



Sahuarita Unified School District No. 30

Sahuarita High School
Sahuarita Primary School

Sahuarita Middle School
Sahuarita Intermediate School

Sopori Elementary School
Sahuarita Intermediate School

Regular Governing Board Meeting Minutes 6:30 p.m. – August 25, 2004 – 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, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. Board member Martin McGee was absent. There were 41 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

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

III. Approval of Minutes – July 14 and August 11, 2004

Dr. St. John recommended approval of the minutes of the Regular Governing Board meeting on July 14, 2004 and the Regular Governing Board meeting on August 11, 2004 as 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 4 for the pay period ending August 13, 2004 in the amount of \$319,548.28 and new payroll Voucher 5 for the pay period ending August 24, 2004 in the amount not to exceed \$800,000.00. She further recommended approval of expense vouchers 5061 through 5063 and expense vouchers 6005 and 6006 in a total amount of \$253,841.98. Mrs. Hall made the motion and was seconded by Mr. Lurkins. The motion carried.

V. Call to the Public - None

VI. Recognition of Staff, Students and Community

Kathy Shiba, Principal of Sahuarita Middle School recognized Katrina Powell, Courtney Brown, Michelle Roosma, Dustin Powell and Will Roosma. These staff and community members attended a cheerleading camp with the middle school cheerleaders and spent a tremendous amount of time and energy. The cheerleaders did a wonderful job and received several awards.

VII. New Business

A. Instruction – Discussion and Possible Action

1. Recommendation of Community School Classes for Adults

Last school year the district offered a community school class in the woodshop area. Diane Miller established the fee for the class and the school district asked that she include a \$10.00 rental fee for the room. After reviewing policies from other districts, Dr. St. John recommended that the instructor who would like to teach the class would develop all class fees. He further recommended that if the instructor is a non-district employee they will receive 75% of the revenue and the school district will receive 25% of the revenue. If the

instructor is a district employee they will receive 80% of the revenue and the school district will receive 20% of the revenue. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

B. Business – Discussion and Possible Action

1. Possible Budget Cuts if Override Does Not Pass

The district will have to cut \$400,000.00 if the Override does not pass. At a Special Governing Board meeting held on August 17, 2004, the Governing Board discussed what those cuts should be. The Governing Board stated that half of those cuts should come from athletics both at the high school and the middle school. The cuts would be as follows:

1. Athletics including salaries and supply funds - \$80,000.00
2. Extracurricular Activities - \$70,000.00
3. High School Athletic Director - \$21,000.00
4. Vocational Education Director - \$13,000.00
5. Counselors – SPS ½ Time, Sopori ½ Time, SIS ½ Time, SMS Full-time, and SHS Full-time - \$137,416.00
6. Music – Sopori ½ Time, SIS Full-time, SPS Full-time - \$84,000.00

The total amount the Board would have to cut before the budget is adopted on July 15, 2005 is \$408,421.00. The principals will be responsible for cutting the amounts out of their athletics. The duties of the HS Athletic Director and the Vocational Education Director will be the responsibility of the principal. There would be no counselors, these positions would go away. Dr. St. John stated that if the override does not pass after three times more cuts would have to happen. Dr. St. John recommended the above cuts. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

2. 2005 Capital Improvement Plan

Every year the district is required to submit it's Capital Improvement Plan to the School Facilities Board by September 1. Dr. St. John introduced Mr. Terry Vogel from Pinnacle One. Pinnacle One has been hired to deal with the Capital Improvement Plan. The plan includes a five-year look at what is happening in the school district regarding enrollment. Pinnacle One contacts the Planning and Zoning departments for information about what developers and builders are planning to do in the community.

Mr. Vogel stated that most of the residential growth in the District is occurring in the large Rancho Sahuarita development. There is also major residential growth occurring around the area of Duval Mine Road and Interstate 19. It is currently estimated that more than 10,000 new homes will be built within the District in the next seven years. That number will increase, as there are a number of future developments to be started within five years. Currently the School Facilities Board has approved a new middle school and a new wing at the high school, it has also conceptually approved a new high school and two new elementary schools with projected openings of August 2006, 2007 and 2009. After conducting the research, Pinnacle One has discovered that the district will need to build another new middle school and high school to be opened in August 2010 and August 2011.

