

Governing Board Minutes

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



Date: March 17, 2011
Time: 5:30 p.m.
Regular Meeting and Executive Session

Place: Professional Development Room • 343 N. Carlisle Ave
• Somerton AZ 85350 • (928) 341-6000 • www.somerton.k12.az.us

Attending Board: Martha Camacho Araceli Juarez Fern Soto
C. David Gonzalez (arrived late at

Absent Board: Leticia Yopez

Attending Staff: Dr. Reed Jerry Cabrera Melissa Porchas Margarita Camacho
Bob Cassidy Jeanie Volpe Martin Velasco Dominic McIntire
Shelly Mezei Connie Zepeda Patricia Weissenberg Maria Villarreal
Maria P. Vasquez Tiffany Vance Elizabeth Santos Dina Muñoz
Maria E. Paredes

Public: Martin Ramirez Maria J. Ramirez

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 5:32 p.m.

The Pledge of Allegiance was led by Miss Juarez.

Mr. Gonzalez asked for a Moment of Silence for the loss of our student from Orange Grove, Michelle Kimball and the Japan tragedy.

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.

Mr. Gonzalez asked if there was any request from the audience.

No comments from the audience.

1.3. Call for Executive Session

1. Executive session pursuant to A.R.S. Section 38-431.03.A.1--personnel; discussion or consideration of employment, assignment, dismissal, disciplining of a certificated teacher.

Dr. Reed stated there was no need to enter into Executive Session.

2 . Reports/Discussion Items

2.1. Superintendent

Dr. Reed mentioned that he attended the Spring Conference in Flagstaff.

2.2. Board Members Report

2.2.1. President and other Board member comments

2.3. Administrators/Directors Report

2.3.1. Bob Cassidy, Director of Technology And Dominic McIntire

E-Rate Implementation including Data and Voice

Mr. Cassidy introduced Dominic as the Network Administrator and gave him the floor to discuss the E-rate Implementation. Dominic addressed the Governing Board and mentioned that with E-rate they were able to replace the network equipment, and the entire phone system was upgraded.

2.3.2. Jorge Cano, Director of Food Service

Meet with other Food Service Directors from other districts to discuss bids for next year and how to be more efficient with budgeting.

Spring & Summer Food Service Program.

Mr. Cano mentioned that he met with the other Food Service Directors from other districts and discussed how to be more efficient with budgeting and at the same time all districts are in the same page. Also, he is getting ready for Spring and Summer school. He provide meals to the Cocopah, Precious Treasurer and Catholic Church.

2.3.3. Martin Velasco, Custodial/Grounds Supervisor

Work Orders

Mr. Velasco handed out a sheet on how the work orders are handled and how it is generated and process.

2.3.4. Melissa Porchas, Business Manager

District Wide Inventory

New Financial System

Mrs. Porchas mentioned that by law it is require to do district wide inventory in all the assets every 3, years but Federal Programs requires any equipment purchased with their moneys needs to be inventory every two. Mrs. Porchas mentioned that the inventory is combined every two. Also their will be several trainings for the New Financial System since the current financial system is obsolete.

2.3.5. Elizabeth Santos, Coordinator Health Services

Meetings with staff to discuss emergencies and when to contact 911.

New CNA for TDS in order to be more accessible districtwide.

Ms. Santos commented of her recent change in her department she will be relocated at Somerton Middle School. She thanked all the departments for helping her with the transition and support. She will be interviewing for the new CNA for TDS. She has been working with her staff on how to educate all staff in how to handle emergencies.

2.3.6. Maria Villarreal, Director of Transportation

Route Report

Mrs. Villarreal explained that currently she has 60 bus routes districtwide. Total of students being transported are 949 and 4 homeless students. Total miles traveled is 882 per day, 67 miles for homeless students 186 miles for special need students and field trips 2524.

