

# QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHREMBERG, ARIZONA 85334

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

## MINUTES OF REGULAR MEETING QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD

Thursday, August 9, 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  
Nicole Collier  
Norma Valenzuela**

Absent:

C. Pledge of Allegiance

**Monica Timberlake led the Pledge of Allegiance**

### 2. REVIEW AND ACCEPT THE AGENDA FOR AUGUST 9, 2018.

A. Approve agenda as written

**There was a motion made to approve the agenda as written with the exception to table item 7.C.**

**Motion: Michael Clowser**

**Second: Nicole Collier**

**Vote: Unanimous**

3. STAFF REPORTS

A. Administration Update – Raquel Burton

1. Current Events

**Superintendent Raquel Burton informed the board of the Districts current events.**

- **August 1<sup>st</sup> the teachers reported back to work.**
- **August 3<sup>rd</sup> from 8am-4pm was meet the teacher for both campuses.**
- **No school on August 13<sup>th</sup> due to mandatory staff crisis training.**
- **August 21<sup>st</sup> is Open House in Quartzsite from 5pm-6pm.**
- **August 22<sup>nd</sup> is Open House in Ehrenberg from 5pm-6pm.**

**Mrs. Burton also thanked the Quartzsite PTO, Quartzsite community members and staff that helped move the classrooms around at the Quartzsite Elementary School.**

**Enrollment**

**127 students are enrolled in Ehrenberg.**

**68 students are enrolled in Quartzsite.**

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 was unable to attend the meeting. Mrs. Burton asked the board if they have any questions regarding the monthly financial reports given in the board packet to please send her an email.**

C. Board Reports

**Board president Monica Timberlake thanked the Quartzsite Police Department for the video they made for the first day of school on school safety. She and Nicole Collier attended meet the teacher at both campuses. Monica attended staff orientation and the first day of school in Quartzsite along with board member Nicole Collier. Monica, Nicole and Raquel will be attending Law Conference in September. Monica thanked Quartzsite PTO and Linda Goldberg for their generous donations to the District. She informed the board that October 22<sup>nd</sup> is the County meeting in Parker and Quartzsite will be providing the entertainment and hopes all board members can attend.**

4. APPROVAL OF CONSENT CALENDAR

- A.
1. Approve minutes of the regular meeting on July 5, 2018.
  2. Approve minutes of the special meeting on July 17, 2018.
  3. Approve minutes of the work session on July 23, 2018.
  4. Approve minutes of the special meeting on July 31, 2018.

B. Approve Expense and Payroll Vouchers

Expense Vouchers will be available during meeting for public review.

- E – 1002- \$701.96                      P – 26- \$14,362.63
- E – 1001- \$27,851.70                  P – 1- \$14,632.32

C. Approve the donation of the wire-free video doorbell from Linda Goldberg of Quartzsite for the Quartzsite Elementary School.

- D. Approve the donation of the new sound system from the Quartzsite PTA for the Quartzsite Elementary School.
- E. Personnel Action
  - 1. Frank Cicci – Approve as a Substitute for the Quartzsite Elementary School District #4.

**There was a motion to approve the consent calendar.**

**Motion: Michael Clowser**

**Second: Nicole Collier**

**Vote: Unanimous**

- 5. ITEMS REMOVED FROM CONSENT CALENDAR  
**No items were pulled.**

- 6. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion on possible projects through School Facility Board Grants.  
**Mrs. Burton did not have any updates but informed the board that the School Facility Board would like to meet with herself, April and Monica to discuss future projects. She did not have a set date at this time.**

- 7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible action for board member attendance at the Delegate Assembly on September 8, 2018 in Scottsdale, AZ.  
**There was a motion to send board member Nicole Collier as the Delegate and Monica Timberlake an alternate to the Delegate Assembly.**  
**Motion: Monica Timberlake**  
**Second: Norma Valenzuela**  
**Vote: Unanimous**
- B. Discussion and possible action on the proposed 2019 political agenda.  
**There was a motion to support the 2019 political agenda.**  
**Motion: Michael Clowser**  
**Second: Norma Valenzuela**  
**Vote: Unanimous**
- C. Discussion and possible action on the bus routes.  
**This item was tabled.**
- D. Discussion and possible action on allowing an Officer from QPD onto the Quartzsite Elementary School campus for K-9 program.  
**Officer Wertha from Quartzsite Police Department approached the board with concern. He asks to implement a policy to allow him to bring his K-9 service dog onto campus to do random drug sniffs. The process will take less than 5 minutes. The dog is trained to detect the drug heroine, meth, cocaine and marijuana. Board member Michael Clowser asks Superintendent Raquel Burton to reach out to La Paz Sherriff for the Ehrenberg campus. Monica Timberlake asks Mrs. Burton to discuss with the District Attorney on the legalities.**

- E. Discussion on policy advisories.....**FIRST READING.**
  - Policy Advisory No. 616 **NEW**.....Policy DICA – Budget Format
  - Policy Advisory No. 617.....Policy DIE – Audits/Financial Monitoring
  - Policy Advisory No. 618.....Policy DJ – Purchasing
  - Policy Advisory No. 619.....Policy DJE – Bidding/Purchasing Procedures
  - Policy Advisory No. 620.....Policy FEA – Educational Specifications for Construction
  - Policy Advisory No. 621.....Policy GBEAA – Staff Conflict of Interest  
Exhibit – GBEAA-E
  - Policy Advisory No. 622.....Regulation IHBA-RB – Special Instructional Programs and  
Accommodations for disabled Students
  - Policy Advisory No. 623.....Policy JFABB – Admission of Exchange and Foreign  
Students
  - Policy Advisory No. 624.....Policy JL – Student Wellness  
Regulations JL – RA and JL - RB

**No discussion on policies.**

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.

**No comments were made by the public.**

9. **AGENDA ITEMS FOR FUTURE CONSIDERATION**

- 1. **Bus Routes**
- 2. **Superintendent Goals**
- 3. **Add a portion of the Districts policies.**

10. **ADJOURNMENT**

**There was a motion to adjourn the meeting at 6:22 p.m.**

**Motion:** Michael Clowser  
**Second:** Nicole Collier  
**Vote:** Unanimous

---

**PRESIDENT**

**MEMBER**

---

**MEMBER**

**MEMBER**

---

**MEMBER**