

DRAFT – Unofficial Until Approved
Meeting Minutes 5/12/2016

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Regular Board meeting on May 12, 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 6:58 p.m.

1. ROLL CALL

Board Members present:

Dr. Peter Livingston, President (absent)

Mr. Carlos Ruiz, Board Clerk

Mr. Steven Auslander, Board Member

Ms. Susan Fry, Board Member

Mr. Jeffrey Neff, Board Member (absent)

Grace Gerbing, Student Board Member

Administrative Staff:

Ms. Kimberly C. Sharp, Superintendent

Mr. Adam Hamm, Business Manager

2. APPROVAL OF AGENDA

MOTION: Mr. Auslander made a motion to approve the agenda. Ms. Susan Fry seconded; the motion carried unanimously.

3. REPORTS

Student Board Member Report – Grace Gerbing

TVHS:

The month of April may have been the busiest month before the school year comes to its conclusion for our Hawks. Tanque Verde has had many athletic, academic, and extracurricular achievements this month, and our campus could not be more proud of the amazing work our students have put in!

To start, all of our spring athletic teams have qualified for their respective State Tournaments; the girls' tennis team, the softball team, and the baseball team all had quality runs until they fell to highly-seeded teams. Our girls' singles player, Kelsey Ingerson, beat the #8 seed and traveled to quarterfinals for the second tournament weekend at Paseo Racquet Club, so it's evident that all of our teams were worthy of the top twenty in the state of Arizona.

Aside from the countless strides made by all of our athletic teams, many of our clubs also performed very well out of state; our DECA chapter took students to the International Conference this month, with senior Savannah Ash placing as a finalist. Also, the Concert Band, the Jazz Band, and our Percussion Ensemble took home five trophies over the weekend, with each group scoring higher than 85 points! Yearbook and Student Council have also been finishing up their agendas as well; the yearbook has been officially completed, while the annual Prom, "An Evening under the Spotlight", was a massive success for the club. Lastly, NHS members have been very active this past month collecting pop-tabs for Ronald McDonald (turning in 44.25 pounds of pop tabs), attending meetings, and electing next year's officers. NHS is also having inductions on May 9th for next year's members.

In the academic world, AZMerit testing just wrapped up around the district and AP testing follows right on its coattails. Finals week will make up the most of the studying time in May, but the month will fly by extremely quickly until the '16-'17 school year starts.

EGJH:

Emily Gray Student Council just completed their sponsored Leukemia/Lymphoma fundraiser and raised over \$2000!

Also, the Student Council will be sponsoring the end-of-year dance on May 13th. This year's dances have been well attended and the school was able to donate part of the proceeds to the Leukemia/Lymphoma society as well.

Emily Gray Instrumental Music will be presenting a Spring Concert May 12th. The Cadet Band, String Orchestra, and Advanced Band will perform a variety of tunes for the audiences listening pleasure. Also, the Tanque Verde and Agua Caliente Elementary Bands will present their concert on May 10th at Emily Gray. Both concerts will be at 7:00 pm.

TVES

In March, TVES had Storyteller Martin come and presented to the students. As a follow up to this, students had the opportunity to be storytellers themselves.

Just before spring break, the sixth grade classrooms each performed a folk tale for their parents which contained both singing and speaking parts and on April 8th student council performed a skit. The Talent Show is also coming up Friday May 8th, and the Art Show has been rescheduled for the following Friday on the 15th.

During the week of the 18th, the second graders will be taking a field trip to the post office in preparation for a postal unit in which they deliver mail around campus.

On May 5th, TVES fourth graders had the opportunity to go to the symphony. This is the culmination of the TSO program in which small groups of musicians come out to demonstrate different instruments to the students. In previous years fifth graders have attended, but this year it was moved down to fourth grade and may help them select an instrument for band next year.

To prepare for next year, the sixth graders visited EGJH on May 5th to learn what their 7th grade year will entail.

TVES will be having their last book fair in May and this one is very popular since it is buy one and get one free! The Battle of the Books competition against ACES will be May 16 & 17 and 6th grade promotion is May 24th.

Other upcoming events for the school include a Student Council field trip on the 9th, Kinder roundup on the 11th, sixth grade camp on the 23rd and 24th, and promotion on the 25th!

TVES continues to work hard on their 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.

