

DRAFT Minutes of Regular Governing Board Meeting

Monday, September 11, 2023

Oracle Elementary School District No.2

A Regular Meeting of the Governing Board of Oracle Elementary School District No.2 was held Monday, September 11, 2023, beginning at 6:00 p.m., at Mountain Vista K-8 School Library Growth Room, 2618 W El Paseo, Oracle, Arizona, 85623, and via ZOOM.

1. Call to Order

Board President Linda Lyon called the meeting to order at 6:00 p.m. and Mrs. Odell led the Pledge of Allegiance. Mrs. Odell shared a personal story regarding her experience in an airport today and a moment of silence in honor of September 11, 2001.

Roll Call – Board members present:

Linda Lyon, Board President
 Edie Crall, Board Vice-President
 Gary Terrell, Member
 Camilo Gotay, Member
 Wendy Odell, Member

Also present:

Crystle Nehrmeyer, Superintendent
 Shannon Soule, Principal
 Dawn Ruiz, Business Manager – via Zoom
 Allison Hendrix, District Office Director

2. Approval of Agenda

Mr. Terrell moved to approve the agenda, Mr. Gotay seconded, all in favor, motion carried.

3. Communications and Call to the Public

Mrs. Crall read the Call to the Public. There were no Calls to the Public this month.

4. Approval of Consent Agenda

A. Approval of Minutes

Special Governing Board Meeting – August 7, 2023
 Regular Governing Board Meeting – August 7, 2023

B. Ratification of Vouchers

1. Payroll Vouchers – FY23.24

V2 \$41,069.54	V3 \$58,560.83	V4 \$66,423.67
V5 \$58,065.76	V6 \$75,228.89	

2. Expenditure Vouchers – FY22.23

V2399 \$110,011.53	V3300 \$36,920.07	V3301 \$8,212.54
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V3302 \$3,627.81 V3303 \$221,265.92

Expenditure Vouchers – FY23.24

V2402 \$38,884.09 V2403 \$6,045.21 V2404 \$9,704.06

V2405 \$22,332.97 V2406 \$23,543.30 V2407 \$5,534.59

V2408 \$48,512.86

- C. Capital Bond Spending Report as of August 31, 2023
- D. Financial Reports as of August 31, 2023—FY22-23 & FY23-24
- E. Mt. Vista K-8 School Out of School Suspension Report as of August 31, 2023
- F. Semester I Extended School Day Programming
- G. Memo from the Superintendent – Re: RNA Custodial
- H. Memo from the Superintendent – Chase Bank Authorized Signers
- I. Gifts and Donations
 - School Supplies donated by Family First of Oracle
 - School Supplies donated during annual “Stuff the Bus” Event
 - \$2,612.00 in cash/check donations donated during annual “Stuff the Bus” Event
 - Topographic Maps donated by Brenda Wyckoff
 - Pencil Bags to Mrs. Suttle’s Kindergarten Class from Creative Giving at SaddleBrooke Ranch
- J. District Disposals
 - Wooden Desk
- K. Upcoming Events

Events in **bold** are recommended events for Governing Board members to attend:

September 12: Student Advisory Council, 11:00 AM

September 13: 5th/6th Grade Field Trip to SaddleBrooke HOA I – First Green Program

September 19: School IT Appreciation Day

September 20: Parent Teacher Conferences #1

September 21: Math and Science Night, 5:00-7:00 PM

September 27: Child Find Meeting for District Homeschool Families, 2:30 PM

September 28: 40th Day of School

September 30: Spay and Neuter Clinic, all morning, Gym

October 2: School Custodian Appreciation Day

October 2-6: Hope Week at Mt. Vista K-8 School

October 6: Hope Walk, all morning

October 9-13: Fall Break, No school

October 16: PTO Meeting, 5:30 PM

October 31: Trunk or Treat, 5:00-7:00 PM

- L. Fiscal Year 2024 School District Tax Rates and Levies

Mrs. Crall moved and Mr. Gotay seconded approval of consent agenda as presented, all in favor, motion carried.

5. Mt. Vista K-8 School Positive Behavior Interventions and Supports (PBIS) Team Presentation.

Staff members on the PBIS Tier I Team and Tier II Team provided a presentation to the Governing Board regarding the school's Tier I program designed to teach consistent campus-wide expectations of respect, responsibility, and honesty to all students as well as Tier II program, for the 15% of students who are not successful with Tier I interventions alone. The presentation was made by Mrs. Telles, Mrs. Cruca, Mrs. Hebbell, Mrs. Johnson, and Mrs. J. Soule.

