

# 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, September 17, 2025 at 6:00 PM

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

### 1. ROUTINE OPENING OF MEETING

#### A. Call to Order

**Kianie King called the meeting to order at 6:00 p.m.**

#### B. Roll Call

Present: **Monica Timberlake  
Kianie King  
Roxanne Villarreal  
Amanda McDaniel**

Absent: **William Ponce**

#### C. Pledge of Allegiance:

**Kianie King led the Pledge of Allegiance**

### 2. REVIEW AND ACCEPT THE AGENDA FOR SEPTEMBER 17, 2025.

#### A. Approve agenda as written

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

**Motion: Roxanne Villarreal**

**Second: Monica Timberlake**

**Vote: Unanimous**

### 3. PRESENTATION

#### A. Presentation by Mr. Serena on the Benchmark 1 Data.

**Mr. Serena attended and presented to the board the benchmark and state testing data. He reported on the ELA Reading and Writing, Math and Science of the state testing from last school year. There was a discussion on what interventions are being done to help the students be successful. The district is holding tutoring after school, intervention block during class time, 30 minute prep time for teachers, Leadership team has begun to meet and also recognizing the proficient and highly proficient students.**

4. **CALL TO THE PUBLIC**

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 public statements.**

5. **STAFF REPORTS**

A. Administration Update – Sadie Grimes

1. Current Events

**Superintendent Sadie Grimes informed the board of the Districts current events.**

- **Enrollment is at 135**
- **Open House was a success with First Things First and the Probation Dept in attendance handing out backpacks to families.**
- **ADE review with the SPED Department. Everything went very well.**
- **NED Assembly was loved by staff and students.**
- **Sadie and Kelly have been working on the draw downs of the grants and will be submitted by September 30<sup>th</sup>.**
- **A movie night was held by the 8<sup>th</sup> grade class. They completely sold out of all concessions.**
- **September 24<sup>th</sup> the district will be closed due to a scheduled power outage. Notices were passed out to all students and robo calls were made to parents.**
- **October 6<sup>th</sup>-9<sup>th</sup> is the districts Fall Break.**

B. Financial Update

1. Monthly Financial Report

- **Bus & Maintenance Report**
- **Electric KWH usage Report**
- **Budget/Expenditure Analysis Report**
- **Student Activities Report**

**Business Manager, Kelly Simpson updated the board on the monthly financials.**

- **Fuels expenses totaled \$838.28**
- **No bus or vehicle maintenance for the month of August.**
- **Ehrenberg Elementary School electricity costs were \$6,593.11**
- **Quartzsite Elementary School electricity costs were \$551.15**
- **M&O remaining budget \$241,699.00**
- **Capital Budget remaining is \$208,564.00**
- **Student Activities accounts have been reconciled and all records match with the school secretary.**

C. Board Reports

**Monica Timberlake attended a ASBA caucus meeting. Kianie King informed the board of an update regarding the EEOC claim. They will not proceed any further with the investigation.**

6. APPROVAL OF CONSENT AGENDA

- A. 1. Approve minutes of the regular meeting on August 20, 2025.  
2. Approve minutes of the special meeting on August 28, 2025.
- B. Approve Expense and Payroll Vouchers  
Expense Vouchers will be available during meeting for public review.
  - E – 1002 - \$66,352.07                      P – 3 - \$33,335.52
  - E – 1003 - \$38,343.31                      P – 4 - \$44,798.3
- C. Approval of Larry King as a volunteer for the Quartzsite School District #4.
- D. Accept the Annual Financial Statements and Audit by CWDL for the FY24 for the Quartzsite School District.
- E. Donations
  - 1. Approval of the donation of volleyball shirts from Halbys.

