall. Discussion followed. Mr. Bruno addressed the representatives from Laidlaw Educational Services. He stated that he would be voting against the RFP. Messages were sent back to Laidlaw from individual Board members, the Superintendent and the Business Manager and they were ignored. Mr. Bruno stated that this would not happen again in the future. There are still concerns that need to be addressed that will not be ignored. The motion carried 4-1 with Mr. Bruno voting nay.

3. Awarding of RFP 2004-4 Insurance

Dr. St. John recommended rejection of all the bids for the Insurance RFP. He further recommended sending out a new RFP for Insurance. Mrs. Hall made the motion and was seconded by Mr. McGee. The motion carried.

4. High School Soccer Program

Dr. St. John distributed information from Carl Ortiz and copies of a survey that was conducted at the high school. The survey was given to students to see how many were interested in a high school soccer program. He stated that starting a sport at the high school is very expensive. Dr. St. John spoke with Larry Cleveland, athletic director at the high school, and he feels it is in the best interest of

the district to wait until the high school enters the 4A level of high school participation before this program is approved. That will be my recommendation. Dr. St. John agreed with Mr. Cleveland and recommended waiting until the high school enters the 4A level. Mr. Lurkins made the motion and was seconded by Mr. Bruno. Discussion followed.

Mr. Carl Ortiz addressed the Board. He stated that he wasn't sure of the reasoning for waiting until the school was at the 4A level. He said he figured it was a financial thing. He stated that soccer is a relatively inexpensive sport. Buildings, instruments, pools or pads are not needed for the program. An inclusive budget was submitted a year ago for approximately \$5100.00 per team. Mr. Ortiz stated that if you include tournament fees of \$250.00 to \$300.00 per team and goals at \$1000.00 to \$1400.00, you could still fund a team for less than \$10,000.00. The survey given to the students indicated that both girls and boys are very interested in the program.

Mr. Zobenica referred to biographies of teachers who had been interviewed in the Green Valley News. One of the items that interested him was an interview with Coach Fanning in where he spoke of the lack of interest of students getting involved in their schools. From looking at some of the names in the survey, Mr. Zobenica doesn't recognize them as being varsity athletes in any other sport. He doesn't feel it will be drawing away from another sport to implement this program. He feels it might be a way buying into the educational process for some of the students. He supports Mr. Ortiz and is in favor of the program.

Mrs. Hall also supports implementing soccer for next year. She stated that the middle school soccer program has been in effect for three seasons and those who participate have done wonderfully. She feels if the district waits another year the momentum will die. The program offers additional scholarship opportunities to the students.

Mr. Bruno asked for clarification on the submittal date for the program. The district would have to submit to AIA in March for the program, which would mean the program wouldn't be implemented until 2005-06.

Mr. Lurkins asked Kathy Shiba, middle school principal, how many students they have in the soccer program. Mrs. Shiba stated that they didn't turn any students away so they have more on a team than they normally would be. She stated approximately 60 students both girls and boys are involved.

The Board voted 5-0 against Dr. St. John's recommendation to wait until the school is in the 4A level to implement the soccer program.

Mr. Lurkins made the motion to implement the soccer program as soon as possible. Mrs. Hall seconded the motion. The motion carried.

5. Disposal by Auction of Computer Equipment, Vehicles, Tools ++

Dr. St. John distributed a list of items that Daryl Rawson, facilities director, is requesting to dispose of by Auction. The equipment has no value to the district. Dr. St. John recommended approval Mr. Rawson's request to dispose of those items by Auction. Mr. McGee made the motion and was seconded by Mr. Lurkins. The motion carried.

D. Governing Board – Discussion and Possible Action

1. GCQE Retirement of Professional Staff Members – Policy Revision
2. GDQC Retirement of Support Staff Members – Policy Revision

Dr. St. John recommended combining items 1 and 2 into one motion. He further recommended removal of a statement from the Retirement of Professional Staff Members and Support Staff Members Policy that indicates they need to notify the district on or before March 15 of the year preceding their retirement date. In the past the district has violated this policy on a regular basis. Dr. St. John prefers that the policy not include the statement and retirement letters would be dealt

with on an individual basis. He encourages staff members to advise the district as soon as they are aware they would like to retire so the district can budget for the buyout of sick leave. There will be contingency in the fund in the event several staff members retirement altogether. Mr. McGee made the motion and was seconded by Mr. Bruno. The motion carried.

