

**SANTA CRUZ VALLEY UNION HIGH SCHOOL DISTRICT #840
GOVERNING BOARD MEETING MINUTES – April 13, 2023**

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 13, 2023 in the Santa Cruz Library, Community Room which is located at 1000 N. Main Street in Eloy, Arizona.

CALL TO ORDER

Mrs. Ogle called the regular meeting to order at 6:00 pm and led the audience in the Pledge of Allegiance.

THOSE PRESENT

Brandi Ogle, President, Liz Flores, Member, Jerry Olveda, Member, Billy Brown, Member, Chrystal Reyes, Superintendent, Sharon Rodriguez, Business Manager, and Sherry Eisler, Administrative Assistant were present. Emilio Ysaguirre, Member was absent.

REGULAR MEETING

Mrs. Reyes recognized the following students for the month of March. *Ahumada, Julian Armenta, Esperanza Becerra, Maria Bridgewater, Emilee Brown, Layla Brown, Anita Cardenas, Ava Chaput, Kevin Collins, Suzanne Collins, O'Marrion Forbins, Gabriela Quinonez Galaviz, Jazmyn Granado, Cesar Hermosillo, Renee Kimaru, Andrew Long, Miguel Martinez, Nevaeh Moore, Thu Nguyen, Mykaela Pichardo, Jonathan Ramos, Larry Ramos, Tatiyana Reyes, Sean Voss, Abigail White*

MOTION TO ADOPT AGENDA

Mr. Olveda MOVED to approve Motion to Adopt Agenda, with a SECOND by Mr. Brown.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

CALL TO THE PUBLIC

There were no calls to the public.

MONTHLY REPORTS

1. Business Manager's Report - *Mrs. Sharon Rodriguez*

3. Food Service Director's Report – *Mr. Ricardo Cazares*

Mr. Cazares reported the month March there were 773 breakfast meals served, an average of 55 per day & 2,807 lunch meals served, an average of 200 per day. Total of participants approved for Free meals end of month: 250. Total of participants approved for Reduced-Price meals: 58. Total of participants approved for Paid meals: 71.

On March 6, 2023, a health inspection was conducted and we received our second inspection of the SY. Our establishment received an "E" rating.

Mr. Cazares submitted the monthly expenses to revenue report for March.

4. Facilities Director's Report - *Mr. Hector Longoria*

Mrs. Flores inquired if the air conditioner had been repaired. Mrs. Reyes stated yes, the vendor repaired it. However, parts had to be ordered and once they arrive the vendor will be back to replace the old parts.

Mrs. Ogle asked for an update on the intercom issue. Mrs. Reyes stated a vendor came out a couple of times and reported the intercom is outdated with a recommendation of replacing the entire system. The board discussed the timeline to fix the issue. Mrs. Reyes stated phone intercoms worked along with the fire alarm system.

5. Athletic Director's Report – *Mr. Mike Ibarra*

Mr. Ibarra submitted a list of coaches for the FY 23-24 sport season. Head Coaches for 23-24 school year recommendations:

Football Head Coach- Thomas Cortez; Volleyball Head Coach- Leticia Tarango; Boys Basketball Head Coach- Martrail Harris; Girls Basketball Head Coach- Eddie Meza

Wrestling Head Coach- Open; Boys Soccer Head Coach- Victor Zamarano; Girls Soccer Head Coach- Noemi Camargo; Boys/Girls Track- Tad Roberts; Boys Tennis- Open

Girls Tennis- Open; Softball- Andrea James; Baseball- Calvin Eleby

Mr. Brown inquired regarding the name of the golf coach. Mr. Ibarra stated it was Mr. Jimenez and he was not on the list. Mr. Brown inquired if there was a girls and boys team. Mr. Ibarra stated boys' team only. Mrs. Reyes commented that it was open to all students yet girls did not sign-up.

Mrs. Ogle stated Mr. Jimenez can be added to the agenda at the next meeting.

