

**BONITA ELEMENTARY DISTRICT NO. 16**  
**18008 South Fort Grant Road**  
**Bonita, Arizona 85643**

**MINUTES OF THE WORK STUDY/REGULAR MEETING OF THE GOVERNING BOARD**  
**June 13, 2023**

Date, Time & Place of Meeting      The Regular Meeting of the Governing Board was held at the District Office.

Board Members Present                 Mrs. Wende Macumber, via phone Mr. Kolin Kramme, President Absent Cyndee Smith.

Administrators Present                 Mr. Truschke Superintendent

Visitors Present                         Mrs. Cheryl Childers and Cyndi Brewster

Call to Order                              The meeting was called to order by Mrs. Macumber at 8:02 a.m. He then led the Pledge of Allegiance and a Moment of Silence.

Approval of Agenda                     Mr. Kramme MOVED to approve the morning's agenda. The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Call to the Public                         There were no comments.

Consent Agenda

A MOTION was made by Mr. Kramme, SECONDED by Mr. Macumber and CARRIED to approve the Consent Agenda. The Consent Agenda consisted of: Minutes of the Regular Meeting and Public Budget Revision Hearing of May 8, 2023, and the expense and payroll vouchers and Activity Accounts and grant entitlements for the month of May, 2023.

Consent Agenda

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Proposed Budget for 2023-2024

Mr. Truschke informed the Board that the budget was very similar to our last one.

Mr. Trushcke said that was an decrease of MO by .4% \$8488.00, but an increase of 8.3% in Capital \$10,000.00 Enrollment in the fall is projected to be lower if enrollment increases we will revise the budget.

Mr. Kramme asked what the budget was. The total Maintenance and Operation Funds Budget limit is \$2,181,220. The Unrestricted Capital Funds is \$130,000.00.

A MOTION was made by Mr. Kramme to approve the proposed budget. Mrs. Macumber SECONDED the MOTION and it CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

## 301 Performance Pay

Mr. Truschke explained how 301 monies were divided and distributed. He reminded the Board that the teachers presented at the beginning of the year their performance objectives. Mr. Truschke stated that all the Teachers had met the listed the following goals for their performance pay. This paycheck on the 17th the Teachers will receive all their 301 money.

The following is the listed the 301 goals:

The Assessment Plan- Bench Mark Testing.  
Parent Contact - Each teacher contacted their student's parent or guardian at least one time during each grading period.

Team Building - staff met for development and collaboration.

Attendance Incentive Program - Teachers implemented a reward system for students' attendance.

Mr. Truschke said he spoke for the teachers that their objectives were met. His recommendation, he said, was that the Board approves the Performance Pay under discussion. The staff has met the criteria of the 301 goals.

A MOTION was made by Mr. Kramme to approve the distribution of 301 monies for the year 2022-2023. Mrs. Macumber SECONDED the MOTION and it CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Superintendent's Performance Pay

Mr. Truschke explained My Board approved objectives are included in support materials as well as documents in support of performance. The portion of my contract deemed as pay for Superintendent's position was \$18392.00. 3% of \$18392.00 is \$551.76. This amount has been paid throughout the year. If the board determines my goals have been met no further payroll action will be necessary.

He talked about his 2022-23 Performance Objectives which were written and explained in a document included in the Board materials listed below.

**Exhibit A**

**Superintendent Performance Pay**

Based on 3% of the Superintendent's Salary Three Percent (3%) of the Superintendent's salary shall be withheld as Performance Pay pursuant to A.R.S §15-341 (A) (40). The Bonita Governing Board, in a regularly noticed public meeting held for the purpose of determining performance pay goals, has determined that the following goals must be met for the Superintendent to receive performance pay on an annual basis during the term of the Contract. Evaluation of Superintendent's performance, per goals, will be done annually during the regularly scheduled June Governing board meeting beginning in June, 2016.

**Goal One**

**District Goal:** Current technology that is accessible to everyone.

**Superintendent Performance Goal**

Ensure the district web site is updated, maintained, and publicized as a source for accurate community and district information.

Superintendent's Performance  
Pay

**Goal Two**

**District Goal:** Keep public informed

**Superintendent Performance Goal**

Communicate Districts goals and accomplishments with the public by publishing a newsletter on at least a quarterly basis.

**Goal Three**

**District Goal:** A quality staff that meets the needs of our students

**Superintendent Performance Goal**

Prepare and present a report for the board before the salary schedule for 2020-2021 school year is considered that outlines current salary schedules and benefits for completing districts.

Mr. Kramme MOVED to approve the release based on the Superintendent's having met his objectives.

The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Approval of Revised Policies

Mr. Truschke explained that these policies have been duly posted and revised to fit our leave days. ASBA has reviewed and approved the revisions upon approval of the Board.

Policies:

- a) GCCA — Professional/Support Staff Accumulated Leave
- b) GCQE — Retirement of Professional Staff Members
- c) GDL --- Support Staff Workload

Mr. Kramme MOVED to approve the revised policies.  
The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Approval of Posting of Policies

Mr. Truschke said the governing Board may review and adopt these policy advisories consistent with the Policy Adoption process in Policy BGB—First Meeting – the proposal shall be presented for review; Second Meeting – the proposal shall be presented for discussion and action. Mr. Truschke said that he would review in depth the following policies at the next meeting.

