

# SANTA CRUZ ELEMENTARY SCHOOL #28

The Little Red School

School Board Meeting

Tuesday, September 9th, 2025

## 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, September 9<sup>th</sup>, 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](mailto: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 **absent**
  - Board Member: Mr. Ron Fish
  - Board Member: Dr. Pottinger
  - Board Member: Mrs. Debbie Gonzalaes
  - Superintendent/Principal: Ms. Romero

### B. Pledge of Allegiance: Led by Board President 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, August 12th, 2025

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

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

**E. Reports/ Discuss: NONE**

**F. New Business:**

1. Discuss/Approve resignation of Bus Driver Alvaro Monteverde for SY 2025-2026.

Debbie Gonzales motioned to approve, Dr. Pottinger 2<sup>nd</sup>.

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

2. Discuss/Approve \$5,000 Extra Duty AZELLA and District Test coordinator Stipend for Christine Bastidas for SY 2025-2026.

Dr. Pottinger motioned to approve, Debbie Gonzales 2<sup>nd</sup>.

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

3. Discuss/Approve \$2700.00 Stipend for Suzanna Alvarez to conduct vision/hearing screenings and provide records to the school for SY 25-26.

Debbie Gonzales motioned to approve, Dr. Pottinger 2<sup>nd</sup>.

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

4. Discuss/Approve to designate Mrs. Kathy Romero as designated compliance officer for Title IX

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

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

5. Discuss/Approve Consulting services as needed from Heinfeld Meech for SY 25-26 to assist district with local, state, and federal compliance requirements on reconciliations, budget preparation, management, and AFR procedures effective July 1, 2025.

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

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

6. Discuss/Approve Wellness Policy for FY 25-26

Debbie Gonzales motioned to approve, Dr. Pottinger 2<sup>nd</sup>.

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

7. Discuss/Approve Bus Maintenance program policy to support safe, reliable, and high-quality transportation for school year 2025-2026.

Item tabled

8. Discuss/Approve IGA (Inter Government Agreement) between Santa Cruz Elementary School District #28 and Nogales Unified school District #1 for school meals for SY 25-26.

Debbie Gonzales motioned to approve, Danny Fish 2<sup>nd</sup>.

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

9. Discuss/Approve IGA (Inter Government Agreement) between Santa Cruz County Superintendent and Santa Cruz Elementary #28 for the purpose of implementing the SY26 Parents Commission on Drug Education and Prevention Program: Project SHIELD.

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

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

10. Discuss/Approve MSA (Master Services Agreement) between Parallel Master Parallel Learning Behavioral Health P.C., and Santa Cruz Elementary District #28 to establish telehealth services of professional behavioral health for students of Little Red Schoolhouse for SY 25-26.

Debbie Gonzales motioned to approve, Danny Fish 2<sup>nd</sup>.

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

New Policies for Adoption:

- |                    |                 |  |
|--------------------|-----------------|--|
| 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            | <b>Delete</b> 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              | <b>Delete</b> 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            | <b>Deleted</b> Board Member Authority      |
| 18. Policy No. 824 | BBBA            | Board Member Qualifications                |
| 19. Policy No. 825 | BBBB            | <b>DELETED</b> 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            | <b>DELETED</b> 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	<b>DELETED</b> 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	<b>DELETED</b> Agenda Preparation and Dissemination
38. Policy No. 843	BEDC	<b>DELETED</b> Quorum
39. Policy No. 844	BEDD	<b>DELETED</b> Rules of Order
40. Policy No. 845	BEDF	<b>DELETED</b> Voting Method
41. Policy No. 846	BEDG/BEDG-R/ BEDG -EA/EB	<b>DELETED</b> Minutes
42. Policy No. 847	BEDH/BEDH-E	Public Participation at Board Meetings
43. Policy No. 848	BEDI	<b>DELETED</b> 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	<b>DELETED</b> Suspension/Repeal of Policy
49. Policy No. 854	BHC	Board communications with Staff Members
50. Policy No. 855	BHD	<b>DELETED</b> Board communications with the Public
51. Policy No. 856	BIA	New Board Orientation/Handbook
52. Policy No. 857	BIB/BIB-R	<b>DELETED</b> 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	BKA	<b>DELETED</b> 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	<b>DELETED</b> Budget Planning, preparation, and schedules
61. Policy No. 879	DBF	Budget Hearings and Reviews/Adoption Process
62. Policy No. 880	DBI	<b>DELETED</b> Budget Implementation
63. Policy No. 881	DBJ	Budget Transfers
64. Policy No. 882	DD	Funding Proposals, Grants, Special Projects
65. Policy No. 883	DDA	<b>DELETED</b> Funding Sources Outside the School System
66. Policy No. 884	DEC	<b>DELETED</b> Funding from Federal Tax Sources
67. Policy No. 885	DFA	Revenues from Investments
68. Policy No. 886	DFB	<b>DELETED</b> Revenues from School -owned Real Estate
69. Policy No. 887	DFB	<b>DELETED</b> Gated Receipts and admissions
70. Policy No. 888	DFF	<b>DELETED</b> Income from school sales and services
71. Policy No. 889	DG	Banking Services
72. Policy No. 890	DGA	<b>DELETED</b> Authorized Signatures
73. Policy No. 891	DGD	Credit Cards
74. Policy No. 892	DI	Fiscal Accounting and Reporting
75. Policy No. 893	DIA	<b>DELETED</b> 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	<b>DELETED</b> 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	<b>DELETED</b> 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

Dr. Pottinger motioned to approve policies with the exception of Policy No.911 IKF Graduation Requirements (omitted) does not apply to our school, Danny Fish 2<sup>nd</sup>.

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

**G. Teacher /Staff Reports: NONE**

**1. Superintendent/ Principal Report:**

**a.) district happenings:**

**Ms. Romero reported: 1<sup>st</sup> 301 PD session with teachers took place last Friday, still working on some technology problems, a lot of positive feedback great work environment, kids coming happy to school, conducted fire drill, lock down drill, bus evacuation drills, huge turnout at Open House, thanked Board Members that showed up started student Academic Meetings held on a monthly bases with reading specialist, special education teacher ,class teacher, and Ms. Romero and look at data to see what child's needs are, football and girls volleyball games have started, students doing well, submitting data to the state, teacher are attending PD meeting outside school Santa Cruz County Fair this Friday, kids working on projects, kids go in for free this Friday Kids Day, free ASBA County Meeting at Elgin on Monday, September 22<sup>nd</sup>, time to be determined.**

**b.) Current enrollment: 124 total, ½ kinder count 118**

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

# FY 2025-2026

## SEPTEMBER 2025

### PAYROLL:

#### APPROVE: FY2025-2026

PP0010	\$50,000
PP0011	\$50,000
PP0012	\$50,000
PP0013	\$50,000

#### RATIFY: FY2025-2026

PP0004	\$40,666.58
PP0004.1	\$2,970.65
PP0005	\$40,248.09
PP0005.1	\$22,108.23

### EXPENSE

#### APPROVE: FY2025-2026

E-2610	\$40,000
E-2611	\$40,000
E-2612	\$40,000
E-2613	\$40,000

#### RATIFY: FY2025-2026

E-2603	\$19,693.81
E-2604	\$30,182.46

Dr. Pottinger motioned to approve, Debbie Gonzales 2<sup>nd</sup>.

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

**H. BUDGET BALANCE SUMMARY: Reported by Denisse Melendez/**

Debbie Gonzales motioned to approve, Danny Fish 2<sup>nd</sup>

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

**I. Future Agenda Items: 2<sup>nd</sup> Quarter sports stipend, AFR Financial Report**

**J. Next Board Meeting: Tuesday, October 7th, 2025**

**K. Adjournment: @ 6:08 P.M**

Dr. Pottinger motioned to adjourn, Debbie Gonzales 2<sup>nd</sup>.

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