

SANTA CRUZ ELEMENTARY SCHOOL #28

The Little Red School

School Board Meeting

Tuesday, August 12, 2025

AMENDED AGENDA 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, August 12th, 2025 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 (1) working day prior to the Governing Board meeting.

A. Call to order @ 5:30 P.M.

1. Roll call:
- Board President: Danny Fish
 - Board Clerk: Mr. Noon
 - Board Member: Mr. Ron Fish
 - Board Member: Dr. Pottinger
 - Board Member: Mrs. Debbie Gonzlaez
 - Superintendent/Principal: Ms. Romero

B. Pledge of Allegiance: Led by : Danny Fish

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, June 24, 2025
2. Board Meeting Minutes, July 8, 2025

Dr. Carrie Pottinger motioned to approve, Debbie Gonzales 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

E. Reports/ Discuss:

a. Debbie Gonzales report on beginning of school year 2025-2026.

Mrs. Gonzales reported on Back to School kick off with teachers, grateful for the nice welcome, surprise breakfast and lunch at Mike's and BB's. Will start reading a book called "Energy Bus For School's" that she borrowed from Little Red Library.

F. New Business:

1. Adopt Student handbook effective August 4, 2025 for SY 25-26

Debbie Gonzales motioned to adopt, Dr. Pottinger 2nd

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

2. Adopt Staff handbook effective July 31, 2025 for SY 25-26

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		

Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

Dr. Pottinger motioned to adopt, Debbie Gonzales 2nd

3. Discuss/Approve Kathy Romero as Qualified Evaluator for SY 25-26

Dr. Pottinger motioned to approve, Danny Fish 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

4. Discuss/Approve Teacher evaluation instrument for SY 25-26

Ron Fish motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

5. Discuss/Approve Classified employee evaluation instrument for SY 25-26

Debbie Gonzales motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

6. Discuss/Approve District wide parental involvement policy for SY 25-26

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

7. Discuss/Approve Gifted Scope and Sequence SY 25-26

Debbie Gonzales motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

8. Discuss/ Approve 301 Performance Based Classroom Site Fund Compensation Plan

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

9. Discuss/Approve Mesa learning virtual study course of Social Studies for middle school students for SY 25-26.

Debbie Gonzales motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

10. Discuss/Approve hire of substitute teacher Mr. Palmer including long term subbing if needed for SY 25-26

Mr. Fish motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

11. Discuss/Approve hire of substitute teacher Ms. Emily Modellmog including long term subbing if needed for SY 25-26.

Dr. Pottinger motioned to approve , Debbie Gonzales 2nd.

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

Mrs. D. Gonzales	x		
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12. Discuss/Approve hire of contracted services from Pete Simon beginning school year 25-26 for Special Education Services

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

13. Discuss/Approve hire of Claudia Gonzalez for SY 25-26 speech services in the Special Education Department

Debbie Gonzales motioned to approve, Danny Fish 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

14. Discuss/Approve hire of Dominique Gonzalez for SY 25-26 occupational Therapy in the Special Education Department

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

15. Discuss/Approve \$3,000 Extra Duty Athletic Director Stipend for Manny Romero SY 25-26

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

16. Discuss/Approve hire of Mr. Manny Romero for football coach at \$1,500.00

Ron Fish motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

17. Discuss/Approve hire of Mrs. Claudia Lerma for Volleyball coach at \$1,500.00

Debbie Gonzales motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

18. Discuss/Approve \$4,800 Extra Duty AZELLA and District Test coordinator Stipend for Christine Bastidas for SY 2025-2026. (Tabled for September Meeting)

Debbie Gonzales motioned to table for September Meeting, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

19. Discuss/Approve Health Wellness Coordinator Stipend in the amount of \$ 500.00 for Denisse Melendez for SY 25-26.

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

20. Discuss/Approve Project SHIELD Wellness Club Stipend in the amount of \$2000.00 for Lizzett Martinez SY 25-26.

Dr. Pottinger motioned to approve, Danny Fish 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

