

# Mohawk Valley School District #17

## Minutes

REGULAR MEETING ..... May 14, 2024

**MEMBERS PRESENT:** Mrs. Ann Taylor, President  
Mrs. Gina Richmond, Vice-President  
Mr. Howie Jorajuria, Clerk  
Mr. Tristan Wright, Member

**MEMBERS ABSENT:** Mr. Julian Rinehart, Member

**OTHERS PRESENT:** Mrs. Shanna Johnson  
Mrs. Delia Salcido  
Mr. Michael Silva  
Mrs. Teresa Yegohian  
Ms. Kim Hand

### I. CALL TO ORDER

- ❖ Mrs. Ann Taylor called the Board Meeting to order at 5:00 pm.

### II. PLEDGE OF ALLEGIANCE

- ❖ The Pledge of Allegiance was led by Mrs. Ann Taylor.

### III. ADOPTION OF THE AGENDA

- ❖ Mrs. Ann Taylor asked for a motion to adopt the agenda. Mr. Tristan Wright made the motion to adopt. Mr. Howie Jorajuria seconded.

There was no discussion, motion carries.

### IV. CALL TO THE PUBLIC

- ❖ There were no comments.

### V. INFORMATION AND DISCUSSION ITEMS

*Matters about which the Board may engage in discussion but will take no action.*

#### 1. Administrator Reports

##### a) Enrollment Report

- Mrs. Johnson stated the following:
  - ❖ Nothing to report.

##### b) Budget Report

- Mrs. Johnson stated the following:
  - ❖ Mrs. Johnson went over expenditures and encumbrances in M&O and Capital. She explained that there is a negative balance in the fund because encumbrances are still high. Capital also has a negative balance because the new tax levy has been encumbered in the fund. She also explained the cash balances in CSF, Food Service and Teacherage.
    - CSF will end with a positive cash balance.
    - Food Service is tight right now but we still have reimbursements to receive.
    - Teacherage will also receive more revenue from rent.

##### c) Academic Report

- Mrs. Johnson stated the following:
  - ❖ 8<sup>th</sup> Grade Promotion will be on Wednesday, May 22, 2024 at 6:00 pm in the Gym. Mrs. Ann Taylor, Mr. Howie Jorajuria and Mrs. Gina Richmond confirmed they will attend promotion to hand out certificates.
  - ❖ Last day of school will be May 24, 2024 with a 10:00 am dismissal.
  - ❖ Mrs. Johnson stated that she is impressed on how teachers are keeping the students engaged at this time of the year.

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- ❖ Summer Reading Program through the Yuma County Library will be June 3 – July 11, 2024 with the exception of 4<sup>th</sup> of July week. It will be 3-4 hours per day.
- ❖ We may provide transportation on the main days that guests are present to give their presentations.
- ❖ Preschool Certification Update
  - On-site visit was on Monday, May 13, 2024
  - The visit went well. There are a few things that need to be taken care of.
  - The goal is to be certified this summer in order to start the school year certified.
  - The next goal is to be DES certified.

### d) Bond and Facilities Report

#### ➤ Mrs. Johnson stated the following:

- ❖ We are looking into purchasing a scissor lift from United Rental. The cost will be approximately \$8,000.
- ❖ The final inspection with PCC and Yuma County was Monday, May 13, 2024. Somehow this was overlooked and not closed which prevented us from getting the Certificate of Occupancy needed to get preschool certified.
- ❖ M&O Override update
  - The final paperwork is being completed.
  - Request for Arguments has been posted on the District's website.
  - Publication of the Call of Election Notice needs to run two (2) times in the newspaper before June 10, 2024.
  - "Pro" statements are needed from the community which are due by August 9, 2024.
  - Mrs. Johnson stated that people really need to understand what this will do to the District if it does not pass. It will change the budget drastically and programs and staff positions will be cut.

### e) Water Plant Report

#### ➤ Mrs. Johnson stated the following:

- ❖ Nothing to report.

### f) General Items

#### ➤ Mrs. Johnson informed the board of the following:

- ❖ Only Carlos Farnsworth has submitted paperwork for the School Board Elections and there are (2) two positions opened. Mrs. Johnson encouraged board members to reach out to community members to run.

## 2. Governing Board Member Comments

- ❖ No comments

## VI. APPROVAL OF CONSENT AGENDA

*These items are adoption of a routine nature and those that normally do not require deliberations on the part of the Governing Board. A board member may pull items, which will then be discussed and voted on separately.*

### 1. Minutes

- a) April 15, 2024 – Regular Board Meeting

### 2. Expense Vouchers

- b) Expense #28 \$ 34,716.29
- c) Expense #29 \$ 58,055.34

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### 3. Payroll Vouchers

- |                  |             |
|------------------|-------------|
| d) Payroll #22   | \$69,318.57 |
| e) Payroll #23   | \$71,704.79 |
| f) Payroll #23.1 | \$ 9,457.20 |

### 4. Student Activity Reports

- g) April 2024
- h) Year-to-Date – 4/30/2024

### 5. Bank Account Reconciliations

- i) Student Activities/Revolving Fund/Cafeteria Fund – April 2024

### 6. Other

- j) Letters of Resignation for Crystal Mercer and Elizabeth Rodriguez
- k) Notices of Appointment for Alexandria Saboria and Sarah Smith
- l) Certified Contract for Priscilla Alcala
- m) Intergovernmental Agreement between Educational Services Inc. and Mohawk Valley School for Employee Staffing Services
- n) Official Release of Audit Report

Mrs. Ann Taylor asked if anything need to be pulled from the consent agenda. There were no items pulled from the consent agenda.

