

**MINUTES OF REGULAR BOARD MEETING
OF
NACO ELEMENTARY SCHOOL DISTRICT NO. 23 Governing Board**

Tuesday, June 16, 2020 at 5:15 P.M.

Those attending the meeting:

Mr. Olmos	Tim Mayclin	Linda Mott (Telephonically)
Dawn Walker	Donna Horton	Julie Morgan
Brisa Romero		

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, June 16, 2020 at 5:15 P.M. in the Cafeteria.**

The Board may choose to go into executive session for the purpose of discussion or consultation for legal advice with the attorney of the public body, either in person or via telephonic conference call, following any listed agenda item.

***Also pursuant to the Governor’s Executive order the meeting was conducted from the Cafeteria and may be done via telephone if need be to follow restrictions.**

MINUTES

I. OPENING OF THE MEETING

- A. Call to Order/Pledge of Allegiance. **Meeting called to order by President Olmos at 5:17**
- 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. **Adopt the agenda with the 2 changes to the parameters of hours for 2 custodial employees. Moved by Olmos seconded by Romero Ayes 3- 0 Nays**

II. CALL TO THE PUBLIC

III. CONSENT AGENDA

A. APPROVAL OF THE MINUTES

- a. Regular Board Meeting May 12, 2020

B. Presentation of the May Financial Report – Donna Horton

C. Approval of May Vouchers

D. Approve Surplus Items to dispose of to clean up our grounds and storage areas.

E. Approve updated 2019-2020 AFR

F. Approve updated 2019-2020 Revised Budget

G. Approve the Resolution to approve Cochise County Treasurer to invest and sell securities and Bonds as needed and they see fit to provide funds for the authorized requirements. This is an annual resolution. Motion to Approve Consent agenda as presented by Olmos Seconded by Romero Ayes 3- 0 Nays

IV. ACTION ITEMS

- A. Presentation, Discussion and possible vote on approval of Custodial & Maintenance Staff 2020-2021 salaries, contracted hours weekly and the structure of the condensed department. This will help us get our costs in this area in line with other districts our size. The Hours adjustments will be as follows Mr. Acuna 32-40 Hours per week as needed, Mrs. Mendez 32-40 hours per week as needed, Mr. Ramon Valdez 20-24 Hours per week and Mr. Hubbard will be filling in when necessary and time allowed with some Maintenance work as well. **Motion to Approve Custodial & Maintenance salaries as presented by Romero Seconded by Olmos Ayes 3- 0 Nays**
- B. Presentation, Discussion and vote on approving the Hours allotment for kitchen Help to get in line with the State Auditor's Office Recommendations and the CAP we have had to put in place- getting food cost and our meal service in line with the spending, with the cutting of the salad Bar for the upcoming year because of the issues with COVID and the flu as well as other seasonal illnesses we have decided to bypass this for the upcoming year. This will also help get food cost in better shape for our meal program. The two employees who share the kitchen helper position will work between 3-4 hours each daily dependent on the need. **Motion to Approve Kitchen staff hours salaries as presented by Olmos Seconded by Romero Ayes 3- 0 Nays**
- C. Presentation, Discussion and possible vote on amending Fund 13 bonus amounts for the 301 PPP performance pay bonuses for staff. The full amount is \$1,950.00 per person. Fund 013 is set for the staff to have 6 separate areas in which they must succeed in 3 of those categories, we also look at the Dibbles results and they can qualify for the reading category in Dibbles as well. Right now, we are awaiting the AZELLA Test results to see who qualifies this year, those results may not be here until June 29th or later. Those teachers who succeed will be brought to the board at the July meeting for the 013-fund bonus. I would like to have us amend the 301 PPP for fund 013 for this school year in this way, if staff members counting the Dibbles are able to make 3 categories they receive the full \$1,950 for the fund 013 bonus but since this was an extraordinary year and a couple categories were not able to be completed if they make 2 of the 5 possible areas we would give them a prorated bonus of 66.66% of the total bonus which would be \$1,300.00. If they only make 1 category they will not qualify for this bonus as amended. **Motion to Approve as presented by Olmos Seconded by Romero Ayes 3- 0 Nays**
- D. Presentation, Discussion and vote on approving the contract bid from Raul's Plumbing of Bisbee for replacement of the water lines to the North side of campus and the areas around the Middle School and Gymnasium, also including hooking up to the existing water sprinkler systems. His Bid was \$13,500.00 for the same amount of work as the other 2 bids which came in from \$14,500-\$35,000. FSB approved Raul's bid and gave us the OK to hire him and offer a Purchase Order to him to complete the work. **Motion to Approve as presented by Olmos Seconded by Romero Ayes 3- 0 Nays**
- E. Presentation, of the proposed Budget for 2020-2021 School Year to board and it will be published to the public and posted on line and at the Post office tomorrow

