

SANTA CRUZ ELEMENTARY SCHOOL #28

The Little Red School
School Board Meeting
Tuesday, August 13th, 2024
Minutes

(Those in attendance are respectfully requested to silence their cell phones/electronic devices)

Pursuant to A.R.S. #38-431.02, notice is hereby given to the members of the Governing Board of the Santa Cruz Elementary School District #28 and to the general public that the Board will hold a Regular Board meeting, on **Tuesday, August 13th, 2024** at 5:30p.m., in the District Office located at 7 Duquesne Rd, Nogales, AZ. Doors will be opening for the public @ 5:15 P.M.

The Board may hold one or more executive sessions during the meeting pursuant as indicated below. Executive sessions are not open to the public. The Governing Board reserves the right to move into executive session pursuant to A.R.S. 38-431.03 (A) (3) for legal advice from the attorney for the district, either in person or telephonically, on any agenda item.

The governing Board reserves the right to reschedule, delete, or rearrange items on the agenda, to efficiently conduct its business.

Notices and agendas are posted at: Santa Cruz Elementary School District Office located at 7 Duquesne Road, Nogales, Arizona 85621, accessible to the public 24 hours a day
District website at: <http://www.sced28.com/>

If you are in need of translation services or are a person with a disability seeking reasonable accommodation in order to access the Governing Board meeting, please contact Danitza Garcia @ dgarcia@sced28.com (1) working day prior to the Governing Board meeting.

A. Call to order @5:33 P.M.

1. Roll call:	Board President: Dr. Carrie Pottinger	present
	Board Clerk: Dr. John Wemlinger	present
	Board Member: Mr. Ron Fish	arrived @5:35 P.M.
	Board Member: Mr. D. Fish	arrived @ 5:35 P.M.
	Board Member: Mr. Robert Noon	present
	Superintendent/Principal: Mrs. Romero	present

B. Pledge of Allegiance:

Led by Dr. Potting

C. Call to the Public: None

Members of the public wishing to address the Board on education-related matters within the jurisdiction of the Board are required to complete the appropriate “Request to Speak” form and submit the completed form to the Board prior to the meeting. The President will recognize individuals from the public to address the Board. Public comments should be limited to 3 minutes or less in order to continue with the efficiency of the meeting. The Board requests that the public refrain from the use of speech or language that is offensive or inappropriate to the proper conduct of the meeting. At the conclusion of the call to the public, individual members of the Board may only respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action on the current agenda. Members of the audience are also reminded that personal attacks on individuals are discouraged; the Board policy allows complaints about individual employees of the District to be addressed by completion of Policy KEB.

D. School Board Minutes.

Discuss/Approve the following Board Minutes:

1. Board Meeting Minutes, June 25th, 2024

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

Discuss/Approve the following Board Minute

2. Board Meeting Minutes, July 9th, 2024

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

E. Reports:

a. Arizona Auditor General’s presentation on the District’s December 2023 financial risk analysis results.

Megan Heagar, Amanda Winn, Michael Carharn from Arizona Auditor General’s office provided data from district financial risk to help budgeting

F. New Business:

1. Adopt Student handbook effective August 5, 2024 for SY 24-25

Mr. Fish motioned to adopt, Danny Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

2. Adopt Staff handbook effective August 1, 2024 for SY 24-25

Mr. Fish motioned to adopt, Mr. Noon 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

3. Discuss/Approve Kathy Romero as Qualified Evaluator for SY 24-25

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

4. Discuss/Approve Teacher evaluation instrument for SY 24-25

Mr. Fish motioned to approve, Dr. Wemlinger 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

5. Discuss/Approve Classified employee evaluation instrument for SY 24-25

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

6. Discuss/Approve District wide parental involvement policy for SY 24-25

Dr. Wemlinger motioned to approve , Mr. Noon 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

7. Discuss/Approve Gifted Scope and Sequence SY 24-25

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

8. Discuss/ Approve 301 Performance Based Classroom Site Fund Compensation Plan

Dr. Wemlinger motioned to approve, Mr. Noon 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

9. Discuss/Approve BCB member Conflict of Interest Statements

Danny Fish motioned to approve, Dr. Wemlinger 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

10. Discuss/Approve Mesa Learning virtual study course of Social Studies for middle school students in the amount of \$175.00 per semester course per student for SY 24-25.

Mr. Fish motioned to approve, Dr. Wemlinger 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

11. Discuss/Approve lift of hiring freeze for the SY 24-25 for Santa Cruz Elementary Distric#28
Dr. John motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

12. Discuss/Approve hire of substitute teacher Mr. Palmer including long term subbing if needed for SY 24-25.

Mr. Fish motioned to approve, Danny Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

13. Discuss/Approve hire of substitute teacher Ms. Emily Modellmog including long term subbing if needed for SY24-25.

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

14. Discuss/Approve hire of contracted services from Pete Simon beginning school year 24-25 for Special Education Services

Dr. Wemlinger motioned to approve, Mr. Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

15. Discuss/Approve hire of Claudia Gonzalez for SY 24-25 speech services in the Special Education Department

Mr. Fish motioned to approve, Dr. Wemlinger 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

16. Discuss/Approve hire of Dominique Gonzalez for SY 24-25 occupational Therapy in the Special Education Department

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

17. Discuss/Approve \$3,000 Extra Duty Athletic Director Stipend for Manny Romero SY 24-25

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

18. Discuss/Approve hire of Mr. Manny Romero for football coach at \$1,500.00

Dr. Wemlinger motioned to approve, Mr. Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

19. Discuss/Approve hire of Mr. Lopez for Girls Volleyball Coach at \$1,500.00

Mr. Fish motioned to approve, Dr. Wemlinger 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

20. Discuss/Approve \$4,800 Extra Duty AZELLA and District Test coordinator Stipend for Christine Bastidas for SY 2024-2025.