Mrs. Johnson explained the following items:

- Resignations
  - Ms. Crystal Mercer is not returning. She lives in the Foothills and no longer wants to make the drive out.
  - Mrs. Elizabeth Rodriguez is having a baby and does not want to return to work.
- Notices of Appointments
  - Mrs. Alexandria Saboria came back from maternity leave as part-time and wants to return for FY25 as part-time.
  - Mrs. Sarah Smith is taking on more responsibilities as the preschool instructor and more is required with the certification. Mrs. Johnson is proposing a pay increase for her.
- Certified Contract
  - Mrs. Johnson is offering Ms. Priscilla Alcala the 4<sup>th</sup> Grade teaching position. Ms. Alcala has previously taught in District One and has a master's degree in Autism.
- Intergovernmental Agreement
  - ESI is the agency that handles return to work employees.
- Audit Report
  - Mrs. Johnson stated that we had a very good audit with only nine (9) audit findings for FY23 and reviewed the finding with board members.

**Motion:** Mrs. Ann Taylor asked for a motion to accept the consent agenda. Mrs. Gina Richmond made the motion to accept the consent agenda. Mr. Tristan Wright seconded.

There was no further discussion. Motion carries unanimously.

## VII. ACTION ITEMS

### 1. Discussion and Possible Action to Approve FY24 May Budget Revision

Mrs. Johnson stated that the FY24 budget increased by \$9,028. The next step is to clean up encumbrances to have a projection of what the carryover will be.

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**Motion:** Mrs. Ann Taylor asked for a motion the FY24 May Budget Revision. Mr. Tristan Wright made the motion to approve. Mrs. Gina Richmond seconded.

There was no discussion. Motion carries unanimously.

### 2. Discussion and Possible Action to Approve FY25 Housing Rental Rates

Mrs. Johnson stated the 2024-2025 rental rates need to be determined. She also stated that there was no increase in FY24. Mrs. Johnson stated that a clause needs to be added to the rental rate policy that says "Mohawk Valley School employees have a 15% reduction in rental rates."

Mrs. Gina Richmond and Mrs. Ann Taylor stated that the current rates are appropriate at this time and do not need to be increased.

**Motion:** Mrs. Ann Taylor asked for a motion to approve FY25 Housing Rental Rates. Mr. Howie Jorajuria made the motion to approve. Mr. Tristan Wright seconded.

There was no discussion. Motion carries unanimously.

### 3. Discussion and Possible Action to Approve FY25 Housing Rental Rate for Kathy Rogers

Mrs. Johnson explained Mrs. Kathy Roger's rent situation since 2014. She stated that untraditional things have been done with her rent which were explained to the board in detail based on pay raises and bonuses put into rent rather salary and frozen rental rates. After discussion it was determined that at this point, the best practice is to move forward and correct the discrepancies. The correction will be to bring her rent back to full rent with the 15% reduction given to employees.

**Motion:** Mrs. Ann Taylor asked for a motion to FY25 Housing Rental Rate for Kathy Rogers. Mr. Howie Jorajuria made the motion to approve the recommended rental rate. Mr. Tristan Wright seconded.

There was no further discussion. Motion carries unanimously.

### 4. Discussion and Possible Action to Approve Revised Employee and Non-Employee Lease Agreements

Mrs. Johnson stated that she is proposing to make changes to the lease agreements. She stated that the employee lease does not speak to the 15% reduction and it is only suggested that tenants have renter's insurance, but after asking the attorney for clarification, it was determined that the clause about the 15% reduction does not need to be added to the lease. It will be added to the rates policy. In regards to the rental insurance, the attorney said we may require it.

Mrs. Johnson read Section 15-Risk of Loss to board members. After listening to the paragraph, board members stated they felt this was enough to cover for loss the tenant's loss of personal property, therefore there was no need to require tenants to have renters insurance.

At this time, Mrs. Johnson stated that paragraph 3 of the employee lease in regards to separation from the district needs to be revised and reads as follows:

PERMITTED OCCUPANTS. The LEASED PREMISES is intended only for use as a private residence for TENANT during TENANT's term of employment as a certified teacher or other school employee for the LANDLORD. In the event TENANT's employment with the LANDLORD is terminated, TENANT's employment contract with LANDLORD expires, or TENANT resigns from his employment with the LANDLORD, TENANT shall no longer qualify as a permitted occupant and TENANT shall vacate the LEASED PREMISES upon receipt of a written notice from the LANDLORD. Provided that TENANT is in good standing with LANDLORD, LANDLORD, at LANDLORD'S sole option, may allow TENANT to continue to rent the LEASED PREMISES until the end of the current LEASE Term. Notwithstanding the foregoing, TENANT'S RENT shall increase to the non-employee rental rate on the first day of the month after TENANT'S employment with LANDLORD ceases, and TENANT shall pay RENT to LANDLORD at LANDLORD'S administrative offices on or before the first day of each month.

