

**DRAFT – Unofficial Until Approved**  
**Meeting Minutes 10/6/2016**

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Regular Board meeting on October 6, 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 7:00 p.m.

**1. ROLL CALL**

Board Members present:

Mr. Carlos Ruiz, Board President

Mr. Jeffrey Neff, Board Member

Mr. Steven Auslander, Board Member

Anisa Hermosillo, Student Board Member

Ms. Susan Fry, Board Member

Administrative Staff:

Ms. Kimberly C. Sharp, Superintendent

Mr. Adam Hamm, Business Manager (Absent)

**2. APPROVAL OF AGENDA**

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

**3. REPORTS**

- Student Board Member Report – Anisa Hermosillo

**Tanque Verde High School:**

Congratulations to Christopher Altizer. Chris was named a Semi-Finalist in 2017 National Merit Scholarship Program!

“There’s No Place like Homecoming” is the Homecoming theme this year. Homecoming was September 26-30th. Hallways were decorated in a “Wizard of Oz” theme. Students and faculty participated in the spirit days throughout the week. The homecoming dance was on Friday night after the football game.

A *new* Literature Club was introduced in September. The book club portion of the Literature Club will hold its first meeting soon.

Congratulations to TVHS Art Teacher, Ms. Emily Dobson! She was awarded the 2016 Outstanding National Art Honor Society Award!

**Emily Gray Junior High School:**

The Atria Senior Living visited the campus and with treats for the teachers and staff in celebration of *Gratitude Day*.

In October, the first Coding Club on campus will begin.

On October 24th, Red Ribbon week will begin. Red Ribbon Week encourages students to make good choices, and to say no to drug and alcohol use.

The PTSG will enter students into a raffle. The students, wearing spirit clothes, will receive a raffle ticket, and the winner of the raffle will receive a prize.

Late October, Student Council will hold a Halloween Dance.

**Tanque Verde Elementary School:**

Congratulations to the TVUSD 2016 SARSEF Awards Winners; Zoe Gaube, Casey Parks, Dylan Johnson, Calvin Jones, Trevor Koessler, Michael Masunas, Isaiah Puckett, Joseph Puckett. Ms. Carolyn Katami's class of 5 placed 2nd in the SARSEF Grand Award!

The First Grade classes held their annual Parade.

The school-wide Career Day was a success.

Muffins with Mom was a great fun. Students brought their moms to school at 7:30 am to eat muffins.

The Fall Festival and Parent Teacher Conferences will be held in October.

Student Council elections occurred in September.

**Agua Caliente Elementary School:**

Congratulations to the TVUSD 2016 SARSEF Awards Winners; Lilah Vosper, Andrew Schalk, Molly Tess Brunell, Bryce Drummond, Neave A. Rojas, Kirsten Albrecht, Eric Drummond, Madeline Cheu, Stephen J. Gilding, Rebekah Nowacki, Juliana Hubble, Karah M. Mayer. Ms. Molly Garcia's class of 20 placed 2nd in the SARSEF Grand Award!

The Second Grade held their annual tie dye project. Students made tie dye shirts for the school picture. This is a school tradition and was great fun for all.

Character Education day was a success. It taught students about citizenship and the qualities of being a good citizen.

The Fitness Fun Festival went really well. Students participated in a number of exercises, including sit-ups. This festival also served as a fundraiser. Students were encouraged to seek pledges for a variety of different fitness events such as: sit-ups, jumping jacks and hula hoop. The Mother Son Minute to Win It activity was very enjoyable for everyone. The participants engaged in a number of challenging activities - very similar to the show.

- Superintendent's Report – Ms. Kimberly Sharp

- Devices for Student Use –

Superintendent Sharp shared with Board Members we recently completed an internal inventory of Chromebooks which revealed an uneven capacity in the school sites. We learned the elementary schools have more per student than do the secondary schools, in large measure due to the funding efforts through Parent / Teacher Groups. In some classes, the devices were provided through grant funded efforts. Both Secondary Principals - Mr. Miller and Mr. Malis have agreed to work closely with their Librarian / Technology Integrated Specialists to initiate projects that may increase the number of devices for student use. Simultaneous to this effort is a coordinated conversation on how to infuse the ADE Technology Standards into the grade level curriculum. The newly hired Professional Development Site Coordinators provide the appropriate infrastructure to provide our teachers with any professional development needs.

