

**SANTA CRUZ VALLEY UNION HIGH SCHOOL DISTRICT #840  
GOVERNING BOARD MEETING MINUTES – June 14, 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 Wednesday, June 14, 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.

**THOSE PRESENT**

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

**REGULAR MEETING**

**MOTION TO ADOPT AGENDA**

Mr. Ysaguirre MOVED to adopt agenda, with a SECOND by Mr. Brown.

MOTION CARRIED 4-0: Mrs. Ogle – aye, Ms. Flores - aye, Mr. Ysaguirre – aye, and Mr. Brown- aye

Mr. Ysaguirre MOVED to go into Executive Session at 6:01 pm, with a SECOND by Mr. Brown.

MOTION CARRIED 4-0: Mrs. Ogle – aye; Ms. Flores - aye; Mr. Ysaguirre – aye, and Mr. Brown- aye

**A. MOTION TO GO INTO EXECUTIVE SESSION PURSUANT TO:**

**Executive session pursuant to A.R.S. §38-431.03.A3 & .A4 —discussion or consultation with the Governing Board’s attorney for legal advice and to consider its position and instruct its attorney regarding pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation re: dismissal process of non-certificated, contract employee and related legal issues.**

**B. MOTION TO GO INTO EXECUTIVE SESSION PURSUANT TO:**

**EXECUTIVE SESSION PURSUANT TO A.R.S. §A.R.S.38-431.03.A1 – DISCUSSION OR CONSIDERATION OF EMPLOYMENT, ASSIGNMENT, APPOINTMENT, PROMOTION, DEMOTION, DISMISSAL, SALARIES, DISCIPLINING OR RESIGNATION OF A PUBLIC OFFICE.**

Mr. Ysaguirre MOVED to go into Executive Session at 7:34 pm, with a SECOND by Mr. Brown.

MOTION CARRIED 4-0; Ms. Flores - aye, Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

**CALL TO THE PUBLIC**

Ms. Dawson announced 86 students attended Summer School, with 6 dropping the program. She went on to say, 178 credits were earned. Students followed the dress code with only a few exceptions and 6 to 10 students attended classes in uniforms.

Ms. Petra Fernandez expressed her concern to keep uniforms as a requirement. She went on to say, students are less likely to be bullied by other students if uniforms are required. Many families are on a fixed income and cannot afford name brand clothing and shoes.

**MONTHLY REPORTS**

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

Mrs. Rodriguez stated she has been training Ms. Ibarra. Mr. Ysaguirre asked Ms. Ibarra about the training with Ms. Ibarra stating she has a good network of resources to help her.

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

Mr. Cazares reported 787 breakfast and 2,287 lunch meals were served for the month of May. There were 243 participants approved for free meals and 57 participants for reduced and 61 paid participants.

Mr. Cazares submitted the monthly expenses to the revenue report for May 2023.

**3. Facilities Director's Report – Mr. Hector Longoria**

Mrs. Rodriguez stated no reports were submitted from Mr. Longoria due to the passing of his mother.

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

Mr. Ibarra reported summer workouts began May 30<sup>th</sup> and will continue until July 29<sup>th</sup>, when fall season athletics starts.

Coach Cortez' football team will be attending the Football 7v7 at Western New Mexico University on June 23, 2023.

Volleyball will begin open gym in July.

Mr. Ibarra stated there is a correction on his monthly report, volleyball started in June.

### **BUSINESS ITEMS**

1. Discussion/Approval/Disapproval of the FY2023-2024 Proposed Expenditure Budget and Summary of Expenditure Budget.

Mrs. Rodriguez reported to the board members 60 students will be enrolling as freshman for which enrollment will be approximately 410. She went on to say, the M&O (maintenance and operation) fund would increase to one million along with increase to capital of a couple thousand dollars. The district is reviewing programs to bring back for the next school year, such as all coaches will be paid and adding electives.

Mr. Ysaguirre MOVED to of the FY2023-2024 Proposed Expenditure Budget and Summary of Expenditure Budget, with a SECOND by Mr. Flores.

MOTION CARRIED 4-0: Mrs. Ogle – aye; Ms. Flores - aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

### **SUPERINTENDENTS ITEMS**

1. May's Monthly Report

Mrs. Reyes reported a trail run with no uniforms and students responded well with no major discipline issues.

Teachers met the expectations for the student performance with Math and ELA, for which has not been accomplished in several years. Teachers will receive the full amount of the 301 funds.

Mr. Ysaguirre stated it was his understanding; there was a majority of students who voted to disband the uniforms requirements. Mrs. Reyes stated 92% of the student voted for no uniforms with parents voting at a closer margin. Mrs. Ogle inquired about the teacher feed back with no uniforms during summer school. Mrs. Reyes stated teachers were impressed with the students complying with the dress code.

