

Governing Board Minutes



Somerton Elementary School District #11
Governing Board Agenda
Executive Session and Regular Governing Board Meeting

Date: Thursday, October 14 2010
Time: 4:00 p.m.
Regular Meeting and Executive Session

Place: Professional Development Room • 215 N. Carlisle Ave
• Somerton AZ 85350 • (928) 341-6000 • www.somerton.k12.az.us

Attending Board: C. David Gonzalez Martha Camacho Araceli Juarez

Absent Board: Leticia Yepez Fern Soto

Attending Staff: Dr. Reed Jerry Cabrera Melissa Porchas Margarita Camacho
Bob Cassidy Jeanie Volpe Jody Attaway Patricia Weissenberg
Maria C. Villarreal Veronica Lopez Elizabeth Garza

AMENDED
12/09/10

1. Regular Governing Board Meeting Agenda

Opening and Announcements

1.1. Call to Order/Pledge of Allegiance

Mr. Gonzalez called the regular Governing Board meeting to order at 4:10 p.m.

The Pledge of Allegiance was led by Mr. Cabrera

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.

No comments from the audience

1.3. Call for Executive Session

Executive session pursuant to A.R.S. Section 38-431.03.A.1--Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer

Dr. Reed mentioned there was no need for Executive Session

2. Reports/Discussion Items

2.1. Superintendent

Dr. Reed commented that at this moment he did not have anything to add. He has sent all the updates through e-mail.

2.2. Board Members Report

2.2.1. President and other Board member comments

Mr. Gonzalez apologized for rescheduling the Governing Board meeting.

2.3. Administrators/Directors Report

2.3.1. Bob. Cassidy, Director of Technology and Dominic McIntire--E-Rate implementation progress report outlining the work being done on the network, phone system and School Messenger.

2.3.2. Elizabeth Santos, Coordinator of Health Service--Communicable diseases and 45 day screenings.

2.3.3. Jorge Cano, Director of Food Service

Food Service Employees attended the Child Abuse Training on 9-18-10 at ELC

Food Service will provide dinner for ASBA Yuma County Workshop on 10-14-10 at SMS

2.3.4. Maria Villarreal, Transportation--New bus routes.

2.3.5. Martin Velasco, Supervisor of Custodian/Grounds--Auction

2.3.6. Melissa Porchas, Director of Financial Services--AFR and Auditors

Dr. Reed mentioned that Classified Directors will be giving their oral report next board meeting.

2.4. Other discussion items/Presentations/Information

2.4.1. Enrollment Summary (Information)

2778--9/24/10

2757--9/25/09

Dr. Reed mentioned that enrollment is up 21 students

2.4.4. ASBA Fall County Workshop(Information)

October 14, 2010

Somerton Middle School

Dr. Reed reminded them about the ASBA Fall County Workshop.

2.4.8. Work Study Session (Discussion)

Thursday, October 21, 2010

at 4:30 p.m.

Reschedule to Thursday, October 28, 2010

Dr. Reed suggested that the e work study session changed to another day.

Mr. Gonzalez recommended for the Work Study Session to be held on Thursday, November 4, 2010 at 5:30 p.m.

2.5. Number of Suspensions District wide (Information)

The number of suspensions

	<i>Monthly</i>	<i>Cumulatively</i>
<i>DSS-</i>	<i>1</i>	<i>1</i>
<i>ELC-</i>	<i>0</i>	<i>0</i>
<i>OGE-</i>	<i>0</i>	<i>0</i>
<i>SMS-</i>	<i>20</i>	<i>26</i>
<i>TDS-</i>	<i>0</i>	<i>0</i>

Dr. Reed mentioned that this was an overview of the suspensions for this month.

3 . Approval of 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.

