

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. February 16, 2009 Daylight Savings Time

GOVERNING BOARD MEMBERS PRESENT: Jared Hammon, President
Sam Zitting, Clerk (Telephonically)
Charlette Chatwin, Member

OTHERS PRESENT: Fawneta Caroll, Title I Director
Erma Timpson, Accounts Payable
Betty Lou Barlow, Administrative Support
Kimball Barlow
Jake Barlow
Raymond Black, Transportation Director

AGENDA

1. Call to Order

Jared Hammon called the meeting to order at 6:12 p.m.

2. Approval of Agenda

3. Consent Agenda

A. Approval of Minutes

Regular Session, January 19, 2009

Executive Session, January 19, 2009

Jared Hammon asked for some corrections involving clarification of language and addition of travel dates.

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the Governing Board approve the Minutes of the Regular Session, January 19, 2009 and the Executive Session, January 19, 2009 as corrected. Vote: All in favor. Motion Carried.

B. Ratification of Vouchers Signed Between Meetings

Vouchers 9028, 9029, 9030, 9031

Charlette Chatwin asked Carol Timpson to explain what services Todd Jim provided. She stated that he removed snow at the Early Learning Center for Pete LaCorti.

Charlette Chatwin asked about Avis Rent-a-Car. Erma Timpson replied that the District rented two vans for FBLA to take to their winter regional conference.

Charlette Chatwin asked concerning the payments to Hildale City. Erma Timpson stated that they were utility bills.

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve the ratification of Vouchers Signed Between meetings; Vouchers 9028, 9029, 9030 and 9031. Vote: All in favor. Motion Carried.

4. Call to Public

Jake Barlow asked if he could address items 5A and 5G. Jared Hammon asked the Board if they would consider allowing those two items to go first on the agenda. All board members agreed.

5. Business Items

A. Appoint Craig Chatwin as the Truancy Officer for the District

Carol Timpson stated that Craig Chatwin has been working with Jonathon Roundy from the police department as well as Judge Kalali who recommended that the District appoint a Truancy Officer, a person who can refer students directly to the court for truancy and other legal violations occurring within the school system.

Jared Hammon asked how many cases the District handles that involve truancy. Carol Timpson stated that at this time, there are only a couple of students that need court referral. However, the school does have weekly community service citations for truancy.

Jared Hammon asked if the school normally calls the police department if a student is truant. Carol Timpson stated that if the school is aware that a student leaves campus without a parent excuse, the police are notified. Jared Hammon asked if this would be a juvenile referral to the court. Carol Timpson confirmed that it would be a referral and the court allows the school district to give recommendations for sentencing.

Jared Hammon recognized Jake Barlow who introduced himself and stated that he was representing himself as a citizen of the District and not an organization. Jake remarked that the state legislature has two bills before them right now. One of the bills is being put together by Representative David Lujan who has expressed himself has an enemy to this people and has been vocal about his attacks upon the community. One of the bills makes it so any child who is under the age of 18 and is out of school then any Truant Officer can pick up that child and send them to court.

Jake expressed his concern that this bill would make it possible for a Truant Officer to pick up any child on the street and send them through the system. He stated that it is taking parents rights away if they choose to home school their child or school them by any other alternative means.

Jake Barlow asked the Board if Craig Chatwin as Truancy Officer would be able to drive down the street and pick up a child and send him to court.

Jared Hammon asked if Jake knew the number of the bills he was concerned about. Jake responded that he didn't know the exact number but they could be looked up under David Lujan. Jared Hammon thanked him for his reference to the bills and stated that it would be educational if the Governing Board and Administration could read those bills.

Jake Barlow commended the Governing Board on the good job they are doing even though they are in a financially strapped District and the tax levies are extremely high. He wanted to recommend to the Board that they avoid taking action on something that they don't have the money to do. He recommended that the truant officer to not be given authority over private schools and home schools.

Jared Hammon asked if the intent of appointing a truant officer was to have control over truant students of all the surrounding schools. Carol Timpson replied that it was not the intent of the District and she recommended appointing Craig Chatwin to be a truant officer specifically for students enrolled at El Capitan.

Jared Hammon stated that Craig can only make referrals, he can't take students to court. He stated that the intent was to control the truancy issues at the public school and the appointment could be confined to this campus.

Sam Zitting asked if this law is passed then will the District always have the requirement to fill that position. Jared Hammon stated that it won't be a requirement just a convenience for the District so they don't have to call a police officer to get a referral for a truant student.

