

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 **September 8, 2021** beginning at **5:30 PM** at **Tombstone High School Madeline Giacomma Wyatt Commons Area** located at **1211 N. Yellowjacketway, Tombstone, 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 was called to order at 5:30PM. *Prior to the call to order new member Stephanie Fuller was sworn in by Vice President Keith Guin. Present were Rick Shelley, Keith Guin, Jimmy Dotson, Randy Keeling and Stephanie Fuller. Mr. Devere was in Phoenix at the Law Conference, so Mr. Thursby sat in for him.*

II. Pledge of Allegiance

III. Presentations

i. THS FCCLA -FCCLA currently have 9 active members, 30 overall members and 3 committees. After the last year and ½, and missed opportunities, the club wants to experience all they can. They are presenting the idea of taking a cruise form San Francisco CA to Juneau AK. This will be paid by fundraising and asking each member to obtain a \$400 tax credit. Each participant will need to be a member in good standing and perform at least 75 hours of community service. Plan B, if Covid interrupts the cruise line industry will be a road trip through the US to different restaurants.

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 2nd 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 3.1	\$1,036.24
ii.	Payroll 4	\$ 221,514.24
iii.	Payroll 4.1	\$ 1,562.05
iv.	Payroll 5	\$ 229,235.27
v.	Payroll 5.1	\$ 595.66
vi.	Expense 2131	\$ 787,295.39
vii.	Expense 2204	\$ 214,968.08
viii.	Expense 2205	\$ 160,031.15
ix.	Expense 2134	\$ 476,751.30

(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. Matchette, Dan THS Dual Credit Math 151 and 182
 - ii. Ford, Amber THS Dual Credit AGR 102 and 208
 - iii. Gonzalez, Maribel HCS SEI Pullout Teacher-Prep Period Buyout
 - iv. Working, Donovan HCS Accelerated Reader Coordinator
 - v. Hardgrave, Sherry WJM Academic Coach
- b. **Letter of Appointment**
 - i. Long, Claudia Payroll Coordinator
- c. **Substitutes**
 - i. Valenzuela, Kristen
 - ii. Lopez. Estela
 - iii. Asato, Clindy
 - iv. Paul, Leann
 - v. Lane, Steve
- d. **Volunteer**
 - i. Dobson, Moxie THS Volleyball
 - ii. Maxwell, Jennifer THS Cheer
- e. **Resignation/Termination**
 - i. Osborn, Cindy Payroll Coordinator
- f. **Volunteer with Stipend**
 - i. Dobson, Moxie THS Volleyball Bookkeeper
 - ii. Smrekar, Mark THS Football Clock Operator
 - iii. Galvez, Efrain Middle School Cross Country
 - iv. Collins, Chris THS Cyber Patriot Sponsor
- g. **Leave Payout**
 - i. Webster, Jennifer

3) **Minutes for Approval**

- i. 8/11/2021

4) **Approval of Welding for Beginners book for THS welding program (60 day review completed at DO on 9/13/21)**

5) **Approval of the following Policy Advisories (2nd reading)**

- i. #680 Policy BDF-Advisory Committees
- ii. #681 Policy BEDD- Rules of Order
- iii. #682 Policy BEDH-Public Participation at Board Meetings
- iv. #683 Policy BIB-Board Member Development Opportunities
Regulation BIB-R-Board Member Development Opportunities
- v. #684 Policy DIE-Audits/Financial Monitoring
- vi. #685 Policy DJ-Purchasing (Purchasing Ethics Policy)