morning- June 17th by 11:00 A.M. **Motion to Approve as presented by Olmos
Seconded by Romero Ayes 3- 0 Nays**

- F. Presentation, Discussion and possible vote on getting quotes/bids to put electricity into the middle room in the K-2 Breakout area. So, we can move the copier and laminator into that room and out of Ms. Pachlar's room to avoid interruptions to her classroom. **Motion to Approve as presented by Romero Seconded by Olmos Ayes 3- 0 Nays**

- G. Presentation, Discussion and possible vote on Hiring Sarah Stone as the 4th grade Long Term Substitute at a rate of \$120.00 per day plus full benefits, Sarah will take over as the 4th grade teacher 1st year upon the completion of her student teaching and obtaining her degree in Education and her Teaching License from the State of Arizona. I would also recommend the hiring of Janneffer Montalvo Delgado as the 2nd Grade Teacher. Janneffer brings 10 years' experience in education to us. I recommend we offer Janneffer 7 years' experience and her Master's Degree which puts her at \$37,840.00. **Motion to Approve as presented and the Board would like to welcome them to the district and hope for a long and successful career as a Naco Cardinal by Walker Seconded by Olmos Ayes 3- 0 Nays**

- H. Presentation, Discussion and possible action regarding the approval of retaining 3 Kindergarten students. **Motion to Approve as presented by Olmos Seconded by Romero Ayes 3- 0 Nays**

- I. Presentation, Discussion and possible vote regarding approval of St. David Cooperative Intergovernmental Agreement. For the purpose of providing Special Education Services for the FY20-21 school year. **Motion to Approve as presented by Olmos Seconded by Romero Ayes 3- 0 Nays**

- J. Presentation, Discussion and possible action regarding approval to continue use of Michael Conley as support to the Business Manager. This would be 6-8 days per month maximum and some of his work can be done virtually. The amount would be approximately \$200.00 per day and \$40.00 for mileage on days he drives in for work that cannot be done virtually. (Last year we paid \$40 per hour plus mileage and Mike never charged us mileage because the 40.00 per hour was a fair compensation in his mind.) **Motion to Approve as presented by Romero Seconded by Olmos Ayes 3- 0 Nays**

- K. Presentation, Discussion and possible vote on finishing up our consultant time with Heinfeld & Meech. We will owe them for helping get the APR and Budget numbers corrected and in line for last year on the corrected budget and correcting some problems with the APR. We will need to approve up to \$7,000.00 for these services. The amount I am expecting to be much lower than this amount. **Motion to Approve as presented by Romero Seconded by Olmos Ayes 3- 0 Nays**

- L. Presentation, Discussion and possible vote (with a possible closed session for negotiations) for Superintendents Salary and Benefits for the 2020-2021 School Year. Went into closed session at 6:14, came out of closed session at 6:40. Both the

closing motion and opening motions were made by Olmos and seconded by Romero
Ayes 3-0 Nays **Motion by Olmos seconded by Romero to offer 4% Raise, Move
Annual leave to 42 days , Increase Bonus for Evaluation to \$2,600 and the Cell
Phone reimbursed at \$25.00 Bi-weekly to the Superintendent for his contract for
the 20-21 school year. Ayes 3- 0 Nays**

M. SUPERINTENDENT'S REPORT

**Special Meeting for Budget hearing July 1 @ 7:15 A.M and our Regular July meeting will be
July 14th at 5:15 P.M.**

N. ADJOURMENT- Motion by Olmos and seconded by Romero at 7:11 P.M.

GOVERNING BOARD OF THE NACO ELEMENTARY SCHOOL DISTRICT #23

Alberto Olmos- President School Board

June 16, 2020

Date

Dawn Walker

Brisa Romero

