

**NOTICE OF REGULAR BOARD MEETING
For the GOVERNING BOARD OF
NACO ELEMENTARY SCHOOL DISTRICT NO. 23**

Tuesday, March 28, 2023 at 5:15 P.M.

*** * NOTICE * ***

Pursuant to A.R.S. 38-431.03, notice is hereby given to the members of the Governing Board and the General Public that the Naco Elementary School District No. 23 will hold a regular meeting open to the public on **Tuesday, March 28, 2023 at 5:15 P.M. in the Library.**

Those attending the meeting:

Mr. Alberto Olmos	Tim Mayclin	Kally Deymonaz	Palma Hudson
Ms. Dawn Walker	Donna Horton	Connie Hendry	Linda Mott
Ms. Brisa Romero	Kristen King	Jannaffer Montalvo	Erin Rhodes
	Francisco Rodriguez	Celia Valenzuela	Sallie Pilcher
		Gera Trevino	Maria Martan
		Zenia Franco	Rose King
		Bobby Zavala	Maritza Olivares
		Dawn Hobson	Sarah Stone

MINUTES

I. OPENING OF THE MEETING

- A. Call to Order/Pledge of Allegiance **Mr. Olmos called the meeting to order @ 5:16**
- B. Adoption of the Agenda – The Governing Board reserves the right to reschedule, delete, or rearrange items on the agenda to efficiently conduct its business. **Olmos moved and Romero seconded to add Lupita Martan resignation to Consent Item D and to Add approval of Governors Summer Enrichment Grant for a Quick start program for next year’s Kindergarten. See Action Item E for more specific details vote Ayes 3-0 Nays**

II. CALL TO THE PUBLIC

III. CONSENT AGENDA

A. APPROVAL OF THE MINUTES

- a. Regular Board Meeting February 7, 2023

B. Presentation of the February Financial Report

C. Approval of February Vouchers

- D. **Approve the resignations of teachers Ronie Balasabas, Middle school Social Studies and Christine Guinane Special Education Teacher for the 2023-2024 school year and post open positions as they come up in the future. ADD Lupita Martan’s resignation to this list.** Board would like to thank them for being a part of our school and wish them the best of luck in the future and a special thank you to Mrs. Martan for her many years of service.

- E. **Approval of Mike Hernandez Track coach and Oscar Cordova as the Baseball Coach for the 2023 spring season.**

- F. **Approval of Nurse position through Grant with ASAP for the 2023-2024 school year.**
- G. **Approve the sale of the Suburban and the Toyota Corolla for \$3,600.00 each.**
- H. **Approve trading the Toyota Camry at Jones Ford in Either Buckeye or Casa Grande. They are a Mohave contract vendor and approved for school purchases with the discount granted the state and all members. Peoria Ford is also a partner but Jones has multiple locations and a better selection as well as better prices.**
- I. **Approve the 301 - 1st payment to all teachers for \$1,500.00 and to all Paraprofessionals and classroom personnel for \$ 1,000.00**
- J. **Approve the resignation of Donna Horton Business Manager effective June 30, 2023.** Thank you for all of your time here and good luck in the future.
- K. **Approve the Calendar Changes to add school Monday through Friday May 15-19 and on Monday May 22nd and Tuesday May 23rd.** Add teachers' pay at \$140 dollars per day for the extra days after May 15th. This will be for all necessary classroom teaching personnel.
- L. **Approve the "Return to Learning Plan" to be submitted to the state of Arizona twice this school year. This will be the second approval of the 2023-2024 School Year. There were no changes to the plan but we outlined that we no longer offer meals to the community.**
- M. **Approve the resignation of Tim Mayclin, Superintendent/Principal effective June 30, 2023.**
Motion to approve Consent Agenda by Olmos- seconded by Romero - Ayes 3-0 Nays

