



**ONE-ROOM SCHOOLHOUSE SINCE 1910**  
10488 N. Skeleton Canyon Rd. / PO Box 16405 Portal, AZ 85632

**Phone/Fax: 520/558-2364**  
Head Teacher: Ms. Loy Guzman  
Teacher's Assistant: Mr. Frank Zepeda  
Business Manager: Mrs. Tamara Winkler

E-mail: [apacheelementary@gmail.com](mailto:apacheelementary@gmail.com)  
School Board Members:  
Maurine Joens, President  
[kmajjj@vtc.net](mailto:kmajjj@vtc.net)  
Dean Nelson, Secretary  
Mike Wolf , member

## **Minutes of November 12, 2019 Regular School Board Meeting**

### **I. Preliminary Matters**

- a) Call to order by President, Mrs. Joens. All board members present along with Mz. Guzman, Head Teacher, Mrs. Winkler, Business Manager and two members of the public.
- b) Motion to adopt agenda for the September 10, 2019 board meeting by Mr. Nelson, second by Mrs. Joens, motion carried unanimously.
- c) Pledge of Allegiance to the United States of America led by President, Mrs. Joens.
- d) Motion to approve minutes of August 13, 2019 Board Meeting by Mrs. Joens, second by Mr. Nelson, motion carried unanimously.

### **II. Reports**

#### **a) Head Teacher's report**

1. October 17th the students participated in a community service project helping to clean up area around the Portal Post Office.
2. October 21<sup>st</sup> was Red Ribbon Day with the Border Patrol presenting a program concerning drugs and bullying.
3. November 2<sup>nd</sup> the head teacher and staff completed CPR re-certification.
4. November 21<sup>st</sup> field trip with Friends of Cave Creek.
5. November 23<sup>rd</sup> students taking part in craft sale in Rodeo.
6. December 4<sup>th</sup> a Tucson Symphony representative will visit school and hold informational program on musical instruments.
7. December 7<sup>th</sup> students will perform as part of Rodeo Christmas Dinner program.

#### **b) Superintendent's Report**

1. Attended ASBA meeting October 16<sup>th</sup>.
2. Attended round table meeting on vocational training November 7th.
3. November 13<sup>th</sup> will attend along with Mrs. Winkler a meeting on Superintendent and Business Manager interface in Bisbee.

**c) Business Manager's Report**

1. Reviewed revenue, expenditure and cash balance reports for October.
2. Attended seminar October 30<sup>th</sup>.

**d) Governing Board Report**

1. Welcome to new member Mike Wolf by President, Mrs. Joens.

**III. Public Comments**

1. None

**IV. Discussion / Action Items**

**Approve Consent Agenda**

1. Motion to approve consent agenda for treasurer's deposits and vouchers for expenses and payroll by Mr. Nelson, second by Mrs Joens, motion carried unanimously.

**Specific Items of District Business**

- a) December 14<sup>th</sup> school will host Apache School History Day, presenters to include alumni and a potluck. Steve Wolf from Arizona Highways Magazine will attend in preparation for upcoming article about Apache Elementary School.
- b) Information on property taxes in district as compared to other county schools presented with much discussion following.
- c) Board self- evaluation and Administrative evaluation forms passed out to be filled out and brought to next board meeting. Pursuant to A.R.S. 38-431.03(A)(1) written notice of intent to hold Administrative evaluation in executive session with option given to hold said evaluation in open session contingent upon at least 24 hours prior notice by Ms. Guzman.
- d) Motion to add Anahis Escamilla to vender list by Mr. Nelson, second by Mrs. Joens, motion carried unanimously.
- e) Motion to approve donation check by Mr. Nelson, second by Mrs. Joens, motion carried unanimously.

**V. Requests for future agenda items**

- a) History of Apache Elementary School Day program.
- b) Board self-evaluation and Administrative evaluation.

**VI. Adjournment**

- a) Motion to adjourn by Mrs. Joens, second by Mr. Wolf, motion carried unanimously.

*This draft respectfully submitted November 14, 2019, by board secretary, Dean Nelson.*