



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

**6:30 p.m. – August 13, 2003 – Sub Hall B – Sahuarita Auditorium
350 W. Sahuarita Rd, Sahuarita, Arizona**

I. Call to Order and Pledge of Allegiance

President Elaine Hall called the meeting to order at 6:31 PM. Also present were Board members Michael Lurkins, Anthony Bruno and Superintendent Dr. Jay C. St. John. Business Manager Charlotte Gates, Board members Martin McGee and Daniel Zobenica were absent. There were 12 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

Dr. St. John recommended approval of agenda with correction to the Consent Agenda, Item A – Employment/Reassignment, removal of No. 13 - Marcelo Anguamea. Mr. Lurkins made the motion and was seconded by Mr. Bruno. The motion carried.

III. Approval of Minutes – July 9, 2003

Dr. St. John recommended approval of the minutes for July 9, 2003 as distributed. Mr. Bruno made the motion and was seconded by Mr. Lurkins. The motion carried.

IV. Approval and Ratification of Vouchers

Dr. St. John recommended ratification of previously approved payroll Vouchers 1 in the amount of \$40,578.07, payroll Voucher 2 in the amount \$93,842.00, payroll Voucher 3 in the amount of \$113,236.72 and new payroll Voucher 4 for the pay period ending August 15, 2003 in the amount not to exceed \$600,000.00. He further recommended approval of expense vouchers 4062 through 5005 in a total amount of \$545,445.06. Mr. Lurkins made the motion and was seconded by Mr. Bruno. The motion carried.

V. Call to the Public - None

VI. Recognition of Staff, Students and Community - None

VII. New Business

A. Personnel – Discussion and Possible Action

1. Project Inspire – Approval of New Positions – Two additional instructional aide III positions.

Dr. St. John received a memo from Barb Smith requesting two additional positions for Project Inspire. As the school district's student population grows so does the population in the Project Inspire program. This creates the need to add additional positions. The Individuals with Disabilities Education Act or IDEA will provide the funding for those positions. This grant has already been approved. Dr. St. John recommended approval of the two additional positions. Mr. Lurkins made the motion and was seconded by Mr. Bruno. The motion carried.

2. Approval of New District L.I.N.K. Director

Dr. St. John received a memo from Carol Webb, former director of our LINK program. Carol recommended that we employ Shannon Moga as Director of the LINK program. Carol further recommended changes in salary and benefits for the District LINK Director. Dr. St. John intends to move the operation of the LINK program to the Foundation in the future. Dr. St. John recommended Ms. Moga's employment and changes in salary and benefits based on the recommendations in the memo. Mr. Bruno made the motion and was seconded by Mr. Lurkins. The motion carried.

B. Business – Discussion and Possible Action

1. Disposal of Books

Dr. St. John received a memo from Daryl Rawson, Facilities Director. Mr. Rawson requested the Board declare some unusable middle school level math and science books and some high school level science books as having no value to the district. Daryl will then be able to offer them to non-profit organizations as soon as the Board approves the request. Dr. St. John recommended approval of the request. Mr. Lurkins made the motion and was seconded by Mr. Bruno. The motion carried.

2. Arizona Business & Education Coalition

Prominent business people and educators started a statewide organization in Tucson by the name of Arizona Business & Education Coalition. Elaine Hall and Dr. St. John attended one of the meetings and were impressed with their effort to join business people and educators together. There is a cost associated with the membership, which is 50 cents per student. The cost may be approximately \$1200.00. Dr. St. John recommended membership to the organization. Mr. Bruno made the motion and was seconded by Mr. Lurkins. The motion carried.

3. Tucson Metropolitan Chamber of Commerce

The Tucson Metropolitan Chamber of Commerce sent a representative to speak to Dr. St. John regarding membership. Dr. St. John does not believe that there is a benefit for the school district to join the TMCC at this time. Very few other districts belong to the organization. Dr. St. John did not recommend membership. No motion was made.

4. Hispanic/Native American Caucus of the ASBA

Tony Bruno emailed Dr. St. John regarding the Hispanic/Native American Caucus of the ASBA. Tony has been a member of the organization for 4 years. Charlotte Gates and Dr. St. John will reimburse Tony for his membership. Tony recommended that the district's School Board members become a member of the organization. The cost for membership is \$100.00 for the Board. Dr. St. John recommended membership to the organization. Mr. Bruno made the motion and was seconded by Mr. Lurkins. The motion carried.

