

**DRAFT – Unofficial Until Approved**  
**Meeting Minutes 6/22/2017**

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Regular Board meeting on June 22, 2017 in the Board Room, at the Tanque Verde School District Administrative Office, 2300 N. Tanque Verde Loop Rd., Tucson, Arizona 85749. The meeting was called to order at 6:59 p.m.

**1. ROLL CALL**

Board Members present:

Mr. Carlos Ruiz, President

Ms. Susan Fry, Board Member

Mr. Jeffrey Neff, Board Clerk

Mr. Jeremy Schalk, Board Member

Mr. Steven Auslander, Board Member

Administrative Staff:

Ms. Kimberly C. Sharp, Superintendent (absent)

Mr. Adam Hamm, Business Manager

Dr. Scott Hagerman, visiting Superintendent

**2. APPROVAL OF AGENDA**

**MOTION:** Mr. Auslander made a motion to approve the agenda. Mr. Neff seconded; the motion carried unanimously.

**3. CONSENT AGENDA** *(Please see attached personnel report)*

**MOTION:** Mr. Neff made a motion to approve the Consent Agenda. Ms. Fry seconded; the motion carried unanimously.

**4. INFORMATION AND DISCUSSION ITEMS**

A. Facility Use Report Update – Mr. Adam Hamm

Mr. Hamm reported he is tracking down the frequency of facility use by site; unfortunately, summer schedules are hampering his efforts. He will continue to follow-up and will report once he has all of the information.

B. Tax Credit / Test Prep – Mr. Adam Hamm

Mr. Hamm reported we haven't been able to garner any vendors who are willing to commit to allow TVHS to be the host site for testing. Therefore, at this time we will not pursue this any further.

C. ACES Picnic Benches Update – Mr. Adam Hamm

Mr. Hamm spoke with Principal Ms. Sherri Rosalik about this proposed idea of placing picnic benches in the shaded area under the solar panels. Ms. Rosalik confirmed there is a picnic bench already in place and in use. However, she has to prioritize available site funds, and she is looking at site needs such as split AC systems in classrooms. Ms. Fry asked if the picnic benches were donated and placed in the shaded area would that be acceptable. Mr. Hamm said he would follow up with Sherri, because there are other issues to consider, such as student supervision.

D. Board Retreat Topic Discussions – Dr. Scott Hagerman

Dr. Hagerman led this discussion. He stated he would like to do a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis with the Governing Board – this analysis would help guide Governing Board and District goals. There was discussion regarding having measurable goals, both for the Board, District and the Superintendent. The goals would be specific, measurable, achievable, relevant and timely (SMART goals). The board retreat is scheduled for July 15 using the SWOT and SMART goals will help in developing the ‘To Do’ list. The Governing Board asked about AZ Merit results, Dr. Hagerman indicated there may be an embargo, he’ll check into it and let them know if they can be released. He said it’s important, as we look at the results, that we compare the results to the state average. A second retreat will be scheduled sometime in October, where achievements will be tied to the goals.

5. **ACTION ITEMS**

A. 1.06% Teacher Increase and Contract Addendum

Mr. Hamm indicated due to House Bill 1522 certified staff will receive additional compensation above their contract base salary that is the equivalent of 1.06% increase, thus the reason for the Contract Addendum. To qualify for the 1.06% increase, returning teachers had to have been teaching for the 2016-17 SY.

**MOTION:** Mr. Neff made a motion to approve the 1.06% Teacher Increase and Contract Addendum as presented. Ms. Fry seconded; the motion carried unanimously.

B. Board Consideration and approval of proposed Budget – FY 2017-18 including proposed Adjacent Ways Tax

**MOTION:** Mr. Auslander made a motion to approve the proposed 2017-18 FY Budget and Adjacent Ways tax as presented. Mr. Neff seconded; the motion carried unanimously.

C. Policy JF – Student Admissions and JF-E – Student Admissions

The policy and exhibit changes recommended provide specific guidelines for district residency status.

**MOTION:** Ms. Fry made a motion to adopt policy JF – Student Admissions and exhibit JF-E. Mr. Neff seconded; the motion carried unanimously.

D. Policy GCCG – Professional / Support Staff Voluntary Transfer of Accrued Sick Leave

The recommended changes to policy GCCG specifically address state mandates being imposed; the policy changes clearly defines qualifying eligible employees.

