



## **MINUTES**

**Thursday, May 11, 2006 ---- 6:00 p.m.**

**Valle Del Encanto Learning Center**

400 N. Avenue F  
Somerton, Arizona

### **Public Hearing Prior to Regular Board Meeting 2005-2006 Revised Budget**

The Public Hearing began at 6:07 p.m. Financial Director Cathy Witmer used a power point to present the revised budget. Mrs. Witmer informed the Board and audience that the District received \$459,744.79 in growth dollars for 2005-2006 school year. Every year as the M & O budget is set in place, she estimates high because the District can decrease the M & O budget after proposal, but can not increase except in an area such as growth dollars. The revised budget for the 05-06 school year reflects the following changes: Increase in Growth Dollars ---\$459,744.79, Decrease in Transportation Revenue Level \$1,968.92, Decrease in Excess Utilities \$17,602.00, Decrease in PL 874 moneys (this is money the District receives for families who live on the reservation or working for the military) \$2,259.00. Total Increase to the M & O budget is \$437,914.87.

The additional dollars have been placed in the benefit line item to prepay insurance and enable the District to utilize these dollars for one time expenditures. There were no questions or comments from the Board or audience. The public hearing ended at 6:23 p.m.

### **Regular Governing Board Meeting**

Attending Board: Luis Heredia Dale Phillips Leticia Yepez

Absent Board: Scott Omer Martha Camacho

Attending Public: Judith Bobbitt Dr. Doug Rutan Cathy Witmer Rose Arevalo  
 Bill Rhodes Jeanie Volpe Jean Touchet Gerald Streit  
 Shelly Mezei George Brick Maria Villarreal Dr. Merton C. Glass

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

1.a. Call to Order **President**

President Heredia called the meeting to order at 6:23 p.m.

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

The pledge of allegiance was led by Board Member Dale Phillips.

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

No one asked to speak.

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

**• June 17, 2004 Ratification of Corrections to the Regular Session Minutes**

Leticia Yepez made a motion to ratify a correction to the regular session minutes from June 17, 2004 to state the performance pay for Superintendent Bobbitt was for \$5,000.00, not \$5,000,000.00. Dale Phillips second. Motion carried.

**• April 13, 2006 Regular Session and Executive Session Minutes**

Leticia Yepez made a motion to approve the April 13, 2006 regular and executive session minutes. Dale Phillips second. Motion carried.

## **2. REPORTS**

### **2.a. Superintendents' Report**

**Information**

**Celebrations of:**

**Christopher Kostin, Yuma County Fine Arts Teacher of the Year**

**SMS Student Success at Science Fair, Desert Strings and Choral Group**

**Two Migrant Students Selected to attend Middle Level Conference in DC**

**and two Migrant Students Selected to attend Space Camp in Huntsville, Alabama**

Mrs. Bobbitt commended Mr. Christopher Kostin for being selected as the 2006 Yuma Education Foundation and Yuma County Rotary Clubs Fine Arts Teacher of the Year (Tierra del Sol); the success that Somerton Middle School students had at the Science Fair; ratings of superior and excellent for Desert Strings and Choral Group under Mrs. Ehler's direction from Desert Sonora. Mrs. Bobbitt commended the administration, teachers and students for doing such a great job.

Mrs. Bobbitt said the Board also commended the members of the Governing Board for their focus and vision for Somerton to become a district of Choice. Mrs. Bobbitt noted that it was exciting to see their vision become reality.

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

**Information**

There were no questions or comments.

### **2.c. Board Member Report**

**Information**

Mrs. Bobbitt said Clerk of the Board Scott Omer could not be present because he was celebrating his 15th wedding anniversary. However, Mr. Omer wanted to let the Board know that he had received many thanks for the salary package that had been approved by the Board. The teachers were very pleased. There were no other reports from the Board.

### **2.d. Construction Update**

**Mr. Cabrera/Dr. Rutan**

**Information**

Dr. Rutan reported structural studies have been conducted on both the pink building and the old cafeteria. They are having mold tests conducted in the buildings on the current administration site.

Work is continuing at Valle De Encanto Learning Center. The next phase of construction is focusing on landscaping in the back of the school. Grass has been planted in the back. The additional parking lot near the front of the school has been completed. They still have baseball and soccer fields to do the next phase.