5. Performance Pay Plan – District Goal

Dr. St. John stated that with the passage of Proposition 301, a certain amount of the teacher's pay is based on sales tax. With this passage we have to have a performance pay plan in place. Historically, 50% of the performance pay plan is based on the teacher's evaluation. If a teacher in the district is on a plan of improvement they will not receive performance pay. The teachers also submit

their scores on the district assessments to meet district goals. Two years ago when performance pay was first implemented, there were concerns about attendance rate district wide. State Aid was reduced because student attendance was at the 95% or 96% level. We established this as a district goal. Each building presented a plan to Dr. St. John with incentives to students to improve attendance. Second year, the plans were implemented and state aid hasn't been reduced for a few years because of this. A concern of the Board and the district is our excess utilities; the provision in the law that allows to budget outside the revenue control limit for any excess utility cost will be discontinued in the 2008-2009 school year. This is approximately \$400,000.00 and it would have to be taken out of the regular budget. We would like to establish a district wide goal to decrease utility usage. Each building will present to Dr. St. John a plan to reduce energy usage. Dr. St. John recommended the reduction of energy usage as the district goal for the performance pay plan for the next two years. Mr. Lurkins made the motion and was seconded by Mr. Bruno. Discussion followed.

Tony Bruno stated that the state has frozen excess utilities and any utility cost that the district incurs in excess of that frozen amount is taken from M&O. He questioned why this should be a goal if teachers are paid through M&O. This should be incentive in itself. Dr. St. John stated that the goal is a more directive. Mr. Bruno stated that he felt teachers do not understand what goes on at the state level with their M&O. A lot of extra work is done to cover it. The motion carried.

6. LGIP Investment – Discussion only item

Dr. St. John stated that school districts are required by statute to borrow funds if they are short and invest if they have excess funds through a local government investment pool that the county treasures office takes care of. A poor investment was made and it cost the school district a total of \$91,657.85. It doesn't appear that there is anything the district can do about the situation. It is not an adjustment to our budget capacity, but is an adjustment to our cash. For the taxpayers in the district this means that tax rates will raise to make up for the \$91,657.85.

VIII. Superintendent/Administrative Reports

Charles Oldham stated that enrollment at Sopori is at 227 students on campus. This is better than what the enrollment was at the end of last year. He commented on the first day of school and that it is always exciting to see the students and parents on this day. The students were well dressed and well behaved.

Barb Smith stated that opening day was great. It was wonderful to see 434 faces at the school today. She stated that pre-school should get started next week; work is being done on child finds for Friday and Monday. Capacity in preschool is 80 due to the health department. Enrollment will be 80. Barb thanked Mr. Lurkins and Dr. St. John for visiting the school today. The staff is great and working with the new staff and the returning staff is enjoyable. She has enjoyed having Scott Downs as the new assistant principal. He has been a big help to her.

Wayne Ross stated that the intermediate school had 433 students on campus today. On paper at this time enrollment is at 476. Everything was calm on the first day of school and commented on his staff. He stated that he has the best staff around. Several people visited the building today including Mike Lurkins and Superintendent Dr. St. John. In the morning, Laura Blanco was there to help Ida answer the phones; the support was tremendous. Dr. Ross spoke with Fred Huff earlier about the bus schedule and what time the students needed to be at the busses. A conversation between Fred and Linda was about doing it better and making it perfect.

Dr. Ross gave credit to the Board members for working as a team. He commented on what the Board has to go through to plan for additional teachers and staff and at the same time look at revenue control levels and many other items. He stated that he met two people from Phoenix who were excited about what they heard about this school. It influenced their decision to purchase homes in Rancho Sahuarita. The school is growing to greatness in a planned, intentional and professional way.

Dr. Ross had the opportunity to read to the 3rd grade students today. They are focused on the goal that has been set for them.

Kathy Shiba stated that the middle school had a terrific day. The students were well behaved and looked terrific. No problems, everything went smoothly. There are 628 students registered and 601 students attended today. Open house is August 21st from 5:00 PM to 8:00 PM.

Steve Kellermeyer stated that the entire staff at the high school came to work today ready to work toward the changes that are needed for this fall. Student enrollment is at 806, 13 new students today alone. The temporary help is greatly appreciated from Ron Boyter.

He commented on how great it was to see Mike Lurkins and Dr. St. John on campus.