2. Discussion/Approval/Disapproval of the FY23 – 24 handbooks; Coaches Handbook, Staff Handbook, Counseling Catalog, Student Athletic Handbook, Student Handbook and Student Activities Handbook.

Ms. Flores inquired if receipts for medicine will be a requirement for an excused sick day. Mrs. Reyes stated the requirement will be removed and it will be required if a person misses three consecutive days, a doctors excuse will be required.

Ms. Flores asked for clarification on crisis plan how is it posted. Mrs. Reyes stated Mr. Meza will be updating the plan. Ms. Flores asked if there was a cheat sheet for all staff members, Mrs. Reyes stated “yes”, there is a flip chart and she will ensure all staff will have a copy. Ms. Flores will meet with Mrs. Reyes regarding small details.

Mr. Ysaguirre MOVED to approve the FY23 – 24 handbooks; Coaches Handbook, Staff Handbook, Counseling Catalog, Student Athletic Handbook, Student Handbook and Student Activities Handbook, with a SECOND by Mr. Flores.

MOTION CARRIED 4-0: Mrs. Ogle – aye; Ms. Flores - aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

Mrs. Flores excused herself from the board meeting at 7:50 pm.

### **PERSONNEL ITEMS**

1. Discussion/Approval/Disapproval to approve Brandon Ortega as an Emergency Teacher for FY23/24.

Mr. Brown MOVED to approve Brandon Ortega as an Emergency Teacher for FY23/24, with a SECOND by Mr. Ysaguirre.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

2. Discussion/Approval/Disapproval to approve Frank Acuna as a volunteer football coach for FY 22/23 and FY23/24.

Mr. Brown inquired how many assistants help with football. Mr. Ibarra stated there are nine and three positions are paid.

Mr. Brown MOVED to Frank Acuna as a volunteer football coach for FY 22/23 and FY23/24, with a SECOND by Mr. Ysaguirre.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

3. Discussion/Approval/Disapproval to approve ELL Stipend for Esther Cazares for FY23/24.

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Mr. Ysaguirre MOVED to approve ELL Stipend for Esther Cazares for FY23/24, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

4. Discussion/Approval/Disapproval to approve Brittany Ibarra as Grants/Special Education Director for FY23/24.

Mr. Ysaguirre inquired if this was part of Mrs. Roberts' position. Mrs. Reyes stated yes, along with the grant job duties from Ms. Smith's position.

Mr. Ysaguirre MOVED to approve Brittany Ibarra as Grants/Special Education Director for FY23/24, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

5. Discussion/Approval/Disapproval to approve Thomas Cortez for Summer Weights for FY23/24.

Mr. Brown MOVED to approve Thomas Cortez for Summer Weights for FY23/24, with a SECOND by Mr. Ysaguirre.

Mr. Brown asked if Mr. Cortez was a volunteer. Mr. Ibarra stated he will be opening the weight room for all athletics. Mrs. Ogle verified this was a paid position, with Mr. Ibarra replying yes.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

6. Discussion/Approval/Disapproval to approve Brenda Willis as a Teacher for FY23/24.

Mrs. Ogle asked what subject Ms. Willis was teaching. Mrs. Reyes stated science.

Mr. Ysaguirre MOVED to approve Brenda Willis as a Teacher for FY23/24, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

7. Discussion/Approval/Disapproval to remove Sharon Rodriguez and Rosalinda Herrera and add Adrianna Gonzalez and Patricia Castillo as signers to all First Interstate Bank Accounts.

Mr. Ysaguirre MOVED to approve to remove Sharon Rodriguez and Rosalinda Herrera and add Adrianna Gonzalez and Patricia Castillo as signers to all First Interstate Bank Accounts, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

8. Discussion/Approval/Disapproval Lilean R. Camarena as Accounts Payable/Payroll for FY 22/23 and FY 23/24.

Mr. Ysaguirre inquired if Ms. Camarena was a current employee. Mrs. Reyes stated she was hired within the school district.

Mr. Ysaguirre MOVED to approve Lilean R. Camarena as Accounts Payable/Payroll for FY 22/23 and FY 23/24, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

9. Discussion/Approval/Disapproval to pay all eligible certified teachers the full amount of Fund 012 per FTE.

Mr. Brown MOVED to approve to pay all eligible certified teachers the full amount of Fund 012 per FTE , with a SECOND by Mr. Ysaguirre.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

10. Discussion/Approval/Disapproval to pay Mrs. Reyes \$2,537.00 for her performance-based pay per the FY22-23 Principal/Superintendent Contract

Mr. Ysaguirre MOVED to approve to pay Mrs. Reyes \$2,537.00 for her performance-based pay per the FY22-23 Principal/Superintendent Contract, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

11. Discussion/Approval/Disapproval to approve Adriana Gonzales as Student Activities Treasure and Patricia Castillo as Assistant Student Activities Treasure for FY 23/24.

