

Regular Governing Board Minutes



8/9/2016

at 5:30 p.m.

Somerton School District #11

Board Room

Somerton, AZ 85350

Notice of Public Meeting

Pursuant to Arizona Revised Statutes §38-431.02. Notice of this Public Meeting has been appropriately posted. The Board will consider the item(s) listed on the agenda and will take action when necessary and appropriate. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings. The Board may vote to go into Executive Session for legal advice on any item on the agenda pursuant to A.R.S. §38-431.03.A.3. One or more members of the Board may participate in the meeting by telephone.

Somerton Elementary School District #11

Governing Board Agenda

Date: Tuesday, August 9, 2016

Time: 5:30 p.m. Regular Board Meeting and Executive Governing Meeting

Place: **Board Room** 343 N. Carlisle Ave., Somerton, AZ 85350 • (928) 341-6000 • www.ssd11.org

Attending Board: **Araceli Juarez Lorena Zendejas Leticia Yepez Fernando Villegas
Carlos Gonzalez**

Absent Board:

Attending Staff: **Dr. Laura Noel Jerry Cabrera Margarita Camacho Melissa Porchas
Jorge Cano Patricia Weissenberg Lydia Rodriguez-Vaughn Maria P. Vasquez
Bob Cassidy Martin Velasco Anna Fermanis Jody Ricker
Shelly Mezei Maria Villarreal Luciano O. Munoz Tiffany Middleton
Bibi Garza Jessica Escalante Zoila Garcia Irene rush
Joshua Colson Maria Elena Paredes Magnolia Alonzo Gema Felix**

Attending Public: **Ana Camarena Nancy Brenes Rudy Ortiz**

1. Regular Governing Special Board Meeting Agenda

1.1. Call to Order/Pledge of Allegiance

Ms. Zendejas called the board meeting to order at 5:31 p.m.

Pledge of Allegiance was led by Mr. Gonzalez.

1.2. Comments from the Audience

Under Comments from the Audience, the public may address the Board on any subject not listed on the agenda. An individual may only address the Board once under this item. Five (5) minutes may be allotted to each speaker but can be extended by a Board member, if so desired. The Board cannot act on non-agenda items and cannot respond to issues other than to provide general information or giving direction to the Superintendent to add to a future agenda or for the Superintendent to follow up with speaker. The individual shall state his/her name and address before addressing the Board.

Mrs. Ana Camarena addressed the Governing Board members by stating her name. She is a single mom. she has two girls attending Somerton Middle School. Her problem is transportation for her daughters. She mentioned that it is 1.6 mile for her daughter to walk to and from school. As a single mom she worries that her daughters will be walking in this heat and when winter comes it will be dark. Mrs. Camarena is asking for help with this problem. Ms. Weissenberg was the translator.

Mr. Gonzalez stated Dr. Noel would be looking into the matter.

1.3. Call for Executive Session

A.R.S. §15-701 JEB Preschool Executive Sessions

The Board may admit children who have not reached the required age if it is determined to be in the best interest of the children, and such children must reach the required age of five (5) for kindergarten and six (6) for first grade by January 1 of the current school year. For a child who has not reached six (6) years of age (five (5) for kindergarten before September, the determination of whether to admit shall be based upon one (1) or more consultations with the parent(s) or guardian(s), the child, the teacher, the school principal, and/or professional consultants.

Executive Session pursuant to **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. guardian(s), the child, the teacher, the school principal, and/or professional consultants.

- Pupil preschool promotion to enter kinder FY16-17
- Discussion of assignment and appointment.

Ms. Zendejas made a motion to move the Executive Session to the end of the meeting.

MOTION: Mr. Gonzalez so moved. Mrs. Yepez seconded the motion. Motion passed.

2. Report/discussion Items

2.1. Superintendent Report

- 2.1.1. First Day of School Enrollment Summary ([Information](#))
- 2.1.2. Open Enrollment ([Information](#))
- 2.1.3. Qualified Zone Academy Bonds ([Information](#))

Dr. Noel mentioned the following:

- Summary of Enrollment for the first day school was very good. It was a good way to start the year. Accurate student count will not be ready until 10 days which will be Friday.
- Thank you to the Migrant staff for their great job!
- Open Enrollment - There were not that many requests and +only one was not honored. FTE was adjusted to 25 for typical and 20 for SEI as you may recall.
- The QZAB is a program which gives each state an allocation of millions of dollars to be used for loans at zero interest rate for up to 25 years. It would allow a district like Somerton to purchase up front items approved in an override election and then pay off the cost of the items at zero interest as the override is collected. If the override passed.
- Asked for suggestions or recommendations for the opening district wide meeting for next year.

