

**Wenden Elementary School
Board of Trustees and the Public
Tuesday, February 20, 2024
Regular Meeting – 6:00 p.m.
Wenden Elementary District Office
In Person, Via Video Conference & Telephonic**

Regular Monthly Board Meeting Minutes – February 20, 2024 – 6:00 p.m.

Board Members Present:

Gary Saiter-via video
Kelly Stacy
Brianna Davis-telephonic
Chris Haines

Board Members Absent:

Ashley Hunt

Employees Present:

Gloria Dean
Marsha Harold
Sandra Cruz

Audience:

Election of Officers:

1. Call Meeting to Elect Officers - Meeting called to order by Mr. Saiter at 6 p.m.
2. Pledge of Allegiance - Led by Mr. Saiter.
3. Approve the meeting agenda of February 20, 2024. Mr. Haines motioned to approve. Ms. Davis seconded the motion. Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

4. Election of Board President - Mr. Haines nominated Gary Saiter as Board President. Ms. Davis seconded the motion. Motion approved 3-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>			<i>Abstained</i>
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

5. Election of Board Clerk - Mr. Stacy nominated Chris Haines. Ms. Davis seconded the motion. Motion approved 3-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>			<i>Abstained</i>
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

6. Discussion and possible action to set the Location, Date, Time, and Posting Location for Monthly Governing Board meetings. Agendas will be posted at the local post office and school website. Regular board meetings will be held on the 2nd Monday of the month at 6 p.m.

Adjourn Meeting: Mr. Saiter adjourned the meeting at 6:04 p.m.

Regular Monthly Meeting Agenda:

1. Call Regular Meeting to order - Mr. Saiter called the meeting to order at 6:04 p.m.
2. Approve Agenda of Regular Board Meeting of February 20, 2024.
Mr. Haines motioned to approve the regular board meeting agenda. Ms. Davis seconded the motion.
Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

3. Consent Agenda

All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the vote on the motion to remove an item from the Consent Agenda for further discussion and action. Such discussion and action shall take place on items removed from the Consent Agenda immediately following the vote on the Consent Agenda. Consent Agenda items may include any non-controversial subjects.

- A. Minutes of the Special Board Meeting, January 29, 2024.
- B. Ratify resolution for Payroll and Other Expense Vouchers
- C. Year to Date Expenditure Report – Student Activities - Revenue Report
- D. Teacherage (School Housing) Report

Ms. Davis motioned to approve the consent agenda as presented (A-D). Mr. Stacy seconded the motion.
Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

- E. Cafeteria Report - Ms. Harold presented the cafeteria report to the board.
Mr. Stacy motioned to approve the cafeteria report (E) as presented. Mr. Haines seconded the motion.
Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

4. Information Items

- A. Student Activities – Ms. Harold presented the reports.
 - 8th Grade
 - Student Council

5. Summary of Current Events

(Items to be heard only; the Board will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action.)

A. Gloria Dean, Superintendent – Ms. Dean reported:

- January 16, 2024 - ADE Special Education Monitoring
- January 17, 2024 - On-site NSLP monitoring/review 7:00 am - 1:00 PM
- January 31, 2024 - Wenden School Spelling Bee - Winners to represent our school at the County Spelling Bee)
- Wenden School were the following: 1st place - Angelique Serrano (8th grade) and 2nd place winner - Shyla Bowen (7th grade).
- February 15, 2024 - La Paz County Spelling Bee - Angelique Serrano, placed second at the county spelling bee.
- February 22, 2024 - Science Fair will be held in the gym from 4-6:00 PM.
- February 26, 2024 - ADE SPED Interview for close out.
- February 27, 2024 - Parent/Teacher Conferences to begin 3:30-6:30 pm
- February 28, 2024 - Dr. Suess, Read Across America Program 9-11:00 a.m.
- February 29, 2024 - Awards Assembly to begin at 9:00 and 8th grade class has a field trip to SHS for visitation day.
- All vehicles were bid on and sold on February 8, 2024.
- Since the hiring of Martin Gonzales for maintenance and custodial, we have seen many improvements. At this time we are working on getting our priority list completed and then by spring break we should be ready to work on special projects. He is a good fit for our district.
- March 4-14 2024 - Spring Break begins
- March 18, 2024 - Yearly Financial Audit begins.