3. Proposed Action Agenda Items for 2005 ASBA Legislative Political Agenda – Information Only

Dr. St. John distributed forms that Board Members may use to propose action agenda items for the ASBA Legislative Political Agenda.

He will be completing one to ask ASBA to support moving the excess utilities formula, which currently is outside the revenue control limit, into the control limit without any loss of budget capacity for the district.

4. Requests from SEA – Changes in Meet & Confer Procedures

The Board members received the following requests from the Sahuarita Education Association:

1. Permit alternates to attend and take notes during meetings with the administration team. The alternates will not be permitted to speak during the meeting unless they are the only one from their building in attendance. Dr. St. John responded to the request stating that the district currently allows them to do.

2. Permit an AEA advisor to attend meetings. The adviser shall not speak during the meeting but only offer assistance in the committee debrief.

3. In determining the meet and confer building representative, building votes are to be counted by a team of two teachers one of which is to be the SEA building representative. Dr. St. John responded to the request stating that this violates the Board policy because it is to be done by the administration.

4. The building representative shall be whomever the building faculty chooses no matter how many times that person has been on Meet and Confer.

5. The building representative shall be selected by Nov. 30 or sooner so they can be trained in the budget process.

Dr. St. John stated that the item he was concerned about was the AEA advisor. Historically, the Board requested attending Meet and Confer meetings. After attending several they no longer wanted to be involved. It is a very amicable process and Dr. St. John doesn't see any reason to implement any changes. Dr. St. John recommended leaving the process as it is now. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

5. Canoa Ranch Parcel – Information Only ++

Dr. St. John was contacted by The Planning Center, an organization based in Tucson that does preliminary planning work for developers. There is a 550-acre site located west of I-19, North of Elephant Head Road. The developers are asking The Planning Center to make contact with people and hold meetings regarding the development. They would like to put 300 homes on the 550-acre site. Dr. St. John presented a map showing the development. There are two lot sizes; 150 of the lots are 25,000.00 square feet and the other lots will be 10,000.00. They have asked the district to comment on the new development. Dr. St. John has asked the development for the following items; 1) that the development is not age-restricted, 2) a donation of 10 acres for a school site and 3) the district has

no statutory authority to do this, but Dr. St. John has asked the developer for a donation to the district of \$1000.00 a rooftop.

Dr. St. John addressed the development that was discussed previously, which was 160 acres near Los Arboles Trailer Park. He stated that he has also written a letter to the Town of Sahuarita regarding that particular development which is 160 acres, 791 homes that the school district will expect the planning and zoning commission and the town council to support us in 10 acres for a school site, non-age restricted and \$1000.00 a rooftop or Dr. St. John will recommend to the Board opposing the development.

VIII. Superintendent/Administrative Reports

Jay C. St. John – Kathy Shiba has been named National Principal of the Year for Arizona for the National Association of Elementary School Principals. She will be traveling to Washington D.C. to represent the district and the state and will have an opportunity to interact with the President of the United States.

Barb Smith will now be referred to as Dr. Smith; she defended her dissertation last Thursday morning and will graduate in May with a Doctor's Degree in Education. Congratulations!

Assessed evaluation in the district is up. The primary assessed evaluation went up from eighty million to ninety one million, the secondary assessed evaluation is eighty four million, and for the next tax year it will be ninety seven million, up approximately thirteen million. It is approximately a fourteen percent increase in the primary assessed evaluation and a fifteen percent increase in the secondary assessed evaluation.

The district received official notification from the School Facilities Board stating that the district has the nine million dollars to start on the new wing at the high school and the second middle school. The Long Range Planning Committee has been divided into two subgroups, one is being lead by Steve Kellermeyer to deal with the additional wing at the high school and the other is being lead by Kathy Shiba to design the second middle school. The funds will be available July 1, 2005. Bill Woodward, the school construction manager, and Kay Richardson will be getting the RFP out.

The high school drama play "Our Miss Brooks" will be held Thursday afternoon at 3:00 pm and Friday night at 7:00 pm. The high school students produced the play and Sue Voorhees was the director.

Pulte del Webb has confirmed that they will donate \$25,000.00 a year in addition to the marquee out on the street to the Sahuarita Educational Enrichment Foundation for the next 3 years.

