



# MINUTES

Attending Board Luis Heredia

J. Scott Omer

Martha Camacho

Absent Board Dale Phillips

Leticia Yepez

Attending Public Cecilia Arvizo  
Jody Attaway  
Judith Bobbitt  
Bob Cassidy  
George Brick  
Jerry Cabrera  
Eldaa Galindo  
Maureen Irr

Veronica Lopez  
Shelly Mezei  
Frank Reed  
Margarita Reyes  
Esperanza Rodriguez  
Doug Rutan  
Duane Sheppard  
Gerald Streit

Maria P. Vasquez  
Maria Villarreal  
Jeanie Volpe  
Tom Volpe  
Cathy Witmer  
Jeanne Glover  
Dr. Merton Glass

## GOVERNING BOARD MEETING Thursday, September 14, 2006 -- 6:00 p.m. Somerton Middle School 1011 North Somerton Avenue, Somerton, Arizona

### **1. OPENING AND ANNOUNCEMENTS**

**1.a. Call to Order**

**President/Clerk**

Mr. Heredia called the meeting to order at 6:15 p.m.

**1.b. Pledge of Allegiance**

**President/Clerk**

Mr. Omer led the pledge of allegiance

**1.c. Audience with Individuals**

**President/Clerk**

**Information**

None submitted

**1.e. Approval of Board Minutes**

**President/Clerk**

**Action**

- Regular Session: 08/10/2006

Mr. Heredia entertained a Motion to approve Minutes for the August 10, 2006 as submitted.

**MOTION:** Mr. Omer moved to approve the Minutes as submitted, Mrs. Camacho seconded, Motion carried.

### **CALL FOR EXECUTIVE SESSION**

**President/Clerk**

**Action**

**1.e. A.R.S. §38-431.03 Executive Session**

- A. Upon a public majority vote of the members constituting a quorum, a public body may hold an executive session but only for the following purposes:
1. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at the public meeting.
  5. Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body.

Mr. Heredia called for an Executive Session following agenda item 4.09

## **2. REPORTS**

### **2.a. Superintendent's Report**

#### **Information**

Dr. Rutan commented that the school year is off to a great start. The buildings look good, he is very proud of all the staff who have been extremely busy making the first month of school very successful. He congratulated Mr. Heredia for being chosen for the Young Democrat Award and also welcomed Cecilia Arvizo for her new position as Assistant Principal Intern. Dr. Rutan greeted Mrs. Bobbitt who was in attendance at the meeting.

### **2.b. Assistant Superintendent's Report**

#### **Information**

Mr. Heredia inquired what the anticipated date is for addressing the Board goals. Dr. Reed replied that October 1, 2006 is the target date.

### **2.c. Human Resources Report**

#### **Information**

Esperanza Rodriguez distributed graphs displaying the Highly Qualified figures for 2006-07. A question was asked regarding what information would be sent to parents of children in a classroom with a teacher who is not classified as Highly Qualified. Esperanza will be the contact person.

### **2.d. Administrators'/Directors' Report**

#### **Information**

The information was included in individual packets. The question arose regarding the pre-school waiting list. Mr. Cabrera was pleased to report that Migrant Even Start received a \$5,000 donation from Dollar General Store.

### **2.e. Board Member Report**

#### **Information**

Mrs. Camacho commented that she was very pleased to have open houses before the beginning of school. A parent expressed concern regarding the honor math program at Kofa High School. The Administration is researching the issue.

### **2.f. Construction Update**

#### **Information**

Due to the rain, the project was pushed back for two days. We will be back on schedule once the City of Somerton issues a full permit. Mr. Cabrera is also working with the City of Somerton on sharing costs for dry wells at ELC and SMS.

### **2.g. All Staff Breakfast Meeting Report**

#### **Information**

Mrs. Witmer and Mr. Cassidy presented a powerpoint presentation of the all staff breakfast. Mrs. Witmer commended the Food Service Department for a great job of catering.

### **2.h. Food Service Report**

#### **Information**

Food Service Managers and staff have expressed their appreciation for the process and the opportunity to apply for all open positions. The health inspector met with staff and went over the health rules and regulations. Arrangements have been made for ADE to provide a two day training for managers September 27 & 28th.

### **2.i. Tax Rate Report**

#### **Information**

Total overall reduction in the tax rate was \$ .37.

### **2.j. ASBA Award**

#### **Information**

At the ASBA Law Conference, Leticia Yopez accepted an award for Somerton School District for the lowest job related injuries within the medium size school range. The District had a 6% loss ratio

### 3. PERSONNEL CONSENT AGENDA

Superintendent

Action

*Dr. Rutan requested the item 3.01a be taken out of consent agenda and the motion made separately stating that the approval of issuance of a contract is contingent on the Gadsden School Board releasing Mrs. Arvizo from her contract.*

#### 3.01. HIRING

- |                    |  |
|--------------------|--|
| a. Arvizo, Cecilia | Intern Assistant Principal, Somerton Middle School         |
| b. Franco, Aida    | Teacher, Desert Sonora School                              |
| c. Jovel, Maria    | Teacher, Tierra Del Sol                                    |
| d. Ugalde, Hector  | Instructional Assistant, Valle Del Encanto Learning Center |

#### 3.02 REASSIGNMENTS

- |                      |   |
|----------------------|---|
| a. Gonzales, Barbara | Instructional Service Specialist, District      |
| b. Reyes, Margarita  | Executive Secretary to Superintendent, District |
| c. Woolfolk, Alma    | Migrant Data Clerk, District                    |