Dr. St. John recommended approval of the Capital Improvement Plan prepared by Pinnacle One. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

C. Governing Board – Discussion and Possible Action

Dr. St. John recommended approval of the following policy changes recommended by the Arizona School Board Association.

Revision of Policies

- a. BBBD – Board Member Removal from Office
- b. GCCD – Professional/Support Staff Military/Legal Leave
- c. IHA – Basic Instruction Program
- d. IHBF – Homebound Instruction
- e. JG – Assignment of Students to Classes and Grade Levels
- f. JR/JR-R/JR-EB – Student Records
- g. KF-RA – Community Use of School Facilities
- h. LC/LC-E – Relations with Education Research Agencies

Mrs. Hall made the motion and was seconded by Mr. Lurkins. The motion carried.

VIII. Superintendent/Administrative Reports

Dr. Jay C. St. John – The Long Range Planning Committee met on August 18, 2004. They are considering making a recommendation to the Board that at least one, possibly two more K-12 sites should be built. Rather than have buildings separate and at different sites, this would allow all buildings to be together at one campus.

If the present middle school continues to get crowded, Sopori may be asked to become a K-8 site rather than a K-5 site. This would allow 120 more students to stay at that site.

Dr. St. John met with the school architect and the construction company. The construction company will give the district a guaranteed maximum price on the new wing at the high school next Wednesday. The plans are 95% complete and have been delivered to the Town for their review. The guaranteed maximum price should be brought for approval to the Board at the first meeting in September.

The infrastructure group that Dr. St. John is Chairman of met today. The group's goal is to make sure that schools do not get caught short in terms of infrastructure for new school sites. It appears that the problem isn't as much local as it could be with the funding from the state.

A Foundation Board meeting was held tonight. The Sahuarita Educational Enrichment Foundation has generated approximately \$30,000.00 in income over the last year. The majority of the funds were spent on the two new marquees for SMS/SPS and SIS/Auditorium. The Foundation is expecting a significant donation shortly. It is also considering operating the LINK before and after school program, therefore; it is expected to become more active in the community.

Rancho Sahuarita held a Citizens Action Committee meeting last week. Dr. St. John was asked to speak to concerned parents from Rancho Sahuarita.

Dr. St. John continues to be a part of the Metropolitan Education Commission and has now been appointed Vice Chairman of the group.

A reminder to the Board that once a month the Youth Service Team, groups from the community who deal with children, meet together with representatives from the school to discuss different topics.

Dr. St. John attended the SMS open house. The issue was brought up about parking and the district is aware of this. These events will have to be coordinated with Pop Warner.

Dr. Kim Brown, Superintendent of Continental School District, met with Dr. St. John and he is interested in doing some cooperative measures with the school district in terms of personnel training.

The Override Committee has asked what the benefits or additions would be if the override passed. The district would like to see more music, art, continue to keep class sizes small, additional security in terms of 24-hour security on the campus.

Charlotte Gates reported that four regular route busses and one extra curricular bus have been ordered. The total amount for the purchase is \$406,201.00. Financing has been arranged on a 5-year term with a payment of \$87,428.00. First payment is due in October and the following will be July 31, 2005. The busses are anticipated to be here in 15 to 45 days from the day they received the purchase order.

Two routes have been added to the Rancho Sahuarita area in the morning with a total of nine busses serving the Rancho Sahuarita area and an additional activity bus may be added. The pick-up time in the morning has been adjusted by 10 minutes to accommodate the number of students riding the bus in the morning.

Larry McKee introduced students from the high school that attended the meeting to observe the political process.
Current enrollment at the high school is at 945.

