

QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHRENBURG, ARIZONA 85334

(928) 923-7907 FAX (928) 923-8908

MINUTES OF REGULAR MEETING

QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD

Tuesday, June 5, 2018 at 6:00 PM

Ehrenberg Elementary School

49241 Ehrenberg Rd.

Ehrenberg, AZ 85334

1. ROUTINE OPENING OF MEETING

A. Call to Order

Monica Timberlake called the meeting to order at 6:00 p.m.

B. Roll Call

Present: **Monica Timberlake
Michael Clowser
Norma Valenzuela
Nicole Collier**

Absent:

C. Pledge of Allegiance

Nicole Collier led the Pledge of Allegiance

2. REVIEW AND ACCEPT THE AGENDA FOR JUNE 5, 2018

A. Approve agenda as written

There was a motion to approve the agenda as written with the exception of pulling item 4.C.2. from the Consent Calendar.

Motion: Michael Clowser

Second: Nicole Collier

Vote: Unanimous

3. STAFF REPORTS

A. Administration Update – Raquel Burton

1. Current Events

Superintendent Mrs. Burton informed the board of the current District events.

- **Mrs. Burton attended the Administrators meeting with Mrs. Price. The next meeting will be held in Parker on August 21st at 9am.**
- **The results of the K-2 survey were handed to the board. Mrs. Burton has received several calls from parents asking to keep the configuration the same with K-2 remaining in Ehrenberg.**
- **Mrs. Burton is in the process of updating data in ALEAT.**

Enrollment

QES-73 students and EES- 120 students

- B. Financial Update – April Whitney
1. Monthly Financial Report
 - Bus & Maintenance Report
 - Electric KWH usage Report
 - Budget/Expenditure Analysis Report
 - Student Activities Report
 - Grants

Business Manager April Whitney informed the board of the monthly financials.

- Fuel and maintenance costs increased due to gas prices going up.
- Two buses have been in for repairs.
- Electricity cost is down in Ehrenberg but increased in Quartzsite.
- M&O remaining balance is \$24,079.00
- Capital remaining balance is \$40,372.00

- C. Board Reports

Monica Timberlake informs the board that she will be attending the Summer Leadership Institute this week.

4. APPROVAL OF CONSENT CALENDAR

- A. 1. Approve minutes of the regular meeting on May 9, 2018.

- B. Approve Expense and Payroll Vouchers

Expense Vouchers will be available during meeting for public review.

- P – 22- \$47,373.21 E – 1018– \$28, 032.07
- P – 22- \$47,879.90 E – 1019 - \$36,786.81

- C. Personnel Action

1. Resignation of classified employee Julie Nichols.
2. Mae Gonzales- Approve for the position of Special Education Teacher of Quartzsite Elementary School District #4.

- D. Approve the In-Kind statement between WACOG and the Quartzsite Elementary School District #4 to certify the annual contribution \$12,000 made to Ehrenberg Head Start, by QSD4 for the period of July 1, 2018 to June 30, 2019.

- E.

There was a motion to approve the Consent Calendar as amended.

Motion: Norma Valenzuela

Second: Nicole Collier

Vote: Unanimous

5. ITEMS REMOVED FROM CONSENT CALENDAR

Monica Timberlake pulled item C.2. to receive more information from Mrs. Burton. Mrs. Burton informed the board and public of Mrs. Gonzales credentials and qualifications. Monica Timberlake asked about training. Mrs. Burton has been in contact with Heather from ADE to be available to train Mrs. Gonzales as soon as she arrives into town.

There was a motion to approve Mae Gonzales as the Special Education Teacher for the Quartzsite Elementary School District #4.

Motion: Nicole Collier

Second: Michael Clowser

Vote: Unanimous

6. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and action on policy advisories.....**FINAL READING.**
Policy Advisory No. 602.....Policy DKA – Payroll Procedure/Schedules
Policy Advisory No. 603.....Exhibit GBEAA-E – Staff Conflict of Interest
(CONFLICT OF INTEREST DISCLOSURE PURSUANT TO A.R.S. §§ 38-501)

There was a motion to approve the policy advisories 602-603.

