



350 W. SAHUARITA ROAD, BUILDING 10  
SAHUARITA, AZ 85629-9000  
PH: (520) 625-3502 x1001  
FAX: (520) 625-4609  
OFFICE OF THE SUPERINTENDENT

---

---

## NOTICE OF PUBLIC MEETING

Regular Governing Board Meeting & Executive Session  
6:30 P.M. – June 12, 2013 – Sub Hall B - District Auditorium  
350 W. Sahuarita Road, Sahuarita, AZ 85629

### MINUTES

#### I. Call Meeting to Order

President Mrs. Diana Kellermeyer called the meeting to order at 6:30 p.m.

##### a. Pledge of Allegiance

The Pledge of Allegiance was observed.

##### b. Roll Call

Roll call was taken by the secretary of the Board, Betsy Palacios as follows:

#### Governing Board:

##### *Present:*

##### *Absent:*

Governing Board President - Diana Kellermeyer

Governing Board Clerk – Elaine Hall

Governing Board Member – David Eves

Governing Board Member – Kris Ham

Governing Board Member – Tom Murphy

#### District Administration:

##### *Present:*

##### *Absent:*

Superintendent – Dr. Manuel Valenzuela

Assistant Superintendent – Scott Downs

Director of Business Services – Charlotte Gates

**II. Approval of Agenda**

Dr. Valenzuela recommended approval of the agenda as it was posted and distributed.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Approval of the agenda as it was revised.			Passed

**III. Approval of Minutes – May 29, 2013**

Dr. Valenzuela requested approval of the May 29, 2013 minutes as they have been distributed.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Approval of the May 29, 2013 minutes as presented.			Passed

**IV. Approval and Ratification of Vouchers**

Mrs. Gates recommends ratification of previously approved payroll Voucher 24 in the amount totaling \$1,424,306.12 and previously approved payroll Voucher 25 in the amount totaling \$563,447.11. She further recommends approval of expense voucher 1381 through 1384 in the amount of \$526,786.03.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Approval & Ratification of Vouchers as presented.	D. Eves	T. Murphy	Passed

**V. Call to the Public**

Consideration and discussion of comments and concerns from the public. Those wishing to address the governing board on items not on tonight's agenda may do so at this time or at the Board's discretion at the time the item appears on the agenda. Speakers are requested to hold their comments to two (2) minutes or less. In accordance with the Arizona Open Meeting Law, board members may not respond, comment, or ask questions of speakers regarding issues not on the agenda.

**VI. Recognition of Staff, Students and Community**

Staff, students and/or members of the community will be recognized at this time. Special announcements may be presented at this time.

**A. Staff - Charlotte Gates – Certificate of Excellence in Financial Reporting Award**

Dr. Valenzuela recognized Mrs. Gates for receiving the Certificate of Excellence in Financial Reporting.

**B. Students - None**

**C. Community - None**

**VII. New Business**

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

1. Course Fees for 2013-2014 – SHS/WGHS

Dr. Valenzuela requested the approval of the course fees for SHS and WGHS for the 2013-14 school year.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Course Fees for 2013-14 – SHS/WGHS	T. Murphy	K. Ham	Passed

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

~~1. Bond Update~~

~~Dr. Valenzuela will provide an update on the Bond Projects.~~

2. Facility Rental Rates – FY 2013-2014

Approval of new Facility Rental Rates FY 2013-14 and Service Groups Rates FY 2013-14.

Dr. Valenzuela recommended approval of the Facility Rental Rates for the 2013-14 Fiscal Year.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Facility Rental Rates FY 2013-14	E. Hall	K. Ham	Passed

3. Sole Source Procurement – FY 2013-14

In compliance with School District Procurement Rule R7-2-1053 the following vendors have been determined to be sole sources for the services/commodities listed during FY 13-14.

Dr. Valenzuela recommended approval of the Sole Source Procurement for the 2013-14 Fiscal Year.

