



*Sonoita Elementary School District # 25*  
*Elgin School*

23 Elgin Road  
Elgin, Arizona 85611  
(520) 455-5514 Fax (520) 455-5516

*Mary Faley, Superintendent*  
*Melissa Paul, Executive Secretary*

REGULAR GOVERNING BOARD MEETING  
Tuesday December 12, 2023 @ 5:00 PM  
Elgin School Conference Room

MINUTES

BOARD ATTENDANCE:

Ginny Cosbey, President  
Harry Dotson, Clerk  
Nancy Webster, Member  
Megan Thomas, Member  
Anthony Fennell, Member

DISTRICT ATTENDANCE:

Mary Faley, Superintendent  
Heidi Gonzales, Business Manager

OPENING

A. Call to Order ~ Ginny Cosbey called the meeting to order at 5:00pm.

- Pledge of Allegiance ~ All in attendance stood to recite the Pledge of Allegiance.
- Adoption of the Agenda ~ Ginny Cosbey made a motion to adopt the agenda, Harry Dotson 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

B. Approve Minutes

- Meeting Minutes November 7, 2023
- Special Meeting Minutes November 14, 2023
- Special Meeting Minutes November 16, 2023
- Special Meeting Minutes December 5, 2023
- ~ Ginny Cosbey made a motion to approve the Meeting Minutes November 7, 2023, the Special Meeting Minutes November 14, 2023, Special Meeting Minutes November 16, 2023 and the Special Meeting Minutes December 5, 2023, Megan Thomas 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

INFORMATION ITEMS

C. BOARD MEMBER ACTIVITY REPORTS

~ Anthony Fennel gave a public statement on behalf of Megan Thomas and himself regarding Administration and Board Presidency for the record and on the record. (After Item T.)

D. SUPERINTENDENT'S REPORT

- Students of the Month ~ K-2 - Hayden Baker, 3-5 - Lincoln Beal, Middle School - Roxy Pavolka.
- Enrollment (134)
- Student Achievement
- Sports ~ Megan Thomas summarized the Softball Season. Kerry Newberry summarized the Boys Basketball Season.
- Calendar/Events
- Budget Update ~ November 2023 ~ Heidi Gonzales gave a budget update.
- Student Account/8<sup>th</sup> Grade Fund Activity ~ November 2023 ~ Heidi Gonzales gave a Student Account/8<sup>th</sup> Grade Fund Activity update.

PUBLIC COMMENT

~ Annette Kowee addressed the Board regarding 4- Day School weeks.

DISCUSSION / ACTION ITEMS

E. DISCUSS - Resolution for ASBA/Future ASBA membership.

~ The Board discussed future ASBA membership, researching the Trust Model Policy and possibly moving from ASBA Policy Bridge to the Trust Model Policy.

F. DISCUSS - Private School Student Participation in Athletics.

~ The Board discussed Private School Student Participation in Athletics.

G. DISCUSS / ACTION TO APPROVE - Hiring Jerome Ramirez for Middle School ELA FY 23/24.

~ Ginny Cosbey made a motion to approve hiring Jerome Ramirez for Middle School ELA FY 23/24, Anthony Fennell 2<sup>nd</sup>, motion carried 4/0/1.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.			X

H. DISCUSS / ACTION TO APPROVE - Hiring Jaimee Cass for Full Time Paraprofessional FY 23/24.

~ Ginny Cosbey made a motion to approve hiring Jaimee Cass for Full Time Paraprofessional FY 23/24, Megan Thomas 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

I. DISCUSS / ACTION TO APPROVE - Billie Jean Hintsala resignation effective November 2, 2023.

~ Ginny Cosbey made a motion to approve Billie Jean Hintsala's resignation effective November 2, 2023, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

- J. DISCUSS / ACTION TO APPROVE - Updated addendum for SLP services with ProCare Therapy to hire Suzanne Loparnos for virtual SLP services.

~ Ginny Cosbey made a motion to approve the updated addendum for SLP services with ProCare Therapy to hire Suzanne Loparnos for virtual SLP services, Nancy Webster 2<sup>nd</sup>, motion carried 4/0/0/1.

Member	Aye	Nay	Abstain	Recuse
G.C.	X			
H.D.	X			
N.W.	X			
A.F.				X
M.T.	X			

- K. DISCUSS / ACTION TO APPROVE - Expending \$10,000 with Robert Polcar Architects for the design of ADA compliant ramp to middle school. To be reimburse by School Facilities Oversight Board.

~ Ginny Cosbey made a motion to approve expending \$10,000 with Robert Polcar Architects for the design of ADA compliant ramp to middle school. To be reimburse by School Facilities Oversight Board. Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

- L. DISCUSS / ACTION TO APPROVE - Selling outdated and broken IT equipment to SecondLifeMac.

~ Ginny Cosbey made a motion to approve selling outdated and broken IT equipment to SecondLifeMac, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

- M. DISCUSS / ACTION TO APPROVE - FY 24/25 School Calendar.

