



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

July 14, 2004 – Sahuarita High School Library
350 W. Sahuarita Rd. Sahuarita, Arizona

I Call to Order and Pledge of Allegiance

President Anthony Bruno called the meeting to order at 6:38 pm immediately following the hearing on the proposed budget for 2004-2005. Also present were Board members Michael Lurkins, Elaine Hall, Martin McGee, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. There were 29 guests. The Pledge of Allegiance was observed.

II Approval of Agenda

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

III Approval of Minutes – June 23, 2004

Dr. St. John recommended approval of the minutes from June 23, 2004 as they were distributed. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

IV Approval and Ratification of Vouchers

Mrs. Gates recommended ratification of previously approved payroll Voucher 26 in the amount of \$515,819.66, payroll voucher 27 in the amount of \$236,509.47, payroll voucher 28 in the amount of \$158,635.78, payroll voucher 29 in the amount of \$156,539.55, payroll voucher 30 in the amount of \$75,341.05, payroll voucher 1 in the amount of \$18,571.35, new payroll voucher 2 for the pay period ending July 16 in an amount not to exceed \$200,000.00 and new payroll voucher 3 for the pay period ending July 30 in an amount not to exceed \$200,000.00. She further recommended approval of expense vouchers 5051 through 5056 and expense voucher 6001 in a total amount of \$610,768.44. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

V Call to the Public - None

VI Recognition of Staff, Students and Community

Charlotte Gates, Business Manager, recognized Robert (Bob) Lane for his outstanding work and dedication to the Sahuarita School District and the community.

Bob is a high-energy person with great enthusiasm and a strong uplifting personality. He enables all those that he meets to feel at ease. Bob is known to be focused, task oriented and is always willing to help without reservation. With his leadership skills, high ethical standards and tremendous depth of character, he is an inspiration to all who work closely with him.

Bob was a teacher in the Sahuarita Unified School District for 20 years from 1966 to 1986.

He currently serves on the Planning and Zoning Committee for the Town of Sahuarita and the Community Justice Board.

Bob is a long time active member of the Sahuarita/Green Valley Optimist Club, which raises money for scholarships for our students. He is at all of the functions, working and making sure everything runs smoothly.

The district appreciates and thanked Bob for all that he does for the schools and the community - he is a true supporter of education.

VII New Business

A. Instruction – Discussion and possible action

1. Revised 2004-2005 Teaching Calendar

The teaching calendar approved at the March 10, 2004 meeting did not include one early release Wednesday afternoon that the administration had planned for. Dr. St. John recommended that November 10, 2004 be added as an early release day to the teaching calendar for the 2004-2005 school year. Mrs. Hall made the motion and was seconded by Mr. McGee. The motion carried.

B. Business – Discussion and possible action

1. Adoption of the FY 2004-05 Budgets – **Attachment A & B**

Dr. St. John recommended approval of the budget for the 2004-2005 school year at it was presented by Charlotte Gates during the public hearing. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

2. School/Bus Schedule Changes

The administrative team discussed a new proposal in terms of the bus schedule for the 2004-2005 school year. After listening to the comments at the Board meeting held on July 7, it appears that the community has three concerns:

1. Increase School Bus Discipline, which each of the administrators has indicated would be a priority as it always has been in the district.
2. Those who attended the meeting were in favor of increased instructional time.
3. Parents at the July 7 meeting were concerned about having high school students ride with primary students.

Dr. St. John recommended that the high school and middle school schedule change to 7:30 – 2:30 and ride the bus together. He further recommended that the intermediate school and the primary school schedule change to 8:30 – 3:00 and they would ride the bus together. The late bus would leave at its usual time 5:00 pm. SMS changed their lunch hour to 10:51 - 11:30; the primary and intermediate schools can then start their lunches after 11:30. This increases instructional time at SPS and SIS, which is a concern of the district. It also allows the primary and intermediate schools to have a block of time for instruction before they go to lunch. Dr. St. John stated that this is an earlier start for those in the outlining areas. The teacher day at SPS and SIS may be longer because of the buses. Mr. Lurkins made the motion and was seconded by Mrs. Hall. Discussion followed. Mr. McGee asked what time the Arivaca students would need to get on the bus. Dr. St. John stated that the first pickup time would be 5:45 am and they would be at school by 7:15 am. The Arivaca run for the middle and high school would leave at 2:40 and all the students would be off the bus by 4:00 pm. The Board needs to consider increasing the instructional time and at the same time relieve some pressure off the transportation department. Mr. Bruno stated that as he sees it, it is not just an issue regarding increase of instructional time, but also a bus issue. Is there a plan in place for purchasing buses over the next few years and is this just a short-term fix for the transportation department? Dr. St. John stated that the primary purpose of changing the schedules is due to increase of instructional time, but it will also benefit the transportation department. With the growth in the district, buses will need to be purchased regardless of the Board's decision. It can take 8-10 months to purchase a bus. Mr. McGee asked how much the instructional time would increase. Instructional time would increase approximately one

hour a day. Mr. Lurkins asked what time the Arivaca students get on the bus in the morning now. Mrs. Gates stated that it is at 6:05. The students would have to get the bus approximately 20 minutes earlier.

