



MINUTES -- 5:30 p.m.

Thursday, December 8, 2005

Orange Grove Elementary

3525 West County 16 1/2
Somerton, Arizona

Attending Board	Dale Phillips Luis Heredia	Scott Omer	Martha Camacho
Absent Board	Leticia Yopez		
Attending Public	Bill Rhodes Roger Short Duane Sheppard Veronica Lopez Maria Villarreal ?? Eldaa Galindo Cathy Witmer Rose Arévalo	Jeanie Volpe Ken Huffman Maria E. De La Fuente Maria P Vasquez Bob Cassidy Gerald Streit Carlos Merlos Douglas Rutan	Frank Reed Jerry Cabrera Jody Attaway Brad Holcum Ruben Leon George Brick Merton Glass (7:39) Judith Bobbitt

The Board May Enter In To Executive Session Prior To The Public Hearing And Regular Session (see: Item 1.e.)

Mr. Heredia called the meeting to order at 5:43 p.m. and explained that an Executive Session is not necessary. He introduced Dr. Roger Short, from the Arizona School Boards Association (ASBA) who presented information on the Superintendent search process.

Dr. Short explained his experience doing superintendent searches. He presented a draft of the brochure for the Board to review and revise as needed. Because Ms. Witmer will correspond with Dr. Short, revisions or suggestions from the Board can be submitted to her. Dr. Short anticipates three meetings with the Board.

This first meeting covers timelines, the brochure, and the scope of advertising. The second meeting will be January 12, in an open Work Session to compile interview format. The last meeting will be February 9 to bring applications for the Board to review in Executive Session. Candidates are notified that their packet was chosen for Board review. It will take about two hours to review packets. Tentative interview dates will be set up and candidates notified.

Dr. Short presented the Board with sample questions to review and noted that the Board can prepare questions at their discretion or use the samples. To accommodate out of town candidates, he suggested Friday or Saturday interviews. A District tour could be scheduled earlier in the day to familiarize candidates with the area. The recommendation for hire would be presented to the Board at their March meeting. The Board asked for national advertisement. The Board will be available February 17-18.

Dr. Short asked that the Board submit any suggestions or revisions to Ms. Witmer for him to receive. Mr. Heredia asked for pictures of each District school to be on the cover of the brochure and suggested an informal reception for candidates that could possibly be attended by District employees, students and community members. Dr. Short noted additional Board revisions and suggestions to the brochure.

Reference checks will be made by ASBA when the finalist is chosen and comparable salaries from five other districts will be submitted for the Board to review. Dr. Short asked that additional revisions be submitted to Ms. Witmer no later than Tuesday of the following week, in order for timelines to be met. Dr. Short reminded that Board that he will assist as needed and that Mr. Contreras, ASBA Director, may also attend future meetings.

2.a. • ASBA Award Presentation

Dr. Short presented Mr. Heredia with an ASBA Middle Level Boardmanship Award from attending trainings and conferences sponsored by ASBA.

4.12. Acceptance of Brad Holcum's Donation for Uniforms/Clothing for Needy Students

The Board acknowledged Mr. Brad Holcum, from Reality Executives, who donated \$10,000 to assist needy District families with clothing or uniforms, Mayor Miguel Villalpando, and Council Member Ruben Leon who attended in support of the District and Mr. Holcum.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to give a heartfelt thank you to Mr. Holcum, Mrs. Camacho seconded. Motion carried.

Mr. Heredia noted that the media was notified of the meeting. Mayor Villalpando, Council Member Leon and the Board expressed their gratitude to Mr. Holcum.

Mr. Holcum addressed the Board and those attending by saying he was glad he was able to assist and that he is excited about the growth in the Somerton area.

1.b. Pledge of Allegiance **President**

Mr. Heredia led the Pledge.

