

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 **October 14, 2020** 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 5:30pm. Present were Mr. Hayhurst, Mr. Shelley, Mr. Guin, Mr. Dotson, Mr. Keeling and Superintendent Devere

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 approve consent agenda by Mr. Dotson and 2nd by Mr. Shelley. 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 6 | \$ 214,547.29 |
| ii. | Payroll 7 | \$ 214,244.44 |
| iii. | Payroll 8 | \$ 218,026.23 |
| iv. | Expense 2106 | \$ 126,782.73 |
| v. | Expense 2107 | \$ 150,147.14 |
| vi. | Expense 2108 | \$ 675.00 |

(Vouchers may be viewed at the district office or online at tombstoneschools.org)

2) Personnel Matters

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

| | | |
|------|--------------------|---------------------------------|
| i. | Soriano, Tristan | THS Athletic Filming |
| ii. | Escarcega, Melinda | THS Volleyball bookkeeper |
| iii. | Cox, Sarah | THS Volleyball clock/bookkeeper |
| iv. | Harczak, Cathleen | WJM NJHS (split) |
| v. | Samuel, Deborah | WJM NJHS (split) |

b. Letter of Appointment

| | | |
|----|--------------|--------|
| i. | Bear, George | Driver |
|----|--------------|--------|

- ii. Cooley, Larry Driver
 - iii. Bynum, Melody THS Para Educator/Facilities
 - c. **Resignations-Terminations**
 - i. Gonzales, Ralph Warehouse Coordinator/Driver
 - ii. Phillips, Don WJM Para Educator
 - iii. Wolken, Dave THS Facilities (2/21)
 - d. **Payouts**
 - i. Bradley, Shannon
 - ii. Phillips, Don
 - e. **Volunteer with Stipend**
 - i. Smrekar, Mark THS Volleyball clock operator
 - ii. Anderston, Misty Jr High Asst. Softball Coach
 - f. **Substitutes**
 - i. Thomasson, Arthur
- 4) **Minutes for Approval**
 - i. 9/9/2020
 - 5) **Approval of the following Policy Advisories (2nd reading)**
 - i. #677 Policy ACA-Sexual Harassment-Regulation ACA-R
 - ii. #678 Policy ACAA-Title IX Sexual Harassment-Regulation ACAA-R *new policy
 - 6) **Approval of a one (1) time addition of one (1) vacation day (prorated) for all 12-month employees. This additional day will only be granted during the 20/21 FY. It is to compensate for additional day worked on November 25, 2020.**
 - 7) **Approval of SFB ADA Compliance project at Huachuca City School**
 - 8) **Approval of purchase of the HR Module and iVisions module in the districts Visions Accounting Software from Tyler Technology**
 - 9) **Approval of the Facility Use Agreement for Huachuca City Thunder Basketball Team**

VI. Reports and Communications

1) Principal Updates

- i. THS-David Thursby
The 1st 9 weeks have gone well. The freshmen have been having to learn both old and new procedures this year. The THS staff has done an incredible job. Informal evaluations were completed this week and Mr. Thursby is blessed to have the teachers he has on staff. Welding was set to begin last spring, but with planning with the AG teacher and the disinfecting plan, it will start soon. Fall sports are underway with no games being cancelled yet. Several AG students placed at the Cochise County fair and JROTC recently traveled to Texas to compete in a competition and did well. The Raiders will compete at Rio Rico next week.
- ii. HCS-Kevin Beaman- *The staff is training the students to bring in their own water bottles and refill them in the water stations, which they are soon receiving more of. All water fountains have been turned off. The Whetstone Fire Dept was recently here for a fire safety presentation for grades K-5. Pre-school just received a \$5,000.00 covid grant. Athletics will begin on October 19 with games starting a week and half later. The gym floor is now complete and is set to be waxed and*

ready for use. Cochise County Teacher of the Year-new Teacher was awarded to Joel Barrington in a drive thru ceremony in his staff decorated truck.

- iii. WJM-Scot Roppe as read by Mr. Beaman-Picture day was last month, Both HCS and WJM have agreed no student grade may be less than a 50% so students may pass despite a missing assignment or two. Masks and social distancing are still being followed. Color schemes for the school were chosen by input of teachers, parents and site council. Electrostatic sprayers are being used, cutting down manpower hours of disinfecting. WJM will be participating in the Unified School Spirit week the end of October. We are still hoping to attend Camp Surf at the end of the year.

2) **Robert Devere, Superintendent**

i. District Wide Update

Mr. Devere recapped the grants, they have been completed, submitted and accepted. At the recent SFB meeting, they have funded 3 TUSD items. AC at THS and HCC and the weatherization project. Mr. Devere showed the paint schemes the principals have chosen for the buildings for the weatherization project. TUSD food service awarded TUSD Unified spirit week the week of 10/26. We are still currently at a “moderate” covid level with 18 cases per 100,000 people. The county needs to be under 10 to classify as “mild” There are no active cases in the Tombstone/Huachuca City zip codes. After conferring with the County School office, there has been no interest in the open board position as of yet.