- B. Board Member – Mr. Saiter reported that currently the water company is working on a 1.2 million dollar grant for a storage tank, maintenance building etc. Currently they have been approved for a three year \$180,000 dollar grant which would be for converting the mechanical water meters to digital ones which would allow the meters to be read from the office. This would also help with water conservation, the new system will give the office alerts to water leaks and help save water and save customers money when they are notified of probable water leaks on their properties. These meters will have a 20 year warranty.**

The bridge work will be starting in 2024.

7. Call to the Public - None

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

8. New Business

A. The Arizona School Boards Association met with District administration to conduct a comprehensive review of the Wenden Elementary School Board District Policy Manual. Modifications may have resulted from changes to federal laws or state statutes, alterations to the rules of regulatory agencies, findings in case law, attorney general opinions, etc. In some cases, the changes are the outcome of efforts to clarify the contents of a document or to more adequately synchronize the District's policies and practices with one another. Additionally, many documents have only minor or technical changes that are not substantial. Typically, such changes or corrections are made to enhance sentence structure, improve grammatical presentation, accommodate statutory codification adjustments, etc.

The policies, regulations, and/or exhibits that contained substantive changes were reviewed with the Governing Board at the January 29, 2024 Special Governing Board meeting. The policies reviewed were as follows:

ACAA Title IX-Sexual Harassment

Section B School Board Governance and Operations (7)

BDA Board Organizational Meeting

BDF Advisory Committees

BE School Board Meetings

BEDB Agenda

BEDD Rules of Order

BEDH Public Participation at Board Meetings

BIB Board Member Development Opportunities

Section C General School Administration (0)

Section D Fiscal Management (5)

DEC Funding from Federal Tax Sources – see note on spreadsheet (to remove)

DFD Gate Receipts and Admissions

DIA Accounting System

DIE Audits/Financial Monitoring

DJ Purchasing

Section E Support Services (3)

EE Transportation Services

EEAEA Bus Driver Requirements, Training, and Responsibilities

EG Office Services

Section F Facilities Development (0)

Section G Personnel (8)

GBGCB Staff Health and Safety

GCB Professional Staff Contracts and Compensation

GCF Professional Staff Hiring

GCH Professional/Support Staff Orientation and Training

GCO Evaluation of Professional Staff Members

GDB Support Staff Contracts and Compensations

GDD Support Staff Vacations and Holidays

GDF Support Staff Hiring

Section H Meet and Confer (0)

Section I Instructional Program (9)

IC School Year

IHA Basic Instructional Program

IHAMB Family Life Education

IJ Instructional Resources and Materials

IJJ Textbook/Supplementary Materials Selection and Adoption

IJL Library Materials Selection and Adoption

IJNC Resource Centers/Media Centers/School Libraries

IMB Teaching About Controversial/Sensitive Issues

IMD School Ceremonies and Observances

Section J Students (17)

JB Equal Educational Opportunities

JF Student Admissions

JFAA Admission of Resident Students

JFAB Tuition/Admission of Nonresident Students

JFABDA Admission of Students in Foster Care

JFB Open Enrollment – see note on spreadsheet (decline multiple schools version in PAAA folder)

JICFA Hazing

JJIB Interscholastic Sports

JK Student Discipline

JKD Student Suspension

JKE Expulsion of Students

JLCB Immunization of Students

JLCC Communicable/Infectious Diseases

JLD Guidance and Counseling

JLDA School Counselors and Psychologists

JLF Reporting Child Abuse/Child Protection

JRR Student Surveys

Section K School-Community Relations (2)

KB Parental Involvement in Education

KI Visitors to Schools

Section L Education Agency Relations (1)

LH Relations with Education Accreditation Agencies

Regulations and Exhibits to Consider for Update, Addition, Removal, and/or Retention (Governing Board approval not required, but should be presented)

Section A Foundations and Basic Commitments (2)

ACA-R Sexual Harassment

ACAA-R Title IX-Sexual Harassment

Section B School Board Governance and Operations (2)

BAA-E Evaluation of School Board/Board Self-Evaluation

BIB-R Board Member Development Opportunities

Section C General School Administration (0)

Section D Fiscal Management (0)

Section E Support Services (0)

Section F Facilities Development (0)

Section G Personnel (1)

GBEC-EA Drug-Free Workplace

Section H Meet and Confer (0)

