Regular Governing Board Meeting Minutes



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Governing Board Minutes

Somerton Elementary School District #11

Governing Board Agenda

Executive Session and Regular Governing Board

Date: Wednesday, October 10, 2012

Time: 5:30 p.m. Regular Session and Executive Session

Place: Governing Board Room • 343 N. Carlisle Ave.
Somerton AZ 85350 • (928) 341-6000 • www.somerton.k12.az.us

Attending Board:	Fern Soto	Martha Camacho	Araceli Juarez
Absent Board:	David Gonzalez	Leticia Yepez	
Attending Staff:	Jerry Cabrera	Melissa Porchas	Margarita Camacho
	Martin Velasco	Maria P. Vasquez	Tiffany Vance
	Bob Cassidy	Kim Seh	Elizabeth Garza
	Jose Moreno	Gema Felix	Veronica Lopez
	Maria C. Villarreal	Jody Attaway	Patti Weissenberg
	Maria Franco	Irene Rush	Carlos Gonzalez
	Jorge Cano		

1. Regular Governing Board Meeting Agenda

1.1. Call to Order/Pledge of Allegiance

Mrs. Camacho called the Regular Board Meeting to order at 5:35 p.m.

The Pledge of Allegiance was led by Ms. Soto.

1.2. 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.

Mrs. Camacho asked if there were any comments from the audience.
Maria Franco and Irene Rush addressed the Governing Board member regarding extended day pay for the Migrant Program.

Mrs. Camacho suggested for Dr. Reed and Mr. Cabrera to look into the matter.

1.3. Call for Executive Session

Executive Session pursuant to **A.R.S § 38-431.03**.A1--Discussion or consideration of Employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a pubic officer.

Dr. Reed stated there was not a need to enter into Executive Session.

2. Report/Discussion Item

2.1. Superintendent

Dr. Reed mentioned the following:

- Cooked fish tacos for the district office staff.
- Met Judge Nelson: Discussed the terminology of custody language.
- Alternative school has started with Carlos Gonzalez as the teacher.
- Red Ribbon Parade will be on the 24th.

2.2. Board Members Report

2.2.1. President and other Board members comments

Comments by Miss Juarez:

- Had lunch with TDS 2nd graders.
- Attended the ASBA County Workshop and she liked the phrase of one the speaker who said the following in reference to board members; "I hope that in every decision you make, at the end of the day have the kids on mind."
- Noted the great atmosphere at ELC.

Comments by Ms. Soto:

- Participated in the Native American Celebration at SMS.
- Read the Coyote story and asked students to write their thoughts. Two students from each class were selected and two of the students were tribal members.
- The students with the best responses will receive an award.
- Other speakers from the Tribe participated in different activities held at the schools.

2.3. Administrators/Directors Report

2.3.1. Elizabeth Santos, Coordinator of Health Service

- School Bell

  School Bell provides services to our students and throughout Yuma County. Last year over 3,000 students received outfits from School Bell county wide. The primary sources of funds for this organization are from donations.

- Onsite Clinic

  The School Health Care Centers site is behind SMS. It is a beautiful clinic. Students and the community will benefit from this service.

- SWRC-Audiologist

  Very pleased that we have an audiologist to help with the hearing problems and we continue with dental program.

2.3.2. Bob Cassidy, Director of Technology

- State of Technology

  Mr. Cassidy reported the following:

- Best Technology team.
- Refreshed all the teachers laptops last summer and upgraded other computers as needed.
- Advantage of E-rate to create a very fast local network and internet connection and how we are leveraging that by using cloud services that we connect to off-site for servers such as Alexandria and Visions.

2.3.3. Jorge Cano, Director of Food Service

- Menu Certification for Additional Reimbursement
- Food Service Audit Review

Mr. Cano reported the following:

- State Department made several changes to the menu. One of the changes is to add whole wheat and provide more vegetablse and fruits to the menu.
- Send a weekly menu to the state for verification and if it is approved we will get additional reimbursement.
- This year is our base year which means all lunch applications are collected. Every 4 years we get an audit review by ADE.