2.2. Board Members Report

- Policy Services Alerts ([Information](#))
- Law Conference- September -7-9, 2016

Mr. Gonzalez mentioned that the welcoming district wide meeting was very organized. He added he went around to all the schools and they were very nice. We have a good district.

Ms. Zendejas mentioned the welcoming district wide meeting as well and said it was very nice and gave thanks for the cup she received.

Mrs. Yepez thanked everyone for their service.

Miss Juarez thanked everyone and said she appreciated everything the teachers do. Have a great year!

Dr. Noel said that the Policy Alert is for information and is not a policy.

2.3. Administrators/Directors Report

2.3.1. Ms. Garza, SMS: First day of school

Ms. Garza reported 1015 students are enrolled, Somerton Middle School classes are full. The majority of new students are coming from Gadsden and Crane district. It was a great turnout, several of parents showed up the first day of school. Over 800 iPads were distributed during several nights.

Ms. Zendejas asked Ms. Garza if all positions were filled. Two positions do not have certified teachers and have substitutes. SMS just interviewed for two positions and offered them for sixth grade. There is a 7th & 8th grade ELL position and two people came to shadow for those positions.

Mr. Gonzalez asked if the alternative teacher position had been filled. Ms. Garza replied they are just waiting for the background check.

2.3.2. Mrs. Paredes, TDS: First day of school

Mrs. Paredes reported as of this morning the enrollment was 785 students including 37 pre-schoolers that started yesterday. Pre-school and kinder students are adapting well. A welcome back assembly was held for the students.

Mrs. Felix reported they have four new staff members. Two are in Fine Arts: Music and PE, one in a classroom for fourth grade and one long term sub for Life Skills. They have not been quiet about how impressed they are with our district and the welcome they received from all the staff.

2.3.3. Ms. Seh, OGE: First day of school

Ms. Seh mentioned they are excited and this is going to be a great year! Two Open House sessions were held on Aug. 26th and 29th. They turned out very well with 230 parents attending. 419 students are enrolled. Pre-school started on Monday and was very smooth. New teachers - only have one addition in 5th grade.

2.3.4. Mrs. Vasquez, DSS: First day of school

Mrs. Vasquez reported 253 parents attended the Open House. 417 students, this is an actual body count, are enrolled. Basically, kinder classrooms are over crowded. DSS informed parents they could also enroll their children at ELC. Mr Munoz was very happy to share his space. Only one family moved. Yesterday was the first day of the Play Works program. We are excited and we are going to have a great year!

2.3.5. Mr. Munoz, ELC: First day of school

Mr. Munoz concurred with Mrs. Vasquez. He said when she asked about openings in Kinder, ELC did have four open spaces in kinder but now ELC has reached their maximum. 433 Student enrollment, which is 50 students more than last year at this time. ELC hired three highly qualified teachers and two are in the process. By December they should be HQ. The increase of students is coming from Gadsden District and a few from Mexico. We are very excited! We started our robotics team yesterday and our playground is getting installed. Also, ELC sent the schedule of activities for the year to the Board so they can keep track of ELC activities.

2.3.6. Mr. Cabrera: Teacher Retention ([Information](#))

Mr. Cabrera stated by state law he needs to give the board information regarding the turnover rate for last fiscal year. The turnover does not include long term substitutes and retirees. They do not count in terms of turnover rate. We just received information from ADE and another one from AZ Dept. of Public Safety regarding changes they are trying to do this fiscal year. We will hear about those changes at the law conference and how this going to affect us in order to have teachers in the classrooms. Later on the board agenda we have an item on Emergency Teaching Certificates. As soon as that is approved we are going to be able to change the procedures.

3. Other discussion items/Presentation/Information

3.1. Mia Armenta: Pre-School First Thing First Program (Presentation)

Ms. Armenta mentioned the pre-school grant increased their capacity by 31 brand new pre-school students. Mr. Rudy Ortiz, FTF Director and Mr. Ortiz shared a powerpoint how successful preschool is and the impact on children.