Mr. Rudy Verdis spoke against the schedule change. He is concerned about the different times his four children would have to wait for the buses since they attend different schools.

The motion failed 3 to 1 with Mr. Lurkins voting in favor of the schedule changes.

IX Superintendent/Administrative Reports

Dr. St. John – The US Marine Corp Band will be performing on Thursday, November 18 for a 7:30 concert.

The district received a parent letter supporting the schools and how pleased they were with the district.

Dr. St. John distributed the preliminary layout of the new high school wing he received from the architect group Emc2. The architects proposed a schedule that shows the new wing opening by July 1, 2005. The reason for accelerating the schedule is due to the value of the funds that the SFB has given the district to build the new building. The funds do not increase in value while construction costs continue to rise. Another reason for the accelerated schedule is due to classroom space, the high school is out of classroom space.

The district refinanced \$11,175,000 worth of bonds. This saved taxpayers of the district an approximate amount of \$482,906 by doing this.

Dr. St. John distributed information from Rancho Sahuarita regarding students walking to school.

Dr. St. John will out of the district until Thursday, July 22.

X Consent Agenda – Action

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

A. Employment/Reassignment

1. Caroline S. Torres, Math Teacher – SHS – Replacement – Effective 08/03/04
2. Theresa Noe, CTE Teacher – SHS – Replacement – Effective 08/03/04
3. Tim Moynihan, Maintenance Tech/HVAC – Maintenance Department – Change in Status – Ratification to 07/14/04
4. Vicky Cochran, ELL Teacher – SMS – Replacement – Effective 08/03/04
5. Cynthia Castro-Minnehan, CTE Teacher – SHS – Replacement – Effective 08/03/04
6. Ron Boyter, Counselor – SHS – New Position – Effective 08/03/04
7. Brenda Ross, Speech Therapist – SUSD – Replacement – Effective 08/03/04
8. Nicole Cassetty, SSTAR Instruction Aide – SMS – Replacement – Effective 08/03/04
9. Alexandria Scott, Kindergarten Teacher – SPS – Replacement – Effective 08/03/04
10. Margaret Meister, Special Education Teacher – SMS – Replacement – Effective 08/03/04
11. Patricia Lynn Cummins, Physical Education Teacher – SHS – New Position – Effective 08/03/04
12. Penny Nichols-Hoffman, Kindergarten Teacher – SPS – Replacement – Effective 08/11/04
13. John Haas, Guidance Counselor – SMS – Change in Status, Part time to Full time – New Position – Effective 08/03/04

B. Resignation, Terminations, Retirements

1. Phillip Cox, Speech Therapist – Resignation Effective 05/21/04
2. Laura Heesacker, Special Education Therapist – Resignation Effective 05/21/04
3. Rhonda Golden, Inventory Control Tech – Termination Effective 06/30/04
4. Sarah Ott, Instructional Aide III/SE – Resignation Effective End of 2003/04 School Year
5. Jim Wright, High School Parking Lot Security – Resignation Effective End of 2003/04 School Year
6. Erika Christian, Instructional Aide II/Title I – Resignation Effective End of 2003/04 School Year

C. Approval of 2004/05 Extra Duty Addenda – Joe Rieman, Summer Weight Room Conditioning

D. Approval of Student Activity, Auxiliary and Revolving Fund Expenditures – June 2004

E. Procurement

1. Approval of Sole Source Providers – US Postal Service, Trico Electric Cooperative, Tucson Electric Power Co., Southwest Gas Corporation, US West Communications, AZ Interscholastic Assn., Arizona School Boards Association, Arizona School Administrators, Arizona Trane, Visions-Windsor Management, Renaissance Learning System, Authentic Data Solutions, Custom Roofing, Westland Resources, Apple Computer Inc., Climatec, Inc., Economy Pool Supply.

F. Gifts & Donations

1. Mr. Jesus Hernandez – Thirty Formal Dresses – SHS Drama Department

XI Board Communication

Tony Bruno requested a tour of the new administration building for the Governing Board members.

He also stated that during the summer lunch program at Sopori School two young ladies vandalized the bathrooms. They have written an apology letter to the Board for their actions. They will also be required to clean the bathrooms.

