MINUTES

Public Hearing

2003-2004 REVISED BUDGET

Regular Meeting Immediately Following The Public Hearing

Thursday, December 11, 2003 -- 6:00 p.m.

Regular Governing Board Meeting

Immediately following the Public Meeting

Governing Board Room
215 North Carlisle Avenue
Somerton, Arizona

Attending Board	Scott Omer	Dale Phillips	Leticia Yepez
	Luis Heredia		
Absent Board	Martha Camacho		
Attending Public	Bill Rhodes	Jeanie Volpe	Cathy Witmer
	Gerald Streit	George Brick	Bob Cassidy
	Jody Attaway	Ken Huffman	Elizabeth Merino
	Jeanie Muñoz	Mike Slawinski	Merton Glass (6:28 p.m.)

Public Hearing

6:10 p.m. Mr. Phillips asked Mr. Heredia to lead the Pledge.

Ms. Witmer reviewed the 2003-04 Revised Budget with the Board. The Summary Page explains the Budget in more detail. After reviewing many District's budgets, the auditors commended the District for being the only one with their numbers close to actual totals.

Mrs. Volpe explained the English Language Learners (ELL) numbers and why they changed. Mr. Heredia asked for clarification of SAIS information that is submitted. Mrs. Volpe explained that strict demographic information is input that coincides with state information requested for other reports. Students are tested for language skills shortly after enrolling. Mrs. Volpe noted that 90 students were newly enrolled in the District, whether returning or new students, they must be screened and tested as appropriate to determine their English language proficiency. After exiting the ELL program, students are followed for two years to make sure they maintain their proficiency level.

Mr. Heredia asked for clarification of PL874. Ms. Witmer said that Impact Aid funds are generated by students who live on federal lands or who's parents are federal employees. Mrs. Witmer explained that there was a small reduction in the budget which reflects about $8000. There was a difference of about $40,000 between last year's and this year's budgets. In lieu of receiving tax dollars, the District is given a certain amount of Impact Aid funds. The M & O budget shouldn't go over 88% because there wouldn't be enough money to maintain operations.

No additional comments were made. The Public Hearing closed at 6:35 p.m.

Regular Board Meeting

1. OPENING AND ANNOUNCEMENTS

1.a. Call to Order **Mr. Phillips**

Mr. Phillips began the Regular meeting at 6:35 p.m.

1.b. Pledge of Allegiance **Mr. Phillips**

Mr. Heredia led the Pledge before the Public Hearing began.

1.c. Audience with Individuals **Mr. Phillips** **Information**

None submitted.

1.d. Approval of Board Minutes **Mr. Phillips** **Action**

Regular Session -- November 13, 2003

Mr. Phillips entertained a Motion to approve Minutes as submitted.

MOTION: Mr. Heredia moved to approve, Mrs. Yepez seconded, Motion carried.

1.e. Call for Executive Session **Mr. Phillips** **Action**

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 will enter in to Executive Session after all regular business is conducted.

2. REPORTS

2.a. Superintendent's Report **Mrs. Bobbitt** **Information**

- Review of Procedure and Timelines for Under Performing Classified School
- Public Relation Brochures and District Information

Mrs. Bobbitt explained that administrators were attending the Reading First conference in Phoenix. The information regarding the Mentor Program is what was omitted from the last Board Meeting. Prospective staff was not released from their current contract, so District staff will most likely be utilized for the remainder of the school year.

Mrs. Bobbitt has been working with Dr. Jay Blanchard and Arizona State University on a grant that will provide funding for Preschool Instructional Assistants to work toward their Associates Degree or Early Childhood Credentials. AWC and NAU-Yuma staff will meet with Mrs. Bobbitt in January to develop programs in the Yuma area appropriate to degree seeking staff. Currently, five Instructional Assistants may be fully certified by spring, 2005. Dr. Peterson's program has been beneficial for our staff.

The Transition Grant pays for course work to assist staff to move out of emergency certification status. In addition, the grant will help Instructional Assistants toward their certification.

The Board received information regarding Tim Hogan meeting with Mrs. Bobbitt, Dr. Post, CEO at Pinnacle West and Dr. Bell, State Facilities Board in regard to the tax proposals that may fund future school construction and deficiency projects. They hope to find a way to use a dedicated source so that general budget funds are not used. Mrs. Bobbitt will advise the Board as new information is received.

