

**I. CALL TO ORDER**

President Zieler called this meeting to order: 6:35pm

**II. PLEDGE OF ALLEGIANCE**

The pledge was led by: Mike Cirivello

**III. ATTENDANCE**

Board Members, President Zieler, Mrs. Patterson, Mrs. Wenhardt, Mr. Overson and Mr. Wiltbank; Superintendent Mr. Larry Heap; Finance Director Mr. Jacob Boyle; Board Executive Secretary Mrs. Tanya Sparks; Middle School Principal Mr. Ed Burgoyne, Middle School Asst. Principal Mr. Tim Raban; High School Principal Mr. Roger Heap; High School Asst. Principal Mr. Dave Bradshaw; and Maintenance Transportation Supervisor Mr. Otis Connolly were in attendance. Coronado School Principal Mr. Bryan Hollembeak was excused from this meeting.

**IV. RE-ORGANIZATION / ELECTION OF OFFICERS**

• BOARD PRESIDENT

Mr. Wiltbank nominated Mr. Zieler as board president.

Motion-Mr. Wiltbank; 2<sup>nd</sup>- Mrs. Patterson; unanimous

• CLERK

President Zieler nominated Mrs. Welker as board clerk

Motion-President Zieler; 2<sup>nd</sup>-Mrs. Patterson; unanimous

• PARLIAMENTARIAN

Mrs. Wenhardt nominated Mr. Overson as board parliamentarian

Motion-Mrs. Wenhardt; 2<sup>nd</sup>- Mrs. Patterson; unanimous

**V. ADOPT AGENDA**

**Motion/Second to adopt the agenda**

Motion-Mr. Wiltbank; 2<sup>nd</sup>- Mrs. Wenhardt; unanimous

**VI. APPROVAL OF THE MINUTES FOR December 4, 2013**

**Motion/Second to adopt the minutes for December 4, 2013**

Motion-Mrs. Patterson; 2<sup>nd</sup>-Mr. Wiltbank; unanimous

**VII. CALL TO THE AUDIENCE**

One card – Coach Cirivello would like to discuss three things.

First; we all know how bad the soccer field has been. The staff has done everything to make it better. Last year they locked up the field and it seemed to really make a

difference. We would like to request that be done again. We would also request that the two soccer coaches have keys to access the field once or twice during the week.

Second; as a coach, he has ridden on the bus many times for games. He would love to see the bus drivers wear some type of shirt or uniform. He suggested a polo type shirt with St. Johns Unified written on it.

Third; Maintenance people rock. He sent his facility staff to the district to learn how to do the floors, and congratulates the floor staff.

President Zieler – thanked Coach Cirivello and let him know they have noted his comments and will get out the information.

**VIII. STUDENT/STAFF PRESENTATIONS**

Joey & LaKay Grant. Appreciation for all they do for our community.

Superintendent Heap introduced the Grant's and talked about all the work they do in the community; their floats for the parades; their bulletin board at the church and recently all their work on the Living Christmas tree. Who's going to ever fill their shoes when the time comes? They devote so much time, talent and effort in all the great things they do in this community. Superintendent Heap presented them with certificates and thanked them in behalf of St. Johns Unified School District.

Mr. Grant said it comes naturally and they have been doing it for 50 years. They will probably continue to do until they close the box.

Mrs. Grant thanked everyone.

**IX. REPORTS**

- Superintendent  
Superintendent Heap had a written report in the backup material. He had nothing to add.

Mrs. Wenhardt had a question about the basketball episode.

Superintendent Heap turned the time over to Mr. Heap.

Mr. Heap said he has a written report on that and will get it to the board. Quick version: El Paso held ball on us right in the middle of first quarter, a total of almost 3 quarters. It was frustrating for fans and everybody in the gym. Result was the score ended up being 17 to 10. They just stood and held the ball and did nothing. In the 4<sup>th</sup> quarter we came out and played a little. Very frustrating for kids. Cat calls from the stands due to frustrations. For the most part our kids contained

themselves. Complaints were from a few fans from the stands. All in all a pretty good lesson on how to handle in the future. We are making continued efforts

working with our fans and kids to present themselves better. Our students/team presented themselves well.