4. Consent Agenda

The following items may be approved in one motion under the Consent Agenda. If a particular item is to be discussed it may be pulled from the Consent Agenda and taken as a separate agenda item. The Board may take action on the following items or defer them to the next regularly scheduled meeting.

4.1. Approval of Board Minutes

4.1.1. [Governing Board Regular Minutes June 14, 2016](#)

4.1.2. Governing Board Executive Session Minutes June 14, 2016

4.1.3. [Governing Board Special Minutes June 28, 2016](#)

4.2. New Hires FY 2016-17

	Position Description	Location	Level	New Status
4.2.1	Jaime, Victoria	Language Tester II	DO	31 Full-Time
4.2.2	Estrada-Gonzalez, Rosa	Instructional Assistant	DSS	33 Part-Time
4.2.3	Zuniga, Rocio	Instructional Assistant	DSS	29 Temporary
4.2.4	Adame, Berenice	Instructional Assistant	ELC	29 Part-Time
4.2.5	Figueroa, Sandra	PreK-Instructor	ELC	37 Full-Time
4.2.6	Quezada-Ramirez, Maribel	Instructional Assistant	ELC	33 Temporary
4.2.7	Ramos, Lizette	Non-Instructional Assistant	ELC	27 Temporary
4.2.8	Franco, Abigail	Instructional Assistant	OGE	31 Part-Time
4.2.9	Gauna, Diana	Instructional Assistant	OGE	31 Part-Time
4.2.10	Morales, Rebeca	Instructional Assistant	OGE	33 Part-Time
4.2.11	Melendrez, Marisol	Instructional Assistant	SMS	33 Part-Time
4.2.12	Moreno-Urquiza, Maria S.	Teacher	SMS	I Full-Time
4.2.13	Acosta, Christian	Instructional Assistant	TDS	33 Part-Time
4.2.14	Ceja, Isaac	Instructional Assistant	TDS	33 Full-Time
4.2.15	Olivas, Edith	Instructional Assistant	TDS	33 Full-Time
4.2.16	Rose, Judith	Teacher	TDS	V Full-Time
4.2.17	Schenck, Trevor Bo	Teacher	TDS	I Full-Time
4.2.18	Tams, Kitsi	Teacher	TDS	VI Full-Time
4.2.19	Velazquez, Jose	Teacher	TDS	V Full-Time
4.2.20	Zazueta, Cathy	Instructional Assistant	TDS	33 Full-Time

4.3. Additional Assignments/Stipends 2015-16

	Position Description	Location	Range
4.3.1	Duarte, Antonio	Curriculum Planning for Math/ELA	SMS
			Hrly Rate

4.4. Reassignment FY 2015-16

	New Position Description	Old Position Status	Location	Status
4.4.1	Jaramillo, Gladys	Part-Time I/A	Full-Time I/A	ELC
				Part-Time

4.5. Resignations/Terminations/Retirement FY 2015-16

Position Description	Location	Leave Date	Status
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4.5.1 [Garcia, Audelia](#) Instructional Assistant TDS 5/27/16 Resignation

4.6. Growth Rider FY 2016-17

		Position Description	Location	Current Range	New Range
4.6.1	Avendano, Cesia	Teacher	OGE	I	V
4.6.2	Elder, Regina Lynn	Instructional Assistant	OGE	27	31
4.6.3	Albor, Brenda	Instructional Assistant	SMS	31	33
4.6.4	Bernecker, Owen E.	Teacher	SMS	III	V
4.6.5	Carter, Christopher S.	Teacher	SMS	II	III
4.6.6	Onisko, Brandon A.	Teacher	SMS	V	VI
4.6.7	Thompson, Eric P.	Coach	SMS	V	VIII
4.6.8	Woodruff, Tiffany M.	Teacher	SMS	II	V

4.7. [Additional Assignments/Stipends 2016-17](#)

4.8. Resignations/Terminations/Retirement FY 2016-17

		Position Description	Location	Leave Date	Status
4.8.1	Santos, Elizabeth	RN Coordinator	DO	12/15/17	Retirement
4.8.2	Gonzalez, Erik	Instructional Assistant	TDS	7/22/16	Resignation

