

DRAFT – Unofficial Until Approved
Meeting Minutes 6/8/2017

The Governing Board of the Tanque Verde Unified School District #13, Pima County, Tucson, Arizona held a Regular Board Meeting on June 8, 2017 in the Board Room, at the Tanque Verde School District Administrative Office - 2300 N. Tanque Verde Loop Rd., Tucson, Arizona 85749. The meeting was called to order at 6:59 p.m.

1. ROLL CALL

Board Members present:

Mr. Carlos Ruiz, President

Mr. Jeffrey Neff, Board Clerk

Mr. Steven Auslander, Board Member

Mr. Jeremy Schalk, Board Member

Ms. Susan Fry, Board Member

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 Items A. TVHS Boys Tennis Team State Champions be recognized before Reports. Mr. Auslander seconded; the motion carried unanimously.

3. INFORMATION ITEMS

A. TVHS Boys Tennis Team State Champions – Mr. A.J. Malis and Coach Collin Alexander: Mr. Malis, with great pride, introduced the TVHS Boys Tennis Team State Champions. He spoke about how well the team represented themselves, their school and the District. Mr. Malis added, the team members genuinely care about one another, and would cheer each other on. Coach Collin Alexander introduced the individual team members to the Governing Board: Alex Alveraz, Ben Heald, Chris Altizer, Kyle Ramsden, and Chris McDaniels. There was an exchange of questions posed by Board Members to the students. Students shared their stories with Board Members. Board Members asked Coach Collin about where the team holds practice, he said at the Tucson Racquet Club. There was a brief discussion regarding the current tennis courts on the high school campus. Mr. Malis said he'll work on getting something for each team member to have to remember their State Championship. Mr. Malis said in the last 10 years TVHS has won three state championships, two in Baseball and one in Tennis.

Board Members, Superintendent Sharp, students and others attending the meeting all enjoyed cupcakes.

4. REPORTS

- Superintendent's Report – Ms. Kimberly Sharp
 - Open Enrollment Update

Ms. Sharp reported at the high school 9th and 10th grade are at capacity and each have a wait list. Eleventh grade is close to capacity and 12th grade has a number of spots still available.

Emily Gray Junior High has no remaining capacity; both 7th and 8th grade are over capacity with long wait lists for both grade levels.

Agua Caliente Elementary School has limited capacity remaining in Kindergarten and 1st grade. Grades 2nd through 6th are considered full at this time.

Tanque Verde Elementary School has capacity in Kindergarten, 1st, 2nd, 4th and 5th grades.

Ms. Sharp mentioned these numbers continue to change on a daily basis.

➤ TVHS MAP Testing / Grades Update

Ms. Sharp reported on the TVHS Measurement of Academic Progress (MAP) testing/ grades. This is in follow up to a number of parent concerns raised at the May 11 Board meeting during a Call to the Public. The Governing Board requested a detailed report from Superintendent Sharp describing what occurred, which she provided to them on May 18. Parents and students received information indicating, for SY 2016-17, students have a choice to either include or delete the MAP score from their Math and English classroom grade. All future MAP data will be used for its intended purpose – to measure and guide student growth. The high school is committed to continuing to refine the involvement of the parents and community in decisions that affect students.

- Community Liaison Report – Ms. Claire Place (*Nothing to report at this time*)

- District Report Card – Mr. Adam Hamm

Mr. Hamm reported there are a few summer payments to be paid by the State (Arizona Department of Education). Therefore, the balance remaining in Proposition 301 Revenues, Property Tax Revenues (Funds 001, 610, Additional Aid) and State/County Equalization Revenue all reflect a zero balance. Mr. Hamm anticipates there will be a 4% carryforward.

- Legislative Update – Mr. Jeff Neff

Mr. Neff there is nothing to report the Legislature is not in session.

- Facilities Report – Mr. Adam Hamm

➤ ACES Shade Structures

The ACES PTG purchased two (2) new shade structures for the ACES campus. Mr. Hamm reported the shade structures have been installed and they look really good. Ms. Fry thanked the PTG for their generosity. Mr. Schalk asked if it is possible to have picnic tables on the ACES campus underneath the solar panel structures next to the field. Mr. Hamm said he would check with the Principal and find out.

➤ HVAC Summer Schedule

Mr. Hamm reported the district sites are on the HVAC Summer schedule. Classroom HVAC are all turned off.