- vii. #686 Policy EEAEA-Bus Driver Training Requirements Training and Responsibilities
 - viii. #687 Policy GBGB-R-Staff Personal Security and Safety
 - ix. #688 Policy GCB-Professional Staff Contracts and Compensation
 - x. #689 Policy GCF-Professional Staff Hiring
 - xi. #690 Policy GCH-Professional/Support Staff Orientation and Training
 - xii. #691 Policy GDB-Support Staff Contracts and Compensation
 - xiii. #692 Policy GDF-Support Staff Hiring
 - xiv. #693 Policy IC-School Year
 - xv. #694 Policy IHA-Basic Instructional Program
Exhibit IHA-E-Basic Instructional Program
 - xvi. #695 Policy IHAMB-Family Life Education
Regulation IHAMB-R-Family Life Education
 - xvii. #696 Policy IHAMD-Instruction and Training in Suicide Prevention
 - xviii. #697 Policy IJ-Instructional Resources and Materials
 - xix. #698 Policy IJJ-Textbook/Supplementary Materials Selection and Adoption
 - xx. #699 Regulation IKE-RB –Promotion and Retention of Students
 - xxi. #700 Policy IMB-Teaching About Controversial/Sensitive Issues
 - xxii. #701 Policy JFAA-Admission of Resident Students
JFAA-EA-Admission of Resident Students
JFAA-EB-Admission of Resident Students
 - xxiii. #702 Policy JFAB-Tuition/Admission of Nonresident Students
JFAB-EA-Tuition/Admission of Nonresident Students
JFAB-EB-Tuition/Admission of Nonresident Students
 - xxix. #703 Policy JFB-Open Enrollment
 - xxx. #704 **DELETE** Policy JICA-RB-Student Dress (Cloth Face Coverings)
 - xxxi. #705 Policy JK-Student Discipline
 - xxxii. #706 Policy JKD-Student Suspension
 - xxxiii. #707 Policy JKE-Student Expulsion
 - xxxiv. #708 Policy JLCB-Immunization of Students
Regulation JLCB-R-Immunization of Students
Exhibit JLCB-E-Immunization of Students
 - xxxv. #709 Policy JLF-Reporting Child Abuse/Child Protection
 - xxxvi. #710 Policy KB-Parental Involvement in Education
 - xxxvii. #711 **DELETE** Regulation KI-RD-Visitors to Schools (Cloth Face Coverings)
- 6) **Approval of Facility Use Agreement for SV Lions Club to use the THS gym on November 12, 2021 for a volleyball tournament.**
- 7) **Approval of renewal of Facility Use Agreement for Embry Health to use the parking lot at WJM for Covid 19 testing.**
- 8) **Approval of Disposal of Assets for the 20/21 FY.**
- 9) **Approval of position of Cyber Patriot Sponsor.**

VI. Reports and Communications

1) Principal Updates

- i. THS-David Thursby-*the year is in full swing with teams and clubs. Next month there will be an item on the agenda for FCCLA requesting the trip they described in the presentation. The 9/3 football game brought in the largest crowd THS has seen at the new field. There was music, face painting, free food and free admission. Student Council is planning homecoming for the October 22 Centennial celebration. THS is working a new plan to raise AZ Merit scores this year.*
- ii. HCS-Kevin Beaman-*Parent Teacher conferences just ended and were very positive. Progress is still continuing with construction., hopefully the gym will be ready for basketball. Volleyball games at WJM have been running smoothly. Begging of the year assessments have taken place. There was a overhang ceiling collapse by the cafeteria that closed the cafeteria for 3 days. This has been repaired and the cafeteria is now open again.*
- iii. WJM-Jeanette Paz-*The Lady Mustangs are on a winning streak, having won the last 5 matches. The team was the recipient of a \$1500 donation from the AZ Rangers and today sported their new uniforms. Parents were very positive at the recent parent teacher conferences. Hearing and vision screenings are complete. The students are loving the art classes, more so the K-5 classes. K-8 Interventions are taking place after a short set back.*

2) Robert Devere, Superintendent (presented by David Thursby)

Welcome Stephanie Fuller to our Board. Thank you for taking this position and supporting our wonderful district.

Our enrollment has stabilized with the first month of the school year behind us. We have an overall loss of about 25 students from this same time in 2019. WJM has seen nice growth, THS has held steady and HCS has experienced significant loss of enrollment.

COVID has been present in all our schools. HCS had significant cases over the past couple weeks, but no new cases in the past 6 days. WJM had its first case of the year this week. THS has experienced quite a few cases, but many of those students have returned after their 10 days out during recovery. Our sports teams have been impacted by COVID with game cancelations for HCS football and volleyball. This Friday's THS football game against San Carlos has been canceled due to COVID cases on the San Carlos team.

Construction continues around the district.