**MOTION:** Mr. Schalk made a motion to adopt policy GCCG – Professional / Support Staff Voluntary Transfer of Accrued Sick Leave. Ms. Fry seconded; the motion carried unanimously.

E. Policy GDCG – Support Staff Voluntary Transfer of Accrued Sick Leave

The changes recommended in this policy defines qualifying eligible employees who may voluntarily contribute to the Accrued Sick leave bank – *eligible support staff members must work twenty hours per week on a regular work schedule.*

**MOTION:** Ms. Fry made a motion to adopt policy GDCG – Support Staff Voluntary Transfer of Accrued Sick Leave. Mr. Schalk seconded; the motion carried unanimously.

F. Board Consideration for a Special Board Meeting

Dr. Hagerman led this discussion regarding the need for a Special Board meeting next week. Board members agreed and checked their availability to meet.

**MOTION:** Ms. Fry made a motion to schedule a Special Board Meeting on Thursday, June 29 at 10:30 a.m. Mr. Auslander seconded; the motion carried unanimously.

6. **ANNOUNCEMENTS**

Welcome Back Event on August 2 from 8:00 a.m. to 10:00 at TVHS - MPR

7. **FUTURE BOARD AGENDA ITEMS**

AZ School Spending – July

CTE and Fine Arts verses CTE or Fine Arts – Aug./ Sept.

Sports / Athletics participation / PE Credit – Aug. / Sept.

Secondary Schools capacity limits – June / July

Board consideration of AIA activities – July

TVHS Travel update Dublin / UK trip – Sept.

JLCC – Communicable Diseases – August

Climatec Update – July

Board Consideration of Adjacent Ways Tax - July

8. **ADJOURNMENT**

Mr. Ruiz made a motion to adjourn. Mr. Auslander seconded; the motion carried unanimously meeting at 7:40 p.m.

Respectfully submitted by,

Governing Board Secretary, Judy Bower

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Carlos Ruiz, Board President

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Susan Fry, Board Member

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Jeff Neff, Board Clerk

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Jeremy Schalk, Board Member

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Steven Auslander, Board Member

## Personnel Items - Board Meeting - June 22, 2017

<b>Administrator Contracts</b>	Position	Reason	Site	FTE	Date
Adam Steiner	Assistant Principal	Moving into full-time AP duties	EGJH	1.0	7/24/2017
Kimberly Hubbard	Principal	Replace Susan Centers	TVES	1.0	7/1/2017
<b>Administrator Resignations</b>	Position	Reason (Replace / New)	Site	FTE	Date
Diana Herbst	Assistant Principal/Athletic Director	Retracted offer of employment	TVHS	1.0	6/16/2017
<b>Certified Contracts</b>	Position	Reason (Replace / New)	Site	FTE	Date
Paul Bohardt	Boy PE/Health Teacher	Replace Adam Steiner	EGJH	1.0	7/31/2017
Joni Lightcap	Math Teacher	Replace Ben Schonewald	TVHS	1.0	7/31/2017
Michael Pickell	CTE Graphic/Web Design & Webpage	Replace Jesse South	TVHS	1.0	
<b>Certified Resignations</b>	Position	Reason (Replace / New)	Site	FTE	Date
Adam Steiner	PE Teacher	Transfer into full-time AP	EGJH	0.50	5/25/2017
Tom Broccolo	Band Teacher	Other job	TVHS	1.0	6/19/2017
<b>Classified Contracts</b>	Position	Reason (Replace / New)	Site	FTE	Date
See attachment					
<b>Classified Agreements</b>	Position	Reason (Replace / New)	Site	FTE	Date
See attachment					
<b>Classified Resignations</b>	Position	Reason	Site	FTE	Date
Ron Scrima	Paraprofessional	Transfer to TOSA at ACES	ACES	0.70	6/5/2017
<b>Other Continuations</b>		Reason (Replace / New)	Site	FTE	Date
<b>Other</b>	Position	Reason (Replace / New)	Site	FTE	Date
<b>Other Discontinuations</b>	Position	Reason	Site	FTE	Date
Julie Hengemuehler	Head Girls Basketball Coach	Work / life balance	EGJH	Varies	6/9/2017
Bryan Lee	Head Baseball Coach	Coaching elsewhere	EGJH	Varies	6/8/2017
Cindi Perkins	Head Girls Softball Coach	Moving	EGJH	Varies	5/25/2017
Helena Bish	Assistant Girls Basketball Coach	Personal	EGJH	Varies	5/25/2017
Kelli Wilson	Assistant Girls Volleyball Coach	Moving	EGJH	Varies	5/25/2017
Kevin Birch	Assistant Flag Football Coach	Involved with child's athletics	EGJH	Varies	5/25/2017
Garrett Novinski	Assistant Baseball Coach	Transfer to Head Baseball Coach	EGJH	Varies	6/16/2017
<b>Other New Hires</b>	Position	Reason	Site	FTE	Date
Ron Scrima	TOSA-5th Grade Teacher	Replace Brad McQueen	ACES	1.0	7/31/2017
Garrett Novinski	Head Baseball Coach	Replace Bryan Lee	EGJH	Varies	7/31/2017
Matt Dyck	TOSA-Student Success / Health Teacher	Replace Casey Shingler	TVHS	1.0	7/31/2017
Sarah Lupo	Substitute Teacher	New	Varies	Varies	7/31/2017
Margaret Johnson	Substitute Teacher	New	Varies	Varies	7/31/2017
Thomas, Stacey	Substitute Teacher	New	Varies	Varies	7/31/2017

