

# Governing Board Minutes



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

**Date:** September 11, 2008  
**Time:** 6:00 p.m.  
Regular Meeting Immediately after Public Hearing

**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)

**Attending Board:** Jose Moreno                      Agustin Tumbaga Jr.              Leticia Yopez  
Martha Camacho

**Absent Board:** Fern Soto

**Attending Staff:** Dr. Doug Rutan              Margarita Camacho              Jerry Cabrera              Bob Cassidy  
Melissa Porchas              Jorge Cano              Maureen Irr

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## 1. Public Hearing

### 1.1. Revised Budget 2008-09

*Mr. Moreno called the Public Hearing to order at 6:07 p.m.*

*Mr. Moreno asked if there were any questions on the Revised Budget 2008-09.*

## 2. Regular Governing Board Meeting Agenda

### Opening and Announcements

#### 2.1. Call to Order/Pledge of Allegiance

*Mr. Moreno called the meeting to order at 6:08 p.m.*

*Mr. Moreno asked for a moment of silence in memory of the 911 and the student of San Luis, Arizona who had an accident today.*

*The Pledge of Allegiance was led by Mrs. Camacho.*

*Mr. Moreno moved agenda item 3.6*

*Dr. Rutan introduced Joshua Rosas-Marquez, a student from SMS. Dr. Rutan mentioned that Joshua is a great example of what SMS is doing and a great opportunity for Joshua to be an outstanding leader.*

*Joshua was very excited that he was able travel to the capital and visited all the monuments.*

*Dr. Rutan thanked Mr. Jorge Cano for the outstanding job he has done with the lunch applications.*

#### 2.2. 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.

2.3. Call for Executive Session

1. Executive session pursuant to A.R.S. Section 38-431.03.A.3--discussion and consultation with the District's attorney for legal advice regarding procedures for evaluation of Superintendent, including open meeting and records issues.

**CALL FOR EXECUTIVE SESSION**

*Executive Session* pursuant to A.R.S. Section 38-431.03.A.3

***MOTION:*** *Mr. Moreno called for an Executive Session for legal advice at 6:15 p.m. Mrs. Camacho Seconded; Motion passed.*

***MOTION:*** *Mr. Moreno asked for a motion, to return from Executive Session at 7: 14 p.m. Mrs. Camacho moved, Mr. Moreno Seconded; Motion passed*

***MOTION:*** *Mr. Moreno moved to resume Regular Session at 7:14 p.m. Mrs. Camacho seconded the motion. Motion passed*

**3 . Reports/Discussion Items**

3.1. Superintendent

3.1.1. Current Events

*Dr. Rutan presented a preliminary check to see the difference in the utilities expenses during the months of June and July. He was pleased with the APS savings during those months.*

3.2. Assistant Superintendent

3.3. Board Members Report

3.3.1. President and other Board member comments

Concerns to be expressed at the Southwest Futures Forum

*Mr. Moreno will be representing Somerton School District at the Southwest Futures Forum and Dr. Rutan will be presenting.*

*Dr. Rutan handed out the information for the Southwest Futures Forum that will be held on September 18th.*

3.4. Administrators/Directors

3.4.1. \*Mrs. Arvizo,Principal, Mrs. Garza, and Mrs. Ojeda-Garcia Assistant Principals SMS

3.4.2. \*Ms. Attaway - Director of Special Programs

3.4.3. \*Mr. Cabrera - Special Projects Coordinator/HR

*Mr. Cabrera explained how the district is dealing with the mold problem at TDS. The district is planning on purchasing a moisture-testing instrument to check all walls periodically.*

3.4.4. \*Mr. Cano - Food Service Director

3.4.5. \*Mr. Cassidy - Director of Technology

*Mr. Cassidy mentioned that the technology department had a major upgrade in powerschool.*

3.4.6. \*Ms. De La Fuente - Principal ELC

3.4.7. \*Mrs. Irr - Grant Writer

*Mrs. Irr commented that she is working with three grants.*

3.4.8. Mrs. Lopez - Principal and Mrs. Zepeda, Assistant Principal TDS

- 3.4.9. Mrs. Porchas -Assistant to Director of Financial Services
- 3.4.10. Ms. Reed-Mezei - Director of Federal Programs
- 3.4.11. Ms. Santos - RN., Coordinator of Health Services
- 3.4.12. Mrs. Seh - Principal OGE
- 3.4.13. Mrs. Vasquez - Principal DSS
- 3.4.14. Mrs. Villarreal - Director of Transportation
- 3.4.15. Mrs. Volpe - Director of ELL/HQ  
\*Oral presentation

3.5. Other discussion items/Presentations/Information

3.6. Joshua Rosas-Marquez, a student at Somerton Middle School, was selected to attend "Close Up". held in Washington, D.C. on June 3-8, 2008. He was selected by the Arizona State Department of Education. His selection was based on mobile eligibility, a student essay, reference letters, academic standing, extracurricular activities and community service.