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

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:

ACES had another busy month filled with lots of fun activities. Some of these events included: 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), and the BoxTops Contest (5/5)

The Research Contest began April 11th in Library and is a major contest at the elementary school which teaches students a variety of research skills. This contest ended 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 hosted 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 was a wonderful opportunity to learn more about resources in our community and to network with other families at our schools who share similar experiences.

Lastly, ACES is looking ahead to promotion and the End of Year BBQ on May 20th!

Ms. Sharp thanked Grace for her service as a Student Board Member. All Board Members thanked her as well; adding they appreciated her student board reports, saying they were very thorough and well written.

- **Superintendent's Report – Ms. Kimberly Sharp presented the following reports:**

- Open Enrollment Update

We are tracking and monitoring enrollment at the elementary level. Total remaining spots available at TVES are 57, and at ACES there are 36 spots that remain open; at both campuses the majority of the open spots are in Kindergarten and First grade. A second Kindergarten roundup held on May 11 at TVES did not yield any additional enrollments and earlier this month a Kindergarten roundup at ACES generated one additional enrollment. Flyers have been placed at two daycare centers, and four churches. To help promote Open Enrollment, Ms. Place had signs made, both yard and bus signs. In the Fall there will be a more deliberate Open Enrollment campaign. Ms. Sharp shared statistics, provided by Ms. Fry, that reveal birth rates have been on a consistent decline.

- TVUSD Ranking in Publication

In a recent *US News and World Report* it was reported Tanque Verde High School is a top performing School with a Bronze Award; it did drop from Silver to Bronze. The data used was from 2013-14 SY; which was under the direction of a former Principal. The test scores in Reading were at 79% - Meets the Standard; in Mathematics 62% - Meets the Standard and 25% - Exceeds the Standard. TVHS received the Silver Award at a time when the schedule offered more dual enrollment courses. The data is based on AP Courses, resulting in the shift from

Silver to Bronze. The planned course offerings at TVHS for 2016-17 include an increase in AP courses and a decrease in dual enrollment courses, which should influence this type of reporting positively in the future.

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

- **Community Outreach /Engagement**

Pima County School Superintendent's Office - Met with Community Outreach Coordinator, Daniela Sequeiros who brought resources related to professional development available through their office.

(District Goal 3.0 Promote professional development)

Make a Difference Day - Changes to the mission of the LDS Church related to *Make a Difference Day* will no longer allow them to participate, however, Mr. Lance Clyde has offered to work with the district on alternate dates to accomplish individual projects of more limited scope. He indicated his interest in maintaining the "great relationship" we have developed through this collaboration over the years, and the importance of supporting the schools in their community. We were also contacted by Dr. Pam Perry, Assoc. Dean for Undergraduate Programs, of the University of Arizona Eller College, who indicated their interest in participating in, Make a Difference Day with our district on October 22, 2016.

(District Goal 4.1 Support collaborations with community groups)

Optimist club - Attended a meeting of the HEAT Optimist Club of Vail, AZ to acknowledge their support of our high school students. The HEAT Optimists recently sponsored the TVHS Oratorical Club, led by teacher Jeremy Samoy, in the 2016 Oratorical Zone competition, and are sponsoring student Sarah Frey, who won 1st place, to attend the state competition. Also at the meeting, the district was offered the support of the Tucson Chapter of the Sons of the American Revolution and One-on-One Mentoring of Tucson, a non-profit mentoring program for at-risk youth.

(District Goal 4.1 Support collaborations with community groups)

Promotional Materials in Schools Policy Review - Several actions and/or requests by local community groups and businesses regarding the distribution and/or posting of promotional materials has prompted a review of policy and practice. Updated policy guidelines are needed and will be developed prior to next school year.

School Facility Use - Requests for the use of school facilities has prompted an evaluation of the current use situation, and demonstrated a need for an administrative team review of current practice and fee schedule(s), which will be conducted prior to next school year.

(District Goal 4.4 Offer programs and facilities which invite community participation)

- **Communications**

Budget infographic - The requested infographic is in development with budget information provided by Business Manager Adam Hamm.