Mr. Devere shared a document that now any student who presents any covid like symptom must be treated as a positive case and sent home for 10 days unless there is documentation in their file that they have a previous condition (allergies, sinuses, migraines). Mr. Devere will be attending upcoming webinars on the newly mandated Title IX officials the schools must have, He will have job descriptions at the Nov meeting. Federal Impact aid forms will be sent out in the next few weeks.

Mr. Guin asked the % of remote only students we have. Mr. Devere will get updated numbers for him, but at last check it was 38%. Mr. Guin also asked if we have received the new teacher laptops that were ordered. Mr. Devere responded that we are still waiting for them.

ii. Student Enrollment – WJM 136, HCS 276, THS 440=852(as of 10/13/2020)

3) **Nora Luna**

i. Monthly Financial Report

Levy Funds

FY2021 Adopted Budget on July 8th - 7,680,009. 14.10% spent. Unrestricted Capital Funds – 500,047. 20.49% spent In technology, software and the 2 new mini white buses and 2003 E450 Ford SPED. Adjacent Ways – 400,000.

Grant Funds Update

Current approved Grant total – \$761,656 – spent 16.05%. Additional private grants not included.

ESSER – CARES ACT Funds have been allocated @ \$238,267.88. ESG Grant estimated at \$272,386.45.

Budget Funds

No new news or updates.

Cash Funds Update

The district has numerous funds that operate on a cash–available basis. Month end Tax Credit is \$74,317.14. Revenues from donors are accepted until April 15,

2021 for 2020-21 tax credits. Instructional Improvement, Fund 020, has cash of \$83,864.07.

Child Nutrition Program Update

Balance of \$-16,836.95. Invoices up to date. New year revenue has been received in September. Revenue is running a month behind.

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 September 30, 2020

\$821,893.65 (includes benefits)

From a total of \$988,103.30.

(\$166,209.65 Difference)

Total A/P: M&O September 30, 2020

\$261,171.60

From a total of \$593,443.12

(\$332,271.52 Difference, \$121,084.44 is our annual energy payment) Excluding 67XX

Budget Funds 2021 – No Change

Base level funding increased (\$125.30) from \$4,150.43 to \$4,305.73.

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. This fund is used to compensate certified teachers and was recently renewed.

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:

AFR (Annual Financial Report) and Food Service AFR on our agenda today.

SFB –SFB – SFB-SFB

Looking Ahead---

Working on the JTED worksheets.

SFB –SFB – SFB-SFB

4) Old Business

i. HCS Easement

Mr. Devere met with the HC Mayor and he has agreed to dissolve the old easement and have a new one with just the roadway included. This will be written, approved by an attorney and go before the HC Town Council and the TUSD Governing Board.

5) Board Member Current Event Comments

Mr. Hayhurst commented on Ralph Gonzales' recently approved retirement. He had a stellar military career and was a dedicated employee. He was very fine and we will miss him, Mr. Hayhurst would like him honored at the November board meeting.

Break for Trivia Drawing for Teachers!

Melinda Escarcega won and will donate to a class/club of her choice

VII. Discussion/Action Agenda

- 1) **Discussion/Action:** Approval of 3 Title IX officials for the district
 - i. Coordinator/Investigator
 - ii. Decision Maker
 - iii. Appeal Officer

Mr. Guin asked how this will be coded, classroom or admin? Mr. Devere responded with it will have to be coded to admin. Mr. Guin also questioned that we don't have the requirements for the positions. Mr. Devere responded there will be mandatory training for all 3 positions and he will be attending a webinar that will give all details of the 3 newly required positions.

Motion made to approve by Mr. Keeling and 2nd by Mr. Guin. All were in favor, motion passed with a vote of 5-0

- 2) **Discussion/Action:** Approval of 2020/2021 Classroom Site Fund plan
Motion made to approve by Mr. Guin and 2nd by Mr. Keeling. All were in favor, motion passed with a vote of 5-0

- 3) **Discussion/Action:** Approval of Annual Financial Report for FY 20/21
Motion made to approve by Mr. Keeling and 2nd by Mr. Shelley. All were in favor, motion passed with a vote of 5-0

- 4) **Discussion/Action:** Approval of Food Service Annual Financial Report for FY 20/21
Motion made to approve by Mr. Keeling and 2nd by Mr. Guin. All were in favor, motion passed with a vote of 5-0

- 5) **Discussion/Action:** Approval of 1.25% wage increase effective January 1, 2021 for all classified staff.
Mr. Devere explained this is tied to Proposition 206 from 4 years ago. The 1.25% was determined by the AZ Corporation Commission.
Motion made to approve by Mr. Guin and 2nd by Mr. Keeling. All were in favor, motion passed with a vote of 5-0

- 6) **Discussion:** Board Comments
Mr. Guin commented on the new AZDHS mandate, that we need to be aware of awake ideology and educate ourselves and our kids. It is important to understand the impact it has on us.
Mr. Dotson is happy to be here

- 7) **Discussion – Up-Coming Events**

Next Board Meeting

*November 10, 2020 Tombstone High School
December 9, 2020 Huachuca City School
January 13, 2020 Tombstone High School

*November 10, 2020 meeting was changed due to the Veterans Day Holiday

VIII. Future Agenda Items

IX. Adjournment *Motion made to adjourn at 6:32 by Mr. Guin and 2nd by Mr. Keeling. All were in favor, motion passed with a vote of 5-0*