- *The WJM weatherization project is winding down with the final punch walk scheduled for week after next.*
- *At HCS the weatherization project continues. The metal siding on the gym has been replaced and the AC contractor will be returning this month to finish the gym AC. The doors for replacement around the campus are still on order, but all the windows have been replaced. The painting is nearing completion.*
- *The HCS cafeteria is in use again. The south side is closed, and the soffit is being replaced. The north side has been shored up, will be removed, and replaced once the south side is opened.*
- *We received approval for design phase of the WJM gym floor repair*

- *The WJM renovation bids are due tomorrow. Once received, we will select the best bid for our needs, and send it to our architect to vet and ensure the bid covers all needed elements. Once complete, we will need a special meeting to approve the bid and offer a contract.*
- *We are working our way through the ESSER III grant process to secure the funding for THS fields and Agriculture/welding facility.*

- i. Student Enrollment – WJM 156, HCS 273, THS 448 (as of 9/7/21)
- ii. Construction Updates

3) Nora Luna-Business Office

- i. Monthly Financial Report

Levy Funds

FY2122 Budget Adoption on July 14 – \$8,540,912. 8.49% spent. Unrestricted Capital Funds – 305,484 32.47% spent in technology – software Visions – \$16,000. Sports Equipment: Batting cage \$3,820, Motor: \$3,698, Cafeteria: Proofer - \$3,172, Sports Tunnel: \$2,137.50. Adjacent Ways – 400,000.

Grant Funds Update – No Changes

Current approved Grant total – Decreased of \$72,469.86 – Prelim allocation amounts. Re-calculation is scheduled for Sept/Oct. Spent 15.76%. Beginning amounts for ESSER grants have been calculated by ending 2021 budget balance.

Budget Funds

Final budget forms have been received and will not require 15SEP21. Final pre-pays have been completed/paid. Final FY2021 AP Voucher being scheduled only for SFB payments. Will continue to prepare to close out books and get ready for AFR in October and Reconciliation with CCSSO and County Treasurer.

Cash Funds Update

The district has numerous funds that operate on a cash–available basis. Month end Tax Credit is \$89,059.62. Revenues from donors are accepted until April 15, 2021 for 2020-21 tax credits. Instructional Improvement, Fund 020, has cash of \$74,243.24.

Child Nutrition Program Update

Balance of \$11,224.50 using estimated beginning balance of \$20,000 for new FY.

History of Line of Credit:

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

Budget Funds – Upcoming – Looking Ahead

Revision 1 Oct Board Meeting.

Other News:

Many new changes – AFR/Budget to account for roll up of CSF – Fund 010 – iVisions portal

Audits – 2/6: – Waiting on results- NSLP audit Review- Cycle 4 monitoring.

Audits 4/6:

NSLP Procurement done. ESS Audit – Denisse B was lead – no CAP All A’s. annual financial audit to complete – AzEds 3-year audit – Very well – return of \$369.02 (2019 – 184.11, 2020 – 184.91).

2022

The Proposition 301 (CSF): Funding per pupil for FY 2122 has increased from \$425 to \$733 increase of \$308 per W.P. (weighted pupil) Unit. Projected revenues in FY 2022 are projected at \$768,373 fund 010 (All funds: 011.012.013 are now combined) due to increase of W.P.

No changes as this began FY21 and will finish FY26.

Prop 123 increased statewide from 50M to 75M, estimated revenue is \$64,554.

Tax rate up due to TSL – COVID.

4.0031 to 4.0962

4) **Old Business**

- i. Sale of Old THS- *The sale of the Old THS is on tract. Yesterday, the City of Tombstone signed the needed documents to attach the abandoned 7th street to the deed. Pioneer title has prepared documents for the district to sign verifying there is no current lease on the property. A closing date is being scheduled with the buyer. The contract calls for the closing to be within 60 days of the acceptance of the inspection, which happened last Thursday. The buyer has indicated they would like to move much faster.*

5) **Board Member Current Event Comments**

**Mr. Keeling asked about the disaster recovery drill. Ms. Luna said she would pass along the question to Mr. Devere.*

** Mr. Dotson is happy to be here*

**Mr. Guin dropped off some horseshoe to the welding class and is excited to see it take off. He hopes to see additional welding classes be offered in the future and encouraged all to get donate some horseshoe nails to the welding program.*

**Mr. Shelley welcomed Stephanie Fuller to the board and thanked Mr. Devere for all the work he has put in on the sale of old THS.*

**Mr. Keeling also welcomed Mrs. Fuller*

**Mrs. Fuller is looking forward to being part of the TUSD Governing Board.*

Break for Trivia Drawing for Teachers!