Mr. Brown MOVED to approve Adriana Gonzales as Student Activities Treasure and Patricia Castillo as Assistant Student Activities Treasure for FY 23/24, with a SECOND by Mr. Ysaguirre.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

12. Discussion/Approval/Disapproval to approve Salary Schedules for FY 23/24.

Mr. Ysaguirre MOVED to approve Salary Schedules for FY 23/24, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0: Mrs. Ogle – aye; Mr. Ysaguirre – aye, and Mr. Brown-aye

13. Discussion/Approval/Disapproval of the out-of- state travel for Adriana Gonzales and Patricia Castillo to attend PowerSchool University Conference in Anaheim, CA from June 25 - 29, 2023

Mr. Ysaguirre asked the status of a new counselor. Mrs. Reyes stated the position has been posted in-house. She went on to say, changes on the requirements have been made. Mr. Ysaguirre asked if Ms. Gonzales and Ms. Castillo will train the new counselor. Mrs. Reyes stated the person who will be considered will attend the conference with Mrs. Gonzales and Ms. Castillo.

Mr. Ysaguirre MOVED to approve of the out-of-state travel for Adriana Gonzales and Patricia Castillo to attend PowerSchool University Conference in Anaheim, CA from June 25-29, 2023, with a SECOND by Mr. Brown.

MOTION CARRIED 3-0; Mrs. Ogle – aye, Mr. Ysaguirre – aye, Mr. Brown - aye

#### **CONSENT ITEMS**

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

<b>Payroll</b>	<b>Amount</b>	<b>Expenses</b>	<b>Amount</b>
# 29	\$ 109,409.81	# 2340	\$ 100.00
# 30	\$ 6,453.42	# 2341	\$ 17,453.50
# 31	\$ 108,508.07	# 2342	\$ 45,905.31
# 32	\$ 151,055.09		
# 33	\$ 30,039.60		
# 34	\$ 118,424.87		
<b>Total Payroll</b>	<b>\$ 523,890.86</b>	<b>Total Expenses</b>	<b>\$ 63,461.81</b>
<b>Grand Total: \$ 587,352.67</b>			

4. Approval of the Governing Board Regular Meeting Minutes from May 10, 2023.
5. Approval for out of state travel for Football team to 7 on 7 Shootout on June 23, 2023, at Western New Mexico University, Silver City NM.
6. Approval of the ratification of the Santa Cruz Valley Union High School District #840 Retention Stipend Policy for FY23-24.
7. Approval of The Trust Proposal Acceptance Form (PAF) for the District's Liability Insurance and the Alliance Coverage Acceptance Form (CAF) for Worker's Compensation for FY23-24.

8. Approval of sole source resolution for FY23-24
9. Approval to approve the Student Technology Device Agreement for FY 23/24
10. Approval on the Policy Service Advisories: IGA- Curriculum Development; IGD- Curriculum Adoption; IJJ-Textbook-Supplementary Materials Selection & Adoption; JLCD-Medicines-Administering Medicines to Students; JLDC-R-Medicines-Administering Medicines to Students; NEW-JLCD-EB- Medicines to Students . 2<sup>nd</sup> READING
11. Approval to submit a request for Academic Achievement to extract an emulated count on June 28, 2023 from AzEDS to generate allocations for Title I programs.

Mr. Ysaguirre MOVED to approve Consent items K-1 thru K-11, with a SECOND by Mr. Brown

MOTION CARRIED 3-0; Mrs. Ogle – aye, Mr. Ysaguirre- aye, Mr. Brown – aye

### **ANNOUCEMENTS**

There were no new announcements

### **BOARD MEMBER ITEMS**

Mr. Ysaguirre stated the board appreciates the hard work administration and staff have completed in the school year.

### **ADJOURNMENT**

Mr. Ysaguirre MOVED to approve to adjourn the meeting at 8:04 pm; with Mr. Brown SECONDING the motion.

MOTION CARRIED 3-0; Mrs. Ogle – aye, Mr. Ysaguirre - aye, Mr. Brown - aye

### **GOVERNING BOARD MEMBERS:**

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**Brandi Ogle, President**

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**Elizebeth Flores, Vice President**

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**Emilo Ysaguirre, Member**

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**Jerry Olveda, Member**



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**Billy Brown, Member**

**Date Approved:** \_\_\_\_\_