3.1. Approval of Board Minutes

3.1.1. Regular Session Minutes September 2, 2010

3.2. New Hires 2010-2011

	<u>Position Description</u>	<u>Range</u>	<u>Status</u>
3.2.1. Arvizo, Cecilia C.	Substitute	75.00/day	Temporary
3.2.2. Delgadillo, Karla.	Substitute	75.00/day	Temporary
3.2.3. Garza, Telesforo	Substitute	75.00/day	Temporary
3.2.4. Martinez, Karina	Substitute	75.00/day	Temporary
3.2.5. Camacho, Zulema	Instructional Assistant	28	Temporary
3.2.6. TBD	Special Ed Instruct Asst	TBD	Temporary
3.2.7. Wong, Jessenia	Instructional Assistant	31	Temporary
3.2.8. Batiz, Xochitl	Teacher	44	Full-Time
3.2.9. Ortiz, Guadalupe	Migrant Liaison	31	Full-Time
3.2.10. TBD	Special Ed Instruct Asst	TBD	Temporary

3.3. Resignations/Retirement/Terminations

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.3.1. Gonzalez, Roberto	Custodian/Grounds	SMS	09/13/2010	Quit
3.3.2. Diaz, Berenice	Teacher	TDS	TBD	Contract Release
3.3.3. Lupercio, Carlos A	Teacher	TDS	10/08/2010	Contract Release

3.4. Growth Rider 2010-2011

	<u>Position Description</u>	<u>Location</u>	<u>Previous Range</u>	<u>New Range</u>
3.4.1. Duenas, Gabriela	Teacher	ELC	44	48
3.4.2. Guiverra, Jessica	Teacher	TDS	48	49

3.5. Leave Request 2010-2011

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.5.1. Chilson, Jahzeel	Teacher	DSS	9/17/10-12/17/10	FMLA
3.5.2. Gonzalez, Nayeli	Instructional Asst	DSS	9/24/10-11/22/10	FMLA

3.6. Additional Assignments/Stipends

	<u>Position Description</u>	<u>Location</u>	<u>Amount</u>	<u>Status</u>
3.6.1. Rodriguez, Lydia	District Mentor Coach	District	\$3,000.00	Add Assignment
3.6.2. Miranda, Elizabeth	Site Mentor Coach	DSS	\$2,000.00	Add Assignment
3.6.3. Rodriguez, Gloria A	FTF Recruiter/Liaison	ELC	Hourly Rate	Add Assignment
3.6.4. Sheppard, Patricia	Site Mentor Coach	ELC	\$2,000.00	Add Assignment
3.6.5. Linares, Patricia	Site Mentor Teacher	OGS	\$1,000.00	Add Assignment
3.6.6. Martinez, Erika	Site Mentor Teacher	OGS	\$1,000.00	Add Assignment
3.6.7. Neblina, Karla	Site Mentor Teacher	OGS	\$1,000.00	Add Assignment
3.6.8. Felix, Gema	Site Mentor Coach	TDS	\$2,000.00	Add Assignment
3.6.9. Navarro, Elizabeth	Site Mentor Coach	SMS	\$2,000.00	Add Assignment
3.6.10. McNutt, Robin	AVID Path Training	SMS	\$22.00/Hr	Temporary
3.6.11. Argueta, Erika	National Accrediation	ELC	\$1,000.00	Stipend
3.6.12. Paredes, Maria E	National Accrediation	ELC	\$1,000.00	Stipend
3.6.13. Armenta, Maria I	National Accrediation	ELC	\$1,000.00	Stipend

Mrs. Camacho questioned the stipends for the Site Mentor Coaches and Site Mentor Teachers.

Dr. Reed stated the following:

- These are yearly positions and they are site mentors. They also help in the classroom
- Also, some of these Mentor teachers are in the classroom are also doing site mentoring.

Mr. Gonzalez asked for clarification as to the job responsibilities for both the Instructional Service Director and District Mentor Coach.

Dr. Reed mentioned that Mrs. Rodriguez collects all the testing scores and also is a Mentor Coach. Mrs. Seh takes care of all of the Professional Development.

