



Sonoita Elementary School District

Elgin Elementary School

23 Elgin Rd

Elgin, AZ 85611

(520) 455-5514

Daniel R. Erickson, Superintendent

Successfully Empowering Students Diversely Every Eagle Shines

SONOITA GOVERNING BOARD PUBLIC HEARING
FY27 Sonoita Elementary School District Expenditure Budget
Tuesday, July 7, 2026, 5:00 pm
ELGIN SCHOOL CONFERENCE ROOM

SONOITA GOVERNING BOARD REGULAR MEETING
Tuesday, July 7, 2026
Immediately following the public hearing
ELGIN SCHOOL CONFERENCE ROOM

MINUTES

BOARD ATTENDANCE:

Harry Dotson, President
Nancy Webster, Vice President
Anne Przybyla, Member
Anthony Fennell, Member
Aaron Thomas, Member

DISTRICT ATTENDANCE:

Daniel Erickson, Superintendent
Heidi Gonzales, Business Manager

5:00 pm ~ Public Hearing ~ Sonoita Elementary School District #25 presented the proposed budget for adoption at the Public Hearing.

Opening

- A. Call to Order ~ Harry Dotson called the meeting to order at 5:01pm after the public hearing.
- 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, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

B. Approve Minutes

- Regular Meeting Minutes, June 2, 2026
- Board Retreat Meeting Minutes, June 15, 2026

~ Harry Dotson made a motion to approve the Regular Meeting Minutes of June 2, 2026 and the Board Retreat Meeting Minutes of June 15, 2026, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

Public Comment:

~ None

Information Items:

C. Board Member Activity Report

~ Anne Przybyla had a meeting with Heidi Gonzales to gain better understanding of the Budget and funds. Dan Erickson also gave her a tour of campus.

D. Superintendent Report

- Projected SY27 enrollment (117)
- Preliminary AASA Achievement Data ~ Mr. Erickson gave a power point presentation reviewing preliminary data.
- ASBA Membership ~ The District will not be joining ASBA membership this year due to billing of policy services the District does not currently use being added to membership fee.
- Budget Update ~ June 2026
- Student Account Update ~ June 2026

Action Items

E. Discuss / Action to Approve – FY27 Expenditure Budget for Sonoita Elementary School District #25.

~ Harry Dotson made a motion to approve the FY27 Expenditure Budget for Sonoita Elementary School District #25, Anthony Fennell 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

F. Discuss / Action to Approve – FY27. The Board may grant the Superintendent Daniel Erickson, discretionary approval of district and school sponsored fundraisers by sanctioned clubs, extra-curricular activities and parent organizations.

~ Harry Dotson made a motion to grant the Superintendent Daniel Erickson, discretionary approval of district and school sponsored fundraisers by sanctioned clubs, extra-curricular activities and parent organizations. Anthony Fennell 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

G. Discuss / Action to Approve – FY27 In the event of the absence of the Superintendent, the succession of authority will be designated to the individuals in the order listed.

