

QUARTZSITE ELEMENTARY SCHOOL DISTRICT NO. 4

P.O. BOX 130, EHRENBERG, ARIZONA 85334
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*MINUTES OF REGULAR SCHEDULED BOARD MEETING
QUARTZSITE SCHOOL DISTRICT GOVERNING BOARD
Tuesday, September 6, 2011 at 6:00PM
Quartzsite Elementary School*

1. OPENING ITEMS

A. Call to Order

Susan Cushman called the regular meeting to order at 6:02 p.m.

B. Roll Call

Present: Susan Cushman, Christy Carter, Justin Rayner, Monica Timberlake and Tracey Richardson

Absent:

Others Present: Jacque Price, Rebecca Mendoza, Raquel Burton, Linda Ward, April Whitney, Lee Lehman, Rudy Parker, Renee King, Larry King, Nancy Vanderploeg and McElwain

C. Pledge of Allegiance

Susan Cushman led the Pledge of Allegiance

2. ACCEPT AGENDA

A. Approve agenda as written.

Justin Rayner motioned to approve the agenda as written. Monica Timberlake seconded the motion. The motion passed unanimously 5-0.

3. REPORTS

A. Superintendent's Update

Jacque Price invited all Board members to attend Open House in Ehrenberg Elementary on Wednesday, September 14th and in Quartzsite Elementary on Thursday, September 15th with dinner starting at 5:30 pm. Jacque Price informed Board that professional development is going well and all of the teachers have been implementing the strategies in their classrooms. Mrs. Price informed the Board if they are available for a tour she would be glad to do a walk through and explain the changes and focus of our professional development for this year. Jacque Price informed the Board that Superintendent Huppenthal was holding a webinar on the new A-F Accountability System at 6:00 pm. Mrs. Price also informed the Board that they could view the meeting on the ADE website. Jacque Price, Monica Timberlake and Susan Cushman will be attending the law conference in Phoenix, Arizona, on Wednesday, September 7th through Friday, September 9th. Mrs. Price stated they will have a report on what they learned at the next board meeting. Jacque Price stated that on Tuesday, September 13, 2011, there will be a Title 1 meeting in Parker with ADE. Mrs. Price will be attending to learn about the new changes in Title 1 funding this year. Mrs. Price stated that the All-Star program sponsored by the County Health Department has started at both schools. This program reinforces good choices, being responsible and being good citizens in the school and community. This is an important part of our health curriculum and we appreciate the additional assistance from the County through this grant. Volleyball and football are starting. Game dates are available at the school office. We are playing Salome, Wenden, and Bouse in addition to EES and QES for girl's Volleyball. The only boy's flag football teams this year will be Bouse, EES, and QES. Salome is playing boy's

volleyball this year. Jacque Price informed the Board that picture day will be on Monday, September 12, 2011 in Ehrenberg and in Quartzsite it will be on Thursday, September 29th. Flu shots have been scheduled for both schools. Jacque Price informed the Board that the Quartzsite PTA held their first meeting on Thursday, September 1, 2011. Quartzsite PTA meetings will be the first Thursday of each month. We hope everyone will join either the Quartzsite PTA or Ehrenberg PTA. Quartzsite PTA will have their Fall Carnival at Quartzsite Elementary School Gym on Friday, October 28, 2011. Jacque Price stated that we have had a great start at both schools this year.

1. Current Events & Enrollment

Susan Cushman informed the Board the numbers on the enrollment were wrong and Rebecca Mendoza will be making corrections. Jacque Price stated that we had four new students enrolled in Ehrenberg.

B. Financial Reports

1. Monthly Financial Report

➤ Bus & Maintenance Report

Susan Cushman and Justin Rayner had questions on the buses and how they are utilized in our district.

➤ Electric KWH usage Report.

Susan Cushman had a question about the charges of natural gas being charged to the school. Jacque Price stated that during the summer the natural gas is not used and the pilot lights are turned off.

➤ Budget/Expenditure analysis Report

Claudina Douglas from ADI Business Solutions gave the Budget/Expenditure analysis Report by phone. Claudina Douglas informed the Board that they were going to do the financial report a little different and include notes to the financial statements for the two months ended on August 31st, and explained to the board if they have any questions about the report they could write them down and would discuss them at the next meeting. Claudina Douglas went over the financial reports and explained to the Board that the budget will be revised in December in order to change the budget balance carry – forwards to actual amounts. Claudina also informed the Board the lease on the new bus is paid in arrears. Therefore, the first payment will not be made until September 2012.

2. Student Activity Accounts

Susan Cushman questioned the fact that Quartzsite School still had a large balance on student council and wanted to know why it was not used like they had originally requested. Jacque Price stated that they expected to help pay for the 8th grade trip but did not end up doing so. Jacque Price stated that Student Council did help with a portion of the cost of the yearbook.

