

**MINUTES**

**Governing Board Regular Meeting  
Wednesday January 14, 2009 immediately following Organizational Meeting  
Oracle Ridge Boardroom, Oracle, AZ**

**1. Call to Order**

Mrs. Harmon called the meeting to order at 6:38 p.m. Board members present were Mr. Dave Bowersock, Mrs. Alicia Bristow, Mr. Mike Carran, Mrs. Elizabeth Harmon and Mr. Kurt Steffens; also present were Mr. Todd Kissick, Carmen Trejo and those who signed the guest register.

**2. Approval of Agenda**

Mr. Kissick noted that the information for item eleven was not available and requested the item be removed from the agenda.

Mr. Carran moved and Mrs. Bristow seconded to approve the agenda with the removal of Item 11 – *Discussion/possible action on parent/student survey results*, all in favor, motion carried.

**3. Student Recognition**

Mr. Kissick recognized the English Language Learners (ELL) students and their teacher for the excellent job they did on a student newsletter.

**4. Call to the Public**

Mr. Carran read the call to the public and Mrs. Harmon opened the floor for members of the public to address the board. No members of the public addressed the board.

**5. Approval of Consensus Agenda**

a. Approval of Minutes:

Regular Meeting December 9, 2008

Special Meeting December 15, 2008

b. Ratification of Vouchers:

# 9019 Expense	\$ 17,657.21	Payroll # 15	\$ 127,390.42
# 9020 Expense	\$ 11,322.87	Payroll # 16	\$ 23,733.60
# 9021 Expense	\$ 34,265.17	Payroll # 17	\$ 1,579.50
		Payroll # 18	\$ 130,976.67
		Payroll # 19	\$ 117,189.75

c. Approval of Financial Reports for the Month of December

d. Donations:

Tax Credit donations through December 31, 2008 \$ 97,450.00

e. Ratification/Approval of Out of District Travel

Todd Kissick and Carmen Trejo to Arizona School Boards Association BOLTS workshop in Tucson, AZ January 22, 2009

Toni Parkhurst Visions Training, Phoenix, AZ February 9-12, 2009

Patti Ellis Visions Training, Phoenix, AZ February 18-20, 2009

Mr. Carran moved and Mrs. Bristow seconded to approve the consensus agenda as presented, all in favor, motion carried.

**New Business**

**6. Discussion/possible action on Long Term Substitute salary schedule**

Mr. Kissick gave some historical information on this item and went over the current substitute salary schedule with the board. He also referenced the materials that were included in the board packet which included his recommendation that action to revise the schedule take place during the budgeting process this spring.

Mr. Steffens expressed his feelings regarding the schedule. Mr. Steffens moved and Mr. Carran seconded that the Governing Board approve the following substitute salary schedule effective the second semester through the remainder of the 2008-2009 fiscal year – providing there are funds available.

\$ 85.00 a day – day 1 through day 10

\$ 95.00 a day – day 11-forward until remainder of school year (regardless of whether or not consecutive assignment etc.)

\$ 146.97 a day - for long term substitutes starting on day 1 of determination that assignment is a long term assignment (defined as substituting in the **same assignment** for more than 10 consecutive days.)

Mr. Steffens also requested the superintendent bring back to the board information regarding the financial impact and other implications of making the proposed schedule retro-active for the full 2008-2009 fiscal year.

Mr. Kissick expressed his concern that the business manager had not had time to estimate the effect this type of change would make to the current year's budget. Vote taken, Mrs. Bristow, Mr. Carran Mrs. Harmon and Mr. Steffens in favor, Mr. Bowersock opposed, motion carried.

**7. Discussion/possible action on fifth grade student overnight trip – Earth Keepers Camp January 27-29, 2009 in the Saguaro National Monument area, of Tucson, AZ**

Mr. Kissick introduced fifth grade teacher Monika Bond who presented the board with additional information about the student trip. The expected number of students attending is 57 with at least 10-12 parent chaperones also attending.

Mr. Steffens moved and Mr. Bowersock seconded that the Governing Board approve the fifth grade student overnight trip, all in favor, motion carried.

**8. Discussion/possible action on Intergovernmental Agreement Regarding Emergency Management Services Between Pinal County and Oracle Elementary School District No. 2**

Mr. Kissick recommended the board approve the agreement which was reviewed by the district's legal counsel and recommended for approval.

Mr. Carran moved and Mr. Steffens seconded that the Governing Board approve the Intergovernmental Agreement Regarding Emergency Management Services Between Pinal County and Oracle Elementary School District No. 2, all in favor, motion carried.

**9. Discussion/possible action on change order to Mountain Vista Bathroom remodeling project – vendor Boulder Canyon Builders INC.**

Mr. Kissick recommended the board approve the change order as presented.