2.3.4. Melissa Porchas, Director of Financial Service

- Completion of FY 2012
- Completion Reports
- Auditors

Mrs. Porchas reported the following:

- The completion of Financial Report for last year and completion of Federal Grants report. All reports look fine.
- Auditors will be coming this month.

2.3.5. Martin Velasco, Supervisor of Custodian/Grounds

- Energy Management System

Mr. Velasco reported the following:

- 207 new HVAC units.
- Changed over 3700 bulbs and ballasts on the lighting with the new T8 high efficiency lamps.
- Installed over 440 ceilings and wall occupancy sensors that turn off the lights when no one is in the room.
- Installed exterior lights and exhaust fans under the Energy Management System so they can be scheduled off and on and monitored.

2.3.6. Maria Villarreal, Director of Transportation

- PPEP Tech

Mrs. Villarreal reported the following:

- Transporting PPEP Tech High School students since last year

- Revenue from PPEP Tech service will allow for the purchase of a new bus and bring back some of the Transportation Department part-time employees to full-time.
- The transition from TDS to OGE is going very well.

2.3.7. Jerry Cabrera, HR Director

- Solar System and Energy Saving
- HR Recruitment Video

Mr. Cabrera mentioned the following:

- Solar System will start at ELC, TDS and OGE will be completed by mid December. DSS and SMS will be by mid March of next year. Monthly APS energy saving so far is $70,000.00 a month. After today some changes are going to be made.
- Working on HR Recruitment Video. Teachers and principals will be interviewed for the video and it will be done by the end of October. It will be posted on the district website.

3. Other discussion items/Presentations/Information

3.1. Enrollment Summary (Information)

SCHOOL	9/30/11	9/28/12	
SMS	839	875	36
OGS	314	362	48
DSS	386	402	16
TDS	682	801	119
ELC	515	338	-177
	2736	2778	+42

Dr. Reed mentioned there is an increase in enrollment.

3.2. Number of Suspensions District Wide (Information)

SCHOOL	MONTHLY September	CUMULATIVELY
SMS	17	17
OGS		
DSS		
TDS	1	1
ELC		

4. 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 actions on the following items or defer them to the next regularly scheduled meeting.

4.1. Approval of Board Minutes

4.1.1. Regular Session Minutes September 12, 2012

4.1.2. Yuma County Workshop Minutes September 27, 2012

4.1.3. Board Retreat Minutes October 3, 2012

4.2. New Hires 2012-13

	Staff	Position Description	Location	Range	Status
4.2.1	Arriola, Francisco	Custodial Substitute	District	22	Temporary
4.2.2.	Armenta, Martiza	Substitute	District	$75.00	Temporary
4.2.3	Avery, Leah	Substitute	District	$75.00	Temporary
4.2.4	Baptiste, Cyla	Substitute	District	$75.00	Temporary
4.2.5	Bedoy, Alejandra	Substitute	District	$75.00	Temporary
4.2.6	Bonilla, Karla	Substitute	District	$75.00	Temporary
4.2.7	Cade, Beverly	Substitute	District	$75.00	Temporary
4.2.8	Carbajal, Dominique	Substitute	District	$75.00	Temporary
4.2.9	Cavazos, Veronica	Substitute	District	$75.00	Temporary
4.2.10	Crabb, Adrian	Substitute	District	$75.00	Temporary
4.2.11	De La Cruz, Ruby	Substitute	District	$75.00	Temporary
4.2.12	De Ochoa, Leonora	Substitute	District	$75.00	Temporary
4.2.13	Flores, Walther	Adult Ed Teacher	District	$22.00	Part-Time
4.2.14	Garner, Charles	Substitute	District	$75.00	Temporary
4.2.15	Gomez, Itzel	Substitute	District	$75.00	Temporary
4.2.14	Goycoolea, Yolanda	Substitute	District	$75.00	Temporary
4.2.15	Jimenez, Francisca	Substitute	District	$75.00	Temporary
4.216	Jovel, Maria	Substitute	District	$75.00	Temporary
4.2.17	Klotz, Melany	Substitute	District	$75.00	Temporary
4.2.18	Mayoral, Xochitl	Substitute	District	$75.00	Temporary
4.2.19	Meraz, Cecilia	Substitute	District	$75.00	Temporary
4.2.20	Molina, Gloria	Substitute	District	$75.00	Temporary
4.2.21	Olivas, Felipa	Substitute	District	$75.00	Temporary
4.2.22	Paredes, Ricardo I	Substitute	District	$75.00	Temporary
4.2.23	Perez, Jackie	Substitute	District	$75.00	Temporary
4.2.24	Ponce, Danny	Substitute	District	$75.00	Temporary
4.2.25	Porchas, Ruben	Substitute	District	$75.00	Temporary
4.2.26	Pulido, Elizabeth	Substitute	District	$75.00	Temporary
4.2.27	Ramirez, Harry	Substitute	District	$75.00	Temporary
4.2.28	Reyes, Dora	Substitute	District	$75.00	Temporary

