

Minutes of Regular Governing Board Meeting

June 29, 2021

Oracle Elementary School District No.2

A Regular Meeting of the Governing Board of Oracle Elementary School District No.2 was held Tuesday, June 29, 2021, beginning at 10:00 a.m., VIA ZOOM ONLY due to extensive construction and concerns for pedestrian safety on campus.

1. Call to Order

Board President Gary Terrell called the meeting to order at 10:01 a.m. and Mrs. Lyon led the Pledge of Allegiance.

Roll Call – Board members present via Zoom:

Gary Terrell, President

Linda Lyon, Vice-President

Jeri Taylor, Member

Edie Crall, Member

Camilo Gotay, Member

Also present:

Crystle Nehrmeyer, Superintendent

Kathleen Ochoa, Administrative Assistant

Dawn Ruiz, Business Manager

Allison Hendrix, Grants & Special Programs Coordinator

Shannon Soule, Dean of Students

2. Approval of Agenda

Mr. Gotay moved and Mrs. Crall seconded, all in favor, motion carried.

3. Communications and Call to the Public.

Mrs. Lyon issued the Call to the Public, as there were persons of the public participating via Zoom. No one asked to address the Governing Board.

4. Approval of Consent Agenda

Mrs. Lyon moved to approve the consent agenda, Mr. Gotay seconded, all in favor and motion carried.

A. Approval of Minutes

Study Session Meeting May 20, 2021

Regular Governing Board Meeting June 20, 2021

- B. Ratification of Vouchers
 - 1. Payroll Vouchers
 - V46 \$68,548.45 V47 \$55,686.51 V48 \$68,643.31 V49 \$55,516.70 V50 \$67,377.66
 - V51 \$55,825.40 V52 \$179,703.92 V53 \$21,225.46 V54 \$21,225.46
 - V55 \$21,225.46 V56 \$21,225.87 V57 \$27,923.32 V58 \$6,069.14 V59 \$20,106.66
 - V60 \$55,737.17
 - 2. Expenditure Vouchers
 - V2136 \$90,520.38 V2137 \$76,444.70 V2138 \$11,024.75
- C. Financial Reports for the month of May FY20/21
- D. Arizona School Facilities Board Monthly Report
- E. Disposal of District Items
- F. RATIFY – Designation of Brigette Martin as Student Activities Treasurer, and both Kathleen Ochoa and Dawn Ruiz as back-up Student Activities Treasurer for FY20/21
- G. Designation of Brigette Martin as Student Activities Treasurer, and both Kathleen Ochoa and Dawn Ruiz as back-up Student Activities Treasurer for FY21/22
- H. Approval of Governing Board Written Addendum to Superintendent’s Performance Pay Goals Spreadsheet
- I. Resolution, District Bank Signers for FY21/22
- J. Approval of the following IGA/Agreements for FY2021/2022
 - a. Continued IGA with Vail Unified School District for technical services
 - b. The Trust / Alliance Agreements for FY21/22
- K. Approval of Sole Source Vendors for FY21/22
- L. District Nominal Budget for FY21/22
- M. Correct SY21/22 District Calendar to reflect an August 4 start date for 10 month employees
- N. Approval of the following pay scales for FY21/22, with no changes
 - 1. Extra Curricular Pay Scale
 - 2. Classified Staff Hiring Schedule
 - 3. Certified Staff Hiring Schedule
 - 4. Substitute Salary Schedule

- O. Assessed Values for Tax Rates for FY21/22
- P. Mt. Vista K-8 School Fee Schedule for 2021-2022 School Year
- Q. Mt. Vista K-8 School Character Education – PBIS Program for SY 21/22
- R. District Benefits for FY 21/22
- S. Targeted Support Improvement (TSI) Grant Revision for FY 20/21
- T. Approval of possible over-expenditure of budget subsections of the 2020/2021 budget, should it become necessary. The M&O (Maintenance and Operation) Budget has 3 subsections – Regular Education, Special Education and Transportation. In the event that one or two of the subsections of the M&O budget need to be overspent, authorization is required by the Governing Board according to statute. This over expenditure would not overspend the M&O budget; it would only apply to one or two of the three subsections. The district does not anticipate the need to overspend any of the subsections; this action is needed to support the financial requirements and needs of the district.
- U. Mt. Vista K-8 School Annual Suspension Report – 2020-2021 School Year
- V. Closure of Chase Bank Account used for PayPal Tax Credit Donations: Inactive since 2019; District Website no longer compatible with PayPay. After research conducted by IT Department, a comparable application for receiving electronic tax credit payments was not found.
- W. Gifts and Donations:
-Larry & Kim Schweitzer – safety vests, clipboards, hand sanitizer and napkins

5. Superintendent's Report

Mrs. Nehrmeyer provided informed to the Governing Board regarding the following:

- A. Teacher of the Year – Amber Cruea, 7th and 8th Grade Math
- B. Employee of the Year – Darlene Cavanaugh, Reading Specialist
- C. Team of the Year – Food Service Team – Cheri Clinton, Chas Brownrigg, Rosa Pinedo, Laura Henneman
- D. Saddlebrooke Rotary's Citizen of the Year Award – Edie Crall
- E. Update regarding District's COVID-19 Mitigation Plan and its procedures regarding school athletics, extra-curricular activities, and community use of school facilities
- F. "Create Your Own Kitchen" Program

6. Presentation and discussion of the Proposed Annual Expenditure Budget for Fiscal Year 21/22

Mrs. Nehrmeyer and Mrs. Ruiz presented to the Governing Board the District's Proposed Annual Expenditure Budget for Fiscal Year 21/22

7. Request for approval of the Proposed Annual Expenditure Budget for Fiscal Year 21/22

Mrs. Nehrmeier recommended the Governing Board approve the District's Proposed Annual Expenditure Budget for Fiscal Year 21/22.

Mrs. Crall moved and Mrs. Taylor seconded approval of the Proposed Annual Expenditure Budget for fiscal Year 21/22, all in favor and motion carried.

8. Discussion and request for approval of employment contracts for District Support Staff, and Speech Language Pathologist during Fiscal Year 21/22.

Mrs. Nehrmeier recommended the Governing Board approve employment contracts for our Business Manager, Grants and Special Programs Coordinator, Director of Technical Services and Speech Language Pathologist for FY21/22.

Mr. Gotay moved and Mrs. Lyon seconded, all in favor and motion carried.

9. Discussion and request for approval of an hourly wage adjustment for certified bus drivers currently employed by the District, to be effective July 1, 2021.

Mrs. Nehrmeier recommended the Governing Board approve an hourly wage adjustment for certified bus drivers currently employed by the District, to be effective July 1, 2021.

Mrs. Taylor moved and Mrs. Crall seconded, all in favor and motion carried.

10. Discussion and request for approval of an allocation of remaining funds from the Elementary and Secondary School Emergency Relief (ESSER II) Fund Application for HVAC Replacement at Mt. Vista K-8 School

Mrs. Nehrmeier recommended the Governing Board approve the remaining \$116,000 in ESSER II Funds be used for the following:

1. Continuation of salaries and benefits for three Floating Aides, a position that was created in response to the COVID-19 pandemic, staffing needs, and student support.
2. Continuation of myOn with Star Reading Connection, a virtual library that allows students to engage in independent reading, at grade level, all while still participating in the AR Reading Program.
3. Additional allowance for \$57, 955.50 to be used towards the purchase of HVAC units for a total allocation of \$269, 576.40 towards HVAC replacement on campus.
4. Indirect cost recovery of \$2, 851.31. Indirect cost recovery can be used towards administrative expenses including accounting, personnel, and general expenses of doing business including personnel or utilities.

Mrs. Taylor moved and Mr. Gotay seconded, all in favor and motion carried.

11. Presentation and discussion of the District's allocation and projected use of funds from the Elementary and Secondary School Emergency Relief (ESSER III) Fund

Mrs. Nehrmeyer and Mrs. Hendrix presented information to the Governing Board regarding the District's allocation and projected use of funds from the Elementary and Secondary School Emergency Relief (ESSER III) Fund. Discussion was held.

12. Discussion regarding wage considerations for FY 21/22

Mrs. Nehrmeyer and Mrs. Ruiz presented three (3) possible wage considerations for the upcoming fiscal year. Discussion held.

13. Update and discussion regarding Capital Bond Projects and related expenses since the May 2021 meeting of the Governing Board at Mountain Vista K-8 School

Mrs. Nehrmeyer updated the Governing Board on construction at Mountain Vista K-8 School as well as related expenses since the May 2021 meeting. An expense report was not provided. Discussion was held. Mrs. Nehrmeyer asked Mrs. Ruiz to give a brief verbal update as to the dollar amount of construction expenses.

14. First read and discussion of a proposed revision to District Policy GCCG – Professional / Support Staff Voluntary Transfer of Accrued Sick Leave

Mrs. Nehrmeyer recommended the Governing Board review and discuss the proposed revision to District Policy GCCG. Any recommended revisions to be brought back to the Governing Board for review and possible approval in July 2021.

15. Discussion and approval of a modification to the District's Teacher Evaluation Instrument which references the MAP Assessment, which was replaced by the Renaissance Star Reading and Star Math Assessments in 2019-2020 as measures of student growth and achievement.

Mrs. Nehrmeyer recommended the Governing Board approve the necessary modification to the District's Teacher Evaluation Instrument which references the MAP Assessment, now replaced with the Renaissance Star Reading and Star Math Assessments in 2019-2020 as benchmark measures of student growth and achievement.

Mrs. Lyon moved and Mrs. Taylor seconded, discussion held, all in favor and motion carried.

16. Discussion regarding the upcoming ASBA Law Conference, September 8-10, 2021 at the Camelback Inn located in Scottsdale, Arizona.