~ The Board discussed researching 4-Day school weeks and would like to table the approval of a FY 24/25 School Year Calendar.

~ Ginny Cosbey made a motion to table the FY 24/25 School Calendar, Megan Thomas 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		

H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

N. DISCUSS / ACTION TO APPROVE - FY 23/24 Expenditure Budget Revision #1.

~ Heidi Gonzales reviewed changes from the adopted budget to the budget revision #1.

~ Ginny Cosbey made a motion to approve the FY 23/24 Expenditure Budget Revision #1, Harry Dotson 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

O. DISCUSS / ACTION TO APPROVE - Rescheduling January 2, 2024 Regular Board Meeting to January 9, 2024 due to holidays.

~ The Board discussed rescheduling January 2, 2024 Regular Board Meeting, due to Board Member availability January 16<sup>th</sup> was agreed upon.

~ Ginny Cosbey made a motion to reschedule the January 2, 2024 Regular Board Meeting to January 16, 2024 due to holidays, Megan Thomas 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

P. DISCUSS / ACTION TO APPROVE - DISCUSS - Second Reading and possible adoption, Policy Advisory Volume 35, Number 3, September 2023.

- ~ Policy Advisory No. 748 .....Policy BCB –Board Member Conflict of Interest
- ~ Policy Advisory No. 749.....Policy BDA – Board Organizational Meeting
- ~ Policy Advisory No. 750 ..... Policy BE – School Board Meetings
- ~ Policy Advisory No. 751 ..... Policy BEDA – Notification of Board Meetings
- ~ Policy Advisory No. 752.....Policy BEDB – Agenda
- ~ Policy Advisory No. 753 ..... Policy CBI – Evaluation of Superintendent
- ~ **NEW** - Exhibit CBI-EB – Evaluation of Superintendent
- ~ Policy Advisory No. 754 ..... Policy EBC – Emergencies
- ~ Policy Advisory No. 755 .....Policy GCG-Part-Time and Substitute Professional Staff Employment
- ~ Policy Advisory No. 756 ..... Policy IHA –Basic Instructional Program
- ~ Exhibit IHA-E –Basic Instructional Program
- ~ Policy Advisory No. 757.....Policy JFABDA – Admission of Students in Foster Care
- ~ Policy Advisory No. 758 ..... Policy JK – Student Discipline
- ~ Policy Advisory No. 759 ..... Policy JKD – Student Suspension
- ~ Policy Advisory No. 760 .....Policy JKE – Expulsion of Students
- ~ Policy Advisory No. 761.....Policy JLH – Missing Students
- ~ Policy Advisory No. 762.....Regulation JRCA-R – Request for Transfer

~ The Board discussed the policy advisories.

~ Ginny Cosbey made a motion to approve Policy Advisory Volume 35, Number 3, September 2023 as above, Harry Dotson 2<sup>nd</sup>, motion carried 4/0/1.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.			X
M.T.	X		

#### 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 ~ 1013, 1014, 1015, 1016, 1017
- Payroll Vouchers ~ 10, 11, 12, 12.1, 12.5

~ Ginny Cosbey made a motion to approve the consent agenda, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

#### STUDY ITEMS

- 4 Day School Week, Monday through Thursday. Survey staff and parents.

#### FUTURE AGENDA ITEMS

- Student Achievement
- Adding an additional administrative position
- Trust Model Policy
- Chronological Board Activity List - Review timelines.

#### DISCUSSION/ACTION ITEMS

- Q. DISCUSS / ACTION TO APPROVE - Recommended that the Governing Board approve the call for Executive Session pursuant to A.R.S. 38-431.03(A)(1). The Governing Board may meet in Executive Session to discuss Superintendent/Principal Contract Negotiations.

~ Ginny Cosbey made a motion to enter Executive Session pursuant to A.R.S. 38-431.03(A)(1). The Governing Board may meet in Executive Session to discuss Superintendent/Principal Contract Negotiations, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		

- R. DISCUSS / ACTION TO APPROVE- Superintendent's Evaluation- The Governing Board may vote to convene in Executive Session, which will not be open to Public, Regarding this item. Pursuant to A.R.S §38-431.03 (A)(1): Employment.
- S. DISCUSS / ACTION TO APPROVE - Superintendent's performance, progress towards established goals. The Governing Board may vote to convene in Executive Session, which will not be open to Public, Regarding this item. Pursuant to A.R.S §38-431.03 (A)(1): Employment.
- T. DISCUSS / ACTION TO APPROVE- Superintendent's mid-year performance payment as stated per contract, Exhibit A at 8 %. 1% to 10% of Superintendent's base salary.

~ The Board reconvened in regular session @ 8:44.

ADJOURNMENT ~ Ginny Cosbey made a motion to adjourn the meeting at 8:54pm, Anthony Fennel 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
G.C.	X		
H.D.	X		
N.W.	X		
A.F.	X		
M.T.	X		