Section I Instructional Program (10)

IHA-E Basic Instructional Program
IHAMB-R Family Life Education
IHAMB-EA Family Life Education
IHAMB-EB Family Life Education
IHAMC Instruction and Training in Cardiopulmonary Resuscitation (District title:
HIV/AIDS Education) - see note on spreadsheet.
IJL-R Library Materials Selection and Adoption
IJL-E Library Materials Selection and Adoption
IJNC-R Resource Centers/Media Centers/School Libraries
IJNC-E Resource Centers/Media Centers/School Libraries
IKE-RB Promotion and Retention of Students

Section J Students (18)

JFAA-EA Admission of Resident Students
JFAA-EB Admission of Resident Students
JFAB-EA Tuition/Admission of Nonresident Students
JFAB-EB Tuition/Admission of Nonresident Students
JFABD-EB Admission of Homeless Students
JFABDA-R Admission of Students in Foster Care
JFABDA-EB Admission of Students in Foster Care
JHD-EB Exclusions and Exemptions from School Attendance
JICE-R Student Publications – see note on spreadsheet (ASBA archive due to duplicate wording)
JICFA-EB Hazing
JJIB-R Interscholastic Sports
JJIB-EB Interscholastic Sports
JK-ED Student Discipline
JLCB-R Immunization of Students
JLCB-E Immunization of Students
JLF-EB Reporting Child Abuse/Child Protection
JRCAR Request for Transfer of Records
JRR-R Student Surveys

Section K School-Community Relations (6)

KB-R Parental Involvement in Education
KB-EB Parental Involvement in Education
KB-EC Parental Involvement in Education
KDB-R Public's Right to Know/Freedom of Information
KI-R Visitors to Schools
KI-E Visitors to Schools

Section L Education Agency Relations (0)

Policies, Regulations, and Exhibits Reviewed and Retained Without Change and/or Addition to District Manual (Includes ASBA Policy Manual model documents excluded from District Manual)

Section A Foundations and Basic Commitments (2)

A District Mission and Belief Statement
AA-E School District Legal Status

Section B School Board Governance and Operations (1)

BEDC Quorum

Section C General School Administration (1)

CFD-R School-Based Management

Section D Fiscal Management (0)**Section E Support Services (3)**

ECA-R Security
EFH Food Service Sanitation Program
EFI Food services Records and Reports

Section F Facilities Development (0)**Section G Personnel (22)**

GBAC Indian Preference in Employment
GBEB Staff Contact – (decline in PAAA folder)
GBGB-R Staff Personal Security and Safety – (decline in PAAA folder)
GCBA Professional Staff Salary Schedules
GCBDA Teacherages
GCBDA-E Teacherages – Renter's Agreement
GCCA Professional/Support Staff Sick Leave - (decline in PAAA folder)
GCCB Professional/Support Staff Personal/Emergency/Religious Leave
GCCC Professional/Support Staff Leaves of Absence Without Pay (with 50+ employees)
GCCC-EA Professional/Support Staff Leaves of Absence Without Pay (with 50+ employees)
GCCC-EB Professional/Support Staff Leaves of Absence Without Pay (with 50+ employees)
GCCC-EC Professional/Support Staff Leaves of Absence Without Pay (with 50+ employees)
GCCC-ED Military Family Leave Exhibit retained; however, listed as GCCC-E in District manual.
GCCC-EE Professional/Support Staff Leaves of Absence Without Pay (with 50+ employees)
GCCG Professional Staff Voluntary Transfer of Accrued Sick Leave
GCCG-RA Professional Staff Voluntary Transfer of Accrued Sick Leave
GCD Professional Staff Vacations and Holidays
GCK Professional Staff Assignments and Transfers
GCQE Retirement of Professional/Support Staff Members
GCQF Discipline, Suspension, and Dismissal of Professional Staff Members
GDCG Support Staff Voluntary Transfer of Accrued Sick Leave
GDCG-R Support Staff Voluntary Transfer of Accrued Sick Leave

Section H Meet and Confer (0)

Section I Instructional Program (17)