Mrs. Patterson – Kids had a hard time but our players handled themselves well. They were even talking to the other team players afterwards apologizing. She was more concerned about the fans.

Mr. Bradshaw said we never heard anything from El Paso High School themselves. We are thoroughly investigating those fans that made derogatory comments.

Mr. Heap said we are going to send our report to El Paso for their information.

- Director of Finance  
Mr. Boyle had a written report in the backup material. He had nothing to add from his report.
- Coronado Principal  
Mr. Hollembeak had a written report in the backup material.
- Middle School Principal  
Mr. Burgoyne had a written report in the backup material. Mr. Burgoyne noted; we are losing Mr. Eisley as a school teacher. He is having to retire because of his eye sight. Kids are going to be sad to lose him. Carrie Crosby has been subbing for us in that position and has done a really good job. We will miss Mr. Eisley.
- High School Principal  
Mr. Heap had a written report in the backup material. He commented that there has been one slight new development on the hunt for a science teacher. He visited with someone but it's not a for sure thing yet. We are still working on it.
- Student Council  
Hannah Platt, President; - Christmas charity: Were able to do more families than we planned. Really cool. We went back and asked for more help from businesses as the board asked and we received more donations. A few of student council members went out Christmas Eve in the middle of the night and delivered the gifts. So cool.

Battle of the Belts – Promote seatbelts in school. We recently counted and the percentage of students wearing seatbelts was more than they thought it would be, so it's working.

President Zieler commented that he’s so glad they are promoting this in the district. Hi son had a rollover accident a few hours ago. He was wearing his seatbelt and came away without a scratch. Thank you for doing this.

Mr. Heap commented on the Student Council group and said they do a lot and are very active. He thanked them for all they do.

**X. ITEMS FOR DISCUSSION AND/OR ACTION**

- A. Determination of Posting Places for the 2014 Board Meeting Agenda  
**Motion/Second to keep the existing posting places - County Annex, County Library, District Office, and courtesy postings at each school and sjusd.net website.**

Motion-Mr. Wiltbank; 2<sup>nd</sup>-Mrs. Patterson; unanimous

- B. Determination of Time and Date for the Regular Meetings in 2014  
**Motion/Second to keep the time and date the same for board meetings. - First Thursday of the month at 6:30 pm**

Motion-Mrs. Patterson; 2<sup>nd</sup>-Mr. Wiltbank; unanimous

- C. Resolution for Signing Vouchers Between Meetings  
**Motion/Second to continue resolution for signing vouchers between meetings.**

Motion-Mrs. Patterson; 2<sup>nd</sup>-Mr. Wiltbank; unanimous

- D. Declarations of Conflict of Interest  
 Mr. Clint Wiltbank declared a conflict of interest with anything pertaining to his business, Diamond C Feed.

Mrs. Leslie Wenhardt declared a conflict of interest with anything pertaining to her business, Fran’s Flowers.

Mr. Brent Overson declared a conflict of interest with anything pertaining to his sister Ms. Ina Overson, teacher at high school and his son Clint Overson, tech crew employee.

- E. Policies – 2<sup>nd</sup> Reading – Advisories 493-496

BCB	Board Member Conflict of Interest
CBI	Evaluation of Superintendent
DJE	Bidding/Purchasing Procedures
JICH	Drug and Alcohol Use by Students

Superintendent Heap recommended approval.

**Motion/Second to approve the polices as outlined**

Motion-Mr. Wiltbank; 2<sup>nd</sup>-Mrs. Wenhardt; unanimous

F. District Purchases and Support of Local Businesses

Superintendent Heap referred to the backup material. This item started with Mr. Heap visiting with him. We discussed the conversation from our last meeting where the student council mentioned not being able to get more local support from local businesses. Mr. Heap visited with Mr. Wiltbank and it brought forth this discussion. Superintendent Heap feels the school district needs to be more supportive with our local businesses. It has to be a conscious mind-set for us. We need to start thinking locally. If we don't start buying locally, we may lose them. He also visited with Mrs. Hauser about buying more locally. He talked to Mr. Connolly about using some of our local mechanics to work on our school vehicles, etc.

