



Voucher #8033  
Voucher #8034

**MOTION:** Sam Zitting motioned and Charlette Chatwin seconded the motion that the Governing Board approve the Ratification of Vouchers Signed Between Meetings: Vouchers 8030, 8031, 8032, 8033, & 8034. Vote: All in favor. Motion Carried.

4. Call to Public

5. Business Items

A. Consideration and Action of Food Service 5 Year Agreement

Mary Timpson stated that the District is required to have an agreement with the State of Arizona and National Free Lunch Program that allows the District to get reimbursed for lunches for the free and reduced children. This agreement will be in place for five years. Jared Hammon asked if any changes have been made in the agreement, Mary Timpson replied that no changes have been made. Charlette Chatwin expressed her concern over the quality of the food in the cafeteria. Jared Hammon asked if the children receiving free and reduced lunches get different food from the other students. Carol Timpson replied that the food is the same for all students. Fawneta Carroll commented that she felt the food service staff does an amazing job in getting the quality of food with the products and state requirements that regulate them. Mary Timpson shared the example that the state requirements regulate the amount of salt, pepper and other items that are put into the food. This can often create a rather bland offering.

**MOTION:** Charlette Chatwin motioned and Jared Hammon seconded the motion that the Governing Board approve the Food Service Five Year Agreement. Vote: All in favor. Motion Carried.

B. Consideration and Action on Policy

Advisory 299 GCF, GCF-ED, GDF, GDF-EF

Advisory 301 GCCC Professional/Support Staff Leaves of Absence Without Pay

Advisory 302 JR – Student Records

Item #B Advisory 301 tabled until next Board Meeting.

**MOTION:** Sam Zitting motioned and Jared Hammon seconded the motion that the Governing Board approve Advisory 299 and 302. Advisory 301 tabled until next Board Meeting. Vote: All in favor. Motion Carried.

C. Consideration and Action on Bus Purchase Agreement from Traxis Financial Group.

Carol Timpson stated that the District has specialty funds called soft capital monies that can be used to purchase textbooks, but can't be used to build buildings. This money can also be used to purchase buses. Last year, when the District wanted to buy a bus, the District could not obtain financing because it did not have an opinion audit. This year's audit gave the auditor's opinion and Traxis Financial is willing to finance the bus purchase.

They have given the District a proposal for financing two buses on a five year plan for a \$50,000 payment per year at a 4.63% interest rate. They are willing complete a trade-in with one of the Districts buses. Raymond Black recommends the 1995 bus. This past year, the District has spent over 25,000 on bus repairs. Carol Timpson stated that the District doesn't have enough buses to have a spare in case something happens to another bus. So with the two new buses, the District would like to keep the 1998 bus as a spare. Jared Hammon asked when the last time the District bought a new bus. Carol Timpson replied that in 2002 the District purchased two 2003 buses.

If the Governing Board agrees to this, then the Company will prepare an agreement, have the District will sign it, and then it will take six months before the buses arrive. School will already have started when the buses arrive in the fall.

Sam Zitting asked if a camera can be installed in the buses to help monitor behavior and other problems that happen on the bus. Raymond Black said that he has looked into installing a camera, but they are very expensive, and he doesn't know how long they will last with the jolting that occurs on local dirt roads. Jared Hammon asked if enough incidents on the bus happen to actually need a camera. Raymond Black replied that there have been incidents in the past but they have been resolved. Sam Zitting asked what happened to the soft capital monies from last year. Carol Timpson replied that the District spend the money on textbooks.

Carol Timpson stated that when she spoke to the bus dealer, they informed her that some Districts can run buses for twenty years, but these dirt roads create too much wear and tear on our buses. Jared Hammon recommended that Raymond Black get a quote for the cameras. Charlette Chatwin asked if the money to purchase the cameras would be taken out of soft capital. Mary Timpson replied that the money would probably come out of a different fund because they are not included in the original bus prices.

Daniel Dutson asked about the other options of the bus being sold instead of traded in. He commented that the tires alone equal the trade in amount. Carol Timpson replied that the District does have the option to sell the bus or auction it off. Raymond Black commented that if the District does keep the bus for parts, they still have to license and insure the bus. Carol Timpson stated that the District does not have room to keep any extra buses; they would have to be parked outside of the locked fence.

Jared Hammon asked Daniel Dutson what price the District could get for the buses. Daniel Dutson replied that he had a contact that he could ask at a towing company. Raymond Black reminded the board that the District cannot sell the bus until the new buses arrive, which will be October. Daniel Dutson stated that if the District can't sell the bus today, then there is no need to continue the discussion.

