

QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHRENBERG, ARIZONA 85334

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MINUTES OF REGULAR MEETING QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD

Thursday, November 8, 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**
Nicole Collier
Norma Valenzuela-via phone

Absent: **Michael Clowser**

C. Pledge of Allegiance

Monica Timberlake led the Pledge of Allegiance

2. REVIEW AND ACCEPT THE AGENDA FOR NOVEMBER 8, 2018.

A. Approve agenda as written

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

Motion: Nicole Collier

Second: Norma Valenzuela

Vote: Unanimous

3. STAFF REPORTS

A. Administration Update – Raquel Burton

1. Current Events

Superintendent Raquel Burton informed the board of the School's current events. Quartzsite Elementary School

- **The girls Volleyball team will be recognized and celebrate them placing 4th at the semi finals Volleyball Tournament in LePera by the City Council. On November 13th at 7 pm.**
- **Mrs. Burton attended a meeting for the Angel Tree Program on November 5th.**

District

- **The District will be closed on Monday the 12th for Veterans Day.**
- **Basketball Tournament is on November 16th and 17th in Salome.**
- **Classroom parties will be on November 21st.**
- **Early release for both campuses at 1:30 pm.**
- **Thanksgiving break is on November 22nd and 23rd.**

- **The District has been working on the proper paperwork for state requirements that are needed.**
- **The District was awarded a grant from TransCanada for \$4500.00 for each campus. With that grant the District will be purchasing Chrome books for the students.**

Enrollment

121 students are enrolled in Ehrenberg.

65 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 Member Nicole Collier wanted to invite everybody out to the Buck Conner event in Quartzsite. Monica Timberlake attended the ASBA La Paz County Meeting in Parker and was elected the Director with ASBA for the next two years. Monica will be attending the legislative workshop with ASBA and a Equity Seminar.**

4. APPROVAL OF CONSENT CALENDAR

- A. 1. Approve minutes of the regular meeting on October 11, 2018.
- B. Approve Expense and Payroll Vouchers
- Expense Vouchers will be available during meeting for public review.
- E – 1006- \$8, 688.56 P – 7- \$49,995.30
 - E – 1007 - \$31, 477.79 P – 8- \$47,762.12
- C. Personnel Action
1. Approval of resignation of classified employee Natasha Walters.
 2. Approval of resignation of classified employee Kathy Thevenin.
 3. Arantxa Cortazar – Approve as a Food Service Staff at Ehrenberg Elementary School.
 4. Julianna Sanchez – Approve as a Para Professional at Ehrenberg Elementary School.
- D. Approval of the donation from Will Aaron for new basketball uniforms for Quartzsite Elementary School.

There was a motion to approve the Consent Calendar with the exception of pulling item D.

Motion: Norma Valenzuela

Second: Nicole Collier

Vote: Unanimous

5. ITEMS REMOVED FROM CONSENT CALENDAR

Monica Timberlake asked to pull item D from the consent calendar. She personally wanted to thank Will Aaron for the generous donation of the new basketball uniforms for the Quartzsite Elementary School students.

There was a motion to approve the donation of the basketball uniforms.

Motion: Nicole Collier

Second: Norma Valenzuela

Vote: Unanimous

6. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

A. Discussion on possible projects through School Facility Board Grants.

Superintendent Raquel Burton informed the board that assessments have been done at the Ehrenberg campus. They looked at the roofing, walls and plumbing and drainage of the campus. No results have been given and have not been given a time frame of when the projects will be started. A date has not been given on when they will start their assessments at the Quartzsite campus.

7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

A. Discussion and possible action on the ASBA 61st Pre-Conference and Annual Conference on December 12th-14th in Phoenix.

Monica Timberlake will be attending as County Director and asked for all incoming board members to attend. Nicole Collier and incoming board member William Ponce agreed they would attend the Pre Conference on December 12th.

There was a motion to approve all incoming board members registration for the Pre Conference and a hotel room for Monica Timberlake and Raquel Burton to attend the Annual Conference.

Motion: Nicole Collier

Second: Norma Valenzuela

Vote: Unanimous

B. Discussion and action on policies.....**FINAL READING**

Policy Advisory No. 625.....Policy BCB – Board Member Conflict of Interest
Exhibit BCB-E

Policy Advisory No. 626.....Policy BE – School Board Meetings

Policy Advisory No. 627.....Policy BEDF – Voting Method

Policy Advisory No. 628.....Regulation BEDG-R – Minutes

Policy Advisory No. 629.....Policy DICA – Budget Forms

Policy Advisory No. 630.....Policy DIE – Audits/Financial Monitoring

Policy Advisory No. 631.....Policy DJ – Purchasing

Policy Advisory No. 632.....Policy DN – School Properties Disposition

Policy Advisory No. 633.....Policy FCB – Retirement of Facilities

Policy Advisory No. 634.....Policy GCO –Evaluation of Professional Staff
Members

Policy Advisory No. 635.....Regulation IKE-RB – Promotion and Retention of
Students

Policy Advisory No. 636.....Policy IL – Evaluation of Instructional Programs

Policy Advisory No. 637.....Policy IMD – School Ceremonies and Observances

Policy Advisory No. 638.....Policy JEB – Entrance Age Requirements

- Policy Advisory No. 639.....Policy JICK – Student
Bullying/Harassment/Intimidation
Regulation JICK-R
Exhibit JICK-EB
- Policy Advisory No. 640.....Policy JJIB – Interscholastic Sports
- Policy Advisory No. 641.....Policy JL – Student Wellness
Regulation JL-RB
- Policy Advisory No. 642.....Exhibit JLCB-E – Immunization of Students
- Policy Advisory No. 643.....Policy JLCD – Medicines/Administering Medicine to
Students
- Policy Advisory No. 645.....Exhibit JLCB-E (Immunization of Students – ADHS
REVISED – October 2018)

There was a motion to approve Policy Advisory 625-645

Motion: Nicole Collier
Second: Norma Valenzuela
Vote: Unanimous

10. **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.

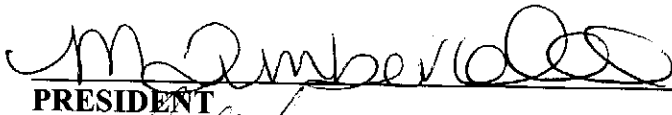
11. **AGENDA ITEMS FOR FUTURE CONSIDERATION**

No future items were considered. Board members were asked to email Holly if they had an item to be considered.

12. **ADJOURNMENT**

There was a motion to adjourn the meeting at 6:13 p.m.

Motion: Nicole Collier
Second: Norma Valenzuela
Vote: Unanimous



PRESIDENT



MEMBER



MEMBER

MEMBER



MEMBER