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 School Board affairs, if they are personal attacks against individual or are deemed inappropriate by the President. The Board also reserves the right to set a time limit on individual presentations and the time spent on the Call to the Public.

Renee King requested permission to address the Governing Board on the menus and cafeteria for the district. Renee King stated that there has been a rumor flying around about issues pertaining to her items she chooses to put on her menus, in particular peanut butter and jelly sandwiches, ham cheese sandwich and just sandwiches in general. Renee stated that she plans her menus according to National School Lunch Program and the requirements of ADE. Renee King stated that she is going to provided

the Board members with lunch menus from Wallace Elementary, Wallace Junior High, Le Pera Elementary, and Salome Elementary and these school provide cereal to the students daily and she feels her menus are awesome compared to the surrounding schools. Renee King stated that she has continued to try and find a solution to these issues, but nothing is working and it takes her away from her normal job duties and deadlines that she has to fulfill. Renee also stated that it has caused problems for her staff and these issues need to stop.

Janet McElwain requested permission to address the Governing Board. Janet stated there are about ten children that live in Rainbow Acres now and parents are requesting either to have a bus come through Rainbow Acres or parents are willing to take their children to the front of the entrance next to a broker's office. She asked the Board to include this on the October agenda for consideration.

5. CONSENT AGENDA

- A. Approve minutes of board meeting on August 2, 2011.
- B. Approve new hires for 2011-2012 SPED and Speech aide in Quartzsite
- C. Approve Substitute list for 2011-2012.
- D. Approve Declaration of Curricular & Instructional Alignment to the Arizona Academic Standards.
- E. Approve 2011-2012 Extra – Duty Stipend contracts.
- F. Approve purchase and receipt of the Thomas bus for 2011-2012.
- G. Approve Expense and Payroll Vouchers
 - E – 1002 - \$31,281.09 P – 3 - \$15,882.78
 - E – 1003 - \$12,451.35 P – 4 - \$48,411.06
 - E – 1004 - \$19,755.10
 - E – 1005 - \$20,732.63

Christy Carter motioned to approve the consent agenda items. Justin Rayner seconded the motion. The motion passed unanimously 5-0.

6. UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. None

7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Rudy Parker, La Paz County ASBA Director, had an ASBA update for the Board. Rudy Parker stated that ASBA is in the process of hiring a new executive director. He or she will be hired by December 9th and take over by January 1, 2012. Rudy Parker informed the Board that they would be receiving a letter regarding the resignation of Panfilo Contreras and the process. Rudy Parker stated that this letter will be coming from someone from Oracle School District. Rudy Parker stated he was present in all the meetings on behalf of La Paz County and has not seen anything that is being handled wrong and he is trying to go to all the board meetings in the area to explain this letter. Rudy Parker also stated that Mr. Contreras has retired and he was allowed with his lawyer to request everything he was entitled and there were no problems.
- B. Discussion and possible action to employ ADI Business Solution to manage all financial and business matters for the district. Susan Cushman stated that they are looking at Claudina Douglas, ADI Business Solutions contract for the year. Susan Cushman stated that the plan is to transfer these duties to April Whitney once she is fully trained to take over. Christy Carter asked if April is taking training courses in order to completely take over all financial duties for the school district. Susan

Cushman stated that April Whitney is in training and will continue until she is fully comfortable in taking over. Susan also stated that duties will be transferred from Claudina Douglas to April Whitney one by one and we are able to cancel the ADI contract with a 30 day notice. Susan Cushman stated that Claudina Douglas is well aware of April Whitney eventually taking over the business manager position. Jacque Price stated that some of the duties that April has been assigned will have to be designated to another person because April can not do everything. Jacque Price informed the Board that Claudina Douglas is also in charge of the entitlement grants because federal and state reports are now required each month and it's easier for the business manager to manage those grants.

Christy Carter motioned to approve to employ ADI Business Solution for the 2011-2012 school year. Tracey Richardson seconded the motion. The motion passed unanimously 5-0.