**MOTION:** Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approve the Bus Purchase Agreement from Traxis Financial Group with the \$3,000 trade-in allowance. Vote: All in favor. Motion Carried.

D. Consideration and Action Renewing the Audit Contract and addendum for Heinfeld and Meech to complete the 2007-08 Financial Audit.

Carol Timpson remarked that before the receiver took over, then the District had been acquiring audit services from a company in St. George for a considerably lower price, but the receiver required the District to go out for bid for audit services. Carol and Mary Timpson recommend that until the District is out of receivership, it would be best to keep the same company.

Mary Timpson commented that this company's prices are elevated due to the travel distance. Charlette Chatwin asked if the District is required to use this company rather than a different one. Carol Timpson responded that Heinfeld and Meech actually applied to be the District's receiver because they specialize in school finance. In addition to paying them 43,000, the District also has to pay 4,300 because the state has increased the accounting requirements that they have to be reported. The contract with Heinfeld and Meech will be 47,300 to get the audit. Jared Hammon asked if this contract is for one year. Carol Timpson confirmed that every year the District has either say yes or no to agree to the contract.

**MOTION:** Jared Hammon motioned and William Berry seconded the motion that the Governing Board renew the Audit Contract and Addendum for Heinfeld and Meech to complete the 2007-08 Financial Audit. Vote: All in favor. Motion Carried.

#### E. Approve all 2008-09 Payroll Schedules

Carol Timpson stated that the Governing Board has already approved the certified staff and the District has already issued contracts based on the certified staff pay scale. Carol Timpson has put together payroll scales for all other employees. Another column has been added to the paraprofessional pay scale. The District has a paraprofessional who is obtaining her Bachelor's Degree in Speech Pathology, and she would like some consideration to raise her wages when she has that degree. Carol Timpson added another column for a Bachelors degree for a paraprofessional. This person works directly under a certified Speech Pathologist and she does speech therapy with the students.

Sam Zitting asked if it will cut the cost of Kerstin Oquist. Fawneta Carroll responded that Kerstin has gradually been reducing the number of hours that she spends at the school. Fawneta Carroll commented that this person has been able to a lot of things with the students that Kerstin cannot do because she has to do a lot of reporting and evaluations.

Jared Hammon asked if the need for a Speech Therapist is greater today than it has been in the past. Fawneta Carroll responded that this District has always had a high percentage of students with a need for speech development. Jared Hammon asked if this person has already received her Bachelors or she is still working on it. Carol Timpson responded that she will receive her degree in December.

Jared Hammon remarked that he feels that this person has put in an extra effort to connect with students and has been able to have significant results with them. If a person does not make a connection with the student, then the results will be lower. Fawneta agreed with Jared's analysis. He stated that if her coursework is for the most part completed then he thinks that she can be started out at the advanced wage at the beginning of the school year.

Sam Zitting stated that how can they be justified putting her ahead before she has her degree. He feels that it could create a mess and it would allow other people to want to move ahead also. Charlette Chatwin remarked that she agrees with Jared that this person has tried obtaining this degree and now it has fallen into place for her, she has worked for ten years and has finally been able to get her degree.

Carol Timpson replied that in the past the employees have been able to go in and discuss their wages with the previous administration. She stated that the District wants to set specific pay scales that are criterion referenced for the employees that state exactly what their wages will be. Jared Hammon stated that there are some employees who have worked for a lot of years and who haven't been paid very much. Carol Timpson stated that she feels the District could give some consideration to those those employees who have been employed for a long time and who haven't been able to obtain higher education. She recommends that fifteen-year seasoned employees be allowed the equivalent to an Associates Degree. The goal of the District is to encourage employees to get higher degrees so they will be better able to serve the school. Jared Hammon commented that a degree does not make a teacher. There are people in the district who have something to contribute immediately.

Fawneta Carroll commented that the staff needs to know that they have an avenue for advancement. The District does provide an in-house certification for employees who go through our inservices. It is very important to the staff to feel that the pay scales are fair and equitable giving the same opportunity for everyone. Fawneta stated that the employees do not have an expectation of receiving something.

William Berry remarked that if the administration allows certain people to negotiate their wages then it won't be fair to other people. Sam Zitting asked if this is the first time a paraprofessional has obtained a bachelors degree. Fawneta Carroll confirmed that this is the first time in her recollection but there could be more as school requirements change.

Sam Zitting stated that he doesn't think that the overall scale is high enough to compensate for two more years of college. Jared Hammon agreed that the pay scale needs to be higher and show a greater difference between the lanes. Both Jared and Sam remarked that there needs to be at least a couple of dollars separation.