- Kinder Play Area –

There was a ribbon cutting ceremony for the Kindergarten Playground on Monday, September 26, at Tanque Verde Elementary School. The unveiling revealed an updated kindergarten playground. TVES was fortunate to receive a part of a 5 million dollar grant fund from Target

Corporation via DonorsChoose.Org . TVES obtained these grants through the website DonorsChoose. We were approved for three different grants, each almost \$1000. TVES selected a number of great new equipment pieces to improve the playground. They now have a climbing dome, two playhouses, a climbing mountain, wagons, new trucks, giant Legos, Frisbee golf, flag football sets, balancing stones, and more. Mr. Barrios and his maintenance team placed more sand for the sand box and for soft padding surrounding the climbing mountain. Security precautions are in place to protect all of the new equipment. Thank you to Kindergarten Teacher Michelle O'Donnell, who spearheaded these efforts.

➤ TVES Ramada –

The district, in collaboration with the Coyote Club After School/Community Program for Students (Director Marie Benson), combined funds to pay for a shade structure on the Tanque Verde Elementary school site. Mr. Barrios and his maintenance team built the structure to fill a void left by a fallen tree in a recent storm.

➤ Wellness Committee Initiatives

The Wellness Committee (focus on staff wellness) has been very active. The committee – Judy Bower, Lea Stickles, Claire Place, Keith Wick, and Sally Glennon. They have delivered apples - (Honey Crisp), Eegees, and made arrangements for FREE chair massages by appointment at all the sites. The apples, Eegees and chair massages were all tied to the Fall Wellness Challenge last month. Twice a year the district participates in Wellness Challenges. By doing so, the district qualifies for a stipend, which allows the Wellness Committee to fund wellness initiatives for all employees.

• Community Liaison Report – Ms. Claire Place

**Community Outreach /Engagement**

➤ The 3<sup>rd</sup> Annual K-12 Career Day was a great success, and we would like to thank all our excellent presenters for their support. Initial feedback was that it was the best yet, with engaging and informative speakers. We had 50 presentations by over 50 speakers representing a wide variety of professions. A slideshow with photographs from this year's event is on the website on the community page, under school-community partnerships. A survey of participating teachers is underway (via Survey Monkey) to obtain feedback for use in preparing for next year's event.

➤ Make a Difference Day planning is under way. An initial planning meeting was held with Principal Sherri Rosalik at ACES and Principal Greg Miller at EGJH – the two participating campuses this year. The projects identified for the ACES campus are rototilling and smoothing the playground sand, and painting the parking lot curbs and striping. On the EGJH campus, the project identified is interior painting of 3-4 classrooms, staff room and office area touch up, and restroom painting.

➤ Congratulations to the TVES Kindergarten Team for the attention received for their Kindergarten Playground grant project. Thank you to Board members Susan Fry, Jeff Neff and Board President Carlos Ruiz for attending the ribbon cutting ceremony in the rain. It was a joyful event none-the-less, and the parent community responded very positively to the communications about this project. Local media were invited but were unable to attend.

*(District Goal 4.0 Involve and engage the community in district pursuits)*

### **Communications**

➤ News and Views – The next News and Views will be a community-focused print-edition, with a district-wide mailing in early November. The contribution and ad placement deadline is October 15<sup>th</sup>.

➤ A Tax Credit postcard mailing is tentatively scheduled on October 15<sup>th</sup>. The mailing list is being updated for the new school year.

➤ A number of press releases and an increased focus on social media and other district communications have brought an increase in responses to district efforts. The Community Liaison profile page has 135 friends, up +135 from the beginning of SY 2016-17. Post reach is up with a recent post reach of 971 views. Page likes are at 209. Twitter followers have increased to 642 - stats as of 9/30/16.

*(District Goal 4.0 Involve and Engage Community)*

Ms. Place also included the following updates to the Governing board:

Career Day survey feedback was very positive.

Chalk Art project at TVES made the front page of the newspaper this week.

Ms. Charlene Atkinson, a former TVUSD teacher, was selected as the recipient of the 2016 Outstanding Retired Art Educator by the Arizona Art Education Association. TVHS Art Teacher Ms. Emily Dobson was also selected as the recipient of the 2016 Outstanding National Art Honor Society Award, an honor presented by the Arizona Art Education Association. Also a thank you to the Saturday pottery class taught by Ms. Linda Baker from the Lew Sorensen Center – Adult Leisure Community Programs. They made a generous donation of pottery to a Craft Fair in Alpine – from which all proceeds were donated to the Alpine area schools, fire department, a women’s shelter and a community Thanksgiving dinner.