**Classified Contracts**  
**SY 2017 / 2018**

<b>Last Name</b>	<b>First Name</b>	<b>Primary Job Title</b>	<b>Site</b>
BARRIOS	NICOLAS	DIR OF MAINTENANCE	DISTRICT
COOPER	JAYNE	EDUCATIONAL DIAGNOSTICIAN	TANQUE VERDE ELEMENTARY
FELDMAN	YEFIM	IT Support Specialist, Sr	DISTRICT
KROLL-FRANKS	SARA	COUNSELOR	AGUA CALIENTE
LINDFLOTT	AMY	TRANSPORTATION COOR.	TRANSPORTATION
MCCOLLOM	PATRICIA	Manager, Student Systems	DISTRICT
TADLOCK	MARK	OCCUPATIONAL THERAPIST	DISTRICT
WICK	KEITH	HR MANAGER	DISTRICT

**Classified Staff Notice of Appointments  
SY 17/18**

<b>Last Name</b>	<b>First Name</b>	<b>Primary Job Title</b>	<b>Site</b>
ABOUD	NORMA	FOOD SERVICE ASST	TANQUE VERDE HIGH SCHOOL
ARMSTRONG	DAVID	CUSTODIAN	TANQUE VERDE ELEMENTARY
AUFDERHEIDE	MARK	BUS DRIVER	TRANSPORTATION
BACA	MARIE	NURSE	TANQUE VERDE ELEMENTARY
BALDAUF	SHAWNA	BUS DRIVER	TRANSPORTATION
BEIER	REBECCA	SCIENCE LAB	AGUA CALIENTE
BERKSON	RANDI	NURSE	TANQUE VERDE ELEMENTARY
BOWER	JUDY	Executive Asst to Sup't	DISTRICT
BRACAMONTE	GEORGE	Maintenance Coordinator	TANQUE VERDE ELEMENTARY
BRANDON	CATHERINE	COTA	AGUA CALIENTE
BURLEY-WITHERS	CHRISTINE	Paraprofessional I	EMILY GRAY
CARDERO	JOANNE	FOOD SERVICE ASST	AGUA CALIENTE
CARLSON	DEBORAH	Paraprofessional I	AGUA CALIENTE
CLAUSSEN	SARAH	Paraprofessional I	TANQUE VERDE ELEMENTARY
CONDRA	KRISTEN	Office Manager	AGUA CALIENTE
COOPER	CINDY	BUS DRIVER	TRANSPORTATION
CRAMER	SHERILYN	Paraprofessional II / III	TANQUE VERDE ELEMENTARY
CYLKE	CHARLES	FOOD SERVICE ASST	TANQUE VERDE HIGH SCHOOL
DANIEL	JOSEPH	School Security Monitor	EMILY GRAY
DAUGHENBAUGH	LAURA	Paraprofessional I	AGUA CALIENTE
DAY	LEROY	BUS MAINT ASSISTANT	TRANSPORTATION
DESCISCILO	SUSAN	INST AIDE II	AGUA CALIENTE
DIAZ DE LEON	KRISTY	FOOD SERVICE ASST	TANQUE VERDE ELEMENTARY
DOWLING	MARY	CUSTODIAN	TANQUE VERDE ELEMENTARY
DUPREY	LAKOTA	Paraprofessional I	AGUA CALIENTE
EDWARDS	SUSAN	Registrar	TANQUE VERDE ELEMENTARY
ELIAS	KIMBERLY	IT SUPPORT SPECIALIST	TANQUE VERDE HIGH SCHOOL
ELISCU	WEBB	Paraprofessional I	EMILY GRAY
FELIX PEREZ	JOSE	GROUNDKEEPER	TANQUE VERDE HIGH SCHOOL
FOLKERTS	KAREN	FOOD SERVICE ASST	TANQUE VERDE HIGH SCHOOL
FOSTIAK	KATHY	Paraprofessional I	AGUA CALIENTE