3.7. Audit recommendations and district responses

Included in this report are the district responses to the two audit reports completed by Heinfeld and Meech in November 2007.

*Enclosed in the background information are the responses to the audit report.*

3.8. Superintendent Response to Barbara Gonzales letter (Information)

*Enclosed in the background information is the response to Barbara Gonzales' letter.*

3.9. Enrollment Summary (Information)

9/3/07	2717
8/29/08	2737

3.1. Number of Suspensions District wide ( Information)

*The number of suspensions*

	<i>Monthly</i>	<i>Cumulatively</i>
DSS-		0
ELC-		0
OGE-		0
SMS-	5	5
TDS-		0

**4. 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*

4.2. Approval of Board Minutes

- 4.2.1. Regular Session Minutes August 14, 2008
- 4.2.2. Special Session Minutes August 18, 2008

4.3. Approval of Second Reading of Policy Advisories:

- 4.3.1. No. 303--- IHAA-- English Instruction  
IHAA\_R--English Instruction
- 4.3.2. No. 304--- DIC--Financial Reports and Statements  
CM--School District Annual Report
- 4.3.3. No. 305----- DJE--Bidding /Purchasing Procedures

4.3.4. No. 306---- DJG-- Vendor/Contractor Relations  
 DJG-R---Vendor/Contractor Relations

4.3.5. No. 307--- GCRD--Tutoring for Pay

4.3.6. No. 308---- LDA --Student Teaching and Internships

4.4. New Hires 2008-2009

	<u>Position Description</u>	<u>Location</u>	<u>Range</u>	<u>Status</u>
4.4.1. Figueroa, Jesus	Teacher	Adult Ed	22.00/hr	Part-Time
4.4.2. McCutcheon, Maria	Teacher	Adult Ed	22.00/hr	Part-Time
4.4.3. Vincent, Veronica	Teacher	Adult Ed	22.00/hr	Part-Time
4.4.4. Cordova, Dora	FS Substitute	District	22	Temporary
4.4.5. Fulton, Maria	Substitute	District	75.00	Temporary
4.4.6. Gomez, Laiza	Substitute	District	75.00	Temporary
4.4.7. Krout, Jeanne	Substitute	District	75.00	Temporary
4.4.8. Montano, Sarah	Substitute	District	75.00	Temporary
4.4.9. Sanchez, Gilbert	Substitute	District	75.00	Temporary
4.4.10. Schifano, Linda	Substitute	District	75.00	Temporary
4.4.11. TBA	Groundskeeper	District	22	Full-Time
4.4.12. Zamudio, Ruth	Substitute	District	75.00	Temporary

4.5. Growth Rider 2008-2009

	<u>Position Description</u>	<u>Location</u>	<u>Previous Range</u>	<u>New Range</u>
4.5.1. Valdivia, Jenisse	Teacher	DSS	45	46
4.5.2. Arreola, Norma	Counselor	SMS	46	48
4.5.3. Cuen, Jennifer	Teacher	TDS	44	45
4.5.4. McCall, Vanessa	Teacher	TDS	48	49

4.6. Reassignments 2008-2009

	<u>Previous Description</u>	<u>New Description</u>	<u>Location</u>	<u>Old Range</u>	<u>New Range</u>
4.6.1. Aguilar, Silvia	Food Service Worker	Substitute	District	22	22
4.6.2. Rivera, Leticia	Substitute	Food Serv. Worker	ELC/DSS	22	22

4.7. Leave Request 2008-2009

	<u>Position Description</u>	<u>Location</u>	<u>Leave Date</u>	<u>Reason</u>
4.7.1. Felix, Gema	Teacher	TDS	10/27/08-01/5/09	FMLA
4.7.2. Fragozo, Haydee	Teacher	TDS	08/22/08-09/12/08	FMLA
4.7.3. Lee, Heather	Teacher	TDS	09/25/08-01/5/09	FMLA