Sam Zitting said that he appreciated Jake Barlow coming out and the remarks that he made. He stated that the District does need to be careful about stepping into a bigger arena then it can handle in reference to patrolling other schools truant students. Sam remarked that it would be a mistake to try and take over the local police officers job. Jared Hammon confirmed Sam's statements.

MOTION: Jared Hammon motioned and Sam Zitting seconded the motion that the Governing Board appoint Craig Chatwin as the Truancy Officer for El Capitan School District and confine his duties and responsibilities as far as truancy issues to students enrolled at the El Capitan School. Vote: All in favor. Motion Carried.

Charlette Chatwin abstained from voting due to a conflict of interest.

(Item 5 G. moved forward in the Agenda)

G. Consideration and Authorization of Representative for School District to the Utah Attorney General's Office Regarding Deliberations on the United Effort Plan (UEP)

Jared Hammon asked Carol Timpson what her concerns were regarding this item. Carol stated that she had recently met Jerold Jenson of the Utah Attorney General's office. He

was seeking any information related to transactions negotiated with the United Effort Plan. She informed Attorney Jenson that the District had recently purchased the preschool center property and had leased buildings from the UEP trust.

Jared Hammon then asked Jake Barlow to address his comments on this item to the Governing Board. Jake told the board that he had noticed this agenda item and wanted to encourage the board to not participate in the negotiations regarding the UEP trust. He said that since the Trust has been operated by the special fiduciary, things have been so poorly handled that it has created a huge financial loss to the community. He feels that the resolution of the Trust will result in countless lawsuits and encouraged the District to avoid litigation that could entangle it for 10 years or more.

Sam Zitting stated that it was not the District's intent to become an active participant in the negotiations, but rather provide historical information that had been requested by the Attorney General's office. Jake Barlow suggested that the District type a letter giving them the required information rather than addressing the issues in person.

Jared Hammon suggested that the item be tabled until a future date when more governing board members can be present.

B. Consideration and Action Regarding Technology Upgrade Contract included in the 2009 E-Rate Application

Carol Timpson stated that a network infrastructure company evaluated the District's technology systems and made a proposal for approximately \$300,000. Their proposal reviewed the system and includes needed infrastructure upgrades and wiring. It will also add a wireless network into existing system. Paul Timpson has taken this proposal and put it into an application for E-Rate funding. If E-Rate approves the application then the District will pay 10% of the costs and E-Rate will pay the rest.

Carol Timpson remarked that the District does need these upgrades but if E-Rate does not approve the application then the existing system will have to cover until the District finds different funding.

Jared Hammon asked if the Governing Board just needs to approve the application but not the purchase yet. Carol Timpson confirmed that the District is approving the application for E-Rate and committing to fund its share if the application is approved. Paul Timpson estimates that the District portion would be around \$50,000.

Jared Hammon asked how long it takes E-Rate to look over the application. Carol Timpson replied that when the District went into receivership then E-Rate has not authorized anyone of the Districts applications. She feels that they are keeping them on hold until the District is out of receivership.

Jared Hammon expressed his concern about getting the entire Governing Board to approve this purchase. He stated that he will go ahead and approve the application and if E-Rate does approve it then he would like it re-submitted to the Board for approval.

Charlette Chatwin asked if the District was already on wireless. Carol Timpson replied that there are some wireless areas but this would make the entire campus wireless.

Charlette Chatwin asked if this will include the Early Learning Center. Carol Timpson confirmed that it will include the Preschool Center.

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board submit the contract bid to E-Rate for approval, if that is approved then the item will be resubmitted to the Board for final approval. Vote: All in favor. Motion Carried.

C. Consideration and Action on Out of State Travel for Physiology Class to Travel Las Vegas, NV to Attend the Body Works Exhibit.

Carol Timpson stated that the group that will be going is a combination of Mr. Dee's early morning class and one of his daytime classes.

Charlette Chatwin asked if this is the class that is getting college credit. Carol Timpson confirmed that these students are getting a college credit as well as high school credit.

Charlette Chatwin asked what the exhibit is about. Jared Hammon stated that this is where they take cadavers and display them.

Fawneta Carroll stated that it would be educational for the students and she thinks they are prepared to deal with it. She remarked that she feels good about the students having to get parent approval before they go.

Charlette Chatwin stated that she has had two of her children attend the workshop in the past and they really enjoyed it.

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the Governing Board approve the Out of State Travel for the Physiology Class to travel to Las Vegas, Nevada to attend the Body Works Exhibit. Vote: All in favor. Motion Carried.

D. Consideration and Action Considering the Purchase of a Tractor

Carol Timpson stated that the District is just coming into the spring months where there is a lot of outside work to do. The District has tried to use Daniel Dutsons's tractor but it has not worked out due to conflicts in the availability times of his children. Three bids are included in the packet.