A meeting is to be scheduled between the Somerton School District, Somerton City, Hall Development and representative from ADOT on the widening of Highway 95, Old Somerton Road down to County 17. They want to coordinate everyone's needed participation as one project.

The City wants to finish up the completion of Jefferson Street by Somerton Middle School. We have a major problem with the parking lot ending in a dead end and creating a congested turn around situation. We want to see if the traffic could exit to the right on Jefferson.

Mr. Heredia said it will be very important to make sure administration, staff and parents are well informed and be sure there is close coordination with Tierra Del Sol and Somerton Middle School. The construction will have a major impact. We need to make sure parents are well informed.

### **2.e. Evaluation Survey Update**

**Dr. Rutan**

**Information**

Dr. Rutan reported the results of the survey. Out of 130 certified teachers only 30 responded. Question 1: Do you see the current teacher evaluation instrument as adequate---no revision to the current instrument is necessary inadequate---a revision to the current instrument is necessary and not helpful--- a totally new instrument needs to be developed.

17 said the evaluation instrument was adequate and needed to revision, 9 said it was inadequate and a revision was necessary and 4 reported it was not helpful and a totally new instrument needed to be developed.

Question 2: It is the district's expectations that we use the PDCA Instructional Cycle (8 Step Process), Student Engagement, EI Strategies and Bloom's Taxonomy in our instruction. Do you see the connection between the evaluation instrument and the district's expectations?

19 yes, 2 no, 5 needs to be more specific and 1 other

The Board discussed the options and responses to the survey. They suggested Dr. Rutan get the evaluation committee together and make sure the language is clearly understood and matched up to district initiatives and Arizona Professional Standards. Dr. Rutan felt he had clear directions from the Board and would proceed.

### **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.

#### **3.01 HIRING**

- |                      |  |
|----------------------|--|
| a. Anaya, Vicky      | Teacher, Tierra del Sol School                 |
| b. Argueta, Erika    | Teacher, Encanto Learning Center               |
| c. Felix, Bernardo   | Teacher, Tierra del Sol School                 |
| d. Fuentes, Susan M. | Substitute Crossing Guard/Bus Aide, District   |
| e. Lopez, Viola      | Teacher, Desert Sonora School                  |
| f. Ratcliff, Kristen | Instructional Assistant, Tierra del Sol School |
| g. Sees, Debra J.    | Teacher, Desert Sonora School                  |
| h. Thompson, Kathy   | Teacher, Tierra del Sol School                 |

#### **3.02 REASSIGNMENTS**

- |                     |   |
|---------------------|---|
| a. Attaway, Jill    | Long Term Substitute, Tierra del Sol School     |
| b. Alvarez, Juan C. | Custodian Supervisor, Orange Grove School       |
| c. Figueroa, Ana D. | Food Service Worker, Tierra del Sol School      |
| d. Fuentes, Susan   | Substitute Health Assistant, District           |
| e. Lopez, Vanessa   | Instructional Assistant, Somerton Middle School |
| f. Peralta, Martha  | Food Service Worker, Encanto Learning Center    |
| g. Rojas, Maria     | Long Term Substitute, Somerton Middle School    |

#### **3.03 ADDITIONAL ASSIGNMENTS**

- |   |                         |                           |
|---|-------------------------|---------------------------|
| a. AZTEP Grant Plan Implementation  |                         |                           |
| • Elizabeth Navarro   | • Dale Singer           |                           |
| b. MEES Saturday Interventions  |                         |                           |
| • Armenta, Maria I.   | • Valladares, Adriana   |                           |
| c. Handle with Care for Special Education Staff                               |                         |                           |
| • Arroyo, Silvia  | • Hedglin, Uvet         | • Ratcliff, Kristen       |
| • Alvarez, Edmma  | • Joanicot, Eduviges    | • Saenz, Maribel          |
| • Buettner, Karl  | • Kostin, Maria         | • Sepulveda, Angela       |
| • Carbajal, Francisca   | • Lopez, Vanessa        | • Snyder, Gelsy           |
| • Cordova, Francisca  | • MacDougall, Elizabeth | • Valdivia, Mario         |
| • Correa, Doraly  | • Medina, Guadalupe     | • Valdivia, Maria         |
| • Denna, Rebecca  | • Munoz, Luciano        | • Vasquez-McCall, Vanessa |
| • Olivas, Edith   | • Pino, Abraham         |                           |
| d. Kinder Registration Night  |                         |                           |
| • Nadia Flores  | • Isabel Gradias        |                           |
| • Aida Franco   | • Karina Molina         |                           |
| • Jose Gonzalez   | • Margarita Reyes       |                           |
| • Leticia Grajeda   | • Emma Rubio            |                           |
| e. Reading First Intervention/AIMS-A Compliance                               |                         |                           |
| • Bernardo Felix  | • Angela Sepulveda      |                           |
| f. Title One Spring Break Classes and Saturday School for Program Improvement |                         |                           |
| • 15 Teachers at SMS  | • 18 Teachers at TDS    |                           |

