



## *Sahuarita Unified School District No. 30*

Sahuarita High School  
Sahuarita Primary School

Sahuarita Middle School

Sopori Elementary School  
Sahuarita Intermediate School

### **Regular Governing Board Meeting Minutes 6:30 p.m. – September 8, 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, Martin McGee, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. There were 26 guests. The Pledge of Allegiance was observed.

#### **II. Approval of Agenda**

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

#### **III. Approval of Minutes – August 25**

Dr. St. John recommended approval of the minutes from the Regular Governing Board meeting on August 25, 2004 as distributed. Mr. Lurkins 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 5 for the pay period ending August 27, 2004 in the amount of \$475,266.80 and new payroll Voucher 6 for the pay period ending September 10, 2004 in the amount not to exceed \$550,000.00. She further recommended approval of expense vouchers 5064 through 5066 and expense vouchers 6007 and 6008 in a total amount of \$644,857.34. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

#### **V. Call to the Public**

Mr. Gene Gardner addressed the Board regarding suggestions on signage for the entryways of the school grounds and a Call to the Public at the end of each Board meeting.

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

Mary Northey, Director of Personnel, and the Governing Board recognized the following staff member –

Monica Christiansen - for her outstanding work as Substitute Coordinator for SUSD. Monica works very hard behind the scenes to make sure the District has qualified Substitutes in the classroom. She is very passionate about assigning the right person for the job...

Between coordination of substitutes, Monica designed a very informative handbook for substitutes (also known as Guest Teachers). The handbook is distributed at the Guest Teacher Orientation that all new subs are required to attend along with job shadowing prior to being placed in the classroom alone.

Monica is a dedicated employee and truly believes in quality education for the students in our District.

**VII. New Business**

A. Instruction – Discussion and Possible Action

1. Possible Change of Grade Levels at Sopori School

With the situation at SMS raising concerns regarding how many additional students can be placed in that building, Dr. St. John suggested that the Governing Board discuss the possibility, including holding a public meeting at Sopori, to discuss the issue of Sopori's designation to a K-8 building. Mr. Oldham indicated that he would be concerned about whether the same amount of resources would be used if Sopori were a K-8 site compared to other buildings in the district. Dr. St. John recommended that the Board direct him to contact the School Facilities Board and research all the possibilities for the Sopori site. Mr. Lurkins made the motion and was seconded by Mrs. Hall. Discussion followed. Mr. Bruno read several letters from parents in the district supporting the change in grade levels at Sopori. The students would not have as long of a bus ride to and from school and they would be closer to home. The motion carried.

B. Personnel – Information Only

1. Staffing Needs

Dr. St. John stated that the administrators in the district continue to request additional staff. He feels that it is time for the Governing Board to have a study session with the administrative staff regarding staffing needs. The Board will hold a study session on September 29, 2004 with the administrators of the district at 9:00 am. The location will be determined.

C. Business – Information Only

1. Update on Architect/Construction - New Middle School/High School Wing

Dr. St. John updated the Board on the construction projects around campus. The district filed for the building permit on the new high school wing and should hear from the Town soon regarding that permit. When that is received the district will take it to the SFB. The SFB has not acquired the site to build the new middle school yet; they are still working on this. An investigation needs to be completed by an Archeological company on some Native American ruins. This is not something that the SFB pays for and they will not accept the donation until they have received a site plan. The administration building is moving right along and is on schedule.

**VIII. Superintendent/Administrative Reports**

**Dr. St. John** – A group is exploring the possibility of writing a Federal Even Start Grant. Even Start is a federal program that provides preschool for students and adult education for parents. Judy Cutler will write the grant with help from others in the community.

At the next Ad Hoc Committee on Infrastructure a Tucson architect will explain the process that the schools have to go through to acquire sites to build schools.

Dr. St. John met with representatives from The Planning Center last week. There is a 160-acre plat between Los Arbellos and Valle Verde del Norte sub divisions that are being developed by a group that will have 871 homes built on it. Dr. St. John has asked for 10 acres for a school site and \$1000.00 per rooftop.

S.M.A.R.T Group met last week. The group includes representatives from the public defenders office, Pima county probation office, the district's SRO officer and building administrators. They meet to monitor or talk about those children who are on probation or who are getting off probation

**Mr. Charles Oldham** – Sopori is settled in. Open House is on September 30. The October calendar includes a pumpkin-picking day is scheduled for the 22 and 27. Open House is on September 30. The Tucson Literacy Association is holding adult language classes at Sopori School.

**Dr. Barb Smith** – Things are going well at SPS. Tonight was the first parent/teacher meeting for the year and there was a great turn out. Open house will be on September 23 at 5:00pm. The Scholastic Book Fair will be held in conjunction with the open house. Enrollment for K-2 is at 519.

**Dr. Wayne Ross** distributed the first issue of the Bobcat Citizen News to the Board members. The SIS Open House was tonight and the turn out was great. Teachers did a wonderful job putting it together. Tomorrow at 9:30 am will be the Student Council Officer's speeches. School pictures will be taken on September 14, 2004.

