

NOTICE OF A MEETING OF THE BOARD OF TRUSTEES OF THE TOMBSTONE UNIFIED SCHOOL DISTRICT NO 1 PURSUANT TO A.R.S. Paragraph 38-431.02 notice is hereby given to the members of the board of trustees of the Tombstone Unified School District No 1 and to the general public that the board will hold a telephonic or **Regular Governing Board Meeting** open to the public on **February 10, 2021** beginning at **5:30 PM** at **Huachuca City School** located at **100 School Drive, Huachuca City, Arizona**.

Pursuant to A.R.S. §38-431.03 (A)(3) the Board may choose to discuss or consult with the Board’s attorney in person or via telephonic conference call, in executive session, on any matter listed on the agenda

**I. Call to Order Meeting called to order at 5:30. In attendance were Mr. Shelley, Mr. Dotson, Mr. Guin, Mr. Keeling with Mr. Hayhurst attending via telephonically and Mr. Devere attending via virtually.**

**II. Pledge of Allegiance**

**III. Presentations**

**IV. Call to the Public** – “This is an opportunity for public comment. Unless the comment relates to an agenda item, Board Action is limited to directing staff to study and/or schedule the matter for future consideration. Members of the Board may respond to criticism. Comments shall be limited to three (3) minutes. In situations where a number of persons desire to present comments on the same subject, the Governing Board Chair may impose lesser time limits on each person’s comments and an overall time limit on public comments in general.”

**COMMENTS SHALL BE LIMITED TO 3 MINUTES**

*None*

*Motion made to accept consent agenda by Mr. Keeling and 2<sup>nd</sup> by Mr. Guin. All were in favor. Motion passed with a vote of 5-0*

**V. Adoption of Consent Agenda**

**1) Approval of Payroll and Vouchers** (Grant & M&O)

i.	Payroll 15	\$ 214,760.37
ii.	Payroll 16	\$ 217,028.25
iii.	Expense 2116	\$ 95,616.08
iv.	Expense 2117	\$ 145,387.89

(Vouchers may be viewed at the district office or online at [tombstoneschools.org](http://tombstoneschools.org))

**2) Personnel Matters**

**a. Sports/Clubs /Extended Duty Contracts** (M&O unless specified)

i.	Sexton, Robbin	THS JV Wrestling Coach
ii.	Escarcega, Melinda	THS Girls Basketball Bookkeeper
iii.	Percy, Ryan	HCS Academic Coach

**b. Resignations/Terminations**

i.	Au-Yeung, Noah	THS Wrestling Coach
ii.	Escarcega, Melinda	AzEDS/PD/Curriculum Coordinator (effective 6/30/21)
iii.	Thorpe, Ken	Bus Driver
iv.	Burdick, Chris	THS Law Enforcement Teacher (effective 5/28/21)
v.	Barnes, Ellie	HCS Para Educator

**c. Volunteer**

- i. Baker, Dennis THS Boys Basketball
- ii. Milligan James THS Baseball

**d. Volunteer with Stipend**

- i. Morales, Celeste Jr. High Girls Basketball Clock/Bookkeeper
- ii. Galvez, Viviana Jr. High Girls Basketball Clock/Bookkeeper
- iii. Butterworth, Bob Jr. High Wrestling Coach
- iv. Bowser, Jessica Jr. High Asst. Wrestling Coach
- v. Valenzuela, Carlos THS Softball Coach
- vi. Valenzuela, Tom THS Asst. Softball Coach