- C. Discussion of AIMS test results, AYP, and AzLearns labels.
Jacque Price informed the Board of the AIMS Test results. Jacque Price informed the Board that the labels will be sent out at the end of September. Jacque informed the Board that school made AYP. Jacque explained that it is a federal measure and they take all of the schools in the United States and compare them. When we compared our Arizona schools we did score average for the students of Arizona.
- D. Discussion and possible action to renew agreement to use WACOG Bus 11 in exchange for \$8,000 in fees paid to QSD4 for the transportation and cleaning of the EES Head Start Program. Susan Cushman asked how we get funded by the state. Jacque Price informed her that we get paid by the mile which was based on 2005 and 2006, but they have increased it each year. Susan Cushman asked when Bret Champoux transports the head start students how do we get paid for that. Jacque Price informed the Board that WACOG pays us for transportation and cleaning their facility and it comes to around \$13,000 a year and the \$8,000 dollars comes out of that. Susan Cushman asked why Bret can not transport the head start students in the van. Jacque Price stated that it is a federal law that they have to transport them in a bus with harness and not a van. The Board members were concerned that Bret was using the new bus to transport 4 children and didn't think it was appropriate time to do that. Jacque Price informed the Board that we had some issue with the new bus and Bret was just making sure he had solved the problem.
Christy Carter motioned to approve to renew the agreement to use the WACOG bus 11 in exchange for \$8,000 in fees paid to QSD4. Tracey Richardson seconded the motion. The motion passed unanimously 5-0.
- E. Discussion of student achievement and school accountability measures.
Jacque Price informed the Board that one measure of accountability is that all third graders in 2014 will have to pass grade level reading tests. At this time we are not sure if it will be the AIMS test. Mrs. Price is concerned that if they use the AIMS test to give the parents a definite answer on their children being promoted the district wouldn't have scores until after mid summer. Mrs. Price stated that the State has to come up with a solution for these student achievement and school accountability measures.
- F. Discussion of Policy Services Advisory No. 404 – Second Reading.
- JICK – Student Violence/Harassment/Intimidation/Bullying
 - JICK – R – Student Violence/Harassment/Intimidation/Bullying
 - JICK – EA – Student Violence/Harassment/Intimidation/Bullying
 - JICK – EB – Student Violence/Harassment/Intimidation/Bullying
- Tracey Richardson motioned to approve Policy Service Advisory No. 404. Justin Rayner seconded the motion. The motion passed unanimously 5-0.**
- G. Discussion of Policy Services Advisory – First Reading.
- Policy Advisory No. 405 - BK – School Board Memberships

- Policy Advisory No. 406 – CBA – Qualifications and Duties of the Superintendent
- Policy Advisory No. 407 – DBC – R – Budget Planning , Preparations, & Schedules
- Policy Advisory No. 408 – DBF – Budget Hearings and Reviews/Adoption Process
- Policy Advisory No. 409 – DIC – Financial Reports and Statements
- Policy Advisory No. 410 – DJE – Bidding/Purchasing Procedures
DJE – R – Bidding/Purchasing Procedures
- Policy Advisory No. 411 – DKB – Salary Deductions
- Policy Advisory No. 412 – DN – School Properties Disposition
- Policy Advisory No. 413 – EHB – Data/Records Retention
EHB – R Data/Records Retention
- Policy Advisory No. 414 – FCB – Retirement of Facilities
- Policy Advisory No. 415 – GBAB – Medical Marijuana Standards and Conditions for Employees
- Policy Advisory No. 416 – GBECA – Nonmedical Use or Abuse of Drugs or Alcohol
- Policy Advisory No. 417 – IHAMA – Teaching About Drugs, Alcohol, and Tobacco
- Policy Advisory No. 418 – IHB – Special Instructional Programs

- Policy Advisory No. 419 – IJ – Instructional Resources and Materials
IJ – R – Instructional Resources and Materials
- Policy Advisory No. 420 – IJND – Technology Resources
IJND – R – Technology Resources
- Policy Advisory No. 421 – JEA – E – Compulsory Attendance Ages
- Policy Advisory No. 422 – JEB – Entrance Age Requirements
- Policy Advisory No. 423 – JICH – Drug and Alcohol Use by Students

- Policy Advisory No. 424 – JII – Student Concerns, Complaints, & Grievances
JII – R – Student Concerns, Complaints, & Grievances
JII – EA – Student Concerns, Complaints & Grievances
JII – EB – Students Concerns, Complaints, & Grievances
- Policy Advisory No. 425 – JJE – Student Fund-Raising Activities
- Policy Advisory No. 426 – JJIB – Interscholastic Sports
JJIB – R – Interscholastic Sports
JJIB – E – Interscholastic Sports
- Policy Advisory No. 427 – JLCB – E – Immunization of Students
- Policy Advisory No. 428 – JLIB – Student Dismissal Precautions
- Policy Advisory No. 429 – JQ – R – Students Fees, Fines, & Charges
- Policy Advisory No. 430 – JR – Student Records
JR – R – Student Records
- Policy Advisory No. 431 – KB – Parental Involvement in Education
KB – R – Parental Involvement in Education
- Policy Advisory No. 432 – KF – Community Use of School Facilities
KF – EA – Community Use of School Facilities
- Policy Advisory No. 433 – KFA – Public Conduct on School Property
- Policy Advisory No. 434 – KFAA – Smoking on School Premises at Public Functions

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

- Bussing for students in Rainbow Acres
- Update from APS and Retrofit
- Board self evaluation
- Monkey surveys

8. ADJOURNMENT

Justin Rayner motioned to adjourn the meeting. Christy Carter seconded the motion. The motion passed unanimously 5-0. The meeting was adjourned at 7:15 p.m.

Susan Cushman

PRESIDENT

Christy Carter

MEMBER

Susan Cushman

MEMBER

Chamberlain

MEMBER

Tracy Richards

MEMBER

Justin Rayner