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<b>Last Name</b>	<b>First Name</b>	<b>Primary Job Title</b>	<b>Site</b>
GAINES	GREGORY	SCIENCE LAB	TANQUE VERDE ELEMENTARY
GARCIA	BENNY	BUS MAINT ASSISTANT	TRANSPORTATION
GARCIA	MONICA	BUS DRIVER	TRANSPORTATION
GIBBONS	CONNIE	Paraprofessional I	AGUA CALIENTE
GOODMAN	NOE	GROUNDKEEPER	DISTRICT
GORES	HEATHER	Paraprofessional I	TANQUE VERDE ELEMENTARY
GRIFFITHS	MELISSA	Office Manager	TANQUE VERDE HIGH SCHOOL
HANNA	HEATHER	Paraprofessional I	AGUA CALIENTE
HEALEY	LYNN	Paraprofessional III	AGUA CALIENTE
HITCHINGS	THOMAS	BUS DRIVER	TRANSPORTATION
HOEGER	KIMBERLY	Registrar	AGUA CALIENTE
HOURIGAN	DENNIS	CUSTODIAN	AGUA CALIENTE
HUIE	ARCHIE	Paraprofessional III	EMILY GRAY
JOHNSON	TASHIE	Paraprofessional II / III	TANQUE VERDE ELEMENTARY
JOHNSTON	MARY	FOOD SERVICE MGR.	EMILY GRAY
JONES	SELENE	INST AIDE COMBO	TANQUE VERDE ELEMENTARY
JONES	TERRENCE	BUS DRIVER	TRANSPORTATION
JONGSMA	CORNELIUS	BUS DRIVER	TRANSPORTATION
KORALEWSKI	PAMELA	FOOD SERVICE MGR.	TANQUE VERDE HIGH SCHOOL
KOWALSKI	LINDSEY	Motor Lab Aide	TANQUE VERDE ELEMENTARY
KUHN	LAURIE	Paraprofessional I	EMILY GRAY
LEWIS	MICHELLE	Paraprofessional II / III	EMILY GRAY
LOCHNER	GABRIELE	Paraprofessional I	TANQUE VERDE ELEMENTARY
MADDERN	EMELINE	Paraprofessional I	AGUA CALIENTE
MADRID	LETICIA	LUNCH MONITOR	TANQUE VERDE ELEMENTARY
MASSEY	ANDREA	BUS DRIVER	TRANSPORTATION
MAYER	JEANNE	FOOD SERVICE ASST	TANQUE VERDE ELEMENTARY
MCINTYRE	PATRICE	Office Manager	EMILY GRAY
MCKENDRICK	DOLORA	INST AIDE II	TANQUE VERDE ELEMENTARY
MCLAUGHLIN	LORI	Paraprofessional II / III	TANQUE VERDE HIGH SCHOOL
McWILLIAMS	THERESA	Paraprofessional II	AGUA CALIENTE