BUSINESS ITEMS

1. Discussion/Approval/Disapproval to accept the 2022 Audits issued on March 27, 2023 for the Fiscal Year 2021-2022 year.

Mrs. Ogle asked Mr. Hemmerle, lead audit partner from Baker Tilly, formally Henry & Horne, if he would like to give his report. Mr. Hemmerle reported a clean audit opinion on financial statement, Federal funding and compliance on law regulations on grant contracts. Five findings

were found in the Uniform System of Financial Records for Arizona School Districts Questionnaire.

- All employees and Governing Board members are required to sign a Conflict of Interest form stating if they have any conflict of interest with vendors which the district uses throughout the year. A couple of new board members and employees were missed.
- Allegation of fraud. The Auditor General requires that district management notify the Auditor General's Office in approximate time and resolve all litigation of theft, fraud or misuse of district monies. This is in relation to a trivial, small theft and misuse of district assets or money, which has been reported.
- The state requires the Expenditure Budget be submitted to the state by May 15th and filed electronically to Superintendent Public Instruction by May 18th. The district did not complete the submittal of the Revised Expenditure Budget by May 15th of the prior year.
- The turnover of staff, the district unable to follow adopted performance compensation criteria of Classroom Site Fund monies. The monies were used to fund teacher's compensation which was addressed and reported to the State of Arizona.
- Attendance - out of 72 withdrawals throughout the year, the state requires five be tested. Out of the five, two were not reported to the Arizona Department of Education within the five working days, which is required by the State of Arizona.

Mr. Hemmele stated a report was issued to the district in March and has been filed with the federal government and the State of Arizona and Arizona Department of Education. He concluded by asking the Governing Board if they had any questions. No questions were asked, Mr. Hemmele thanked the board for the brief presentation.

Mrs. Ogle asked about the filing on the Auditor General's report. Mrs. Reyes stated the district filed a police report and not the Auditor General and it was a self reported to the auditors.

Ms. Flores asked about the budget being submitted late. Mrs. Rodriguez stated she did not have access to upload the file. She went on to say that she called and was told she was not the user therefore she was not given access. They confused SCVUHS with Santa Cruz Unified in Rio Rico. Mrs. Rodriguez submitted to the state via email but since she could not upload the file it was late. Mr. Brown asked why it was considered a finding since it was an error on the other party. Mrs. Rodriguez explained the questionnaire is a yes or no but the auditors did document the issue. Mrs. Rodriguez explained the Prop 301 was due to the fact, the district did not have proof regarding the evaluations but the board approved to pay the teachers. Mrs. Ogle stated she remembered the issue.

Mr. Olveda MOVED to approve to accept the 2022 Audits issued on March 27, 2023 for the Fiscal Year 2021-2022 year, with a SECOND by Mr. Brown

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

2 Discussion/Approval/Disapproval to accept the ADM Audit issued on March 30, 2023 for the Fiscal Years 2019, 2020, & 2021

Mrs. Rodriguez stated the reporting to ADM was clean in 2019 and 2020. She went on to say 2021 the school was conducting classes in-session and out-of-session due to Covid-19. The way CAVIT students were entered into PowerSchool that it looked like the students were eating lunch at CAVIT but we were overstating the ADM and there was no bell schedule to show what time the students were leaving at noon. This district tried providing CAVIT bell schedule to show classes started at 12:30 pm but this was rejected. The original amount was \$54,000.00. However, Trish Castillo and Liz Ibarra worked with Mrs. Reyes and Mrs. Rodriguez and now the final bill is \$28,053.00. Mrs. Rodriguez informed the board, the district could file for a hardship case with a payment plan of three years. Her recommendation was to pay the bill in full since it is unknown what the enrollment rate will be in the future.

Mrs. Ogle asked if the bell schedule is modified with the correct information. Mrs. Reyes stated in 2021 students were labeled in PowerSchool as the specific class name CAVIT lunch, now PowerSchool shows SCVUHS CAVIT lunch. She went on to say, the information will be included in the student handbook.

