

# SANTA CRUZ ELEMENTARY SCHOOL #28

The Little Red School  
School Board Meeting  
March 19th, 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, March 19th, 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](mailto:dgarcia@sced28.com) (1) working day prior to the Governing Board meeting.

### A. Call to order @ 5:42 P.M.

1. Roll call:	Board President: Dr. Carrie Pottinger	Present Virtually
	Board Clerk: Dr. John Wemlinger	Present
	Board Member: Mr. Ron Fish	Present
	Board Member: Mr. D. Fish	Present
	Board Member: Mr. Robert Noon	Present
	Superintendent/Principal: Mrs. Romero	Present

### B. Pledge of Allegiance: Led by Dr. Wemlinger

### 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, February 13<sup>th</sup>, 2024

Mr. Ron Fish motioned to approve, Danny Fish 2<sup>nd</sup>.

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

2. Special Board Meeting Minutes March 1<sup>st</sup>, 2024.

Mr. Ron Fish motioned to approve, Mr. Noon 2<sup>nd</sup>.

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

**E. New Business**

1. Executive Session – The Governing Board may vote to convene an executive session pursuant to A.R.S. 38-431.03(A) (3) and (4) for discussion or consultation for legal advice regarding Complaint Matter 2024-0211-01 and/or to consider its position and instruct its attorney regarding employment contracts that are the subject of negotiation. The attorney will appear virtually or telephonically.

a. Motion to convene to executive session in Library.

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		

b. Motion to convene into regular session.

Mr. Noon 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		

2. Action/finding of complaint Matter 2024-0211-01 discussed during the executive session identified as Item (1) listed above. Dr. Pottinger stated “I move to accept the findings and conclusions set forth in the investigation report prepared by legal counsel regarding anonymous complaint 2024-0211-01 including the conclusion that neither Mrs. Romero nor Mrs. Melendez have engaged in unlawful or fraudulent conduct”.

3. Discuss/Adopt calendar for school year 2024-2025

Danny Fish motioned to approve, Mr. Ron Fish 2<sup>nd</sup>.

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

4. Discuss/Approve Alvaro Monteverde as Baseball coach for 4th Quarter SY 23-24 at \$1,500.00

Name	Aye	Nay	Abstain
Dr. Pottinger	X		

Dr. Wemlinger	X		
Mr. D. Fish	X		
Mr. Noon	X		
Mr. R. Fish	X		

Mr. Fish motioned to approve, Mr. Noon 2<sup>nd</sup>.

5. Discuss/Approve Santa Cruz Elementary District #28 Emergency Response Plan

Danny Fish motioned to approve, Mr. Noon 2<sup>nd</sup>.

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

D

6. Discussion of Santa Cruz Elementary District #28 financial risk status.

Dr. Wemlinger gave report on overrides and bonds, training that was attended in February. Denisse Melendez gave report on ADE student enrollment population decline in the state, and reduction of grants for fiscal year 2025. Mrs. Romero gave report on nationwide drop of student enrollment in public education and current student enrollment for SCED 28.

7. Discuss /approve combined grade-level K-5 classrooms for the following school year 24-25.

Discussion to combine K-5 classrooms, determined additional information needed to establish the initiation of combo classes and matter to be discussed at a future board meeting.

8. Discuss/Approve hiring freeze for Santa Cruz Elementary District #28 and cap the increase of medical Premiums the district pays.

Dr. Pottinger motioned to approve, Danny Fish 2<sup>nd</sup>

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

9. Discuss/Approve purchase of 120-gallon water heater including installation for the kitchen from DLO in the amount of \$12,892.24 effective March 1, 2024.

Mr. Ron Fish motioned to approve, Danny Fish 2<sup>nd</sup>.

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

10. Discuss/Approve grant donation from South 32 in the amount of \$10,000 and Grant IGA documentation between South 32 and Santa Cruz Elementary District #28.

Mr. Noon motioned to approve, Danny Fish 2<sup>nd</sup>.

