

DRAFT – Unofficial Until Approved
Meeting Minutes 5/22/2012

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Study Session on May 22, 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

Mr. Peter Livingston, Board Member

Mrs. Claire Place, Clerk

Dr. Wayne Peate, Board Member (arrived at 7:05 p.m.)

Mr. Steven Auslander, Board Member

Annie Kosky, Student Board Member

Administrative Staff:

Dr. Doug Price, Superintendent

Mr. Marty O'Shea, Business Manager

2. APPROVAL OF AGENDA

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

3. CALL TO THE PUBLIC

There was no call to the public.

4. CONSENT AGENDA (see attached personnel report)

MOTION: Mrs. Place made a motion to approve the Consent Agenda. Mr. Livingston seconded; the motion carried unanimously.

5. INFORMATION ITEMS

- A. Tanque Verde Extended Care Programs Update – Marie Benson, Executive Director
Dr. Price introduced Marie Benson who shared May 2011 through April 2012 income/expense report with Board Members. She is hoping to expand and introduce some new programs/instructors next year. There was some discussion about a public community garden, gardening and cooking classes, computer and Adult physical education classes. She is striving for more diversity with new class offerings and instructors.
- B. ASBA Delegate Assembly – Identify Delegate and Alternate Delegate
Dr. Wayne Peate volunteered to be the Delegate and Mr. Jeff Neff volunteered to be the Alternate Delegate.
- C. School Bus Advertisement Agreement
Dr. Price asked Mr. O'Shea and Board Member Mr. Steven Auslander to share with the other board members what they've learned about School Bus Advertisements. The Budget Committee, as a revenue enhancing idea, suggested advertising on our schools buses. Mr.

Auslander said they've contacted a number of companies and have been in touch with a company from Texas, Alpha Advertising. Mr. O'Shea and Mr. Auslander are currently reviewing an Advertisement Agreement with Alpha Advertising. We could have ads on our buses as early as August.

D. Recruitment Update: Certified/Classified

Mrs. Sharp addressed board members, indicating there are openings at all the sites, interviews are underway and job offers are being made. So far the district has attended two Job Fairs; Mr. Anderson and Mrs. Rosalik attended the Job Fair at the U of A, and Dr. Price and Mrs. Sharp attended the Greater Arizona Job Fair sponsored by ADE in Phoenix. We continue to be challenged with some hard to fill positions with secondary math and science. The new hiring schedule has made a difference in recruitment.

E. Solar Project Update

Mr. O'Shea stated the district is real close to having documents finalized. The latest system design includes the input received from all the sites. Site visits are scheduled for Wednesday, May 23 and the documents should be finalized by Tuesday, May 29.

F. First Reading Policy: Hiring of Instructional Staff – G-3500, GCFA

There were no comments from Board Members

6. **ACTION ITEMS**

A. Student Promotion/Retention Appeal – Policy IKE

Mr. Neff addressed the parents of the student. Mr. Neff explained how the appeal process works, policy IKE-RA will be read into the record, the district will make a statement, there will be an opportunity for questions to be answered and then the parents can make a statement.

Mr. Neff read policy IKE-RA:

Pursuant to Arizona Revised Statutes, a parent or student of majority may appeal to the Board for reconsideration on any placement decision. The parent or student of majority has the burden of proof to overturn the decision of a teacher to promote, retain, pass or fail the pupil. It must be demonstrated to the Board that the student has or has not mastered the State Board adopted standards required for the placement recommended by the teacher. If the Governing Board overturns the decision of the teacher, a written finding of mastery or non-mastery of the State Board adopted standards must be adopted by the Governing Board.

Mr. Neff read policy IKE-RB:

The procedures outlined below are provided as definitions and guidelines for the implementation of District policy IKE, "Promotion and Retention of Students," and shall be used in formulating decisions for promotion or retention of a pupil in grade or course.

Promotion and Retention Guidelines

Grades kindergarten (k) through six (6):

- *The best interest of the child shall be the determining factor in all promotion or Retention decisions.*

- *The teacher recommending retention is responsible for submitting a concise written Statement to the school principal, including proper support documentation of why the pupil is recommended for retention.*
- *Prior to any decision for retention, the recommending teacher and the school principal shall meet with the child's parent(s) or guardian(s) to discuss the factors that may lead to the possible retention.*
- *The parent(s) or guardian(s) should be unquestionably aware of a possible recommendation to retain no later than the spring parent-teacher conference.*
- *If the retention decision holds, a written communiqué will be mailed to the child's parent(s) or guardian(s) by the teacher and shall be endorsed by the school principal. Included with the letter is to be a form whereby the parent(s) are given the opportunity to accept or reject, by signature endorsement, the recommendation of the teacher. The parent(s) or guardian(s) will be required to return the form to the principal prior to the end of that school year, and it shall be placed in the pupil's cumulative record. Any request by the parent(s) or guardian(s) for an appeal before the Board shall be made in writing to the Superintendent before the beginning of the next school year.*