**Mrs. Kathy Shiba** - First set of midterms will go home next Tuesday. Students and teachers have been working hard. Enrollment is at 723. Football and Volleyball have started and both did very well at their games last night. Sixty to sixty five students are participating in each sport. Mrs. Shiba recognized Nancy Burch, teacher at SMS. Nancy was selected as Pima County's Rural Teacher for 2004.

**Mr. Jack Lehmkuhl** – In terms of enrollment, things are stable at the high school. For the past seven days enrollment has been at 946 students. Tomorrow the high school will be hosting an Arizona Career Information system workshop. Faculty from surrounding schools along with Sahuarita will be attending the workshop. Next Tuesday, report cards will be mailed. Friday, September 17, 2004 will be the first home football game. An assembly will be held during the day to honor all sports and dance will follow the game. The SHS open house was held last week and the turn out was exceptional. An honors banquet was held following the open house were 102 students were honored for having GPA's of 3.25 to 3.99 and 29 students for having GPA's of 4.2 or higher. A special thanks was given to Scott Boone for updating the high school WebPage.

**Mrs. Charlotte Gates** updated the Board on the new busses that were ordered. She also stated that training would take place on the new software for the bus routes that was received from Laidlaw Transportation. This software will enable staff to look up students find out what routes they are on, how many students are on the route and how far a student walks from their house to the bus stop.

## **IX. Consent Agenda**

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

### **A. Employment/Reassignments**

1. Jacob Ardt, L.I.N.K Aide – Replacement – Ratification to 08/11/04
2. Irma Celez, Instructional Aide III – SPS – Replacement – Ratification to 08/27/04
3. Stephanie Ochotorena – L.I.N.K – Substitute – Ratification to 08/11/04
4. Jeremy Miller, L.I.N.K Aide – Replacement – Ratification to 08/11/04
5. Art Gonzalez, Assistant Football Coach – New Position – Ratification to 08/19/04
6. Amy Kalm, Instructional Aide III – Project Inspire – Replacement – Ratification to 08/30/04
7. Jack E. Anderson, Industrial Technology Instructor – SHS – Replacement – Ratification to 08/31/04
8. Nicolas Campoy, Assistant Facilities Director – Change in Status – Ratification to 08/30/04

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- B. Approval of New Substitutes for 04-05: Lorraine Garcia, Jean Pfeifer, Rachel Wear, Meg Ribotto, Jim Thomas, Max Perry, Gilbert Garcia, Jessica Greulich, Martha Fabara-Morgan, Eugenia Brawdy, Harry Doten, Sarah B. Brelsford, Charise Sandoval, Ivan Howard, Dian Gutierrez
- C. Volunteers
  - 1. Theresa Torres – SHS – Effective 09/08/04
  - 2. Leftrick W. Herd – SHS – Effective 09/08/04
  - 3. Sean Hamm – SHS – Effective 09/08/04
  - 4. Jonathan Wardlaw – SHS – 09/08/04
  - 5. Diane Umstead – SPS – Effective 09/08/04
  - 6. Christine Bohannon – SMS – Effective 09/08/04
  - 7. Rebecca Castaneda – SMS – Effective 09/08/04
  - 8. Luis M. Rodriguez – SMS – Effective 09/08/04
  - 9. Lynda A. Linker – SMS – Effective 09/08/04
  - 10. Richard Spinal – SHS – Effective 09/08/04
- D. Gifts and Donations
  - 1. Optimist Club of Green Valley - \$350.00 – Sahuarita Middle School
  - 2. Ms. Gwen Moritz – Art Supplies – SHS Art Department
  - 3. Bob & Helen Carroll – Various Books – SHS Library
  - 4. Desert Diamond Casino - \$150.00 – SMS Lady Hoosiers Basketball Club
- E. Student Fund Raisers
  - 1. Lady Hoosier Basketball Club – Scratchers Cards Sale – Date to be determined
  - 2. 8<sup>th</sup> Grade Promotion – Candle Sale – Date to be determined
- F. Facilities Use & Property Rental
  - 1. American Youth Soccer Organization – Use of Primary and Middle School Soccer Fields – Monday thru Friday, 5 PM to 6:30 PM August thru November.
- G. Approval of Student Activity, Auxiliary and Revolving Fund Expenditures – July, 2004
- H. Approval of Line of Credit with Bank of America for FY 04-05
- I. Approval of Lessee Resolution for New Busses++

**X. Board Communication**

**Mr. Anthony Bruno** – A representative from the Wolslager Foundation will be in the area on October 7. The Wolslager Foundation funded the ROTC program at the high school its first year. He will probably tour the facility and look at the program. He is due in the area at 10:30

**XI. Establish Next Board Meeting** – September 22, 2004, District Auditorium

**XII. Adjournment**

The meeting was adjourned at 7:07 PM. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

Respectfully,

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Clerk of the Board