No teachers present

VII. Discussion/Action Agenda

- 1) **Discussion/Action:** Approval for TUSD Board Members to attend the ASBA Cochise County meeting on 9/22/2021 from 4:50-7:00PM. This is a virtual meeting and no charge to attend. *Motion made to approve by Mr. Keeling and 2nd by Mrs. Fuller. All were in favor. Motion passed with a 5-0 vote.*
- 2) **Discussion/Action:** Approval for TUSD Board Members to attend the ASBA Annual Conference December 15-17, 2021 in Phx AZ. *Motion made to approve by Mr. Guin and 2nd by Mr. Dotson. All were in favor. Motion passed with a 5-0 vote.*

- 3) **Discussion/Action:** Approval for THS FFA to travel to Indianapolis IN for the FFA National Convention October 27-30, 2021. This trip is funded by the Carl Perkins grant and the FFA student activity account.
Motion made to approve by Mr. Keeling and 2nd by Mrs. Fuller. All were in favor. Motion passed with a 5-0 vote.
Kathy Lopez requested anyone wanting to attend let her know ASAP as the lodging fills up very quickly.
- 4) **Discussion/Action:** Approval of Resolution of Support to pursue the Transportation Modernization Grant
Motion made to approve by Mr. Keeling and 2nd by Mrs. Fuller. All were in favor. Motion passed with a 5-0 vote.
- 5) **Discussion/Action:** Approval of the use of ESSER II grant monies to pay for employee Covid 19 sick leave. This is prorated to the employees regularly scheduled hours per day and is limited to 10 days per fiscal year. This leave only covers employees who have contracted Covid 19 and can provide documentation from a health care professional.
Motion made to approve by Mr. Dotson and 2nd by Mr. Guin. All were in favor. Motion passed with a 5-0 vote.
- 6) **Discussion/Action: Approval of rate increase for adult meals for the 21/22 SY**
i. Breakfast \$2.30 to \$2.72-increase of \$.42
ii. Lunch \$3.95 to \$4.58-increase of .63
Motion made to approve by Mr. Keeling and 2nd by Mr. Guin. All were in favor. Motion passed with a 5-0 vote.
Mr. Guin asked how the calculation was decided. Ms. Luna explained how the USDA made the calculation and said this may be an upcoming agenda item in the near future because as of 3PM today the USDA was looking at modifications again.
- 7) **Discussion:** Campus cleanliness and curb appeal
Mr. Guin would like closer attention paid to the loo of our campuses. As he visited HCS this week there were overgrown weeds, maintenance equipment that students have access to and that is non-working and old toilets visible. This impacts the views of our campus and would like a conversation with the maintenance staff and cleaned up. He would also like empty classrooms cleaned up and not used for storage. He would like the hoarding of broken equipment stopped. Mr. Keeling was upset with this comment and said if you aren't going to pick up a shovel and help, shut up. He has spent many hours helping at the HCS campus and HCS doesn't have the manpower. Mr. Guin responded that this was in no way a jab at HCS, he just happened to be there this week and saw it., it is not unkept, he would just like the items put out of view. Maybe a storage shed. Mr. Keeling responded there is no place for it and no storage sheds, just to please leave his scoreboard alone. Mrs. Fuller asked if there was an inventory list. Response is yes, and on the consent agenda, items for disposal were just approved. Mr. Beaman commented that the toilets were recently placed there as the construction plan was to remove those that were not ADA compliant and replace. Mr. Shelley wondered why the construction team did not dispose of them.
- 8) **Discussion:** Future Agenda Items

9) **Discussion:** Board Comments

Mr. Keeling is happy to be here

Mrs. Fuller is happy to be on the team

10) **Discussion:** Up-Coming Events

Next Board Meeting

October 13, 2021-Huachuca City School

November 10, 2021-Tombstone High School

December 8, 2021-Huachuca City School

VIII. **Adjournment** *Motion was made to adjourn at 6:18 by Mr. Dotson and 2nd by Mr. Keeling. All were in favor. Motion passed with a vote of 5-0*