21. Discuss/Approve technology coordinator for Ralph Lopez in the amount of \$2,000 for SY 25-26.

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

22. Discuss/Approve \$2,800 Extra Duty Stipend for Diana Lopez and Amanda Dupuy for K-8 Gifted Education services SY 25-26

Ron Fish motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

23. Discuss/Approve fringe benefits for certified and classified staff for School year 25-26 to include:
- National Holiday Pay for 10 month classified employees based on number of hours worked daily
 - Reimbursement of the following taxable benefits: fingerprint clearance cards, CPR, First Aid, Physical Exams needed to perform job related duties
 - School Employee incentives including: plaques/Awards, school spirit gear, and incentive programs

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

24. Discuss/Approve Leeshanok technology as sole source Network Provider for SY 25-26

Ron Fish motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

25. Discuss/Approve Citizen Auto Stage as Sole Source Transportation Provider SY 25-26
- Debbie Gonzales motioned to approve, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

26. Discuss/Approve sole source vendors for SY 2025-2026: Office Depot, CCS, fleet services, Waxie.

Dr. Pottinger motioned to approve, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

27. Policies for Adoption:

Policy No. 863	BAA-EB	Evaluation of School Board
Policy No. 864	IHA	Basic Instructional Program
Policy No. 865	JLIF	Sex Offender Notification
Policy No. 866	CA	Administration Goals
Policy No. 867	CB	Superintendent
Policy No. 868	CBA	Duties of Superintendent
Policy No. 869	CBCA, CBC-R	Delegated Authority
Policy No. 870	CBI, CBI-EA	Evaluation of Superintendent
Policy No. 871	CCB, CCB-R	<u>DELETE</u> Staff Relations
Policy No. 872	CFD, CFD-E, R	<u>DELETE</u> School Based Management
Policy No. 873	CHD	Adm absence of Policy
Policy No. 874	CK	Administrative Consultants
Policy No. 875	CM	School District Annual Report

Ron Fish motioned to adopt policies 863-875, Dr. Pottinger 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

