



## 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

### SONOITA GOVERNING BOARD MEETING

Tuesday October 3, 2023 @ 5:00 PM

CONFERENCE ROOM, ELGIN SCHOOL

### MINUTES

#### BOARD ATTENDANCE:

Ginny Cosbey, President  
Harry Dotson, Clerk ~ via Zoom  
Nancy Webster, Member  
Anthony Fennell, Member  
Megan Thomas, Member ~ Arrived at 5:10pm.

#### 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 noted two corrections to be made. Item G. should be changed to FY 22/23, rather than FY 21/22. Item H. should be changed to FY 23/24, rather than FY 22/23.

~ Ginny Cosbey made a motion to adopt the agenda with the changes noted, Nancy Webster 2<sup>nd</sup>, motion carried 4/0.

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

#### B. Approve Minutes

- Meeting Minutes September 12, 2023
- Special Meeting Minutes September 27, 2023

~ Ginny Cosbey made a motion to approve the September 12, 2023 and September 27, 2023 Minutes, Anthony Fennell 2<sup>nd</sup>, motion carried 4/0.

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

### INFORMATION ITEMS

#### C. BOARD MEMBER ACTIVITY REPORTS ~ None

#### D. SUPERINTENDENT'S REPORT

- Students of the Month ~ K-2 ~ Cassidy Orona, 3-5 ~ Callum Blevins, Middle School ~ Audrey Stephens
- Enrollment (132)
- Staffing ~ Aisel Gaviola will be arriving this Wednesday.
- Sports ~ Both Volleyball and Football are playing in the Championships this Wednesday.

- Early Childhood Center ~ We will be moving forward with the renovation of the building.
- Calendar/Events
- Budget Update ~ September 2023
- Student Account/8<sup>th</sup> Grade Fund Activity ~ September 2023

PUBLIC COMMENT ~ None

## PRESENTATION

- F. Mary Faley – Fiscal Analysis for adding an additional administrative position.  
~ Mary Faley and Heidi Gonzales gave a presentation on the fiscal analysis for adding an additional administrative position.

## ACTION ITEMS

- G. DISCUSS / ACTION TO APPROVE – FY 22/23 Classroom Site Fund Narrative Results.  
~ Ginny Cosbey made a motion to table item until next month for preparation, Nancy Webster 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 – FY 23/24 Classroom Site Fund Performance Pay Plan.  
~ The Board discussed the proposed FY 23/24 Classroom Site Fund Performance Pay Plan. The Board agreed that the School District Performance and School Performance bonus section should be clarified on who will receive the bonus since the School Report Cards do not come out until the following school year. The change discussed is if an A is received on the report card, any teacher still employed with the District would receive the bonus. The Board also discussed the amounts for the three sections would be \$1000.00 each with a total of \$3000.00 performance pay and \$500.00 bonus for School and School District Performance.  
~ Ginny Cosbey made a motion to approve the FY 23/24 Classroom Site Fund Performance Pay Plan with the changes discussed, 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		

- I. DISCUSS / ACTION TO APPROVE – Hiring Kyndra Ortiz as substitute custodian FY 23/24.  
~ Ginny Cosbey made a motion to approve hiring Kyndra Ortiz as substitute custodian 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		

- J. DISCUSS / ACTION TO APPROVE – Making the December 5, 2023 regularly scheduled Board Meeting a Special Meeting for the Board discussion of finalists for the Superintendent Position, and rescheduling the regular December Board Meeting to December 12, 2023.  
~ Ginny Cosbey made a motion to approve making the December 5, 2023 regularly scheduled Board Meeting a Special Meeting for the Board discussion of finalists for the Superintendent Position, and rescheduling the regular December Board Meeting to December 12, 2023, 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		

K. DISCUSS / ACTION TO APPROVE – Scheduling a Special Board Meeting for FY 22/23 AFR, FY22/23 School Level Reporting and FY 22/23 Food Service AFR for the date of October 10, 2023 at 5:00pm.

~ The Board discussed dates that would work to have a Special Board Meeting, October 10, 2023 at 5:00pm was chosen.

~ Ginny Cosbey made a motion to schedule a Special Board Meeting for FY 22/23 AFR, FY22/23 School Level Reporting and FY 22/23 Food Service AFR for the date of October 10, 2023 at 5:00pm, 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		

#### 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: FY23 ~ 1042,  
FY24 ~ 1006, 1007
- Payroll Vouchers: 6, 7  
~ Ginny Cosbey made a motion to approve the consent agenda, 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		

#### STUDY ITEMS

- 4 Day School Week/Annual School Calendar

#### FUTURE AGENDA ITEMS

- Student Achievement
- Review qualifications and/or amend the Superintendent/Principal Search Posting ~ October 10, 2023

ADJOURNMENT ~ Ginny Cosbey made a motion to adjourn the meeting at 7:22, 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		