

**MINUTES**  
**Oracle Elementary School District #2**  
**Governing Board Regular Meeting**  
**Wednesday, November 12, 2008, at 6:30 p.m.**  
**Oracle Ridge Boardroom, Oracle, AZ**

**1. Call to Order**

Mrs. Harmon called the meeting to order at 6:32 p.m., Mrs. Bristow led the Pledge of Allegiance. 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, Mrs. Dawn Ruiz, Mrs. Carmen Trejo and those who signed the guest register.

**2. Approval of Agenda**

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

**3. Student Recognition**

Mrs. Harmon and board members recognized and congratulated the Mountain Vista November Students of the Month: Taryn Huber, Daniel Rangel, Ylianna Manriquez, Hayley Dahlin, Jennifer Baeza, Alexia Ramos, Ernest Graham, Gustavo Martinez, Michael Hernandez, Kaitlin Armstrong, Angel Cano, Maria Gallardo, Alizae Croci, Kayla Parker, Skylei Bliss, Andrea German, Juliet Blue, Arianna Cordova, Katie Kilpatrick

**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 October 8, 2008

Special Meeting October 8, 2008

b. Ratification of Vouchers:

# 9010 Expense	\$ 44,468.02	Payroll # 8	\$ 133,686.85
# 9011 Expense	\$ 11,823.65	Payroll # 9	\$ 135.00
# 9012 Expense	\$ 10,038.69	Payroll #10	\$ 23,339.51
# 9013 Expense	\$ 13,488.31	Payroll #11	\$ 114,120.95
# 9014 Expense	\$ 7,037.57		
# 9015 Expense	\$431,671.22		

c. Approval of Financial Reports for the Month of October

d. Ratification/Approval of Out of District Travel

Maria Croci and Rosa Flores - AZ Center for After-school Excellence –  
After-school Conference November 8, 2008, Mesa Convention Center

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

### **Old Business**

#### **6. Discussion/possible action on transitioning to paperless Governing Board meetings and on selecting vendor**

Additional information on cost effects of going paperless was presented to the board. Mr. Carran moved and Mr. Bowersock seconded to approve the transition to paperless board meetings and to select BoardBook as the vendor to provide the software and support.

Vote taken, Mrs. Bristow, Mr. Bowersock, Mr. Carran and Mrs. Harmon in favor, Mr. Steffens opposed, motion carried.

### **New Business**

#### **7. Discussion/possible action on donation of \$10,000.00 from the Office of the Pinal County Attorney, James P. Walsh Pinal County Attorney for the Connections Learning Center**

Mr. Kissick introduced Shannon Ortiz, Community Liaison for the Pinal County Attorney. Ms. Ortiz presented the board with a donation of \$10,000.00 from the County Attorney's office RICO funds towards the Connections Learning Center program. Ms. Ortiz expressed Mr. Walsh's appreciation for the school districts efforts in working with the youth of the community.

Mr. Carran moved and Mr. Steffens seconded to accept the donation from the Pinal County Attorney in the amount of \$10,000.00 towards the Connections Learning Center. The board expressed their gratitude for the generous donation. Vote taken, all in favor, motion carried.

#### **8. Presentation by Waste Management on recycling**

Waste Management representatives were not present at the meeting. Mr. Ron Small gave a brief example of what Waste Management would provide if the district chooses to utilize their recycling bin. No action was taken on this presentation only item.

#### **9. Discussion/possible action on School District Facility information that was recently mailed to the board that was gathered by the 2007-2008 School Facilities Committee, and possible setting of a date and time for a Governing Board tour of the district facilities**

Mr. Kissick let the board know that the information gathered has been reviewed and action is being taken to prioritize the projects and repairs that need to be done. He updated the board on the timeline for the bathroom and roofing projects. Board members scheduled a School District Facility tour for Monday November 17, 2008 at 9:00 a.m., to begin at the Oracle Ridge Campus. *[Tour was cancelled on the 17<sup>th</sup> due to unforeseen circumstances and will be rescheduled]*

**10. Discussion/possible action on amendment/change of amount of Boulder Canyon Builders bid for renovation of Mountain Vista Bathrooms**

Mr. Kissick recommended the board approve the additional amount of \$6,347.07 for the bathroom renovation project. Mr. Steffens moved and Mr. Carran seconded to approve the increased amount for the bathroom renovation of the Mountain Vista cafeteria and Bateman building bathrooms to Boulder Canyon Builders with the new total of \$64,778.93, all in favor, motion carried.

**11. Discussion/possible action regarding Arizona Department of Education Expenditure Analysis report/letter**

Mrs. Ruiz, business manager, went over the letter and explained there was an error on the ADE side which caused the letter to have incorrect totals. The error is being addressed by ADE and the correct figures will be presented to the Governing Board at the December regular meeting. No action taken on this item.

**12. Discussion/possible action on acceptance of bid for preventative maintenance of the district bus fleet and bid on repairs to bus fleet – other than preventative maintenance.**

Mr. Kissick recommended the board approve A Sure Fleet as the vendor to provide preventative maintenance service and repairs – other than preventative maintenance to the districts bus fleet.

Mr. Carran moved and Mrs. Bristow seconded to accept the bid from A Sure Fleet for preventative maintenance service for the district's bus fleet and to accept the bid from A Sure Fleet for repairs – other than preventative maintenance to the bus fleet. Discussion was held and board member's questions were answered. Vote taken, all in favor, motion carried.

**13. Discussion/possible action regarding roofing project – Mountain Vista School Art/Science Building and Bateman/Red Brick Building**

Mr. Kissick recommended the board table this item as the district is waiting for a bid from a The Cooperative Purchasing Network (TCPN) vendor.