The Board received a copy of the District information packet that potential faculty and staff receive. Mrs. Bobbitt added that the web site will be updated to include information regarding Prop 101 funding and city and school district changes.

Because of the recent change in the State Board's formula for rating school performance categories, Tierra Del Sol Elementary received an Under Performing rating. An appeal was filed. This rating devastated staff because of all their hard work. Desert Sonora and Orange Grove just missed moving in to the High Performing category, so their focus will be on meeting that criteria.

As mandated by the state, Tierra Del Sol's designation has been posted on the District's web site to show that we have three Performing schools and one Under Performing. A letter will be sent to Tierra Del Sol parents to advise them. The Board asked about open enrollment and parents' ability to move their children to another District school, because of the designation. Mrs. Bobbitt will do research and return to the Board with a summary. Mr. Omer said he appreciates weekly updates from Mrs. Bobbitt to be sent to the Board on any District information.

Mr. Heredia thanked Principals for their part in making the DARE Graduation such a success. He estimated over 300 students in attendance in addition to families.

Mrs. Bobbitt mentioned land trust information that is allocated for public schools, unfortunately we were not able to access it because it was allotted to someone else. Mr. Heredia said that the 2004 ballet says that state trust land cannot be swapped with public lands if there is another land owner involved. The state receives money in state funds. A proposition has to pass in order for the land to sell and the money could get to education that way.

Mr. Heredia asked for a review of staff internet access and their use of District vehicles. He wanted to know how these are monitored, how they related to current policy and whether public funds are being used correctly. These issues have come to his attention and he wants to have a good response if needed in the future.

Ms Attaway explained that Extended School Year (ESY) is not necessarily held in the summer. If a student's Individualized Education Plan (IEP) dictates, students could attend a winter session ESY so that their progress doesn't show regression. The question was asked why Preschool is only four days a week. Ms. Attaway explained that screenings are held on Friday and staff is needed to administer those. The students are attending a state mandated amount of minutes and are not losing instructional time for not attending Fridays. Students are screened and placed as appropriate.

2.b. Administrator's/Director's Report **Information**

No additional discussion or comments.

2.c. Board Member Report **Information**

No additional discussion or comments.

2.d. YUHS District Boundaries Follow Up **Mr. Heredia** **Information**

Mr. Heredia explained that the first boundary meeting was held Monday. Mostly high School staff were in attendance. The next meeting is scheduled January 21 at 6:00 p.m. at the YUHS Administration Building. They mentioned that in 2006 or 2007 Foothills will complete a high school, but those students impact Kofa and Yuma High schools more than Cibola. Cibola staff want Somerton students to stay at Cibola because they are so involved in programs. Unfortunately, the immediate growth near Cibola dictates otherwise. Mr. Heredia will keep the Board informed.

3. CONSENT AGENDA -- PERSONNEL **Mrs. Bobbitt** **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

3.1.a.	Johnson, Robin	Teacher, Tierra Del Sol Elementary
3.1.b.	Gregory, Keri	Teacher, Desert Sonora Elementary
3.1.c.	Morrison, Terry	Teacher, Tierra Del Sol Elementary
3.1.d.	Stewart, Olga	Cafeteria Monitor, Tierra Del Sol Elementary

3.2 RESIGNATIONS

3.2.a.	Muñoz, Jeanne	Teacher, Desert Sonora Elementary
3.2.b.	Granados, Claudia	Cafeteria Monitor, Tierra Del Sol Elementary

3.3 LONG TERM SUBSTITUTES

3.3.b.	Sheppard, Patricia	Tierra Del Sol Elementary
3.3.c.	Sanchez, Annabel	Desert Sonora Elementary
3.3.d.	Alvarez, Edmma	Desert Sonora Elementary

3.4 SUBSTITUTES

3.4.a. Riggs, Deane **3.4.b**. Hernandez, Leticia

3.5 ADDITIONAL ASSIGNMENTS

3.5.a. Duarte, Alejandra District

Various Staff Members

3.5.b. PDLA Participant Stipends

- **Gifted Planning**

3.5.c. Weissenberg, Patricia
3.5.d. Martinez, Maria D.
3.5.e. Joanicot, Eduviges

3.5.f. Cycle II Comp Ed -- EL

3.6 APPROVAL OF SECRETARIAL POSITION Instructional and Literacy Services

Mrs. Bobbitt recommended approval of Item 3.2.A, there is a replacement for Ms. Muñoz's place. The Board reviewed the draft of the Secretarial Job Description for that Item 3.6. This position was also recommended for approval.

