

## Notice of Public Meeting

Pursuant to Arizona Revised Statutes annotated A.R.S. with the requirements §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 discussion of any item on the agenda pursuant to A.R.S. §38-431.03, A.1-7. One or more members of the Board may participate in the meeting by telephone. A copy of the completed agenda with names and details, including available support documents, may be obtained during regular business hours at the Somerton Elementary School District Superintendent's Office at 215 N. Carlisle Avenue, Somerton, AZ 85350.

DATE AND POSTED on: Wednesday, December 9, 2009

by: \_\_\_\_\_

Margarita Camacho

Executive Secretary to the Superintendent

Revised  
12/09/09



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

**Date: December 10, 2009  
Time: 6:00 p.m.  
Governing Board Agenda  
Executive Session and Regular Governing Board Meeting**

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

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### 1. Regular Governing Board Meeting Agenda

#### Opening and Announcements

1.1. Call to Order/Pledge of Allegiance

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.

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.

### 2. Reports/Discussion Items

2.1. Superintendent

2.1.1. Current Events

2.2. Board Members Report

2.2.1. President and other Board member comments

2.3. Administrators/Directors

Classified Directors Oral Report

Business Service: Melissa Porchas

Audit for FY 08/09

Tax Credit 2009

Food Service: Jorge Cano

Revenue for November 2009 \$ 144,109.81  
Expenditures for November 2009 \$ 122,632.90  
Profit \$ 21,476.91

Fresh and Vegetable Program at OGE

Polar Cooling Walk-in Freeze at DSS

Grounds/Maintenance: Martin Velasco

Upcoming Auction  
New Memorandum of Understanding (M o U) for the Facility Usages

Human Resources: Jerry Cabrera

HQ Improvement Plan  
2011 Policy Advisories

Nurse: Liz Santos

Flu update

Technology: Bob Cassidy

Server Upgrades  
Technology Audit

Transportation: Maria Villarreal

Bus Inspections  
Bus Evacuations

2.4. Other discussion items/Presentations/Information

2.4.1. APS Energy Saving (Discussion) by Mr. Cabrera

2.4.2. Enrollment Summary (Information)

11/20/09 2824

11/21/08 2798

2.4.3. Number of Suspensions District wide ( Information)

*The number of suspensions*

	<i>Monthly</i>	<i>Cumulatively</i>
DSS-	3	3
ELC-	1	4
OGE-	0	0
SMS-	27	60
TDS-	9	9
Transportation	3	3

2.4.4. Dates to Remember

January 12, 2010  
301 Plan (By Mrs. Lydia Rodriguez)  
Re-Organizational Meeting  
at 6:00 p.m.

ASBA BOLTS--Board Operations and Leadership Training Seminar  
Wednesday, January 20, 2010  
Tucson Arizona

### 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*

#### 3.2. Approval of Board Minutes

3.2.1. Regular Session Minutes November 12, 2009

#### 3.3. New Hires 2009-2010

	<u>Position Description</u>	<u>Location</u>	<u>Range</u>	<u>Status</u>
3.3.1. Mayoral, Xochitl	Substitute	District	75.00/day	Temporary
3.3.2. Gonzalez, Carlos	Substitute	District	75.00/day	Temporary
3.3.3. Sanchez, Paulina	Substitute	District	75.00/day	Temporary
3.3.4. Guerra, Keila	Substitute	District	75.00/day	Temporary
3.3.5. Madrigal, Rosa	Substitute	District	75.00/day	Temporary
3.3.6. Moreno, Pilar	Speech Technician	SPED	TBD	Full-Time
3.3.7. *Zarate, Yesenia	Teacher	TDS	44	Full-Time

*\*contract will be offered once proof of completed AEPA exams is submitted.*

#### 3.4. Resignations/Retirement/Terminations

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.4.1. Mora, Linda	Bus Assistant	Transportation	11/27/09	Resignation
3.4.2. Beshears, Terry	Custodian	TDS	11/13/09	Retirement
3.4.3. *McShane, Elena	Reading Interventionist	TDS	12/11/09	Resignation
3.4.4. *Federico, Kenia	Teacher	TDS	12/18/09	Resignation

*\*These are certified resignations that require a release of contract.*

#### 3.5. Leave Request 2009-2010

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
3.5.1. Beshears, Sheila	Instructional Assistant	TDS	12/18/09-02/16/10	FMLA
3.5.2. Galata, Lori	Teacher	TDS	11/16/09-12/11/09	FMLA
3.5.3. Magana, Sandra	Teacher	SMS	12/17/09-01/22/10	FMLA
3.5.4. *Celaya, Francisca	Instructional Assistant	TDS	01/11/10-05/26/10	Leave of Absence

*\*This leave of absence request is due to the employee student teaching.*

3.1. Approval to go out for Request for Proposal (RFP) for the Pink Building Parking Lot.

3.2. Approval of Second Reading for Certified Professional Non-Teacher Evaluation Instrument.

3.3. Approval of Accounts Payable Vouchers for FY 2009-2010 for the following months. At each Board meeting we will bring back to the Board a voucher cover sheet for signatures along with listing of vendors and amounts paid on each voucher.

