



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, SEPTEMBER 3, 2024 @ 5:00 PM  
 ELGIN SCHOOL CONFERENCE ROOM, ELGIN SCHOOL

MINUTES

BOARD ATTENDANCE:

Harry Dotson, President  
 Nancy Webster, Vice President  
 Ginny Cosbey, Member  
 Megan Thomas, Member, arrived 5:07pm  
 Anthony Fennell, Member, via Zoom, arrived @ 5:45pm

DISTRICT ATTENDANCE:

Daniel Erickson, Superintendent  
 Heidi Gonzales, Business Manager

OPENING

- A. Call to Order ~ Harry Dotson called the meeting to order at 5:01pm.
  - Pledge of Allegiance ~ All in attendance stood to recite the Pledge of Allegiance.
  - Adoption of the Agenda ~ Harry Dotson made a motion to adopt the agenda, Ginny Cosbey 2<sup>nd</sup>, motion carried 3/0.

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

- B. Approve Minutes

- Regular Meeting Minutes, August 6, 2024

~ Harry Dotson made a motion to approve the regular meeting minutes, August 6, 2024, Ginny Cosbey 2<sup>nd</sup>, motion approved 3/0.

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

ACTION ITEM

- C. EXECUTIVE SESSION LEGAL COUNSEL - 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 the alleged embezzlement of funds 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 the alleged embezzlement of funds by the former Santa Cruz County Treasurer at 5:05pm, Ginny Cosbey 2<sup>nd</sup>, motion carried 3/0.

Member	Aye	Nay	Abstain

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

~ The Board reconvened in regular session at 5:32pm.

INFORMATION ITEMS

D. BOARD MEMBER ACTIVITY REPORTS

~ Nancy Webster and Ginny Cosbey attended the Trust Policy Summit. It was very informative. AI is something the Board should add as a study item. Nancy Webster recommends every Board Member attend in the future.

E. SUPERINTENDENT’S REPORT

- Enrollment (120)
- Sports
- Rodeo
- Calendar/Events
- Budget Update ~ August 2024
- Student Account/8<sup>th</sup> Grade Fund Activity ~ August 2024
- Early Childhood Center

~ Mr. Erickson provided the Board with his activity and accomplishments during the past month.

PUBLIC COMMENT

~ Lori Reynolds via Heidi Gonzales – Thoughts on school calendar.

ACTION ITEMS

F. DISCUSS / ACTION TO APPROVE – Retaining Aaron Brown of Cantelme & Brown, PLC to represent the district as legal counsel in the case of the alleged embezzlement of funds by the former Santa Cruz County Treasurer.

~ Harry Dotson made a motion to retain Aaron Brown of Cantelme & Brown, PLC to represent the district as legal counsel in the case of the alleged embezzlement of funds by the former Santa Cruz County Treasurer, Megan Thomas 2<sup>nd</sup>, motion carried 5/0.

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

G. DISCUSS / ACTION TO APPROVE – Letter to the Santa Cruz County Board of Supervisors. The Governing Board may vote to approve drafting a letter to the Santa Cruz County Board of Supervisors.

~ The Board discussed drafting a letter to the Santa Cruz County Board of Supervisors regarding the alleged embezzlement of funds by the former Santa Cruz County Treasurer.

~ Harry Dotson made a motion to approve delegating authority to the Superintendent to draft a letter to the Santa Cruz County Board of Supervisors, Megan Thomas 2<sup>nd</sup>, motion carried 5/0.

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

H. DISCUSS / ACTION TO APPROVE – FY 24/25 First semester Middle School Treasurers – Josiah Kramer and Will Clouse.

~ Harry Dotson made a motion to approve the FY 24/25 First semester Middle School Treasurers – Josiah Kramer and Will Clouse, Ginny Cosby 2<sup>nd</sup>, motion carried 5/0

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

J. DISCUSS / ACTION TO APPROVE – FY 24/25 Fall Sports Coaches

~ Volleyball – Lacey Beyer, Head Coach and Megan Thomas, Assistant Coach

~ Football – Terrell Harper, Head Coach and Robert Kyrklund

~ Cross Country – Lindsey Beal, Head Coach and Jayci Whittington, Assistant Coach

~ Harry Dotson made a motion to approve FY 24/25 Fall Sports Coaches as listed, Ginny Cosby 2<sup>nd</sup>, motion carried 4/0/1.

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

K. DISCUSS / ACTION TO APPROVE – Adding two Mentor Teacher Stipends for FY 24/25.

~ Harry Dotson made a motion to approve adding two Mentor Teacher Stipends for FY 24/25, Ginny Cosby 2<sup>nd</sup>, motion carried 5/0.

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

L. DISCUSS / ACTION TO APPROVE – Staff Satisfaction Survey. The Governing Board may vote to approve the Staff Satisfaction Survey.

~ Harry Dotson suggested the first two questions be tailored more to non-educational positions.

~ Harry Dotson made a motion to approve the Staff Satisfaction Survey as amended, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

M. DISCUSS / ACTION TO APPROVE – Rescheduling the November 5, 2024, Regular Board Meeting to an alternate November date.

~ Harry Dotson made a motion to approve rescheduling the November 5, 2024, Regular Board Meeting to November 6<sup>th</sup>, 2024, Nancy Webster 2<sup>nd</sup>, motion carried 5/0.

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

N. DISCUSS / ACTION TO APPROVE – Model Policies and Procedures 2024/2025: Volume 1 Suggested Updates.  
Second reading and possible adoption.

- 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

~ Harry Dotson made a motion to approve the Model Policies and Procedures 2024/2025: Volume 1 Suggested Updates as listed, Ginny Cosby 2<sup>nd</sup>, motion carried 5/0.

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

O. DISCUSS – Retention Stipends.

~ Mr. Erickson and the Board discussed retention stipends and different options.

P. DISCUSS – FY26 Calendar feedback from August 27<sup>th</sup> Community Forum and Elgin Elementary School Advisory Committee Meeting. The Board may direct the Superintendent as to next steps.

~Mr. Erickson presented the Board with the survey results of the calendar survey distributed at the August 27, 2024 Community Forum.

~ The Board directed Mr. Erickson to hold a second Community Forum regarding 4-day school week vs. 5-day school week, along with a second electronic survey to the community.

Q. DISCUSS – Student Attendance. The Superintendent will provide information regarding student attendance.

~ Mr. Erickson provided the Board with an attendance count for FY23/24.

#### 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 - 1003, 1004, 1005, 1006

- Payroll Vouchers - 4, 5

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

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

#### STUDY ITEMS

- FY26 Employee Benefit Options
- AI
- 4 day vs. 5 day school weeks (study session Oct./Nov. 2024)

#### FUTURE AGENDA ITEMS

- Student Achievement
- Adding an additional administrative position ~ January 2025
- Alternate School Year Calendar
- Elgin Elementary Advisory Committee
- Retention Stipends ~ Action Item October 2024
- 4 day vs. 5 day school weeks ~ Discussion October 2024

#### ADJOURNMENT

~ Harry Dotson made a motion to adjourn the meeting at 7:07pm, Ginny Cosby 2<sup>nd</sup>, motion carried 5/0.

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