Ms. Flores asked if it was standard procedure to audit three years at a time. Mrs. Rodriguez stated yes.

Mr. Olveda MOVED to accept the ADM Audit issued on March 30, 2023 for the Fiscal Years 2019, 2020, & 2021, with a SECOND by Ms. Flores.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

SUPERINTENDENTS ITEMS

Mrs. Reyes reported all juniors participated in the English ACT testing which was held in April and to celebrate their achievement, Eegees were provided. May 4th is Freshmen Experience and feeder schools are attending. JAG will be hosting a Jagafaloosa to advertise JAG and combining it with a spring festival event with the goal to get incoming freshman and SC students to participate. Thirty JAG students competed in Mesa. Rudy Brown took 3rd place in hospitality. Science club competing in Oasis, and qualified to go to the state competition in Flagstaff where they took 1st place in Solar Village Design and 2nd place in Solar Structure Design and 3rd place in Model Wind Turpin. They earned a spot in the National Competition in Colorado in May. Mrs. Reyes announced Mr. and Mrs. Ibanez and Ms. Ortiz are the sponsors of the science club. She went on to say Michael Anthony Rodriguez was named a Flinn Scholar recipient and this is the second year SC had a student receive this honor.

Mrs. Ogle stated she was pleased students are having the opportunity to experience the competitions with Mr. Olveda congratulating Mr. and Mrs. Ibanez for their extra work with the students.

PERSONNEL ITEMS

1. Discussion/Approval/Disapproval for payment of Classroom Site Funds (CSF) for FY22-23 which will include the 2nd half payment from Funds 011 & 013 for employees who qualify.

Mrs. Ogle asked for a reminder what this fund was based on. Mrs. Rodriguez stated it was the 301 funds. Mrs. Rodriguez explained it is based on teacher evaluations and test scores. Mrs. Ogle inquired if this was the audit finding and Mrs. Rodriguez stated no it was the performance which was the audit finding.

Mr. Brown MOVED to for payment of Classroom Site Funds (CSF) for FY22-23 which will include the 2nd half payment from Funds 011 & 013 for employees who qualify, with a SECOND by Ms. Flores.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

2. Discussion/Approval/Disapproval of payment of Retention stipend to highly qualified teachers in the hard to fill positions for science, math and special education: W. Askew, R. Cory, D. Dawson, G. Douglas, D. Ibanez, B. Ibarra, P. Hudson. & J. White.

Mr. Olveda MOVED to approve of payment of Retention stipend to highly qualified teachers in the hard to fill positions for science, math and special education: W. Askew, R. Cory, D. Dawson, G. Douglas, D. Ibanez, B. Ibarra, P. Hudson. & J. White, with a SECOND by Ms. Flores.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

3. Discussion/Approval/Disapproval of payment to Donna Dawson for the Summer School Director during summer of 2023.

Ms. Flores MOVED to approve of payment to Donna Dawson for the Summer School Director during summer of 2023, with a SECOND by Mr. Brown.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

4. Discussion/Approval/Disapproval to approve Head Coaches for FY 23/24.

Ms. Flores MOVED to table Head Coaches for FY 23/24, with a SECOND by Mr. Olveda.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