Mrs. Camacho asked from which fund do these stipends get paid.

Dr. Reed stated from federal funding.

3.7. Approval of IGA between Somerton School and Southern Yuma County Interscholastic Association for July 1, 2010 -June 30,2011.

3.8. Request to Approve Emergency Procurement.

- San Luis Home Builders LLC.

Mr. Gonzalez asked what was the emergency

Dr. Reed explained that it was a broken pipe and it happen on a Saturday.

3.9. Acceptance of Student Activity Fund Report.

3.10. Acceptance of Accounts Payable Reports.

3.10.1. Voucher No. 1012 for the sum of \$ 459.13

3.10.2. Voucher No. 1011 for the sum of \$ 293,983.13

3.10.3. Voucher No. 1010 for the sum of \$ 419,175.14

3.11. Acceptance of Payroll Voucher Reports

3.11.1. Voucher No. 18 for the sum of \$ 165,913.28

3.11.2. Voucher No. 17 for the sum of \$ 57,749.79

3.11.3. Voucher No. 16 for the sum of \$ 334,834.62

3.11.4. Voucher No. 15 for the sum of \$ 157,991.80

3.11.5. Voucher No. 14 for the sum of \$ 57,178.29

3.11.6. Voucher No. 13 for the sum of \$ 334,393.44

END OF CONSENT AGENDA

Mrs. Camacho made a motion to approved the consent agenda.

MOTION: *Mrs. Camacho moved, Mr. Gonzalez seconded the motion. Motion passed.*

4 . Action Items

4.1. Approval of Annual Financial Report for 2009-10.

Mrs. Porchas commented that she balanced to the penny and the auditors will be coming the following week.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

4.2. Approval of Capital Plan 2010-11

Dr. Reed mentioned that Capital Plan will project the student growth the next 10 years depending on the economy.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

4.3. Possible action to approve School Parent Support Organization for TDS, DSS and SMS PTO for 2010-11 school year.

Dr. Reed explained that this is a new procedure and is giving the opportunity to PTO members to learn the By Laws and be in compliance with regulations.

Mr. Gonzalez would like for the PTO members to be invited to the board meetings.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

- 4.4. Discussion and Possible action to change .5 custodian to maintenance with a salary increase to range 36.
Alejandro Aguirre
Martin Morales

Dr. Reed requested to change .5 to maintenance position with a salary increase.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

- 4.5. Possible action for the Somerton School Surplus Auction that is going to be held on Saturday, October 23, 2010.

Dr. Reed reported that the Surplus Auction was originally scheduled for October 23, 2010 but it was moved to Friday, October 29, 2010

Mr. Gonzalez made a motion with a amendment to change the auction from October 23 to October 29, 2010.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

- 4.6. Approval of Lease Agreement between Key Government Finance, Inc. and Somerton School District #11 for the telephone handsets.

Dr. Reed explained the Lease/Purchase Agreement for the telephone handsets.

Mrs. Camacho asked if the cost is monthly.

Mrs. Porchas mentioned that the cost will be 97,000.00 which will be paid over two years for the total of 380 handsets.

Mr. Cabrera mentioned this will be district wide.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

- 4.7. Possible action to change the time for Governing Board Meeting.

Dr. Reed recommended to change the time for Governing Board Meeting presently at 4:30 p.m.

Mr. Gonzalez apologized for the late notification in canceling the board meeting and requested for the board members to notify the administration early.

Mr. Gonzalez made a motion to change the Governing Board meeting from 4:30 p.m. to 5:30 p.m.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

- 4.8. Approval to change the November Governing Board meeting due to Veteran's Day.

Dr. Reed requested from the November Governing Board meeting to be changed due to Veteran's Day

Mr. Gonzalez moved to amend the motion by changing the Work Study Session to follow by the Board meeting on Thursday, November 4, 2010 at 5:30 p.m.

