

**SANTA CRUZ VALLEY UNION HIGH SCHOOL DISTRICT #840
GOVERNING BOARD MEETING MINUTES – April 9, 2020**

The Santa Cruz Valley Union High School District will be enforcing the Center of Disease Control (CDC's) Guidance to limit all public gatherings to ten people during the board meeting. The board meeting will be conducted in a telephonic setting

DATE/TIME/PLACE

The Santa Cruz Valley Union High School District Governing Board of Education held a Regular Board Meeting beginning at 6:00 PM on Thursday, April 9, 2020 in the Santa Cruz Library, Community Room which is located at 1000 N. Main Street in Eloy, Arizona.

CALL TO ORDER

Ms. Flores called the regular meeting to order at 6:00pm.

THOSE PRESENT

Elizabeth Flores, President, Anna Bell Saucedo, Vice President, Thomas Gil, Member, Member Richard Reyes, Member, and Emilio Ysaguirre, Member, Orlanda Roberts, Superintendent, Debi Tabeling, Business Manager, Orante Jenkins, Principal, and Sherry Eisler, Administrative Assistant were present.

REGULAR MEETING

CALL TO THE PUBLIC

There were no calls to the public.

MONTHLY REPORTS

1. Business Manager-*Debi Tabeling*
Presentation by Mr. Brian Hemmerle – Henry & Horne

Ms. Tabeling explained to the board members, Mr. Brian Hemmerle from Henry & Horne would be giving a presentation on the financial audit his firm completed in March 2020. Mr. Hemmerle gave a brief synopsis of the company and explained they were the new auditing company for the district and had conducted an audit for the 2018-2019 fiscal year. He also explained their's was an unqualified opinion which means there is a clean opinion on the financial statements for the year with no findings. Mr. Hemmerle reviewed what areas were audited:

- ⦿ Compliance with grants
- ⦿ Contracts
- ⦿ Debt
- ⦿ USFR regulations

He explained there were no findings in this section; he stated there was a journal entry Ms. Tabeling corrected for which was advised by the firm to reclassify. Mr. Hemmerle explained the Uniform System of Financial Report (USFR) questionnaire was submitted to the Attorney General's office. There were two findings in this questionnaire, one in cash and the other in payroll. Mr. Hemmerle explained Federal funding was not audited given that the funding did not exceed the threshold. Mr. Hemmerle gave a brief summary of the financial statement.

There were no questions from the board members to Mr. Hemmerle. He closed his presentation by saying it was a pleasure to work with Debi and all parties involved.

Ms. Tabeling and Ms. Flores thanked Mr. Hemmerle for the information.

Ms. Flores asked Dr. Jenkins for further information regarding contacting the parents to address academic, behavioral and social concerns. Dr. Jenkins responded by saying he has been sending out weekly email or phones to parents.

Ms. Saucedo asked what requirements seniors had to comply with in order to graduate. Mrs. Roberts explained her and Dr. Jenkins priority has been working on the issue if seniors had internet at their homes. She went on to say, the responses have been slow from the parents. They have been concentrating on students who were deficient in or failed a class in the third quarter. Mrs. Roberts stated they have reached out to Ms. Castillo, Drop Out Prevention Liaison to assist in reaching out to seniors and parents. Dr. Jenkins stated he has been in contact with senior who are deficient in credits; he is still receiving responses from students but so far only three did not have internet access. He will be following up with the students on Monday. Mrs. Roberts stated on the agenda is a Student/Parent technology agreement to let seniors use the Chrome laptops to help assist in completing their assignments. Students who do not have internet access can use the library or school parking lot to connect with the WIFI. Mrs. Roberts stated the county attorney has reviewed and approved of the technology agreement.

Mrs. Saucedo asked if a senior was passing third quarter they would receive the passing grade into fourth quarter. Mrs. Roberts stated once seniors are on track with classes, they will start assisting the junior class with providing a summer school at no cost. She added if the pandemic restriction have not been lifted summer school will be online.

Ms. Flores asked students who are deficient, are they being contacted separately; Mrs. Roberts stated students who have credit deficient will get the core work to improve their grade. Ms. Flores asked about the time line; with Mrs. Roberts stating Monday or Tuesday the students will be receiving the information.

Dr. Jenkins stated Mr. Jimenez and Ms. Castillo have identified the students who need help, Mr. Bates will be assisting in getting the Chrome books ready to distribute and a process will be put in place to catalog and distribute the devices for which can begin on Monday.

Mrs. Saucedo asked about the status of graduation; Dr. Jenkins said students will be notified to send in pictures for a slip show that can be presented on the website and social media. When restrictions have been lifted have a ceremony for the seniors.

D. BUSINESS ITEMS

1. Discussion/Approval/Disapproval of the revised quote for the two new buses from Auto Safety House.

Mrs. Saucedo MOVED to approve of the revised quote for the two new buses from Auto Safety House, with a SECOND by Mr. Reyes

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

SUPERINTENDENTS ITEMS

1. Monthly Report

Mrs. Roberts stated she had not submitted a written report with her being in frequent contact with the board via email and asked if there were questions related to on-going issues resulting from the school closure. There were none.

2. Discussion/Approval/Disapproval of the Student/Parent Technology Device Agreement for FY 2019-2020.

Mrs. Saucedo MOVED, to approve of the Student/Parent Technology Device Agreement for FY 2019-2020, with a SECOND by Mr. Gil.

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

PERSONNEL ITEMS

1. Discussion/Approval/Disapproval for payment of Classroom Site Funds (CSF) for FY19-20 which will include the 2nd half payment from Funds 011 & 013 for employees who qualify & to pay Mr. Jimenez from M&O for their portion of these funds.