➤ TVES Benches

The new benches are now in place on the TVES campus. The fields are all scheduled to be

aerated, seeded and five new trees were planted at TVES.

- Board Comments – Mr. Carlos Ruiz

Mr. Ruiz acknowledged tonight is Superintendent Sharp's last board meeting, he thanked Ms. Sharp for everything. He's enjoyed working with her, getting to know her better and meeting one on one to develop the meeting agendas. All of the Board Members expressed their thanks and appreciation to Superintendent Sharp for her years of service, first as a Human Resources Manager and then as the Superintendent. Ms. Sharp asked to respond. She thanked the Governing Board for their support, and their constant demonstration of commitment to the students in this District, and also to the District employees.

5. CALL TO THE PUBLIC

There were no requests from the public.

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

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

7. INFORMATION AND DISCUSSION ITEMS

B. Facility Use Report – Mr. Adam Hamm

Mr. Hamm was asked to provide a report for the Governing Board analyzing past facility use at all school sites, and project future impact of Community use of our facilities and to ensure the fee schedule is appropriate. Earlier this school year (2016-17) the Governing Board reviewed policy KF – Community Use of School Facilities and the accompanying regulation KF-RB. The Governing Board adopted new policy language and an updated fee schedule for facility use based on recommendations from site administrators. Mr. Hamm's report included a cost analysis by square foot for the sites and concluded our fee schedule is appropriate and aligns with best practice models. Ms. Fry requested a calendar that reflects the Facility usage at each site, Mr. Hamm said he would gather the information for her.

C. Discussion of possible Adjacent Ways Tax 2017-18 SY – Mr. Adam Hamm

Mr. Hamm presented his report to the Governing Board. Within the last decade, there is no record of the Tanque Verde Unified School District ever approving an Adjacent Ways Tax. Funds generated from Adjacent Ways Tax have restricted use. Adjacent Ways projects must be eligible and in compliance with state laws (A.R.S. §15-995). Mr. Hamm provided three (3) scenarios for Board consideration, that range from: keep things the same – No Adjacent Ways Tax, to mid-range projects (\$50,000 or less), to larger projects (exceeding \$50,000) with School Facilities Board (SFB) oversight. Board Members discussed the various options and requested this topic be brought back for additional consideration.

8. ACTION ITEMS

A. Policy Advisories - Ms. Kimberly Sharp

IJNDBA – Website Accessibility – Ms. Kimberly Sharp

This is a brand new policy addressing website accessibility and compliance with the ADA requirements. Community Liaison, Ms. Place has instigated changes to the District website, and we appreciated her efforts in leading this initiative.

MOTION: Mr. Neff made a motion to adopt IJNDBA – Website Accessibility policy as presented. Ms. Fry seconded; the motion carried unanimously.

JFB – Open Enrollment – Ms. Kimberly Sharp

This policy is being revised to match the ASBA policy and its recommendation for wording:

MOTION: Mr. Neff made a motion to adopt JFB – Open Enrollment policy as presented. Ms. Fry seconded; the motion carried unanimously.

EEAG and EEAG-R – Student Transportation in Private Vehicles – Ms. Kimberly Sharp

The changes to this policy are as follows: *Each District employee or Governing Board member authorized to use a private vehicle for District purposes shall be notified in writing that the employee's or Governing Board member's automobile insurance is the primary coverage and District insurance coverage is secondary.*

MOTION: Ms. Fry made a motion to adopt EEAG and EEAG-R – Student Transportation in Private Vehicle's policy and regulation as presented. Mr. Neff seconded; the motion carried unanimously.

EEB – Business and Personnel Transportation Services – Ms. Kimberly Sharp

The modification to this policy adds language requiring:

Each employee or Governing Board member authorized to use a private vehicle for school business purposes will be required to present proof of insurance to the District.

MOTION: Mr. Neff made a motion to adopt EEB – Business and Personnel Transportation Services policy as presented. Mr. Auslander seconded; the motion carried unanimously

EFDA – Collection of Money / Food Tickets – Mr. Adam Hamm

There were significant changes to this policy relating to the number of allowed meal charges by a student and eliminates all meal charges during the last ten (10) days of school.

Additional language addresses reasonable efforts by the District to collect unpaid meals charges and how to manage and reclassify delinquent debt.

This policy generated discussion among Board Members; they asked for this policy to be brought back again for additional review and discussion at a later date.

MOTION: Ms. Fry made a motion to adopt EFDA – Collection of Money / Food Tickets policy as presented. Mr. Neff seconded; the motion carried unanimously.

