

CONFIRMED
MINUTES OF THE SPECIAL 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. January 19, 2009 Daylight Savings Time

GOVERNING BOARD MEMBERS PRESENT: Jared Hammon, President
Sam Zitting, Clerk
Daniel Dutson, Member
Charlette Chatwin, Member

OTHERS PRESENT: Mary Timpson, Business Manager
Craig Chatwin, High School Principal
Erma Timpson, Accounts Payable
Betty Lou Barlow, Staff
William Berry
Mary Hammon
Jaclyn Dutson
Marie Dockstader
JoAnna Dockstader
Heather Williams
Anthony Williams

AGENDA

1. Call to Order

Jared Hammon called the meeting to order at 6:15 p.m.

2. Approval of Agenda

Charlette Chatwin mentioned a misspelled word in the Agenda. Carol Timpson acknowledged the mistake and said she would fix it.

3. Consent Agenda

A. Approval of Minutes
Regular Session, December 15, 2008

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve the Minutes of the Regular Session, December 15, 2008. Vote: All in favor. Motion Carried.

B. Ratification of Vouchers Signed Between Meetings
Vouchers 9023, 9024, 9025, 9026, 9027

Sam Zitting asked about Sunrise Enterprises. Carol Timpson stated that Seth Hammon's Company is Sunrise Enterprises. He has finished the groundwork over to the Preschool by laying sod. Sam Zitting asked if this was done as an outside bid and were there any other bids made according to procurement guidelines. Carol Timpson replied that there weren't any other bids because he installed all the sprinkling systems. Jared Hammon stated that Seth Hammon has worked with the previous Governing Board and has done this type of work for the District before. Carol Timpson stated that Seth Hammon has done all the groundwork over to the Preschool and Kindergarten and laying sod was just giving the finishing touches. Sam Zitting asked how many square feet was the lawn. Carol Timpson replied that he laid turf to the back fence. Sam Zitting asked if this payment was for the sprinkling system or just for laying the sod. Carol Timpson replied that when he laid the two patches closest to the building he diverted the sprinkler system away from the building to the north (on UEP property) and connected it to the preschool center building. The work being paid for was connecting the large lawn area to the new sprinkler system, repairing broken lines from the sandbox and playground curbing as well as preparing the ground with fertilizer and laying the turf. Jared Hammon asked if the grass comes with a warranty. Carol Timpson stated that she wanted to use the same vendor so that he would have to take responsibility for the project. She informed Seth that he was going to be held accountable. She also consulted with Pete LaCorti to see if Seth's prices were fair and reasonable.

Charlette Chatwin asked if the District used Anne Baldwin last month and if Carol Hammon would be doing this same thing. Carol Timpson replied that Anne Baldwin is hired specifically for professional development for the teachers. Carol Hammon is filling an entirely different role.

Charlette Chatwin asked if Mace Church works with Douglas Hammon. Carol Timpson stated that Mace Church works with Paul on the Districts network infrastructure. Mace is Cisco certified and helps with some of the District's networks. He has been troubleshooting the network and much of his services are paid out of a grant that Paul Timpson oversees.

Sam Zitting asked what the Newby Buick repair was for. Carol Timpson stated that the Newby Buick bill was for a used car that the District purchased for a local runabout.

Sam Zitting asked if Star Sign and Banner was for an auxiliary function. Carol Timpson stated that Star Sign and Banner was used for the lettering on the main School building and the Preschool Center.

Charlette Chatwin asked about the Advanced Brain Technologies. Carol Timpson replied that the products for the Listening Program are purchased through this company under the Title I grant. Fawneta Carroll stated that the program enhances learning abilities by helping the students change the way their brain processes information.

MOTION: Charlette Chatwin motioned and Daniel Dutson seconded the motion that the Governing Board approve the Ratification of Vouchers Signed Between Meetings; Vouchers: 9023, 9024, 9025, 9026, and 9027. Vote: All in favor. Motion Carried.

Governing Board adjourned to executive session at 6:41 p.m.
Regular Session reconvened at 7:44 p.m.

4. Call to Public
5. Business Items
 - A. Governing Board Recognition of Retiring Member

Jared Hammon remarked that a highlight of this meeting was to recognize an outgoing board member, William Berry, for his outstanding service to the Governing Board and the District. Jared stated that William became interested in joining the Governing Board when the District was just going into receivership. He was interested in his children's education and the school curriculum and that was his focal point for his service on the Board. William Berry brought a unique perspective to the Board and was always open minded. He wasn't afraid to serve despite his busy schedule.