January	Not to Exceed \$ 800,000.00
February	Not to Exceed \$ 800,000.00
March	Not to Exceed \$ 800,000.00
April	Not to Exceed \$ 800,000.00
May	Not to Exceed \$ 800,000.00
June	Not to Exceed \$ 800,000.00

3.4. Approval of Payroll Vouchers for FY 2009-2010 for the following months per pay period. The months of May and June has been increased to \$1,000.000.00 per pay period to pay for Special Ed., ESL, Prop 301, Contract Payouts

and Balloon payments stipend payments. At each Board meeting we will bring back to the Board a voucher cover sheet for signatures.

January	Not to Exceed \$ 660,000.00
February	Not to Exceed \$ 660,000.00
March	Not to Exceed \$ 660,000.00
April	Not to Exceed \$ 660,000.00
May	Not to Exceed \$ 1,000,000.00
June	Not to Exceed \$ 1,000,000.00

3.5. Acceptance of Student Activity Fund Report.

3.6. Acceptance of Accounts Payable Reports.

- 3.6.1. Voucher No. 1021 for the sum of \$ 13,102.47
- 3.6.2. Voucher No. 1020 for the sum of \$ 309,792.09
- 3.6.3. Voucher No. 1019 for the sum of \$ 75,370.03
- 3.6.4. Voucher No. 1018 for the sum of \$ 406,489.32

3.7. Acceptance of Payroll Voucher Reports.

- 3.7.1. Voucher No. 32 for the sum of \$ 192,813.40
- 3.7.2. Voucher No. 31 for the sum of \$ 61,175.97
- 3.7.3. Voucher No. 30 for the sum of \$ 346,357.80
- 3.7.4. Voucher No. 29 for the sum of \$ 183,393.13
- 3.7.5. Voucher No. 28 for the sum of \$ 61,713.08
- 3.7.6. Voucher No. 27 for the sum of \$ 349,184.59

3.8. Ratification of Accounts Payable Vouchers for November 2009.

Ratification of Accounts Payable Vouchers not to exceed \$804,753.91 for the month of November 2009. This caused the total amount of the voucher processed to exceed the amount approved. Due to the increase in purchases from stimulus funding it caused the month h of November to exceed the approved amount.

END OF CONSENT AGENDA

**4 . Action Items**

4.1. Approval of the Revised 2009-2010 M&O Budget

4.2. Approval of First Reading of Policy Advisories

- No. 314-----GBGCB--Staff Health and Safety
- No. 315-----JLCB--Immunization of Students
  - JLCB-R--Immunization of Students
  - JLCB-E--Immunization of Students
- No. 316-----JLCC--Communicable/Infectious diseases

4.3. Approval of First Reading of Policy Advisories

- 4.3.1. No. 341-----BBBB--Board Member Oath of Office
- 4.3.2. No. 342-----BIE--Board Member Insurance/Liability<sup>7</sup>
- 4.3.3. No. 343-----CBA--Qualifications and Duties of the Superintendent
- 4.3.4. No. 344-----CBI-Evaluation of the Superintendent
- 4.3.5. No. 345-----DBF-Budget Hearing and Review/Adoption Process
- 4.3.6. No. 346-----DBJ-Budget Transfers
- 4.3.7. No. 347-----DFF-Income from School Sales and Services
- 4.3.8. No. 348-----DIA-Accounting System
- 4.3.9. No. 349-----DIE-R-Audits/Financial Monitoring

- 4.3.10. No. 350-----DJE-R - Bidding/Purchasing Procedures
- 4.3.11. No. 351-----GCB - Professional Staff Compensation and Contracts
- 4.3.12. No. 352-----GCBA - Professional Staff Salary Schedules
- 4.3.13. No. 353-----GCCE - Professional/Support Staff Conferences/Visitations/Workshops
- 4.3.14. No. 354-----GCF - Professional Staff Hiring
- 4.3.15. No. 355-----GCMF - Professional Staff Duties and Responsibilities
- 4.3.16. No. 356-----GCO - Evaluation of Professional Staff Members
  - GCO-RA - Evaluation of Professional Staff Members
- 4.3.17. No. 357-----GCQA - Professional Staff Reduction in Force
- 4.3.18. No. 358-----GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members
- 4.3.19. No. 359-----IKFA - Early Graduation
- 4.3.20. No. 360-----JEB - Entrance Age Requirements
- 4.3.21. No. 361-----JII - Student Concerns, Complaints and Grievances
  - JII-R - Student Concerns, Complaints and Grievances
  - JII-EB - Student Concerns, Complaints and Grievances
- 4.3.22. No. 362-----JR - Student Discipline
- 4.3.23. No. 363-----JKE - Expulsion of Students
- 4.3.24. No. 364-----JLCD - Medicines/Administering Medicines to Students
  - JLCD-R - Medicines /Administering Medicines to Students
- 4.3.25. No. 365-----KHB - Advertising in Schools

## **5 . Adjournment**