A survey program that was started last year through the University of Michigan will continue this year. This survey has been done since 1975 and are included nationwide as samples for high school students in regards to where the next generation is going. The findings will be published in almost every major newspaper in the country and the national news programming on all the television networks. This will be the last year, it is a two-year program and \$500.00 is received for participating.

Dr. St. John introduced Mary Northey, the new director of personnel. Mary stated that she is honored to be working for Sahuarita Unified School District.

Dr. St. John reminded everyone that the established district wide goal is reading. A few weeks ago, Dr. St. John asked Mrs. Gates to give him information on the amount of funds that have been spent on purchasing textbooks at this time. A commitment was made to the teachers and students of this district to purchase a new Reading series and all the English language textbooks that are needed to teach reading and language arts district wide. The budgetary process led to the amount of \$283,000.00 that was spent on new textbooks in the district.

Dr. St. John commented on the tax increase for a home in our district with a limited value of \$100,000.00, assessed valuation at 10% of that. Primary tax rate increased 1.2%, the primary tax due is 1.2%, and for a person who has a limited value home of \$100,000.00 in our school district their taxes went up on the primary rate \$3.66. Secondary tax rate is where the bonds that we passed originally in 1996 are paid. Secondary tax rate increased for the override and then decreased for the bond by 27 cents or about -7.75%. Total secondary tax rate declined 3.99%; tax bill on the secondary rate for the school district will go down from 445.84 to 428.06. That is a \$17.78 or a -3.99%. Overall the tax rate in our district declined 1.88% or \$14.12 on \$100,000.00 home in our district.

The Legal Class 3 property in our school district cash value is \$200,469,885.00 with a parcel count of 2409, this year it is up to \$245,692,795.00 with a parcel count of 2773. Home values increased from 83,217.05 to 88,601.80, a 6.47% increase and there are 364 additional homes in our school district. There is also an increase in the secondary class also.

Staff members have questioned in the past how other districts can pay their teachers better. Dr. St. John presented information on other districts and what they are doing to be able to do some of the things they are doing in terms of staff. The districts are transferring their entire capital outlay revenue control limit that can be transferred to M&O.

The Association of School Business officials has sent us a Certificate of Excellence in Financial Reporting again this year. This is directly related to Charlotte and her staff, we keep excellent financial reports.

Dr. St. John has asked Ron Boyter to help at the high school for a couple of weeks. Ron is a former high school counselor and a former assistant principal at the high school. Steve Kellermeyer will do a wonderful job filling in for Dave Holmer but there is concern that Steve could be called away to deal with a problem student and this would not allow him time to focus on other situations.

There were bees on campus today and they have made their way to the ladies room in the auditorium. The bees were in a tree near the middle school basketball court. The space was roped off and the middle school students were taken a different route into the cafeteria. The bees are mesquite tree honeybees and will be disposed of tomorrow morning.

Laura Acosta, a parent that works at Raytheon, has received a national award for her part in helping our school district. She will be invited to a meeting in the future and will be recognized for her role in the district.

White Elephant forms are here and we will put in our request by September 26 for funds from them. The district receives approximately \$160,000.00 a year from the White Elephant, \$60,000.00 in scholarships and about \$100,000.00 in cash. Dr. St. John thanked the Board for giving the administrators time off with pay to volunteer at the White Elephant during the summer.

May 23, the last day of school, enrollment was at 2303 with the preschool. This year on the first day of school the enrollment was at 2503 not including the preschool. There is some concern with enrollment in a few grade levels; there is a possibility the numbers will increase. We will continue to approach the Board with requests for new positions due to the increase.

IX. Consent Agenda

The superintendent recommended approval of those items on the Consent Agenda with the correction of Item 13 as stated at the beginning of the meeting. Mr. Lurkins made the motion and was seconded by Mr. Bruno. The motion carried.