Motion Type	Board Motion	Made By	Seconded By	Motion Result
Approval	Sole Source Procurement FY 2013-14	T. Murphy	K. Ham	Passed

4. Arizona School Alliance for Workers' Compensation Contract Renewal FY 2013-2014

Dr. Valenzuela recommended approval of the Workers' Compensation Contract Renewal for the 2013-14 Fiscal Year.

Attached is the Arizona School Alliance for Workers' Compensation Contract Renewal Agreement for FY 2013-2014 .

Copy attached.

The quote reflects a 10.54% increase in premium rates which resulted in \$15,450 increase in premium. Please see below.

<u>FY 2013-2014</u>		<u>FY 2012-2013</u>	
Code 8868 – 0.47	\$88,563	Code 8868 – 0.44	\$80,480
Code 9101 - 3.01	\$73,478	Code 9101 – 2.79	\$66,111

The annual estimated premium for FY 14 - \$162,041

Recommendation: Approval of Workers' Compensation contract for FY 2013-2014.

Motion Type	Board Motion	Made By	Seconded By	Motion Result
Approval	Arizona School Alliance for Workers' Compensation Contract Renewal FY 2013-14	D. Eves	E. Hall	Passed

5. Arizona School Risk Retention Trust Renewal FY 2013-2014

Attached are the renewal rates for FY 13-14 from Arizona School Risk Retention Trust, Inc. (property liability insurance for the amount of \$ 464,038.

Sahuarita Unified School District received a 3.37% increase. Please see attachment.

The district qualified for the Loyalty Credit that is divided into three tiers. The estimated amount that we may have deducted is \$ 67,335. Two tiers have been verified and we will get notice on the 3<sup>rd</sup> tier shortly. Each tier is worth \$22,445.

The final amount after adjustments is an estimated amount of \$396,703.

Dr. Valenzuela recommended approval of the Arizona School Risk Retention Trust Renewal for the 2013-14 Fiscal Year.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Arizona School Risk Retention Trust Renewal FY 2013-14	K. Ham	T. Murphy	Passed

6. RFP 2013-6 Trash & Recycling Services

The sealed RFP's were opened on June 5, 2013, at 2 P.m. MST in the District Conference Room.

Recommendation to award RFP will be announced at the Governing Board Meeting.

Dr. Valenzuela recommended approval of the Trash & Recycling Services RFP - Republic Services.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	RFP 2013-6 Trash & Recycling Services	T. Murphy	E. Hall	Passed

7. Quality First Child Care Scholarships Provider Agreement ++

Agreement for Fiscal Year 2014 Quality First Child Care Scholarships Provider Agreement between Valley of the Sun and Sahuarita Unified School District #30 (Early Childhood Center and Sopori Preschool.

Dr. Valenzuela recommended approval of the Quality First Child Care Scholarships Provider Agreement.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Quality First Child Care Scholarships Provider Agreement	E. Hall	K. Ham	Passed

C. Governing Board - Discussion and Possible Action - None

D. Personnel - Discussion and Possible Action

1. Revised Job Description – Early Childhood Classroom Lead

Dr. Valenzuela recommended approval of the Revised Job Description for Early Childhood Classroom Lead.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Revised Job Description – Early Childhood Classroom Lead	T. Murphy	K. Ham	Passed

2. Reclassification of Position – Administrative Assistant to Assistant Superintendent

Dr. Valenzuela recommended approval of the reclassification position of the Administrative Assistant to the Assistant Superintendent.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Reclassification of Position – Administrative Assistant to Assistant Superintendent	D. Eves	E. Hall	Passed

~~3. Revision to 2013-14 Classified Staff Wage Schedule – Business Office Specialist Position ++~~

~~Dr. Valenzuela will recommend approval of the revision to the 2013-14 classified staff wage schedule – Business Office Specialist Position. ++~~

**VIII. Superintendent Reports**

The superintendent may present reports at this time.

