

DRAFT – Unofficial Until Approved  
Meeting Minutes 9/14/17

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Regular Board Meeting on September 14, 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 6:58 p.m.

**1. ROLL CALL**

Board Members present:

Mr. Carlos Ruiz, President

Mr. Jeffrey Neff, Board Clerk

Mr. Steven Auslander, Board Member (Absent)

Mr. Jeremy Schalk, Board Member

Ms. Susan Fry, Board Member

Taylor Nye, Student Board Member

Administrative Staff:

Dr. Scott Hagerman, Superintendent

Mr. Adam Hamm, Business Manager

**2. APPROVAL OF AGENDA**

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

**3. REPORTS**

- Student Board Member Report – Taylor Nye

Taylor Nye submitted the follow written report in advance of the board meeting:

**Tanque Verde High School**

- Swim and Cross Country have begun to have meets and matches
- Volleyball is in their season already with an 8-3 record for varsity
- Football is in the midst of their season
- The Band has been working hard on their half-time show that is a showcase of all things Queen
- Cheer has been raising money through fundraisers, while both Cheer and Pom prepare for competitions during the upcoming months
- Student Council has been preparing for Homecoming on Friday, September 22. The dance will have a theme of Netflix
- Math Club is about to start a weekly competition next week on Thursday
- National Honor Society has begun to think of service projects. One that is coming up is volunteering at the Fall Festival on October 20
- National Art Honor Society is currently working on recreating the mosaic outside the library and will also help out at the Fall Festival by painting faces
- Lit club, Skills USA, and French Culture club have both begun to convene
- DECA has opened their snack shack and begun to work during lunches
- Chem Club is making plans to participate in National Chemistry week
- Science Bowl is starting to prepare for their competition at the end of the school year

Tomorrow, September 15, TVHS football team plays Sabino – it's a home game. TVHS declared a Green Out day (everyone is encouraged to wear green) in support of the team.

**Emily Gray Junior High School:**

Taylor reported athletics are underway at EGJH. Teams have been formed; practices, games and competitions are underway in Volleyball, Flag Football and Cross Country.

- Superintendent's Report – Dr. Scott Hagerman

- Department of Transportation Update

An Open House was held by the Pima County Department of Transportation to discuss the intersection of Tanque Verde Loop Rd and Tanque Verde Road. Approximately fifty (50) community members and local neighbors attended the meeting. In the initial report the plan called for a continuous green light on Tanque Verde Rd. The light would change when it was triggered by a car waiting to turn off Tanque Verde Loop onto Tanque Verde Rd. However, the proposal changed from what was previously presented. The recommendation now is a 'regular light' concept that cycles through the lights on a schedule. The District is flexible and supports what works best for our neighbors, which is the continuous green light concept. We will continue to work with the Department of Transportation, the County, the Community and neighbors toward a mutually agreed upon solution for this intersection.

- A-F letter grades/ AzMerit scores

This is a new system, there are concerns with how the results are calculated and reported. The new system is under review and 'new' formulas to calculate the cut scores are being considered. At this point, we aren't sure how this will ultimately look, only that it is more complicated than initially thought. Ms. Fry suggested we start developing our message to present to parents. Dr. Hagerman responded we have begun the process to provide an explanatory message regarding the complexities, making it as clear as possible for our parents.

- SFB

We are very pleased to have learned one of our School Facilities Board (SFB) projects, to repair the roof on the Agua Caliente Campus, was approved. Next steps are a multi-tiered process:

- Determine the scope of work.
- Estimate the cost.
- Request Bid proposals.

SFB will be meeting next month, and we anticipate hearing about our Adjacent Ways proposal for the high school doors then.

- Insurance Renewal Process

In recent weeks, we met with our Insurance Brokers, ASBAIT, and heard that our in-patient utilization rate is decreasing – this is good news. We also learned our out-patient utilization rate is increasing. During the meeting our brokers were asked for information about the program *TeleDoc / Call-a -Doc*. This program would cost the District \$2.50 per person annually. Those who choose to use this service would download an app on their phone. The app allows users to submit a confidential, brief medical history on each person insured under the policy. When a medical concern or issue comes up, the user submits their question/concern electronically for screening. Depending on the concern or question the request may be referred to a doctor to call the user back, or the user may be directed to seek medical attention at an

urgent care or emergency room. Dr. Hagerman has personal experience with this type of program and has had very positive results, and he recommends the District consider this program. If employees have this service as an option, it could have a positive impact on insurance costs.

- Community Liaison Report – Ms. Claire Place

#### **Community Engagement:**

Community Collaboration Tutoring Program - The district has been working with Desert Skies Church leadership in a community collaboration project which provides tutoring to TVUSD K-8 students who are in need of remediation or additional academic support. Now in its third year, the program is being expanded to include peer tutoring with students from Tanque Verde High School. This added program will provide volunteer experience to our high school students, while also creating opportunities for outreach from the high school to the elementary and intermediate grade levels.