Mr. Phillips entertained a Motion Consent Agenda Items with corrections as noted.

MOTION: Mr.Omer moved to approve Agenda as submitted, Mr. Heredia asked if Executive Session is needed or not, with Personnel with Superintendent, nothing to do with this issue. seconded. Motion carried.

4. BUSINESS AND FINANCE **Mrs. Bobbitt Action**

4.01. Approval of Accounts Payable and Payroll Vouchers for the Second Half of FY 03-04

Mrs. Bobbitt submitted Vouchers for approval.

Mr. Phillips entertained a Motion.

MOTION: Mr. Omer moved to approve Accounts Payable and Payroll Vouchers for January through June as submitted. Mr. Heredia seconded. Motion carried.

4.02. Approval of Revised 2003-04 Budget

Mrs. Bobbitt recommended as submitted.

Mr. Phillips entertained a Motion.

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

4.03. Acceptance of Donation to Somerton Middle School

Mrs. Bobbitt recommended acceptance of the $850 drum set that was donated to the Middle School.

Mr. Phillips entertained a Motion to approve.

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

4.04. Reconsideration and Approval of Schedule of Fees for Community Use of School Facilities

Mrs. Bobbitt explained that Mr. Klein's detailed information regarding the Facilities use and the $18 per hour for custodians. Mr. Omer agreed that it is important to be available to community groups because those people are usually families of our students. The Board understands the importance of paying staff overtime if warranted. They also recognized the fact that the community groups requesting facilities use are limited in funds and struggle to pay the fees, at times. Staff was asked to look in to possible ways of reducing fees. Mrs. Bobbitt agreed that the District's resources need to available to the community but not a burden to them.

Mrs. Bobbitt explained that the staff are paid their regular rate or the equivalent as needed for overtime. The rate of $18 is quoted so that we don't go below any of the current staff that may be utilized for one of these functions and includes the cost of benefits. The Board wanted to address the possibility of reimbursement to a community group if actual cost for staff was not utilized. Mrs. Bobbitt said that policy needs to be more user-friendly for our community members.

Mr. Heredia mentioned using staff as a designated employee at a function. Mrs. Bobbitt explained that if a staff members works at a particular school/area, they are not always knowledgeable of codes to enter buildings or proper use of equipment that may be utilized. Mr. Omer added that if something were to break, then another staff member may have to be called to repair or assist that has the knowledge. Which would be a double cost to the District.

Mr. Huffman added that there was a situation where a staff member used a chemical cleaner improperly and permanently ruined new formica in the classroom. It could have been a potential health hazard for that person or other people attending. Luckily, that didn't happen, but it is possible.

Mr. Phillips entertained a Motion.

MOTION: Mr. Omer moved to amend our fee schedule to initially charge a flat rate of $18 and have a refund to applicants for any unused fees. Mr. Heredia seconded. Motion carried.

4.05. Approval to Change January's Regular Board Meeting to January 15 at 6:00p.m. REORGANIZATIONAL MEETING

The Board agreed to hold January's meeting on the 15.

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

CALL FOR EXECUTIVE SESSION **Mr. Phillips** **Action**

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

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MOTION: Mr. Omer moved to go in to Executive Session in regard to **A.R.S. §38-431.03 (A.1)**, Mr. Heredia seconded, the Board went in to Executive Session at 7:52 p.m.

MOTION: Mr. Omer moved to return to Regular Session at 8:15 p.m., Mr. Heredia seconded, Motion carried.

5. ADJOURNMENT

Mr. Phillips entertained a Motion to adjourn.

MOTION: Mrs. Yepez so moved, Mr. Heredia seconded. The meeting adjourned at 8:16 p.m.

Signature of Board President/Clerk Date