



Sonoita Elementary School District #25

Elgin School

23 Elgin Road

Elgin, Arizona 85611

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Christopher Bonn Ed.D, Superintendent

Melissa Paul, Administrative Secretary

SONOITA GOVERNING BOARD MEETING

Tuesday April 5th @ 5:00 PM

ELGIN SCHOOL CONFERENCE ROOM, ELGIN SCHOOL

Minutes

Board Attendance:

Mike Sweedo, Board President
Sharon McCully, Clerk
Kelly Bostock
Joncie Patterson
Ian Tomlinson

District Attendance:

Dr. Christopher Bonn, Superintendent
Isela Reyes, Business Manager

Study Session Budget 4:30 – 5:00

- A. Call to Order- Mike Sweedo called meeting to order at 4:41 pm.
- B. Budget Projections – Dr. Bonn presented a power point presentation on the different funds involved in a school budget, dealines, and state & federal requirements. He also spoke about budget projections and the up coming budget proposal. No questions or concerns from the public.
- C. Adjourn – Mike Sweedo adjourned Meeting at 5:36 pm.

OPENING

- A. Call to Order – Mike Sweedo called Meeting to order at 5:44 pm.
 - Pledge of Allegiance – Everyone present stood and pledged allegiance to The Flag of The United States of America.
 - Adoption of the Agenda – Mike Sweedo motioned to adopt the agenda. Motion passed 5-0.
- B. Approve Minutes
 - Meeting Minutes March 1, 2016 – Mike Sweedo motioned to approve the March 1st Minutes. Motion passed 5-0.

INFORMATION ITEMS

- C. BOARD MEMBER ACTIVITY REPORTS – None reported.
- D. SUPERINTENDENT’S REPORT
 - Enrollment Update (117) down 3 students. 1family moved and 1 child withdrew.
 - Site Based Council Report- Student/Parent Survey- Surveys went out to parents and students.
 - Educator of the Month- Feb. Angela Brown
 - 2015 Auditor General Expenditure Analysis – Elgin Students are exceeding state and peer schools. Difference in expenditure percentage is in part due to fund clean up in Visions Software. (this is still on going.)
- E. PUBLIC COMMENT –

Linda Mott - Spoke about the importance of hiring a new Curriculum and Testing Coach. This requires a full time person to collect data and stay in compliance with state mandates.

Suzanne Jenkins – Stated that she attended the tax briefing at the Sonoita Fairgrounds. About 65 people were in attendance and she would like more information regarding the school. She also requested Board Agendas be posted earlier and that the minutes and agenda be posted on the schools website.

Michelle Sebert – Expressed gratitude towards the Board and their involvement in the school. She also spoke about the importance in teacher salaries. She expressed concern with rising costs of living expenses and non-competitive salaries compared to the rest of the nation.

ACTION ITEMS

- F. DISCUSS / ACTION TO APPROVE Summer Football Camp – There is a \$5. Fee involved. Last year the kids enjoyed. Mike motioned to approve the Summer Football Camp 2nd by Ian. Motion carried 5-0.
- G. DISCUSS / ACTION TO APPROVE Nate Porter and Aidan Bronstien (student) to Attend out of State National History Bee in Chicago, IL. – Aidan qualified for the National History Bee, and would represent Elgin School. Mike motioned to approve travel for both Mr. Porter and Aidan Bronstein; the District can use field trip money to cover the costs. 2nd by Kelly. Motion carried 5-0.
- H. DISCUSS / ACTION TO APPROVE Proposed Classified Salary Schedule- The District does not currently have one in place. Mike motioned to approve the Classified Salary Schedule 2nd by Sharon. Motion carried 5-0.
- I. DISCUSS / ACTION TO APPROVE Job descriptions as follows: - Dr. Bonn was recommended by legal counsel to have job descriptions in place for every position. We are currently working to have one in place for every position. Mike motioned to approve the below mentions job descriptions. 2nd by Ian. Motion carried 5-0.
 - a. Certified Teacher
 - b. Athletic Director
 - c. Student Achievement Coach
 - d. Paraprofessional
 - e. ELL Director
 - f. Accounts Payable Clerk
- J. DISCUSS / ACTION TO APPROVE Hire of 1 to 1 Paraprofessional – The District is in a position where a disabled student requires 1 on 1. Hiring a paraprofessional would be more cost effective than paying tuition out to another district for this student. Mike motioned to approve a paraprofessional 2nd by Sharon. Motion carried 5-0.
- K. DISCUSS / ACTION TO APPROVE Hire of Certified Student Achievement Coach – This certified person would be in charge of all coordination of state mandated testing, teacher mentoring, and be on hand in case of substitute emergency situations. Mike motioned to approve the hiring of a certified achievement coach. 2nd by Ian. Motion carried 5-0.
- L. DISCUSS / ACTION TO APPROVE District Employee Salary / Rate Increases – Dr. Bonn requested 2% increase for classified staff. Minimum starting hourly rate for paraprofessionals at \$12.50/hr and 1set on salary schedule for certified. Mike motioned to approve raises 2nd by Sharon. Motion carried 5-0.
- M. DISCUSS / ACTION TO APPROVE Coaching pay increases – Based on information presented at previous Board Meeting. Mike motioned to approve coaching pay increases. 2nd by Kelly. Motion carried 5-0.

