

DRAFT – Unofficial Until Approved
Meeting Minutes 4/14/2016

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Regular Board meeting on April 14, 2016 in the Board Room, at the Tanque Verde Unified School District Administrative Office, 2300 N. Tanque Verde Loop Rd., Tucson, Arizona 85749. The meeting was called to order at 7:05 p.m.

1. ROLL CALL

Board Members present:

Dr. Peter Livingston, President

Ms. Susan Fry, Board Member

Mr. Carlos Ruiz, Board Clerk

Mr. Jeffrey Neff, Board Member

Mr. Steven Auslander, Board Member

Grace Gerbing, Student Board Member (absent)

Administrative Staff:

Ms. Kimberly C. Sharp, Superintendent

Mr. Adam Hamm, Business Manager

2. APPROVAL OF AGENDA

MOTION: Mr. Neff made a motion to approve the agenda with exception; he requested Information and Discussion Item A – Science Fair Projects be heard prior to Reports. Mr. Auslander seconded; the motion carried unanimously.

3. INFORMATION AND DISCUSSION ITEMS

A. Science Fair Projects – Board Members spent time with each student who attended the Board meeting to learn about their science fair project. Board President Dr. Peter Livingston talked about how important science is today and for our future.

ACES: 6th grade teacher Ms. Kathy Murphy read the ACES students' names in recognition of their 2015-16 Science Fair accomplishments: Lilah Vosper, Andrew Schalk, Beck Caballero, Bryce Drummond, Nolan Radomsky, Jett Payne, Molly Brunell, Neave Rojas, Arlie Mixer, Grace Finnegan, Stephen Gilding, Eric Drummond, Abby Smith, Michael Mansour, Madeline Cheu, Ryan Sanderson, Karah Mayer, Kirsten Albrecht, Rebekah Hubble, Lorelai Laudonio, Kailey Reichardt, JP Spilotro, Jackson Poore, Allie Beishuizen, Nick Cusson, Henry Medlin, Ella Pearlman, Tanner Soeder, Brenden Vimmerstedt, CJ Lopez, Emarie Sooter, Noah Smith, Sidney Tolbert, Lainie Radomsky, Emma Francone, Mason Benenati, Isabella Cilano, Richard Caccamise, Nick Spilotro, Elizabeth Jensen, and Evan Wall.

TVES: Ms. Susan Centers, Principal of Tanque Verde Elementary School read the TVES Students' names in recognition of their 2015-16 Science Fair accomplishments: Natalie Armstrong, Michael Quebedeaux, Sophie Richard, Brett Lewis, Zoe Gaube, Cole Wright, Denny Morisset, Alanna Masunas, Michael Masunas, Nate Grimshaw, Austin Runkle, Conrad Lis, Luke Russell, Dylan Johnson, Tori Shulman, Trevor Koessler, Aidan Reid, Calvin Jones, Joseph Puckett, Isaiah Puckett and Ms. Katami's REACH Class.

EGJH: Ms. Kimberly Sharp, Superintendent read the Emily Gray Junior High School

Students' names in recognition of their 2015-16 Science Fair accomplishments: Charles Maxwell, Sean Runkle, Amelia Luri, Zinnia Nielson, Emily Ignatoff, Samantha Katz, Sophia Baker, Abigail Gahr, Ellie Nasiatka, Liam Boyd, Daniella Bojorquez, Skylar Dikeman, Briannah Gerhart, and Logan Radomsky.

Dr. Livingston thanked everyone for coming and expressed his appreciation, and encouraged the student scientists to continue to learn all they can.

Superintendent Sharp, thanked teachers, administrators and staff for their efforts. Ms. Sharp also thanked all the students and their families for their hard work and dedication.

4. **REPORTS**

Student Board Member Report – Grace Gerbing (absent)

TVHS:

Activity at Tanque Verde has been heating up throughout the month of March! With spring sports in full swing, clubs taking top prizes at State competitions, and academic achievement reaching a peak for the semester, Tanque Verde is finishing out the third and fourth quarters strong.

Tennis, golf, baseball and softball highlight this season's excelling teams; the boys' and girls' tennis teams are both ranked within the top 30 of their divisions, while baseball and boys' tennis are ranked within the top 10! The boys' tennis team just swept the Tennis for Tori Tournament at La Mariposa on March 8th. State tournaments for these teams will be held in late April and early May. Also, the TVHS cheer squad is hosting tryouts for the 2016-2017 season.