A. Employment/Reassignment

1. Dan Komperda – Head Volleyball Coach – SHS – Replacement
2. Margie Peterson – Kindergarten Teacher – SPS – New Position – Ratification to 8/4
3. Steven Warden – 7th & 8th Special Education Teacher – Replacement – Ratification to 8/4
4. Susan Kachel – Computer Technician – Sopori – Replacement – Ratification to 8/11
5. Laura Heethsacker – Special Education Therapist – Job Share
6. Geri Priest – Half Time Special Education Teacher – Sopori – Transfer from SMS
7. Stacey Abend – 7th and 8th Science Teacher – SMS – Replacement – Ratification to 8/4
8. Karen Burns – Sopori Half-time Music Teacher – Replacement – Ratification to 8/4
9. Joni Keating – Alternative Suspension Teacher – SHS – Replacement – Ratification to 8/4
10. Lisa Hernandez, Attendance Clerk – SHS – Replacement – Ratification to 7/28
11. Dianna Moreno, Instructional Aide - LINK – Increase in work hours from 5 to 7 and work days from 197 to 218 – Ratification to 7/28

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12. Dianna Martinez, Instructional Aide – LINK – Change in Status from Sub to Regular – Ratification to 7/1
13. Marcelo Anguamea, Instructional Aide III – SE Project Inspire – New Position – Ratification to 8/11
14. Eleanor Gastelum, Instructional Aide III – SE Project Inspire – New Position – Ratification to 8/11
15. Heather Cushman, Instructional Aide III – SE Project Inspire – Replacement – Ratification to 8/11
16. Nancy Bird, Instructional Aide III – SE Project Inspire – Replacement – Ratification to 8/11
17. Betty Echenique, Instructional Aide III – SE Project Inspire – Replacement – Ratification to 8/11
18. Timothy Moynihan, Maintenance Technician – Replacement – Ratification to 7/21
19. Carlos Ochoa, Grounds Worker I – Replacement – Ratification to 7/23
20. Grounds Worker I – New - Name Available
21. Instructional Aide I – SPS – New – Name Available
22. Instructional Aide II Alt. Suspension Program – SHS – Name Available
23. Instructional Aide II – Title I – SHS – Name Available
24. Instructional Aide II – Title I – SPS – Name Available
25. Instructional Aide III – ICP – SMS – Name Available
26. Instructional Aide II – SE – SIS – Name Available
27. Instructional Aide II – SE – Preschool – Name Available
28. Instructional Aide III – SE – Project Inspire – Name Available

B. Resignations/Terminations/Retirements

1. Elsa Trujillo, Instructional Aide III – SE – Project Inspire – Verbal Resignation August 5, 2003

C. Gifts & Donations

1. American Lung Association - \$1200.00 – Sopori Elementary School
2. American Council on Education - \$50.00 – Sahuarita High School
3. Greater Green Valley Community Foundation - \$2000.00 – L.I.N.K
4. Mrs. Marlene Lovell and Mr. Calvin Kemp – Computer Equipment and support material – Sopori Elementary School

D. Approval of Teacher Evaluators for 2003-2004 School Year – Barbara Smith, Scott Downs, Kathy Shiba, Carol Rakowski, Wayne Ross, Steve Kellermeyer, Charles Oldham, Jay C. St. John

E. Substitute Teacher Renewal for 03-04: Norma Higuera-Trask, Beverly Krumiede, Sandra Senn, William Scheffer

F. Approval of Jay C. St. John as a hearing officer in long-term suspension hearings.

G. Approval of Student Activity, Auxiliary and Revolving Fund Expenditures – June, 2003

X. Board Communication

Mr. Lurkins thanked the principals and teachers for all their work. He visited the schools today and commented on how impressed he was with the teachers. Their work is greatly appreciated. He stated that it was incredible to see the amount of students in both the 4th grade classes and the kindergarten classes. The 4th grade classed had approximately 31 students in them and the kindergarten classes were at approximately 26.

Mrs. Hall stated that Anthony Bruno and herself had attended the AZ School Boards Association's Summer Conference in Flagstaff. The conference went well. The Governor attended and spoke with them for a while.

Mr. Bruno had the opportunity to speak with the Governor. The Governor's point people will be in Sahuarita on August 27, after 3:00 to tour the district. They will try to discuss the School Facilities Board issues and other issues in this area. There will be at least three of the Governor's people here prior to the Governors visit, which should be before the end of the year to also tour the facilities.

XI. Establish Next Board Meeting – August 27, 2003, District Auditorium

XII. Executive Session

Mr. Bruno moved the Board enter executive session 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. 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. Mr. Lurkins seconded the motion. A roll call vote was taken with all members voting aye. The time was 7:15 PM. The Board returned to regular session at 7:42 and adjourned the meeting.

XIII. Adjournment

The meeting was adjourned at 7:44 PM.

Respectfully,

Clerk of the Board