Mrs. Saucedo MOVED to approve for payment of Classroom Site Funds (CSF) for FY19-20 which will include the 2nd half payment from Funds 011 & 013 for employees who qualify & to pay Mr. Jimenez from M&O for their portion of these funds, with a SECOND by Mr. Gil.

2. Discussion/Approval/Disapproval of Certified contracts for FY20-21

Mrs. Saucedo MOVED to approve of Certified contracts for FY20-21, with a SECOND by Mr. Gil

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea

3. Discussion/Approval/Disapproval of Exempt contracts for FY20-21.

Mrs. Saucedo MOVED to approve of Exempt contracts for FY20-21, with a SECOND by Mr. Gil.

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

4. Discussion/Approval/Disapproval of the Support Staff employee list for FY20-21.

Mrs. Saucedo lead the discussion by stating Ms. Cazares was recently hired for the Attendance position and who would be responsible to take over her position since she is moving over to the Special Ed. department. Mrs. Roberts stated that she and Dr. Jenkins will divide the work between the current staff in the high school office. Ms. Flores asked if Ms. Cazares was being trained by Ms. Castillo. Mrs. Roberts stated Ms. Castillo is still managing the reports and Ms. Cazares is managing attendance and is new in this position. She went on to say enrollment is declining and employee cuts need to be made including this current year. Mrs. Saucedo asked if the Administrative Assistant Special Ed. position was full time, Mrs. Roberts said 3 to 4 days per week. Mrs. Roberts asked Ms. Tabeling to explain the current cost by the vendor and what the savings would be with moving Ms. Cazares to the position. Mrs. Saucedo asked with declining enrollment would the position need that many hours. Mrs. Roberts explained Special Ed. enrollment is not declining and the Special Ed. position is a 10-month position where as attendance is a 12-month position. Ms. Flores suggested that administration provide the data to the board related to the funding of the position and the effects of the two positions. Ms. Tabeling stated that the Special Ed. budget will not be lowered. She stated that the maintenance and operation budgeted amount for special ed. needs to remain the same budgeted amount for next year to prevent supplanting which could possibly lead to losing special ed. grant funding which is used to meet program expenses. A discussion was held covering the various federal and state statutes related to the funding of Special Ed. It was agreed that more data needed to be presented to the board. The board was concerned about the importance of attendance and how the correct reporting would impact school funding.

Mr. Reyes MOVED to table the Administrative Assistant Special Ed. position and approve the Support Staff employee list for FY20-21, with a SECOND by Mrs. Saucedo.

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

5. Discussion/Approval/Disapproval to approve Gloria Eddy's letter of resignation as Food Service Director ending on May 28th of 2020.

Mrs. Saucedo MOVED to approve Gloria Eddy’s letter of resignation as Food Service Director ending on May 28th of 2020, with a SECOND by Mr. Reyes.

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

CONSENT ITEMS

1. Approval of payment of Retention stipend to highly qualified teachers in the hard to fill positions for science, math and special education: W. Askew, D. Dawson, R. Davis, G. Douglas, M. Revelle, L. Gollither & P. Hudson.
2. Approval to approve the FY20-21 Proposed Classified Salary Schedule
3. Approval to approve the FY20-21 Exempt Salary Schedule.
4. Approval of the FY20-21 Extra Duty Salary Schedule.
5. Approval to approve the FY20-21 Principal Salary Schedule.
6. Approval of the Santa Cruz Valley Union High School District #840 Retention Stipend Policy for FY20-21.
7. Approval of Student Activities Account Report for March 2020.
8. Approval for Ratification of payroll and expense vouchers for March 2020.

Payroll	Amount	Expenses	Amount
# 24	\$ 114,952.14	# 2030	\$ 19,077.42
# 25	\$ 117,486.60	# 2031	\$ 187,169.97
		# 2032	\$ 7,128.57
		# 2033	\$ 68,999.04
Total Payroll:	\$ 232,438.74	Total Expenses	\$ 282,375.00
Grand Total: \$ 514,813.74			

9. Approval of the Regular Governing Board Meeting Minutes from March 12, 2020.

Mrs. Saucedo MOVED to approve Consent items G-1 thru G-9, with a SECOND by Mr. Reyes.

MOTION CARREID: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

ANNOUCEMENTS

Ms. Tabelaing stated a special board meeting may need to be held earlier than the next board meeting since it is possible new changes will be needed in the selling of the bonds due to the pandemic.

Mr. Reyes asked Dr. Jenkins if the graduation requirements would be suspended with the closure of the schools. Dr. Jenkins stated certain requirements are suspended. Mrs. Roberts

commented that there have been multiple wavers of certain requirements since the students will not be able to perform these due to the closure. Mr. Ysaguirre asked if testing was wavered for the year, Mrs. Roberts, stated “yes”. Mr. Ysaguirre then asked about student grade bumps. Mrs. Roberts stated she and Dr. Jenkins would send some information to the board before it is published to the community. Dr. Jenkins explained since there is no testing, there will be no grade bumping. Mrs. Saucedo stated she wants Ms. Cazares to know, the board is questioning the position and not preventing her to move to another position. Ms. Tabelaing stated she would phone Ms. Cazares and explain the issue.

BOARD MEMBER ITEMS

There were no announcements in regards to board member items.

ADJOURNMENT

Mrs. Saucedo MOVED to adjourn the meeting at 7:03 pm; with Mr. Reyes SECONDING the motion.

MOTION CARRIED: Ms. Flores – yea; Mrs. Saucedo – yea; Mr. Gil – yea; Mr. Reyes – yea; Mr. Ysaguirre – yea.

GOVERNING BOARD MEMBERS:

Elizabeth Flores, President

Anna Bell Saucedo, Vice President

Thomas Gil, Member

Richard Reyes, Member

Emilio Ysaguirre, Member

Date Approved: _____