2.4. Other discussion items/Presentations/Information

2.4.1. Essay Contest Finalist sponsor by Daughters of the Revolution (Essay topic: Memoirs of Paul Revere)

Jesus Ramirez from Mrs. Muñoz's 5th grade class-Desert Sonora School

Dr. Reed introduced Mrs. Munoz and gave her the certificate to present to her student Jesus Ramirez. Mrs. Munoz explained how her students entered this contest and introduced Jesus as the finalist. Jesus read his essay to the Governing Board and public.

2.4.2. Attendance Summary (Information)

February 1-28-2011

DSS- 94%

ELC- 89%

OGE- 94.0%

TDS- 93%

SMS-94%

2.4.3. Enrollment Summary (Information)

2840--2/25/11

2816--2/26/10 24 Total Increase

2.5. Number of Suspensions District wide (Information)

The number of suspensions

	<i>Monthly</i>	<i>Cumulatively</i>
DSS-	2	4
ELC-	1	3
OGE-	3	10
SMS-	7	62
TDS-	4	8
Transportation	0	5

Dr. Reed reported that agenda items 2.4.2, 2.4.3 and 2.5.2 are informational items.

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 February 10, 2011

3.2. New Hires 2010-2011

	<u>Position Description</u>	<u>Location</u>	<u>Range</u>	<u>Status</u>
3.2.1. Campbell, Amy	Adult Ed IBest Teacher	Adult Ed	48	Full-Time
3.2.2. Morales, Javier	Adult Ed IBest Teacher	Adult Ed	48	Part-Time
3.2.3. Deochoa, Leonora	Substitute	District	\$100.00/day	Temporary
3.2.4. Ramirez, Maria C	Substitute	District	\$75.00/day	Temporary
3.2.5. Zazueta, Cathy	Instructional Assistant	SMS	28	Full-Time
3.2.6. Espinoza, AnaKaren	Teacher	TDS	44	Full-Time

3.3. Resignations/Retirement/Terminations

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.3.1. Mezei, Shelly	Director of Fed Programs	District	6/30/11	Retirement
3.3.2. Lorenz, Laura	Teacher	DSS	5/27/11	Resignation
3.3.3. Carbajal, Elizabeth	Instructional Assistant	ELC	3/10/11	Resignation
3.3.4. Gutierrez, Christian	Teacher	OGE	5/27/11	Resignation
3.3.5. Navarro, Elizabeth	Teacher	SMS	5/27/11	Retirement
3.3.6. De La Fuente, Alberto	Instructional Assistant	SMS	5/27/11	Retirement
3.3.7. Coronel, Frances	Instructional Assistant	SMS	5/27/11	Retirement

3.3.8. Rubio, Luz	Teacher	SMS	5/27/11	Resignation
3.3.9. Rhodes, William	Teacher	SMS	5/27/11	Resignation
3.3.10. Jovel, Maria	Teacher	TDS	5/27/11	Resignation
3.3.11. Rupp, Cara	Teacher	TDS	3/17/11	Release of Contract

3.4. 2011-2012 Resignations/Retirement/Terminations

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.4.1. Volpe, Jeanie	ELL/HQ Director	District	6/30/12	Retirement
3.4.2. Rodriguez, Irene	Language Tester	District	5/25/12	Retirement
3.4.3. Grajeda, Letisia	Lead Secretary	DSS	6/12/12	Retirement
3.4.4. Delacruz, Rosa	Instructional Assistant	DSS	5/25/12	Retirement
3.4.5. Lopez, Viola	Reading Interventionist	DSS	5/25/12	Retirement
3.4.6. Preciado, Leda	Data Technician	Technology	6/14/12	Retirement
3.4.7. Felix, Hilario	Bus Driver	Transportation	5/25/12	Retirement

3.5. Leave Request 2010-2011

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.5.1. Beas, Elizabeth	Secretary II	SMS	4/27/11-7/13/11	FMLA
3.5.2. Sanchez, Rosa	Teacher	TDS	2/28/11-5/27/11	FMLA

