

CONFIRMED
MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD OF
COLORADO CITY UNIFIED SCHOOL DISTRICT #14
HELD IN THE DISTANT LEARNING ROOM
325 NORTH COTTONWOOD STREET
COLORADO CITY, ARIZONA

Held: 6:00 P.M. March 17, 2008 Daylight Savings Time

GOVERNING BOARD MEMBERS PRESENT: Jared Hammon, President
William Berry, Member
Daniel Dutson, Member

OTHERS PRESENT: Carol Timpson, Superintendent (Telephonically)
Mary Timpson, Business Manager
Fawneta Carroll, Assistant Principal
Craig Chatwin, Math Teacher
Betty Lou Barlow, Administrative Assistant
George Barlow, Student Body President

AGENDA

1. Call to Order

Jared Hammon called the meeting to order at 6:09 p.m.

2. Approval of Agenda

3. Consent Agenda

A. Approval of Minutes

Regular Meeting, February 18, 2008

Special Meeting, February 29, 2008

MOTION: Jared Hammon motioned and Daniel Dutson seconded the motion that the Governing Board approve the minutes of the Regular Meeting, February 18, 2008, and the Special Meeting, February 29, 2008. Vote: All in favor. Motion Carried

B. Ratification of Vouchers Signed Between Meetings, Vouchers 8024, 8025, & 8026

Daniel Dutson asked if the District is still required to purchase power from Colorado City or if Garkane can be used. Mary Timpson replied that the District has asked to use Garkane for propane but not for power. It received quotes from B & L and Garkane, but with the propane tank purchase, it was cheaper to stay with the City.

Mary Timpson commented that she learned from her financial class that the District can file its utilities and then the State does a pro rate of what the amount would be if the District wasn't located in a rural area and the State actually gives compensation on its budget to help with excess utility costs.

Jared Hammon asked if the American Express card was in Carol Timpson's name. Mary Timpson replied that the card is in her and Carol's name with the schools name. If the bill is not paid, it is reported against their personal credit.

Jared Hammon commented on books being purchased under Hazel Zitting's name and wondered if they were for the library. Mary Timpson responded that the books are for the library and the reason they are under Hazel's name is because the books are being purchased from Amazon and the invoices lag behind our credit card billing date. The District cannot pay the balance due on the card if the merchandise is not received. To solve this problem, the books are purchased through Hazel Zitting and then she is reimbursed.

William Berry remarked that the Utilities, Sewer, and Power prices are high. Mary Timpson replied that they are higher because the Preschool Center has been added on.

Jared Hammon asked about Mace Church's work. Mary Timpson stated that he has been working with Paul Timpson with the servers. Jared Hammon inquired if BJ Knudson was working on something different. Mary Timpson replied that BJ was helping Paul at the first of the year but he has been too busy, so Mace Church has replaced him. Mace is cheaper than the rate the District paid BJ.

Jared Hammon inquired about the invoice from Simon Consulting. Mary Timpson replied that the District purchased a week of services from Heinfeld and Meech in the summer to help in training. They sent the invoice and it was over five thousand dollars. Simon Consulting had contracted for the services and therefore was responsible to pay the bill. The District could not pay the bill directly because it would have violated our procurement rules.

MOTION: William Berry motioned and Daniel Dutson seconded the motion that the Governing Board approve the Ratification of Vouchers Signed Between Meetings, Vouchers 8024, 8025, 8026. Vote: All in favor. Motion Carried.

4. Call to Public

A news article written by Salt Lake Tribune was acknowledged. The article mentioned several positive things contributing to the District. Jared Hammon stated that the article did mention the FBLA and Athletic program and some of their achievements. He commented on the mention of the sacrifices that the teachers and staff put forth in their efforts.

5. Business Items

A. Approval to Use a Request for Proposal rather than an Invitation for Bid for Speech Services

Mary Timpson stated that the District has to have approval to use a Request for Proposal as opposed to an Invitation for Bid. If the District does use an invitation for bid then they are

required to use the lowest bidder. The District is particular on the criteria used to select a speech services professional.

Jared Hammon asked how the District gets competing interests to bid on our RFP. Mary Timpson replied that the District's bid list isn't very big, so they are required to call people in the surrounding area and ask if they would be willing to be on the bid list. The District is required to send the bid out to five vendors who are willing to bid on it.

MOTION: Jared Hammon motioned and William Berry seconded the motion that the Governing Board approved the Request for Proposal rather than an Invitation for Bid for Speech Services. Vote: All in favor. Motion Carried.