4.2.29	Rodriguez, Gladis	Substitute	District	$75.00	Temporary
4.2.30	Rodriguez, Gloria	Substitute	District	$75.00	Temporary
4.2.31	Santos, Margarita	Substitute	District	$75.00	Temporary
4.2.32	Ugalde, Hector	Substitute	District	$75.00	Temporary
4.2.33	Valenzuela, Daniel	Substitute	District	$75.00	Temporary
4.2.34	Vallego, Olga	Substitute	District	$75.00	Temporary
4.2.35	Vargas, Belinda	Substitute	District	$75.00	Temporary
4.2.36	Wright, Nelda	Substitute	District	$75.00	Temporary
4.2.37	Flores, Nadia	Instructional Assistant	DSS	27	Part-Time
4.2.38	Gonzalez, Carlos	Teacher	District	49	Full-Time

4.3. Additional Assignments/Stipends 2012-2013

	Staff	Position Description	Location	Amount	Status
4.3.1	Benitez, Maria C.	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.2	Casillas, Jorge	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.3	Casillas, Martina	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.4	Cortez, Epifanio	Race to the Top	District	$22.00	Additional
4.3.5	Felix, Alicia	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.6	Felix, Hilario	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.7	Fermanis, Anna	ALEAT Updates & LEA Plan/ Race to the Top	District	$22.00	Additional
4.3.8	Juarez, Julieta	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.9	Hernandez, Abigail	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.10	Lopez, Javier	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.11	Lucero, Anne	Speech Lang. Path	District	$500.00	Stipend
4.3.12	Moreno, Manuela	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.13	Olin, Ruth	Race to the Top	District	$22.00	Additional
4.3.14	Reynoso, Bertha	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.15	Rodriguez, Brenda	Student Data for Migrant	District	Hrly Rate	Additional
4.3.16	Rodriguez, Lydia	Reading Literacy Coaches	District	$3,000.00	Stipend
4.3.17	Rodriguez, Lydia	ALEAT Updates & LEA Plan/ Race to the Top	District	$22.00	Additional
4.3.18	Runyan, Paula	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.19	Vargas, Alba	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.19	Urtuzuastegui, Rosa	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.20	Weissenberg, Patricia	Rdg. Lit. Coaches/ALEAT/ LEA/ Race to the Top	District	$22.00	Additional