JL – Student Wellness – Ms. Kimberly Sharp

Changes to this policy includes the addition of the following mandated language by the United States Department of Agriculture (USDA): *The Superintendent shall institute and clearly communicate a meal charge policy to all District households and District staff responsible for policy enforcement that is consistent with aspects of the healthy Hunger-Free Kids Act of 2010 applicable to the District.*

MOTION: Mr. Auslander made a motion to adopt JL – Student Wellness policy as presented. Mr. Neff seconded; the motion carried unanimously.

GCF – Professional Staff Hiring – Ms. Kimberly Sharp

The proposed change to policy language relates to the number of days a professional candidate has to accept a contract offer. The recommendation is to change from fifteen days (15) to five (5) days.

MOTION: Mr. Schalk made a motion to adopt GCF – Professional Staff Hiring as presented. Mr. Ruiz seconded; the motion carried unanimously.

B. Discussion and approval of FY 16-17 Budget Revision #3 – Mr. Adam Hamm

MOTION: Mr. Auslander made a motion to approve FY 2016-17 Budget Revision #3 as presented. Ms. Fry seconded; the motion carried unanimously.

C. Board Retreat – Mr. Carlos Ruiz

Board Members discussed and considered possible Board Retreat dates.

MOTION: Ms. Fry made a motion to change the July 9 Board Retreat date to July 15. Board Members and the Superintendent will meet from 8:00 a.m. to 2:00 p.m., it will be determined at a later date if additional administrators will need to attend. Mr. Ruiz seconded; the motion carried unanimously.

D. Governing Board to consider additional Board Meetings – Mr. Carlos Ruiz

Board Members discussed and considered possible meeting dates.

MOTION: Ms. Fry made a motion to add June 22, 2017 as an addition Board meeting date. The Board will meet at 7:00 p.m. in the board room at the District office. Mr. Ruiz seconded; the motion carried unanimously.

9. ANNOUNCEMENTS

10. FUTURE BOARD AGENDA ITEMS

AZSchool Spending FY 2016 - July

Climatec LED Lights – July

Tax Credit Eligibility / Prep Test - July

High School Credits: CTE and Fine Arts verses CTE or Fine Arts – July

Sport /Athletics participation eligible for PE credits – July

Secondary Schools – Capacity Limits – July

1.06% Teacher Increase / Proposed FY 2017 – 18 Budget – June

11. ADJOURNMENT

Mr. Ruiz adjourned the meeting at 9:09 p.m.

Respectfully submitted by,
Judy Bower, Governing Board Secretary

Carlos Ruiz, Board President

Jeffrey Neff, Board Clerk

Steven Auslander, Board Member

Jeremy Schalk, Board Member

Susan Fry, Board Member

Personnel Items - Board Meeting - June 8, 2017 - Revised

Administrator Contracts	Position	Reason	Site	FTE	Date
Diana Herbst	Assistant Principal/Athletic Director	Replace Terry Lantz	TVHS	1.0	7/1/2017
Administrator Resignations	Position	Reason (Replace / New)	Site	FTE	Date
Certified Contracts	Position	Reason (Replace / New)	Site	FTE	Date
Brittany Camden	Special Education Teacher	New position	TVHS	1.0	7/31/2017
Lara Huetter	Science Teacher	Leanna Stetson	EGJH	1.0	7/31/2017
Certified Resignations	Position	Reason (Replace / New)	Site	FTE	Date
Thad Peck	PE Teacher	Retracted previous acceptance of employment	ACES	1.0	6/5/2017
Classified Contracts	Position	Reason (Replace / New)	Site	FTE	Date
Classified Agreements	Position	Reason (Replace / New)	Site	FTE	Date
Diane Caffrey	Food Service Assistant	Replace Linda Brown	TVHS	0.50	8/2/2017
Classified Resignations	Position	Reason	Site	FTE	Date
Other Continuations	Position	Reason (Replace / New)	Site	FTE	Date
See Attached List	Extra Duty Assignments	Continuing	Varies	Varies	SY 17-18
Other	Position	Reason (Replace / New)	Site	FTE	Date
Other Discontinuations	Position	Reason	Site	FTE	Date
Jeremy Samoy	HS Student Council Sponsor	Personal	TVHS	Varies	6/8/2017
Other New Hires	Position	Reason	Site	FTE	Date
Kari Lovering	HS Student Council Sponsor	Replace Jeremy Samoy	TVHS	Varies	7/31/2017
Lynn Healey	Paraprofessional II/III	New - summer position only 6 weeks	ACES	0.225	6/6/2017
Sherri Rosalik	Hearing Officer	New	District	Varies	7/1/2017