4.9. Reassignment FY 2016-17

		Old Position Description	New Position Description	Location	Status
4.9.1	Canchola, Francisca	Rdg. Interventionist	Coach/Rdg. Interventionist	DSS	Full-Time
4.9.2	Olivas, Felipa	Instructional Assistant	Pre-K Instructor	ELC	Full-Time
4.9.3	Zanudo, Elisa	Part-Time I/A	Full-Time I/A	ELC	Full-Time
4.9.4	Martinez, Martha	Instructional Assistant	Pre-K Instructor	OGS	Full-Time
4.9.5	Mendoza, Ursula	Instructional Assistant	Pre-K Instructor	TDS	Full-Time

4.10. Leave Request FY 2015-16

		Position Description	Location	Leave Date	Status
4.10.1	Casas, Maria	Secretary II	OGE	7/25/16-8/12/16	FMLA

- 4.11. Approval of IGA between Southern Yuma County Interscholastic Association and Somerton School District #11 effective July 1, 2016 and will end on June 30, 2017. ([Information](#))
- 4.12. Approval of IGA between the City of Somerton SRO Program and Somerton School District #11. ([Information](#))
- 4.13. Approval of (MOU) Memorandum of Understanding between Western Az. Council of Governments (WACOG) Head Start for Transportation and Somerton School District #11. ([Information](#))
- 4.14. Approval of Participation Agreement between Public Consulting Group, Inc. (PCG) and Local Education Agency (LEA). ([Information](#))
- 4.15. Approval of IGA between The County of Yuma , The Yuma County Recorder, and The Somerton School District #11. ([Information](#))

- 4.16. Approval of Emergency Procurement for O&M Electrical Services: DSS trouble shoot and correct a electrical panel in administration building as it is continually tripping a 225 amp main breaker. ([Information](#))
- 4.17. Approval of Emergency Procurement for Arizona Valley Refrigeration: Install a new compressor in one of the refrigerators at DSS. ([Information](#))
- 4.18. Acceptance of Student Activity Fund Report ([Information](#))
- 4.19. Approval of Accounts Payable Vouchers for the Month of September FY 16-17 ([Information](#))
 - 4.19.1. Voucher No. 1000 not to exceed \$250,000.00
 - 4.19.2. Voucher No. 1015 not to exceed \$250,000.00
 - 4.19.3. Voucher No. 1016 not to exceed \$250,000.00
 - 4.19.4. Voucher No. 1017 not to exceed \$250,000.00
 - 4.19.5. Voucher No. 1018 not to exceed \$250,000.00
 - 4.19.6. Voucher No. 1019 not to exceed \$250,000.00
 - 4.19.7. Voucher No. 1020 not to exceed \$250,000.00
- 4.20. Approval of Payroll Vouchers for the Month of September FY 16-17 ([Information](#))
 - 4.20.1. Voucher No. 15 not to exceed \$450,000.00
 - 4.20.2. Voucher No. 16 not to exceed \$450,000.00
 - 4.20.3. Voucher No. 17 not to exceed \$450,000.00
 - 4.20.4. Voucher No. 18 not to exceed \$450,000.00
 - 4.20.5. Voucher No. 19 not to exceed \$450,000.00
 - 4.20.6. Voucher No. 20 not to exceed \$450,000.00
 - 4.20.7. Voucher No. 21 not to exceed \$450,000.00

Ms. Juarez asked if there were any questions on the consent agenda.

MOTION: Mr. Gonzalez made a motion to approve the consent agenda as presented.

Mr. Villegas seconded the motion. Motion passed.

5. Action Item

- 5.1. Discussion and Possible Action to approve the release of Gladys Anaya from her Contract and possible 1% fee for FY 2016-17. ([Information](#))

MOTION: Ms. Zendejas made a motion to fine Mrs. Anaya the 1% fee.

Mrs. Yopez seconded the motion. The Motion passed.

- 5.2. Possible Action to approve Assignment or appointment of Position. ([Information](#))

Agenda item 5.2 will be discussed in Executive Session.

