

**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. July 7, 2008 Daylight Savings Time

GOVERNING BOARD MEMBERS PRESENT: Jared Hammon, President (On Phone)  
Charlette Chatwin, Member  
William Berry, Member (On Phone)  
Sam Zitting, Clerk (Excused)  
Daniel Dutson, Member (Excused)

OTHERS PRESENT: Carol Timpson, Superintendent/Principal  
Fawneta Carroll, Assistant Principal  
Mary Timpson, Business Manager  
Betty Lou Barlow

AGENDA

1. Call to Order

Jared Hammon called the meeting to order at 6:25 p.m.

2. Approval of Agenda

-no objections to agenda were made.

3. Approval of Minutes

Regular Meeting, June 16, 2008

Special Meeting, June 30, 2008

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the minutes of June 16<sup>th</sup> and June 30<sup>th</sup> be approved. Vote: All in favor

4. Call to Public

-There were no responses to the call to public.

5. 2008-09 Budget Hearing

Jared Hammon adjourned the regular meeting and opened the Budget Hearing at 6:30 p.m. Jared Hammon re-opened the regular meeting at 6:35 p.m.

6. Business Items

A. Adopt the 2008-09 Budget

Jared Hammon asked Carol Timpson if any changes had been made since the Governing Board approved the Proposed Budget. Carol stated that no changes have been made.

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve the 2008-09 Fiscal Year Budget as presented. Vote: All in favor

B. Consideration and Action Regarding Adding the Bleachers to the Equipment Rental Schedule

Carol Timpson informed the Governing Board that the Centennial Park Activities Committee has asked to rent the bleachers for their fall fair. The District has rented these bleachers to this committee for the past three years at \$25 per bleacher. She recommends that the bleachers be added for \$25 per bleacher with \$100 deposit per event.

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the bleachers be added to the Equipment Rental Schedule at \$25 per bleacher with a \$100 deposit per event. Vote: All in favor

C. Approve \$5,000 Revolving Fund for the 2008-09 Year

Carol Timpson reminded the board that the \$5,000 revolving fund must be reauthorized each year. Jared Hammon asked what the purpose of the fund is. Carol replied that the fund is allowed to be used in emergency situations when a purchase cannot go through the voucher process. Jared asked for an example. She replied that occasionally the District must complete a bulk mailing at the Post Office. They will not accept purchase orders but must have a check prior to the mailing. The District writes a revolving fund check and then reimburses that account through M&O.

MOTION: Charlette Chatwin motioned and William Berry seconded the motion that the Governing Board authorize a \$5,000 revolving fund account for the 2008-09 year. Vote: All in favor

D. Approve U.S. Bank for Auxiliary Accounts and Authorize Carol Timpson and Mary Timpson as Check Signors

Carol Timpson asked the Board to consider moving their bank accounts from Far West in St. George to US Bank in Hurricane. She told the Board that the District has strict regulations from the state requiring the deposit of funds weekly. Moving the accounts to Hurricane will help meet these deposit deadlines. William Berry asked what accounts are held at the local banks. Carol Timpson replied that the District revolving fund and student activities accounts are held at local banks. Jared Hammon asked who

is currently listed as bank account signors. Carol replied that she and Mary have been signors since they were employed.

MOTION: Jared Hammon motioned and William Berry seconded the motion that the Board authorize the transfer of the existing bank accounts at Far West to US Bank in Hurricane. In addition, the Board authorizes Carol Timpson and Mary Timpson to be signors on the accounts. Vote: All in favor

E. Authorize Business Manager to Sign Vouchers in Absence of Superintendent

Carol Timpson informed the Governing Board that this past year, she had been traveling when some critical vouchers came due. The County School Superintendent's office told the business office that Mary could sign the vouchers with Governing Board approval. Jared Hammon asked if it would be preferable to make Mary and Carol both signors on the vouchers. Carol Timpson told the Board that she is responsible for the District's expenditure budget and its cash balances. Mary can authorize purchases up to \$1,000 but no capital items. The voucher is Carol's double check on purchasing to see that unauthorized purchases are not being processed. William Berry commented that having Carol Timpson be the only signer is the proper order for authorization. Carol Timpson replied that Mary Timpson will only sign vouchers if she is unavailable. When possible, they will send the voucher to her for review through email or other devises when necessary.