(District Goal 4.2 Enhance communications)

News and Views End-of- Year Issue - The final issue of the 2015-16 school year is in development, and scheduled to distribute electronically only on Friday, May 20th.
(District Goal 4.3 Promote strengths of the district)

Open Enrollment Marketing - Marketing efforts are being pursued in order to fill all available capacity district wide, in an effort to maintain budget revenue sources. Actions have included a review of past marketing efforts, and in an effort to contain cost and maintain continuity, previous materials are being updated and utilized in a number of ways. Additional Kindergarten Roundup dates were held at ACES (May 4th) and TVES (May 11th). Information regarding the additional kindergarten roundup dates was published in the May 2nd Arizona Daily Star, Education Notes section, and distributed to area preschools, churches and daycare centers in advance of these dates at no/low cost.
(District Goal 1.2 Pursue revenue sources and 1.4 Improve operational efficiency)

Website Contract Renewal - E-School View has presented a contract for renewal of website services at the same rate as we are currently paying, for a period of five years with an exit clause available after three years. The current contract is due for renewal now. It should be noted that we no longer qualify for the E-Rate 40% discount for website services, due to regulatory changes. The full rate has been anticipated in the district budget. The contracted fee for website services is \$3,240 per year. The renewal also includes a waiver of a one-time redesign fee (\$700) and five hours of training per contract year, which may be utilized in part for new teacher website training. Webmaster Jesse South was very helpful in finalizing the terms of the contract, in consultation with Claire Place, Tony Blackwell and Adam Hamm regarding website utilization, budget and contract specifications.
(District Goal 4.2 Enhance communications)

Ms. Place talked about marketing efforts relating to open enrollment. We've found previous marketing material that we will use for the Fall Open Enrollment campaign. Noting, having this material will save in production costs. Yard signs and bus decals were made promoting open enrollment. Unfortunately, some of the yard signs are already disappearing. The bus decals will be placed on the buses early next week.

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

Mr. Hamm stated as previously reported we are monitoring enrollment and making every effort to fill our classrooms. Next year, with same year funding, we'll be entering uncharted territory – like all other districts. Mr. Hamm indicated he would be reaching out to his peers and colleagues as he develops his budget strategy.

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

Mr. Hamm reported in District Additional Assistance, there will be an adjustment through the M & O fund with the revised budget up for consideration tonight. There is a lot of clean up underway due to recent changes. A big thank you to Ms. Stephanie Silva, she is closely reviewing our Fixed Assets and making sure they are properly identified, and making the necessary changes as appropriate.

- **Legislative Update – Mr. Jeffrey Neff (absent)**

Nothing to report

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

- Stadium Press Box Update

Mr. Hamm reported electrical will be in place in time for graduation on May 24. He is working with each Principal identifying and prioritizing summer projects. Ms. Sharp added projects relating to student/campus safety will be a priority.

Mr. Hamm stated he would be contacting SFB in an effort to secure grant funds and to ask for a site visit to go the various building maintenance issues throughout the district. Mr. Hamm agreed to provide the Governing Board with a listing of the District-Wide maintenance requests.

- TVHS Bathroom Conversion

Mr. Hamm addressed the Board, as reported earlier in the Superintendent's weekly report, we recently learned through an ADA compliance issue that we needed to complete a bathroom conversion allowing for wheelchair access. The work has been completed, and we are now in full compliance.

- Transportation Update: New Buses

Mr. Hamm reported we are looking at buses to lease. He is working with Mr. Raimondi and Ms. Lindflott to identify possible buses. Discussions are underway regarding lease options and the long term impact on the Transportation budget.

- **Board Comments – Mr. Carlos Ruiz**

Mr. Ruiz mentioned a few weeks ago he was at the ACES campus at the end of the day during student pick up. He said he was surprised at how congested traffic was and was concerned.

Ms. Sharp responded we are aware of the traffic issues. Ms. Rosalik has what may be a solution to redirect the bus traffic; other options and funding are being explored. This information will appear on Mr. Hamm's District-Wide maintenance request report.

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. Ms. Fry seconded; the motion carried unanimously.