Mrs. Ogle stated the golf coach can be added to the agenda at next board meeting. Mrs. Ogle recommended a work session be scheduled. She went on to say, she wants a procedure in place that coaches are handled in the same manner. Coaches are being approved in the spring of next year when the season is still in session and the coaches have not been evaluated. Mrs. Ogle inquired about the process of evaluations. Mr. Ibarra explained working with Coach O'Campo and Coach Fitzgerald that the evaluations were conducted in the spring after the season. Mrs. Ogle asked if winter and spring coaches were all evaluated at the end of spring. Mr. Ibarra stated that was his understanding. He went on to say he can investigate the process. The board discussed how the coaches were presented to the board on previous agendas. Mrs. Ogle stated she would like to see coaches brought to the board separately and after their evaluations. She went on to say evaluations should not be conducted at the end of the season and should be evaluated after the sport season. If there is a problem, the issue can be addressed immediately. Ms. Flores asked if the process for evaluations were listed in the coaches' handbook. Mrs. Ogle stated she was not familiar with the handbook. It was discussed if the coaches should be brought to the board by seasons. Mrs. Reyes stated spring coaches want to start practice in the summer and not wait for the spring to start their sport. Mr. Ibarra stated AIA bylaws require open fields and cannot be labeled as a practice. It was determined all coaches were approved before July 1 since they started their open fields after July 1.

5. Discussion/Approval/Disapproval to accept Orlanda F. Roberts letter of resignation as Part-time Special Ed and ELL Director at the end of FY 22/23 school year.

Ms. Flores MOVED to accept Orlanda F. Roberts letter of resignation as Part-time Special Ed and ELL Director at the end of FY 22/23 school year with a SECOND by Mr. Brown.

Mrs. Ogle asked if the district had an interested party or would it be posted. Mrs. Reyes stated there is a party interested in the position but the district will post.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

6. Discussion/Approval/Disapproval to accept Sharon Rodriguez letter of resignation as Business Manager at the end of FY 22/23.

Ms. Flores MOVED to accept Sharon Rodriguez letter of resignation as Business Manager at the end of FY 22/23, with a SECOND by Mr. Olveda.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

7. Discussion/Approval/Disapproval to approve Classified staff and Substitute staff for FY 23/24.

Mr. Olveda MOVED to approve Classified staff and Substitute staff for FY 23/24, with a SECOND by Mr. Brown.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

CONSENT ITEMS

1. Approval for ratification of the expenditures identified in the Auxiliary Operations Fund Report for March 2023.
2. Approval of Student Activities Account Report for March 2023.
3. Approval for ratification of payroll and expense vouchers for March 2023.

Payroll	Amount	Expenses	Amount
# 23	\$ 106,579.30	# 2334	\$ 49,975.80
# 24	\$ 109,231.25	# 2335	\$ 47,971.89
# 25	\$ 99,430.94	# 2336	\$ 38,249.05
# 26	\$ 4,156.26		
Total Payroll:	\$ 359,397.75	Total Expenses	\$ 136,196.74
Grand Total: \$ 495,594.49			

4. Approval of the Regular Governing Board Meeting Minutes from March 9, 2023
5. Approval of Senior Trip for the Class of May 11-14, 2023.
6. Approval of the overnight travel to participate in golf tournaments for the following dates: March 30 – 31, 2023 in Wilcox, AZ and April 20 – 21, 2023 in Prescott, AZ
7. Approval to travel to the 2023 NATIONAL KIDWIND CHALLENGE (Solar Structures & Wind Turbine Designs Championship) University of Colorado – Boulder on May 14 – 17, 2023
8. Approval to move Board Meetings to Wednesday instead of Thursday evenings beginning May 2023

Mr. Olveda MOVED to approve Consent items 1-1 thru I-8, with a SECOND by Ms. Flores.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

ANNOUNCEMENTS

There were no announcements.

BOARD MEMBER ITEMS

Ms. Flores inquired about gates being left opened during the day. Mrs. Reyes stated the back gate to the parking lot is open.

ADJOURNMENT

Ms. Flores MOVED to adjourn the meeting at 6.43 pm; with Mr. Olveda SECONDING the motion.

MOTION CARREID: Mrs. Ogle – aye; Ms. Flores – aye; Mr. Olveda – aye; Mr. Brown - aye

GOVERNING BOARD MEMBERS:

Brandi Ogle, President

Elizabeth Flores, Vice President

Emilio Ysaguirre, Member

Jerry Olveda, Member

Billy Brown, Member

Date Approved: _____