- IHAL Teaching About Religion
- IHAMD Instruction and Training in Suicide Prevention - (decline in PAAA folder)
- IHBJ Indian Education
- IHBJ-R Indian Education
- IHBJ-EA Indian Education
- IHBJ-EB Indian Education
- IIE Student Schedules and Course Loads
- IJNDBA Website Accessibility - see note on spreadsheet – no District action required.
- IJOA Field Trips
- IKC Class Rankings/Grade Point Averages
- IKE-RC Promotion and Retention of Students
- IKF Graduation Requirements - (decline in PAAA folder)
- IKF-R Graduation Requirements
- IKFA Early Graduation
- IKFB Graduation Exercises - (decline in PAAA folder)
- IMDA School Assemblies
- IMDA-R School Assemblies
- Section J Students (21)**
- JEB-R Entrance Age Requirements
- JFABB-R Admission of Exchange and Foreign Students
- JFB-R Open Enrollment
- JFB-E Open Enrollment
- JHB Truancy
- JHCB Released Time for Religious Instruction
- JICK Student Bullying/Harassment/Intimidation - see note on spreadsheet – no District action required.
- JJIA Intramural Sports - (decline in PAAA folder)
- JJJ Extracurricular Activity Eligibility
- JKA-R Corporal Punishment
- JKA-E Corporal Punishment
- JKB-R Detention of Students
- JLDAB Referrals to Other Agencies - (decline in PAAA folder)
- JLDAB-R Referrals to Other Agencies - (decline in PAAA folder)
- JLDAB-E Referrals to Other Agencies -- (decline in PAAA folder)
- JLIE Student Automobile Use and Parking
- JLIE-R Student Automobile Use and Parking
- JLIE-E Student Automobile Use and Parking
- JO Employment of Students
- JR-EA Student Records
- JR-EG Student Records

Section K School-Community Relations (2)

- KF-EC Community Use of School Facilities
- KJGA Relations with Parents of Children Education Pursuant to Federal Impact Aid

Reference-only Documents to be Archived in District Manual

Section B School Board Governance and Operations (1)

- BGE-E Change Memorandum

Section E Support Services (1)

- EGE Office Services Records and Reports

Section G Personnel (5)

- GCQ Professional Staff Termination of Employment
- GDFE Support Staff Hiring – Oath of Office
- GDH Support Staff Orientation and Training
- GDOB Drug and Alcohol Testing of Transportation Employees
- GDQ Support Staff Termination of Employment

Section J Students (2)

- JIA Student Due Process Rights
- JICC Student Conduct on School Buses

Recommended Motions (Both Motions are required):

I move that the Governing Board rescind and nullify all current and past policies of the Wenden Elementary School District No. 9.

Motion made by Mr. Haines. Motioned seconded by Mr. Stacy. Motioned approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

If the motion carries, the Board should proceed to act on the following motion:

I move that the Governing Board adopt the Policy Manual developed with consulting assistance from the Arizona School Boards Association, containing selected retained documents from the predecessor Manual and new and modified documents hereby prescribed and approved by the Board.

Mr. Stacy motioned to approve as above noted. Mr. Haines seconded the motion. Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

B. Discussion and possible action to approve the FY2024-2025 school year calendar. Mr. Haines motioned to approve the FY2024-2025 school year calendar as presented. Mr. Stacy seconded the motion. Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

C. Discussion and possible action to approve the Certified Salary Schedule for FY2024-2025 as presented. Ms. Davis motioned to approve the Certified Salary Schedule for FY2024-2025 as presented. Mr. Stacy seconded the motion. Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

D. Discussion and possible to approve the Classified Salary Schedule for FY2024-2025 as presented. Mr. Stacy motioned to approve the Classified Salary Schedule for FY2024-2025 as presented. Ms. Davis seconded the motion. Motion approved 4-0.

<i>Name</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>
<i>Gary Saiter</i>	<i>X</i>		
<i>Kelly Stacy</i>	<i>X</i>		
<i>Chris Haines</i>	<i>X</i>		
<i>Brianna Davis</i>	<i>X</i>		
<i>Ashley Hunt</i>			<i>X</i>

E. Meeting Dates:

Set Date and Time for next Governing Board Meeting:

The next regular meeting will tentatively be Tuesday, March 26, 2024 at 6:00 p.m.

Requests for future Agenda items. None

9. Adjourn Regular Meeting: Mr. Saiter motioned to adjourn the meeting at 6:49 p.m.

Signature of Approval of Minutes

Board Member Date

Board Member Date

Board Member Date

Board Member Date

Board Member Date