



Sonoita Elementary School District
Elgin School
23 Elgin Rd
Elgin, AZ 85611
(520) 455-5514 Fax (520) 455-5516
Daniel R. Erickson, Superintendent

SONOITA GOVERNING BOARD REGULAR MEETING
Tuesday, August 6, 2024 @ 5:00 PM
ELGIN SCHOOL CONFERENCE ROOM, ELGIN SCHOOL

AGENDA

PURSUANT TO A.R.S. 38-431.02 NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE SONOITA ELEMENTARY SCHOOL DISTRICT NO. 25 GOVERNING BOARD AND TO THE GENERAL PUBLIC THAT THE SONOITA ELEMENTARY SCHOOL DISTRICT NO. 25 GOVERNING BOARD WILL HOLD A REGULAR BUSINESS MEETING ON AUGUST 6, 2024, AT 5:00 P.M. IN THE ELGIN SCHOOL CONFERENCE ROOM LOCATED AT 23 ELGIN ROAD, ELGIN, ARIZONA 85611.

THE GOVERNING BOARD OF THE SONOITA ELEMENTARY SCHOOL DISTRICT NO. 25 MAY, BY MOTION, RECESS INTO EXECUTIVE SESSION AT ANY TIME DURING THE MEETING TO RECEIVE LEGAL ADVICE FROM THE BOARD'S ATTORNEY(S), EITHER IN PERSON OR VIA CONFERENCE CALL, ON ANY ITEM CONTAINED IN THIS AGENDA PURSUANT TO A.R.S. §38-431.03(A)(3).

Opening

- A. Call to Order
- Pledge of Allegiance
 - Adoption of the Agenda
- B. Approve Minutes
- July 9, 2024, Regular Meeting Minutes
 - July 16, 2024, Retreat Minutes

Information Items

- C. Board Member Activity Reports
- D. Superintendent' Report
- Enrollment ~ 117
 - Back to School
 - Meet the Teacher Night
 - Teacher of the Year
 - Facilities Update
 - Budget Update ~ July 2024
 - Student Account/8th Grade Fund Activity ~ July 2024

Public Comment

The Governing Board is prohibited by law from addressing topics which do not appear on the agenda.

The purpose of the "Call to the Public" section on the agenda is for the Governing Board to hear statements from Constituents. Response to statements will not be made at this meeting.

The person speaking shall observe the rule of propriety and refrain from slanderous remarks.

In order to ensure that each individual have an opportunity to address the Board, a two (2) minute time limit has been set for individual speakers. If considered necessary, this time limit can also be reduced to ensure that each individual has an opportunity to address the Board.

Action Items

- E. Discuss /Action to Approve – FY25 payment to Patagonia Union High School for new bus purchase, \$47,947.00.
- F. Discuss /Action to Approve – Hiring Aubrey Gallardo as Paraprofessional Substitute.
- G. Discuss /Action to Approve – Hiring Jessica Orona as Paraprofessional Substitute.
- H. Discuss /Action to Approve – Hiring Braden Davis for FY25 Psychological Services.
- I. Discuss /Action to Approve – FY25 Jeramie O’Dell providing Facilities/Maintenance Consultation Services FY25.
- J. Discuss /Action to Approve – FY26 Calendar Options. The Governing Board may vote to direct staff to hold a community forum to explore various calendar options for the 2025-26 School Year.
- K. Discuss /Action to Approve – Team Member Recruitment and Retention. The Governing Board may vote to approve Recruitment and Retention Strategies.
- L. Discuss /Action to Approve –FY25 Superintendent’s Evaluation Guidelines - The superintendent will present his updated contract including Exhibit A. The superintendent will also provide a brief narrative regarding the goals. The board will vote on the procedures using a scale of Met / Not Met for each goal. Note - The superintendent will verbally review evaluation documentation with the Governing Board in November 2024. The Governing Board will determine if satisfactory progress has been made towards the goals. If the Board determines that the superintendent has made satisfactory progress, the first half of the performance pay will be paid in December 2024. The superintendent will provide the board with copies of the following documentation for the evaluation process:
- 1 copy of the Professional Development Calendar for the first semester.
 - 2 samples of teacher feedback.
 - 1 agenda from a data review meeting.
 - 1 copy of his calendar showing at least two Parent Principal Partnership Meeting opportunities as well as any attendance at community events.
 - 1 copy of Superintendent Collaborative Network and Superintendent Leadership Forum agendas.
- The Governing Board and superintendent will discuss progress made on the superintendent goals. The superintendent will provide clarification of any questions prior to the board vote.
- M. Discuss / Action to Approve – FY25 Stipends as follow:
- a. Athletic Director ~ \$2000.
 - b. Board Secretary ~ \$4500.
 - c. Student Activities/CIMI Advisor (2) ~ \$1000/each
 - d. Coaching ~ \$1000 head coach, \$500 assistant coach for every sport.
 - e. TITLE I Director ~ \$6000.
 - f. TITLE IX ~ \$1500
 - g. Wellness Coordinator (reimbursed by ASBAIT) ~ \$500.
 - h. Missoula Children’s Theater ~ \$1,500.
 - i. 3 Day High Needs Para ~ \$1,800
 - j. 2 Day High Needs Para ~ \$1,200
 - k. 5 Day Special Needs Para ~ \$1,500
 - l. IT/Media ~ \$1,000
 - m. Transportation Coordinator ~ \$1,000
 - n. Transportation Assistant ~ \$500
- N. Discuss / Action to Approve – FY25 Classified Extra Duty Projects/Stipends.
- a. Missoula Children’s Theater ~ \$1,500 (1)
 - b. Veterans Day Coordinators ~ \$750 (4)