Jared Hammon stated that on behalf of the Colorado City Governing Board and staff they want to thank William Berry for his years of dedicated service on the Governing Board by awarding him a plaque and his Board picture.

Sam Zitting expressed his appreciation to William Berry for bringing a broader perspective to the board. His open mind will be missed. William looked at things from a viewpoint that was outside of the box. William took this opportunity and did everything he could. He made time to be on the Governing Board and because of it, he gained the understanding that he was looking for.

Daniel Dutson remarked that he would like to thank William Berry for his time and dedication because serving on the Governing Board is a non-paid function and the time and effort is for the benefit of the community and surrounding area. Governing Board members are special individuals. They make individual decisions for themselves. Daniel stated that he would miss having William's input based on what he believed and felt.

Charlette Chatwin stated that William Berry wasn't afraid to speak his piece and if he didn't like something, then he would say it.

Carol Timpson expressed her appreciation for William Berry and invited him to continue to participate in the District by serving on advisory committees for the school, particularly the school-wide committee.

William Berry addressed the Governing Board and audience commenting that he had met with the receiver and his concern was that his children would be attending this school District and he wanted input. He stated that he had lived in Washington County and other places where the parents didn't really have a say in their children's education. William Berry remarked that this Governing Board is more accepting of community input than all

the other places he has lived. He acknowledged that it was a privilege and an honor to serve on the Governing Board with the other members. He stated that he had become a voice for his constituents, the Cane Beds area. Prior to his membership, these residents didn't have any say. William remarked that he was pleased to be a parent and to be a deciding factor in his children's education. He stated that serving on the Governing Board was one of the highlights in his life and he enjoyed it very much. William said he may return to serve on the Board again. He appreciated having that voice and he has recommended several people that he felt would serve the Governing Board in the same capacity that he did. He thanked the Governing Board and expressed that the experience was very interesting and a great part of his life.

B. Consideration and Action on New Employees for the 2008-09 Fiscal Year

Carol Timpson stated that there had been previous discussions on hiring a 5th grade teacher. There were two candidates, one was a California resident who interviewed over the phone. The other person was Judith Bateman. The District chose to hire Judith Bateman for the 5th grade program.

Carol Timpson remarked that when John Sanger quit, his wife also chose to leave and the District hired Heidi Berg to take her place. Charlette Chatwin asked if Heidi Berg is a teacher. Carol Timpson replied that Heidi will be a paraprofessional working under the Title I program.

The District also hired Patricia Hansen who is fluent in Spanish to work with Joan Barlow in the Spanish Class.

Clay Smith is in training to become a relief bus driver.

MOTION: Jared Hammon motioned and Daniel Dutson seconded the motion that the Governing Board approve the New Employees for the 2008-09 Fiscal Year. Vote: All in favor. Motion Carried.

C. Approve True North Consulting as a Sole Source Vendor

Carol Timpson presented a letter to the board written by Carol Hammon of True North Consulting. The second item is Carol Hammon's proposed contract, and the third item is the agreed upon days that the District would like to use her services. The cost for each service is covered under the Title I program. The fourth item is an email between Carol Timpson and Gary Fortney, the District Title I liaison, asking whether they felt Carol Hammon had a conflict of interest working with the private school since she is related to the administrator. Gary Fortney felt that it would be fine with the state and that the Governing Board should make the decision.

Jared Hammon expressed his concern that he had a conflict of interest with this item and he turned the discussion over to Sam Zitting.

Sam Zitting asked Carol Timpson, if based on Gary Fortney's comments, does she feel like the District needs to contact its attorney and get his opinion. Carol Timpson stated that there is no law that prevents the District from hiring someone that has relatives within

the school because the Board hires them. Carol Hammon would be accountable to Fawneta Carroll for the work performed. The question was whether the Title I department at the state level would have a problem with it. Carol Timpson asked Mary Timpson if this was defensible in an audit. Mary Timpson said yes and stated that Gary Fortney monitors and approves the Title I grant. If he had any concerns, then he would have expressed them.