MOTION: William Berry motioned and Charlette Chatwin seconded the motion that Mary Timpson be authorized to sign vouchers in the absence of the superintendent. Vote: All in favor.

F. Consideration and Action regarding Signing a Resolution Authorizing the Execution of Warrants between Board Meetings

Carol Timpson informed the Board that this is the process that allows the District to continue operations and meet its bills as they become due. It allows the business office to process the vouchers, then bring them to the Board for ratification.

MOTION: Charlette Chatwin motioned and William Berry seconded the motion authorizing the execution of warrants between board meetings. Vote: All in favor

G. Authorize Mary Timpson to be the Custodian for the Bank Accounts and the Student Activities Treasurer

Carol Timpson told the Board that Mary Timpson has been the student activities treasurer for several years. She is responsible for seeing that the student activities paperwork is filled out properly. She is a signor for the student activities checking account and the other local accounts.

MOTION: Charlette Chatwin motioned and William Berry seconded the motion that Mary Timpson be appointed the custodian for the bank accounts and also to be the student activities treasurer. Vote: All in favor

H. Consideration and Action Regarding Extending the Waived Insurance Benefit for the 2008-09 Fiscal Year

Carol Timpson stated that currently 15 employees are taking advantage of the waived insurance benefit payment. The District's Blue Cross Blue Shield payment is \$355. This saves the District \$3,228 per month for these employees.

I. Consideration and Action Regarding Extending the Benefit Package for Administration

Carol Timpson informed the Governing Board that she would work with ASBA's policy services to create a policy that the board can adopt so that this item does not have to be reauthorized each year. Jared Hammon asked what employees qualify for this benefit package. Carol Timpson replied that it covers Carol Hammon, Fawneta Caroll, Craig Chatwin, and herself.

MOTION: Jared Hammon motioned and William Berry seconded the motion that the Governing Board approve the extension of the benefit package for the administration in the 2008-09 year. The administration includes Carol Timpson, Fawneta Caroll, and Craig Chatwin. It will also cover Carol Hammon until her contract ends. Vote: All in favor.

J. Consideration and Action Regarding Converting Modular Building to On Campus Housing for Security Position

Carol Timpson asked the Governing Board to consider allowing the District to renovate the modular building north of the Technology Building for the purpose of housing an on-campus security employee. The District Audit firm and the Arizona School Risk Retention Trust both agreed that it is an allowable District transaction. Carol had also talked to Sam Zitting about the idea – he requested that an action not be taken at this meeting but that Carol pursue the idea with the Town of Colorado City. In speaking with David Darger today, Carol was told that the city would not have a problem with a residence there but the utilities might be a concern.

Item J tabled until next board meeting

K. Executive Session to Discuss Administrative Contracts

Jared Hammon adjourned the meeting at 6:55 p.m. to enter Executive Session.  
Jared Hammon reconvened the meeting at 7:00 p.m.

L. Consideration and Action Regarding a Partial Year Contract for the Title I Director

Carol Timpson informed the Governing Board that Carol Hammon was needed in the Title I position for three months to finish the current grant, write the 08-09 grant, and help transition into the new academic year.

MOTION: Charlette Chatwin motioned and William Berry seconded the motion that Carol Hammon be given a three month contract for \$20,000 to finish the 07-08 grant, write the 08-09 grant, and train in Fawneta Carroll. Vote: Charlette Chatwin and William Berry in favor. Jared Hammon abstained due to a conflict of interest.

7. Reports
8. Adjournment

Jared Hammon adjourned the meeting at 7:10 p.m.