### 3.04 SUBSTITUTES

- Puga, Norma

### 3.05 RESIGNATIONS / RETIREMENTS

- |    |                      |   |
|----|----------------------|---|
| a. | Arevalo, Rose        | Executive Secretary to Superintendent, District |
| b. | Bratt, Pauline       | Teacher, Somerton Middle School                 |
| c. | Burke, Summer        | Teacher, Tierra del Sol School                  |
| d. | Caballero, Margarita | Nurse, Tierra del Sol School                    |
| e. | Carrera, Edgardo     | Instructional Assistant, Valle del Encanto      |
| f. | Escobedo, Patricia   | Instructional Assistant, Valle del Encanto      |
| g. | Kostin, Christopher  | Teacher, Tierra del Sol School                  |
| h. | LaMarque, Marina     | Counselor, Somerton Middle School               |
| i. | Mendoza, Viridiana   | District Office Specialist, District            |
| j. | Ratcliff, Kristen    | Instructional Assistant, Tierra del Sol School  |
| k. | Saldana, Annika      | Teacher, Desert Sonora School                   |
| l. | Tepler, Jill         | Teacher, Tierra del Sol School                  |

### 3.06 GROWTH RIDERS

- |                       |                     |
|-----------------------|---------------------|
| • Aguilar, Francisco  | • Guiverra, Jessica |
| • Ayala, Maria        | • Pizano, Lidia     |
| • Barba, Sylvia       | • Pogue, Rosa       |
| • Cassidy, Sahara     | • Quintana, Olivia  |
| • Doyle, Twyla        | • Ruhnke, Allison   |
| • Duenas, Gabriela    | • Sainez, Karina    |
| • Galata, Lori        | • Valdivia, Jenissa |
| • Gonzalez, Francisco | • Vasquez, Leslie   |
| • Goycoolea, Yolanda  | • Ward, Mary        |

### 3.07 LEAVE REQUESTS

- |    |                   |  |
|----|-------------------|--|
| a. | Espinoza, Claudia | Teacher, Somerton Middle School                |
| b. | Calderon, Monica  | Instructional Assistant, Desert Sonora School  |
| c. | Lopez, Hilda      | Instructional Assistant, Tierra del Sol School |
| d. | Valdivia, Maria   | Instructional Assistant, Desert Sonora School  |
| e. | Zamora, Berenice  | Instructional Assistant, Desert Sonora School  |

### 3.08 Approval to Offer a to Other Certified Staff

- MICHAELS, WILLIAM 08/08/05

### 3.09 Approval to Offer a Contract to Certified Teachers Who Have Been Employed Less Than Three Consecutive School Years

- CAIAZZO, MARIA 01/10/06
- SHEPPARD, PATRICIA 08/31/05

### 3.10 Approval to Offer a Contract to Classified Employees Who Are Paid From Federal/ State Grants Provided Funding and Requirements Are Met

- |                       |              |          |
|-----------------------|--------------|----------|
| BANUELOS, LAURA E.    | LIAISON      | 08/31/05 |
| HOLLIS, LOIS          | RECEPTIONIST | 06/06/73 |
| MORA-GARIBAY, ROBERTO | INST. ASST.  | 08/31/05 |
| RETIZ, MARIA E.       | LIAISON      | 03/07/05 |

Mr. Heredia asked for a motion to pull item 3.05 a. Resignations/Retirements to discuss the resignation of Rose Arevalo. Leticia Yepez so moved. Dale Phillips second. Mr. Heredia asked Rose Arevalo if she had any comments she wanted to make. She thanked the Board for her time here and said she had put personal comments in a card to each member. Mrs. Bobbitt reported to the Board that it had taken over six people (including Mrs. Bobbitt) to get the Board Packets put together. Rose usually did this all by herself. Mr. Heredia said he was happy for Rose's new opportunity, but the District will miss her terribly. She has done so much for the District, he did not want to approve the resignation. Leticia Yepez expressed her admiration for Rose, her talents and how much she had helped the Board on a professional level and admiration for Rose on a personal level.

