

**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.**

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.

AGENDA

I. OPENING OF THE MEETING

- A. Call to Order/Pledge of Allegiance
- 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.

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.**

- 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.**

- K. Approve the Calendar Changes to add school Monday through Friday May 15-19 and on Monday May 22nd and Tuesday May 23rd.**

- 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.**

IV. Action Items

- A. **Report from President Olmos on Superintendent evaluation and approval of Superintendent bonus.**
- 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.
- 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.
- 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.
- 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.** 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.
- 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)
- 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.

- 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.
- 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
- 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.
- 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.
- 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 is \$500 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.

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. I do have suggestions if the board would like to hear them.

VI. ADJOURNMENT

Dated this 21st day of March, 2023 - the next regular meeting would be on Tuesday, April 11, 2023 at 5:15 P.M.

Posted in window of Naco School District office on 3/26/2023

GOVERNING BOARD OF THE NACO ELEMENTARY SCHOOL DISTRICT #23

Mr. Timothy Mayclin - Superintendent

March 26, 2023

Date

If you wish to request interpreter services, please contact the Superintendent at 520-432-5060, 24 hours prior to the meeting date of Monday, March 27, 2023. Meeting minutes will be made available to Naco District residents in a language they can understand upon request.