

Apache Elementary School

Serving the educational needs of children K-8

ONE-ROOM SCHOOLHOUSE SINCE 1910

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Head Teacher: Miss Loy Guzman
Teacher's Assistant: Mr. Frank Zepeda
Business Manager: Ms. Tamara Winkler

School Board Members:
Alicia Davidson, President
info@ddgambleguestlodge.com

Maurine Joens, Secretary
kmajjj@vtc.net

Jennifer Racicot, Member
jennifer@labuenavidafarm.com

MINUTES OF THE APACHE SCHOOL BOARD MEETING

April 11, 2018, 5:00 pm, at the Apache School

I. PRELIMINARY MATTERS

- A. The regular meeting of the Apache School Board was called to order April 11, 2018, at 5 pm at the Apache School by board president, Mrs. Davidson.
- B. The Pledge of Allegiance to the flag of the United States of America was led by Mrs. Davidson.
- C. The roll was called. Attending were board members, Alicia Davidson, Maurine Joens, and Jennifer Racicot. Also attending were Loy Guzman, Head Teacher/Administrator; Tamara Winkler, Business Manager; and two members of the public.
- D. Mrs. Joens moved to approve the agenda of the meeting with moving the posting of minutes from the board member reports to the Discussion/Action section of the agenda as Item J. Mrs. Racicot seconded the motion. Motion carried.
- E. Mrs. Racicot moved to approve the minutes of the March 21, 2018, regular board meeting. Mrs. Davidson seconded the motion. Motion carried.
- F. Mrs. Davidson moved to approve the minutes of the March 21, 2018, Executive Session meeting. Mrs. Joens seconded the motion. Motion carried.
- G. Mrs. Racicot moved to approve the consent agenda. Mrs. Davidson seconded the motion. Motion carried. The consent agenda consisted of Payroll Vouchers 18 and 19 and Expense Vouchers 1814 and 1815. There were no deposits to be verified.

II. HEAD TEACHER REPORT

Ms. Guzman reported:

- we are having a busy April
- 3rd graders are in the process of taking the Arizona Merit testing
- 4th grade will be doing Ames science next week
- April 17 will be a trip to Karchner Caverns
- April 19 will be a trip to Ms. Jacqui Clay's office and to the Bisbee Museum
- April 23 will be a trip to San Simon for a bus evacuation drill with the children
- April 30 Jeannie Williams and Jerry Hernbrode will talk to the children about the importance of reading and writing going together
- the children are doing a lot of reading and writing in class
- the children are taking part in the mail race and are developing letters for that now
- a copy of the recently formed Strategic Plan had been sent to Ms. Jacqui Clay's office and Ms. Clay was impressed with it

III. BUSINESS MANAGER REPORT

Mrs. Winkler gave the March cash balance report, the March revenue report, and the March expenditure budget balance report.

IV. BOARD MEMBER REPORTS

- **Mrs. Davidson read a letter from Mrs. Racicot (see attached letter), stating that effective April 11 she was resigning from the board as her schedule no longer affords her time to contribute to the organization.** Her letter was accepted and Mrs. Racicot was thanked for her services.
- Ms. Davidson mentioned the 301 Plan that Ms. Guzman will develop and that plans from Elfrida and Double Adobe schools will be studied
- Mrs. Joens read a copy of 2018 Senate Bill 1423 sponsored by Senator Gail Griffin, passed by the Senate, and signed by the governor on March 27, 2018, amending Section 15-469 of the Arizona Revised Statutes. The amended statute states: "If in a common school district there has been a student count of less than eight pupils between the ages of six and twenty-one years for one school year (replacing a 3 month during the school year period), the county school superintendent may at once suspend the common school district and report the suspension and reasons to the common school district and the board of supervisors at its next meeting. The county school superintendent may provide the common school district additional time to recruit more pupils. If the common school district has a student count of less than eight pupils at the end of the additional time, the board of supervisors may declare the common school district lapsed." The amended bill continued to state the procedure for disposition of property and monies in the event of a lapse.

V. DISCUSSION/ACTION ITEMS

- A. Mrs. Davidson conducted the second reading of Arizona School Board

Association Policies 602-615 and moved that we approve amended policies 602-604 and 606-615. Mrs. Joens seconded the motion. Motion carried.