4.3.21	Zepeda, Alba	Bus Driver for Sat. Migrant Prg.	District	Hrly Rate	Additional
4.3.22	Corona, Martin	Migrant Saturday School	DSS	Hrly Rate	Additional
4.3.23	Grasso, Chelsea	Race to the Top	DSS	$22.00	Additional
4.3.24	Jaquez, Julieta	Migrant Saturday School	DSS	Hrly Rate	Additional
4.3.25	Nurse, David	Race to the Top	DSS	$22.00	Additional
4.3.26	Zendegas, Lorena	Tech Coach	DSS	$1200.00	Stipend
4.3.27	Volpe, Tom	Race to the Top	ELC	$22.00	Additional
4.3.28	Colson, Josh	Race to the Top	OGE	$22.00	Additional
4.3.29	Lopez, Maria L.	Food Service Worker	OGE	Hrly Rate	Additional
4.3.3	Fermanis, Chris	Race to the Top	OGE	$22.00	Additional
4.3.31	Felix, Gema	Administrative Support	TDS	$10,000.00	Stipend
4.3.32	Garcia, Anna	Race to the Top	TDS	$22.00	Additional
4.3.33	Hurlbut, Jeremy	Race to the Top	TDS	$22.00	Additional
4.3.34	Mulloy, Alicia	Race to the Top	TDS	$22.00	Additional
4.3.35	Alvarez, Juan C.	Migrant Saturday School	SMS	Hrly Rate	Additional
4.3.36	Brown, Rachel	Cheerleading Coach	SMS	$800.00	Stipend
4.3.37	Carey, Sarah	Student Council Advisor	SMS	$900.00	Stipend
4.3.38	De Loa, Carlos	Migrant Saturday School	SMS	Hrly Rate	Additional
4.3.39	Harverson, Jessica	Race to the Top	SMS	$22.00	Additional
4.3.40	Joanicot, Eduvijes	Student Council Advisor	SMS	$600.00	Stipend
4.3.41	Magana, Sandra	Tech Coach	SMS	$1200.00	Stipend
4.3.42	Magana, Sandra	Race to the Top	SMS	$22.00	Additional
4.3.43	Martinez, Jessica	Talented Youth Coordinator	SMS	$2500.00	Stipend
4.3.44	Matthies, Nathaniel	Race to the Top	SMS	$22.00	Additional
4.3.45	Miranda, Melissa	Behavioral Management	SMS	$1500.00	Stipend
4.3.46	Munoz, Dina	Spelling Bee Poetry Advisor	SMS	$200.00	Stipend
4.3.47	Onisko, Brandon	21st Century Program	SMS	$22.00	Additional
4.3.48	Paredes, Maria E.	Adult Ed.	SMS	$22.00	Additional
4.3.49	Potestades, Mary Ann	Science Student Advisor	SMS	$500.00	Stipend
4.3.50	Pulsipher, Nicholas	Band/Music	SMS	$500.00	Stipend
4.3.51	Pulsipher, Nicholas	Race to the Top	SMS	$22.00	Additional
4.3.52	Razo, Paulina	Year Book Advisor	SMS	$500.00	Additional
4.3.53	Saunders, Nicole	Race to the Top	SMS	$22.00	Additional
4.3.54	Thompson, Eric	6th Grade Intramural Director	SMS	$500.00	Stipend

4.5.55	Williams, Gabriela	Math Student Advisor	SMS	$500.00	Stipend

4.4. Growth Rider

		Position Description	Location	Previous Range	New Range
4.4	Lopez, Matthew	Instructional Assistant	DSS	25	27

4.5. Reassignment

		Position Description	Old Position/ Status	Location	New Range	Status
45.1	Montana, Sarah	Instructional Assistant	Part-Time	DSS	31	Full-Time

4.6. Leave Request

		Position Description	Location	Leave Date	Status
4.6.1	Garcia, Yessenia	Teacher	DSS	10/16-11/26/12	Maternity Leave
4.6.2	Hollis, Charity	Food Service	OGE	10/09-11/2/12	FMLA
4.6.3	Alvarez, Juan C	Lead Custodial	SMS	9/25-10/12/12	FMLA
4.6.4	Quijada, Evelia	Custodian	SMS	8/27-11/16/12	FMLA

4.7. Resignations/Retirement/Terminations

		Position Description	Location	Leave date	Status
4.7.1	Calderon, Monica	Instructional Assistant	DSS	09/28/12	Resignation
4.7.2	Argueta, Erika	Pre-School Teacher	ELC	10/12/12	Release of Contract

4.8. Approval of Memorandum of Understanding between Somerton School District #11 and West Central Regional Service Center.

4.9. Approval of IGA between Somerton School District #11 and Southern Yuma County Interscholastic Association for July 1, 2012 - June 30, 2013.

4.10. Approval of Issuance and Post-Issuance Compliance Procedures Relating to Tax-Exempt Bonds, Tax Credit Bonds, and other Tax-Exempt Financings for the Somerton School District #11 of Yuma County, Arizona.