Carol Timpson remarked that Pete LaCorti is asking for approval on a bid for a tractor and then a separate bid for attachments. Jared Hammon asked what the attachments included. Carol Timpson replied that Pete needs a scraper for ice, a bucket, and a forklift.

Jared Hammon asked if the tractor is going to be able to fit through the walkways. Carol Timpson replied that it will be too big for the walkways that are close to the building but it will be able to clear the parking lot when it snows.

Jared Hammon asked if there is any need to include a trailer in the purchase in case they need to haul items to the Early Learning Center. Carol Timpson stated that the District already has a flatbed trailer.

Jared Hammon asked what will stop people from vandalizing the tractor. Carol Timpson replied that the District has recently upgraded its camera system and it now includes camera coverage of the bus/maintenance area.

Carol Timpson discussed the part of the budget that has been spent this year and referred the board to the budget capacity available to purchase the tractor. Jared Hammon recommended filling the back fence with slats so that you can't see into the maintenance yard. He expressed his concern about the tractor having a covering and being safe.

Carol Timpson stated that the District is working on getting Pete and Raymond an office out of the Tech Building so that it frees some rooms up for more classrooms.

Jared Hammon asked if the tractor would be needed for the remainder of the year or if it could be tabled until the fall. Carol Timpson stated that most of the tractor work needed is now and throughout the summer. It will be used on a daily basis.

Jared Hammon asked what kind of work is needed to be done with a tractor. Carol Timpson replied that the District is converting much of its lawns to natural landscaping to conserve on water and maintenance resources.

Charlette Chatwin asked if making both purchases will affect the budget. Carol Timpson stated that each year the District puts roughly \$250,000 into capital. The District has accrued capital right now because they cut spending to solve cash issues. The District can spend capital but should keep it moderate. Carol Timpson remarked that she is trying to keep capital spending to the amount of the current budget allocation and save the accrued capital for emergencies. However, this year has been dedicated to building expansion and vehicle replacement.

Charlette Chatwin asked how serious it is to remove the grass this year. Carol Timpson replied that it will be a gradual process with parts being replaced each year. Jared Hammon asked Carol Timpson if she feels strongly about tabling either the tractor or the Yukon to a later date. He stated that he felt that the District needed the items and that they should be approved. Carol Timpson replied that there is no reason to table either item. Charlette Chatwin expressed her concern about something coming up and not having the budget capacity to cover an emergency. Carol Timpson remarked that there is always that concern.

Jared Hammon stated that the District is currently borrowing a tractor for all the maintenance needs but there is also students and faculty traveling to Phoenix in old unreliable vehicles. Charlette Chatwin acknowledged that the District does need both items.

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the Governing Board approve the Purchase of the Tractor. Vote: All in favor. Motion Carried.

E. Consideration and Action Considering 2006 Yukon Purchase – Upgrade 1996 Suburban

Jared Hammon inquired if the District is ok budget wise to purchase both the tractor and this suburban. Carol Timpson stated that there is budget capacity for both items. If the District chose to purchase this suburban, it would put the school in a replacement mode instead of a high need mode. It would provide student transportation in road worthy vehicles that included this suburban, the 15 passenger van, and the car. Carol Timpson remarked that it is the Districts goal to have two 15 passenger vans and a suburban. This combination could almost every field trip needed for the school programs. This would prevent the District paying a bus driver time and overtime.

Jared Hammon stated that the District is looking at \$35,000 between these two purchases. Carol Timpson remarked that she didn't plan on buying a suburban this year. Raymond Black found a great deal on a used vehicle and she told him she would allow him to take it to the governing board for discussion. If they needed to choose between the tractor and the suburban, then the administration would prefer to get the tractor.

Carol Timpson stated that her original plan was to purchase a 15 passenger van this year, a suburban next year and eventually add another 15 passenger van. Then, as the vehicles aged, the District could just replace them one by one. Raymond Black stated that this suburban has \$70,000 miles on it and is a 2006 model.

Charlette Chatwin asked if the suburban that the District currently has is quite old and needs to be used just for just local runs. Raymond Black confirmed that remark.

Raymond Black stated that he has traveled to a lot of dealers trying to find a good deal on a suburban that would replace the current white suburban. He remarked that this suburban is big enough to fit the girl's basketball team to travel to a game instead of the 15 passenger van. He said that the FBLA students recently went on a trip and the District had to send the Buick.