Dr. St. John received a letter from the Air Force Band thanking Sahuarita High School for their support and participation during their performance at the high school.

Four high school students worked with the Town of Sahuarita to move some portable buildings from San Manuel. The Town was very pleased with their work and would like them to help in the future.

Steve Kellermeyer – The Band attended a heritage festival in San Diego, CA. The festival featured six choirs and fifteen bands mostly from California. The band received a 3rd place bronze prize and tied with three other schools. This represents a full year of hard work, fund raising and dedication to the project. Mr. Herrera stated that the demeanor and behavior of the students were notice by all who attended the festival.

The Blood Drive was successful; 41 pints were collected, which is over the 40 needed. VICA went to State competition; Television production received a second place silver medal for Jenna Simons and Meredith Murphy, Construction Technology received a 1st place gold medal for Anthony Alday and Rodney Rezttec and a 2nd place silver medal for

James White and Morgan Smedley, Small Engines received a 2nd place silver medal for Antonio Martinez.

Congressman Kolbe 2004 Congressional Act was swept by the high school; 1st Place – Shari Gibson, 2nd Place – Brittany Wear, 3rd Place – Adam Lundquist, 4th Place was Samantha Lemons and Honorable Mention went to Lizzie Tanori.

Mrs. Negrito and her staff were recognized by the Taylor Publishing Company as an Honorable Mention for overall dedication, effort and accomplishment for the 2003 Year Book.

This is the first year that FCCLA and Mrs. Link have participated in the full conference and they received a silver chapter achievement award. Individually in the Person to Person: Raquel Amaya, Amy Wiggins, Margie Kennedy and Lyndel Caswell received a gold medal, Kay Wardlaw and Crystal Paz received a silver medal, and Kim Robinson received a bronze. In the Illustrated Talk: Kim Correa, Liz Canet and Nicole Furnas received a silver medal. In the Job Interview: Madea Lorane received a bronze medal and in the culinary division, Marisha Wallace and Melissa Martin received a silver medal.

Kathy Shiba – Kathy thanked her faculty, staff, the Governing Board, Dr. St. John, parents and students for allowing her to be who she is. These people are the reason she is at Sahuarita and the reason for winning the award.

Midterms go out on Monday for the last time.

Stanford 9 testing is this week. Students are doing a very good job.

Jaguar Jaws and students are doing great on their new campaign “4 More in 2004”

Recruiting is going great; she has met with some great candidates.

The Band will be at a band competition next Tuesday and on April 30 the choir will be going to Flagstaff.

The cheerleaders will be sponsoring a cheer clinic on Saturday, April 24.

The track team is doing great! Thanks to all the teachers for all schools for their support.

Charles Oldham – Mr. Oldham welcomed Larry McKee to Sahuarita.

The Town of Sahuarita approved 200 building permits last month this is more than Tucson.

Sopori is busy, there are 23 special activities happening in the month of April.

Testing week is a busy time. Sopori is concentrating on the Stanford 9 testing.

In the month of May Sopori will have 14 special events.

The book fair brought in approximately \$3000.00

Barb Smith – Mrs. Smith welcomed Mr. McKee to the district.

The primary school is busy finishing their Stanford 9 testing.

Kindergarten roundup will be May 6. It will start at 5:45 with planned activities.

The last performance of the year is April 28 at 6:30.

Barb has had the privilege to interview a number of candidates who have been sent to her from the recruiting trips. They have all been wonderful.

IX. Consent Agenda – Action

President Anthony Bruno turned the meeting over due to a conflict of interest on the Consent Agenda.

The superintendent recommended approval of the Consent Agenda as it was distributed. Mr. McGee made the motion and was seconded by Mr. Lurkins. The motion carried with Mr. Bruno abstaining for the vote.

NOTE: those districts that receive federal funding must approve The General Statement of Assurances each year. This is a routine item.