IV. Action Items

- A. **Report from President Olmos on Superintendent evaluation and approval of Superintendent bonus.** Motion by Olmos second by Romero to thank Mr. Mayclin for his time, that he had received an excellent rating and all we have accomplished in Naco and his Bonus was approved- votes Ayes 2-0 Nays with Dawn Walker Abstaining
- B. **Presentation, Discussion and possible vote on approving the insurance plans and offerings for the 2023-2024 school year as voted on by the Staff.** Approved the staff recommendations for Co-Pay Gold with an added cost of 99.00 a month and Value Gold which will be covered along with Vision and Dental Insurance along with the small Life policy included. The 3rd option for staff is the HDHP A - High Deductible Plan that is also fully covered. Moved by Romero seconded by Olmos Ayes 3-0 Nays
- C. **Presentation, Discussion and vote on approving Sparklight Internet services to provide fiber optic Internet cables and service.** This company and bid allow Naco ESD to apply its remaining funds for E-rate to also lower the cost to \$166.00 a month from the beginning cost of \$1,658.00. Spark Light will absorb all the construction costs and our E-Rate funds will help defer our costs and make this a tremendous value- Allowing us to have constant steady Internet which is very important with our new camera system and the upcoming Phone and Intercom system installment. The other company available in our part of the state is Lumen, they do not work with E-rate and the bid we

received was \$2,460.00 which is a steady rate and as stated they were not interested in working with us to use E-Rate which would allow us up to \$20,000 in funds to defer costs from our pockets. My recommendation is we go with the Sparklight bid and proceed as we have 7 more days to complete all the work with E-Rate to use it properly and get everything completed in time. Milan Eaton, the Arizona E-Rate Coordinator is very supportive of this choice and informed us there are no other fiber optic Internet options in our area. Mr. Rodriguez will be available to answer any questions the board may have. Moved by Olmos seconded by Romero Ayes 3-0 Nays

- D. **Presentation, Discussion and possible vote** on approving the hiring of students to help with our summer jobs. The pay rate will be minimum wage and we will start these positions following Memorial day. Applications will be available online and in the office. We are looking at 3 or 4 positions. The students would start following Memorial Day depending on the activities and any construction around the school site. Moved by Romero seconded by Olmos Ayes 3-0 Nays
- E. **Presentation, Discussion and vote on approving Summer School for 10 days over 2 weeks for grades 1-5 and we are exploring a 1 full week (5 days') of credit recovery for our Middle School students that need to make up work and improve their grades to pass the times for that would likely be from 8 to 4 the first week after school.** Pay for Summer school will be \$140 per Teacher day & \$ 105.20 Per Para day. Again if we are able to have Middle School it will be only Credit Recovery and will occur as long as we have the ability to house them dependent on construction this spring and how quickly the state and the construction companies can coordinate everything. We also plan to offer makeup or credit recovery during the last 2 weeks during study halls and after school if students will use the time wisely. **Add the approval to apply for the Governors Summer Enrichment Grant to be used for a Kindergarten Jump Start for any incoming Kindergarteners. The grant will cover A teacher, Para, Food & Food Service as well as supplies and will be 4 weeks long and 4.5 hours a day. The Para Pay will be similar \$105.20 per day and the teacher will be \$140.00.** Moved by Olmos seconded by Walker Ayes 3-0 Nays
- F. **Presentation, Discussion and possible vote** on approving on the Continuing Resolution for the County treasurer to be authorized to invest and reinvest funds in accordance with A.R.S. § 6 15-1025 (This is the resolution we approve annually) Moved by Romero seconded by Olmos Ayes 3-0 Nays
- G. **Presentation, Discussion, and possible vote on Possible change to Copier machine service contract.** We recently found out that Valley Imaging is no longer aligned with Mohave and their information supplied was incorrect, in digging deeper we found

they are no longer aligned with any purchasing service approved through the state or any other cooperative purchasing agreement groups, as per their website still claims. **Due to this, Kristen found only 2 other contracted vendors that work with Ricoh/Lanier copiers. Those companies are Pacific Office Automation and Pro Copy. Kristen reached out to both companies and only Pacific Office Automation (POA) responded. By agreeing to a 3-year contract with them for service and maintenance we would save the school district almost \$15,000.00. The contracted monthly service for our 5 copiers will cost the school district roughly \$300 month including colored copies. This equates to \$3,600.00 for the year. Last year we spent \$18,700 just on maintenance and copies.** Moved by Romero seconded by Walker Ayes 3-0 Nays

- H. Presentation, Discussion and possible vote on approving on the Grading and Drainage Assessment.** This needs to be done before the weatherization can be done as they noticed issues with water moving toward the building instead of away from the buildings and the area between the gym and Baseball field where we had our flooding before of the gym floor. This will be covered by SFB and is a part of the big project we have going with SFB. Moved by Walker seconded by Olmos Ayes 3-0 Nays

- I. Presentation, Discussion and possible vote on approving the Class trips for the following classes and sites.** These are all paid for under the Title funds.