Sam Zitting asked if the District went to Carol Hammon and expressed their specific needs for this year to create this work schedule. Fawneta Carroll stated that Carol Hammon was open to negotiation on the number of days worked, but her letter expresses that her price is fair. Sam Zitting asked if Carol Hammon was not willing to do something that reduces the price based on the quantity of days and commitment. Fawneta Carroll remarked that she has talked with Carol Hammon about that subject and her price has not changed. Sam Zitting remarked that in the letter she talks about it being a low bid by a wide margin from its closest competitors. Carol Timpson replied that Anne Baldwin and BER are the other competitors that offer on-site consulting work at much higher prices.

Sam Zitting asked if Carol Hammon's proposal for her services for the rest of this year is \$21,600. Carol Timpson agreed. She stated that True North has already worked some of these days for the District. The District hasn't used its services since the Board tabled the discussion. Sam Zitting asked if the District has used a total of eight days. Carol Timpson confirmed that and stated that the District is processing the invoices.

Carol Timpson stated that in order for the District to go above the State Procurement limits then the District has to have approval for a Sole Source vendor. The District does have competitive quotes but each consultant offers a unique product. It's safer to have a Sole Source than to rely on the three quotes.

Sam Zitting asked if there is anyone else offering what Carol Hammon offers. Carol Timpson stated that there is no one that has her understanding of this District's collaboration projects. She helps evaluate the teacher's portfolio to insure that the teachers are meeting the expectations that were laid out for them. On professional development, there are experts that the District can bring in to provide in-service training for teachers on different philosophies and teaching practices.

Fawneta said that the first fifteen days on the work agreement are critical to help her get through this year. Jared Hammon asked if the Statement of Assurance of Teacher Evaluations collaboration tie in with those evaluations. Carol Timpson stated that it doesn't, the administration completes a separate evaluation of the teachers.

Fawneta stated that when the District started doing collaboration projects then Mr. Kimball, Carol, and herself evaluated the teachers. They worked together, but since then, everyone has been pulled in many different directions. Fawneta stated that she doesn't want to be solely responsible for all the portfolio evaluations and needs help. She is requesting that the Board allow Carol Hammon to help her through the evaluations for the rest of the year. Jared Hammon asked how long it would take to train someone if they started right now. Fawneta replied that it would take the remainder of this year.

Daniel Dutson asked what other schools do; he asked if they hire someone to take care of these programs exclusively. Carol Timpson stated it would take a full time person. Fawneta reminded the Board that this is a special program created for the teachers when their wages got cut. This is a big part of the teachers pay, and it requires a lot of documentation at the state level. The District needs to show that they are discriminatory in the way that the money is allocated, otherwise the state could say they are just gifting it to their employees. Carol Hammon and Fawneta Caroll set the parameters for the project. To keep the consistency of the project, the same evaluators need to be retained.

Carol Timpson stated that she is not trained well enough in the criteria to be of use, but in the future different criteria can be set that our current employees can evaluate.

Daniel Dutson stated that they are looking at more than half the income for a full time employee but not the benefit of the full time employee. Charlette Chatwin stated that if the District brought someone in to train than it would be more money and time they don't have. Daniel Dutson remarked that she isn't working a full schedule and its not even for a full year. If there was a person the District could hire then they would work everyday and be an asset to the school, and the person would be trained in that field. Fawneta stated that the person wouldn't be an asset right now when the school has these specialized fields. The District doesn't have anybody with any training.

Daniel Dutson asked if the District is looking and advertising for someone with the required strength and skills, if not for this year, maybe for next year. Fawneta Caroll remarked that the District is definitely looking within and without the District for employees that could complete the necessary work.

Sam Zitting asked how many teachers are getting the \$2000 stipend. Fawneta Caroll replied that there are 26 teachers that receive \$8000 throughout the entire year. There are also 36 paraprofessionals that will receive \$3000 in the year.

MOTION: Daniel Dutson motioned and Sam Zitting seconded the motion that Governing Board approve TrueNorth Consulting as a Sole Source Vendor for the remainder of the 2008-2009 School Year and the maximum amount that will be paid is \$21,600. Vote: All in favor. Motion Carried.

Jared Hammon abstained from voting due to a conflict of interest.

- D. Consideration and Action Regarding Setting a Capital Planning Meeting with the Governing Board and Authorization to Purchase Professional Services to Assist in the Planning.

Carol Timpson stated the administrators would like to revisit the District's site map and revise it to meet Board desires for the campus prior to making capital decisions. She suggested a planning meeting with the Board and administration. She also suggested having an site planning expert attend the meeting to be a guide in the process.