**Monica Timberlake pulled items 7.C. and 7.E.**

**There was a motion to approve consent agenda.**

**Motion: Monica Timberlake**  
**Second: Roxanne Villarreal**  
**Vote: Unanimous**

7. ITEMS REMOVED FROM CONSENT AGENDA

**Monica Timberlake pulled item 7.C. due to Larry King being a family member of Kianie King. She can recuse herself from voting.**

**There was a motion to approve Larry King as a volunteer for the Quartzsite School District.**

**Motion; Monica Timberlake**  
**Second: Roxanne Villarreal**  
**Vote: Unanimous**

**Kianie King recused from the voting.**

**Monica Timberlake pulled item 7.E. She thanked Halbys for the generous donation. The shirts looked great.**

**Motion: Monica Timberlake**  
**Second: Roxanne Villarreal**  
**Vote: Unanimous**

8. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible projects through School Facility Board Grants.  
**There are no open BRG's. Board President King explained to the new board members what School Facility does for districts. She also informed the board of a free webinar through ASBA on strategic uses of empty building on November 12<sup>th</sup>.**
- B. Discussion and possible action on the Quartzsite Elementary campus.  
**The fire panel continues to set the alarm off. It is scheduled on Monday with Cintas to be replaced. Monica Timberlake asks the district to reach out to the districts SFB liaison and see if it can be funded through them.**

9. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible action on scheduling an Open Meeting law training.  
**Board President Kianie King reached out to the Ombudsman regarding a training either a training video or a live training. The training would be free to the district. She will reach out to see which dates are available and can be held before one of our regular monthly meetings.**
- B. Discussion and possible action on the day/time of our regular meetings.  
**There was a motion to approve to move our regular monthly meetings on the 2<sup>nd</sup> Thursday of every month with the option of being able to call special meeting when necessary.**  
**Motion; Monica Timberlake**  
**Second: Roxanne Villarreal**  
**Vote: Unanimous**
- C. Discussion and possible action on rescheduling the regular October meeting.  
**No discussion or action needed.**
- D. Discussion and possible action on the ASBA La Paz County Meeting on October 1<sup>st</sup> in Parker.  
**Board President explained to the new board members what the ASBA County meeting consists of. If the board is interested in attending they could pay the registration fee to attend which is \$45.00 due to the budget being so tight. Board Members interested in attending is Kianie King, Roxanne Villarreal and Amanda McDaniel.**
- E. Discussion and action on policy advisories.....**FINAL READING.**  
Policy Advisory No. 909.....Policy EB – Environmental and Safety Program.  
Policy Advisory No. 910.....Policy GCQF – Discipline, Suspension and Dismissal of Professional Staff Members.  
Policy Advisory No. 911.....Policy IKF – Graduation Requirements  
Policy Advisory No. 912.....Policy JLC – Student Health Services and Requirements.  
Policy Advisory No. 913.....Policy JLCD – Medicines/Administering Medicines to Students.  
Policy Advisory No. 914.....Policy JLF – Reporting Child Abuse/ Child Protection  
**There was a motion to approve policy advisories 909-914.**  
**Motion: Monica Timberlake**  
**Second: Roxanne Villarreal**  
**Vote: Unanimous**
- F. Discussion on policy advisories.....**FIRST READING.**  
Policy Advisory No. 915.....Policy GDFA – Support Staff Qualifications and Requirements.  
Policy Advisory No. 916.....Policy IKF –Graduation Requirements (Additional language for Accommodation Schools Only)  
**There was no discussion.**  
  
**There was a motion to move into Executive Session at 7:08PM**  
**Motion: Monica Timberlake**  
**Second: Kianie King**  
**Vote: Unanimous**

10. EXECUTIVE SESSION

The Board may vote to meet in executive session pursuant to A.R.S. §38-431.03 (A) (1), personnel, to discuss Superintendent Sadie Grimes Performance Pay Goals. If Sadie Grimes wishes to have this executive session held in open session, it will be held in open session at the point on the agenda.

11. RECONVENE OPEN MEETING

A. Reconvene open meeting.

**There was a motion to reconvene into open meeting at 7:44PM.**

**Motion: Monica Timberlake**

**Second: Roxanne Villarreal**

**Vote: Unanimous**

B. Discussion and possible action on the Superintendents performance pay goals.

**There is no action. The Board is very happy with what they heard regarding the Superintendents goals.**

12. AGENDA ITEMS FOR FUTURE CONSIDERATION

**None was requested**

13. ADJOURNMENT

**There was a motion to adjourn the meeting at 7:45 p.m.**

**Motion: Monica Timberlake**

**Second: Roxanne Villarreal**

**Vote: Unanimous**

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**PRESIDENT**

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**MEMBER**

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