Mr. Phillips said she will be greatly missed by members of the Cocopah Tribe. She was always someone they could come to, call and get assistance. Rose certainly has the admiration from the Cocopah Tribe. Everyone agreed she will be missed!

Leticia Yepez moved with a broken heart to accept the resignation of Rose Arevalo and items a-l. Second by Mr. Phillips. There was no additional discussion. Motion carried.

Leticia Yepez moved to approve all items under the Consent Agenda for 3.01 Hiring a-h.; 3.02 Reassignments a-g; 3.03 Additional Assignments a-f.; 3.04 Substitutes; 3.06 Growth Riders, 3.07 Leave requests a-e.; 3.08 Approval to offer a contract to other certified staff; 3.09 Approval to Offer a Contract to Certified Teachers who have been employed less than three consecutive school years; 3.10 Approval to Offer a contract to Classified Employees who are paid from Federal/State Grants provided funding and requirements are met as listed on the Revised Agenda. Second by Mr. Phillips. Motion carried.

### **END OF PERSONNEL CONSENT AGENDA**

#### **3.11 Approval to Offer a Contract for Assistant Superintendent Action to Dr. Frank Reed**

Dr. Rutan said it was his pleasure to recommend Dr. Reed to the Governing Board for Assistant Superintendent for the 2006-2007 School Year. It was a majority recommendation also from the Interview Committee.

Leticia Yepez moved to approve the offer of contract as Assistant Superintendent to Dr. Reed. Second by Mr. Phillips. Motion carried.

Mr. Heredia said now we start looking to replace Dr. Reed as Principal at Orange Grove. Dr. Reed was unable to be present. All of the Elementary Principals were at a Reading First Mandatory meeting in Phoenix.

#### **3.12 Approval of New Job Description for Grounds Supervisor Action**

Leticia Yepez moved to approve the new job description for Grounds Supervisor. Mr. Phillips second.

Discussion: Mr. Heredia said he wanted the administrators to watch very carefully and make sure the grounds were being taken care of under this new plan and speak up if there are any problems. He wondered what would happen if there were a wind storm and lots of trash around and a school was not scheduled for several days. Dr. Rutan said the Grounds Crew would make rounds to all schools in that kind of case and deal with the immediate situations on each campus and then resume the regular schedule.

Motion carried.

## **4. BUSINESS AND FINANCE**

**Superintendent Action**

**INFORMATION ONLY**

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

#### **4.01 Approval of Revised 2005-06 Budget**

Leticia Yepez moved to approve the revised 2005-2006 budget as presented during the Public Hearing. Second by Mr. Phillips. Motion carried.

#### **4.02 Approval of IGA between Somerton School and Southern Yuma County Interscholastic Association continued**

Leticia Yepez moved to approve the IGA between Somerton School and Southern Yuma County Interscholastic Association. Second by Mr. Phillips. Motion carried.

**4.03 Approval of Agreement with Community Service, Stanford University for a Stanford Student to work with Somerton School District at Encanto Learning Center**

Leticia Yepez moved to approve Agreement as stated on the agenda. Second by Mr. Phillips.

Discussion: Araceli had just been accepted to be a mentor to High School Migrant Students at Stanford during June and first part of July. As soon as this job is over, she will come to Somerton and work with Encanto Learning Center. Mr. Jerry Cabrera and Maria De La Fuente will be her supervisors. Motion carried.

**4.04 Ratification of Payroll Voucher for April**

Leticia Yepez moved to approve Ratification of Payroll Voucher for April not to exceed \$1,816,300.16 for the pay period date April 21, 2006. Second by Mr. Phillips.

Discussion: Cathy Witmer explained the pay date April 21 had the districts portion of the health insurance for FY 05-06. This caused the total amount of the voucher processed to exceed the amount previously approved. Motion carried.