E. **Posting of Policies-** The Governing Board will consider approval of the first posting of Policy Advisory No. 744, 745, 746, and 747.

Policies:

- a) Policy Advisory No. 744  
..... Policy IGA — Curriculum Development

- b) Policy Advisory No. 745  
..... Policy IGD —  
Curriculum Adoption
- c) Policy Advisory No. 746 ..... Policy  
IJJ — Textbook/Supplementary  
Materials
- d) Selection and Adoption
- e) Policy Advisory No. 747 .... Policy  
JLCD — Medicines / Administering  
Medicines to Students
- f) Regulation JLCD-R — Medicines /  
Administering Medicines  
to Students
- g) NEW - Exhibit JLCD-EB — Medicines  
/ Administering Medicines  
to Students (Arizona Seizure Action  
Plan)

Mr. Kramme MOVED to approve the first posting of policies. The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Reauthorization of Accounts

Mr. Truschke explained the District operates four checking accounts in order to efficiently transact daily business. These accounts are allowed by law and outlined in the Uniform System of Financial Records (USFR). The accounts have specific use and are managed by the Business Manager. The District operates four checking accounts in order to efficiently transact the daily business of the school. Due to Mrs. Cynthia Brewster retiring the authorized check signers for the Revolving, Activity, and Employee Benefits Account will be: Cheryl Childers, Jonathan Truschke and Stephanie Turner.

Authorized check signers for the Food Services Revolving Account will be Casey Warner, Cheryl Childers, Jonathan Truschke and Stephanie Turner.

Mr. Truschke recommended the Board approve reauthorization of signatures as presented.

Mr. Kramme MOVED to approve the reauthorization of signatures as presented. The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

#### Adoption/Posting of Social Studies Curriculum

Mr. Truschke The Bonita Middle School History curriculum is in need of updating. Mrs. Webster found this curriculum and shared information with the teaching Staff involved with the 6-8 students. The teachers instructing Social Studies have agreed upon this choice of online curriculum. A quote for World History, US History is \$540. If Civics is added to the curriculum the quote total for the year would be \$780. This curriculum must be made available for public comment for 60 days prior to board approval and adoption. Mr. Truschke said that it is cost effective, being an online curriculum where you don't have to purchase textbooks. A link for the public to view the curriculum would be posted on the school website.

Mrs. Macumber inquired if the parents/public would be able to be notified due to the fact it's summertime and most parents don't look at our website during the summer. She



Adoption/Posting of Social Studies Curriculum

expressed her concern that parents need to be aware of the curriculum to review.

Mr. Truschke stated that we will have a link posted on our website where parents can review it, along with instructions on how to provide comments, if they wish, to the board prior to adoption.

Mrs. Brewster suggested that it could be possible to send a message through Swift k12 that delivers an email and or text to parents referring them to our website and the link with the curriculum information.

Mr. Trushcke recommended the Board approval of posting Social Studies Curriculum “Students of History” for 60 days.

Mr. Kramme MOVED to approve the approval of posting Social Studies Curriculum “Students of History” for 60 days.The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Sole Source Vendors

Mr. Truschke said that we need to go to the Board for approval of sole source vendors. Being Bonita is so remote our District has several vendors that are the sole source.

- G. **Sole Source Vendors**-The Governing Board will consider and possibly approve the following vendors as Sole Source for FY 2023- 2024.
  1. US Foods
  2. Infinite Visions~ School ERP Pro
  3. PowerSchool

Mr. Kramme MOVED to approve the list of vendors as Sole Source for FY 2023-2024. The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Approval of Bus Purchase

Mr. Truschke talked about how the school's buses are due for upgrades. With a shortage of CDL drivers it would behoove the District to purchase White passenger buses when feasible. Bonita can purchase a White 15 passenger bus from RWC International. The funds can be split with 43%, \$41,495.00 coming out of ESSER 2 Funds and 57%, \$55,005.00 coming out of our Capital Funds coming to a total of \$104,843.50.

Mr. Kramme inquired if the school would be trading in a bus with this purchase.

Mr. Truschke responded that this would not have a trade in. He stated that he would be reaching out to United Way to purchase another White bus. United Way has donated funds to other schools. Hopefully we could be approved for funds to purchase another White bus. Our White bus through RWC should be delivered at the beginning of September. We are also working with EPA to get another bus.

Mr. Truschke Recommended Board approval of the purchase of the White 15 non CDL passenger bus.

Approval of Bus Purchase

Mr. Kramme MOVED to approve the purchase of the White 15 passenger bus. The MOTION was SECONDED by Mrs. Macumber and CARRIED.

Name	Aye	Nay	Abstain
Kramme	X		
Macumber	X		
Smith	AB		

Board & Administrative Reports

None

Adjournment

There being no further business, Mrs. Macumber adjourned the meeting at 8:26 a.m.

Minutes prepared and made available to the public on 6/14/23. Cynthia Brewster

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Bonita Governing Board By \_\_\_\_\_  
[Authorized signature]