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MICHALEGKO	PETER	BUS DRIVER	TRANSPORTATION
MILLER	KAY	Paraprofessional II / III	TANQUE VERDE ELEMENTARY
MOLINA	ANN MARIE	Paraprofessional I	AGUA CALIENTE
MONROE	SUSAN	Office Manager	TANQUE VERDE ELEMENTARY
MORENO	GREGORY	Maintenance Coordinator	DISTRICT
MORISSET	JANIECE	Paraprofessional III	TANQUE VERDE ELEMENTARY
MURPHY	RANDALL	CUSTODIAN	EMILY GRAY
OTTE	MARCIA	LIBRARY AIDE	AGUA CALIENTE
PARK	PAMELA	Paraprofessional I	TANQUE VERDE ELEMENTARY
PEERY	LINDA	ADMIN SECRETARY/SPEC ED	DISTRICT
PELAYO	CATHALEEN	FOOD SERVICE ASST	AGUA CALIENTE
PELLEGRINO	ARLISA	FOOD SERVICE ASST	EMILY GRAY
PEREZ	JOEL	Maintenance Coordinator	EMILY GRAY
PEREZ	JOSE LUIS	Maintenance Coordinator	TANQUE VERDE HIGH SCHOOL
PETERS	RODNEY	CUSTODIAN	TANQUE VERDE HIGH SCHOOL
PFERDEORT	CAROLYN	BUS DRIVER	TRANSPORTATION
PFERDEORT	ROGER	BUS DRIVER	TRANSPORTATION
POLIVCHAK	GAY	Paraprofessional I	TANQUE VERDE ELEMENTARY
PUDELKO	VIRGINIA	Paraprofessional I	AGUA CALIENTE
RAIMONDI	TED	BUS MAINT SUPERVISOR	TRANSPORTATION
RALYEA	CHRISTOPHER	FOOD SERVICE ASST	TANQUE VERDE HIGH SCHOOL
RAMIREZ-JOHNSON	ANDREA	PLAYGROUND AIDE	TANQUE VERDE ELEMENTARY
RAPP	LLOYDYNE	Secretary	TANQUE VERDE HIGH SCHOOL
RICHARDS	NANCY	Paraprofessional I	AGUA CALIENTE
ROBINSON	VICKIE	Paraprofessional I	TANQUE VERDE ELEMENTARY
ROH	COLLEEN	Registrar	TANQUE VERDE HIGH SCHOOL
RUSKAY	MELISSA	Paraprofessional I	TANQUE VERDE ELEMENTARY
RUTLEDGE	JAMIE	FOOD SERVICE MGR.	AGUA CALIENTE
SCHEIB	MARY ANN	FOOD SERVICE MGR.	TANQUE VERDE ELEMENTARY
SHOCKLEY	REBECCA	FOOD SERVICE ASST	EMILY GRAY
SILVA	STEPHANIE	Accounting Generalist	DISTRICT



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SLOCUM	ROBERT	CUSTODIAN	TANQUE VERDE HIGH SCHOOL
SMITH	ANNAMARIE	Paraprofessional II	AGUA CALIENTE
SOTO	ARMIDA	BUS DRIVER	TRANSPORTATION
STEWART	JEANNE	Paraprofessional I	TANQUE VERDE ELEMENTARY
STICKLES	LEA	Secretary	DISTRICT
STONUM	LORI	Accounting Generalist	DISTRICT
SUICHIES	JENNIFER	Paraprofessional I	TANQUE VERDE HIGH SCHOOL
SWAN	JENNETT	Registrar	EMILY GRAY
SZANISZLO	BRANDY	Paraprofessional III	TANQUE VERDE ELEMENTARY
SZANISZLO	KRISTIN	PLAYGROUND AIDE	TANQUE VERDE ELEMENTARY
TAPIA	RACHEL	LIBRARY AIDE	TANQUE VERDE ELEMENTARY
TETLA	DANIA	FOOD SERVICE ASST	EMILY GRAY
THOMPSON	JODI	FOOD SERVICE ASST	TANQUE VERDE ELEMENTARY
TOLANO	SERGIO	Maintenance Coordinator	AGUA CALIENTE
TROYAN	KAREN	Secretary	DISTRICT
TUCKER	REBECCA	CUSTODIAN	AGUA CALIENTE
VAUGHN	ALAN	BUS DRIVER	TRANSPORTATION
VILLELLA	JENNIFER	Paraprofessional II / III	TANQUE VERDE ELEMENTARY
WALKER	LARAH	Motor Lab Aide	AGUA CALIENTE
WICK	KEITH	Human Resources Manager	DISTRICT
WILSON	DAWN	Paraprofessional I	TANQUE VERDE ELEMENTARY
WILSON	RICHARD	BUS DRIVER	TRANSPORTATION
WINTERS	CHRISTY	Paraprofessional III	TANQUE VERDE ELEMENTARY
YSLAS	KELLY	Accounting / HR Assistant	DISTRICT