

Apache Elementary School

Serving the educational needs of children K-8

ONE-ROOM SCHOOLHOUSE SINCE 1910

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Head Teacher: Ms. 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
kmajji@vtc.net
Jennifer Racicot, Member as of 9/12/17
jennifer@labuenavidafarm.com

September 12, 2017- 4:00 pm REGULAR SCHOOL BOARD MEETING NOTICE AND AGENDA

You are requested to turn off your cell phones during this meeting. Thank you
(Agenda is subject to change 24 hours prior to a scheduled meeting.)

*Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Apache Elementary School District Board of Education and to the general public that the Apache School District Board of Education will hold a meeting open to the public on **Sept. 12, 2017** beginning at **4:00 pm** at the **Apache Elementary School**. Pursuant to A.R.S. §38-431.03 (A)(3) the Board may vote to move into executive session at any time in order to consult with the Board's attorney in person or via telephonic conference call on any matters listed on the agenda. (Executive session is not open to the public).*

I. PRELIMINARY MATTERS

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Swearing in of new board member, Jennifer Racicot
- E. Adopt the agenda of Sept. 12, 2017 board meeting
- F. Approve consent agenda
 1. Approve minutes of Aug. 8, 2017 board meeting (addendum A)
 2. Approve orientation session by Business Manager for the Board following the Sept. 12 board meeting. (addendum E)

The board will consider no business and will take no actions at this orientation session.

3. Approve agenda of board training by The Trust Sept. 15, 2017 at 10:00am (addendum B)

The board will consider no business and will take no actions at this work session.

4. Request to be entered by the Business Manager into ASBA Policy Bridge policy advisory 570-DJE Bidding/Purchasing Procedure
5. Approve ratification of expense vouchers #1802 and 1803.
Approve ratification of payroll voucher #4

PUBLIC COMMENTS (as per board policy BEDH, comments shall be limited to 3 minutes)
(The president may allow individuals from the public to address the Board.) Comments shall be limited

*to education related issues on items that do not appear on this agenda or for which no public hearing has been held and limited to issues which are under the jurisdiction of the governing board. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter are properly noticed for discussion and legal action on the current agenda, but may instruct the Head Teacher to schedule discussion at a later date. At the conclusion of the open call to the public, individual members of the Governing Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Note: **Any individual desiring to address the Board shall complete a form (Request to Address Board) and give this form to the Board President before the meeting begins.** Personal attacks upon Board Members, staff personnel, or other persons in attendance or absent by individuals who address the Board are discouraged. Presenters are cautioned that statements or representations concerning others that convey an unjustly unfavorable impression may subject the presenter to civil action for defamation. Policies KE, KEB, KEC, and KED are provided by the Board for disposition of legitimate complaints, including those involving individuals. "Call to the Public" is not an open discussion with the Board and Superintendent. **If a member of the public wishes to address an item listed on the agenda, the board may allow him/her to speak at that place on the agenda provided he/she has submitted "Request to Address Board" form prior to the beginning of the meeting and include the agenda item on the request.***

II. Board Member Reports

III. Head Teacher Report

IV. Business Manager Report

H. V. DISCUSSION/ACITON ITEMS

The Board will discuss and may choose to take action on any item listed below

- A. Approve Head Teacher's Administrative Evaluation Instrument (ad C)
- B. Approve amended Business Manager's Evaluation Instrument (ad F)
- C. Approve Eva Morin as vendor (driving trainer) and substitute and Susan Pope as substitute as requested by Head Teacher.
Approve Alexandria Schlachler as vendor for computer work.
- D. Approve Resolution for Payment Procedures in FY 17-18– presented by Business Manager.
- E. Request expenditure report by Oct. 1 from Head Teacher for purchases made from Forest fees/Small school funds for board's Oct. report to CCS.
- F. Burn barrel alternatives for trash disposal.
- G. Providing emergency access – gate combination, school key, ADT code to board president as per board's level of responsibility for the school as per ARS 15-341.
- H. Recommend changes to the approved classified pay scale FY1718
Apache Elementary Classified Payscale - Updated for compliance with Minimum Wage Requirements.
- I. Discuss changing board meeting times/day to better accommodate community members to attend board meeting.

VI. Information and Discussion Items (no action will be taken)

A. Community Involvement Plans – Draft of Strategic Plan Ideas with input from Head Teacher (addendum D)

Need to add updated vision & mission statements reflecting current students, staff, and board

B. Instructional Curricula and Student Assessment schedule (ARS 15-341)

Request overview by Head Teacher for Oct.10, 2017 board meeting. Possible format:

Gr.1 Rdg./LA: Semester 1:

Sci.:

SS:

Math:

Gr.3:

Jan. 9, 2018 curricula for Semester 2 will be requested

VI. Items for next agenda – Oct. 10, 2017

A. Instructional Curricula report by Head Teacher

B. Submission of expenditures of Forest Fees/Small Schools monies report to CCS office

C. Finalize Strategic Plan

VII. Upcoming Events

Sept. 15, 2017 – school board training at 10:00am

Oct. 10, 2017 – next regular school board meeting at 4:00 pm

VIII. ADJOURNMENT

(The District does not exclude any disabled person from participation in services, programs or activities or discriminate against any qualified person with a disability. Any disabled person who has an inquiry regarding accessibility or who needs an accommodation should notify the District Superintendent's Office in advance of the scheduled Board meeting)

Certification of posting:

I, Alicia Davidson, certify that this notice of public meeting, prepared pursuant to A.R.S. 38-431.02, was posted on the 7th day of September, 2017 at 4:00pm

Alicia Davidson, Board President

Addendum A: Minutes of Aug. 8, 2017 regular board meeting

Addendum B: Agenda of Board Training Sept. 15, 2017

Addendum C: Head Teacher's Administrative Evaluation Instrument

Addendum D: Draft of Apache's Strategic Plan

Addendum E. Business Manager's Orientation for Board members Sept. 12, 2017 after regular board meeting

Addendum F. Business Manager's Evaluation Instrument (amended)