Extra Duty Assignments SY 17/18

Last Name	First Name	Site	Job Title	no	Continuing	GB Approval
ACES						
Anderson	Svea	ACES	PD Site Coordinator	#	Continuing	9/8/2016
Brauer	Amy	ACES	Extra Curricular Choir	#	Continuing	8/14/14
Rietz	Christine	ACES	SpEd Site Leader	#	Continuing	8/3/15
Scott	Kelly	ACES	Student Council Advisor	#	Continuing	7/14/16
District Wide						
Glennon	Sally	District Wide	Assessment Coordinator	#	Continuing	4/23/2015
Nabours	Ronda	TVHS	Federal Programs	#	Continuing	8/27/15
Rosalik	Sherri	District Wide	Hearing Officer	#	New	6/8/17
Rosalik	Sherri	District Wide	504 Coordinator	#	Continuing	4/23/2015
EGJH						
Baechler	Brittany	EGJH	JH Yearbook Advisor	#	Continuing	6/24/2014
Crawford	Tom	EGJH	Student Council Advisor	#	Continuing	8/14/2014
Crawford	Tom	EGJH	JH Bands	#	Continuing	8/14/2014
Grisez	Jenine	EGJH	Art Club Sponsor	#	Continuing	8/9/2013
Hopkins	Londa	EGJH	Show Choir	#	Continuing	8/14/2014
Maxwell	Jennifer	EGJH	Coding Club Advisor	#	Continuing	9/8/2016
VACANT	VACANT	EGJH	PD Site Coordinator	#	Replace Leanna Stetson	
Voutsas	Chris	EGJH	National JH Honor Society	#	Continuing	8/9/2013

Transportation						
Lindflott	Amy	Transportation	Dispatcher	#	Continuing	8/23/12
TVES						
Mikitish	Monica	TVES	District Restraint Trainer	#	Continuing	8/9/12
Verbois	Frances	TVES	PD Site Coordinator	#	Continuing	9/8/16

Extra Duty Assignments SY 17/18

Last Name	First Name	Site	Job Title	no	Continuing	GB Approval
TVHS						
Gahr	Lori	TVHS	Sophomore Class Sponsor	#	Continuing	8/27/15
Broccolo	Tom	TVHS	Jazz Band	#	Continuing	8/9/12
Broccolo	Tom	TVHS	Marching Band Director	#	Continuing	8/9/12
Christman	Kelly	TVHS	FBLA /Deca Advisor	#	Continuing	8/9/12
Dobson	Emily	TVHS	Art Club Advisor	#	Continuing	6/23/15
Jayne	Sarah	TVHS	PD Site Coordinator (shared position)	#	Continuing	9/8/16
Jayne	Sarah	TVHS	Senior Class Sponsor	#	Continuing	8/25/16
Kirkendall	Cathy	TVHS	PD Site Coordinator (shared position)	#	Continuing	9/8/16
MacKinney	Deborah	TVHS	Theater Arts Performance	#	Continuing	8/9/12
VACANT	VACANT	TVHS	Junior Class Sponsor	#	Replace Lauren Marcos	8/27/15
Meyer	Terrill	TVHS	Skills USA Advisor	#	Continuing	8/23/12
Moore	Erin	TVHS	Freshman Class Sponsor	#	Continuing	8/27/15
Lovering	Kari	TVHS	HS Student Council Sponsor	#	Replace Jeremy Samoy	6/8/17
Samoy	Jeremy	TVHS	Mock Trial	#	Continuing	8/27/15
VACANT	VACANT	TVHS	National Honor Society Sponsor	#	Replace Ben Schonewald	8/27/15
Slanina	Trudy	TVHS	Organic Farming Club	#	Continuing	6/27/2013
Slanina	Trudy	TVHS	Organic Farm Program Coordinator	#	Continuing	6/6/2013
VACANT	VACANT	TVHS	HS Yearbook	#	Replace Jesse South	8/9/12
VACANT	VACANT	TVHS	Skills USA Advisor	#	Replace Jesse South	8/23/12
Zreda	Grazyna	TVHS	Science Club Advisor	#	Continuing	8/23/12