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

Mr. Hamm submitted his report for Board consideration.

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

Mr. Hamm submitted his report for Board consideration.

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

Mr. Neff indicated there are some races to watch, Democrats and Republicans are vying for Legislative control.

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

None

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

Mr. Ruiz asked if the Elementary Tutoring was in place this year, Ms. Sharp said yes.

Everything was in place from last year, so this year it was very easy to implement. This year however, we are trying to have a ratio of two (2) students to one (1) tutor.

## **5. CALL TO THE PUBLIC**

There were no comments from the public.

6. **CONSENT AGENDA** (*see attached*)

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

7. **INFORMATION AND DISCUSSION ITEMS**

A. Superintendent Search Update – Ms. Claire Place and Mr. Carlos Ruiz

Mr. Ruiz updated Board Members indicating he and Ms. Place are waiting to hear back from ASBA regarding the next steps relating to the Superintendent Search. The goal is to have Ms. Karen Loftus present to Board Members at a Work-Study Session in October.

8. **ACTION ITEMS**

A. TVHS – Summer Trip – Dublin and United Kingdom – Ms. Lori Gahr

Ms. Gahr was available to Board Members to answer questions they may have regarding the trip. She indicated 26 AP World History students plan to participate. Ms. Gahr indicated the students would make a presentation next year to the Governing Board sharing their travel experiences.

**MOTION:** Mr. Neff made a motion to approve the TVHS – Summer Trip to Dublin and United Kingdom. Mr. Auslander seconded; the motion carried unanimously.

B. Policy Advisory Volume 28, Number 3 – July 2016

Ms. Sharp advised the Governing Board the following policies and regulations have been reviewed by the Administrative Team.

**IKE-RB – Promotion and Retention of Students** - Ms. Kimberly Sharp and Mr. Carlos Ruiz Arizona School Board Association recommended adding language relating to midyear promotion and retention of students.

Ms. Fry asked about the AIMS testing language in the regulation. Board members discussed and asked if State Standard Testing language could be used instead. The Board requested this regulation be tabled.

**MOTION:** Mr. Neff made a motion to adopt policy IKE-RB – Promotion and Retention of Students as submitted. Mr. Neff amended his motion, requesting IKE-RB Promotion and Retention of Students be tabled. Mr. Auslander seconded; the motion carried unanimously.

**IKF – Graduation Requirements** – Ms. Kimberly Sharp and Mr. Carlos Ruiz

Arizona School Board Association recommended additional language relating to CPR Instruction and Training as well as State Seal of Biliteracy language be added to this policy. Ms. Sharp explained we do not have a Biliteracy program; therefore, the Biliteracy language is being stricken. The addition of CPR Instruction and Training language is being recommended for Board consideration and adoption.

**MOTION:** Mr. Neff a motion to adopt policy IKF – Graduation Requirements as submitted. Ms. Fry seconded; the motion carried unanimously.

**JFABD – Admission of Homeless Students** – Ms. Kimberly Sharp and Mr. Carlos Ruiz Arizona School Board Association (ASBA) recommended the following policy language be added, “*Enrollment preference may be given to children who are in foster care.*”

**MOTION:** Mr. Neff made a motion to adopt JFABD – Admission of Homeless Students as submitted. Ms. Fry seconded; the motion carried unanimously.

**JFB – Open Enrollment** – Ms. Kimberly Sharp and Mr. Carlos Ruiz  
Arizona School Board Association (ASBA) recommended the following policy language be added, *“Enrollment preference may be given to children who are in foster care.”*

**MOTION:** Mr. Neff made a motion to adopt policy JFB – Open Enrollment as submitted.

Ms. Fry seconded; the motion carried unanimously.

**JJJ- Extra Curricular Activity Eligibility** – Ms. Kimberly Sharp and Mr. Carlos Ruiz  
Ms. Sharp presented policy JJJ – Extra Curricular Activity Eligibility. ASBA recommends adding the following language that she paraphrased – “a school district governing board may not prohibit a pupil from wearing a religious or cultural accessor or hair piece while participating in an extracurricular or athletic activity if the accessory or hair piece does not jeopardize the health or safety of the pupil or any other person participating in the activity. “

**MOTION:** Mr. Neff made a motion to adopt policy JJJ – Extra Curricular Activity Eligibility as submitted. Ms. Fry seconded; the motion carried unanimously.