William Berry asked where the numbers came from for the pay scales. Carol Timpson stated that the District references Washington County's pay scales, but this District is substantially lower in several areas. Carol Timpson agreed that a Bachelors degree is significantly different from an Associates Degree. Sam Zitting remarked that this person will have the same schooling that it takes to be a school teacher. He asked if a teacher's salary could be calculated out to an hourly wage and use that as base on the pay scale. Mary Timpson commented that a paraprofessional does not have the responsibility that a teacher has – for example, she isn't in charge of an entire class. Sam Zitting replied that the calculation could be used as a base for her wage.

Carol Timpson and Fawneta Carroll both remarked that this person also does not have the same prep hours as a teacher. Sam Zitting stated that this person gets an hourly wage, but if a dollar an hour is added to the lane it will get them closer but not at the same rate as a

teacher. Carol Timpson remarked that a dollar an hour would put her at 14.98, but if the Governing Board would like the wage to be closer to a teacher then she would say add two dollars. The Governing Board agreed to raise the wage two dollars an hour to compensate for a Bachelors degree.

Carol Timpson asked the Governing Board to look at the Administrative pay scale. She stated that there are two employees that are currently taking financial classes that will give them a second Associates Degree, this could be interpreted as four years higher education which is equivalent to a Bachelors Degree. These employees are in the same situation as the paraprofessional with the bachelors degree. They are obtaining a degree specific to their area, and one is capped out in their current situation.

Carol Timpson stated that the Technology Director should be coded half to Administration and half to Maintenance. She recommends placing the Technology Director on the Maintenance scale at M4. Although he does not have advanced degrees, he is head of the school's technology department. Administration would also like to tie the Nurse to a pay scale along with the Bus Drivers. The District would like to consider the long-term employees who have worked diligently for the District. They would like to have fifteen years count as an Associates Degree to move those employees into another lane.

William Berry commented that he didn't see the need for a new pay scale based on the differences on the old pay scale. Sam Zitting asked Carol Timpson to consider adding another lane for Business Manager with a degree. Jared Hammon asked if the food service pay has been raised. Carol Timpson stated that the first three lines have been deleted and they are being started on a higher scale. Jared Hammon proposed that one year be taken off the pay scale to have it start at a higher rate.

**MOTION:** William Berry motioned and Daniel Dutson seconded the motion that the Governing Board approve the 2008-09 Pay scales as modified. Vote: All in favor. Motion Carried.

F. Executive Session to discuss 2008-09 Administrator Contracts

Jared Hammon adjourned the meeting for executive session.  
Jared Hammon reconvened the regular meeting.

G Approve 2008-09 Administrator Contracts

**MOTION:** William Berry motioned and Daniel Dutson seconded the motion that the Governing Board approve the 2008-09 Administrative Pay Scales as written. Vote: All in favor. Motion Carried.

H Approve 2008-09 Staff Lists

Carol Timpson stated that the top three employees on the list are the administrative team for next year. The grades are listed for the teachers needed to fill each grade level. Carol Timpson stated that the District is losing a 6<sup>th</sup> grade teacher. The blank spots are where the positions are currently not being filled. Elaine Hammon and Tricia Dennison will work jointly to cover the requirements of the ESS high school. Mary Timpson will be the

Business Manager and she has three employees under her. Ilene Timpson is the Preschool Director, with five employees under her. Vilate Hammon is not coming back next year so the District will need to replace her. The District is looking for someone to hire as a night security/maintenance person. Leta Hammon will continue to be the Elementary ESS supervisor and she has four employees under her. The Title I director is retiring this year so next year the District will need to hire a new director and any Title I aides that decide not to come back. Aaron Dockstader is still an employee so that the District can use him to oversee the finish of the Preschool/Kindergarten building.

Carol Timpson stated that the Governing Board needs to approve the 08-09 staff list that allows the District to hire these positions and the employees to fill these positions and any positions that that are vacant. William Berry asked what about the position did Joel Heaton fill. Carol Timpson replied that Joel Heaton was given a supplemental contract that allowed him to coach for two months, and he also worked as a substitute.

**MOTION:** William Berry motioned and Daniel Dutson seconded the motion that the Governing Board approve the 2008-09 Staff Lists. Vote: All in favor. Motion Carried.  
Sam Zitting, Charlette Chatwin, and Jared Hammon abstained from voting due to conflict of interest.

6. Financial Reports
  - A. Cash Position
  - B. Cash Flow Analysis
  - C. Expenditure Budget
  - D. Grants Status
  - E. Student Activities Report
  
7. Adjournment  
Jared Hammon adjourned the meeting at 10:06 p.m.