4.8. Additional Assignments/Stipends

	<u>Position Description</u>	<u>Location</u>	<u>Amount</u>	<u>Status</u>
4.8.1. Gonzalez, Francisco	Teacher	Adult Ed	22.00/hr	Part-Time
4.8.2. Martinez, Edith	Teacher	Adult Ed	22.00/hr	Part-Time
4.8.3. Martinez, Jessica	Teacher	Adult Ed	22.00/hr	Part-Time
4.8.4. Pizano, Lidia	Teacher	Adult Ed	22.00/hr	Part-Time
4.8.5. Salas, Martha	Teacher	Adult Ed	22.00/hr	Part-Time
4.8.6. Navarro, Elizabeth	Master Teacher Mentor	District	NTE: 5,000	Stipend
4.8.7. Navarro, Elizabeth	Add. Days Mentor	District	NTE: 2,382.24	Stipend
4.8.8. Rodriguez, Lydia	Master Teacher Mentor	District	NTE: 5,000	Stipend
4.8.9. Rodriguez, Lydia	Add. Days Mentor	District	NTE: 1,872.56	Stipend
4.8.10. Delafuente, Maria	PBIS Team	ELC	NTE: 400.00	Stipend
4.8.11. Duenas, Gabriela	PBIS Team	ELC	NTE: 400.00	Stipend
4.8.12. Olin, Ruth	PBIS Team	DSS	NTE: 400.00	Stipend
4.8.13. Seh, Kimberly	PBIS Team	OGE	NTE: 400.00	Stipend
4.8.14. Houg, Lynda	PBIS Team	OGE	NTE: 400.00	Stipend
4.8.15. Arreola, Norma	PBIS Team	SMS	NTE: 1,200.00	Stipend
4.8.16. Lopez, Dolores	8th Grade Honors	SMS	22.00/hr	Part-Time

- 4.9. Approval to release Avelina Hernandez of her 2008/2009 certified contract.
- 4.10. Approval of IGA between Somerton School and Southern Yuma County Interscholastic Association.  
 This agreement is entered into on July 1, 2008 pursuant to the A.R.S. Title 11-951, et seq, and will terminate on June 30, 2009 and is between the following public agencies for joint exercise of their power:  
 Crane #13 an Elementary School District  
 Gadsden #32 an Elementary School District  
 Somerton #11, an Elementary School District  
 Yuma School District One, an Elementary School District.
- 4.11. Affirmation of the Declaration of Curricular & Instructional Alignment to the Arizona Academic Standards. The State is requiring the district confirm that the requirements have been met. The Governing Board and the Superintendent are required to sign a Declaration. Copy of the declaration is enclosed for your review.
- 4.12. Acceptance of Student Activity Fund Report.
- 4.13. Acceptance of Accounts Payable Reports.
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| 4.13.1. Voucher No. 1009 for the sum of \$ | 5,458.72   |
| 4.13.2. Voucher No. 1008 for the sum of \$ | 161,483.37 |
| 4.13.3. Voucher No. 1007 for the sum of \$ | 159,307.75 |
| 4.13.4. Voucher No. 1006 for the sum of \$ | 91,388.80  |
| 4.13.5. Voucher No. 1005 for the sum of \$ | 857.38     |
| 4.13.6. Voucher No. 1004 for the sum of \$ | 145,221.69 |
| 4.13.7. Voucher No. 1061 for the sum of \$ | 4,419.71   |
- 4.14. Acceptance of Payroll Voucher Reports.
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| 4.14.1. Voucher No. 10 for the sum of \$ | 5,128.41   |
| 4.14.2. Voucher No. 9 for the sum of \$  | 438,659.93 |
| 4.14.3. Voucher No. 8 for the sum of \$  | 66,101.35  |
| 4.14.4. Voucher No. 7 for the sum of \$  | 10,165.31  |
| 4.14.5. Voucher No. 6 for the sum of \$  | 134,036.40 |

**END OF CONSENT AGENDA**

*Mr. Moreno called for a motion to approve the consent agenda with a separate motion on agenda items 4.8.6,4.8.7.4.8.8 & 4.8.9.*

***MOTION:*** *Mrs. Yopez moved, Mrs. Camacho seconded; Motion passed.*

*Mr. Moreno requested more information regarding the stipends.*

*Dr. Rutan explained how this stipend is paid out of a grant.*

*Mr. Moreno called for a motion to approve agenda items 4.8.6,4.8.7.4.8.8 & 4.8.9.*

***MOTION:*** *Mrs. Yopez moved, Mrs. Camacho seconded; Motion passed.*

**5 . Action Items**

- 5.1. Approval of the Revised Budget 2008-09

*Mrs. Porchas presented an overview of the revision of the 2008-2009 budget which included a handout.*

***MOTION:*** *Mrs. Yopez moved, Mrs. Camacho seconded; Motion passed.*

5.2. Approval for Qwest Settlement and ARS 15-915(B) State Correction Request.

*MOTION: Mrs. Yopez moved, Mrs. Camacho seconded; Motion passed.*

5.3. Approval of First Reading of Policy Advisories:

5.3.1. No. 309--- GBJ--Personnel Records and Files

5.3.2. No. 310--- JEB--Entrance Age Requirements

5.3.3. No. 311----- JFAA--Admission of REsident Students

5.3.4. No. 312---- JH-R--Student Absences and Excuses

5.3.5. No. 313--- JRE--Student Biometrics Information

*MOTION: Mrs. Yopez moved, Mrs. Camacho seconded; Motion passed.*

## **6 . Adjournment**

*MOTION: Mr. Moreno moved to adjourn the meeting at 7:54 p.m. Mr. Tumbaga seconded the motion. Motion passed.*

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*Signature of Board President/Clerk*

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*Date*