- 5.3. Discussion and Possible Action to approve the procedures for Emergency Teaching Certificate. ([Information](#))

Mr. Cabrera explained in July the State Department issued a memo regarding HQ no longer being in place due to No child Left Behind not being re-authorized. By doing so the Emergency teaching certificate was brought back. In 2009 it was eliminated but they are bringing it back because they know districts are in need of teachers across the nation. We need to make a determination about how much we are going to pay. There is a salary recommendation of \$31,000 and it will not increase until proper certification is obtained. Teachers in the Somerton School district with a Bachelor's Degree on the salary scale are paid more. We are recommending what the other districts are offering. Also, we looked at Prop 301 and how it affects them. Every year the principal will make a recommendation whether the

teacher will continue with the district depending on the student data. The certificate has a three year limitation and is renewed each year.

MOTION: Ms. Zendejas made a motion to approve the procedures for Emergency Teaching Certificate. Mr. Gonzalez seconded the motion. The motion passed.

- 5.4. Discussion and Possible Action to add Contract Language to Emergency Teaching Certificated Teachers. ([Information](#))

MOTION: Ms. Zendejas made a motion to approve the Contract Language to Emergency Teaching Certificated. Mr. Gonzalez seconded the motion. The motion passed.

- 5.5. Discussion and Possible Action to approve the Capital Override Pro-Statement. ([Information](#))

MOTION: Mr. Villegas made a motion to approve the Capital Override Pro-Statement. Mr. Gonzalez seconded the motion. The motion passed.

- 5.6. Discussion and Possible Action to move the Governing Board meeting from Tuesday, October 11 to Tuesday, October 18, 2016 at 5:30 pm at the Cocopah Tribal Chamber.

MOTION: Miss Juarez made a motion to move the Governing board meeting to Tuesday, October 18th at 5:30 p.m. Mr. Gonzalez seconded the motion. The motion passed.

- 5.7. Approval of First Reading for Policy Advisory ([Advisory](#))

No.552 EBAA- Reporting of Hazards/Warning Systems

No.553 IHAMC - Instruction and Training in Cardiopulmonary Resuscitation (N/A)

No.554 IKE-RB - Promotion and Retention of Students

No.555 IKF - Graduation Requirements (N/A)

No.556 JC - School Attendance Areas

No.557 JFABD - Admission of Homeless Student

No.558 JFB - Open Enrollment

No.559 JICI - Weapons in School

No.560 JJJ - Extracurricular Activity Eligibility

No.561 JL-RA - Student Wellness

No.562 JLCD - Medicines/Administering Medicines to Students

No.563 JRR - Student Surveys (NEW POLICY)

No.564 KB - Parental Involvement in Education

No.565 KFAA - Smoking on School Premises at Public Functions (DELETE POLICY)

No. 566 LC - Relations with Education Research Agencies

MOTION: Mrs. Yepez made a motion to approve the First Reading of the Policy Advisory. Ms. Zendejas seconded the motion. The motion passed.

Miss Juarez moved to enter into Executive Session pursuant to A.R.S. §15-701 JEB Preschool and A.R.S § 38-431.03.A1 Executive Sessions. The motion was seconded by Ms. Zendejas. Motion passed.

The Board entered into Executive Session at 6:52 p.m.

MOTION: Ms. Zendejas moved to resume regular board meeting at 8:01 p.m. Mr. Villegas seconded the motion. Motion passed.

5.2 Possible Action to approve Assignment or appointment of Position. (Information)

Miss Juarez made a motion to approve Assignment or appointment of Position.

MOTION: Ms. Zendejas moved to appoint Mr. Jerry Cabrera to become an Assistant Superintendent with following stipulations:

- Maintain the same job description for HR/ Special Projects Directors that is currently under .Change job title to Assistant Superintendent
- Change verbiage on the job description on the last paragraph where it states must be able to demonstrate fluency in both English and Spanish as a condition of employment. To change from MUST to PREFER.
- Future discussion on the possibility of having an HR Director for the district and having the superintendent, Dr. Noel, research the job description and whether our district need to have or not have an HR Director.

Mr. Villegas seconded the motion. Motion passed.

Mr. Cabrera thanked everyone and stated that he is the first person that has gone through the Somerton School District and has become an Assistant Superintendent. "It means a lot to me! I want to make sure I make all of you proud!" Mr. Cabrera said.

6. Adjournment

MOTION: Ms. Zendejas moved to adjourn the meeting at 8:06 pm.

Mr. Villegas seconded the motion. Motion passed.



Signature of Board President/Clerk



Date