Mr. Neff spoke to the parents, stating the district received their request for this appeal to be made in open session. He further clarified that there could be private information they may prefer not be heard in an open session, he asked if they would rather this appeal be held in an Executive session, which would mean; the parents, the Board Members, the Superintendent and Principal Mrs. Rosalik would be in the session – if they choose the Executive Session this would be scheduled for a later date. Both parents said they would prefer to go into an Executive session. Mr. Neff said we can schedule this for early June; in addition he wanted to make sure the parents understood, once the Executive session is finished Board Members would come back into the open session and take action on the appeal.

MOTION: Dr. Peate made a motion to table this agenda item A. until June 7, where a Special Session Board meeting with an Executive Session can be held at 7:00 p.m.

Mr. Auslander seconded; the motion carried unanimously.

B. Alternate June Board Meeting Date – Change from Thursday, June 28, 2012 to Tuesday, June 26, 2012.

MOTION: Mrs. Place made a motion to change the June 28, 2012 board meeting to Tuesday, June 26, 2012. Mr. Livingston seconded; the motion carried unanimously.

C. Second Reading Policy: Hiring of Instructional Staff – G3500, GCFA

Mrs. Sharp spoke to the Board about the recommended changes to this policy. There are two areas in the policy being recommended for change. The first is relating to deleting the language that states *an applicant may not begin work until the drug screening process is completed* and the other area relates to the standard for drug testing; to screen for 5 drugs (Marijuana, Cocaine, Opiates, Phencyclidine, and Amphetamines) not 9 as stated in our policy - an additional 4 drugs (Barbiturates, Benzodiazepines, Methadone and Propoxyphene). The above changes are being recommended to simplify the process.

MOTION: Mr. Livingston made a motion to adopt Hiring of Instructional Staff – G3500, GCFA policy as written. Dr. Peate seconded; Board Members discussed the process, Mrs. Sharp responded to Board questions relating to the process; how it works, how long the Delays are. Mrs. Sharp, indicated that these changes were recommended in an attempt to allow continuity in the classroom and to simplify the process. Board Members came to a general consensus to keep the polices as written. Board Members asked Mrs. Sharp to report back to them in 6 months regarding the process, specifically relating to the impact. The motion unanimously did not pass.

7. **ANNOUNCEMENTS**

Tanque Verde High School Graduation is on Thursday, May 24 at 6:00 p.m.

8. **FUTURE BOARD AGENDA ITEMS/ANNOUNCEMENTS**

9. **ADJOURNMENT**

Mr. Auslander made a motion to adjourn. Mr. Livingston seconded; the motion carried unanimously. The meeting adjourned at 8:12 p.m.

Respectfully submitted by,

Judy Bower, Board Secretary

Jeffrey Neff, Board President

Peter Livingston, Board Member

Claire Place, Board Clerk

Dr. Wayne Peate, Board Member

Steven Auslander, Board Member

Personnel Items - Board Meeting - May 22, 2012

Administrator Contracts	Position	Reason	Site	FTE	Salary	Date
Certified Contracts	Position	Reason (Replace/New)	Site	FTE	Salary	Date
Amanda Barth	Biology Teacher	Achieved Certification, no longer TOSA	TVHS	1.00	\$31,800.00	8/6/2012
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
Classified Resignations	Position	Reason	Site	FTE	Wage	Date
Mary Kay Berry	Paraprofessional	Personal / Medical	TVES	0.80	\$9.56	3/29/2012
Jennifer Basler	Paraprofessional	Moving out of state	EGJH	0.80	\$9.56	5/25/2012
Karen Feeney	Food Service Asst	Personal	TVES	0.63	\$8.46	5/24/2012
Patty MacKintosh	Paraprofessional	Moving out of state	ACES	0.76	\$9.79	5/25/2012
Lauren Ramsower	Paraprofessional	Returning to school	TVES	0.80	\$9.04	5/25/2012
Other Terminations						
OTHER						
Greg Moreno	Groundskeeper	Transfer, from Night Custodian position	TVHS	1.00	\$10.20	5/10/2012
Maggie Janecki	Math Teacher	Transfer, from HS to JH Math position	EGJH	1.00	\$34,631.00	8/6/2012