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She also stated that the employee and non-employee leases will have the landlord initials and tenant initials taken out of section 33 of the employee lease and out of section 32 of the non-employee lease.

**Motion:** Mrs. Ann Taylor asked for a motion to approve the revised employee and non-employee lease agreements. Mr. Tristan Wright made the motion to approve the leases as presented. Mr. Howie Jorajuria seconded.

There was no discussion. Motion carries unanimously.

### 5. Discussion and Possible Action to Approve Rental Reduction for Tenants in Houses Undergoing Plumbing Replacement

Mrs. Johnson stated that she is proposing that a rental reduction should be given to tenants in the three (3) houses undergoing plumbing construction. Especially compensate Stephanie Hernandez who has been without water for approximately three (3) weeks.

Mrs. Johnson stated that the project will begin in a few weeks and will go into early August. The abatement will be first and the goal is to get House 8 done first. She also stated that tenants will be able to remain in the homes during construction.

Mrs. Johnson made the recommendation to reduce the June rent by 50% and no July rent for Ms. Hernandez. She also recommended no July rent for House 2 and House 3. After discussion, board members agreed to the recommendations.

**Motion:** Mrs. Ann Taylor asked for a motion approve rental reduction for tenants in houses undergoing plumbing replacement. Mr. Tristan Wright made the motion to approve. Mr. Howie Jorajuria seconded.

There was no discussion. Motion carries unanimously.

### 6. Discussion and Possible Action to Approve Revision of 301 Performance Plan for 2023-2024

Mrs. Johnson stated that the school wide performance goal needs to be revised. The goal listed is too difficult to measure and research. This change has already been approved by the teachers

**Motion:** Mrs. Ann Taylor asked for a motion to approve the Revision of 301 Performance Plan for 2023-2024. Mr. Howie Jorajuria made the motion to approve. Mr. Tristan Wright seconded.

There was no discussion. Motion carries unanimously.

### 7. Discussion and Possible Action to Approve Desert Hydration Irrigation, Fresh Terra, and Stacey Anderson as Sole Sources

Mrs. Johnson stated the following vendors need to be approved as sole sources:

- Desert Hydration – We were under the \$10,000 threshold, but additional parts had to be ordered so that put us over the threshold.
- Fresh Terra – They are the only certified lab in Yuma County that does water testing. Due to increased water testing recently we may go over the threshold.
- Stacey Anderson – She is the school psychologist and there is no sense to go with anyone else. She has done testing for years with the District. She has done more testing than usual, which is what put us over the threshold.

**Motion:** Mrs. Ann Taylor asked for a motion to approve Desert Hydration Irrigation, Fresh Terra, and Stacey Anderson as Sole Sources. Mr. Tristan Wright made the motion to approve. Mr. Howie Jorajuria seconded.

There was no discussion. Motion carries unanimously.

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### 8. Discussion and Possible Action to Approve Disposal of Assets

Mrs. Johnson stated that there are three (3) cafeteria items that are no longer used and need to be disposed of. The items are a mixer, a meat slicer and a tilt skillet grill.

**Motion:** Mrs. Ann Taylor asked for a motion to approve Disposal of Assets. Mr. Tristan Wright made the motion to approve. Mrs. Gina Richmond seconded.

There was no discussion. Motion carries unanimously.

### 9. Discussion and Possible Action to Remove Policy CFD, School Based Management

Mrs. Johnson stated that Policy CFD does not apply to districts with under 600 students. The policy has to do with site management and making committees for decision making which could unnecessarily complicate things when making decisions.

**Motion:** Mrs. Ann Taylor asked for a motion to remove Policy CFD, School Based Management. Mrs. Gina Richmond made the motion to approve. Mr. Tristan Wright seconded.

There was no discussion. Motion carries unanimously.

## VIII. FUTURE ITEMS

- **Next Board Meeting – June 18, 2024 – Proposed Budget Meeting**
- **Next Board Meeting – July 10, 2024 – Adopted Budget Meeting**

## IX. ADJOURNMENT

**Motion:** Mrs. Ann Taylor asked for a motion to adjourn the meeting. Mr. Tristan Wright made the motion to adjourn. Mr. Howie Jorajuria seconded. The meeting adjourned at 7:04 pm.

A copy of the agenda background material provided to the Governing Board members (with the exception of material relating to possible executive sessions) is available for public inspection at the District Office, 5151 South Avenue 39E, Roll, Arizona.

Dated this 17<sup>th</sup> day of May, 2024  
Delia Salcido, Governing Board Secretary

\_\_\_\_\_  
Designated Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Delia Salcido, Board Secretary

\_\_\_\_\_  
Date