Sam Zitting asked if there was an engineer available. Carol Timpson stated that Charles Hammon with Excel Civil Design is available and he has the Districts CAD files and will review them.

Carol Timpson stated that Pete LaCorti has a proposal for a bus barn and he has a vendor willing to construct it for an estimated \$23.50 per square foot. If the District has a maintenance building, then Pete LaCorti and Raymond Black could move out of the tech building and leave their spaces for meeting rooms and small classrooms.

Jared Hammon asked if it would be effective to schedule the meeting when the Governing Board could walk the site and look around. Carol Timpson asked if there were any objections to having an engineer there. Sam Zitting stated that he doesn't have the expertise of planning so an engineer might be helpful. Carol Timpson remarked that she would like the engineer to present some ideas and have them available so the group does not have to invent ideas. She will have the engineer look at the land layout beforehand and see what can be accommodated and then present it to the Board.

Jared Hammon suggested that Carol Timpson wait a couple of weeks and email the Governing Board with some dates.

E. Consideration and Action Regarding Certified Staff Request for Release of Contract

Carol Timpson stated that John Sanger had some medical concerns over the holidays and he didn't believe he was able to complete his obligations. He provided a letter of resignation and request for release of contract.

Jared Hammon asked if there were any objections from the administration to this release of contract. Carol Timpson replied that John Sanger's schedule was redistributed among existing staff.

MOTION: Jared Hammon motioned and Sam Zitting seconded the motion that the Governing Board release John Sanger from his contract. Vote: All in favor. Motion Carried.

F. Consideration and Action Regarding Purchasing Little Tikes Play Builders Unit #507 and Little Tikes Infinity Triple Climber for Preschool Center Playground

Carol Timpson stated that she worked with the Preschool staff and selected a playset for the center within a \$15,000 budget. The group selected two units that would fit in the 30' x 70' area. The three bids are included in the packet.

Jared Hammon asked if the units are mobile. Carol Timpson replied that the units are not mobile. Pete LaCorti spent a day trying to get the existing unit dismantled so that it could be transferred. The old play set is cemented into the ground and the bolts are rusted. Pete determined that even if they could get it apart, moved, and put together again, it wouldn't be stable or safe.

Sam Zitting asked if the District was aware that the play unit doesn't come with the ground cover. Carol Timpson stated that the District has ordered the bark but they are waiting to receive it until the playset is installed.

Sam Zitting asked if the chips fit into the budget that was lined out to finish the Preschool center. Carol Timpson confirmed that the cost is in line with the \$100,000 allocated to finish the center.

MOTION: Jared Hammon motioned and Daniel Dutson seconded the motion that the Governing Board approve the Blue Sky awarded amount of \$15,636 for the purpose of purchasing the Preschool Center Play Structures. Vote: All in favor. Motion Carried.

G. Consideration and Action Regarding Governing Board Signing the Statement of Assurance for Teacher Evaluations.

Carol Timpson stated that the Governing Board is signing to confirm that the District is doing formal teacher evaluations. The administration schedules observations of teachers, evaluates them, and completes a written evaluation with the teacher denoting strengths and areas needing improvement. These evaluations ensure that the teachers are meeting the minimum requirements for instruction.

Jared Hammon asked if the entire Board needs to sign the statement of Assurance or can there be a designee. Carol Timpson stated that Jared Hammon could sign as the Board's designee.

MOTION: Sam Zitting motioned and Charlette Chatwin seconded the motion that the Governing Board authorize the Board President to sign the Statement of Assurance for Teacher Evaluations. Vote: All in favor. Motion Carried.

H. Policy Advisory Action

Advisory 322 – IKF, IKF-RB, IKF-EA, IKF-EB

Changes state graduation requirements from 20 credits to 22 credits. It also adds the option of graduating under the Augmentation system which allows a computation of course grades to over-ride a failing score on particular sections of the graduation exam.

Carol Timpson stated that the recommendation is that the Governing Board adopt the District's revised policies IKF, IKF-RB, IKF-EA, and IKF-EB, but not change the actual graduation requirements.

MOTION: Jared Hammon motioned and Sam Zitting seconded the motion that the Governing Board adopt Advisory 322 as stated on Item H and keep the graduation requirements to 23 credits. Vote: All in favor. Motion Carried.