Tanque Verde Educational Enrichment Foundation (TVF) - The district is working with the Tanque Verde Foundation on plans to update the annual TVF Tech Trek. The annual community event is now titled the **Tanque Verde Technicolor Trot**, and it is being moved to Tanque Verde High School. This year's event will be held on **Friday, November 10th**, and will include a 5K color run, 2-mile fun color run/walk, food trucks, music, more active play, as well as STEM games and activities. All proceeds will fund technology needs and improvements among the schools of TVUSD. Registration will be coming soon. For sponsorship opportunities please contact TVF at [techtrek@tanqueverde.org](mailto:techtrek@tanqueverde.org).

*(District Goal: Community Engagement / Community Collaborations)*

#### **School Safety**

District Emergency Operations Planning Committee - The district emergency planning oversight committee held its first quarterly meeting of the 17/18 school year on August 31st. In addition to completing the annual review and updates of the school Emergency Response Plans, the committee also discussed SY 17/18 staff emergency procedures training and student safety drills. Members of the committee will also work on an application for a federal grant to send a district team to Federal Emergency Management Agency (FEMA) multi-hazard training for schools in July, 2018.

NOTE: The annual test of the School Emergency Notification System will be conducted by all sites during the week of September 18-22, 2017. Parents/Guardians will receive additional detailed information regarding the systems test from their student's school via Constant Contact.

Student Transportation - The Transportation department has updated its page on the district website, and invites parents/guardians and community to review the information available. Information includes the Rules of Good Conduct for student bus riders which are intended to keep students safe while waiting for, boarding, riding and exiting the bus. Bus

evacuation drills are scheduled twice annually at all school sites.

*(District Goal: School Culture / Safe Schools)*

Ms. Place provided Board Members with the School Emergency Notification System schedule for the test we complete each year:

ACES: Monday, Sept. 18, at 6:00 p.m.

TVES: Tuesday, Sept. 19, at 6:00 p.m.

EGJH: Wednesday, Sept. 20, at 6:00 p.m.

TVHS: Thursday, Sept. 21, at 6:00 p.m.

- Enrollment Report – Mr. Adam Hamm

Mr. Hamm reported we are down about seven (7) students from last month and our total enrollment this month is 2113. This fluctuation is considered normal. Mr. Hamm reminded the Governing Board his budget calculations are based on 2040 student enrollment.

- District Report Card – Mr. Adam Hamm

Mr. Hamm reported we have spent approximately 14% of our M & O budget. Mr. Schalk asked when the stadium lights and bus lease would be paid off. Mr. Hamm said in three years.

- Legislative Update – Mr. Jeff Neff

Mr. Neff reported the legislature is not in session. However, the voucher initiative made it onto the ballot and the general consensus is it will pass.

- Facilities Report – Mr. Adam Hamm

Mr. Hamm presented his Community Facility Usage Report (August – October):

District wide 95% usage is in our MPRs

TVHS: 0 days, 0 hours

EGJH: 64 days, 163 hours of use

TVES: 67 days, 165.5 hours of use

ACES: 1 day, 1 hour

Mr. Hamm let board members know from here forward he will be submitting a quarterly Community Facility Usage Report.

- Board Comments – Mr. Carlos Ruiz

Mr. Ruiz shared with Board Members that he and Dr. Hagerman attended the ASBA Law Conference. Mr. Ruiz said the topics were current and very good, and that he enjoyed them. He also felt he was able to relate to the topics, as they are much of what we're experiencing.

A delegate assembly was scheduled on Saturday immediately following the Law Conference. There was a discussion suggesting a working group of Pima County Board members meet and discuss the top three issues we face in Pima County and to bring those issues forward. This will be a discussion topic at the next Pima County School Board Superintendent Collaborative.

**4. CALL TO THE PUBLIC**

Mr. Velosa requested permission to address the Governing Board on two points:

- He wished to thank the District for the 9/11 tributes that took place on the campuses earlier this week.
- He requested consideration to host out of state colleges at Tanque Verde High School for college recruitment purposes.

**5. CONSENT AGENDA** *(see attached personnel report)*

Ms. Fry asked if we have in policy a ratio of chaperones to students for trips. Dr. Hagerman said he would look into it and report back.

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

**6. INFORMATION AND DISCUSSION ITEMS**

A. Facility Use Report Update - Mr. Adam Hamm  
As reported earlier

B. STEM Update – Dr. Hagerman

Dr. Hagerman is working with the site principals to identify teachers on their campuses (K-12) who would like to be in the initial STEM working group meeting. The first meeting will be scheduled in mid- October or early November. Dr. Hagerman’s goal for the first meeting is to begin to outline objectives and to help develop guiding principles. Dr. Hagerman asked if Board Members would like to be involved in the meeting. Mr. Neff expressed great interest in this area, and said he would be willing to be involved. Once we know when the meeting is scheduled Dr. Hagerman said he would let Board Members know.