- B. Mrs. Davidson moved that we accept ASBA's recommendation to amend Policy 605 and also to make an addition to the policy so that it would read, in part: An employee may be granted, upon request to the Head Teacher, up to five (5) days of leave per event, with pay, to be used in the event of death of an employee's family member defined in Policy GCCA. The remainder of the policy would remain the same. Mrs. Racicot seconded the motion. Motion carried. The second reading of this policy will be held at the next meeting.
- C. Mrs. Davidson moved that we remove Debbie's Cleaning Service from our approved vendor list. Mrs. Joens seconded the motion. Motion carried.
- D. Mrs. Racicot moved that we approve Francisco Somoza and Scott Haggee for use in emergency repairs to the school and/or the teacherage. Mrs. Davidson seconded the motion. Motion carried.
- E. Mrs. Joens gave information from Bootheel IT Services concerning Wi-Fi connection to teacherage. Mrs. Winkler reported that the school had an E-rate contract in which E-rate would pay for 80% for equipment for outdoor Wi-Fi services through EC Technologies. Ms. Guzman reported rates from VTC for running an extension of the phone to the teacherage. It was decided to buy a new phone set for the school to see if service would reach into the teacherage and also a booster for the Wi-Fi and if neither of the items would provide services at the teacherage, then the items could be returned.
- F. 301 monies for Teacher Performance pay, to be planned by the Head Teacher, approved by the board, and submitted to the state, had already been discussed and is being worked on.
- G. Mrs. Winkler and Mrs. Davidson gave out contracts for the Business Manager and Head Teacher/Administrator and gave Ms. Guzman Notices of Employment to give to the bus driver and teacher's aide. The signed letters of intent will be filed.
- H. Ms. Guzman reported plans for the May 24, 2018, 2:00 pm, school year picnic:
 - Mrs. Davidson will bring shade cover
 - Ms. Guzman is asking people to come to help
 - the beef is being donated,
 - everyone will bring side dishes
 - Mrs. Davidson will bring lemonade
 - the children will do a skit
- I - Plans and projects for the summer were discussed.
 1. Ms. Guzman plans to have a student handbook in place by the time school starts. Mrs. Davidson offered the board's help. Ms. Guzman mentioned Apache tee shirts.
 2. Conducting an inventory of the school was discussed. The previous inventory has not been found. Mrs. Winkler said that possibly it had been on a computer that got wiped. Mrs. Winkler and Ms. Guzman will decide what type of inventory will be needed. Ms. Guzman mentioned needing an operating system for our new computers, that the students couldn't take their state required tests on the old computers because of their outdated Windows Vista operating system. She mentioned seeing about getting

- a site license for the school. She said that she could use her laptop for the students' testing. She would get a price by the next meeting.
3. Painting projects by the prisoners was discussed as well as painting poles before the prisoners would be able to do their painting.
 4. Ms. Guzman reported on several families who had prospective students. Having a kindergarten class next year was discussed.
- J. Posting of the original September, November, January, and January Strategic Planning meeting minutes and two addendums to the December minutes was talked about. Ms. Guzman said that she needed copies of these minutes. Removing the word "draft" from the minutes after approval was discussed and it was the general consensus that leaving it on would be okay, since the minutes had been approved at a subsequent meeting.

VI. Items for the next agenda on May 9, 2018 at 5:00pm:

- school calendar for the 2018-2019 year
- 2017-2018 expenditure budget revision #1

VII. Mrs. Davidson moved that the meeting adjourn. Mrs. Joens seconded the motion. Motion carried. The meeting adjourned at 6:34 pm. The next regular school board meeting will be May 9, 2018, 5:00 pm.

Respectfully submitted by Mrs. Joens, Board Secretary April 12, 2018 .

Certification of posting: I, Alicia Davidson, certify that this draft of board minutes, prepared pursuant to A.R.S.38-431.02 was posted on the 13th. Day of April 2018.

Alicia Davidson, Board President

Attachment below: Letter of resignation from Mrs. Jennifer Racicot

April 11, 2018

Alicia Davidson, President
Apache School Board

Dear Mrs. Davidson:

Effective today, April 11, 2018, I am resigning from the Apache School Board. Tonight will be my last meeting as my schedule no longer affords me time to contribute to this organization. I appreciate your acceptance, and wish the board success in their future endeavors.

Respectfully,



Jennifer Racicot