Before the start of spring break, students went out of their way to show support for their faculty during Teacher Appreciation Week. Apples were given out, notes were exchanged, and Eegee's was served to show our teachers how much we truly care about them. Other events that have been in planning have been Prom: An Evening Under the Spotlight on April 16th, the Corsage Fundraiser from Darrell's Flowers, the Powderpuff Games, and more special events for April.

NHS members have been very active this past month collecting pop-tabs for Ronald McDonald, volunteering at the ACES Spring Festival, attending meetings, and electing next year's officers.

Our extracurricular activities continue to wow judges and crowds across the State of Arizona. In the past few weeks, students were crowned at the state DECA and SkillsUSA conferences, and now have the opportunity to compete at the national level! Some of these competitions included CAD, photography, and broadcasting news. Also, the TVHS Winter guard competed in their final competition of the season at Basha High School on the 20th, earning a much-improved score from the judges. Band continues to hone their skills for their Disneyland trip

next month, while the Theatre class prepared and performed their rendition of "Fahrenheit 451" by Ray Bradbury to three large audiences. Lastly, students performed in the Dance Show on April 8th and 9th showing off various dance routines and styles learned throughout the year.

Finally, the classes of 2017 and beyond registered for their classes for the 2016-2017 school year this week, which will bring new AP curriculum and more options for science and math credits.

EGJH:

EGJH just completed their Leukemia/Lymphoma Society fundraiser and raised over \$2,000.

Both Emily Gray bands, several orchestra members, and the Emily Gray Choir will be premiering an arrangement of "Wichita Lineman."

The band, orchestra, and choir also traveled to Anaheim, CA March 17th - 20th for the "Music in the Parks" Music Festival. While there, they enjoyed Disneyland/California Adventures and performed before a panel of judges who rated them on their musicianship. Both bands took first place in their category and the advanced band garnered the "Best Overall" award. Each group performed two songs and received both a rating and a placement for the festival. Choir received an "Excellent" rating and placed 1st out of Junior Highs at the festival. Both Cadet and Advanced Bands took 1st place in their respective divisions and received "Good" ratings. The Advanced band further garnered the Best Overall award. The awards were presented at the Fantasyland Theater in Disneyland.

The elementary bands will combine for a concert on May 10th at Emily Gray and the Cadet Band, Advanced Band, and Orchestra will present a concert on May 12th.

TVES

TVES is planning a Butterfly Sanctuary Garden to help pollinators and bring beauty to the campus. With the butterfly garden, TVES is clearing and prepping the ground for planting. Many students have come up with plans for how to arrange the plants and are writing business letters to help support the garden. They are starting a garden club after school on Mondays and hope to incorporate standards with preparing the butterfly garden and begin planting.

Students Council has started a Thank You Thursday. This is a school wide initiative where students and staff are encouraged to thank one another and these are shared during the announcements. Student council members also worked very hard on a skit for the school talent show on April 8th.

TVES will be donating a bench to a memorial site planned to go up by the end of the year.

Looking ahead to the summer, Tanque Verde Elementary School will be hosting Camp Invention again from June 6th - 10th. At Camp Invention local educators lead a week of hands-on activities created especially for elementary school children. Boys and girls spend time building original prototypes using real tools and components found in everyday devices,

playing high-energy games and so much more! All lessons explore connections between science, technology, engineering and innovation.

ACES:

Throughout the month of March ACES had many fun activities including: The Magic Show (3/4), Young Authors Day (3/18), and the Annual Spring Carnival (3/19). All the proceeds from the Magic Show went toward the 6th grade legacy gift.

Student Council held their first game day in the MPR after school on March 22nd. This was a great opportunity for students to get together and socialize after school and play board games together with friends.

The Research Contest begins April 11th in Library and is a major contest at the elementary school which teaches students a variety of research skills. This contest goes until May 6th.

Through collaboration between our Elementary School Counselor, Sara Franks, and the organization K.A.R.E (The Kinship, Adoption, Resource and Education Family Center) ACES will be hosting an informational night for families in which a family member other than the biological parent (grandparent, aunt, uncle, etc.) is acting as guardian and is raising that child. K.A.R.E representatives will be here to present about resources and services that are available for grandparents and other family members who are guardians and care for our students. The event is scheduled for Wednesday, April 13th from 5:30-7:00 in the ACES Library and will be a wonderful opportunity to learn more about resources in our community and to network with other families at our schools who share similar experiences.

Upcoming events to look forward to include the Star Party (4/12), Student Council movie day after school (4/15), The Taste of Tanque Verde (4/23), Field Days (4/28 & 4/29), Box Tops Contest (5/5), and the End of Year BBQ (5/20).