Mrs. Nehrmeyer presented information regarding the upcoming ASBA Law Conference, how to register, procedure for hotel accommodation reimbursement and selecting a Delegate for the District. Discussion held.

Mrs. Lyon moved for all board members to be allowed to attend the ASBA Law Conference if they so choose, Mrs. Taylor seconded, all in favor and motion carried.

Mrs. Lyon moved and Mrs. Crall seconded the following as Delegate for the District if said board member was able to attend: 1. Edie Crall, 2. Camilo Gotay and 3. Jeri Taylor, with the understanding that if not one of the three was available to attend the Conference, the District would forego a Delegate this year, all in favor and motion carried.

17. Discussion/possible action regarding personnel matters since the May Regular Governing Board Meeting

Mrs. Nehrmeyer recommended the Governing Board approve the following personnel matters:

Transfers:

Misty Chavez, Substitute Food Service Assistant to Bus Driver Trainee
Shannon Soule, Dean of Students to Principal

New Hires for 2021/2022 School Year

Debra Pacheco, Special Projects Secretary, Ratify (eff. June 7, 2021)

Additional Hours

- Robert Altamirano, 5 Days Temporary Grounds Work in May 2021 (Ratify)
- Front Office Help FY20/21 School Year and June Summer Hours (Ratify)
- Summer Office Help/PO Requisition Processing Summer Hours in FY 20/21 (Ratify) and FY 21/22
- Summer I Maintenance Projects
- Summer Standards Boot Camp
- Summer Paraprofessional Boot Camp

Prop. 301 Plan – Fund 012 – Teacher Performance Pay

Final Fund 11 and Fund 13 Payout

FY20/21 Comp Time Payout

Resignation

- Scott Ashby, School Counselor
- Debra Pacheco, Special Projects Secretary, eff. June 15, 2021

Rejected Contracts

- Eduardo Macias, Music Teacher

Mrs. Lyon moved and Mr. Gotay seconded; Discussion held; all voted in favor and motion carried.

18. Discussion and approval of accrued sick leave buy back for an eligible employee upon retirement at the end of the 2020-2021 school year.

Mrs. Nehrmeyer recommended the Governing Board approve the accrued sick leave buy back for Mrs. Claudia Gutierrez based on District Policy GCCA. Mrs. Gutierrez retired during the 2020-2021 school year.

Mrs. Crall moved and Mrs. Lyon seconded, all in favor and motion carried.

19. **Presentation and discussion of the Mountain Vista K-8 School – End of Year Report**

Mrs. Soule and Mrs. Nehrmeyer presented the End of Year Report for discussion with the Governing Board. The Report was complete with a power point slide show that included the following topics:

1. Student demographic and enrollment information
2. Student discipline data
3. Character Education Program – Positive Behavior Interventions and Supports (PBIS)
4. Student academic growth as measured by the Star Early Literacy (Grades K-2), Star Reading (Grades 3-8) and Star Math (Grades 3-8) Assessments
5. Anticipated student academic achievement results as measured by AzM2 during Spring 2021

20. **Upcoming Events**

Monday, July 5 – District Offices Closed for Independence Day Holiday

Thursday, July 15 – Mt. Vista K-8 School Office reopens for the new school year from 8:00 am to 3:00 pm, Monday through Friday

July 19-21 – Standards Boot Camp for Mt. Vista Teachers at Triangle Y Camp

July 22-23 – Paraprofessional Boot Camp at Mt. Vista at Triangle Y Camp

Friday, July 30 – New Teachers Reports

Monday, August 2 – Certified Staff Report for the 2021-2022 School year

Tuesday, August 3 – Teacher In-Service Day

Wednesday, August 4 – Paraprofessionals and 10-month Classified Staff Report for the 2021-2022 School Year

Thursday, August 5 – First Day of School at Mountain Vista K-8 School

Monday, August 9 – First Day of Preschool at Mt. Vista Kindergarten Prep

September 8-10 – ASBA Law Conference at Camelback Inn, Scottsdale, AZ

21. **Future Meeting Dates and Topics**

July 15 at 9:00 AM – Public Hearing of the Governing Board to include the District’s Annual Budget for Fiscal Year 2022. Hearing will be held at Saddlebrooke in the Sonoran Room at the Mountain View Clubhouse

August 16 at 6:00 PM – Regular Meeting of the Governing Board to include a “Back to School” Report and State of the District. Regular Meeting will be held in the Mountain Vista K-8 School Library

September 16 – Annual Facilities Report (new)

October 7 – Annual Financial Report

November 18 – School Level Reporting – Annual Financial Report

December 9 – Revised Budget for 2021-2022 and Superintendent’s Evaluation

January 13 – Annual Organizational Meeting

22. Adjournment

Mrs. Lyon moved to adjourn the meeting and Mrs. Crall seconded, all in favor. Meeting adjourned at 12:32 PM.

Board President

Board Member

Board Vice President

Board Member

Board Member

Minutes approved _____