6. Cybersecurity Report.

Mrs. Nehrmeyer provided a report to the Governing Board regarding the District's current cybersecurity plan. The presentation included explanation of what cybersecurity is and why it is important, information regarding the District's hardware and software specific to the protection of data and privacy, education and practices for students and staff, as well as insurance coverage. Mrs. Nehrmeyer shared areas of growth for future improvement and consideration. She also recommended a future Governing Board Study Session to discuss related policy.

7. Superintendent's Report.

Mrs. Nehrmeyer provided a report to the Governing Board regarding events, projects, programs, and recognitions that have taken place or are in progress since the August 2023 Regular meeting of the Governing Board. The report included:

- Announcement that the Oracle Oaks 4H Program will now meet at Mt. Vista K-8 School.
- Oracle Community Schools Soccer has the highest turnout ever in program history with 131 student athletes! Mrs. Nehrmeyer attributed this great turnout to a generous grant provided by SaddleBrooke Community Outreach that helped lower the participation fee from \$35 per student athlete to \$20 per student athlete.
- It was confirmed that the Oracle Fire Department carries Epi-Pens on their emergency vehicles. The District considered obtaining a prescription for Epi-Pens, however that has been a challenge. The District plans to not purchase their own Epi-Pens and will continue to call the Oracle Fire Department/911 in the event of an emergency.
- The transition from CenturyLink phone service to ENA by Zayo Internet Phone service is underway. The District is in Phase 2 of 5. The transition is scheduled to complete by the end of October.
- The District's Audit Review was conducted last week by Heinfeld Meech.
- The District is working with Pinal County Elections and the Pinal County Schools Office in preparation for the Special Election on November 7, 2023. The Voter Information Pamphlet should be sent to registered voters soon.
- A report was made by the Goldwater Institute that claims funding for Arizona Public Schools receive \$15,000 per student and continues to soar. Mrs. Nehrmeyer said this has not been the experience for the Oracle School District and plans to present a

analysis of the article with data specific to the District to the Governing Board during the October meeting.

- Mrs. Nehrmeier has been appointed to the Regional Advisory Committee for the Western states (Arizona, Utah, Nevada, California) by U.S. Secretary of Education, Miguel Cardona. She plans to bring the voice of smaller, rural schools to the dialogue shared.

8. Capital Bond Report

Mrs. Nehrmeier updated the Governing Board on construction progress and key upcoming dates for the following:

- A second school van was purchased with capital bond funds, as planned in 2019. This is the final school van purchase with capital bond funds.
- Construction crews continue to complete final tasks and items from the punch-walk list.
- BWS Architects will soon take professional photographs of the construction projects for marketing materials.

9. Sale of Oracle Ridge Property Report

Mrs. Crall and Superintendent Nehrmeier shared information regarding the sale of the Oracle Ridge property with the Governing Board following the August 2023 Regular Meeting. The information presented included the following subjects:

- Procurement update and status
- Listing documents
- Professional listing photographs

10. Discussion and request for approval of the proposed PBIS Budget and Character Education Program for the 2023-2024 school year.

Mrs. Nehrmeier recommended approval of the PBIS Budget for the 2023-2024 school year and the continuation of using our PBIS Program (with respect, responsibility, honesty) as our Character Education Program for 2023-2024 school year. Mr. Gotay moved and Mr. Terrell seconded approval as presented, all in favor, approved.

11. Discussion and request for the approval of a Memorandum of Understanding and Agreement (MOU) between the District and the Oracle Schools Foundation for funding specific to the Mt. Vista Kindergarten Preparation Program for the 2023-2024 school year.

Mrs. Nehrmeier recommended approval of the signed MOU which would fund up to 35 preschool students at \$220 per month, for 10 months. It was noted that the rate of \$220 per student, per month is the same rate as last school year and the District does not anticipate billing up to 35 students, now that the District has earned additional funding through Quality First. Mrs. Crall moved and Mr. Gotay seconded approval as presented, all in favor, approved.

12. Discussion and request for approval of the Classroom Site Fund Plan (previously known as the Prop 301 Plan) as proposed by eligible certified employees at Mt. Vista K-8 School for the 2023-2024 school year.

