

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. April 20, 2009 Mountain Daylight Time

GOVERNING BOARD MEMBERS PRESENT: Sam Zitting, Clerk
Roger Knudson, Member
Daniel Dutson, Member
Charlette Chatwin, Member

OTHERS PRESENT: Mary Timpson, Business Manager
Carol Timpson, Superintendent
Valerie Barlow, Administrative Assistant
Erma Timpson, Accounts Payable
Fawneta B. Carroll, Title I Director
Craig Chatwin
DeLoy Bateman
LuAnn Williams
Linda Earl
Joan Barlow
BettyLou Barlow
Cynthia Barlow
Candice Zook
Virginia Chatwin
Natsumi Maeda

AGENDA

1. Call to Order

Daniel Dutson called the meeting to order at 6:19 P.M.

2. Approval of Agenda

MOTION: Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approves the existing agenda. Vote: all in favor, motion carried.

3. Consent Agenda

A. Approval of Minutes

Regular Session, March 16, 2009

Special Session, April 10, 2009

MOTION: Daniel Dutson motioned and Roger Knudson seconded the motion that the Governing Board approves the Minutes of the Regular Session, March 16, 2009; and the Special Session, April 10, 2009. Vote: all in favor, motion carried.

B. Ratification of Vouchers Signed Between Meetings Vouchers 9037, 9038, 9039, 9040, 9041, 9043

MOTION: Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approves vouchers 9037, 9038, 9039, 9040, 9041, 9043. Vote: all in favor, motion carried.

4. Call to Public

Linda Earl stated the FBLA class has been doing great and wanted to share their successes from the state FBLA competition. In the business graphics competition, the students are given a prompt and have two hours to create a poster. This year's prompt was your school is getting ready to hold the second annual FBLA green week. The students had to compose a poster that advertised this event. Our students won second place at state. El Capitan took second place for its chapter scrapbook, parliamentary procedure, and business graphics. They also took fifth place in business presentation.

5. Business Items

A. Presentation and Acknowledgement from Foreign Exchange Students

Craig Chatwin stated the school board agreed to admit two foreign exchange students this year. We had one student from Taiwan and another from Japan. Natsumi Maeda from Japan would like to say thank you for this opportunity.

Natsumi Maeda thanked the Board for accepting her in this school. She was surprised at how small the school was because the other schools she has attended are very big. She was scared when she first came because the school was so tiny and everyone knew her but she didn't know anyone. Everything was a new experience for her. There were no oceans and it snows. All the people were really kind and friendly. They always helped her and she made a lot of friends. She was happy to be here and is having a really great time. She thanked the Board.

B. Presentation from Craig Chatwin & Teachers to Define Educational Learning Environment

Craig Chatwin stated one of the things the school tries to do is to improve its culture and it's a complicated process. The teachers and administration would like to create a unifying theme that ties most our actions together; for instance our discipline and our motives behind what we do. That is what gives the school an effective learning environment. Each day, the staff uses discipline to manage an effective learning environment, and they try to follow the legal system as close as they can. If the school can create a theme, students won't take discipline as a personal attack. The goal is to design a culture in the school so that students know that every action taken for discipline is to protect the learning environment. This will create a consistency that will shape our culture and give us a positive tool for dealing with student behavior. Craig stated the guidelines for the minimum behavior that is expected in a class room by the state.

Mr. Dee stated that he gets irritated when he doesn't have the right to teach. The student's time is valuable to him and he feels that one of the ways the learning environment is destroyed is when he comes to class unprepared. If he comes unprepared and doesn't have something for those students to do every minute of the day, he's lost them. As for the distractions in class, he tries to set up his classroom to have the least amount of distractions possible. For example, if a student walks in late, he has assigned them a seat at the back of the class so they don't disrupt the class when they walk in. The learning environment is very important and he has the right to teach. Students don't have the right to distract from that.

Joan Barlow stated that the learning environment is important to her as well although her classroom is set up more relaxed than Mr. Dee's classroom. When you talk to the students and ask them what they want, they say "we want less babysitting." So in response the teachers would say "if you want less babysitting then you are going to have to take on more responsibility." She feels like this is constantly the balance that a school must achieve. It must allow the students to practice taking more responsibility. She feels that the school has got to have some strong guidelines to go by so the students know the bottom line. There is an expectation and each student must meet it. If the school can't establish that boundary and keep it, then our learning environment will fail.

Daniel Dutson asked the teachers how they stayed encouraged

LuAnn Williams stated it's a love for the job, the students know they are shaping our future as well as theirs.