4.11. Approval of Second Reading of the Policy Advisories

No. 441	---DGD--Credit Cards
	DGD-R--Credit Cards
	DGD-E--Credit Cards
No.442	DJE-Bidding/Purchasing Procedures
No. 443	EF-R--Food Services (Addendum A)

No. 444	GB--General Personnel Policies
No. 445	GCCD--Professional/Support Staff Military/Legal Leave
No. 446	GCK--Professional Staff Assignments and Transfers
No. 447	GCMF--Professional Staff Duties and Responsibilities
No. 448	GCO--Evaluation of Professional Staff Members
	GCO--RA Evaluation of Professional Staff Members (Addendum B)
No. 449	IHAL--Teaching About Religion
No. 450	IHAMB--Family Life Education
No. 451	IHBCA--Programs for Pregnant/Parenting Students
No. 452	IHBE--Bilingual Instruction/Native Language Instruction
No. 453	IHBHD--Online/Concurrent/Correspondence Courses
No. 454	IKE-RB--Promotion and Retention of Students
No. 455	IJM--Special-Interest Materials Selection and Adoption
No. 456	KD--Public Information and Communication
No. 457	KHC--Distribution/Posting Promotional Materials
No. 458	GBAB--Medical Marijuana Standards and Conditions for Employees
No. 459	GBECA--Non-medical Use of Abuse of Drugs or Alcohol
No. 460	JICH--Drugs and alcohol Use by Students
No. 461	KFA--Public Conduct on School Property

4.12. Acceptance Student Activity Fund Report

4.13. Approval of Accounts Payable Vouchers for the Month of November 2012

4.13.1. Voucher No. 1017 not to exceed $250.000.00

4.13.1. Voucher No. 1018 not to exceed $250.000.00

4.13.1. Voucher No. 1019 not to exceed $250.000.00

4.13.1. Voucher No. 1020 not to exceed $250.000.00

4.14. Ratification of Accounts Payable vouchers for October.

4.14.1. Voucher No 1013 for 250,000.00 need to be ratified to 480,489.06 due to additional invoices that needed to be processed

4.15. Approval of Payroll Vouchers for the Month of November 2012

4.15.1. Voucher No. 27 not to exceed $ 375,000.00

4.15.2. Voucher No. 28 not to exceed $ 375,000.00

4.15.3. Voucher No. 29 not to exceed $ 375,000.00

4.15.4. Voucher No. 30 not to exceed $ 375,000.00

4.15.5. Voucher No. 31 not to exceed $ 375,000.00

Mrs. Camacho made a motion to approve the Consent Agenda as presented.

MOTION: Miss Juarez moved. Ms. Soto seconded the motion. Motion passed.

5. Action Items

5.1. Approval of Annual Financial Report for 2011-12.

Mrs. Camacho made a motion to approve the Annual Financial Report as presented.

MOTION: Miss Juarez moved. Ms. Soto seconded the motion. Motion passed.

5.2. Approval of Superintendent Contract 2013-2014.

Mrs. Camacho made a motion to approve Superintendent Contract as presented.

MOTION: Miss Juarez moved. Ms. Soto seconded the motion. Motion passed.

5.3. Approval to open New Positions

5.3.1. ELL Coach

5.3.2. First Things First Preschool Teacher

Dr. Reed explained that agenda item 5.3.1 actually is not a new position needed to add ELL to the position. This position is Move on When Reading Grant.

Agenda item 5.3.2 minimum requirements are AA Degree in Early Childhood Education or related field and/or a CDA certification.

MOTION: Miss Juarez moved. Ms. Soto seconded the motion. Motion passed.

5.4. Acceptance of the following donations:

Yuma Chapter of the Mountain West Credit Union Association donating school supplies to DSS

Regional Center for Board Health Inc. donated $250.00 to SMS for SA/PBIS

Wings West One, LCC donated $100.00 to TDS for Band

Anonymous donation for DSS Achieve classroom $100.00

Somerton Rotary Dictionary donation to District Third Graders

Mrs. Camacho made a motion to approve the accept the donations.

MOTION: Miss Juarez moved. Ms. Soto seconded the motion. Motion passed.

6. Adjournment

MOTION: *Mrs. Camacho moved to adjourn the meeting at 6:20 pm. Ms. Soto seconded the motion. Motion passed.*

_____ _____

Signature of Board President/Clerk *Date*