- c. Santa Cruz County Fair Coordinators ~ \$750 (2)
 - d. Ranch & Rodeo Day Coordinators ~ \$750 (2)
 - e. PD Coordinator/Planner ~ \$750 (1)
 - f. PD/Special Events Meal Planning/Prep ~ \$750 (2)
 - g. Special Events Prep/Setup ~ \$750 (1)
- O. Discuss / Action to Approve – Teacher Satisfaction Survey. The Governing Board may vote to approve the annual Teacher Satisfaction Survey.
- P. Discuss / Action to Approve – Exit Survey. The Governing Board may vote to approve the Exit Survey.
- Q. Discuss / Action to Approve – Taglines. The Governing Board may vote to approve the taglines for Sonoita Elementary School District and Elgin Elementary School. Successfully Empowering Students Diversely & Every Eagle Shines.
- R. Discuss / Action to Approve – FY25 Classroom Site Fund Performance Pay Plan and Project Stipends. The Governing Board may vote to approve the FY25 Classroom Site Fund Performance Pay Plan and Project Stipends as presented.
- S. Discuss – The superintendent will provide an update on the Pre-School Grant and construction.
- T. Discuss – FY24 Total Compensation Statements
- U. Discuss – Retention stipends. The Governing Board will discuss possibly adding employee retention stipends.
- V. Discuss – Santa Cruz County Treasurer’s Office.
- W. Discuss – Model Policies and Procedures 2024/2025: Volume 1 Suggested Updates. First Reading.
- ~ Policy 3-107 – Fiscal Accounting and Financial Reporting
 - ~ Procedure 3-301.A – Food Services – Nutrition
 - ~ Procedure 3-203.A – Visitors—Prohibiting Disruptions
 - ~ Policy 3-401 – Safety and Emergency Management
 - ~ Procedure 3-401.F – Safety and Emergency Management—Community Notifications
 - ~ Policy 4-101 – Board Authority to Employ
 - ~ Procedure 4-101.A – Board Authority to Employ—Background Check
 - ~ Policy 4-204 – Mandatory Reporting
 - ~ Policy 5-217 – Graduation
 - ~ Procedure 5-217.B – Graduation—Transfer Credits
 - ~ Procedure 5-217.C – Graduation—Protections for Foster Care Students
 - ~ Policy 5-303 – Student Records
 - ~ Procedure 5-303.D – Student Records—Foster Care Students
 - ~ Policy 5-105 – Open Enrollment
 - ~ Policy 5-107 – Purple Star School Program
 - ~ Procedure 5-216.A – Promotion and Retention of Students; Passing Grades—Standards and Processes
 - ~ Policy 5-219 – Arizona Online Instruction
 - ~ Procedure 5-219.A – Arizona Online Instruction—Assessment Protocol
 - ~ Policy 5-305 – Student Code of Conduct
 - ~ Procedure 5-303.D – Student Records—Foster Care Students
 - ~ Policy 5-105 – Open Enrollment
 - ~ Policy 5-107 – Purple Star School Program
 - ~ Procedure 5-216.A – Promotion and Retention of Students; Passing Grades—Standards and Processes
 - ~ Policy 5-219 – Arizona Online Instruction
 - ~ Procedure 5-219.A – Arizona Online Instruction—Assessment Protocol
 - ~ Policy 5-305 – Student Code of Conduct

- ~ Policy 5-404 – Administration of Medicine
- ~ Procedure 5-404.A – Administration of Medicine—Procedures for Administration

Consent Agenda**

**A Board member may request any item listed under the consent agenda be removed from the consent agenda. If an item is removed from the consent agenda, it will be discussed and voted upon separately immediately following the consent agenda. Specific information regarding the matters being approved under the consent agenda is available in the Board packet and may be reviewed during normal business hours.

- Expense Vouchers – FY 23/24 ~ 1040
FY 24/25 ~1000, 1001, 1002
- Payroll Vouchers – 2, 3

STUDY ITEMS

FUTURE AGENDA ITEMS

- Student Achievement
- Adding an additional administrative position ~ January 2025
- Alternate School Year Calendar
- Elgin Elementary Advisory Committee
- Staff recruitment
- Staff retention

ADJOURNMENT

Information regarding the Governing Board's Agenda for the meeting may be obtained by calling 455-5514.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990, QUALIFIED DISABLED INDIVIDUAL (S) WHO REQUIRE SPECIAL ACCOMMODATIONS MAY CONTACT DANIEL ERICKSON OR HEIDI GONZALES AT 455-5514 AT LEAST 72 HOURS PRIOR TO THE SCHOOL BOARD MEETING.

IF AN INDIVIDUAL WISHES TO HAVE AN INTERPRETER PRESENT AT A BOARD MEETING, THE PERSON MUST REQUEST AN INTERPRETER BY CONTACTING DANIEL ERICKSON OR HEIDI GONZALES AT 455-5514 AT LEAST 72 HOURS PRIOR TO THE SCHOOL BOARD MEETING."

Posted 8/5/24 10:00 am Sonoita Post Office and Elgin School

I, Heidi Gonzales, certify that this notice of public meeting, prepared pursuant to A.R.S. 38-431.02, was posted at Sonoita Post Office, and Elgin School on the 5th day of August 2024 at 10:00 am.

/s/ 