Recently Alco decided on their own, that for two days they would donate 2% of all their proceeds to St. Johns Unified School District. Last year they donated a lot of supplies to us. We need to shop locally in any way we can. We would like the school district to take lead in that.

Mr. Heap said this item has been on his mind and feels we should feel obligated to support our businesses which have always helped and supported our students. He visited with the Student Council kids about shopping locally. The Student Council President, Hannah Platt told him today that for their Christmas service project, they shopped locally and bought everything they needed except for basketball shoes that they could not get locally. So they are very well aware and have this on their minds. We are actively pursuing this. Also if we plan ahead, our businesses can order just about anything we need and can also be competitive with their prices. He feels it will foster a better feeling within the community. Mr. Heap wrote quite a bit about this in his report.

Superintendent Heap walked through the hardware store this afternoon. He is really impressed. Well stocked, clean, etc. He also feels we should each start talking more positive about these businesses and see the good in what we have.

Mr. Wiltbank asked if we could put something on the marquee about shopping local.

Superintendent Heap asked if anyone sees a problem with that.

The board did not have a problem with doing that.

Board Meeting  
MINUTES  
1-2-14

Superintendent Heap asked Mrs. Sparks to put on the marquee, SJUSD encourages all to shop locally.

Mr. Overson asked why this item was on the agenda. To make a policy on it?

Superintendent Heap said he just wanted to have direction from the board to encourage our staff, our students and all to look and conscientiously shop locally. He already encouraged Mr. Connolly to talk with our local mechanic shops and he also encouraged Mrs. Hauser to look at buying more food products locally.

Mr. Wiltbank feels we would be surprised how competitive our local businesses are with their prices.

President Zieler said the board gives the administrators direction to make a concerted effort to shop locally.

Mr. Overson mentioned the need for policy.

Mr. Wiltbank doesn't feel it needs to be a policy just a concerted effort.

President Zieler feels we should have some sort of resolution saying our administration can go ahead and shop locally with a caution to watch pricing. That would be one way we could do it. (As long as we didn't go over a certain amount of money.)

Mr. Overson – our policy is to make a conservative effort to shop locally rather than going outside.

Mr. Wiltbank thinks if they just start doing it, it will be a habit, no need to add to a policy.

Superintendent Heap said right now it seems we just need a habit change. Doesn't feel we need a policy for it. It's just an attitude, behavioral change.

President Zieler feels he would like more of a policy.

Mr. Burgoyne says if we make policy we have to go through legal attorneys, have 1<sup>st</sup> and 2<sup>nd</sup> readings, long process. Rather maybe a letter of direction from the school board would be sufficient.

Superintendent Heap feels that to be a good idea and he would be willing to draft a letter for the board.

Mr. Overson feels that would be good because it's kind of more formal.

Mr. Heap plans on doing that for his staff at his school level. We can do that as well at the district level.

President Zieler, maybe put in the newspaper for good local advertisement.

President Zieler – the board would like to direct the administration to draft a letter for the board and bring back to the next board meeting for an official vote.

Mr. Overson appreciates them bringing this up.

G. High School Track Update

Superintendent Heap - As part of our administration meeting we went out and walked the track. Our recommendation to you is to continue to practice on track and not schedule any meets from either school. Contact vendor to repair asphalt and put a new surface on (\$25,000). We will go ahead and move on this and continue our track practices, etc.

Mr. Wiltbank asked what our longevity would be.

Mr. Heap – probably 10 years, etc.

Mr. Overson asked if we were looking at repairs happening this summer.

Superintendent Heap said we would like to look at doing it sooner. If we do it at a certain time of year, they offer a discount.