1.c. Audience with Individuals **President** **Information**

Mr. Rhodes appreciated and requested the Board consider SEA as the official bargaining agents for Meet and Confer. He said their main focus will be to intelligently represent certified staff and hope to get the best package available for them both monetarily and non-monetarily.

1.d. Approval of Board Minutes **President** **Action**

Regular and Executive Sessions:

• October 13, 2005 and November 10, 2005

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve the October Board Meeting as submitted, Mrs. Camacho seconded, Motion carried.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve the November Regular and Executive Session Minutes as submitted, Mrs. Camacho seconded, Motion carried.

The Board moved to the Public Hearing at 6:24 p.m.

PUBLIC HEARING

Regular Board Meeting Immediately After Public Hearing

Discussion and Possible Approval of Revised Adopted 2005-06 Budget

6:25 p.m. Ms. Witmer explained that the report submitted for the Board's review was in a different format, in addition they received a copy of ADE's estimated expenditure which shows a reduced budget of \$2,059. She reminded the Board that when a budget is adopted the figures are estimates. There was no further discussion. The Public Hearing ended at 6:29 p.m.

Regular Governing Board Meeting

1. OPENING AND ANNOUNCEMENTS

1.a. Call to Order

President

Mr. Heredia noted that the meeting was unofficially called to order after Dr. Short's presentation on the Superintendent's Search.

Mr. Heredia noted that the Board may enter in to Executive Session to discuss Item 1.e.2. after the Business portion of the meeting has concluded.

2. REPORTS

2.a. Superintendents' Report

Superintendents

Information

• ASBA Award Presentation

Mrs. Bobbitt noted that she was pleased that Mr. Phillips and Mrs. Yepez were able to attend the County ASBA Meeting, where Mr. Heredia's award was presented in his absence. Mrs. Bobbitt attended the Southwest Future Forum that discussed implications of the growth throughout the county. She noted that Mr. Holcum's contribution is significant as it shows the communities partnership bringing better quality of life to all involved.

Mrs. Bobbitt publicly thanked the Board and Administrative Team during the illness and loss of her mother. The Board acknowledged that open lines of communication kept things running smoothly.

Mrs. Bobbitt reminded the Board that Monday evening at 6:00 p.m. the Legislative Meeting will be held in the lower level of the College Union. In addition Mrs. Yepez, Mr. Heredia, and Mr. Phillips will attend the ASBA/ASA Annual Conference next week in Phoenix. The National Conference will be held in Chicago and the Hispanic Celebrating Educational Opportunities will be held in Tempe, April 27-30. The NABE Conference is scheduled for January. She reminded the Board to advise Rose, if they are interested in attending conferences, so arrangements can be made.

2.b. Administrators'/Directors' Report

Information

Mr. Heredia noted a celebration held to acknowledge achievement of students and thanked the District for taking the time to acknowledge positive events. Mrs. Camacho agreed and said that parent involvement is crucial and was seen at the meeting as parents were invited to attend and share the good time with their children. Sodexo and Food Service were thanked for preparing the food for the Board, as the meeting began earlier than usual. Mr. Cabrera and Mrs. De La Fuente were commended on a wonderful holiday program at Valle Del Encanto Learning Center.

2.c. Board Member Report

Information

Mr. Omer noted that a regional forum is going to be held in the Yuma area and heard they would be inviting local school districts to attend. He suggested Mrs. Bobbitt taking that information to the County Superintendents in hopes that they can appoint a representative to give input on behalf of county districts.

2.d. Construction Update

Mr. Cabrera/Dr. Rutan

Information

Mr. Cabrera said that a local-developer, Mr. Brad Holcum, set aside ten acres as a future school site. Construction completion was set back due to hardware that was stolen from the site and library furniture that has not been delivered. The State Facilities Board does not consider a project complete until the library is in place.

Parking proposals for additional parking on the south side of Valle Del Encanto have come in at \$45,000-\$50,000. Companies will be harvesting crops in the coming months, which will increase traffic. The District is concerned for staff and parents as they park on the west side of Avenue F and walk across the street, which poses a safety hazard. The new parking would alleviate much of this concern. Mr. Omer suggested requesting installation of No Parking signs from the City.