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

11. Discussion of Policy BCB Board member conflict of interest statements.

Teachers and Board Members are required to sign annually conflict/non-conflict of interest statement

12. New Policies for Adoption:

Policy No. 748 BCB Board member Conflict of Interest

Policy No. 749 BDA Board Organizational Meeting

Policy No. 750 BE School Board Meetings

Policy No. 751 BEDA Notification of Board Meetings

Policy No. 752 BEDB Board Agendas

Policy No. 753 CBI, CBI-EB Evaluation of Superintendent

Policy No. 754 EBC Emergencies

Policy No. 755 GCG Part-Time and Sub staff employment

Policy No. 756 IHA, IHA-E Basic Instructional Program

Policy No. 757 JFABDA Admission of Students in Foster Care

Policy No. 758 JK Student Discipline

Policy No. 759 JKD Student Suspension

Policy No. 760 JKE Expulsion of Students

Policy No. 761 JLH Missing Students

Policy No. 762 JRCA-R Request for transfer of records

Mr. Fish motioned to approve, Mr. Noon 2<sup>nd</sup>.



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

12. New Policies for Study:

Policy No. 763 BEDB Agenda

Policy No. 764 BGC-R Policy Revision and Review

Policy No. 765 BGE, BGE-R Policy Communications/Feedback

Policy No. 766 CCB-R Line and Staff Relations

Policy No. 767 CFD School Based Management

Policy No. 768 EB-R Environmental/Safety Program

Policy No. 769 EBAA Reporting Hazards/Warning Systems

Policy No. 770 EBC Emergencies

Policy No. 771 ECB Building and Grounds Maintenance

Policy No. 772 EEAA Walkers and Riders

Policy No. 773 EEAE-R Bus Safety Program

Policy No. 774 GBEF Staff Use of Digital/Electronic Devices

Policy No. 775 GDC Support Staff Leave and Absences

Policy No. 776 IHA Basic Instructional Program

Policy No. 777 IKA Graduation Requirements

Policy No. 778 IMA, IMA-R Teaching Methods

Policy No. 779 JFABDA Admission of students in Foster Care

Policy No. 780 JH Student Absences and Excuses

Policy No. 781 JHD Exclusions & Exemptions School Attendance

Policy No. 782 JIH Student Interrogations, searches, & arrests

## **F. Reports.**

(Notice must be specific as to type of report that will be given, subject matter and whom will be

The report)

1. Report on Operational Efficiency reported by Kathy Romero:

Mrs. Romero reported on the Operational Efficiency Report on fiscal year 22-23.

2. Report hearing from Arizona Auditor General's office and Joint Legislative Audit Committee

Video was played of the hearing session that took place at the State Capital on September 2023.

3. Report on Medical Health Coverage by Denisse Melendez :

Mrs. Melendez reported medical health increase for next school year to be at 12%, due to medical health insurance being capped for the district, the district is contemplating a 10% increase for employee and a 2% cost to the district per health affordability act.

## G. Reports:

1. Teacher/Staff Report: NONE

2. Superintendent/Principal Report by Mrs. Romero: Mrs. Romero reported Azella Testing took place in February, Parent Teacher Conferences went well, Spring Break was last week, few minor discipline issues, and Parent Survey Results was presented. The Parent Survey came back with a 95% Overall rating. The survey comments were read.

a) District Happenings

b.) Enrollment 176, ADM Count 166

3. Board President's Report: NONE

## FY 2023-2024

### March 2024

#### PAYROLL:

#### RATIFY: FY2023-2024

PP00017	\$60,154.14
PP00017.1	\$1997.05
PP0018	\$59,442.04
PP00018.1	\$2248.88

#### APPROVE: FY2023-2024

PP0024	\$55,000.00
PP0025	\$55,000.00
PP0026	\$55,000.00
PP0027	\$55,000.00

#### EXPENSE

#### RATIFY: FY2023-2024

E-2416	\$54,457.87
E-2417	\$29,903.93
E-2418	\$22,590.70

**APPROVE: FY2023-2024**

E-2424 \$40,000.00  
E-2425 \$40,000.00  
E-2426 \$40,000.00  
E-2427 \$40,000.00

**Mr. Noon 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		

**H. Budget Balance Summary: Reported by Mrs. Denisse Meléndez**

**Danny Fish motioned to approve, Mr. Ron Fish 2nd.**

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

**I. Future Board Agenda Item:**

**Approval for policies for study. Discussion of combined classes for next school year, and teacher contracts.**

**J. Next Board Meeting: April 9<sup>th</sup>, 2024**

**K. Adjournment: @ 9:07 P.M.**

**Danny Fish motioned to, Mr. Ron Fish 2nd**

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