



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 MEETING  
TUESDAY, FEBRUARY 4, 2025 @ 5:00 PM  
ELGIN SCHOOL CONFERENCE ROOM, ELGIN SCHOOL

MINUTES

BOARD ATTENDANCE:

Harry Dotson, President  
Nancy Webster, Vice President  
Anthony Fennell, Member  
Aaron Thomas, Member  
Dave Naugle, Member

DISTRICT ATTENDANCE:

Dan Erickson, Superintendent  
Heidi Gonzales, Business Manager

OPENING

- A. Call to Order ~ Harry Dotson 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

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

B. Approve Minutes

- Meeting Minutes January 7, 2025  
~ Harry Dotson made a motion to approve the Meeting Minutes of January 7, 2025, Dave Naugle 2<sup>nd</sup>, motion carried 5/0.

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

INFORMATION ITEMS

C. BOARD MEMBER ACTIVITY REPORTS

~ Dave Naugle and Harry Dotson reported on the January 23 Board Training.

D. SUPERINTENDENT'S REPORT

- Enrollment (116)
- Students of the Month ~ Dayton Swift and McKenna Cass
- Letters of Intent ~ All have been returned. Will have one elementary teaching position open for SY25/26.
- Calendar/Events

- Sports
- Budget Update ~ January 2025
- Student Account/8<sup>th</sup> Grade Fund Activity ~ January 2025

## PUBLIC COMMENT

~ None

## ACTION ITEMS

- E. DISCUSS / ACTION TO APPROVE – The Governing Board may vote to approve signing a “Common Interest Agreement” and an “Amended Tolling Agreement” between the District and other relevant parties to share in common interest discussions and materials as well as toll any applicable statutory deadlines for possible litigation stemming from the alleged embezzlement by the former Santa Cruz County Treasurer. The Governing Board may vote to convene in executive session, pursuant to A.R.S. Section 38-431.03(A)(3), for the purpose of receiving legal consultation from the attorney of the public body regarding a proposed “Common Interest Agreement” and “Amended Tolling Agreement” between the District and other parties to possible litigation stemming from the alleged embezzlement by the former Santa Cruz County Treasurer.

~ Harry Dotson made a motion to convene in executive session pursuant to A.R.S. Section 38-431.03(A)(3), for the purpose of receiving legal consultation from the attorney of the public body regarding a proposed “Common Interest Agreement” and “Amended Tolling Agreement” between the District and other parties to possible litigation stemming from the alleged embezzlement by the former Santa Cruz County Treasurer at 5:13pm, Nancy Webster 2<sup>nd</sup>, motion carried 5/0, all visitors left the room and the Board began executive session.

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

~ The Board reconvened in regular session at 5:27pm.

~ Harry Dotson made a motion to approve signing a “Common Interest Agreement” and an “Amended Tolling Agreement” between the District and other relevant parties to share in common interest discussions and materials as well as toll any applicable statutory deadlines for possible litigation stemming from the alleged embezzlement by the former Santa Cruz County Treasurer, Dave Naugle 2<sup>nd</sup>, motion carried 5/0.

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

- F. DISCUSS / ACTION TO ACCEPT – 2024 tax credit donations as listed. (\$17,995.00)

~ Harry Dotson made a motion to accept the 2024 tax credit donations as listed, Anthony Fennel 2<sup>nd</sup>, motion carried 5/0.

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

- G. DISCUSS / ACTION TO APPROVE – 2<sup>nd</sup> semester Middle School Treasurers – McKenna Cass and Emmy Ortiz.

~ Harry Dotson made a motion to approve the 2<sup>nd</sup> semester Middle School Treasurers – McKenna Cass and Emmy Ortiz, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		

A.F.	X		
D.N.	X		
A.T.	X		

H. DISCUSS / ACTION TO ACCEPT – Alicyn Schnurr’s resignation at the end of SY24/25.

~ Harry Dotson made a motion to accept Alicyn Schnurr’s resignation at the end of SY24/25, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

I. DISCUSS / ACTION TO APPROVE – Education Technology Consortium Cooperative Purchasing Agreement March 1, 2025, through February 28, 2030.

~ Harry Dotson made a motion to approve the Education Technology Consortium Cooperative Purchasing Agreement March 1, 2025, through February 28, 2030, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

J. DISCUSS / ACTION TO APPROVE – ELA Curriculum. Houghton Mifflin Harcourt for 6 fiscal years through FY30/31.

~ Dan Erickson and Callie Mattus recommended the Houghton Mifflin Harcourt ELA curriculum and discussed how it will benefit instruction.