Dr. Valenzuela shared an article and recognized SHS who came to the rescue of a football passing tournament.

Dr. Valenzuela mentioned a grant written with Sopori School and the Arivaca and Fire Department to provide funds to keep the pool open for a longer period of time.

Dr. Valenzuela shared an article about Johnathon Slayton article regarding the online programs provide students with more opportunities and choices.

Dr. Valenzuela was told by Mr. Murphy that there were many students on the SHS campus who are participating in our summer programs.

**IX. Consent Agenda – Discussion and Possible Action**

All items listed below are routine consent matters and will be considered by one motion at this time. Any Board member may remove an item from the consent agenda by request. All items not accepted and approved as part of the consent agenda will be considered individually.

<b>Motion Type</b>	<b>Board Motion</b>	<b>Made By</b>	<b>Seconded By</b>	<b>Motion Result</b>
Approval	Approval of the Consent Agenda as it was presented.	T. Murphy	K. Ham	Passed

**A. Employment / Change of Status / Transfers**

1. Daniel Barajas, Teacher-Spanish, SMS, Replacement – Effective 07/26/13
2. Maria Bejarano, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 06/28/13
3. Darlene Carrera, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13
4. Tene Carter, Summer Art Program, SHS, New Hire – Effective 05/21/13 to 06/28/13
5. Vanessa Chavez, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 06/28/13
6. Vanessa Chavez, Classroom Lead, ECC, Status Change – Effective 07/01/13 to 07/31/13
7. Christopher Coehlo, Teacher-2<sup>nd</sup>, SPS, Replacement – Effective 07/26/13
8. Suzanne Collins, Teacher-ELL, SIS, Replacement – Effective 07/26/13
9. Isabel Correll, Summer Help, BSO, Status Change – Effective 06/04/12
10. Amanda Cota, Teacher-ELD, SPS 1<sup>st</sup>, Transfer – Effective 07/26/13
11. Lily Calvillo, Classroom Lead, ECC, Status Change – Effective 05/29/13 to 06/28/13
12. Daniel do Carma, Classroom Assistant, ECC, Status Change – Effective 07/01/13 to 07/31/13
13. Brett Darling, Teacher-Social Studies, WGHS, New Hire – Effective 07/26/13
14. Cheryl Dosemagen, Classroom Assistant, ECC, Status Change – Effective 07/01/13 to 07/31/13
15. David Felix, Summer Art Program, SHS, New Hire – Effective 05/21/13 to 06/28/13
16. Kathryn Harting, Secretary - Asst. Principal, WGHS, Status Change – Effective 07/08/13
17. Felicia Hayes, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13
18. Leslie Hernandez, Summer Art Program, SHS, Re-Hire – Effective 05/21/13 to 06/28/13
19. Yuvitza Hoyos Ballesteros, Teacher-SPED/PI, SPS, Replacement – Effective 07/26/13
20. Jeffrey King, NJROTC Instructor, SHS, Replacement – Effective 07/01/2013
21. Carmen Kruspig, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13
22. Garrett Lilly, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13
23. Cassandra Lock, Substitute Teacher, District, Status Change – Effective 05/24/13
24. Regan Locke, Summer Art Program, SHS, New Hire – Effective 05/21/13 to 06/28/13
25. Julie Ludwig, Classroom Assistant, ECC, Status Change – Effective 07/01/13 to 07/31/13