• **Superintendent's Report – Ms. Kim Sharp presented the following reports:**

➤ **AzMERIT Testing Update**

Overall, the AzMERIT Testing went well. However, on the second day of our AzMERIT testing, Tuesday, April 5th, we experienced some difficulties with log-on's, access to testing materials and delays in general. TVUSD does not know whether this will affect our students and their testing scores or not. Mr. Tony Blackwell will speak to these situations at the April 28 board meeting.

Board members asked if AzMERIT was alerted to the problem, and if students could have the option to re-take the test. Ms. Sharp responded AzMERIT and ADE were alerted; however, she did not know if a re-do was an option. Ms. Sharp cautioned there are a number of things to take into consideration with such a short window before the end of school – when we're testing students, we aren't teaching students. She assured Board Members information is still being gathered, and at the April 28 Board meeting, we will have a presentation prepared.

➤ Traffic Pattern Update

Ms. Sharp announced Mr. Greg Miller is currently attended a meeting with members of the Pima County Department of Transportation - Traffic Engineering Division; Ms. Claire Place was also in attendance. Mr. Miller is representing the District to provide input and keep us informed. There are two (2) project(s) under review: 1) Sabino Canyon Recreation Area entrance (does not affect us) – and 2) the Intersection of Tanque Verde and Tanque Verde Loop Road. These projects are in the planning stages right now. Tanque Verde Rd. and Tanque Verde Loop corner is under consideration because of increased traffic (not due to accidents or injuries). Solutions currently under consideration are either: a 'Roundabout', or a 'Continuous Green T-Intersection' (similar to the Park Mall traffic signal, when exiting North on Wilmot Road). These are just under consideration at this point, and a project could take up to four (4) years or more to completion. As additional information becomes available the Governing Board will be updated. A communication plan to update the community will be fully developed as the project moves forward and becomes more defined. Ms. Sharp thanked Mr. Miller and Ms. Place for participating in these early discussions.

• **Community Liaison Report – Ms. Claire Place**

➤ Community Outreach

• Southern Arizona School Safety and Preparedness Consortium (SASSPC) - District is participating in the development of classroom emergency procedure cards as part of a grant project with the Pima County Office of Emergency Management and SASSPC. The grant also includes funding for added classroom safety measures.

• Infectious Disease Protocol - District representatives (Sherri Rosalik, Claire Place) participated in a training with area school districts to test a new draft protocol in Infectious Disease through a table-top exercise on Friday April 8, 2016.

Participants included: Salpointe High School, Vail USD, Sunnyside USD, Catalina Foothills HS, Tanque Verde USD and Tucson USD. The protocol development is part of an initiative by the Arizona Department of Education, Safe and Secure Schools Division to update annexes and paradigms related to school specific issues in emergency preparedness.

(District Goal 5.1 -School Safety; 5.2 - Emergency Preparedness)

➤ Community Engagement

School Volunteers

• Meetings with community representatives Carol Langford, of JustServe.org, Cindy Calenti, of Pima Community College, Elementary Education, and Josh Schachter, of Community Share to review opportunities related to community volunteers in district schools. Review of policy and practice related to school volunteers is being conducted. Volunteer job descriptions are being developed by our HR department to assist with oversight of long-term volunteers.

(District Goal 4.1 - Support Partnerships with Community Groups)

➤ Communications

- **News and Views Spring Issue** - Distribution via print and electronic media began April 1st through 8th. A tax credit reminder was included. This was the first issue which included advertisements with the intent of helping support printing costs. Hand-delivered copies to advertisers to meet with their representatives in person and encourage continued partnership with district.

(District Goal 4.3 - Recognize Achievements of Students, Staff, Schools)

Ms. Place added as noted in her written report she attended the Pima County Consortium and obtained safety and security procedure emergency cards for the classroom, it's a quick guide 'what to do when.'

Ms. Place announced the district placed an ad in the Tucson Metro Chamber Map guide; the district was given a discount and a very reasonable price. The ad will be in place for the next two years. The guide is available in both print and electronic format.

Ms. Place updated the Board on the trademark progress for the district logo, stating, "we're nearly ready to file."

- **Enrollment update – Mr. Adam Hamm**

Mr. Hamm reported enrollment is up slightly, four (4) students overall.

- **District Report Card – Mr. Adam Hamm**

Mr. Hamm reported we are down in our District Additional Assistance. He will be filing a Budget revision next month. Due to some recent changes, Mr. Hamm is working closely with Ms. Stephanie Silva on the Capital assets to ensure we accurately code items.

