

DRAFT – Unofficial Until Approved
Meeting Minutes 1/26/2012

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Study Session on January 26, 2012 in the Board Room, at the Tanque Verde Unified School District Administrative Office, 2300 N. Tanque Verde Loop Rd., Bldg #1, and Tucson, Arizona 85749. The meeting was called to order at 7:03 p.m.

1. ROLL CALL

Board Members present:

Mr. Jeffrey Neff, President

Mrs. Claire Place, Clerk

Mr. Steven Auslander, Board Member

Mr. Peter Livingston, Board Member

Dr. Wayne Peate, Board Member

Annie Kosky, Student Board Member

Administrative Staff:

Dr. Doug Price, Superintendent

Mr. Marty O'Shea, Business Manager

2. APPROVAL OF AGENDA

MOTION: Mrs. Place made a motion to approve the Agenda. Dr. Peate seconded; the motion carried unanimously.

3. CALL TO THE PUBLIC

There was no call to the public.

4. CONSENT AGENDA (*see attached*)

Listed on the Personnel Report is a TOSA. Mr. Auslander asked Dr. Price to explain that position. Dr. Price stated a TOSA is, Teacher on Special Assignment.

Mr. Livingston asked why the sizeable difference in an assistant Basketball Coach receiving \$717. and an Assistant Tennis Coach receiving \$2008. Dr. Price explained the Assistant Tennis Coach and Head Tennis Coach are sharing the responsibilities equally. Mrs. Sharp explained there is a difference in athletic pay between Junior High, High School Junior Varsity and High School Varsity.

MOTION: Dr. Peate made a motion to approve the Consent Agenda. Mr. Auslander seconded; the motion carried unanimously.

5. INFORMATION ITEM

A. First Reading of Policies:

BCB – Board Member Conflict of Interest

If a district transacts business with a Board member, in accord with the statutory limitation the Board must have approved a policy authorizing such transactions **within the twelve (12) months preceding** any such transaction. Check the statutes for specific limitations Related to the size of the district's student population and corresponding procedures to be specifically followed. {A.R.S. 15-323}

The above policy was read. Board Members did not have any comments.

DIA – Accounting System

A school district that desires to assume accounting responsibility must apply to the auditor General for an evaluation prior to **January 1** of the year preceding the fiscal year of implementation. {A.R.S. 15-914.01}

The above policy was read. Mr. O’Shea addressed the Board stating the district runs the accounting responsibilities through the County; therefore, this policy does not apply.

IHB – Special Instructional programs

By **January 1**, school districts participating by agreement in a special education program established in a county accommodation school shall make an advance payment of the per Student quarterly tuition, as determined by the County School Superintendent, to the Accommodation school. {A.R.S. 15-764}

The above policy was read. The district does not have an agreement with any special education program established in a county accommodation school; therefore, this policy does not apply. Mr. Livingston asked for clarification about the age limit for Special Education Students, asking it is it the districts responsibility to education up to age 21 or through age 21. Dr. Price stated it was through age 21.

DG – Banking Services

The governing board by majority vote shall designate one (1) or more banks for the Safeguarding of school auxiliary and revolving funds authorization. {A.R.S. 15-1126}

The above policy was read. Mr. O’Shea stated the district has local accounts with Wells Fargo, Bank of America and Hughes Credit. Mr. Livingston expressed concern regarding the state coming in and sweeping/accessing our funds. Mr. O’Shea assured Mr. Livingston the scenario he described isn’t possible.

DK – Payment Procedures and DK-E

To permit the payment of salary or other expenses in a timely fashion, the Board may approve a resolution authorizing the signing of vouchers between meetings, with the vouchers being ratified at the next meeting of the Board. {A.R.S. 15-321} (See exhibit DK-E).

The above policy was read. Mr. O’Shea stated to the Board we are already handling our Vouchers as described in the policy.

DBC-R – Budget Planning, Preparation, and Schedules

By **February 1**, the District shall submit evidence to the State Board that it continues to meet the standards and qualifications required for additional teacher compensation monies for the budget year, whenever the District was approved for the current year, but not for the preceding current year, {A.R.S. 15-951}

The above policy was read. Mr. Livingston asked about the language in the policy stating the district must Publish the budget. Mr. Livingston's question, by Posting the budget have we satisfied the Publish requirement, or do we actually need to Publish the budget yearly? Mr. O'Shea said he would find out, and if we need to change the policy language we will bring the policy back before the Board.

JQ – Student Fines, Fees and charges

Annually, by **February 28**, each public school that receives fees or a cash contribution for the support of extracurricular activities or character education programs of the public school shall report to the Department of Revenue, in a form prescribed by the Department, the information specified in A.R.S. 43-1089.01(F).