4th Grade trip to Karchner Caverns on April 19

5th grade trip to the Bisbee Mine on April 24th

6th & 7th Graders to Sonoran Desert Museum on April 27th

8th Grade to U. of A. Science Center & Funtasticks - **Moved by Olmos seconded by Romero Ayes 3-0 Nays**

- J. Presentation, Discussion, and possible vote on possibly Approving a 4-day week for the 2023-2024 School Year.** Information from parent and staff meetings on the possible 4-day week. We had parent meetings from 3:00 – 6:00 during conferences (February 15 & 16th and from 9:00-11:00 on February 17) and one meeting with Parents on Tuesday February 21st from 4:30-6:00. We are mandated to have 2 Parent/Community meetings but we tried four different days and times to collect better information from a larger number of people. (Staff approved 27 / 30 was 90%- Parents/ Guardians/Community vote was 1 for both, 8 in favor of 5-day week and 54 in favor of 4-day week- That is 87.1 % in favor of 4-day week. **Moved by Olmos seconded by Romero Ayes 3-0 Nays**

- K. Presentation, Discussion, and possible vote on approving a Preventative Maintenance plan to service our HVAC systems from Comfort Systems USA Southwest out of Tucson.** This is a 3-year contract with a cost of \$18,500 each year, it includes a 1 time per year 64-point Inspection and all the filters we will need to change other

than the service dates for the entire year. This helps keep us in line with SFB's requirements for a preventative Maintenance plan. **Moved by Romero seconded by Olmos Ayes 3-0 Nays**

- L. Presentation, Discussion and possible vote on school Policy groups in the state-**
- ASBA charges approximately \$ 3,600+ and the Trust has hired legal teams and put out a new policy manual- Their cost (The TRUST) is \$ 240 per year and an organization one-time fee of \$250. The differences are the ASBA is a larger and bulkier policy manual and set up and the Trust has cut it down to 5 areas of policies and this is new but very nice and manageable and really more user friendly. The other item that is nice is that the Trust will give you access immediately for the online policy manual- ASBA puts everything online but because we had policies back 4-7 years ago that were not sent to ASBA with board approval and the minutes they have not relinquished the use of our online policies so we have some control. I really believe moving to the new policy book/manual would be a smart move for a couple reasons- it will save you 3,000 dollars a year and it will be easier to use and find what you are looking for. I have used both systems in the past- the numbers system and a slimmer manual is very nice but of course this is up to the board. You will still be members of ASBA, just not paying the extra money to them for the same policies and protections. Both groups use outstanding attorneys and some are similar between the groups. **Moved by Olmos seconded by Walker to switch to the Trust Legal Policies. Vote - Ayes 3-0 Nays**

V. SUPERINTENDENT'S REPORT

- A. Business Office Interviews**
- B. Teaching Staff Interviews**
- C. Superintendent Search Options**

I would recommend the school do their own search posting on the state wide website as well as the ASBA site for free, set up your own timeline and conduct your own interviews

VI. ADJOURMENT

- VII. Next work Session set for Sunday April 2nd at 4:30 P.M at Library. Next Regular meeting set for Thursday, April 6th @ 5:15 P.M.**

Meeting adjourned @ 7:36 Motion by Olmos and seconded by Walker – vote Ayes 3-0 Nays

GOVERNING BOARD OF THE NACO ELEMENTARY SCHOOL DISTRICT #23

President Mr. Alberto Olmos

February 7, 2023
Date

Clerk Ms. Dawn Walker

February 7, 2023
Date

Member Ms. Brisa Romero

February 7, 2023
Date