**4.05 Ratify changing March 16, 2007 to an Inservice Day instead of a day off. It would remain a Non Student Day.**

Leticia Yepez moved to approve ratification to change March 16, 2007 to an Inservice Day instead of a day off on the FY 06-07 School Calendar. Mr. Phillips second.

Discussion: Mrs. Bobbitt explained the first recommendation from the Somerton Education Association was to have March 16 as an Inservice on next year's calendar. When the calendar went to the Board for approval, this date was listed as a day off for students and staff. However, this would be caught. Mrs. Bobbitt made the decision to change the date back to an Inservice day as SEA had recommended so employees would not lose a day in pay. Motion carried.

**4.06 Approve the 2007-2008 Calendar to follow the 2006-2007 School Calendar**

The Somerton Education Association Meet and Confer Team, Dr. Rutan and Mrs. Bobbitt recommended for the Board to consider have the 2007-2008 Calendar follow as closely as possible the 2006-2007 Calendar to allow for two years consistency. This would allow the district to determine how the growth was affecting the budget and the earlier start time moving back from Labor Day. If adjustments need to be made, they can be made during the 2006-2007 school year and still be ahead for planning purposes.

Leticia Yepez moved to approve for the 2007-2008 Calendar to follow the 2006-2007 Calendar. Second by Mr. Phillips. Motion carried.

**4.07 Approve Intergovernmental Agreement with Arizona Nutrition Partnership**

Ms. Yepez moved to approve the Intergovernmental Agreement with Arizona Nutrition Partnership to be on a voluntary basis by each teacher. Second by Mr. Phillips. Motion carried.

**4.08 Consideration and possible action to name an area on behalf of Mrs. Bobbitt**

The Board had wanted this to be a surprise for Mrs. Bobbitt, but the item had to be discussed in open session. To keep the discussion and any decision from Mrs. Bobbitt, she left the meeting and waited until she was called back into the meeting. Ms. Yepez moved to approve the Judith Bobbitt Administrative Plaza, to be located next to the District Administration Building. Mr. Phillips seconded. Motion carried.

**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.

The Board may enter in to Executive Session discuss any/all Agenda items. The call for Executive was delayed until the end of the meeting. Leticia Yepez moved to enter executive session per A.R.S. 38-431.03 (A.3) to discuss compensation package for Superintendent and classified benefit package. Dale Phillips second. Motion carried.

The Board entered into Executive Session at 7:30 pm. Leticia Yepez made a motion to end Executive Session and reenter the regular session. Dale Phillips second. Motion carried. The Board entered into regular session at 8:00 pm.

#### **4.09 Discussion and possible approval of Superintendent's compensation package**

Leticia Yepez made a motion for Mrs. Bobbitt to receive the market adjustment of \$16,967.00 that should have been applied to her salary following the same formula that was applied to all administrators at the beginning of the 05-06 school year.

When adjustments were made to administrative salaries, Mrs. Bobbitt and the Board wanted to wait and see if there were going to be additional funds before looking at adjusting her salary or compensation package. The District has realized growth and additional money for the first time in many years. Mrs. Bobbitt asked Mrs. Witmer to look at the formula that had been approved for all of the other administrators and see what it would mean for Mrs. Bobbitt.

Dale Phillips second. Leticia Yepez and Dale Phillips voted yes. Mr. Heredia said he felt badly the adjustment had not been done earlier in the school year and Mrs. Bobbitt issued a new contract. He did not want people thinking the Board has just given this amount to Mrs. Bobbitt. Mr. Heredia voted no. Motion carried.

#### **4.10 Discussion and possible approval of classified benefit package**

Leticia Yepez made a motion to approve expenditure of one-time funds to be paid to classified employees to help offset the 1.7% increase in retirement with the funds to be paid in two installments, one half paid August 25, 2006 and one half paid December 15, 2006. To receive these one time funds the employee must have been employed in the District during the 2005- 2006 school year, and be an active employee when the funds are issued. Second by Mr. Phillips. This is in addition to the 3% increase the Governing Board had already authorized. Motion carried.

### **5. ADJOURNMENT**

Leticia Yepez made a motion to adjourn. Dale Phillips second. Motion carried. The meeting was adjourned at 8:00 p.m.