The State Facilities Board is asking for hard bids and for Districts to no longer use CM At-Risk, as was the practice in the past. Mr. Cabrera noted that it will take more diligence and time to secure hard bids, but that the District will do whatever is necessary and required by the SFB.

2.e. Transportation/Administration Project

Dr. Rutan/Ms Witmer

Information

Dr. Rutan said after attending a meeting in Phoenix with FCI and EMC2, the District's Administration and Transportation projects were going to cost over four million dollars, which exceeds projected numbers. After much hard work on the part of District, construction and architectural staff, it was decided that only the parking area and sidewalks would be included in construction. Fencing and landscaping would not be part of the project, which assisted with reduction of funds on the Administration Project. In the case of the Transportation building, money for construction of the building, but no site work, fencing or removal of the existing building can be factored in.

Ms. Witmer explained available \$200,000 in solid funds and added that future budgets will not be impacted. Dr. Rutan explained that existing furniture and equipment will be used, as funding does not allow for purchase of new items. The Administration building would begin construction July, 2006 and end April, 2007. The Transportation project will begin July, 2006 and end July, 2007. Project timelines were changed in order for 2007 funds to be used in construction, as opposed to the preliminary projection of simultaneous construction.

The Administrative project's timeline would be to begin July, 2006 and end April, 2007. The Transportation building will be from December, 2006 to July, 2007. Initially, the projects were going to be completed simultaneously, but access to 2007 funding was important. If the Board approves this plan, masonry will be purchased and secured at the Administration site, as prices are projected to rise twenty percent in the new year. In addition, the architects will be given instructions to move forward on the final plan and engineers can be hired to complete their part.

The change in dates for completion of the Transportation building will allow the Leaking Underground Storage Unit (LUST) Project to be complete and construction to begin without delay. Dr. Rutan added that if a decision is not made at this meeting, the project can cost as much as \$700,000 within weeks.

Mr. Omer asked that staff make sure that funds are available, so that the project doesn't begin only to come to a halt, because of underestimating costs. Dr. Rutan and Ms. Witmer assured the Board that funds presented at this time are guaranteed. If there is rise in the economy, the District may get additional students, which will only add to accessible revenues. Ms. Witmer assured the Board that M/O funds will not be accessed unless absolutely necessary, but that at this point, the Board is looking at funding that is guaranteed to be available for these projects.

2.f. Evaluation Timeline Presentation Dr. Rutan/Mr. Sheppard Information

Dr. Rutan noted that Mr. Sheppard made a timeline that would take about eighteen months to evaluate and get input on a revision of the current Evaluation instrument. If this timeline is followed, the new instrument would be implemented in fall, 2007. It was noted that the Board should share in the responsibility of attending committee meetings. The Board agreed that the timeline sounds very long, but if the time is needed to perfect the instrument, it will be accepted.

Mrs. Lopez, TDS Principal, noted that the current evaluation is very much in line with programs and procedures used today (ie: West Ed and the 8-Step Process). She added that she would be willing to sit with the Board to explain how well this instruments works with the District's programs. The first time she wrote an Improvement Plan, it was obvious that each item is addressed. She added that it is a time consuming process, but it is very thorough. The Board suggested getting a trained facilitator so the committee will maintain focus.

Mr. Heredia noted that he's gotten feedback from teachers saying that the evaluation is disconnected and noted that the administrators should explain the connection to their staff. Clearly defining goals may help staff see the connection. Mr. Sheppard said completion timelines could be set sooner.

There was no further discussion.