- **Legislative Update – Mr. Jeffrey Neff**

Mr. Neff indicated the State budget is yet to be determined.

- **Facilities Update – Mr. Adam Hamm**

- Maintenance Update: Parking Lot

Mr. Hamm reported the Bleacher project is complete. Trenching is underway to bring power to the Press box and for additional lighting. A fence has been erected around the perimeter of the football field by our Maintenance staff.

Mr. Hamm talked to Board Members about the need for additional parking at the high school, which is short 75 spaces – there is a real need for additional parking. Mr. Hamm reached out to local architect, T.M.W. Design Inc., to develop plans. The plans at this time are to locate the new gravel parking lot north of the existing parking lot.

- **Board Comments – Dr. Livingston**

Dr. Livingston talked to Board Members about the Retreat, and asked Board Members to look at their calendars for availability; June may be the best time. Topics for the retreat agenda are being gathered; he anticipates some good, lengthy discussions.

5. CALL TO THE PUBLIC

There were no comments from the public.

6. CONSENT AGENDA *(see attached)*

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

7. INFORMATION AND DISCUSSION ITEMS

B. Open Enrollment Update – Ms. Kimberly Sharp

Ms. Sharp provided Board Members with the Open Enrollment update showing there is still capacity in some of our schools, particularly in Kindergarten, First and Fourth grades at both elementary schools. Based on capacity limits, there are other limited elementary spots available. A plan will be developed to help get the word out to encourage additional requests for placement through Open Enrollment.

8. ACTION ITEMS

A. 2016-17 Insurance Renewal – Ms. Kimberly Sharp and Mr. Adam Hamm

The cost of medical insurance is going to increase for the 2016-17 year and it's highly likely it will increase next year too. It is an unprecedented increase this year; we are facing a 21.71% increase, which was negotiated down by our Insurance Consultant, CBIZ (it was originally at 30%). In the past, we've only offered Traditional medical insurance plans. With this renewal, we will introduce a High Deductible Health Plan (HDHP) and a Health Savings Account (HSA) – these options combined offer a lower cost-base plan option for most employees.

Ms. Sharp, Mr. Hamm and Board Members discussed the options in great detail.

The following insurance benefits will go into effect on July 1, 2016:

Medical - Classic *formerly known as Classic Gold*

Medical - Value *formerly known as Value Silver*

or

Medical – (HDHP) High Deductible Health Plan

Health – Health Savings Account (HSA)

Dental – Principal Financial PPO Dental Plan (slight increase)

Vision – EyeMed – (100% employee paid plan- minimal increase)

Life/Short Term Disability – Principal Finance (moderate increase)

Flexible Spending Account (FSA)

This is a voluntary benefit which allows employees to set aside pre-tax dollars to help offset out-of-pocket medical and dependent care costs.

MOTION: Mr. Neff made a motion to approve the 2016-17 Insurance Renewal. Ms. Fry seconded; the motion carried unanimously.

B. Revised 2016-17 School Calendar – Ms. Kimberly Sharp

Ms. Sharp presented the revised 2016-17 school calendar. The biggest change to the calendar is Spring Break due to the State testing window.

MOTION: Mr. Neff made a motion to approve the Revised 2016-17 School Calendar. Mr. Auslander seconded; the motion carried unanimously.

C. Policy adoptions:

IKF- Graduation Requirements – Ms. Kimberly Sharp

Ms. Sharp presented this policy. Language was removed that referenced AIMS testing.

MOTION: Mr. Auslander made a motion to adopt policy IKF-Graduation requirements. Mr. Neff seconded; the motion carried unanimously.

GCCA – Professional/Support Staff Sick Leave –Ms. Kimberly Sharp

Ms. Sharp explained this policy was updated to add our eleven (11) month employees; the policy change reflects the monthly accrual and annual maximum Sick Leave. We've also converted Leave accruals from days to hours for all positions; this measure is easier to track for the Business office.

MOTION: Mr. Auslander made a motion to adopt policy GCCA – Professional/Support Staff Leave. Ms. Fry seconded; the motion carried unanimously.

D. TVHS Travel request: DECA Nationals Competition – April 22-27, 2016 – Mr. Jesse South

Mr. South talked to the Governing Board about the DECA Nationals Competition. He explained there are four (4) students who qualified, and provided trip details for the Board Members.

MOTION: Mr. Auslander made a motion to approve TVHS DECA Competition travel request – April 22-27, 2016. Mr. Neff seconded; the motion carried unanimously.