Mrs. Nehrmeyer recommended approval of the Classroom Site Fund Plan as proposed by eligible certified employees at Mt. Vista K-8 School for the 2023-2024 school year. Mrs. Odell expressed concern that the goal of teachers meeting with 50% of families during conferences was a low goal and encouraged a stretch goal of 75% or higher. Discussion held. Mrs. Nehrmeyer recommended that the plan language be modified to include teachers having interaction (in-person, phone call, email, ClassDojo messages, virtual) with at least 75% of parents/guardians within a one week window of conferences, for all three conferences. Mrs. Odell moved and Mr. Gotay seconded approval, all in favor, approved.

13. Discussion regarding Governing Board norms and procedures for the remainder of the 2023-2024 school year. This conversation may include but not be limited to the structure of the consent agenda, the use of District email, and remote participation in Governing Board meetings.

Mrs. Lyon moved that this agenda item be tabled until the September 12, 2023 Special Meeting of the Governing Board. Mrs. Crall seconded approval, all in favor, approved.

14. Discussion regarding our Mt. Vista K-8 School Community Open House to showcase completed capital bond construction projects on Tuesday, October 17, 2023 from 5:00-7:00 PM.

Mrs. Nehrmeyer recommended approval of Tuesday, October 17, 2023 from 5:00 PM to 7:00 PM for the Mt. Vista K-8 School Community Open House to showcase completed capital bond construction projects. Mrs. Lyon moved and Mr. Terrell seconded approval, all in favor, approved.

15. Discussion and possible action regarding Governing Board participation at the ASBA Pinal County Meeting in Casa Grande on Wednesday, October 18, 2023.

Mrs. Lyon stated that she plans to attend the ASBA Pinal County Meeting on Wednesday, October 18, 2023. Mrs. Nehrmeyer recommended that the Governing Board approve attendance for any Board members who wish to attend. Mrs. Crall moved and Mrs. Odell seconded approval, all in favor, approved.

16. Discussion and approval of personnel matters that have occurred since the August 7, 2023 Meeting of the Governing Board:

Mrs. Nehrmeyer recommended approval of personnel matters listed below. Mr. Gotay moved and Mrs. Crall seconded approval, all in favor, motion carried.

Updated/New Job Descriptions:
 Director of Finance (formerly Business Manager)
 District Secretary I, II, III

Accounts Payable Records I, II, III
 Food Service Assistant (table for October)
 Groundskeeper/Landscaper (table for October)

Updated Salary Schedule to reflect new/updated job descriptions

New Hires:

Mia Ellis, Bus Aide (ratify, effective August 24, 2023)
 Mylinda Ellis, Food Service Assistant Substitute (ratify, effective August 24, 2023)
 Shilo Bowser, Food Service Assistant (ratify, effective August 24, 2023)
 Billy Bemis, Groundskeeper/Landscaper (effective November 2023)
 Julie Helseth, Bus Driver #6

New Positions:

Brianna Looney, Accounts Payable Records I (was Special Projects Secretary, effective September 12, 2023)

Additional Hours:

Amber Wick, Substitute Coordinator (up to 10 hours per week instead of 5 hours per week)
 Mechelle Egan, ELL Coordinator (5 hours per week)
 Danielle Maestas, District Secretary Substitute (ratify, effective September 8, 2023)
 Laurana Reinhardt, District Secretary Substitute (ratify, effective September 5, 2023)

Resignation:

Kathleen Ochoa, Administrative Assistant to the Superintendent and Governing Board
 Mark Parrish, ELL Coordinator (Stipend position only, not his role as 7th/8th Writing Teacher)

17. Future Meeting Dates and Topics

Tuesday, September 12 at 8:00 AM – Governing Board Retreat to be held at Mt. Vista K-8 School Growth Room and to include discussion regarding the Superintendent’s Contract, Performance Goals, as well as Governing Board goals, operating norms.

Monday, October 9 at 6:00 PM – Regular Meeting of the Governing Board to be held only on Zoom, over Fall Break and to include the District’s Annual Financial Report and Annual Capital Bond, M&O Override Reports.

Monday, November 6 at 6:00 PM – Regular Meeting of the Governing Board to include the Superintendent’s State of the District.

At this time, Governing Board Members may request items to be considered and included on the agenda of a future meeting. Mr. Gotay asked that the October agenda include all Upcoming Events through the end of the Fall Semester.

18. Adjournment

Mrs. Crall moved and Mr. Gotay seconded to adjourn the meeting at 7:33 p.m., all in favor, meeting adjourned.

Board President

Board Member

Board Vice President

Board Member

Board Member

Minutes approved _____