H. Tech Crew Worker

a. Clayton Overson

**Motion/Second to approve Tech Crew Worker – Clayton Overson**

Motion-Mrs. Patterson; 2<sup>nd</sup>-Mrs. Wenhardt

Those in favor: Mrs. Patterson, Mrs. Wenhardt, Mr. Wiltbank, President Zieler

Abstained: - Mr. Brent Overson

Motion passes

**XI CONSENT AGENDA**

- Personnel
  - A. Substitutes
    - a. Joan Collins/Aide/Ratify
    - b. Richie Bast/Teacher
    - c. Richard Brower/Teacher
  - B. Letters of Intent to Retire
    - a. Bettina Pullins/Custodian/February 6, 2014
    - b. Dave Eisley/Teacher/January 9, 2014
    - c. Otis Connolly/Maintenance/Transportation Supervisor/May 23, 2014
  - C. Resignations
    - a. Maria Pearce/Aide
  - D. Temporary Aide
    - a. Darce Montierth
  - E. Tech Crew Worker
    - a. Cantrell Nielsen
  - F. High School Athletic Addendum
    - a. Joe Frazier Asst. JV Softball Coach
    - b. Alex Madrid Asst. JV Baseball Coach
  - G. High School Volunteer Athletic Coaches
    - a. Ashley Doubt Softball Coach
    - b. Leslie Nielsen Softball Coach
    - c. Becky Orona Softball Coach
    - d. Ryan Ashton Baseball Coach
    - e. Kenneth Blank Baseball Coach
- Financial
  - A. Consolidated Board Report
  - B. Activity Fund Report - High School & Middle School
  - C. Expense Vouchers - Ratify/Sign #1412 & #1413
  - D. Approve Request for Purchase Orders Over \$5000
- Other

Mrs. Patterson said she is sorry to see Mr. Connolly retire. The board all agreed and thanked if for doing a great job.

**Motion/Second to approve the consent agenda as outlined.**

Motion-Mrs. Patterson; 2<sup>nd</sup> –Mr. Overson; unanimous

**XII. SCHEDULE OF FUTURE MEETINGS**

Tuesday February 11, 2014 – 6:30 pm (Date change is due to board members kids involved in sporting events.)

**XIII. AGENDA ITEMS FOR NEXT MEETING**

- Community Expectations
- Matt Weber – NAVIT update
- Letter of direction on shopping locally.

President Zieler asked if we need to do anything for our community expectations to help advertise since override election is approaching, etc.

Superintendent Heap said we usually advertise on our marquee.

**XIV. Superintendent Evaluation of Performance by Board**

The Board will adjourn into Executive Session for the purpose of Performance Evaluation of the Superintendent and Personnel Employment Related Issues pursuant to A.R.S. §38-431.03 A.1., A.5

Those to be in attendance in the Executive Session: Superintendent Heap, President Zieler, Mrs. Wenhardt, Mr. Overson, Mrs. Patterson and Mr. Wiltbank.

Superintendent Heap received a 24 hour notice

Mrs. Wenhardt read: All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, or pursuant to a specific statutory exception, anything that has transpired or has been discussed during this executive session. Failure to comply is a violation of A.R.S. 38-431.03.

**Motion/Second to adjourn into executive session.**

Motion-Mr. Wiltbank; 2<sup>nd</sup>-Mr. Overson; unanimous

Entered into Executive Session – 7:36 pm.

Out of Executive Session and back into open meeting – 9:02 pm

**XV. Motion/Approval of Superintendent's Performance Evaluation/Contract, Personnel Employment**

**Motion/Second to approve the Evaluation Performance of the Superintendent**

Motion-Mrs. Patterson; 2<sup>nd</sup>-Mr. Overson; unanimous

**XVI. ADJOURNMENT**

**Motion/Second to adjourn the January 2, 2014 board meeting**

Motion- Mrs. Patterson; 2<sup>nd</sup> – Mrs. Wenhardt; unanimous

Meeting adjourned - 9:03 pm

Board Approved February 11, 2014

Board President \_\_\_\_\_

Date \_\_\_\_\_