Fawneta Carroll remarked she has seen the teachers pull together to get the job done and encourage each other and sometimes you cry together, but she knows that's where a lot of the strength comes from.

Cynthia Barlow remarked encouragement comes from the successes of the greatest percentage of our students who are succeeding.

Candice Zook remarked most students do want to learn and if they don't, it's usually because of some personal reason, and if you get to know them or talk to them, you can usually get through to them.

Linda Earl remarked that she is personally building a bond and a lasting friendship that surpasses the time and effort I've put into their schooling. I have kids who come back from the first year I started teaching and we still have that friendship. There are kids who are struggling and we don't want to throw anyone out the door. We want to create a culture where the kids are on board, the teachers are on board, and the school board is on board. The Board needs to know that if the teachers and administration come to them with an issue, it really is an issue. They are not just trying to discard a child.

Daniel Dutson responded that he speaks for the whole board in saying they want to be that support. The Board wants to support the school, community, and teachers.

C. Consideration and Action Regarding the April 20th Budget Revision

Carol Timpson referred the Board to the April 20th Budget Revision. She stated that the primary change was re-allocation of the budget among the various categories. She gave the Board Members a current expenditure budget using the new budget amounts to demonstrate that the revised budget covered current expenditures and left capacity to finish this school year.

MOTION: Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approve the April 20th Budget Revision. Vote: all in favor, motion carried.

D. Consideration and Action Regarding the 2010 General Statement of Assurance

Carol Timpson informed the Governing Board that the General Statement of Assurance is required to be filed yearly. This statement authorizes specific staff members to access the Arizona Department of Education database. Staff members who have grant responsibilities, food service oversight, student attendance, business management, and administration must have access to the various functions and reports provided through the ADE database. The form delineates all persons in the organization that must use the system.

MOTION: Daniel Dutson motioned and Sam Zitting seconded the motion that the Governing Board accepts the 2010 General Statement of Assurance. Vote: all in favor, motion carried.

E. Consideration and Action Regarding Meal Reimbursement for One Day Travel

Carol Timpson informed the Governing Board that a new law has gone into effect as of January 2008. This law requires that meal reimbursements for partial day travel must be included in the employee's total wages and taxed. The Governing Board may choose to disallow reimbursements for partial day travel (no overnight stay) or they can authorize reimbursement as an addition to the employee's income which is taxable.

MOTION: Daniel Dutson motioned and Sam Zitting seconded the motion that the school district pay meal reimbursement for partial day travel with the amount being taxed as W-2 income. Vote: all in favor, motion carried.

F. Consideration and Action Regarding Salary & Wage Schedules for 2009-10 Fiscal Year (Including Substitute Teacher Compensation)

Item was tabled until after the executive session.

G. Consideration and Action Regarding Employee Positions for the 2009-10 Fiscal Year

Carol Timpson presented a list of staff members and their positions. She asked that the Governing Board authorize the staff positions as presented so that the District can get proper notification out to the employees.

MOTION: Sam Zitting motioned and Daniel Dutson seconded the motion that the Governing Board approve the employee positions for the 2009-10 fiscal year as listed. Vote: all in favor, motion carried.

H. Re-Consideration and Action Regarding Hearing Officer Training Program Through the Arizona School Risk Retention Trust

Carol Timpson explained that the board approved sending Craig Chatwin and Carol Timpson to the hearing officer training. When she tried to follow up on the agreement, the Trust informed her that she could not conduct hearings in our District. So the training would allow her to be a hearing officer for other districts and not our own. At a prior Board meeting, one of the Board members suggested that we will serve our community better than strangers from other communities because of our unique situations.

MOTION: Daniel Dutson motioned and Sam Zitting seconded the motion that the Governing Board rescind their authorization to send the administrative staff to the hearing officer training program. Vote: all in favor, motion carried.

I. Approve Out of State Travel

- a. Paul Timpson, National Educational Computing, Washington D.C., June 27-Jul 1
- b. Certified Staff, Differentiated Instruction, Las Vegas, NV July 19-22
- c. Cathy McCormick, Great Books Foundation, Santa Fe, NM July 19-23
- d. Leta Barlow, Sherrie Barlow, Sharon Pledger, Advanced Brain Technologies, Ogden, UT July 9-11

Carol Timpson explained that each of these travels were being paid for by a grant that is designated for this purpose.

MOTION: Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approves out of state travel for items a, b, c, and d. Vote: all in favor, motion carried.

