

Apache Elementary School

Serving the educational needs of children K-8

August 8, 2017, 4:00 at Apache School
DRAFT OF SCHOOL BOARD MEETING MINUTES

The Apache school board met in its regular meeting August 8, 2017, at 4:00 p.m. at the Apache School. The meeting was called to order by acting president, Alicia Davidson. The Pledge of Allegiance was recited. The roll was called, with Alicia Davidson and Maurine Joens present.

The school board officer election was held. Maurine Joens moved that Alicia Davidson be elected board president. Alicia Davidson seconded the motion. Motion carried. Alicia Davidson moved that Maurine Joens be elected board clerk/secretary. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved to accept the **minutes of the July 27 board meeting**. Maurine Joens seconded the motion. Motion carried. Alicia Davidson moved to accept the minutes of the August 6 emergency board meeting. Maurine Joens seconded the motion. Motion carried. Alicia Davidson moved to adopt the agenda. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson reported having received a letter from Jacqui Clay, the County School Superintendent, reporting that she had **appointed Jennifer Racicot** to the Apache School Board. Ms. Davidson also read a letter from Jacqui Clay, in which Ms. Clay reported having lifted the suspension of the Apache School.

Ms. Guzman, Head Teacher, reported that she would like to have the **water tank painted** and beautified, as well as other areas. She reported that she is planning **community involvement** with the school. She reported having community members come to the school for presentations. She mentioned having Mr. Fred Espenak come to the school with a presentation about the upcoming solar eclipse. She reported having community potlucks with the purpose of gathering historical information about Apache and having the students compile the information.

Alicia Davidson moved that the updated Notice of Employment be offered to **Mr. Zepeda**, as Teacher's Assistant. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved to approve the expenditure for the physical exam and drug testing needed for CDL update for bus driver, Mrs. Ana Grossman. Maurine Joens seconded the motion. Motion carried.

The Teacher Formal Evaluation Form for Head Teacher, which will be used by a contracted outside evaluator, Melinda Escargeca, was provided to Ms. Guzman. Alicia Davidson moved that Ms. Escargeca be contacted to begin the process of evaluation of Head Teacher. Maurine Joens seconded the motion. Motion carried. Alicia Davidson moved that the contract to observe and evaluate the Head Teacher at the rate of \$40 per hour for a total of 20 hours per year for the school year 2017-2018 be offered to

Melinda Escargeca. Maurine Joens seconded the motion. Motion carried. The instrument to evaluate the Head Teacher's administrative Duties by the governing board will be approved at the September 12 board meeting and will subsequently be provided to the Head Teacher. The evaluation form for the Teacher's Assistant to be used by the Head Teacher will be provided to the Head Teacher and to the Teacher's Assistant at the September 12 board meeting.

Ms. Guzman will take care of purchasing a fuel meter gauge and fuel filter for the large gas tank from NAPA.

Alicia Davidson moved that Dennis Hanisch be approved as a vendor for Custodian for daily school cleaning and yard maintenance as needed. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved that Lucas Rothpletz be approved as a vendor to service school computers as needed. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved to approve Phil Angel as a vendor to provide electrical work for the school as needed.

Alicia Davidson moved to approve Ward's Tire in Animas as a vendor to install bus tires as needed. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved to approve Lance Shultis as a vendor to provide emergency bus service as needed. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved that First Glass in Douglas be approved as a vendor for replacement of the school bus windshield. Maurine Joens seconded the motion. Motion carried.

Alicia Davidson moved that we adopt the Key Responsibility Form. All persons receiving keys and codes for locks on the Apache School property shall sign the Key Responsibility Form and submit such form to the Head Teacher for filing. Maurine Joens seconded the motion. Motion carried. A discussion was held concerning who should receive keys and codes.

Ms. Guzman will contact Mr. John Pouy at Cave Creek about setting up e-mail addresses for staff and board members through the school's IP service provider.

Alicia Davidson read a letter that she had prepared to submit to Ms. Jacqui Clay, County School Superintendent, regarding the expenditure of forest fees and small school monies and moved that it be approved for submitting to Ms. Clay. Maurine Joens seconded the motion. Motion carried.

Items that were suggested for inclusion on the September meeting's agenda were an ASBA resolution giving permission for signatures between meetings, swearing in of Jennifer Racicot as board member, budget resolutions, burn barrel safety/removal, and community involvement in the school.

School starts Aug. 14 2017 at 8:00 am.

Next regular Board meeting will be September 12, 2017, at 4:00 pm.

Alicia Davidson moved to adjourn the meeting. Maurine Joens seconded the motion. Motion carried. The meeting adjourned at 4:47 p.m.

Submitted August 11, 2017, by Maurine Joens, Apache School Board Secretary

See Addendums: Key Responsibility Form

Letter from Jacqui Clay removing suspension of Apache School
Letter to be sent to Jacqui Clay regarding expenditure of forest fees and
small school monies

Posted Aug. 12, 2017 at 9:00 am due to unforeseen lack of electricity for two days.

Board President, Alicia Davidson

DRAFT