

## QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHRENBERG, ARIZONA 85334

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

### *MINUTES OF SPECIAL BOARD MEETING QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD*

April 18, 2016 at 4:30 PM

49241 Ehrenberg Parker Hwy

Ehrenberg, AZ 85334

Ehrenberg Elementary School

#### 1. OPENING ITEMS

- A. Call to Order: **Board President Monica Timberlake called the meeting to order at 4:31 p.m.**
- B. Roll Call  
Present: **Monica Timberlake, Board President; Carrollynn Henshaw, Member; Danielle Miller, Member; Justin Rayner, Member**  
Absent:  
Others Present: **Raquel Burton, Superintendent; Holly Brown, Board Secretary; April Whitney, Business Manager**
- C. Pledge of Allegiance: **Danielle Miller led the Pledge of Allegiance**

#### 2. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible action on dates/times for board training.  
**Board President Monica Timberlake made public an email from Danielle Miller to Holly Brown. Monica also informed the board that Julie Smock from ASBA is available to come out on a Saturday and will let the board secretary know the date/time so she can email board members.**

#### 3. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTIONS)

- A. Discussion on preliminary budget forecast for 2016-2017.  
**Business Manager April Whitney gave a power point presentation to the board on our budget projections for FY2016-2017.**
- B. Discussion and approval of Wells Fargo Letter of Declaration of 2016 Dept.  
**There was motion to approve the Wells Fargo Letter of Declaration of 2016 Dept.**  
**Motion: Justin Rayner**  
**Second: Danielle Miller**  
**Vote: Unanimous**
- C. Discussion on classroom sizes for 2016-2017.  
**April Whitney went over class size projections and different proposals and scenarios that can work for our district.**  
**There was a motion to open discussion to the public.**  
**Motion: Danielle Miller**  
**Second: Justin Rayner**  
**Vote: Unanimous**

**Christy Carter presented to the board a few class size projections and scenarios that she and a couple teachers from EES had come up with.**

- D. Discussion and possible action on Classified Salary schedules for 2016-2017.  
**April Whitney presented to the board different scenarios on changing the classified salary schedule if the board approves to do so.**
- E. Discussion and possible action on Certified Salary schedules for 2016-2017.  
**April Whitney presented to the board different scenarios on changing the certified salary schedule if the board approves to do so.**
- F. Discussion and possible action on Substitute Pay for 2016-2017.  
**April Whitney informed the board that substitute pay has not been discussed since 2003. She had researched other districts and their substitute pay and noticed that our districts substitute pay is set higher than other surrounding districts.**
- G. Discussion and possible action on Extra Duty Stipends for 2016-2017.  
**April Whitney is not proposing any changes at this time. She did propose to the board that it may be a good idea to increase the insurance waiver since insurance rates will be increasing.**
- H. Discussion on department needs for budget planning.  
**Maintenance manager Bret Champoux prepared a spreadsheet for the board to notify them of the upcoming maintenance needs of the district. Business manager April Whitney asks the board to try and work these needs into the budget.**
- I. Discussion and possible action on ASBAIT Insurance Rates for 2016-2017.  
**Business manager April Whitney informed the board that the insurance rates through ASBAIT would be increasing. She suggests to the board that they continue to keep the plan that they currently pay for.**
- J. Discussion and possible action on next 2016-2017 budget meeting.  
**Our next scheduled board meeting budget meeting is on May 2<sup>nd</sup> at 4:30 at the Ehrenberg campus.**

- 4. ADJOURNMENT  
**Motion to adjourn the meeting at 6:00 p.m.**  
**Motion: Justin Rayner**  
**Second: Danielle Miller**  
**Vote: 4-0**

---

**PRESIDENT**

**MEMBER**

---

**MEMBER**

**MEMBER**

---

**MEMBER**