J. Consideration and Action Regarding Capital Purchases

1. Copier for Teacher Preparation Room

Carol Timpson informed the Board that the District has not purchased a teacher preparation room copier since the opening of the new school. The teachers have endured much frustration this past year because of the inability to copy for their academic programs. Paul Timpson has researched our current use and identified the best rated copier in the industry within our price range to handle it. Three quotes for this machine were presented to board members. Carol told the Board the Paul Timpson recommended the purchase from Les Olson Company.

MOTION: Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approves the purchase of the copier from Les Olson Company. Vote: all in favor, motion carried.

2. Resurfacing and Restriping Parking Lot

Carol Timpson informed the Board that they had received an inspection last fall from the School Facilities Board. Resurfacing the parking lot was one of the follow-up requirements. Pete LaCorti obtained three quotes for the Governing Board's consideration.

MOTION: Daniel Dutson motioned and Roger Knudson and Charlette Chatwin both seconded the motion that the Governing Board approves resurfacing and restriping parking lot to be awarded to either Utah seal coat and striping or Holbrook as long as the bids are within fifteen hundred dollars of each other. Vote: all in favor, motion carried.

3. Campus Renovations

Carol Timpson presented a slide show to the Governing with pictures of campus and gave a narrative of possible renovations and improvements. She requested that the governing board allow her to work with Sam Zitting to hire a site developer and obtain quotes for some of the proposed projects. She would then bring the items back to them for consideration.

MOTION: Daniel Dutson motioned and Roger Knudson seconded the motion that the Governing Board authorizing Sam Zitting to work with Carol Timpson to hire a site developer and create proposals for the Governing Boards consideration. Vote: all in favor, motion carried.

4. EPJ Campus Demolition

Carol Timpson stated that it would cost one hundred eighty-eight thousand dollars to remove the asbestos prior to the start of the demolition process. Roger Knudson asked if it was possible to physically secure that building. Carol Timpson replied that the District is boarding up windows, locking gates, and posting No Trespassing signs. Also, the police are circling that building two or three times a day. Roger Knudson stated there have been vandalism, graffiti, and break-ins.

Roger Knudson asked if the district has liability if the buildings sit dormant for a period of time as long as they are secure. Carol Timpson replied no as long as we can keep out trespassers. However, the city has approached us several times because of the fire hazard and blight to the community.

MOTION: Daniel Dutson motioned and Roger Knudson seconded the motion to board up the EPJ Campus until further notice. Vote: all in favor, motion carried.

6. Consideration and Action Regarding Policy Changes

A. A-0000 (A) District Mission and Belief Statement - change to District Mission, Vision, & Values –Add Exhibit for School Compact

Recommendation: Replace ASBA template with teacher created Mission, Vision, & Value Statements

B. G-8450 (GDL) Support Staff Workload

Recommendation: Replace “shall begin at 12:01 a.m. on Thursday and conclude at 12:00 midnight the following Wednesday” with “shall begin at 12:01 a.m. on Sunday and conclude at 12:00 midnight the following Saturday.”

MOTION: Sam Zitting motioned Daniel Dutson seconded the motion that the Governing Board approves policy changes per A-0000 and G-8450 revisions. Vote: all in favor, motion carried.

7. Executive Session For Administrative Evaluations and Contractual Negotiations

MOTION: Daniel Dutson motioned and Sam Zitting seconded the motion that the Governing Board close regular session and go into executive session for administrative evaluations and contractual negotiation at 8:51P.M. Vote: all in favor, motion carried.

Reopened regular session 10:40P.M

MOTION: Daniel Dutson motioned and Roger Knudson seconded the motion that the Governing Board approve the administrative pay school with the principal’s starting salary at fifty-five thousand with a two percent incremental increase each year. Charlette Chatwin abstained from voting. Vote: all in favor, motion carried.

MOTION: Daniel Dutson motioned and Charlette Chatwin seconded the motion that the Governing Board approve the superintendent’s starting salary at sixty-seven thousand with a two percent incremental increase per year. Roger Knudson abstained from voting. Vote: all in favor, motion carried.

MOTION: Daniel Dutson motioned and Sam Zitting seconded the motion that the Governing Board authorize teacher's and administrative contracts based on the next year's acceleration and earned lane changes with the clause inserted stating that all wages are subject to a reduction based on the level of funding the school district receives once the state finalizes the 2009-10 budget. Vote: all in favor, motion carried.

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

- 9. Adjournment**

Daniel Dutson adjourned the meeting at 10:46 p.m.