3. CONSENT AGENDA -- PERSONNEL Superintendent Action

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 HIRING

- a. Bueno, Lourdes no money for Parent Liaison, Somerton Middle School
- b. Burruel, Norma Classroom Supervisor, Desert Sonora Elementary
- c. Flores, Minerva Secretary/Travel Specialist, District
- d. Flores, Nadia Assistant Secretary, Valle Del Encanto Learning Center
- e. Groenow, Marilyn Temporary Food Service Worker, Child Nutrition
- f. Mendoza, Viridiana District Office Specialist, District
- g. Muñoz, Jr., Luciano Payroll Specialist, District
- h. Ruiz, Marianna Instructional Assistant, Somerton Middle School

3.2 REASSIGNMENTS

- a. Alvarez Juan C. Custodian, Orange Grove Elementary
- b. Armenta, Maria I. Teacher, Valle Del Encanto Learning Center
- c. Espinoza, Claudia Teacher, Somerton Middle School
- d. Lopez, Maria D. Custodian, Somerton Middle School
- e. Quijada, Evelia Custodian, Orange Grove Elementary
- f. Rivera, Leticia Food Service Worker, Child Nutrition
- g. Villaescusa, Maria L. Food Service Worker, Child Nutrition

3.3 ADDITIONAL ASSIGNMENTS

- a. Martinez, Edith Teacher, Valle Del Encanto Learning Center
- b. Morrison, Engracia Food Service Worker, Child Nutrition
- c. Rodriguez, Gloria A Recruiter, Valle Del Encanto Learning Center
- d. Valladares, Adriana Teacher, Valle Del Encanto Learning Center

3.4 RETIREMENT

- a. Chávez, Joachim M. Teacher, Tierra Del Sol Elementary
- b. Klotz, Melany Teacher, Somerton Middle School

- 3.5 **SUBSTITUTES**
 - a. Alvarado, Gonzalo Bus Driver, Transportation
- 3.6 **STIPENDS**
 - a. Sepulveda, Angela Teacher, Desert Sonora Elementary
- 3.7 **LEAVE**
 - a. Aguirre, Alejandro Groundskeeper, Desert Sonora Elementary

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve Consent Agenda Items as submitted, Mrs. Camacho seconded, Motion carried.

4. BUSINESS AND FINANCE

Superintendent Action

- INFORMATION ONLY***
- Accounts Payable and Payroll Voucher Actual Amounts
 - Student Activity Report

4.01. Approval to Submit RFP for E-Rate Purchases

Mr. Cassidy explained that the procedure for applying for E-Rate funds is more strict and submission of an RFP prior to December 19 is required.

Mr. Heredia entertained a Motion.

MOTION: Mrs. Camacho moved to approve Item 4.01 as submitted, Mr. Omer seconded, Mr. Omer asked for a report or information to be submitted in the next Meeting's Packet, Motion carried.

4.02. Approval of FY 2005-05 Revised Budget

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve FY 2005-06 Revised Budget as presented by Ms. Witmer, Mrs. Camacho seconded, Motion carried.

4.03. Approval of Payable and Payroll Vouchers

Ms Witmer presented the ratified Vouchers for approval.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve January through June's Accounts Payable Vouchers each Not To Exceed \$1,200,000.00 and Payroll Vouchers for January through April each Not To Exceed \$500,000.00, May's Not To Exceed \$700,000.00 and June's Not To Exceed \$1,000,000.00, Mrs. Camacho seconded. The Board noted that the amounts for May and June were incorrect and should read \$1.2 million each, the correction was noted and the Motion carried.

4.04. Discussion and Possible Approval ELL/Bilingual Endorsement Stipend Agreement

Mr. Omer noted that the Board chose to leave the Agreement as is based on this year's contract. No Motion was needed.

**4.05. Approval of Second Reading of Policy Advisory No. 260
-- JFAB Admission of Homeless Students**

Mr. Heredia entertained a Motion.

MOTION: Mrs. Camacho so moved, Mr. Omer seconded, Motion carried.

4.06. Approval of Certified Representation by Somerton Education Association for Meet and Confer

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve SEA as the Certified Representative for Meet and Confer, Mrs. Camacho seconded, Motion carried.