**e. Leave Payout**

- i. Thorp, Ken
- ii. Dotson, JD

**f. Letter of Appointment**

- i. Rybolt, Johnny Bus Driver

**3) Minutes for Approval**

- i. 1/13/2021

**VI. Reports and Communications**

**1) Principal Updates**

- i. THS-David Thursby  
*Winter sports are happening and athletes and coaches are grateful to be able to compete. 2 students have signed National letters of intent to play soccer and baseball. Mr. Thursby is working to get virtual tours in place for 8<sup>th</sup> grade visits. There have been lots of calls for prospective enrollment. Online registration opens March 22. Mr. Guin asked about having different clubs set up for prospective students to see. Mr. Thursby will see about this.*
- ii. HCS-Kevin Beaman  
*The fence has been repaired in the front, many construction projects are underway and will continue throughout the summer. Staff is submitting Golden Apple nominations for students grades 1-8. HCS is incorporating art to the K-8 curriculum. Girls basketball and wrestling are going well. The PLC summit was a success with lots of fresh ideas and positivity.*
- iii. WJM-Scot Roppe  
*The longer we are in this COVID mess the more people we know that are affected. We have had two WJM families with deaths this past week and our hearts and prayers are with them.  
It is said that to be a teacher you must be flexible. Little did we know when we got into this profession that it would require athleticism and bendability of an Olympic triathlete. Our staff has had to train for new technology, throw a lot of old training to the wind, jump through hoops, run back and forth between*

*whiteboards and cameras, swim through miles of red tape, they have been measured thermostatically for nearly a year and were ridden to do everything we asked as soon as they could. Teachers folded up camp and took all teaching tools home like they do every night “just in case”*

*When I asked Mr. Thursby, “Could anything else could go wrong? He quickly replied – “DON”T say that!” Then we were blessed with a winter storm that messed up every person in the county’s after school schedule, evening and early mornings routine. We are grateful for the dedication of Robert, Tracy and Brian that got up way early to drive the road at 4:00 and report out to all of us. Thanks to the drivers for getting our kids to and from school safely and to the maintenance and custodial staff for getting to school early to ice melt to do their part at keeping everyone safe.*

*Our scholars are resilient and everyone is glad to see everyone in person. Our playground equipment came in. One piece is misshapen so the vendor is sending their crew to install the equipment for free. Our Science Fair was very difficult in which to participate and is in full swing and we hope to announce winners before the next board meeting and to have checks for our grand prize winners and have checks for our winners. Due to COVID and remote requirements there were very few projects that were collaborative. Most were individual. We had approximately 60 projects as opposed to over 100 last year Thanks to our science teachers/judges Principals and Dan Wood who judged every project.*

**2) Robert Devere, Superintendent**

i. District Wide Update

*Enrollment numbers are steady at 841 with much interest for enrollment for next year. Parents have the option to switch from remote/in-person at the quarter break so we expect more in person students. Removing the hybrid option has increased the effectiveness of better teaching. Construction is taking place at HCS and WJM. We are asking students and staff to be flexible with this. Spring athletics which are mainly outside are expected to start on time. We will be following AIA guidelines and recommendations. Staff contracts and letters of appointment will be either March or April. We need to raise our base pay, there will be a proposal of a base pay increase and % on the next agenda.*

ii. Student Enrollment – WJM 143, HCS 285, THS 413 (as of 2/5/2021)

**3) Nora Luna**

i. Monthly Financial Report

**Levy Funds**

*FY2021 Budget Revision #1 on December 9th – 8,155,994. 37.24% spent.*

*Unrestricted Capital Funds – 700,976. 25.15% spent in technology, software and the 2 new mini white buses and 2003 E450 Ford SPED. Adjacent Ways – 400,000.*

**Grant Funds Update – No Changes**

*Current approved Grant total – Increased to \$855,328.60 - Increase is due to 1920 completion reports being approved as well as final allocations. I have also added the CTE Az Industrial Credentials Incentive Program Grant. – spent 48.98%. Additional private grants not included.*

*ESG Grant was estimated at \$272,386.45 we were only allocated \$191,565.09. These grant funds will be used for salary and benefits. Expenditure deadline is 12/31/2020. (M&O will be relieved of this expense amount)*

**Budget Funds**

*Distance Learning Adjustments to the base support level (estimated)  
\$93,421.36.*