B. Approval to Use a Request for Proposal rather than an Invitation for Bid for Medical Insurance

Mary Timpson stated that this is the same as the Speech Services. The District would like to choose the medical insurance on other criteria than just price because most of our employees need Utah based medical providers. Arizona Companies might give a better price but their service providers could also be located primarily in the Phoenix area.

Jared Hammon asked if the insurance requires that the District use certain doctors that are on the medical plan, and if so are they Utah Doctors. Mary Timpson replied that the District would select a vendor that has Utah providers. Jared Hammon understood that the plan doesn't have to be changed for the provider to be changed.

MOTION: William Berry motioned and Jared Hammon seconded the motion that the Governing Board approve the District to complete a Request for Proposal rather than an Invitation for Bid for Medical Insurance. Vote: All in favor. Motion Carried.

C. Consideration and Action on Revision Proposal to The Learning Center's Proposed Lease (Proposal: Reduce rental to \$.55/sq ft plus a \$75 monthly utility charge = $\$272.25 + 75 = 347.25$)

Jared Hammon inquired if the Learning Center has been using the Preschool Center or if they are waiting for the Boards approval to move in. Fawneta Caroll answered stating that they haven't been using the Preschool Center because they have been waiting for approval.

Jared Hammon asked if they can assume that TLC has rejected the District's previous offer. William Berry stated that it was mentioned that they could not accept the District's proposal because it was too high for their budget, so they proposed a lower rate.

Jared Hammon wondered if the Learning Center could wait for this item to be tabled to a future meeting. Fawneta stated that the Learning Center has people hired and they are ready to move in. It is hurting them not to be in the building.

Jared Hammon asked Carol Timpson if there has been any negotiations made with Debbie Justice since the last Board Meeting. Carol Timpson replied that there hasn't been any communication except for the summary letter that is in the Board packet.

Jared Hammon asked Carol Timpson how she feels about the proposed rate. Carol Timpson replied that she thought they were going to be using the building regularly, but according to Debbie Justice, they will only be using the building once a week. It will be a huge benefit to have them close to the Preschool Center. Carol stated that the cost can be adjusted in the future if our costs end up being more than anticipated.

Jared Hammon asked Carol Timpson if she has worked with Sam Zitting on the rates. Carol Timpson replied that they got the rates from the business buildings in the surrounding area to determine a fair rate. Debbie Justice brought up some points that were valid. First, The Learning Center will only use the building once a week, and second, they don't have store front visibility. Also, Carol Timpson stated that the Learning Center has agreed to develop the north side of property.

MOTION: Jared Hammon motioned and William Berry seconded the motion that the Governing Board accept The Learning Centers offer for \$.55/sq ft plus \$75 monthly utility charge = \$275.25 + \$75 = \$347.25. Vote: All in favor. Motion Carried.

C. Approve Food Service Agreement

Mary Timpson stated that District receives money from the free and reduced students that eat lunch. The money that is received has to be accounted for just like a grant but it doesn't have to be filed like a regular grant does. This is a five year agreement but it is still under the previous administrators names. The Agreement states that the school will be kept clean, it can participate in commodities, and the District will follow all the guidelines in the Child Nutrition Policy. William Berry asked if the District is following all the guidelines. Mary Timpson confirmed that it is.

Jared Hammon inquired if this agreement has always been in place. Mary Timpson replied that the agreement has to be in place in order for the District to receive money for feeding the students lunch. The current agreement was signed by Oliver Barlow, Jeffery Jessop, and Alvin Barlow. It needs to be changed to Carol and Mary Timpson.

William Berry asked if this will be a citation in the audit. Mary Timpson confirmed that it is an audit citation and the State will hold all of the lunchroom reimbursements until the agreement is filed.

Jared Hammon asked if it is a standard agreement. Mary Timpson replied that the agreement is a standard agreement for every School District. Because the previous agreement was from 2005-2009, then the agreement will have to be approved again next year. Mike Lauzon from Heinfeld and Meech told Mary Timpson that the state should have caught this error.

MOTION: Jared Hammon motioned and William Berry seconded the motion that the Governing Board approve the Food Service Agreement. Vote: All in favor. Motion Carried.

E. Approve New Employees – Substitutes: Cherylynn Barlow, Fern Bateman, Jeanette Jessop, Erica Mackert, and Ruth Timpson.
Janitor: Raymond Hammon Temp. Cook: Marsha Gilligham and Joanna Cooke

Mary Timpson stated that Cherylynn Barlow, Fern Bateman, Jeanette Jessop, Erica Mackert and Ruth Timpson are used as substitutes and are rotated.