28. New Policies for Study:

1. Policy No. 808	IHB-R	Special Instructional Programs
2. Policy No. 809	A	District Mission and Belief Statement

3. Policy No. 810	AA	School District Legal Status
4. Policy No. 810	AA-E	Delete School District Status
5. Policy No. 811	ABA	Community Involvement in Education
6. Policy No. 812	ABAA	Parental Involvement
7. Policy No. 813	AC/AC-R/AC-E	Nondiscrimination/Equal Opportunity
8. Policy No. 814	ACA/ACA-R/ACA-E	Sexual Harassment
9. Policy No. 815	ACAA/ACAA-R	Title IX Sex Discrimination
10. Policy No. 816	AD	Delete Education on Philosophy
11. Policy No. 817	GBK	Staff Grievances
12. Policy No. 818	JII	Student Concerns, complaints
13. Policy No. 819	BA	School Board Operational Goals
14. Policy No. 820	BAA/BAA-E	Evaluation of School Board
15. Policy No. 821	BB	School Board Legal Status
16. Policy No. 822	BBA	Board Powers and Responsibilities
17. Policy No. 823	BBAA	Deleted Board Member Authority
18. Policy No. 824	BBBA	Board Member Qualifications
19. Policy No. 825	BBBB	DELETED Board Member OATH of Office
20. Policy No. 825	BBBB-E	Deleted Board Members Oath of office
21. Policy No. 826	BBBC	Board Member Resignation
22. Policy No. 827	BBBD	Board Member Removal from Office
23. Policy No. 828	BBBE	DELETED Unexpired Term Fulfillment
24. Policy No. 829	BCA	Board Member Ethics
25. Policy No. 830	BCB	Board Member Conflict
26. Policy No. 831	BDA	Board Organizational Meeting
27. Policy No. 832	BDB	Deleted Board Officers
28. Policy No. 833	BDD	Board-Superintendent Relationship
29. Policy No. 834	BDE	Board Committees
30. Policy No. 835	BDF	DELETED Advisory Committees
31. Policy No. 836	BDG	School Attorney
32. Policy No. 837	BE/BE-EA/BE-EB/BE-EC	School Board Meetings
33. Policy No. 838	BEC	Executive Sessions/Open Meetings
34. Policy No. 839	BED/BED-R/BED-EA/EB	Meeting Procedures
35. Policy No. 840	BEDA	Notification of Board Meetings
36. Policy No. 841	BEDB/BEDB-E	Agenda
37. Policy No. 842	BEDBA	DELETED Agenda Preparation and Dissemination
38. Policy No. 843	BEDC	DELETED Quorum
39. Policy No. 844	BEDD	DELETED Rules of Order
40. Policy No. 845	BEDF	DELETED Voting Method
41. Policy No. 846	BEDG/BEDG-R/BEDG-EA/EB	DELETED Minutes
42. Policy No. 847	BEDH/BEDH-E	Public Participation at Board Meetings
43. Policy No. 848	BEDI	DELETED News Media Services at Board Meetings
44. Policy No. 849	BGB/BGB-R	Policy Adoption
45. Policy No. 850	BCG/BGC-R	Policy Revision and Review
46. Policy No. 851	BGD	Board Review of Regulations
47. Policy No. 852	BGE/BGE-R	Policy Communication/Feedback
48. Policy No. 853	BGF	DELETED Suspension/Repeal of Policy
49. Policy No. 854	BHC	Board communications with Staff Members
50. Policy No. 855	BHD	DELETED Board communications with the Public
51. Policy No. 856	BIA	New Board Orientation/Handbook
52. Policy No. 857	BIB/BIB-R	DELETED Board Member Development Opportunities
53. Policy No. 858	BIBA	Board Member Conferences
54. Policy No. 859	BIE	Board Member Insurance
55. Policy No. 860	BJ	School Board Legislative Program
56. Policy No. 861	BK	School Board Memberships

57. Policy No. 862	KA	DELETED Liaison with School Boards Associations
58. Policy No. 876	DA	Fiscal Management Goals/Priority Objectives
59. Policy No. 877	DB	Annual Budget
60. Policy No. 878	DBC	DELETED Budget Planning, preparation, and schedules
61. Policy No. 879	DBF	Budget Hearings and Reviews/Adoption Process
62. Policy No. 880	DBI	DELETED Budget Implementation
63. Policy No. 881	DBJ	Budget Transfers
64. Policy No. 882	DD	Funding Proposals, Grants, Special Projects
65. Policy No. 883	DDA	DELETED Funding Sources Outside the School System
66. Policy No. 884	DEC	DELETED Funding from Federal Tax Sources
67. Policy No. 885	DFA	Revenues from Investments
68. Policy No. 886	DFB	DELETED Revenues from School -owned Real Estate
69. Policy No. 887	DFB	DELETED Gated Receipts and admissions
70. Policy No. 888	DFF	DELETED Income from school sales and services
71. Policy No. 889	DG	Banking Services
72. Policy No. 890	DGA	DELETED Authorized Signatures
73. Policy No. 891	DGD	Credit Cards
74. Policy No. 892	DI	Fiscal Accounting and Reporting
75. Policy No. 893	DIA	DELETED Accounting System
76. Policy No. 894	DIB	Types of Funds/Revolving Funds
77. Policy No. 895	DIC	Financial Reports and statements
78. Policy No. 896	DICA	DELETED Budget format
79. Policy No. 897	DID/DID-R	Inventories
80. Policy No. 898	DIE/DIE-R	Audits/Financial Monitoring
81. Policy No. 899	DJ	Purchasing
82. Policy No. 900	DJE/DJE-R	Bidding/Purchasing procedures
83. Policy No. 901	DJG/DJG-R	Vendor/Contractor Relations
84. Policy No. 902	DJGA/DJGA-R	Sales calls and demonstrations
85. Policy No. 903	DK/DK-EA/DK-EB	Payment and Payroll Procedures
86. Policy No. 904	DKA/DKA-E	DELETED Payroll Procedures/schedules
87. Policy No. 905	DN	School Properties Disposition
88. Policy No. 906	IJNDB/IJNDB-R	Use of Technology Resources and instruction
89. Policy No. 907	JLF	Reporting Child Abuse/Child Protection
90. Policy No. 908	JR/JR-R	Student Records
91. Policy No. 909	EB	Environmental and Safety Program
92. Policy No. 910	GCQF	Discipline, suspension, and dismissal of staff members
93. Policy No. 911	IKF	Graduation Requirements
94. Policy No. 912	JLC	Student Health Services Requirements
95. Policy No. 913	JLCD	Medicines/Administering medicines to students
96. Policy No. 914	JLF	Reporting Child Abuse/Child Protection