The above policy was read. Mr. O'Shea explained this report relates to Tax Credit Donations; our reporting practices are in compliance.

6. ACTION ITEM

A. TVHS – Cheerleading Squad Out of State Travel Request

Mr. Auslander asked Social Studies Teacher/Cheer Coach Ms. Heck how the \$2800. funds they currently have were raised. She said primarily through Tax Credit Donations and a fundraising event last weekend, where they raised \$1000.

MOTION: Mr. Auslander made a motion to approve the out of state travel request for the TVHS Cheerleading Squad. Dr. Peate seconded; the motion carried unanimously.

B. TVHS - Economic Club Out of State Travel Request

Mr. Livingston asked how this trip would be funded; Ms. Heck explained each student would pay \$500. which should cover all expenses. There was discussion among Board Members and Ms. Heck about the experience of attending Economic Summit and how students will benefit from such an experience. Mrs. Place talked about perhaps finding local Financial sponsors to help fund future trips. Ms. Heck talked about a Regional Economic event at TVHS on April 18 from 8:00 a.m. to 1:00 p.m.; all Board Members and Dr. Price were invited. Ms. Heck described the event as a Model of United Nations but with trading. Dr. Price volunteered to participate. Mr. Livingston cautioned Ms. Heck about scheduling future trips that take students out of the classroom for more than two (2) days at a time.

MOTION: Mr. Auslander made a motion to approve the TVHS Economic Club out of state Travel Request. Dr. Peate seconded; the motion carried unanimously.

7. ANNOUNCEMENTS

Tech Trek is on Saturday, January 28, 2012

Board Retreat in on Sunday, January 29, 2012

8. FUTURE BOARD AGENDA ITEMS

9. **ADJOURNMENT**

Mr. Livingston made a motion to adjourn. Mr. Auslander seconded; the motion carried unanimously. The meeting adjourned at 7:35 p.m.

Respectfully submitted by,

Judy Bower, Board Secretary

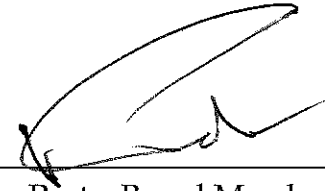


Peter Livingston, Board Member

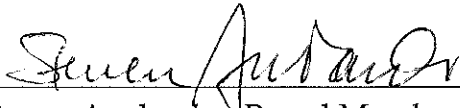
Jeffrey Neff, Board President



Claire Place, Board Clerk



Dr. Wayne Peate, Board Member



Steven Auslander, Board Member

Personnel Items - Board Meeting - January 26, 2012

Administrator Contracts	Position	Reason	Site	FTE	Salary	Date
Certified Contracts	Position	Reason (Replace/New)	Site	FTE	Salary	Date
Kimberley Lee	SpEd CBI Teacher	Change from TOSA to Certified Intern	EGJH	1.000	\$15,659.61	1/23/2012
Administrator Resignations	Position	Reason	Site	FTE	Salary	Date
Certified Resignations	Position	Reason	Site	FTE	Salary	Date
Classified Agreements	Position	Reason (Replace/New)	Site	FTE	Wage	Date
Lauren Ramsower	Paraprofessional	Replace Linda Jarosak	TVES	0.800	\$9.04	1/11/2012
Classified Resignations	Position	Reason	Site	FTE	Wage	Date
Other Resignations						
OTHER						
Bill Kipling	Head Girls Basketball Coach	Replace Chris Voutsas	EGJH	varies	\$1,434.00	Jan., 2012
Joanna Vega	Asst. Girls Basketball Coach	Replace Mike Ratajczak	EGJH	varies	\$717.00	Jan., 2012
Theresa McWilliams	Classified Substitute	new	varies	varies	varies	Jan., 2012
Steve Tobias	Head Tennis Coach	Replace Lynette Wilkins	TVHS	varies	\$2,868.00	Jan., 2012
David Blackwell	Assistant Tennis Coach	Replace Jeff Bokowski	TVHS	varies	\$2,008.00	Jan., 2012
Shannon (Marilyn) Miller	Certified Substitute Teacher	new	varies	varies	sub pay	Jan., 2012
Lisa Foster	Certified Substitute Teacher	new	varies	varies	sub pay	Jan., 2012
Corrina Herrick	Certified Substitute Teacher	new	varies	varies	sub pay	Jan., 2012
Kyle Blaine	Classified Substitute	new	varies	varies	sub pay	Jan., 2012