Mr. Carran moved and Mr. Bowersock seconded to approve the change order to the Mountain Vista Bathroom remodeling project – vendor Boulder Canyon Builders INC. For an additional \$3,021.03, all in favor, motion carried.

**10. Discussion/possible action on Letter of Declaration requesting a line of credit through Wells Fargo Bank**

Mr. Kissick recommended the board approve the Letter of Declaration as presented and explained this action will allow the district to access a line of credit up to \$94,000.00 if necessary. The district has not had to utilize this line of credit in the past and currently does not anticipate the need to do so in this fiscal year.

Mrs. Bristow moved and Mr. Steffens seconded to approve the Letter of Declaration as presented, all in favor, motion carried.

~~11. Discussion/possible action on parent/student survey results.~~

*(This item was removed from the agenda during the approval of the agenda)*

**12. Discussion/possible action on setting up a special meeting for superintendent/board relationship, governing board/district goal setting**

Mr. Kissick explained the purpose of the special meeting would include the items listed along with any other topics the board would like. The meeting would be facilitated by John Gordon of Arizona School Boards Association at a minimum cost to the district (reimbursement of travel expenses). Discussion was held and meeting dates suggested. Mr. Steffens moved and Mr. Carran seconded to have the special meeting(s) over a two day period on Tuesday February 24 in the afternoon and Wednesday February 25 in the morning, all in favor, motion carried. *(A follow up call to Mr. Gordon confirmed his availability for Feb. 24 (1-4 pm) and Feb. 25 (8 - 11:30 am).*

**13. Personnel Issues**

- a. Extra-curricular contracts as follows: Rick Benevidez – Boys A Basketball coach L3, S3; Rick Benevidez – Baseball coach L3, S4; Trina Duarte Girls Soccer coach L2, S4; Veronica Martinez – Girls Softball L3, S7; Kris Herman – Boys “B” Basketball L2 S1
- b. 21<sup>st</sup> Century – Before & After School programming instructors as follows:  
**Fund 395:** Jim Anway – Homework help; Judy Bott - Homework help; Darlene Cavanaugh – morning tutor; Mariah Chastain Math Facts; Angelina Flores

Spanish; Marlene Godbout – homework help; Patricia Munoz homework help; David Peck reading tutor; Nannette Soule – morning tutor; Lori Tate – homework help; Lisa Villanueva – homework help; Andrew Poskey – 7-8 grade computer lab

**Fund 526:** Mariah Chastain – Gardening Club; Francisco Gonzales – Arts & Crafts; Jamie Vigil – Cooking; Maguerite Wainio – Art & Acting; Bonnielee Walsh – Write on

c. Change of status – Janice Jones from part-time bus driver to substitute bus driver

Mr. Kissick recommended the board approve the personnel items as listed.

Mr. Carran moved and Mrs. Bristow seconded to approve the personnel items as listed above, all in favor, motion carried.

#### **14. Principal Report**

Mr. Kissick reported for Mr. Blauser on the Mountain Vista activities. He stated the electives classes, especially the new dance class are going well.

#### **15. Superintendent Report**

Mr. Kissick reported on the following:

- Update on Seeking Solutions for High School Drop-outs – first committee meeting to be held February 5, 2009 at 6:30 p.m. in the Oracle Ridge Boardroom
- Update on Facility projects – Bathroom remodeling project is almost complete – all students and staff are pleased with the new facilities.
- Oracle Ridge and District Activities – auditors are here this week doing the fiscal year 2007-2008 audit

#### **16. Board Report**

Alicia Bristow reported on the Arizona School Boards Association New Board Member Orientation and Annual Conference attended December 10-12, 2008 in Phoenix, Arizona.

#### **17. Future Meeting Dates & Topics:**

- a. Special Meeting for Policy review – Thursday, February 12, 2009 at 4:30 p.m.
- b. Regular Meeting Thursday, February 12, 2009 at 6:30 p.m.
- c. Special Meetings Tuesday, February 24, 2009 and Wednesday February 25, 2009

#### **18. Executive Session pursuant to A.R.S. § 38-431.03(A)(1) Discussion or consideration of employment, assignment, appointment, promotion.....of a public officer, appointee or employee of any public body. Evaluation of the Superintendent. *(The employee has been provided with separate written of the executive session and may request the discussion occur at a public meeting.)***

Mr. Carran moved and Mrs. Bristow seconded to take a 10 minute break and then convene into executive session as noted above, at 8:20 p.m., all in favor, motion carried.

#### **19. Return to open session**

The board returned to open session at 8:51 p.m. Mr. Carran requested a review of the superintendent evaluation form be added as an additional future topic.

**20. Adjournment**

Mr. Carran moved and Mrs. Harmon seconded to adjourn the meeting at 8:52 p.m., all in favor, motion carried.

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Board President

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Board Member

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Board Clerk

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Board Member

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Board Member

Minutes approved \_\_\_\_\_