E. TVHS Travel request: SkillsUSA Nationals – June 19-25, 2016 – Mr. Jesse South

Mr. South addressed the Governing Board letting them know two (2) students earned a Gold medal in Photography and Drafting which qualified them for the SkillsUSA Nationals Competition. He added this is an honor and a big achievement.

MOTION: Mr. Auslander made a motion to approve TVHS SkillsUSA Nationals travel request – June 19-25, 2016. Mr. Neff seconded; the motion carried unanimously.

9. ANNOUNCEMENTS

TVES Art Show (in the MPR) on Friday, April 15 - 6:00 p.m. to 9:00 p.m.

Pima County School Board/Superintendent Collaborative Meeting Monday, April 18

TVF – Taste of Tanque Verde, April 23 - 6:00 p.m. to 11:00 p.m. at 49er's Country Club. Tickets are now available, go to the district website online store.

Mata Ortiz Exhibition and Sale, April 16 from 10:00 a.m. 1:00 p.m. at the Lew Sorensen Center

10. FUTURE BOARD AGENDA ITEMS

Teachers Pay Teachers
Emergency Response Plan

11. ADJOURNMENT

Dr. Livingston adjourned the meeting at 8:57 p.m.

Respectfully submitted by,
Judy Bower, Board Secretary

Peter Livingston, Board President

Susan Fry, Board Member

Carlos Ruiz, Board Clerk

Jeffrey Neff, Board Member

Steven Auslander, Board Member

Personnel Items - Board Meeting - April 14, 2016

Administrator Contracts	Position	Reason	Site	FTE	Salary	Date
See Attached List						
Certified Contracts	Position	Reason (Replace / New)	Site	FTE	Salary	Date
Certified Resignations						
Janet Mitchell	Special Education Teacher	Personal	TVHS	1.0	\$36,590.00	5/26/2016
Jennifer Maynard	5th Grade Teacher	Did not sign contract for next school year	TVES	0.60	\$22,706.18	5/26/2016
Susan Baine	Math Interventionist	Did not sign contract for next school year	TVES	0.50	\$18,100.00	5/26/2016
Marilyn Huestis	Psychologist	Requests return as ESI employee SY 16/17	TVDO	1.0	\$69,968.00	6/14/2016
Jennifer Marner	School Counselor	Other employment	TVHS	1.0	\$40,516.00	5/26/2016
Rachel Gwozdz	2nd Grade Teacher	Family	ACES	1.0	\$31,900.00	5/26/2016
Classified Contracts	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Classified Agreements	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Jodi Thompson	Food Services Assistant	Replace Vicki Gibson	TVES	0.50	\$8.39	4/5/2016
Cynthia Cowell	Food Services Assistant	Replace Rich Wilson	TVHS	0.25	\$8.73	4/11/2016
Other Continuations	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Cindy Petry	Spanish Teacher	Return as ESI employee for 1st half of SY 16-17	EGJH	1.0	\$17,857.84	8/1/2016
Kathleen Herighty	School Nurse	Return as ESI employee for 1st half of SY 16-17	TVHS	1.0	\$16,291.73	8/1/2016
Debra Webber	SpEd Teacher	Return as ESI employee for 1st half of SY 16-17	EGJH	1.0	\$18,885.23	8/1/2016
Marilyn Huestis	Psychologist/Sp Ed Program Coord.	Return as an ESI employee for SY 16-17	TVDO	0.75	\$34,552.00	7/7/2016
Classified Resignations	Position	Reason	Site	FTE	Wage	Date
Anita Van Der Lee	Instructional Aide Combo	Family	TVES	0.80	\$9.21	3/29/2016
John Harrell	COTA	Moving	TVHS	0.50	\$24.48	5/26/2016
Krista Young	Co-Science Lab Coordinator	Devote more time to outside pursuits	ACES	0.38125	\$10.20	5/25/2016
TOSA Contracts	Position	Reason	Site	FTE	Wage	Date
Other Discontinuations	Position	Reason	Site	FTE	Wage	Date
Annamarie Smith	B Team Cross Country Coach	Transfer to Head Cross Country Coach	EGJH	Varies	\$717.00	5/25/2016
Other New Hires	Position	Reason	Site	FTE	Wage	Date
Annamarie Smith	Head Cross Country Coach	Replace Lindsay Ventola	EGJH	Varies	\$1,434.00	8/3/2016
Kevin Birch	Volunteer Baseball Coach	New	EGJH	Varies	\$0.00	4/14/2016
Ray Swinehart	Certified Substitute	New	Varies	Varies	Sub Pay	4/14/2016