26. Allison Macalka, Instructional Aide, CVES, Replacement – Effective 08/01/13
27. Natalia Miller, Classroom Lead, ECC, Status Change – Effective 06/24/13 to 07/31/13
28. Denise Montijo, Classroom Lead, ECC, Status Change – Effective 05/29/13 to 06/22/13
29. Sara Mora, 2<sup>nd</sup> Grade Teacher, ATS, New Hire – Effective 07/26/13
30. Rebeca Moreno, Teacher, 6<sup>th</sup> SS, SMS, New Hire – Effective 07/26/13
31. Rodolfo Noriega, Bus Driver Trainee, TRANS, Replacement – Effective 05/15/13
32. Mandi Patterson, Kinder ELL, ATS, New Hire – Effective 8/1/13
33. Andrea Peterson-Woletz, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13
34. Zachary Radovich, Summer Art Program, SHS, Re-Hire – Effective 05/21/13 to 06/28/13
35. Deborah Ramirez, Substitute Custodian, FAC, Status Change – Effective 05/28/13
36. Pauline Reyes, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13
37. Sigourney Sanchez, Summer Art Program, SHS, New Hire – Effective 05/21/13 to 06/28/13
38. Erin Shearer, Teacher-1<sup>st</sup>, SPS, New Hire – Effective 07/26/13
39. Mara Sisk, Coach-Head Cheer, WGHS, Replacement – Effective 08/01/13
40. Nita Stitts, Classroom Lead, ECC, Status Change – Effective 05/29/13 to 06/28/13
41. Taylor Stogsdill, Summer Art Program, SHS, Re-Hire – Effective 05/21/13 to 06/28/13
42. Jessica Watson, Summer Art Program, SHS, New Hire – Effective 05/21/13 to 06/28/13
43. Denise Webb, Classroom Lead, ECC, Status Change – Effective 05/29/13 to 07/31/13
44. Kaiden Wolfey, Summer Art Program, SHS, New Hire – Effective 05/29/13 to 06/28/13
45. Rene Valdez, Teacher-SPED, WGHS, New Hire – Effective 07/26/13
46. Vanessa Velarde, Teacher-4<sup>th</sup>, ATS, Replacement – Effective 07/26/13
47. Rebecca Warren, Teacher-Photography, SHS, Replacement – Effective 07/26/13
48. Shilo Weldon, Classroom Assistant, ECC, Status Change – Effective 05/29/13 to 07/31/13

#### **B. Resignations / Terminations / Separations**

1. Katharine Hathaway, Teacher-Spanish, SMS, Resignation – Effective 05/24/13
2. Lisa Kondrat, Volunteer Coordinator, SIS, Resignation – Effective 05/21/13
3. Susana Perez-Abreu, Teacher-Spanish, WGHS, Separation – Effective 05/24/13

#### **C. Addendums**

1. Ashley Bergmann, Head Counselor, SHS – Effective 07/16/13
2. Krista Crisp, Mentor, SHS – Effective SY12.13
3. Ana Enriquez, Mentor, WGHS – Effective SY12.13
4. Suqiong Fritz, Summer School Teacher, ATS – Effective SY12.13
5. Nadia Gerber, Instructional Coaching-Spring 2013, CVES – Effective SY12.13
6. K.C. Jones, Mentor, SHS – Effective SY12.13
7. Caroline Kappes, Instructional Coaching-Spring 2013, ATS – Effective SY12.13
8. Caroline Kappes, Instructional Coaching-Winter 2012, ATS – Effective SY12.13
9. Christian Lawton, Summer Art Program Coordinator, SHS – Effective SY12.13



10. Patrick McCarthy, Disease Prevention, SMS – Effective SY12.13
11. Zulma Morales, Summer School Teacher, ATS – Effective SY12.13
12. Veronica Orozco, Disease Prevention, SOP – Effective SY12.13
13. Deborah Ramirez, Disease Prevention, SMS – Effective SY12.13
14. Kathleen Sheldon, ADE Preschool Boot Camp, SOP – Effective SY12.13
15. Scott Smith, Instructional Coaching-Spring 2013, WGHS – Effective SY12.13
16. Catelin Strang, Disease Prevention, WGHS – Effective SY12.13
17. Ashley Sutton, Mentor, CVES – Effective SY12.13
18. Anong Turner-Riley, SPED Summer Curriculum, SMS – Effective SY12.13
19. Natalie Van Alstine, Disease Prevention – ATS – Effective SY12.13
20. Kathleen Walder, Disease Prevention, CVES – Effective SY12.13
21. Brian Wright, Disease Prevention, SPS – Effective SY12.13

**D. Request for Leave of Absence - None**

**E. Volunteers**

1. James E. Valenzuela, WGHS

**F. Continuing Education Credits - None**

**G. Use of School Facilities**

1. Heat Wave Swim Club has requested the use of the Aquatic Center Pool from June 3, 2013 to July 8, 2013 from 6:00 PM to 8:00 PM for practices and meets.