G. Reports:

1. Superintendent/ Principal Report:

Ms. Romero reported everything going well, sports practice began for volleyball and football, students taking beginning of the year assessments classroom sizes look good, K-1 total of 13 kinders, 13 first graders same model as last year whole group instruction Ms. Hernandez , during independent practice Ms. Martinez, 2nd grade 16 students, 3rd grade 9 students, whole group instruction Mrs. Lopez , independent practice Ms. Sobarzo , 5th grade, 21 students, 6th grade 17 students, 7th grade 11 students and

8th grade 13 students. Open House on August 14th @ 5:30 P.M, start in MPR Room, going over handbooks with parents, followed by sending parents to classes.

2. Board President's Report: **NONE**

District happenings:

Current enrollment: 123 total, ½ kinder count 117

FY 2025-2026

JULY 2025

PAYROLL:

APPROVE: FY2025-2026

PP0001	\$50,000
PP0002	\$50,000
PP0003	\$50,000
PP0004	\$50,000
PP0005	\$50,000
PP0006	\$50,000
PP0007	\$50,000
PP0008	\$50,000
PP0009	\$50,000

RATIFY: FY2025-2026

PP0001	\$13,367.29
PP0002	\$19,615.54
PP0002.1	\$6785.35
PP0003	\$36,915.58
PP0003.1	\$2942.69

RATIFY: FY2024-2025

PP00026	\$44,322.04
PP00027	\$34,750.40
PP00027.1	\$6305.26
PP00028	\$23,287.62
PP00028.1	\$48,406.76

EXPENSE

APPROVE: FY2025-2026

E-2601	\$40,000
E-2602	\$40,000
E-2603	\$40,000
E-2604	\$40,000
E-2605	\$40,000
E-2606	\$40,000
E-2607	\$40,000
E-2608	\$40,000
E-2609	\$40,000

RATIFY: FY2025-2026

E-2601	\$109,228.66
E-2602	\$33,068.00

RATIFY: FY2024-2025

E-2525	\$6155.55
E-2526	\$4415.71
E-2527	\$10,391.14

Ron Fish motioned to approve payroll, Danny Fish 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

H. BUDGET BALANCE SUMMARY: Presented by Denisse Melendez

Dr. Pottinger motioned to approve, Danny Fish 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		

I. Future Agenda Item: Test coordinator stipend, adoption of policies, stipend for hearing and vision test.

J. Next Board Meeting: Tuesday, September 9th, 2025

K. Adjournment: @6:45 P.M.

Dr. Pottinger motioned to adjourn, Debbie Gonzales 2nd.

Name	Aye	Nay	Abstain
Dr. Pottinger	x		
Mr. Noon	x		
Mr. R. Fish	x		
Mr. D. Fish	x		
Mrs. D. Gonzales	x		