Jared Hammon inquired about Fern Bateman. Fawneta Carroll stated that she is Mr. Dee's daughter and she graduated from school last year. William Berry asked if they are on a part time basis. Mary Timpson replied that they are on call for the District. Jared Hammon confirmed that if a teacher is gone then they call one of these substitutes to cover their classes.

Mary Timpson stated that Marsha Gilligham and Joanna Cooke are substitutes for the kitchen help, they are required to have their food handling permit and the same qualifications as the other kitchen help.

Jared Hammon asked if the policies were followed on hiring and advertising for these employees. Mary Timpson confirmed that they were.

MOTION: Daniel Dutson motioned and William Berry seconded the motion that the Governing Board approve New Employees: Substitutes: Cherylynn Barlow, Fern Bateman, Jeanette Jessop, Erica Mackert, and Ruth Timpson. Janitor: Raymond Hammon.

Temporary Cook: Marsha Gilligham and Joanna Cooke, Vote: Daniel Dutson and William Berry voted affirmative. Jared Hammon abstained from voting due to a conflict of interest.

F. Accept Donation of Scoreboard from Chris Sonntag (Option to Buy 2nd for \$500)

Mary Timpson stated that Chris Sonntag owns a recreation company in Salt Lake City and he sells scoreboards. He had just removed some scoreboards from a school district in Salt Lake City area when he read Ben Winslow's article about the District's sports program. He called Carol Timpson and offered to donate one scoreboard to the District. After the District inquired into the options for a second board, Sonntag Recreation agreed to sell the District a second board with the corresponding control panel for \$500.

Mary Timpson stated that that article has stimulated a lot of response from the public and the District has received donations from as far away as Florida.

William Berry asked if the money from the advertising spots goes to purchasing items such as scoreboards. Mary Timpson confirmed that it could be used for that.

William Berry asked if some mention should be made for to thank him for the donation. Jared Hammon asked Mary Timpson to have Carol Timpson send a letter of thanks to Chris Sonntag. Mary Timpson confirmed that letters are being sent out to people who have made donations.

Fawneta Carroll stated that Chris Sonntag was trying to come to the school this week to deliver the scoreboards. Desert News is in the middle of writing another article and they would like to make mention of the donation of the scoreboards to the School. Coach Heaton communicated with Chris Sonntag to make sure that he would feel ok about being mentioned in the article. Chris Sonntag confirmed that it would be fine and arrangements have been made to take pictures when the scoreboards arrive.

MOTION: Daniel Dutson motioned and William Berry seconded the motion that the Governing Board accept the donation of a scoreboard from Chris Sonntag and at Carol's discretion to buy the 2nd Scoreboard for \$500. Vote: All in favor. Motion Carried.

G. Discussion and Action Regarding the Governing Board Letter to the State Board of Education

Jared Hammon stated that this letter was drafted and sent to him for review. He made a suggestion that in the sentence "Simon Consulting may be deliberately keeping the District in receivership," he suggested that that sentence be removed; he didn't feel that Peter Davis was keeping the District under receivership for personal gain.

Jared Hammon made another suggestion that the letter be more direct on the Districts desire to get out from receivership. Carol Timpson did mention this but the letter should be more assertive.

Daniel Dutson remarked on the amount of money being paid to Simon Consulting would help the District get out debt.

Jared Hammon stated that he approves of the letter and he will make those suggestions to Carol Timpson and then the letter will be emailed out to the Governing Board before it is sent out.

Mary Timpson commented on the paragraph that talks about the ADM audit findings, the District has researched those ADM citations and four have been taken off. It is not one of the main problems the District has.

H. Policy Advisory Review

Advisory 299

GCF, GCF-ED, GDF, GDF-EF

Advisory 301

GCCC Professional/Support Staff Leaves of Absence Without Pay

Advisory 302

JR – Student Records

I. Policy Advisory Action – Advisory 300 IHB Special Instructional Programs

MOTION: Jared Hammon motioned and William Berry seconded the motion that the Governing Board accept Policy Advisory 300 IHB Special Instructional Programs. Vote: All in favor. Motion Carried.

J. Executive Session to Discuss Potential Litigation

Jared Hammon adjourned the Regular Meeting at 7:06 p.m. to go into Executive Session

6. Financial Reports

A. Cash Position

B. Cash Flow Analysis

C. Expenditure Budget

D. Grants Status

E. Student Activities Report

7. Adjournment

Jared Hammon reopened the Regular Meeting at 8:00 p.m. and adjourned the meeting at 8:01 p.m.