**C. TVUSD Governing Board Declaration that Incident Command System (ICS) will be used to manage school emergencies** – Ms. Kimberly Sharp

Superintendent Sharp advised the Governing Board as part of the Arizona Department of Education Emergency Response Minimum Requirement, school districts should develop a declaration that ICS will be used to manage school emergencies. Doing so ensures district office personnel will have completed the appropriate training (FEMA), and we will be able to communicate with first responders using similar language.

**MOTION:** Mr. Ruiz made a motion TVUSD is Declaring ICS will be used to manage school emergencies for the TVUSD. Mr. Auslander seconded; the motion carried unanimously.

**D. Call in Board Meeting** – October 14, 2016 at 1:00 p.m. for the Board for Board consideration for the Annual Financial report (AFR) – Ms. Kimberly Sharp

**MOTION:** Mr. Auslander made a motion to add a Call in Board meeting on October 14. Mr. Neff seconded; the motion carried unanimously.

## 9. EXECUTIVE SESSION

**MOTION:** Mr. Auslander made a motion to adjourn to Executive Session pursuant to A.R.S. § 38-431.03 (A)(3) – Discussion or consultation for legal advice with the attorneys of the school district; discussion and advice concerning special education due process matter.

Direction to Legal Counsel – pursuant to A.R.S. §38-431.03(A)(4) – Discussion or consultation with the attorneys of the school district in order to consider the district’s position and instruct its attorneys regarding settlement discussions undertaken to avoid or resolve litigation- settlement discussions and directions concerning a special education due process matter.

Mr. Neff seconded; the motion carried unanimously.

The Governing Board adjourned to Executive Session at 7:36 p.m.

The Governing Board reconvened at 7:50 p.m.

**EXECUTIVE SESSION**

Mr. Auslander made a motion to adjourn to Executive Session

A.R.S. 38-431.03 A. (1) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.

A. Superintendent's Evaluation

Mr. Neff seconded; the motion carried unanimously.

The Governing Board adjourned to Executive Session at 7:51 p.m.

The Governing Board reconvened at 8:54 p.m.

**10. ANNOUNCEMENTS**

None

**11. FUTURE BOARD AGENDA ITEMS**

**12. ADJOURNMENT**

Mr. Ruiz adjourned the meeting at 8:55 p.m.

Respectfully submitted by,

Judy Bower, Governing Board Secretary

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Carlos Ruiz, Board President

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Susan Fry, Board Member

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Steven Auslander, Board Member

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Jeffrey Neff, Board Member

## Personnel Items - Board Meeting - October 6, 2016

<b>Administrator Contracts</b>	Position	Reason	Site	FTE	Salary	Date
<b>Certified Contracts</b>	Position	Reason (Replace / New)	Site	FTE	Salary	Date
<b>Certified Resignations</b>	Position	Reason (Replace / New)	Site	FTE	Wage	Date
<b>Classified Contracts</b>	Position	Reason (Replace / New)	Site	FTE	Wage	Date
<b>Classified Agreements</b>	Position	Reason (Replace / New)	Site	FTE	Wage	Date
Andrea Ramirez-Johnson	Playground Monitor	Replace Jeanne Stewart	TVES	0.10	\$8.95	9/22/2016
Pam Koralewski	Food Services Manager	Replace Kelly Yslas	TVHS	1.0	\$12.22	10/3/2016
<b>Other Continuations</b>	Position	Reason (Replace / New)	Site	FTE	Wage	Date
<b>Classified Resignations</b>	Position	Reason	Site	FTE	Wage	Date
Linda Little	Food Service Assistant	Personal	TVES	0.6875	\$9.22	10/18/2016
<b>Other Discontinuations</b>	Position	Reason	Site	FTE	Wage	Date
<b>Other New Hires</b>	Position	Reason	Site	FTE	Wage	Date
Carly McCauley	Classified Substitute	New	Varies	Varies	Sub Pay	8/8/2016
Tacia Kissel	Certified Substitute	New	Varies	Varies	\$75.00/day	9/27/2016
William Wildish	Certified Substitute	New	Varies	Varies	\$75.00/day	9/29/2016