A. Employment/Reassignment

Governing Board Minutes - April 14, 2004

1. Alma Alvarado, Water Safety Instructor – Replacement – Temporary Position Ratification to 03/29/04
2. William Gates, Math and Science Teacher – SMS – Vacant New Position - Effective 07/01/04
3. Renewal of Employment of Probationary, New Continuing & Continuing Teachers for 2004-2005 School Year.
4. Non-Renewal Balance of Year Contracts
 - a Thomas Ouellette – Temporary Position – Effective May 21, 2004
 - b Christina Ragsdale – Temporary Position – Effective May 21, 2004

B. Resignation, Terminations, Retirements

1. Chiara Calvetti, Biology Teacher – SHS – Resignation Effective End of 2003-04 School Year.
2. Alice Federico, Custodian – SPS – Resignation Effective 03/22/04
3. Danon Davidson, 4th Grade Teacher – SIS – Resignation Effective End of 2003-04 School Year
4. Art Balitz, 5th Grade Teacher – SIS – Resignation Effective End of 2003-04 School Year
5. Val Falkner, World History/Geography Teacher – SHS – Retirement Effective End of 2004-05 School Year
6. Bob McQuown, Pre-Algebra/Algebra Teacher – SHS – Retirement Effective End of 2004-05 School Year
7. Stephen Harrington, English Teacher – SHS – Retirement Effective End of 2004-05 School Year
8. Erin E. Biggs, M.S., CCC-SLP – Speech/Language Pathologist – Resignation Effective End of 2003-04 School Year ++
9. Lauryl Fife, English Teacher – SHS – Change in Retirement Effective Date from End of School Year 2003-04 to End of School Year 2004-05
10. Melissa Wing, Preschool Teacher – SPS – Resignation Effective May 21, 2004
11. Ruben Ortiz – Groundskeeper I – Termination Effective April 14, 2004 ++

C. Volunteers

1. Sandy Meaker – SPS – Effective 04/14/04

D. Gifts & Donations

1. Target - \$123.23 – Sahuarita Primary School
2. Glenn E. Ratajczak – Set of Sweets Construction Catalog Files – SHS Industrial Technology Program
3. Trico Electric Cooperative, Inc. - \$1000.00 – SHS NJROTC
4. Wells Fargo bank - \$250.00 – Sopori Elementary School
5. Yellow Pages, Inc. - \$3.49 – Sopori Elementary School
6. Layne A Brandt - \$250.00 – SHS NJROTC
7. Westat - \$50.00 – Sahuarita Primary School
8. American Lung Association - \$900.00 – Sopori Elementary School
9. American Lung Association - \$1200.00 – Sahuarita Intermediate School
10. American Lung Association - \$1200.00 – Sahuarita Middle School
11. Mr. James Wait – Golf Clubs and a Golf Bag – SHS Golf Team
12. Raytheon Hispanic Employees Association - \$500.00 – Sahuarita Intermediate School
13. Roni L. D'Eustachio - \$25.00 – SHS FCCLA Field Trip
14. Irma L. Magill - \$100.00 – SMS 2004 Graduation

E. Facilities Use & Property Rental

Governing Board Minutes - April 14, 2004

1. American Legion Baseball – SHS Baseball Field for Various Dates in June & July 2004
 2. Community Food Bank, INC – Sopori Elementary School, Summer Meals Program Various Dates, June 1, 2004 – August 2, 2004
- F. Approval of Student Activity, Auxiliary and Revolving Fund Expenditures – February 2004
- G. Approval of General Statement of Assurance for Fiscal Year 2004-2005
- H. Approval of Food Program Service Agreement for 2005-2009
- I. Approval of Request for Leave of Absence for 2004-2005 School Year – Carol Hatstrup – SPS 2nd Grade Teacher.

X. Board Communication

Mike Lurkins – Sahuarita has some of the greatest teachers in Arizona. He commented on all that the administrators have done for the district. He was pleased to see 26 students from Sopori on the honor roll.

Martin McGee – Mr. McGee welcomed Larry McKee to the district. He stated that Mr. Kellermeyer has done an excellent job keeping things going at SHS; he has had a lot of extra duties throughout the year. There is a great staff at the high school.

Elaine Hall – Mrs. Hall welcomed Mr. McKee and congratulated Dr. Barb Smith. It's an exciting time to be involved with Sahuarita.

Anthony Bruno – Pima County Fair begins on Friday and runs until April 25. Seventeen youth from the community who will be at the fair in a variety of events. Mr. Bruno welcomed Mr. McKee to the district.

XI Establish Next Board Meeting – April 28 – 6:30 PM District Auditorium

XII. Adjournment

The meeting was adjourned at 8:12 PM. Mr. McGee made the motion and was seconded by Mrs. Hall.

Respectfully,

Clerk of the Board