XII Establish Next Board Meeting – August 11, 2004, District Auditorium

XIII Executive Session

Mrs. Hall moved the Board enter executive session pursuant to §A.R.S. 15-843 to hear the request of a high school student to return to the regular classroom setting, to hear the possible appeal of the decision of the hearing officer in a long-term suspension hearing and to hold a hearing and take action on possible discipline of a high school student – Discussion and possible action. A roll call vote was taken with all members voting aye. The time was 7:12 PM. The Board returned to regular session at 7:48 PM and adjourned the meeting

XIV Adjournment

The meeting was adjourned at 7:50 PM. Mrs. Hall made the motion and was seconded by Mr. McGee. The motion carried.

Respectfully,

Clerk of the Board

*Unofficial until approved at the
August 25, 2004 Board Meeting*

ATTACHMENT A

**SAHUARITA UNIFIED SCHOOL DISTRICT
2004/05 BUDGET LIMITATIONS**

MAINTENANCE & OPERATION LIMITATIONS

BRCL (Base Revenue Control Limit):	8,746,424
Determined by such as the number of students, type of student, experience of teaching faculty, size and type of school district, and the state adopted base support level. FY02 budget includes Rapid Decline Adjustment and Loss of Tuition Adjustment.	
TRCL (Transportation Revenue Control Limit):	1,498,014
The TSL (Transportation Support Level) is determined by the number of miles eligible students were transported. The difference of the TSL for the prior year and the budget year is added to the prior year TRCL. This number becomes the budget year TRCL.	
RCL (Revenue Control Limit):	10,244,438
The BRCL plus the TRCL	
CORL (Capital Outlay Revenue Limit) Transferred to M & O:	0
The unweighted student count times the state adopted capital outlay base level, plus growth factor, and grades 9-12 textbook support level. May be added to General Budget Limit as district desires.	
Assistance for Education	0
Registered Warrants	0
RCL Additions:	
Growth Adjustment	0
Override Authorization	1,024,444
Tuition Revenue	450,000
Budget Balance Carry Forward from prior year	407,019
Excess Utilities	<u>401,936</u>
GENERAL BUDGET LIMIT	12,527,837

CAPITAL LIMITATIONS

SCA (Soft Capital Allocation):	537,967
The unweighted student count times the state adopted Soft Capital Allocation per student	
Budget Balance Carry Forward from prior year	<u>58,734</u>
Interest earned FY 03-04	385
SOFT CAPITAL BUDGET LIMIT	597,086

Unrestricted Capital Outlay Fund:

Capital Outlay Revenue Limit	714,461
The unweighted student count times the state adopted capital outlay base level, plus growth factor, and grades 9-12 textbook support level. May be added to General Budget Limit as district desires.	
CORL transferred to M & O	0
	714,461
Tuition Revenue Capital	50,000
Interest Earned FY 03-04	313
Budget Balance Carry Forward from prior year	<u>121,390</u>
UNRESTRICTED CAPITAL BUDGET LIMIT	886,164
AMOUNT AVAILABLE FOR CAPITAL EXPENDITURES	1,424,131

ATTACHMENT B

Revised FY 2004 REVENUE CONTROL LIMIT AND GENERAL BUDGET LIMIT

	<u>Revision 5-04</u>	<u>Proposed 05</u>	<u>Inc/Dec.</u>	NOTES
Base Revenue Control Limit	7,567,757	8,746,424	1,178,667	
Transportation Revenue Control Limit	1,498,014	1,498,014	-	
Revenue Control Limit	9,065,771	10,244,438	1,178,667	
CORL moved to M & O	-	-	-	
Override	906,577	1,024,444	117,867	
Growth adjustment	1,165,370	-	(1,165,370)	
Tuition	450,000	450,000	-	Tuition estimate
Excess Utilities	401,936	401,936	-	
Carryforward from prior year Assistance for Education	315,546	407,019	91,473	Carryforward from FY04
	-	-	-	
Registered Warrants	2,681	-	(2,681)	

12,307,881 12,527,837 219,956

FY 2003/04 CAPITAL LIMITS

	<u>Revision 12-03</u>	<u>Revision 12-03</u>	<u>Inc/Dec.</u>	
SOFT CAPITAL:				
Soft Capital Allocation	462,472	462,472	-	
Interest Earned Prior Year	134	385	251	
Soft Capital Budget Carry Forward	31,128	58,967	27,839	Carryforward from FY 2004
Soft Capital Budget Limit	493,734	521,824	28,090	
UNRESTRICTED CAPITAL:				
Capital Outlay Revenue Limit	609,034	609,034	-	
Tuition Revenue	50,151	50,000	(151)	FY 2005 estimated Tuition
Interest Earned Prior Year	193	313	120	
Carryforward from Prior Year	233,900	121,390	(112,510)	Carryforward to FY05
Unrestricted Capital Budget Limit	893,278	780,737	(112,541)	