

# QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHRENBERG, ARIZONA 85334

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

MINUTES OF REGULAR MEETING

QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD

Monday, March 12, 2018 at 6:00 PM

Quartzsite Elementary School

930 W. Quail Trail

Quartzsite, AZ 85346

## 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  
Sally Kelley**

Absent:

C. Pledge of Allegiance

**Norma Valenzuela led the Pledge of Allegiance**

## 2. REVIEW AND ACCEPT THE AGENDA FOR MARCH 12, 2018

A. Approve agenda as written

**There was a motion to approve the agenda as written.**

**Motion: Norma Valenzuela**

**Second: Michael Clowser**

**Vote: Unanimous**

3. Presentation on QES 8<sup>th</sup> grade end of the year trip. The QES 8<sup>th</sup> grade class will present their itinerary for their end of the year trip.

**Quartzsite Eighth graders Cheyenne and Hannah gave a power point presentation to the board on their itinerary of the end of the year trip. Some of the places they would like to visit are Knotts Berry Farm and Disneyland.**

## 4. STAFF REPORTS

A. Administration Update – Raquel Burton

1. Current Events

**Superintendent Mrs. Burton informed the board of the school events.**

**Quartzsite Elementary School**

- **March 16<sup>th</sup> the 8<sup>th</sup> graders will be having a St. Patrick's Day dance at 5 p.m.**
- **March 17<sup>th</sup> the yearbook club is having a St. Patrick's Day dinner for \$7.00 a plate.**
- **March 26<sup>th</sup> and 27<sup>th</sup> Student Council will be selling Easter candy grams for \$1.00.**

**Ehrenberg Elementary School**

- **March 12<sup>th</sup>-17<sup>th</sup> Student Council will be selling St. Patrick's Day grams.**
- **March 23<sup>rd</sup> the 8<sup>th</sup> grade will have a spaghetti dinner from 5 pm-7 pm.**

**District Level**

- **Jennifer Marlatt is testing students and scheduling meetings.**
- **ADE Sped Department will be visiting our District between March and April.**
- **Employee Renee King returned back to work on March 12<sup>th</sup>.**
- **Mrs. Burton spoke to Mrs. Price and she will appoint the Districts new board member this week.**

**Enrollment**

**QES-71 students and EES- 122 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 was unable to attend the meeting. She asked the board members to email her if they have any questions.**

C. Board Reports

**Board member Monica Timberlake will be attending the Equity Event on March 22<sup>nd</sup> and 23<sup>rd</sup> in Phoenix.**

5. APPROVAL OF CONSENT CALENDAR

- A. 1. Approve minutes of the regular meeting on February 8, 2018.  
2. Approve minutes of the work session on February 20, 2018.
- B. Approve Expense and Payroll Vouchers  
Expense Vouchers will be available during meeting for public review.
- P – 15- \$47,628.99                      E – 1013 – \$25, 025.43
  - P – 16- \$47,205.17

**There was a motion approve the Consent Calendar.**

**Motion: Michael Clowser**  
**Second: Norma Valenzuela**  
**Vote: Unanimous**

6. ITEMS REMOVED FROM CONSENT CALENDAR

**No items were removed.**

7. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

**No Old Business.**

8. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible action on EES/QES 8<sup>th</sup> grade end of the year trip.  
**There was a motion to approve the 8<sup>th</sup> grade trips and for the District to pick up the payment for transportation.**  
**Motion: Monica Timberlake**  
**Second: Norma Valenzuela**  
**Vote: Unanimous**
- B. Discussion and possible action on the Districts sick leave policy.  
**Board member Monica Timberlake read over the current and proposed policy to the board. She made the suggestion of taking out the 70 hour cap and will take back to the District Attorney to make appropriate changes and bring back to the board at next month's board meeting for approval.**
- C. Discussion and action on policy advisory..... **SECOND READING**

Policy Advisory GCD

**There was a motion to approve policy GCD with a maximum of 45 vacation days to accumulate.**

**Motion: Michael Clowser**

**Second: Norma Valenzuela**

**Vote: Unanimous**

9. EXECUTIVE SESSION

**There was a motion to adjourn into executive session**

**Motion: Michael Clowser**

**Second: Norma Valenzuela**

**Vote: Unanimous**

10. RECONVENE OPEN MEETING

A. Motion to reconvene into open meeting.

**There was a motion to reconvene into open meeting at 7:18 p.m.**

**Motion: Michael Clowser**

**Second: Norma Valenzuela**

**Vote: Unanimous**

**Roll call was taken: Board Members Monica Timberlake, Norma Valenzuela, Michael Clowser and Sally Kelley were present.**

11. 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.

**Community member Mr. Thompson approached the board regarding school policy on informing parents of a potential problem with a child on school grounds.**

12. AGENDA ITEMS FOR FUTURE CONSIDERATION

1. **Disciplinary procedures**

2. **Safety precautions for office at Quartzsite Elementary School.**

13. ADJOURNMENT

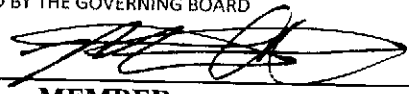
**There was a motion to adjourn the meeting at 7:23 p.m.**

**Motion: Norma Valenzuela**

**Second: Michael Clowser**

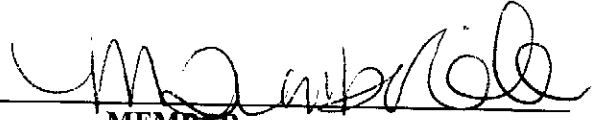
**Vote: Unanimous**

**PRESIDENT**



**MEMBER**

**MEMBER**



**MEMBER**

**MEMBER**

