

MINUTES OF THE APACHE SCHOOL BOARD MEETING
September 12, 2017, 4:04 p.m., at Apache School

PRELIMINARY MATTERS

The Apache school board met in its regular meeting September 12, 2017, at 4:04 p. at the Apache school.

The meeting was called to order by the president of the board, Alicia Davidson.

The Pledge of Allegiance was recited.

The Roll was called. Attending were board members Alicia Davidson and Maurine Joens. Also attending was board member -elect, Jennifer Racicot. School personnel attending were Loy Guzman, Head Teacher, and Tamara Winkler, Business Manager.

New Board member, Jennifer Racicot, was sworn in by the board president, Alicia Davidson..

Maurine Joens moved that the amended agenda for the September 12, 2017, board meeting be adopted. Jennifer Racicot seconded the motion. The motion carried unanimously.

Jennifer Racicot moved that the consent agenda be adopted. Maurine Joens seconded the motion. The motion carried unanimously. The consent agenda consisted of:\

1. Approve minutes of August 8, 2017, board meeting.
2. Approve orientation session by Business Manager for the Board following the September 12, 2017, board meeting.
3. Approve agenda of board training by The Trust on September 15, 2017, at 10:00 am.
4. Request to be entered by the Business Manager into ABSA Policy Bridge policy advisory 5470-DJL Bidding/Purchasing Procedure.
5. Approve ratification of Expense Vouchers #1802 and #1803 and approve ratification of Payroll Voucher #4.

BOARD MEMBER REPORT

Board president, Alicia Davidson, read a letter from County School Superintendent, Jacqui Clay, (Addendum A). Ms. Davidson talked about our being a new board and mostly new school personnel and looking forward to working together for the school, remembering that all done is for the sake of the students. She stated that as board members, we first are community members and to make the school a success we should deal with problems intelligently.

HEAD TEACHER REPORT

Loy Guzman presented the head teacher report, in which she mentioned

- procuring an emergency radio provided for schools by the Cochise County Sheriffs department
- the upcoming Apache school open house the first week of October
- music provided at the open house by Dennis Hanisch and group
- the students are enjoying school
- students have had instruction about the thirteen colonies
- Ana Grossman and her mother have presented instruction in the Navajo culture, with Navajo bread being enjoyed by the students
- Tom Davidson has presented instruction to the students about the American flag, with another session on the same subject to follow

- creation of a school newsletter
- collage done by the local gallery members to be done on the backdrop in the school yard
- Terry Miller to paint " Apache Elementary School" on the shed
- water tank to be painted
- contacted ADOT about driveway access repairs which were completed in a timely manner

Food for the open house was discussed. At this point there was a call the public by Ms. Ananias Escamillo in which she offered her services with the food for the open house

BUSINESS MANAGER REPORT

Business Manager, Tamara Winkler, presented copies of the Expenditure Budget Balance Report, the Revenue Report, and the Cash Balance report to the board members.

DISCUSSION/ACTION ITEM

Maurine Joens moved to approve the Head Teachers Administrative Evaluation Instrument. The motion was seconded by Jennifer Racicot. The motion carried unanimously. The upcoming Cochise County ASBA meeting for board members on October 2, 2017, was discussed.

Jennifer Racicot moved to approve the amended Business Managers Evaluation Instrument. Maurine Joens seconded the motion. The motion carried unanimously.

Jennifer Racicot moved to approve Eva Morin as vendor (driving trainer) and substitute bus driver, Susan Pope as substitute teacher as requested by Head Teacher, and Alexandria Schlachler as vendor for computer work. Maurine Joens seconded the motion. The motion carried unanimously.

Alicia Davidson moved to approve the Resolution for Payment Procedures in FY 17-18 presented by the Business Manager. Jennifer Racicot seconded the motion.

The request for the expenditure report from the Head Teacher for purchases made from Forest Fees/Small School Funds for the boards October report to the CCS was pulled due to its being on the Business Managers report.

Loy Guzman reported having contacted the Cochise County refuse department concerning filling out an application for the school and the countys subsequently invoicing the school monthly for garbage taken to the garbage collection site. The custodian will take the garbage to the site in his truck. Ms. Guzman is handling the garbage presently. The garbage will be stored in covered garbage cans until it is removed from the premises. The Business Manager will take care of procuring the application for deferred payment from the county.

Maurine Joens moved that the board president, Alicia Davidson, be given the gate combination, school key, and ADT code today for providing emergency access as per boards level of responsibility for the school as per ARS 15-341. Jennifer Thoracic seconded the motion. The motion carried unanimously.

Maurine Joens moved to approve the FY 17-18 Apache Elementary Classified Pay Scale, updated for compliance with the Arizona Minimum Wage Requirements. Jennifer Racicot seconded the motion. The motion carried unanimously.

Alicia Davidson moved to change the date and time for board meetings to the second Wednesday of the month at 6:30 p.m. effective October 11, 2017, to avoid conflicts with other community meetings. Jennifer Racicot seconded the motion. The motion carried unanimously.

INFORMATION AND DISCUSSION ITEMS

A draft of strategic plan ideas concerning community involvement in Apache school was presented by the Head Teacher, Loy Guzman. (Addendum B)

Board member, Jennifer Racicot, presented a draft of a proposed mission statement for Apache School. (Addendum C). In discussion of the instructional curricula and student assessment schedule, Ms. Guzman stated that she was in the process of assessing what the school curriculum consisted of. State testing was mentioned. At the October meeting we should see progress in the curriculum assessment plan.

ITEMS FOR NEXT AGENDA

Instructional Curricula report by Head Teacher

Submission of expenditures of Forest Fee/Small Schools Monies Report to CCS office

Continued discussion on Strategic Plan

FY 16-17 Annual Financial Report

Mission Statement

Reestablishment of DARE program (Ms. Guzman will get information concerning the program)

Using prisoner labor at the school (Ms. Winkler will get information concerning the program)

Emergency Response Plan

Purchasing lawn mower for school

UPCOMING EVENTS

October 2, 2017

– Cochise County ASBA board member meeting

October 11, 2017 – next regular school board meeting at 6:30 p.m.

ADJOURNMENT

Alicia Davidson moved that the meeting adjourn. Jennifer Racicot seconded the motion. The motion carried unanimously. The meeting adjourned at 5:40 p.m.

-submitted by board secretary, Maurine Joens, September 14, 2017