3.6. Additional Assignments/Stipends

	<u>Position Description</u>	<u>Location</u>	<u>Amount</u>	<u>Status</u>
3.6.1. Felix, Gema	Administrative Duties	TDS	NTE:\$5,000.00	Stipend

3.7. Approval of Sole Source Vendors for:

Santillana USA Publishing Co. Inc. is the sole source provider of SIE Teacher's Resource Kit Level 1-5

The New Teacher Project through Phoenix Teaching Fellows is a unique provider in its sole focus on Somerton's high-need subject areas, such as special education, math, science, and language arts.

3.8. Acceptance of Student Activity Fund Report.

3.9. Acceptance of Accounts Payable Reports.

3.9.1. Voucher No. 1034 for the sum of \$	504.37
3.9.2. Voucher No. 1033 for the sum of \$	189,001.45
3.9.3. Voucher No. 1032 for the sum of \$	569.38
3.9.4. Voucher No. 1031 for the sum of \$	59,604.72
3.9.5. Voucher No. 1030 for the sum of \$	229,594.82

3.10. Approval of Accounts Payable Reports for the Month of April 2011

3.10.1. Voucher No. 1040 not to exceed \$	400,000.00
3.10.2. Voucher No. 1039 not to exceed \$	400,000.00
3.10.3. Voucher No. 1038 not to exceed \$	400,000.00

3.11. Acceptance of Payroll Voucher Reports

3.11.1. Voucher No. 53 for the sum of \$	59,914.75
3.11.2. Voucher No. 52 for the sum of \$	343,223.41
3.11.3. Voucher No. 51 for the sum of \$	563.98
3.11.4. Voucher No. 50 for the sum of \$	183,274.55
3.11.5. Voucher No. 49 for the sum of \$	59,857.10
3.11.6. Voucher No. 48 for the sum of \$	339,401.27

3.12. Approval of Payroll Voucher Reports for the Month of April 2011.

3.12.1. Voucher No. 691 not to exceed \$	300,000.00
3.12.2. Voucher No. 68 not to exceed \$	100,000.00
3.12.3. Voucher No. 67 not to exceed \$	500,000.00
3.12.4. Voucher No. 66 not to exceed \$	300,000.00
3.12.5. Voucher No. 64 not to exceed \$	500,000.00
3.12.6. Voucher No. 63 not to exceed \$	300,000.00
3.12.7. Voucher No. 62 not to exceed \$	100,000.00
3.12.8. Voucher No. 61 not to exceed \$	500,000.00

END OF CONSENT AGENDA

Dr. Reed recommended for agenda items 3.12 from the consent agenda to be amended. Voucher number 691 should be 69 and voucher # 65 for \$100,000.00 needs to be added.

MOTION: *Mrs. Camacho moved with the corrections of voucher number 691 to be 69 and adding voucher #65 for the amount of \$100,000.00, Mr. Gonzalez seconded the motion. Motion Passed*

4 . Action Items

4.1. Approval to offer a contract to certified teachers provided funding is obtained and certification requirements are met:

Alonso, Jose	Alonzo, Magnolia	Alvarez, Diana	Argueta, Erika
Arvizu, Paz	Batiz, Xochitl	Benvenuti, Luis	Bohon, Ana
Bravo, Anna	Brienza, Patricia	Burge, Shelly	Burrue, Norma
Camarillo, Adriana	Canales, Maritza	Carey, Sarah	Casey, Jessica
Cassidy, Sahara	Celaya, Francisca	Clark, Nereida	Cooper, Samantha
Cortez, Nilda	Coz, Brandon	Crabb, Ladonna	Cramp, Leon
Crayne, Lisa	Cuen, Jennifer	Daniel, Anthony	Danser, Arlene
David, Abel	Dinwiddie, Lisa	Duenas, Gabriela	Duran, Juan
Espinoza, Anakaren	Felix, Bernardo	Felix, Gema	Fermanis, Chris
Flores, Annabel	Foutch, Donna	Fragozo, Haydee	Franco, Maria
Galata, Lori	Garcia, Alicia	Garcia, Ana T	Garlit, Russell
Gaxiola, Sylvia	Gonzalez, Francisco	Goycoolea, Yolanda	Guerra, Keila
Guiverra, Jessica	Gutierrez, Susana	Hampson, Dolores	Harden, Samantha
Horoff, Ashley	Horoff, Samantha	Houg, Lynda	Katz, Kelly
Kramper, Kelly	Lasley, Nicole	Linares, Patricia	Lopez-Gomez, Dolores
Lopez, Hilda	Lopez, Maria T	Lopez, Viola	Lugo-Encinas, Margarita
Maceda, Alba	Macias, Gabriel	Madrid, Ricardo	Magana, Sandra
Martinez, Erika	Martinez, Graciela	Martinez, Jessica	Matthies, Nathaniel
Maxwell, Irasema	McBride, Anita	McIntire, Zayda	McNutt, Robin
Miranda, Elizabeth	Miranda, Melissa	Mulloy, Alicia	Munoz, Dina
Munoz, Luciano O	Naranjo, Mika	Navarro, Mayra	Neblina, Karla
Newby, Tami	Orozco, Rosa	Ortiz, Eden	Pahilajani, Mayur
Paramo, Patricia	Patino, Maria	Perea, Maria	Phillips, Cheryl
Poquita, Ervin	Potestades, Mary	Quintana, Olivia	Razo, Paulina
Reynoso, Shantal	Rios, Anselmo	Rodriguez, Lydia	Romero, Alejandra
Rouse, Elisa	Rush, Irene	Salas, Martha	Sanchez, Elizabeth
Sanchez, Rosa	Sauceda, Juana	Sharp, Marichu	Sheppard, Patricia
Smith, Brenda	Soto, Veronica	Suarez, Karina	Sullivan, Jennifer
Tabler, Tricia	Tune, Cara	Ullery, Guadalupe	Valdivia, Jenisse
Valtierra, Araceli	Villafana, Juan	Volpe, Thomas	Ward, Deborah
Ward, Mary	Wiles, Deborah	Williams, Gabriela	Zarate, Yesenia
Zendejas, Lorena			

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

4.34. Approval to offer a contract to administrators provided funding is obtained:

Attaway, Jody	Cabrera, Jerry	Garza, Elizabeth	Lopez, Veronica
Moreno, Jose	Paredes, Maria	Rush-Vance, Tiffany	Seh, Kimberly
Vasquez, Maria P	Volpe, Jeanie	Weissenberg, Patricia	Zepeda, Concepcion

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

4.38. Approval to offer a notice of appointment to exempt staff provided funding is obtained:

Cano, Jorge	Cassidy, Bob	Munoz, Luciano A	Porchas, Melissa
Santos, Elizabeth	Velasco, Martin	Villarreal, Maria	

MOTION: Mrs. Camacho moved, Miss Juarez seconded the motion. Motion passed.

4.41. Approval of Education Services Incorporated Client Service Agreement

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

4.42. Approval to contract Shelly Mezei through Educational Services Inc for the Federal Programs Director position for the 2011-2012 school year.

MOTION: Mr. Gonzalez moved, Miss Juarez seconded the motion. Motion passed.

4.43. Approval of the 2011-2012 school year calendar.

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

4.44. Acceptance of the following donation

4.44.1. Ms. Becky Zeller donated \$1,500.00 for Desert Sonora 2nd grade Field Trip.

4.44.2. Mr. Gerald Casares donated \$50.00 for Food Service.

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

5 . Adjournment

MOTION: Mr. Gonzalez moved to adjourn the meeting at 6:05 p.m. Mrs. Camacho seconded the motion. Motion passed.

Signature of Board President/Clerk

Date