7. INFORMATION AND DISCUSSION ITEMS

A. Teacher Pay Teachers - Mr. Adam Hamm

Mr. Hamm was tasked with finding a way to budget for curriculum used in the District, and to provide a method of funding for teachers to make requests for curriculum based materials. We learned through Ms. Barbara Drummond's presentation earlier this year that curriculum

materials are being purchased by teachers through an online resource called Teachers Pay Teachers. This prompted discussions to ensure we have a budget to support curriculum and professional development. Mr. Hamm said for the 2016-17 school year, the budget can support \$50,000 for both curriculum and professional development. Materials purchased through the District will be added to the curriculum resources for district-wide use, on occasion in which a teacher purchases curriculum it would a) be their choice and expense, and b) need to follow District and State guidelines, and c) be owned by that teacher not the District. The process for requesting funds for curriculum will be in place starting next year. At some point in the future if someone assumes the role of Curriculum/Professional Development Coordinator, this person may assume these allocation decisions.

8. ACTION ITEMS

A. Budget Revision FY 2016 – Mr. Adam Hamm

MOTION: Mr. Auslander made a motion to approve the Budget Revision FY-2016. Ms. Fry seconded; the motion carried unanimously.

B. ASBA Delegate Assembly – Submission of names to serve as Official Delegate and alternate representing TVUSD Governing Board at the Saturday, Sept. 10 meeting – Ms. Kimberly Sharp

MOTION: Mr. Ruiz made a motion, he nominated himself as the Official Delegate and Ms. Fry nominated Mr. Neff as the alternate representing TVUSD at the Saturday, Sept. 10 meeting. Mr. Auslander seconded; the motion carried unanimously.

C. Consider changing the Board Retreat from June 19, 2014 to June 24, 2016 – Mr. Carlos Ruiz

MOTION: Mr. Ruiz made a motion to change the Board Retreat from June 19, 2014 to June 23, 2016 instead of June 24. Ms. Fry seconded; the motion carried unanimously.

9. ANNOUNCEMENTS

Chapter FFA Banquet May 13 at 6:30 p.m. at TVHS – MPR

Ms. Sharp announced that Dr. Livingston will be presented with an Honorary Award at the FFA Banquet.

TVHS Awards Night, Tuesday, May 17 at 6:30 p.m. – MPR

TVHS Graduation May 24 at 7:00 p.m.

10. FUTURE BOARD AGENDA ITEMS

11. ADJOURNMENT

Mr. Auslander adjourned the meeting at 8:22 p.m.

Respectfully submitted by,
Judy Bower, Board Secretary

ABSENT

Peter Livingston, Board President

Susan Fry, Board Member

Carlos Ruiz, Board Clerk

ABSENT

Jeffrey Neff, Board Member

Steven Auslander, Board Member

Personnel Items - Board Meeting - May 12, 2016

Administrator Contracts	Position	Reason	Site	FTE	Salary	Date
Kim Hubbard	Assistant Principal	New	TVES	1.00	\$47,000.00	7/1/2016
Certified Contracts	Position	Reason (Replace / New)	Site	FTE	Salary	Date
Certified Resignations	Position	Reason	Site	FTE	Salary	Date
Jennifer Skaggs	6th Grade Teacher	Other Employment	TVES	1.00	\$35,00.00	5/26/2016
Classified Contracts	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Classified Agreements	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Robert Slocum	Custodian	Jeff Turner	TVHS	1.00	\$9.56	5/6/2016
Other Continuations	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Classified Resignations	Position	Reason	Site	FTE	Wage	Date
Michele Picou	Paraprofessional II/III	Personal	EGJH	0.80	\$9.58	5/25/2016
Long-Term Sub, Contract	Position	Reason	Site	FTE	Wage	Date
See attached list						
Other Discontinuations	Position	Reason	Site	FTE	Wage	Date
Jordan Chardukian	Assistant Flag Football Coach	Outside Employment Responsibilities	EGJH	Varies	\$717.00	4/27/2016
Jared Isaacman	Girls Tennis Coach	Personal	TVHS	Varies	\$2,868.00	4/26/2016
Other New Hires	Position	Reason	Site	FTE	Wage	Date
Leticia Madrid	Classified Sub	New	Varies	Varies	Sub Pay	5/4/2016

Long-Term Substitute Contract Names
SY 2016 / 2017

Last Name	First Name	Primary Job Title	Site
BURNETT	RHONDA	COUNSELOR	TANQUE VERDE HIGH SCHOOL
BARTRON	EDEN	DANCE INSTRUCTOR	TANQUE VERDE HIGH SCHOOL