**H. Gifts and Donations**

<b>Name</b>	<b>Amount/Item</b>	<b>Department/School</b>
Cash	\$277.64	ATS – Field Trip Fees
William Liddicoat	\$500.00	SHS - Football
Green Valley Lions Club/Activities Account	\$152.50	SHS - NJROTC
P&E Concession	\$65.00	WGHS – Field Day
Judith Griebler	\$10.00	WGHS – Boys Soccer
Sahuarita Unified School District Educational Enrichment Foundation	\$950.00	SPS – Playground Initiative
Alex Coelho Memorial/Scholarship Fund	\$5,000.00	SHS - Athletics
Sahuarita Primary School PTO	\$25,000.00	SPS – Playground Structures
Tom Pedriana	Bushnell Voyager	SMS

**I. Approval of School Clubs & PTO/Booster Support Organizations**

1. **School Clubs - None**
2. **PTO/Booster Support Organizations - None**

**J. PTO/Booster Monthly Reports**

1. Educational Enrichment Foundation – None
2. Anza Trail PTO - None
3. Copper View Elementary PTO – March 2013, April 2013 and May 2013
4. SHS Music Booster - None
5. Wolf Pack Booster – None
6. SPS PTO – None
7. SIS PTP – None

**K. Approval of Student Fund-Raising Activities**

<b>Organization</b>	<b>Sale Item Description</b>	<b>Fundraiser Dates</b>
WGHS - Athletics Club	Sell Parking Slips for student parking lot	2013-14 School Year
WGHS - Athletics Club	Dive In - Swimming & Movie at Sahuarita Pool	Summer 2013
WGHS - Athletics Club	Ultimate Athlete Competition ++	August 2013- May 2014 - Date TBD

**L. Overnight Travel –**

<b>School &amp; Names</b>	<b>Purpose</b>	<b>Travel Destination</b>	<b>Travel Dates</b>
Lou Rodriguez & Melissa Ackerley – 120 Students, 30 Chaperones	Music Festival	Fullerton, CA	May 1-4, 2014
District – Barbara Smith & Paula Valdez	ADE – Director’s Institute – Exceptional Student Services	Glendale, AZ	August 26-28, 2013
District - Dr. Valenzuela	AASA National Superintendent Academy	Oceanside, CA	July 22-25, 2013/January 16-19, 2014/July 21-24, 2014/January 15-18, 2015
SHS - Athletics	AIAAA Conference	Prescott, AZ	September 7-10, 2013
SHS - Athletics	Varsity Football Game	Blue Ridge, AZ	August 22-23, 2013
SHS - Athletics	Fall Sports	TBD	October - November 2013

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

**X. Board Reports**

The Governing Board may present reports at this time.

Tom Murphy mentioned an article about sports all stars in our district and said that we were well represented in all sports.

Tom Murphy would like a program summer presentation.

Kris asked if there was something we could do to get the pool open more often.

**XI. Establish Next Board Meeting – June 26, 2013 – 6:30 P.M. – District Auditorium**

**XII. Executive Session – Discussion and Possible Action**

1. Pursuant to A.R.S. §15-843 – Discussion Pertaining to Pupil(s) Disciplinary Proceedings
2. Pursuant to §A.R.S. 38-431.03.A.1 Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussion, an officer, appointee or employee may demand that such discussion or consideration occur at a public meeting.

**XIII. Adjournment – 7:05 p.m.**

  
\_\_\_\_\_  
Governing Board Clerk