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed.*

- 4.9. Discussion and Possible action regarding adjustment to the School Calendar 2010-11.

- Removing Friday, November 12, 2010 as an Instructional Day.
- Extending the school year ending on Friday, May 27, 2011 as an Instructional Day.

Dr. Reed mentioned that current the calendar shows November 12 as an Instructional Day. He is asking to have November 11 and 12 off and extend the end of the school year on Friday May 27, 2011.

Mrs. Camacho is concern is that a full day as an instructional day is more productive than half of day at the end of the year. Parents are going back to work on November 12 and the high schools will be in session that will leave the little ones with no one to take care of them.

Mr. Gonzalez commented that with his experiences as teacher the majority of the students do not attend classes.

Mr. Gonzalez made a motion to remove Friday as an instructional day and extending the school year ending on Friday, May 27, 2011.

MOTION: *Mr. Gonzalez moved, Miss Juarez seconded the motion. Vote: 2 -1*

4.10. Approval of First Reading of Policy Advisories:

- 4.10.0.1. No. 372..... Manual Introduction JTED
- 4.10.0.2. No. 373..... BBB - Board Member Oath of Office
- 4.10.0.3. No. 374..... BE - School Board Meetings
- 4.10.0.4. No. 375..... BEC-Executive Sessions/'Open Meetings
- 4.10.0.5. No. 376..... BEDA -Notification of Board Meetings
- 4.10.0.6. No. 377..... BEDG - Minutes
BEDG-R Minutes
- 4.10.0.7. No. 378..... DEC Funding form Federal Tax Sources
- 4.10.0.8. No. 379..... DFF Income from School Sales and Services
DFF-R Income from School Sales and Services
- 4.10.0.9. No. 380..... DJE-Bidding/Purchasing Procedures
- 4.10.0.10. No. 381..... ECB - Building ad Grounds Maintenance
- 4.10.0.11. No. 382..... EEAE- Bus Safety Programs
- 4.10.0.12. No. 383..... EHB-R-Data Records Retention
- 4.10.0.13. No. 384..... GCO-RA- Evaluation of Professional Staff Members
- 4.10.0.14. No. 385..... IGD Curriculum Adoption
- 4.10.0.15. No. 386..... IHIAB - R Basic Instructional Programs
- 4.10.0.16. No. 387..... IHBHD - Online Concurrent/
Correspondence Courses
- 4.10.0.17. No. 388..... IKE - Promotion and Retention of Students
IKE - RB- Promotion and Retention of Students
- 4.10.0.18. No. 389..... JE - Student Attendance
- 4.10.0.19. No. 390..... JFAB -Tuition/Admission of
Nonresidential Students
- 4.10.0.20. No. 391..... JFB Open Enrollment
- 4.10.0.21. No. 392..... JHD - Exclusions and Exemptions from School Attendance
JHD -R- Exclusions and Exemptions from School Attendance
JHD -EB- Exclusions and Exemptions from School Attendance
- 4.10.0.22. No. 393..... JICI- Weapons in School
- 4.10.0.23. No. 394..... JK - Student Discipline
- 4.10.0.24. No. 395..... JL - Student Wellness
JL - RB - Student Wellness
- 4.10.0.25. No. 396..... JLCB-E Immunizations of Students
- 4.10.0.26. No. 397..... JLDA- School Counselor and Psychologists
- 4.10.0.27. No. 398..... KB - Parental Involvement in Education
KB- EB - Parental Involvement in Education
- 4.10.0.28. No. 399..... KHB - Advertising Schools

MOTION: *Mr. Gonzalez moved, Mrs. Camacho seconded the motion. Motion passed*

5 . Adjournment

MOTION: *Mr. Gonzalez moved to adjourn the meeting at 4:38 p.m. Mrs. Camacho seconded the motion. Motion passed.*

Signature of Board President/Clerk

Date