Charlette Chatwin asked if the option to purchase the Yukon suburban will be taken away if the District doesn't act on it quickly. Raymond Black said that he has worked hard to keep this vehicle available to the District. Jared Hammon acknowledged that it was a good deal and if the District passes it up then they might be paying a lot more in five or six months.

Carol Timpson stated that she asked Linda Earl to have an elimination process so that the school sends their very best candidates. This would ensure that all the students fit into two 15 passenger vans. Jared Hammon agreed with her recommendation. Carol Timpson stated that it is hard to supervise a large amount of students in a remote location.

Jared Hammon stated that if the District purchases this Yukon then it ought to be utilized instead of renting other vehicles. Carol Timpson stated that Linda Earl would have to limit her students to 22 (from 31). This will make a 10 to 1 student/advisor ratio. Jared Hammon remarked that he would love to accommodate all the students but in the interest of the expense of these vehicles, then they ought to be utilized and not rent other vehicles.

Jared Hammon expressed his gratitude towards Raymond Black and the work he's done in researching suburbans. Jared stated that Raymond gave him a quick synopsis of the duties of the transportation director. Before each vehicle goes out on the road then Raymond performs a tire check, oil check, the windows are washed and the vehicles are cleaned. Jared Hammon remarked that Raymond helps put the staff and faculty in safe vehicles.

Raymond Black asked if the Board had a recommendation for the old suburban. Carol Timpson stated that the District can still use it at the Early Learning Center for traveling back and forth. Jared Hammon recommended that the District keep it for local use.

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve the purchase of the 2006 Yukon as per the bid by Newby Buick. Vote: All in favor. Motion Carried.

F. Consideration and Action on Allowing District to Overspend Purchase Orders by 10% or \$100.00

Carol Timpson stated that Erma Timpson and Mary Timpson were told at a School Finance training that they could over expend a purchase order by the amount of the shipping and taxes. The District has been following that practice but recently received an audit citation from Heinfeld & Meech because it had not been Governing Board authorized.

Jared Hammon remarked that this authorizes Carol Timpson to cover the cost of shipping and taxes if they are not known at the time of the purchase order approval. Carol Timpson stated that \$100.00 is the most that the District can authorize.

MOTION: Charlette Chatwin motioned and Jared Hammon seconded the motion that the Governing Board authorize the District to over expend Purchase Orders by 10% or \$100.00. Vote: All in favor. Motion Carried.

H. Consideration Regarding School District Budget Cuts from School Facilities Board.

Carol Timpson stated that the state has reduced funding for the current year, fiscal year 2009 in the following ways: First, it reduced the base support amount by \$98 million. Second, it reduced the state funding for soft capital by \$29 million and lastly, reduced additional assistance by \$4 million. However, school districts (like CCUSD) with total enrollment of less than 600 students were excluded from the cuts. Next year the soft capital monies will be eliminated completely. This will make the District have to transfer the bus payment to Unrestricted Capital and put some textbook adoptions on hold.

Charlette Chatwin asked if the District has to purchase text books every year. Carol Timpson stated that the District reviews different textbooks each year and replaces the most outdated materials.

Carol Timpson stated that the District did not receive any cuts this year because of the 600 student exemption. However, she anticipates substantial cuts to the 2009-2010 budget.

I. Consideration and Action Regarding Acceptance of Tax Credit Donations

Charlette Chatwin asked if Carol could explain how the tax credit donations work. Carol Timpson stated that you look at your taxes from last year when you file and if there is an amount due that is above \$200 (single) or \$400 (married), then the Arizona taxpayer would benefit by paying the money to the school. When their taxes are filed, the amount will either reduce the taxes owed or give the tax payer a greater refund.

Jared Hammon asked if a letter of recognition is sent to the donors. Carol Timpson replied that Mary Timpson sends a thank-you letter and a receipt for each donation that is given.

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve the acceptance of Tax Credit Donations and send the donors a certificate of appreciation. Vote: All in favor. Motion Carried.

J. Consideration of Policy Advisory 323 - GCCC Professional/Support Staff Leaves of Absence Without Pay

K. Consideration and Action Regarding the District Pursuing Academic Accreditation through Advanc-ed.

Carol Timpson stated that the District is currently not accredited. The Administration would like to start the Accreditation process. The District has to send a letter of intent plus a self assessment to Advanc-Ed and ask if they will review it and to consider the District as a candidate. If the District can reach candidate status, they will schedule a team to come review the District. It is an extensive process and they will give us recommendations and timelines to meet those recommendations.

MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve the District pursuing Academic Accreditation through Advanced-Ed. Vote: All in favor. Motion Carried.

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

Next Board Meeting will set for March 16, 2009.

7. Adjournment