Motion: Norma Valenzuela

Second: Nicole Collier

Vote: Unanimous

- B. Discussion and possible action on the purchase of a new bus.
Bret Champoux and Bill Burks addressed the board to answer questions regarding the quotes that were presented. April Whitney discussed with the board on how the District can fund the purchase on a new bus. Monica Timberlake asked Mrs. Burton to contact the District attorney regarding the procurement Laws. Item was tabled until July’s regular board meeting.

7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible action on the approval of the proposed FY2019 budget for Quartzsite School District #4.

Business Manager April Whitney explains and goes over the proposed budget with the board and public. Ms. Whitney announced there will be a public hearing to adopt the budget at our next regular board meeting. There were no questions from the board.

There was a motion to approve the proposed FY2019 budget for Quartzsite Elementary School District #4.

Motion: Michael Clowser

Second: Norma Valenzuela

Vote: Unanimous

- B. Discussion and possible action on change to the District Calendar for 2018-2019FY.
Mrs. Burton is requesting to make change to start the school year a day earlier so a mandatory professional development can be held on August 13th with staff and community members. There was a motion to approve the Calendar change to start school on the 7th.

Motion: Michael Clowser

Second: Nicole Collier

Vote: Unanimous

- C. Discussion and possible action on a reading incentive for FY2018-2019.
Mrs. Burton passed out a brochure to the board on an Accelerated Reader Incentive Program. Mrs. Burton has spoke to the Districts Librarian on organizing an Accelerated Reader store.

- D. Discussion and possible action on changing the date to July regular meeting.
There was a motion to move the July regular board meeting to July 5th at 6pm in Quartzsite.

Motion: Nicole Collier

Second: Michael Clowser

Vote: Unanimous

8. **CALL TO THE PUBLIC – PLEASE FILL OUT “REQUEST TO ADDRESS BOARD” AND HAND TO THE BOARD PRESIDENT**

Members of the audience may make statements concerning matters of interest to the School District. The President of the Board may terminate such statements if they do not concern the School Board affairs, if they are personal attacks against individuals or are deemed inappropriate by the President. The Board also reserves the right to set the time limit of three minutes on individual presentations and the time spent on the Call to the Public.

The following community members addressed the board on the following topics:

Christine – classroom etiquette in 5th/6th grade in Quartzsite. Heating and cooling on the busses. Help with transportation in La Paz Valley.

Lynda Goldberg – Bus repair

Cindy Baldwin – Placement of teaching staff. Concerns with families pulling their children out of the District due to staff placement.

Tim Scharn – would like to know why there was no action taken when two kids were assaulted.

Monica Timberlake asked each individual to contact Mrs. Burton to discuss their concerns.

9. **AGENDA ITEMS FOR FUTURE CONSIDERATION**

1. **Bus routes**
2. **Discipline policy**
3. **Break down on solar panels**
4. **Bus purchasing**
5. **sick leave policy**
6. **schedule a time with District attorney to give presentation on Open Meeting Law.**
7. **K-2 configuration**

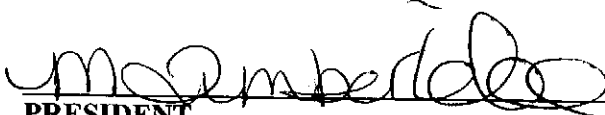
10. **ADJOURNMENT**

There was a motion to adjourn the meeting at 7:19 p.m.

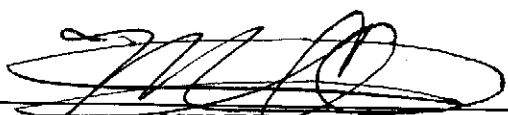
Motion: Michael Clowser

Second: Norma Valenzuela


Vote: Unanimous



 PRESIDENT



 MEMBER



 MEMBER

 MEMBER

 MEMBER