**Cash Funds Update**

*The district has numerous funds that operate on a cash–available basis. Month end Tax Credit is \$78,564.41. Revenues from donors are accepted until April 15, 2021 for 2020-21 tax credits. Instructional Improvement, Fund 020, has cash of \$91,612.62.*

**Child Nutrition Program Update**

*Balance of \$45,724.24. Invoices up to date. Additional grant application for food pantries has been accepted and received. Additional No Kid Hungry grant funds have been received. Both grants objectives for new equipment have begun.*

**History of Line of Credit: FY 1920**

**LOC Limit: \$2,200,000.00**

**April 24, 2016 LOC Balance: \$169,700**

**June 1, 2016 LOC Balance: \$0.00**

**USAGE Year to Date: Zero Usage**

**Financial Activity FY 2021 YTD**

**Total Payroll: M&O December 31, 2020**

*\$2,266,461.87 (includes benefits)*

*From a total of \$3,115,559.58.*

*(\$849,097.71 Difference)*

**Total A/P: M&O December 31, 2020**

*\$770,182.96 (excludes 67XX)*

*From a total of \$1,426,087.17*

*(\$655,904.21 Difference, \$121,084.44 is our annual energy payment) Excluding 67XX*

**Budget Funds 2021 – Upcoming Revision #2**

*Due to the Distance Learning adjustments we will need to revise the budget.*

*The Proposition 301 (CSF): Funding per pupil for FY 2020 has decreased from \$434 to \$425 per W.P. (weighted pupil) Unit. Projected revenues in FY 2021 are projected at \$749,205 (All funds: 011.012.013) due to increase of W.P.*

*Prop 123 increased statewide from 50M to 75M, estimated revenue is \$64,554 an increase of \$21,518.*

*Tax rate down .066 (4.0700-4.0031)*

**Other News:**

*Audits - 4: AzEds 3-year audit, annual financial audit, NSLP audit review & Procurement, Cycle 4 monitoring.*

*Procurement Review is now closed – In drive.*

**Looking Ahead---**

*Budget revision #2 to adjust for distance learning revenue decrease.*

**4) Old Business**

**i. HCS Easement**

*It has been received by the attorney and has been suggested to dissolve the old and deed the roadway to the City.*

- iii. Old THS Sale  
Covid has hit the attorneys, they are returning and this week to continue working it. The in-kind lease has been very cumbersome, but we will see how it ends.
- iv. John L. Wyatt renovations  
*Currently in the process of receiving bids. Mr. Devere met with a contractor who gave some helpful suggestions on ways to save money with windows and electric.*

5) **Board Member Current Event Comments**

*None*

**Break for Trivia Drawing for Teachers!**

*No teachers in attendance*

**VII. Discussion/Action Agenda**

- 1) **Discussion/Action:** Approval of the 2021/2022 District Calendar.  
*Mr. Devere reviewed the 3 options that were given to staff. Mr. Guin made motion to accept Calendar C, Mr. Dotson 2<sup>nd</sup> it. All were in favor. Motion passed with a vote of 5-0*
- 2) **Discussion/Action:** Approval of the use of ESSR II grant monies to pay for employees Covid-19 sick leave, retroactive to 1/19/21. Limited to 10 days per fiscal year.  
*Mr. Dotson questioned the 10 days of pay, Mr. Devere responded that it is based on employees' regular hours worked per day. Motion was amended to 10 days prorated to hours worked per day. Motion made by Mr. Dotson and 2<sup>nd</sup> by Mr. Shelley. All were in favor, motion passed with a vote of 5-0*
- 3) **Discussion:** Future Agenda Items
  - i. Employee contracts and letters of appointment
- 4) **Discussion:** Board Comments  
*None*

**Next Board Meeting**

March 10, 2021 Tombstone High School  
 April 14, 2021 Huachuca City School  
 May 12, 2021 Tombstone High School

**VIII. Adjournment** *Motion made to adjourn at 6:10 by Mr. Keeling and 2<sup>nd</sup> by Mr. Hayhurst. All were in favor, motion passed with a vote of 5-0*