**7. ACTION ITEMS**

A. Policy Advisory Volume 29 Number 4 – August 2017 Dr. Hagerman

IJNDB – Use of Technology Resources in Instruction

IJNDB-E Use of Technology Resources in Instruction

Due to recent changes in Arizona Revised Statutes relating to the Student Accountability Information System statutory language is added to Policy IJNDB and in the exhibit, IJNDB-E, language was removed.

The following language was added to policy IJNDB:

*Parents will be notified of the policies regarding the use of technology and the Internet while at school. Parents will also be notified of their ability to prohibit the student from the use of technology and the Internet while at school in which covered information may be shared with an operator pursuant to A.R.S. 15-1046. This does not apply to software or technology that is used for the daily operations or Administration of a local education agency or Arizona Online instruction programs authorized pursuant to A.R.S. 15-808.*

The following language was removed from exhibit IJNDB-E:

*A parent may prohibit his or her child from the use of technology and the Internet by not signing the Electronic Information Services User Agreement. The child will be prohibited from the use of any District- or school-provided electronic information services.*

**MOTION:** Ms. Fry made a motion to adopt IJNDB – Use of Technology Resources in Instruction and the accompanying exhibit IJNDB-E as submitted. Mr. Schalk seconded; the motion carried unanimously.

B. GCO – Evaluation of Professional Staff Members – Dr. Hagerman

The recommended changes to this policy are clean up, obsolete language is being removed:  
*The system will include incentives for teachers in the highest performance classification*

*By school year 2015-2016 the district teacher evaluation will address the follow items to be inserted in this location after adoption by the board.*

*Item 1 and Item 2*

**MOTION:** Mr. Schalk made a motion to adopt GCO- Evaluation of Professional Staff Members as submitted. Ms. Fry seconded; the motion carried unanimously.

**8. FUTURE BOARD AGENDA ITEMS**

Board Goals – action plans - October

Behavior Matrix – October

New Teacher Support – October

**9. ANNOUNCEMENTS**

ASBA Annual Conference – December 13-15, 2017 – Phoenix, Arizona

Preschool Screening – Wed. September 27, 2017 (8:30 a.m. - 11:30 a.m.) at the District Office

Mr. Ruiz announced he was notified by the Metropolitan Education Commission that he was nominated by Calvin Baker for the June Webb-Vignery Education Advocate Award – Crystal Apple Award. He will receive the award on Friday, April 27.

**10. ADJOURNMENT**

Mr. Ruiz adjourned the meeting at 7:59 p.m.

Respectfully submitted by,  
Judy Bower, Governing Board Secretary

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Carlos Ruiz, Board President

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Jeffrey Neff, Board Clerk

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Absent  
Steven Auslander, Board Member

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Jeremy Schalk, Board Member

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Susan Fry, Board Member

## Personnel Items - Board Meeting - September 14, 2017

<b>Administrator Contracts</b>	Position	Reason	Site	FTE	Date
<b>Administrator Resignations</b>	Position	Reason (Replace / New)	Site	FTE	Date
<b>Certified Contracts</b>	Position	Reason (Replace / New)	Site	FTE	Date
Patricia Simons	PE Teacher	Replace Lynette Wilkins	ACES	1.0	8/28/2017
<b>Certified Resignations</b>	Position	Reason (Replace / New)	Site	FTE	Date
<b>Classified Contracts</b>	Position	Reason (Replace / New)	Site	FTE	Date
<b>Classified Agreements</b>	Position	Reason (Replace / New)	Site	FTE	Date
Oscar Mendoza	Groundskeeper	Replace Paul MacKinney	EGJH	1.0	8/24/2017
Jessica Eichinger	Instructional Aide I	Replace Theresa Badalamenti	ACES	0.70	8/28/2017
Stephanie McNary	Paraprofessional I	Replace Deborah Carlson	ACES	0.75	8/29/2017
Jennifer Vargas	Food Service Assistant	Replace Jeanne Mayer	TVES	0.5625	9/5/2017
Kerry Zuest	Bus Driver	Vacancy created by internal transfer	TRANS	0.75	8/29/2017
<b>Classified Resignations</b>	Position	Reason	Site	FTE	Date
Dolora McKendrick	Instructional Aide	Personal	TVES	0.8	9/14/2017
<b>Other Continuations</b>		Reason (Replace / New)	Site	FTE	Date
<b>Other Discontinuations</b>	Position	Reason	Site	FTE	Date
<b>Other New Hires</b>	Position	Reason	Site	FTE	Date
Sarah Jayne	CTE Director	Replace Jesse South	TVHS	Varies	8/24/2017
Clark Young	Sub Bus Driver	New	TRANS	Varies	9/7/2017
Ashleigh Hodap	Assistant Cheer Coach	Replace Mimi Taylor	TVHS	Varies	9/6/2017
Nicholas Cudaback	Head Varsity Baseball Coach	Replace Jim Lawwill	TVHS	Varies	8/24/2017
Paula Nasitaka	Certified and Classified Sub	New	Varies	Varies	9/8/2017