- N. DISCUSS / ACTION TO APPROVE Fingerprint Expense for Volunteers Paid by District. – Dr. Bonn stated this expense should be paid by the district for our volunteers. Mike motioned to approved paying for volunteer fingerprint expense. 2nd by Sharon. Motion carried 5-0.
- O. DISCUSS / ACTION TO APPROVE Emergency Sub Certificates for Paraprofessionals Paid by District. Dr. Bonn explained this would alleviate the sub shortage. Paraprofessionals would be used on an emergency situation only. Mike motioned to approve district paid Emergency Sub Certificates. 2nd by Joncie. Motion carried 5-0.
- P. DISCUSS / ACTION TO APPROVE District Paid Medical Benefits – Dr. Bonn requested the district pay 100% of Medical Benefits for employees. Mike motioned to approve district paid medical benefits. 2nd by Kelly. Motion carried 5-0.

*Mr. Sweedo recommended continuing to consent agenda, then returning to items Q & R to be discussed in executive session. 2nd by Ian.

Meeting moved to executive session at 6:52 pm.

- Q. DISCUSS / ACTION TO APPROVE Superintendent Evaluation- (Executive Session) – Dr. Bonn received a favorable evaluation. Mike motioned to approve the superintendent evaluation 2nd by Sharon. Motion carried 5-0.
- R. DISCUSS / ACTION TO APPROVE Governing Board Self Evaluations – (Executive Session) – Board decided to evaluate as a whole. Board decided their major problems were:
- a. Constant discussion about taxation
 - b. School budget communication and education to the community
 - c. More of instruction focus for students
 - d. High quality Education & constraints of a rural environment.

Weaknesses discussed were:

- a. Recruitment and retention of quality staff
- b. More of a focus on budget than quality of instruction

Accomplishments by the school system during the past year:

- a. E-Rate
- b. Increased test scores

Meeting resumed to regular session at 7:43 pm.

CONSENT AGENDA**

All items of Consent Agenda were approved. Motion made by Mike Sweedo, 2nd by Sharon. Motion carried 5-0. It was noted item A. was due to past reporting errors. Corrections needed to be made to satisfy a SPED MOE.

- A. Revision of 2013, 2014, 2015 Annual Financial Reports

- B. Expense Vouchers 1019, 1020, 1021
- C. Policy Advisory Volume 28, Number 1.
- D. Resignation of 3rd grade certified teacher, Sandra Uterhardt
- E. Rehire Administrative Staff:
 - a. Melissa Paul
 - b. Isela Reyes
 - c. Leonard Sadorf
- F. Rehire Certified Teachers:
 - a. Angela Brown
 - b. Peter Chap
 - c. Anna Coleman
 - d. Tamara Cubillas
 - e. Manuel Gatica
 - f. Annette Koweek
 - g. Callie Mattis
 - h. Linda Mott
 - i. Nathaniel Porter
 - j. Sherry Prentice
 - k. Michelle Sebert
 - l. Kimberly Swift
 - m. Christine Wegner-Sadorf
- G. Rehire Classified Staff:
 - a. Keith Arnett
 - b. Denise Bowden
 - c. Shelly Bowler
 - d. Lynne Daffern
 - e. Norma Etchart
 - f. Valerie Etchart
 - g. Olga Mann
 - h. Michael McDonough
 - i. Sheila Oliver
 - j. Linnette Weisel

STUDY ITEMS

Substitute compensations. Revised Budget. Projected Budget.

FUTURE AGENDA ITEMS

Ian requested next board meeting be moved to May 10 at 5pm instead of May 3rd. Mike motioned to accept the request and change next Board Meeting to Tuesday May 10 2016 at 5pm. 2nd by Joncie. Motion carried 5-0.

ADJOURNMENT

Kelly Motioned to adjourn meeting 2nd by Ian. Motion carried 5-0. Meeting was adjourned at 7:46 pm.