Mr. Carran moved and Mr. Steffens seconded to table this item until the December meeting, all in favor, motion carried.

**14. Discussion/possible action regarding assessment of high school drop out rates and strategies to lower the rate**

Mr. Kissick updated the board on the administrative plan for gathering accurate information regarding high school drop out rates. The plan includes the formation of a study group with membership including high school and junior high students, parents. The group could begin to collect data, write and distribute questionnaires. Mr. Carran expressed his opinion that there needs to be intervention and a plan for an increase in the number of students who are graduating. He suggested the receiving high schools also be involved in the study group. It was also recommended the governing board have a representative be part of the group. No action taken on this item.

**15. Discussion/possible action of new positions for remainder of 2008-2009 fiscal year: additional junior high teacher and additional Mountain Vista intervention paraprofessional**

Mr. Kissick recommended the board approve the new positions as listed.

Mr. Carran moved and Mr. Bowersock seconded to approve the additional junior high teacher and additional Mountain Vista intervention paraprofessional positions as short term positions for the remainder of the 2008- 2009, all in favor, motion carried.

**16. Discussion/possible action to review the superintendent's evaluation form and to set a meeting date/time to do the superintendent's evaluation**

Discussion was held and board members and superintendent set Monday December 15, 2008 at 3:30 p.m., to have a special meeting with an executive session to conduct the superintendent's evaluation.

**17. Discussion/possible action to set a meeting date/time to do the Board's self evaluation**

Discussion was held to set a date for the Governing Board's self evaluation.

Mr. Carran moved and Mrs. Bristow seconded to suspend policy B-0100 – BAA Evaluation of School Board, which requires the board meet not later than November 30 for the purpose of evaluation its performance as a Board, and instead meet on Monday December 15, 2008 to conduct the Board's self evaluation, all in favor, motion carried.

**18. Discussion/possible action on Governing Board training, conferences and workshops**

- a. Mr. Carran moved and Mr. Bowersock seconded for the board to support Alicia Bristow with the request of \$200.00 for – training through National Institute for Newly Elected Officials in Washington D.C. from November 20-23, 2008, all in favor, motion carried.
- b. Mr. Steffens moved and Mr. Carran seconded to approve the attendance of board members to Arizona School Board Association (ASBA) New Board Member Orientation, December 10, 2008 in Phoenix, AZ; and ASBA/ASA Annual Conference- December 11-12, 2008 in Phoenix, AZ., all in favor, motion carried. (Mrs. Bristow was the only board member who expressed an interest in attending)
- c. Mr. Carran moved and Mr. Steffens seconded to approve up to two Board members attendance to the National School Boards Association 69<sup>th</sup> Annual Conference in San Diego, California, April 4-7, 2009, all in favor, motion carried. *[Board members will check their schedules and contact the district office in regards to attending the conference.]*

**19. Discussion/possible action on scheduling a staff/community forum**

Mr. Kissick explained that this item had been brought up by a community member as something the board may want to consider. Nellie Doran, community member addressed the board and suggested the board may start with a survey, and then have a mediator/facilitator assist in a staff and community forum/meeting. Board members discussed the way to gather information. It was noted Mr. Blausner had

done a recent parent survey and maybe those results should be reviewed first. The survey results will be reported on at a future board meeting. No action taken at this time.

## **20. Personnel Issues**

- a. Leave of Absence: Theresa Rodriguez, Nancy Ritchie, Greg Spencer
- b. Employments: Intercession employees as follows: Lori Tate, Judy Bott, Dana Keilman, Verdean Smith, Penny Parra, Susan Fairbanks, Mariah Chastain, Nicole Perea, and Rhonda Waltermire; part-time bus driver Carlton Riggs L4-S1; and office clerk Sheri Welckle L3-S8.
- c. Additional duties: Kindergarten tutoring: Chantel Sloan, Susan Servin, Janice Vigil, Claudia Gutierrez and Melanie Florez; Mountain Vista morning tutor – Dale Tom
- d. Resignation Ramona Willis

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

## **21. Superintendent Report**

Mr. Kissick reported on the following:

- a. Community Schools programming going well, currently flag football and cheerleading is taking place with many children participating.
- b. Election Results – the three Oracle School District ballot questions passed. (Two overrides and unification) Mr. Kissick expressed his joy at being in a community that values education and expressed his gratitude and that of the district to the communities who supported the overrides and who encourage and maintain opportunities for the children of the district.
- c. Staff Recognition ideas are being discussed to determine ways to continue to let employees know they are valued and appreciated.

## **22. Board Report**

Mrs. Harmon also joyfully reported on the election results and the appreciation of the Governing Board for the continued support of the communities of the district for their willingness to maintain the funding provided by the overrides. Regarding the passage of the unification question Mrs. Harmon commented that the district can move forward with working on a long term plan for the future accommodation of the district's high school students.

Mrs. Bristow reported on the Arizona School Boards Association County Meeting attended by Mrs. Harmon and Mrs. Bristow. She also congratulated Mrs. Harmon on the ASBA award she received while at the county meeting recognizing her outstanding boardmanship.

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

- a. Regular Board Meeting Tuesday December 9, 2008 6:30 p.m., Oracle Ridge Boardroom
- b. Special Meeting for Policy review – Tuesday December 9, 2008 at 4:30 p.m., Oracle Ridge Boardroom

- c. Special Board Meeting(s) for Superintendent and Board Evaluations –  
Monday December 15, 2008 3:30 p.m., Oracle Ridge Boardroom

**24. Adjournment**

Mr. Carran moved and Mrs. Bristow seconded to adjourn the meeting at 8:43 p.m., all in favor, motion carried.

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

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