1. Callie Mattus
2. Darrold Terrell Harper
3. Kyndra Ortiz

~ Harry Doston made a motion to approve that in the event of the absence of the Superintendent, the succession of authority will be designated to the individuals in the order listed, Anne Przybyla 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- H. Discuss / Action to Approve – FY27 Middle School Student Activities Fundraisers for end of year trip, to include middle school dances, donut sales, walk-a-thons, concessions sales at middle school sports games.
~ Harry Dotson made a motion to approve the FY27 Middle School Student Activities Fundraisers for end of year trip, to include middle school dances, donut sales, walk-a-thons, concessions sales at middle school sports games, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- I. Discuss / Action to Approve – Superintendent Daniel Erickson as qualified evaluator FY27 for Certified and Classified staff according to Policy 4-103 and A.R.S. §15-537.
~ Harry Dotson made a motion to approve Superintendent Daniel Erickson as qualified evaluator FY27 for Certified and Classified staff according to Policy 4-103 and A.R.S. §15-537, Anne Przybyla 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- J. Discuss / Action to Approve – Update to Board Policy and Procedures 4-302.
• Policy 4-302 Leave
• Procedure 4-302.G Leave – Voluntary Transfer of Accrued Sick Leave
~ The Board reviewed the proposed changes and updates to the Policy and Procedures listed.
~ Harry Dotson made a motion to approve the update to Board Policy and Procedures 4-302, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- K. Discuss / Action to Approve – FY27 Stipends.
~ The Board reviewed and discussed the proposed FY27 Stipends.
~ Harry Dotson made a motion to approve the FY27 Stipends as presented, Anne Przybyla 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- L. Discuss / Action to Approve – Substitute Teacher Rate Schedule update, effective 7/27/26.
~ The Board reviewed and discussed the proposed Substitute Teacher Rate Schedule effective 7/27/26, Anne Przybyla 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- M. Discuss / Action to Approve – FY27 Middle School Student Activities / Student Account Advisor ~ Kyndra Ortiz.
~ Harry Dotson made a motion to approve the FY27 Middle School Student Activities / Student Account Advisor ~ Kyndra Ortiz, Anthony Fennell 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- N. Discuss / Action to Approve – Sonoita Elementary School District #25 IT Responsible Use Policy and Device Self-Insurance Policy update effective FY27 start, July 27, 2026.
~ The Board reviewed and discussed the proposed update to the IT Responsible Use Policy and Device Self-Insurance Policy.
~ Harry Dotson made a motion to approve the Sonoita Elementary School District #25 IT Responsible Use Policy and Device Self-Insurance Policy update effective FY27 start, July 27, 2026, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- O. Discuss / Action to Approve – FY27 Transportation Agreement/IGA with Patagonia Union High School District #20.
~ The Board reviewed and discussed the FY27 Transportation Agreement/IGA with Patagonia Union High School District #20.
~ Harry Dotson made a motion to approve the FY27 Transportation Agreement/IGA with Patagonia Union High School District #20, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- P. Discuss / Action to Approve – Records disposal. FY20 Food Service, Financial and Tax Records, Purchase Orders, Payroll Records, Leave Requests, ADM Reports, Bank Statements and Reconciliations, Monthly and Year End Reconciliations, Journal Entries, Expense Vouchers, Wire Transfers, Deposit Records.
~ Harry Dotson made a motion to approve disposal of records of FY20 Food Service, Financial and Tax Records, Purchase Orders, Payroll Records, Leave Requests, ADM Reports, Bank Statements and Reconciliations, Monthly and Year End Reconciliations, Journal Entries, Expense Vouchers, Wire Transfers, Deposit Records, Anthony Fennell 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- Q. Discuss – Discussion to delegate the authority to the President or Vice President to review and verify Superintendent transactions, establish the transaction types and applicable review parameters or thresholds, and require a detailed list of all Superintendent-specific transactions to be included in the Governing Board regular meeting packets.
~ The Board discussed parameters and transaction types to be reviewed and signed monthly by the Board President and presented to the Board monthly in the consent agenda. Parameters shall be Transactions involving reimbursements, credit or purchasing card charges, travel expenses, emergency purchases, or other payments made directly to or on behalf of the

Superintendent. Transactions that personally benefit the Superintendent or involve vendors with which the Superintendent has a disclosed relationship.

- R. Action to Approve – Delegation of authority to the President or Vice President to review and verify specified transactions of the Superintendent that meet the specified review parameters or thresholds, and to require that a detailed list of all Superintendent-specific transactions be included in the Governing Board regular meeting packets for full Board review and approval.

~ Harry Dotson made a motion to delegate authority to the Board President, as the auditors recommend, to review and verify specified transactions of the Superintendent that meet the specified review parameters or thresholds, and to require that a detailed list of all Superintendent-specific transactions be included on the consent agenda and in the Governing Board regular meeting packets for full Board review and approval. Transaction parameters to be reviewed and signed off on monthly by the Board President are transactions involving reimbursements, credit or purchasing card charges, travel expenses, emergency purchases, or other payments made directly to or on behalf of the Superintendent. Transactions that personally benefit the Superintendent or involve vendors with which the Superintendent has a disclosed relationship. These reviews will begin with July 2026 transactions and be presented on the August 2026 agenda. Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

- S. Discuss / Action to Approve – Changing the dates of the September 2026 and October 2026 Board meetings due to holidays/breaks.

~ The Board reviewed the Regular Board Meeting Schedule, Mr. Erickson will be out of town on September 1, 2026, and October 6, 2026, is during Fall Break. The Board discussed alternate dates.

~ Harry Dotson made a motion to change the date of the September Board meeting, September 1, 2026, to September 2, 2026, and the October 6, 2026, meeting to October 13, 2026. The time and location will stay the same, 5:00 pm in the Elgin School Conference Room,

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	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.

- FY26 Expense Vouchers: 1029, 1030, 1031, 1032
- FY26 Payroll Vouchers: 25, 26, 27
- FY27 Payroll Voucher: 1
- FY27 Expense Voucher: 1

~ Harry Dotson made a motion to approve the consent agenda, Nancy Webster 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		

STUDY ITEMS

FUTURE AGENDA ITEMS

- Student Achievement
- AI
- Salary Schedules ~ December 2026
- Vision / Mission

ADJOURNMENT

~ Harry Dotson made a motion to adjourn the meeting at 6:41pm, Anthony Fennell 2nd, motion carried 5/0.

Member	Aye	Nay	Abstain
H.D.	X		
N.W.	X		
A.F.	X		
A.T.	X		
A.P.	X		