I. Consideration and Action for Out of State Travel

a. National Title I Conference in San Antonio, Texas for Carol Timpson, Fawneta Caroll, Craig Chatwin, Mary Timpson, and Jedd Hammon February 18-21, 2009

Charlette Chatwin asked why Jedd Hammon was attending this conference. Fawneta Caroll stated that Jedd Hammon is the administrator for the Academy, there are monies set aside for private school travel.

Carol Timpson stated that the Administrative Team chose to attend this conference as a group so that they would be better equipped to run the Title I project. The Governing Board all voiced their approval.

- b. Sysco Food Service Convention in Las Vegas, NV for Gloria Hammon and Carol Cooke

Carol Timpson stated that Gloria Hammon and Carol Cooke are requesting to be reimbursed for food they just want to travel down and back in the same day.

Mary Timpson stated that they don't want to stay overnight because it takes money out of the Food Service.

Jared Hammon asked the Governing Board to consider authorizing Gloria Hammon, and Carol Cooke to stay one night to make the trip easier to endure.

- c. Authorize District Employees to stay in Nevada enroute to western Arizona destinations when necessitated by scheduling demands.

Carol Timpson replied that this item doesn't designate anything specific but gives a general authorization to allow Nevada stays when appropriate to meet Arizona travel requirements.

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the Governing Board approve the Out of State Travel: A, B, and C with consideration for Gloria Hammon and Carol Cooke to stay one night. Vote: All in favor. Motion Carried.

- J. Consideration and Action on Purchasing a used 15-Passenger Van for Extra-Curricular Student Transportation

Carol Timpson stated that Raymond Black has obtained three written quotes for a van. The District has been renting 15 passenger vans for FBLA trips. The FBLA advisors drive freeing up a bus, paid drivers, and travel costs. Carol Timpson remarked that the used van that was donated to the school has been used tremendously sports travel and field trips.

Jared Hammon asked if the van has to meet all the same requirements as a school bus. Carol Timpson replied that the van cannot be used as school bus for regular runs. It will be specifically for extra curricular functions such as FBLA and athletics.

Jared Hammon asked in the van was a diesel. Carol Timpson responded that one of the competitive quotes Raymond Black is looking at is a diesel. Jared Hammon asked what bid the administration is recommending. Carol Timpson replied that the van from Newby Buick is the one that comes the most recommended from Raymond Black. He actually test drove it on Friday.

Sam Zitting asked if there was a line item for taxes. Carol Timpson stated that the use tax hasn't been calculated yet. If the District purchased the van from a Utah dealer then they would pay the use tax through the state of Arizona.

Daniel Dutson asked if the District would still have to pay use tax if the van was purchased through Utah. Carol Timpson replied that the District is strictly regulated to ensure that the use tax is paid.

Sam Zitting asked if the van will be used for Mr. Dee's field trips. Carol Timpson confirmed that Mr. Dee will be using this van for school field trips such as when he takes his Plastics class to Salt Lake and back in one day. Sam Zitting inquired if there was still a vehicle that he could use for his off road trips. Carol Timpson responded that the old van will be used for all of his off road field trips. This van will be used specifically for athletics trips. The entire girls basketball team fits in the van.

Jared Hammon asked if there are just doors on one side. Carol Timpson said yes and stated that the van is a 2008 and has less than 23,000 miles.

MOTION: Daniel Dutson motioned and Jared Hammon seconded the motion that the Governing Board approve the purchase of a used 15-Passenger Van from Newby Buick for \$17,900 for Extra-Curricular Student Transportation, provided that the van is used for on-road activities. Vote: All in favor. Motion Carried.

6. Executive Session to discuss student long-term suspension hearings

Governing Board adjourned to executive session at 6:41 p.m.
Regular Session reconvened at 7:44 p.m.

7. Consideration and Action regarding clarification of the suspension requirements if necessary.

MOTION: Jared Hammon motioned and Daniel Dutson seconded the motion that the Governing Board amend the language in the November 17th minutes to say Suspension of Student for the remainder of the 2008-2009 School Year. On Item 5 if the student is on campus to receive testing that he receive it on off hours like Friday and must be accompanied by Superintendent or designee at all times. Vote: All in favor. Motion Carried.

8. Financial Reports
 - A. Cash Flow Analysis
 - B. Expenditure Budget
 - C. Grants Status
 - D. Student Activities Report

Next Meeting set for February 16, 2009.
Meeting Adjourned at 8:47 p.m.

8. Adjournment