#### 3.03 ATHLETIC/COACHING STIPENDS

#### 3.04 SUBSTITUTES

- |                       |                       |                    |
|-----------------------|-----------------------|--------------------|
| a. Andre, Rosary      | d. Cavanaugh, Barbara | g. Paramo, Cynthia |
| b. Barragan, Yulliana | e. Lopez, Armida      |                    |
| c. Carter, Tanya      | f. Ortega, Veronica   |                    |

#### 3.05 LEAVE REQUESTS

- |                         |  |
|-------------------------|--|
| a. Rodriguez, Esperanza | Administrative Assistant to HR, District   |
| b. Adams, Debbie        | Teacher, Somerton Middle School            |
| c. Parra, Robin         | Teacher, Valle del Encanto Learning Center |

#### 3.06 RESIGNATIONS/RETIREMENT/TERMINATIONS

- |                     |   |
|---------------------|---|
| a. Denton, Sharon   | Accounts Payable Specialist, District           |
| b. Espino, Mary     | Executive Secretary to Superintendent, District |
| c. Flores, Minerva  | Instructional Services Specialist, District     |
| d. Glover, Jeanne   | Teacher, Tierra del Sol School                  |
| e. Pottinger, David | Teacher, Somerton Middle School                 |

END OF PERSONNEL CONSENT AGENDA

**MOTION:** Mr. Heredia moved to approve items 3.01 to 3.06 with the exception of 3.01 a.  
Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

Action taken on 3.01 a: Approval to hire Cecilia Arvizo as an Intern Assistant Middle School Principal pending her release from her contract from the Gadsden School District..

Mr. Omer moved to approve item **3.01 a** Mrs. Camacho seconded, motion carried

#### **4. BUSINESS AND FINANCE**

##### *INFORMATION ONLY*

- Accounts Payable and Payroll Voucher Actual Amounts
- Student Activity Report

### ***ACTION ITEMS***

#### **4.01 Approval of First Reading of Policy Advisories:**

- No. 269: EBAA-R -- Reporting of Hazards and Warning Systems
- No. 270: IHB -- Gifted and Talented Education
- No. 271: IKA -- Grading/Assessment Systems
- No. 272: IL -- Evaluation of Instructional Programs
- No. 273: ILB -- Test/Assessment Administration
- No. 274: ILC -- Use and Dissemination of Test Results
- No. 275: KJG -- Relations with Indian Tribal Councils
- No. 276: LC -- Relations with Education Agencies
  - LC-EA Relations with Education Agencies
  - LC-EB Relations with Education Agencies
- No. 277: Augmentation of Mandated Testing Scores

**MOTION:** Mr. Heredia entertained a motion to approve 4.01. Mrs. Camacho moved, Mr. Omer seconded, Motion carried.

#### **4.02 Approval for Qualified Evaluators**

Refer to handout

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.03 Approval of food service agreement with the PPEP TECH**

The district has had this agreement in place for several years and allows Somerton to provide PPEP TECH with meals in accordance with the agreement enclosed in the background information.

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.04 Approval of food service agreement with the Boys and Girls Club**

The district has had this agreement in place for several years and allows Somerton to provide the Boys and Girls Club with meals in accordance with the agreement enclosed in the background information.

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.05 Approval of amended food service agreement with WACOG Head Start Program**

The district has had this agreement in place for several years and allows Somerton to provide WACOG Head Start Program with meals in accordance with the agreement enclosed in the background information.

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded motion carried.

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#### **4.06 Approval of IGA with City of Somerton for a school resource officer**

The purpose of this agreement is to provide a school resource officer for the Somerton Middle School.  
The position is funded by the School Safety Program

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.07 Approval of IGA with Yuma County Education Service Agency for alternative school services**

The purpose of this agreement is to provide alternative school services (La Esperanza for five students for the 2006-07 school year. Ms. Witmer explained that there is not an increase over last year and the contract has not been changed. The district's minimum cost for this project is \$40,000.00

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.08 Approval to issue RFP's for subcontractors to remodel administration building**

Motion: Approval to Draft RFP's with approval for issuance at next meeting

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.09 Approval of SFB Capital Plan**

Plan is a current estimate and future projects for growth in the district for the purpose of planning for the School Facilities Board.

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.12 Ratification of payroll voucher for August**

Ratification of payroll voucher for the month of August

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer so moved, Mrs. Camacho seconded, Motion carried.

### **CALL FOR EXECUTIVE SESSION**

President/Clerk

Action

#### **1.e. A.R.S. §38-431.03 Executive Session**

**MOTION:** Mr. Heredia entertained a motion to enter into Executive Session at 7:23 p.m. Mrs. Camacho moved second by Mr. Omer, motion carried

**MOTION:** Mr. Omer moved, to return from Executive Session at 8:34 p.m. Mrs. Camacho seconded, Motion carried.

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#### **4.10 Approval of contract for prior superintendent services**

Enclosed in the background information is a contract drafted by the District's attorney to allow the Board to contract with prior superintendent, Judith Bobbitt for the 2006-07 school year.

**MOTION:** Mrs. Bobbitt to be paid a Salary of \$22, 000.00 for the 2006-2007 school year and the addition of consolidation of schools added to her duties.

**MOTION:** Mr. Herediar entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

#### **4.11 Approval of district office reassignment**

Upon the request of Esperanza Rodriguez for leave of absence the administration is requesting the reassignment of duties to Jeanie Volpe and Melissa Porchas with appropriate range changes. The positions are to be Interim.

**MOTION:** Mr. Heredia entertained a motion, Mr. Omer moved, Mrs. Camacho seconded, Motion carried.

### **5. ADJOURNMENT**

**MOTION:** Mrs. Camacho moved to adjourn the meeting, Mr. Omer seconded, Motion carried. Meeting adjourned at 8:42 p.m.

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Signature of Board President/Clerk

Date