Kathy Shiba – The SMS open house was great there were approximately 700 people who attended. The parking was a problem due to the Pop Warner event. Kathy thanked the Green Valley Optimist Club for serving hamburgers and hotdogs. They made \$350.00 that they donated to SMS. Picture day is Monday. The first volleyball and football games will be on Monday at Desert Sky. Over 70 students are interested in football; there will be an A and a B team so that all can participate. Enrollment is at 720

Wayne Ross – Enrollment at SIS is 571. Band instrument orientation for 5th grade was held today. Thursday at 6:00 PM in the SIS music room parents will get more information on costs for instruments. September 8 from 5:00 – 6:30 PM will be the SIS open house. A Book Fair will begin on September 11, 2004. September 14, 2004 at 6:00 PM in SIS Library will be the first Parent Involvement Council meeting.

Barb Smith – There is a concern with pre-school. The total number that can be served is 80, which will be filled with no problems, but there are approximately 60-70 children on a waiting list. The concern is where pre-school will be housed in the future.

Charles Oldham – Sopori is getting two or three new students a week. The open house will be on September 30, 3004. Mr. Oldham welcomed his new staff; they are doing a wonderful job.

Mary Northey – Mary welcomed Bernice Brown the new human resource specialist. The focus of the personnel department right now is recruiting qualified teachers. There will be a guest teacher orientation on Monday.

Consent Agenda

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. Lurkins. The motion carried

A. Employment/Reassignment

1. Marie F. Gipson, Tech Lab Aide – SHS – Replacement – Ratification to 08/17/04
2. Marlo Rae Nottingham-Smith, Half Time Counselor – Sopori – Replacement – Effective 08/30/04
3. Pete Bearse, Asst. Football Coach – SHS – New Position – Ratification to 08/02/04
4. Jackie Park, ISS/ASP Instructional Aide – SHS – Replacement – Ratification to 08/12/04
5. Karen Emshwiller, Instructional Aide III – Project Inspire – Replacement – Ratification to 08/13/04
6. Holly Hobbs, Instructional Aide III – Project Inspire – Replacement – Ratification to 08/12/04
7. Suzanne Rowland, Instructional Aide III – Project Inspire – Replacement – Ratification to 08/09/04

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8. Elizabeth Longacre, Instructional Aide III – Project Inspire – Replacement – Ratification to 08/09/04
9. Susie Alday, Instructional Aide III – Project Inspire – Replacement – Ratification to 08/09/04
10. Alicia Verwys, Instructional Aide III Change in Status from Permanent to Sub – Project Inspire – Ratification to 08/11/04

B. Resignations/Terminations/Retirements

1. Allen Graham, Building/Grounds Tech – Termination Effective 08/11/04
2. Cynthia Castro-Minneham, SHS Teacher – Resignation Effective to 08/18/04
3. Sarah C. Bell, Speech & Language Aide – Resignation Effective 08/18/04
4. E. William Gates, SMS Science/Math Teacher – Resignation Effective 09/06/04++

C. Gifts & Donations

1. The Salvation Army – School Supplies – SMS

D. Student/Staff Travel

1. Charlotte Gates – Cincinnati, Ohio – AASBO Conference – October 15-19, 2004

E. Approval of Extra Duty Addendums – Names Available

F. Approval of Substitute Teacher – Gilbert Garcia – Ratification to 08/16/04

G. Approval of Medical Leave of Absence for Laura Bender, Teacher at SMS – Effective 2004-2005 School year.++

IX. Board Communication

Michael Lurkins – Mr. Lurkins stated that the district is lucky to have such a great staff. The SMS cheerleading coaches did a wonderful job with the cheerleaders at camp this summer.

X. Establish Next Board Meeting – September 8, 2004, District Auditorium

XI. Executive Session

Mrs. Hall moved the Board enter executive session pursuant to:

1. §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/expulsion hearing and to hold a hearing and take action on possible discipline of a high school student – Discussion and possible action.
2. 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.

A roll call vote was taken with all members voting aye. The time was 7:24 PM. The board returned to regular session at 7:53 and adjourned the meeting.

XII. Adjournment

The meeting was adjourned at 7:54 PM. Mr. Lurkins made the motion and was seconded by Mrs. Hall. The motion carried.

Respectfully,

Clerk of the Board