

QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHRENBURG, ARIZONA 85334
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MINUTES OF REGULAR MEETING QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD

Wednesday, November 13, 2019 at 6:00 PM

Quartzsite Elementary School
930 W. Quail Trail
Quartzsite, AZ 85346

1. ROUTINE OPENING OF MEETING

A. Call to Order

Nicole Collier called the meeting to order at 6:00 p.m.

B. Roll Call

Present: **Monica Timberlake**

Mark Orgeron

Nicole Collier

William Ponce

Absent: **Norma Valenzuela**

C. Pledge of Allegiance

Mark Orgeron led the Pledge of Allegiance

2. REVIEW AND ACCEPT THE AGENDA FOR NOVEMBER 13, 2019.

A. Approve agenda as written

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

Motion: Mark Orgeron

Second: William Ponce

Vote: Unanimous

3. STAFF REPORTS

A. Administration Update – **Superintendent Raquel Burton**

1. Current Events

- **Spirit Week went well at both campuses. The book fair bucket challenge winners were Mr. Sweetland for Quartzsite and Mrs. Carter for Ehrenberg.**
- **Superintendent Hoffman met with Chief Ponce, Monica and I on October 30th. They discussed the challenges of a small District. Mrs. Burton and Monica attended the County meeting in Salome that same afternoon.**
- **Quartzsite staff had active shooter training with officer Weltha on November 1st.**
- **The afternoon of November 1st there was a structural assessment done for Quartzite campus. The board will be informed of the results as soon as the District gets the report.**
- **On November 8th the District hosted a bullying presentation on the Quartzsite campus. The Professional Development was open to all of La Paz County.**

- **November 12th Mrs. Burton and Ms. Gonzalez met with the visa sponsor. She informed us that help fund school projects. Mrs. Burton and Ms. Gonzalez will be working together on a proposal.**
- **The AP system in Quartzsite is now working. You can now hear all announcements in the classrooms and on the playground.**
- **Quartzsite Elementary school volunteer Jacqueline Bale has been working hard with the 4th-8th grade students with reading and math.**

Enrollment

**141 students are enrolled in Ehrenberg.
42 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 make the board meeting. Mrs. Burton asked the board if there were any concerns or questions for her regarding the financials. There were no questions or comments from the Board.

C. Board Reports

The board wanted to recognize the volleyball teams for placing 2nd and 3rd in the volleyball tournament.

4. APPROVAL OF CONSENT CALENDAR

A. 1. Approve minutes of the regular meeting on October 14, 2019.

B. Approve Expense and Payroll Vouchers

Expense Vouchers will be available during meeting for public review.

- E – 1005- \$148, 237.14 P – 7- \$51,381.38
- E – 1006 - \$23,336.18 P – 8- \$46,964.92
- E – 1007 - \$24, 207.03

C. Personnel Actions

1. Approve the removal of Torey Gonzalez as the Quartzsite Elementary Schoolk yearbook sponsor.
2. Approval of the yearbook stipend for Jack Barber.

There was a motion to approve the Consent Calendar with the exception on pulling item

C.2.

Motion: Monica Timberlake

Second: Nicole Collier

Vote: Unanimous

5. ITEMS REMOVED FROM CONSENT CALENDAR

Item C.2. Approval of the yearbook stipend for Jack Barber was pulled from the consent calendar. Nicole Collier recuses herself from the vote.

There was a motion to approve the yearbook stipend for Jack Barber.

Motion: Monica Timberlake

Second: Mark Orgeron

Vote: Unanimous

6. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)
 - A. Discussion on possible projects through School Facility Board Grants.
Mrs. Burton informed the board of the bid meeting and will keep them updated as soon as she hears from SFB.
 - B. Discussion on the board update on the Quest meeting.
Monica Timberlake updated the board on the latest Quest meeting. She said most of the conversation had been regarding low income housing programs. She wants to ask the members for a letter of support for the District regarding small school adjustments.
 - C. Discussion and possible action on the purchase of a new District vehicle.
The board would like to look into getting a van that can also be used for sports runs and field trips. The board wants to know information on the transportation grant, procurement process and how much of our budget are we working with.
7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)
 - A. Discussion on the School Boards Self-Evaluation.
This item was tabled until the December board meeting.
 - B. Discussion and possible action on the Districts policy EEB – District Travel Policy.
Mrs. Burton discussed with the board that without a reliable District vehicle for employees to take out of town for trainings she would like to see employees be reimbursed for either mileage or gas if the destination is less than 50 miles and only with the approval of Mrs. Burton.
There was a motion to approve the reimbursement to employee for either mileage or gas with the approval of Mrs. Burton.
Motion: Nicole Collier
Second: Monica Timberlake
Vote: Unanimous
 - C. Discussion and possible action on the 2019-2020 Performance Pay Plan.
There was a motion to approve the 2019-2020 Performance Pay Plan.
Motion: Nicole Collier
Second: Mark Orgeron
Vote: Unanimous
 - D. Discussion and possible action on changing the December regular board meeting to December 9th.
There was a motion to move the December regular board meeting to December 10th at 5pm in Quartzsite.
Motion: Monica Timberlake
Second: William Ponce
Vote: Unanimous
 - E. Discussion and possible action on changing the Quartzsite Elementary School Christmas Program to December 10th at 6pm.
There was a motion on changing the Quartzsite Elementary School Christmas Program to December 9th at 6pm.
Motion: Monica Timberlake
Second: Mark Orgeron
Vote: Unanimous
 - F. Discussion and possible action on changing the Ehrenberg Elementary School Christmas Program to December 11th at 6pm.
There was a motion on changing the Ehrenberg Elementary School Christmas Program to December 11th at 6pm.
Motion: Monica Timberlake
Second: Mark Orgeron
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.

There were no comments made by the public.

9. AGENDA ITEMS FOR FUTURE CONSIDERATION

1. **Board Self-Evaluation**
2. **Emergency Preparedness Action Plan**

10. ADJOURNMENT

There was a motion to adjourn the meeting at 6:35 p.m.

Motion: Mark Orgeron
Second: William Ponce
Vote: Unanimous

PRESIDENT

MEMBER

MEMBER

MEMBER

MEMBER