

QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHREMBERG, ARIZONA 85334

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MINUTES OF REGULAR MEETING QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD

Thursday, May 11, 2023 at 6:00 PM

Ehrenberg Elementary School

49241 Ehrenberg Road

Ehrenberg, AZ 85334

1. ROUTINE OPENING OF MEETING

A. Call to Order

Kelly Simpson called the meeting to order at 6:00 p.m.

B. Roll Call

Present: **Kelly Simpson
Kathy Thevenin
Monica Timberlake
William Ponce**

Absent: **Kianie King**

C. Pledge of Allegiance:

Kathy Thevenin led the Pledge of Allegiance

2. REVIEW AND ACCEPT THE AGENDA FOR MAY 11, 2023.

A. Approve agenda as written

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

Motion: William Ponce

Second: Kathy Thevenin

Vote: Unanimous

3. 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.

Christina Carter presented the science projects from the 6th to 8th grade students to the board. Sixth grade worked on building active volcanoes. Seventh grade worked on creating a blueprint and building a home to scale with working electricity. Eighth grade was assigned Mission to Space. They worked on building spaceships with a specific number of items that needed to be included in the making of their project.

4. STAFF REPORTS

A. Administration Update – Dr. Monica Barajas

1. Current Events

Superintendent Dr. Barajas informed the board of the Districts current events.

- **Dr. Barajas will be finishing up Diebels testing. She is having Mrs. Carter and Ms. Rodriguez shadow her to learn how to take over that responsibility for next year.**
- **Dr. Barajas, Mrs. Carter, Holly and April are currently working on a priority list to prepare for next school year.**
- **Staff Appreciation Week was held this week.**

137 students enrolled in the District.

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 gave her financial update on the month of January to the board. She also thanked Dr. Barajas for showing appreciation to the staff this week.

- **Fuel costs for the month were \$2,316.71**
- **There was one facility maintenance cost of a total of \$2,950.00 for the beehive removal from the QES Gymnasium.**
- **Electricity bill at Ehrenberg was a total of \$2,532.86 and Quartzsite was a total of \$608.36**
- **M&O now has a positive amount of \$22,869.00 and the remaining Capital Budget has \$18,151.00.**

C. Board Reports

Monica Timberlake will be attending the Summer Leadership Conference. She was accepted to participate in a workshop on how Districts are going to function without the ESSER dollars.

5. APPROVAL OF CONSENT CALENDAR

A. 1. Approve minutes of the regular meeting on April 17, 2023.

2. Approve minutes of the special meeting on April 27, 2023.

3. Approve minutes of the executive session on April 27, 2023.

4. Approve the minutes of the regular meeting on April 27, 2023.

B. Approve Expense and Payroll Vouchers

Expense Vouchers will be available during meeting for public review.

- P – 20 - \$46,800.55 E – 1011 - \$32,852.14
- P – 21 - \$47,631.83

C. Approval of the Memorandum of Agreement between Quartzsite School District #4 and WACOG Head Start.

- D. Approval of the donation from LKH Farming for the paint and supplies needed for the painting of the mascot at the Ehrenberg Elementary School.
- E. Personnel
 - 1. Approval of the resignation of classified employee April Whitney.

Kelly Simpson pulled item 5.E.1.

There was a motion to approve the Consent Calendar as amended.

Motion: Monica Timberlake

Second: William Ponce

Vote: Unanimous

6. ITEMS REMOVED FROM CONSENT CALENDAR

Kelly Simpson thanked April Whitney for her 22 years of service to the District.

There was a motion to approve the resignation of April Whitney.

Motion: Kelly Simpson

Second: Monica Timberlake

Vote: Unanimous

7. OLD BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible projects through School Facility Board Grants.

James from Sun Valley has updated the projected schedule of construction. He has sent it to Dave the project manager for approval. As soon as it's approved Dr. Barajas will present it to the Board. She also has an email into Stephanie, the Districts liaison regarding change orders and pay applications. She has yet to hear back from her.

- B. Discussion and possible action on safety protocols.

A bus evacuation was held on May 8th with Richard. He did great. There will be one more fire/lockdown drill held by the end of this month. The shade structures on the playground and in the courtyard have been installed.

- C. Discussion and possible action regarding an early childhood program for Quartzsite Elementary School District.

There was no update.

- D. Discussion and possible action regarding the current status of the 2022-2023 school budget.

Business Manager April Whitney has entered in the approved furloughs of the certified staff. She doesn't feel that there needs to any other cuts to this year's budget.

8. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and approval of the 2022-2023 Budget Revision.

April Whitney presented the Budget Revision to the board. There was no questions or comments made by the board.

There was a motion to approve the 2022-2023 Revised Budget.

Motion: Monica Timberlake

Second: Kathy Thevenin

Vote: Unanimous

- B. Discussion and possible action on the ASBA 2023 Political Agenda.
The board was presented with the proposed political agenda. They can highlight their top priorities or if they would like add to the agenda. The board asked to have this on the next agenda.
- C. Discussion and possible action on a student enrollment event.
Monica Timberlake asked if the District can hold an enrollment event, held in both communities. To try to increase our enrollment. She asked if Dr. Barajas can contact the community center or Arizona Western College in Quartzsite. Dr. Barajas informed the board that Joanna will be holding open enrollment and child find in July on the Ehrenberg campus inside the gym.
- D. Discussion and possible action on the superintendent search.
The District is reposting the position with ASBA. Tracey will post on Monday the 15th and will close the end of May.
- E. Discussion and possible action on the Business Manager position for the Quartzsite School District.
Board President Kelly Simpson spoke with Anthony. He knows a retired superintendent that does remote work. If the board decides to go that route. Mrs. Carter made a phone call to Susan Rohrig the Superintendent of Salome Elementary. She gave the contact information of LeAnn Burns. She assists Districts on the budget and payables. The board asks to continue to have this item on the agenda for discussion.
- F. Discussion on Policy Advisories.....**FIRST READING.**
 - Policy Advisory No. 744.....Policy IGA - Curriculum Development
 - Policy Advisory No. 745.....Policy IGD – Curriculum Adoption
 - Policy Advisory No. 746.....Policy IJJ – Textbooks/Supplementary Materials
Selection and Adoption
 - Policy Advisory No. 747.....Policy JLCD – Medicines/Administering Medicines to Students
Regulation JLCD-R – Medicines/Administering Medicines to Students
NEW – Exhibit JLCD-EB – Medicines/Administering Medicines to Students
(Arizona Seizure Action Plan)

There were no questions or comments by the board.

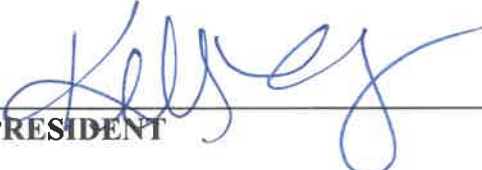
9. **AGENDA ITEMS FOR FUTURE CONSIDERATION**

- 1. **Political agenda**
- 2. **Superintendent search**
- 3. **Business Manager**
- 4. **Cancel May 25th meeting and move to June 1st.**

10. **ADJOURNMENT**

There was a motion to adjourn the meeting at 6:46 p.m.

Motion: Kathy Thevenin
Second: Monica Timberlake
Vote: Unanimous



PRESIDENT



MEMBER



MEMBER

MEMBER

MEMBER