Dr. Wemlinger motioned to approve, Danny Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

21. Discuss/Approve technology coordinator for Ralph Lopez in the amount of \$2,000 for SY24 -25.

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

22. Discuss/Approve \$2,800 Extra Duty Stipend for Diana Lopez and Amanda Dupuy for K-8 Gifted Education services SY 24-25

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

23. Discuss/Approve fringe benefits for certified and classified staff for School year 24-25 to include:

- a) National Holiday Pay for 10 month classified employees based on number of hours worked daily
- b) Reimbursement of the following taxable benefits: fingerprint clearance cards, CPR, First Aid, Physical Exams needed to perform job related duties
- c) School Employee incentives including: plaques/Awards, school spirit gear, and incentive programs

Dr. Wemlinger motioned to approve, Mr. Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

24. Discuss/Approve Leeshanok technology as sole source Network Provider for SY 24-25

Dr. Wemlinger motioned to approve, Danny Fish 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

25. Discuss/Approve Citizen Auto Stage as Sole Source Transportation Provider SY 24-25

Mr. Fish motioned to approve, Danny Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

26. Discuss/Approve sole source vendors for SY 2024-2025: Office Depot, CCS, fleet services, Waxie.

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

27. Discuss/Approve interim Business manager, Denisse Melendez beginning July 1, 2024 until issuance of contract based on current contracted pay rate

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

28. Discuss/Approve interim Superintendent/Principal, Kathy Romero beginning July 1, 2024 until issuance of contract based on current contracted pay rate

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

29. Discuss/Approve Business Manager, term administrator contract beginning August 5, 2024

Mr. Fish motioned to approve, Danny Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

30. Discuss/Approve Superintendent/Principal certified contract beginning August 5, 2024

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

New Policies for Study:

1. Policy No. 787 IJNCB Use of technology Instructional
2. Policy No. 788 ACA Sexual Harassment
3. Policy No. 789 ACAA, ACAA-R Title IX Sex Discrimination
4. Policy No. 790 GBK Staff Grievances
5. Policy No. 791 JII Student Concerns, complaints, and Grievances
6. Policy No. GCD, GDK, GCCA Staff Vacation & Holidays, schedules, Sick Leave
7. Policy No. 792 BBBA Board Member Qualifications
8. Policy No. 793 GCF Professional Staff Hiring
9. Policy No. 794 GDF Support Staff Hiring
10. Policy No. 795 IHA Basic Instructional Program
11. Policy No. 796 IKF Graduation Requirements
12. Policy No. 797 JFABC Admission of Transfer Students
13. Policy No. 798 JFB, JFB-R Open Enrollment
14. Policy No. 799 JHD, JHD-R, JHD-EA Exclusions from Exemptions &; Attendance JHD-EB
15. Policy No. 800 JLCD-R Medicines/Administering Medicines to students

Enrollment: 129 total, ½ kinder count 122

G. Reports:

1. Teacher/Staff Report: **NONE**
2. Superintendent/Principal Report by Mrs. Romero talked about adjustments of all employee schedules and classes as needed, consulting with attorney's County Treasurer issues, weekly teacher and classified meetings on Mondays for school operations and efficiency, ADE state documents entered as applicable.
 - a.) District Happenings : Mrs. Romero talked about welcome back staff training August 1 and August 2nd, Meet the teacher event August 2nd, First Day of School August 5th, County Superintendent and staff were present at meet the teacher event , Beginning of Year Assessments taking place, Open house August 15th @ 5:30 P.M.
 - b.) 3. Board President's Report: **None**

FY 2024-2025

August 2024

PAYROLL:

RATIFY: FY2024-2025

PP0001	\$5049.85
PP0001.1	\$8420.79
PP0002	\$10,242.07
PP0002.1	\$8420.79
PP0003	\$44,092.05

APPROVE: FY2024-2025

PP0001	\$55,000.00
PP0002	\$55,000.00
PP0003	\$55,000.00
PP0004	\$55,000.00
PP0005	\$55,000.00
PP0006	\$55,000.00
PP0007	\$55,000.00

RATIFY: FY2023-2024

PP00025	\$42,665.78
PP00026	\$42,994.89
PP00027	\$37,871.99
P00028	\$32,831.85
P00028.1	\$13,684.72

EXPENSE:

RATIFY: FY 2024-2025

E-2501	\$109,728.07
E-2502	\$9530.76

APPROVE: FY2024-2025

E-2501	\$40,000.00
E-2502	\$40,000.00
E-2503	\$40,000.00
E-2504	\$40,000.00
E-2505	\$40,000.00
E-2506	\$40,000.00
E-2507	\$40,000.00

RATIFY: FY2023-2024

E-2425	\$19,990.94
E-2426	\$4,440.21
E-2427	\$8,747.90

Dr. Wemlinger motioned to approve, Mr. Noon 2nd

H. Budget Balance Summary: Reported by Denisse Melendez

I. Future Board Agenda Item:

IGA Food Service, IGA Little Red and Santa Cruz Dist. #35, policies for adoption

J. Next Board Meeting:

September 10th, 2024 @ 5:30 P.M.

K. Adjournment: @7:12 P.M

Dr. Wemlinger motioned to approve, Danny Fish 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	X		
Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		