

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

Thursday, September 17, 2020 at 6:00 PM

Meeting was held by Zoom

1. ROUTINE OPENING OF MEETING

A. Call to Order

Monica Timberlake called the meeting to order at 6:03 p.m.

B. Roll Call

Present: **Monica Timberlake**
Mark Orgeron
William Ponce
Norma Valenzuela

C. Pledge of Allegiance: **William Ponce led the pledge**

Absent: **Nicole Collier**

2. REVIEW AND ACCEPT THE AGENDA FOR SEPTEMBER 17, 2020.

A. Approve agenda as written

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

Motion: William Ponce

Second: Mark Orgeron

Vote: Unanimous

3. STAFF REPORTS

A. Administration Update – Raquel Burton

1. Current Events

Mrs. Raquel Burton informed the board of current events.

- **September 4th a mandatory training on COVID was held with all staff with the Health Department.**
- **Chrome books are still on back order waiting to be delivered. Hot Spots are available if needed.**

Enrollment

150 students are enrolled in Ehrenberg.

26 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

Business Manager April Whitney was not able to attend the meeting. Mrs. Burton discussed with the board regarding the ordered Chrome books. The District is currently waiting for their arrival. The delivery date keeps getting pushed back.
- C. Board Reports
- Board President Monica Timberlake wanted to remind the board members of the upcoming County Meeting on September 22nd.**

4. APPROVAL OF CONSENT CALENDAR

- A. 1. Approve minutes of the regular meeting on August 27, 2020.
- B. Approve Expense and Payroll Vouchers
Expense Vouchers will be available during meeting for public review.
 - E – 1002- \$32, 362.56 P – 4 - \$50,601.07
- C. Approve the extra duties for 2020-2021 FY.
- D. Approve the Intergovernmental Agreement between La Paz County Educational Service Agency and the Quartzsite School District #4.
- E. Approve the Intergovernmental Agreement between La Paz County and Quartzsite School District #4 to provide election services for the 2020 General Election.
- F. Personnel Action
 1. Jacqueline Stephens – Approve as an Emergency Substitute for the Quartzsite School District #4.

Monica Timberlake asked to pull item E from the Consent Calendar.

There was a motion to approve the consent calendar with the exception of pulling item E.

Motion: Mark Orgeron

Second: Norma Valenzuela

Vote: Unanimous

5. ITEMS REMOVED FROM CONSENT CALENDAR

Monica Timberlake pulled item 4.E. Monica has many concerns that have been written into the IGA. The IGA does not include a Disposition Property Clause so it does not meet the standards of an IGA. She is concerned with the fact the District would be liable if any damage is made to voting machines. Our District Attorney has drafted a letter to the County and has asked them to add the Disposition Property Clause to the IGA in order for him to sign off on it or for the County Attorney to sign it himself. Mr. Orgeron and Mr. Ponce agree that the IGA should not be signed as is and ask for the county attorney to be contacted.

There was a motion our attorney sign the agreement with the amendment he has requested.

Motion: William Ponce

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 that the kitchen project at the Ehrenberg campus the flooring for the kitchen project has been ordered and will start installing next week. The District will need to apply for the projects for Quartzsite Elementary School. School Facility Board plans to update and renew the buildings and will take 1-2 years to finish all projects.

- B. Discussion the Districts Distance Learning Plan.

The District has been providing distance learning to all students. Most of the District's teachers are on campus. We are making adjustments as we go. The biggest problem we have is daily attendance, for the virtual classes. They are required to attend a morning and evening session. Hot spots are available for both campuses if needed. The District is still waiting for the arrival of chrome books for the students and laptops for the teachers.

7. NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION)

- A. Discussion and possible action to re-open schools for in school instruction for teachers, staff and students will be no later than September 28, 2020.

Superintendent Raquel Burton addressed the board. She is a firm believer that in person instruction works best for our communities however she strongly recommends the District opens up in a safe manner. She recommends a transition plan that is safe for our students, staff and community members. She recommends that the District gives the families a choice to remain in distance learning or move to an in person instruction. For in person instruction there will be two groups. One group of students will be on campus on Monday and Tuesday. The other group of students will be on campus Wednesday and Thursday. Fridays will be used for re teach and enrichment activities for the students that need it. Protocols and procedures that need to be set in place. Most materials that are needed to reopen have not arrived yet due to a high demand. All staff, students and parents covid testing has been scheduled with the County Health Department prior to reopening. Mrs. Burton discusses the model of standalone grades and if that will become a permanent decision for this fiscal year. Our County at this time is moderate and our District can do a Hybrid model as of today. The board did vote to start conversations to reopen after the first quarter. Mrs. Burton since that meeting has been preparing for the reopening but the District is not ready to reopen by September 28th. Mark Orgeron believes the District can make it happen. Mrs. Burton is hoping to have all items that have been ordered to be delivered by October 21st so the District can open safely. Mrs. Burton recommends waiting on reopening until the items have been delivered for the safety of the children. Monica would like to finish the first quarter and then start the discussions on reopening.

There was a motion to formulate a plan and go back to in person instruction no later than September 28th.

Motion: Mark Orgeron

Second: William Ponce

Vote: yay-2 nay-2

Motion Dies

- B. Discussion and possible action on adding COVID-19 Liability Coverage.

Mark asks to table the item and bring back when reopening campuses is open for discussion. The liability coverage will cost the district \$5,000 per year.

- C. Discussion and possible action on the parent/student and staff handbooks.
There were no questions or discussion from the board.

There was a motion to approve the parent/student and staff handbooks.

Motion: Mark Orgeron

Second: William Ponce

Vote: Unanimous

8. **CALL TO THE PUBLIC – Please email all statements that will be read by the President of the Board to schoolboard@gsd4.org. Please remember the board cannot make any comments on statements during 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.

No statements were made.

9. **AGENDA ITEMS FOR FUTURE CONSIDERATION**

1. **All staff be mandated to report to work and have in person visits by students and parents to receive help.**
2. **Estimated time on ordered supplies.**

10. **ADJOURNMENT**

There was a motion to adjourn the meeting at 7:03 p.m.

Motion: Mark Orgeron

Second: William Ponce

Vote: Unanimous

PRESIDENT

MEMBER

MEMBER

MEMBER

MEMBER