4.07. Approval to Sign and Submit Statement of Assurance on Teacher Evaluation System Verification

Mrs. Bobbitt noted the District's attorney approves this item before she presents it for annual approval.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer so moved, Mrs. Camacho seconded, Motion carried.

4.08. Approval of Masonry Purchase

As mentioned earlier in the meeting, Dr. Rutan requested approval in order for the District to secure masonry, labor, and associates costs, prior to January's predicted price increase.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve the purchase of masonry for the Administration and Transportation buildings for an estimated \$591,000, Mrs. Camacho seconded, Motion carried. The contractor will bring the material to the site and he needs to certify that his certificates are valid. Mr. Omer asked to make sure transportation costs are included in the amount quoted.

4.09. Approval of 2005-06 Intergovernmental Agreement With Yuma County for Alternative School Services

Mrs. Bobbitt asked for this items to be approved, as it was not submitted to the Board earlier. The actual agreement will be presented to the Board at the next meeting. There are no changes from the prior agreement.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve Item 4.09, Mrs. Camacho seconded. Mr. Brick explained that the Middle School currently does not have any students enrolled at La Esperanza and recently had two return to the Middle School. Mr. Brick added that La Esperanza is a very good alternative placement and works well on his campus. Motion carried.

4.10. Discussion and Possible Recommendation on Proposed Arizona School Boards Association on ASBA By-Law Changes

Mrs. Bobbitt asked the Board to review the information and submit revisions as soon as possible.

Mr. Heredia entertained a Motion.

MOTION: Mrs. Camacho so moved, Mr. Omer seconded, Motion carried.

4.11. Discussion and Possible Recommendation on 2005 Tax Credit

Mr. Heredia wants the District to plan better for next year's Tax Credit publicity. He encourages donations dollar for dollar. He added that it's important that teachers have particular field trips or other projects specified, so donations can be made accordingly. Mr. Heredia added that people could choose for their donation to go toward uniforms, instruments, competitions, and ballet folklorico. ADE receives a report of expended funds per category. The information is sent to employees and the community at beginning and end of each year.

Mrs. De La Fuente noted that the Middle School has a Science Olympiad and Valle Del Encanto's benchmarks for children would be good to choose for funds to assist. The Board discussed specifying funding, Ms. Witmer noted that it's best not to specify funds to go to a specific teacher/person. If that person were to leave, the funds could not be used for any other purpose.

No Motion was made.

4.13. Approval to Award Contract for Construction of Administration and Transportation Buildings

Mrs. Bobbitt submitted Item 4.12 for approval.

Mr. Heredia entertained a Motion.

MOTION: Mr. Omer moved to approve, Mrs. Camacho seconded, Motion carried.

Mr. Merlos and Food Service Department was thanked for preparing food at such short notice.

1.e. Call for Executive Session President Information

A.R.S. §38-431.03 (A.1) Executive Sessions

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 a public meeting.

A.R.S. §38-431.03 (A.3) Executive Sessions

Discussion or consultation for legal advice with the attorney or attorneys of the public body.

A.R.S. §38-431.03 (A.4) Executive Sessions

Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.

The Board may enter in to Executive Session to discuss:

1. Superintendent Search
2. Food Service Audit

Mr. Heredia entertained a Motion to enter Executive Session.

MOTION: Mr. Omer so moved, Mrs. Camacho seconded, Motion carried. The Board entered Executive Session at 8:03 p.m.

Mr. Heredia entertained a Motion to resume Regular Session.

MOTION: Mrs. Camacho so moved, Mr. Omer seconded, Motion carried.

5. ADJOURNMENT

Mr. Heredia entertained a Motion to adjourn

MOTION: Mrs. Camacho so moved, Mr. Omer seconded, Motion carried, the meeting adjourned at 9:25 p.m.

Signature of Board President/Clerk

Date