~ Harry Dotson made a motion to approve the adoption of the Houghton Mifflin Harcourt ELA curriculum for 6 fiscal years through FY30/31, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

K. DISCUSS / ACTION TO APPROVE – Sonoita Elementary School District Gifted Scope and Sequence.

~ Harry Dotson made a motion to approve the Sonoita Elementary School District Gifted Scope and Sequence, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

L. DISCUSS / ACTION TO APPROVE – District Paid Holidays beginning FY25/26.

~ Labor Day                      ~ Independence Day  
~ Veterans’ Day                ~ New Year’s Day

~ Thanksgiving  
~ Christmas Eve  
~ Christmas Day

~ Civil Rights Day  
~ Memorial Day  
~ Juneteenth

~ Harry Dotson made a motion to approve the District Paid Holidays beginning FY25/26, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

M. DISCUSS / ACTION TO APPROVE – Certified Placement and Step Schedule beginning FY25/26.

~ Dan Erickson and Heid Gonzales explained the changes to the proposed schedule.

~ Harry Dotson made a motion to approve the Certified Placement and Step Schedule beginning FY25/26, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

N. DISCUSS / ACTION TO APPROVE – Classified Exempt Placement and Step Schedule beginning FY25/26.

~ Dan Erickson and Heid Gonzales explained the changes to the proposed schedule.

~ Harry Dotson made a motion to approve the Classified Exempt Placement and Step Schedule beginning FY25/26, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

O. DISCUSS / ACTION TO APPROVE – Classified Placement and Step Schedule beginning FY25/26.

~ Dan Erickson and Heid Gonzales explained the changes to the proposed schedule.

~ Harry Dotson made a motion to approve the Classified Placement and Step Schedule beginning FY25/26, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

P. DISCUSS / ACTION TO APPROVE – School Nurse Placement and Step Schedule beginning FY25/26.

~ Harry Dotson made a motion to approve the School Nurse Placement and Step Schedule beginning FY25/26, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		

D.N.	X		
A.T.	X		

Q. DISCUSS / ACTION TO APPROVE – FY25/26 Teacher Contract Document.

~ Harry Dotson made a motion to approve the FY25/26 Teacher Contract Document, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

R. DISCUSS / ACTION TO APPROVE – FY25/26 Notice of Appointment Document.

~ Harry Dotson made a motion to approve the FY25/26 Notice of Appointment Document, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

S. DISCUSS / ACTION TO APPROVE – FY25/26 Nurse Contract Document.

~ Harry Dotson made a motion to approve the FY25/26 Nurse Contract Document, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

T. DISCUSS / ACTION TO APPROVE – FY25/26 Facilities Manager Contract Document.

~ Harry Dotson made a motion to approve the FY25/26 Facilities Manager Contract Document, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

U. DISCUSS / ACTION TO APPROVE – FY25/26 Business Manager Contract Document.

~ Harry Dotson made a motion to approve the FY25/26 Business Manager Contract Document, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

V. DISCUSS / ACTION TO APPROVE – FY25/26 Administrative Assistant Contract Document.

~ Harry Dotson made a motion to approve the FY25/26 Administrative Assistant Contract Document.

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

W. DISCUSS / ACTION TO APPROVE – FY25/26 Certified Step Increases.

~Harry Dotson made a motion to approve the FY25/26 Certified Step Increases as presented, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

X. DISCUSS / ACTION TO APPROVE – FY25/26 Classified Hourly Increases.

~ Harry Dotson made a motion to approve the FY25/26 Classified Hourly Increases as presented, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

Y. DISCUSS / ACTION TO APPROVE – FY25/26 Classified Exempt Step Increases.

~ Harry Dotson made a motion to approve the FY25/26 Classified Exempt Step Increases as presented, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

Z. DISCUSS / ACTION TO APPROVE – FY25/26 School Nurse Step Increase.

~ Harry Dotson made a motion to approve the FY25/26 School Nurse Step Increase as presented, Dave Naugle 2<sup>nd</sup>, motion carried 5/0.

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

AA. DISCUSS / ACTION TO APPROVE – American Fidelity Master Employer Services Agreement

~ Heidi Gonzales recommended and discussed changing the facilitator of our fringe benefits from First Financial to American Fidelity. No changes are being made to the plans or services offered.

~ Harry Dotson made a motion to approve the American Fidelity Master Employer Services Agreement, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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

**BB. DISCUSS – The Trust Model Policy Volume 2 Suggested Updates. First Reading.**

Policy

- Policy 5-203 Students with Disabilities (Individuals with Disabilities Education Act [IDEA])

Style Revisions

- Policy 1-301 Rules of Order
- Policy 5-204 Students with Disabilities Procedural Safeguards (Individuals with Disabilities Education Act) (IDEA)
- Policy 5-408 Hazing Prevention

Procedures

- Procedure 5-306.A – Student Discipline – Suspension Procedures
- Procedure 5-306.B – Student Discipline – Expulsion Procedures

~ Second reading and action to approve will be on the March agenda.

**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 ~ 1023, 1024, 1025
- Payroll Vouchers ~ 15, 16

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

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

**STUDY ITEMS**

- FY26 Employee Benefit Options
- AI

**FUTURE AGENDA ITEMS**

- Student Achievement
- List of School Board Actions

**ADJOURNMENT** ~ Harry Dotson made a motion to adjourn the meeting at 6:24pm, Anthony Fennell 2<sup>nd</sup>, motion carried 5/0.

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