



*MOTION: Sam Zitting motioned and Roger Knudson seconded the motion that the Governing Board ratify the vouchers signed between meetings, Vouchers 1001 to 1005 for 2009-10, and 9055 to 9057 for 2008-09. Vote: all in favor, motion carries.*

#### **4. Call to Public**

No one responded to the call to public.

#### **5. Business Items**

##### **a. Consideration and Action on Facility Use for LDS Seminary Class**

Kevin Hanson, a representative of the Church of Jesus Christ of Latter-day Saints, expressed an interest in holding seminary classes in our school District. But since the item was put on the agenda, his supervisor sent him the church policies which state that it does not allow classes in any public building (schools, libraries, etc.). Kevin felt that he should show up to the meeting because of the effort that had been made for him. He expressed his appreciation to the Board for allowing him to address them,

Jared Hammon expressed his appreciation to Kevin for his efforts to address the Board and encouraged him to re-address the Board in the future if they have further requests.

##### **b. Consideration and Action Regarding Setting Facilities Use Schedules for Classrooms incorporating Security and Custodial Requirements**

Carol Timpson explained that if any entity unrelated to the school wants to use the school facilities, the school needs to show that they did not cover any of the additional costs. Items needed to cover are the use of supplies, such as paper products in the restrooms and janitorial services.

Sam Zitting inquired about the grounds and if there was a lot of upkeep as a result of Little League use that is not covered. Jared suggested that the Board reconsider the use agreement.

Carol Timpson recommended that the District charge a \$30 maximum fee for any event that brings a crowd for restroom use. This fee is in addition to the facility use fee that the District is already charging.

Roger Knudson referred to School District policy manual that states one of the purposes of the establishment of the District is providing facilities for the use of the community. He liked that the District resources are available to the community. He stated that the fees are reasonable.

Charlette commented that the Little League, and other games are good at serving our students, but the District needs to be aware that by law, the District can't go into

competition with a local company that's doing the same thing. The District can't be a competitor for public money.

Roger felt that the \$30 custodial fee is fine if it works for the administration, but caution them to monitor the fees over time.

*MOTION: Jared Hammon motioned and Sam Zitting seconded the motion that the Governing Board approve up to a \$30 custodial fee for all fee schedules including free class 1 activities. Vote: all in favor. Motion carries.*

**c. Consideration Regarding the Adoption of the McMillan/McGraw Hill Science Textbook for Grades K-6.**

Carol Timpson explained that the District would like to adopt a science program for the elementary grades k - 6. The District has not adopted elementary Science for twenty years and now the students are being tested on Science through AIMS. The test results become part of the District's achievement profile. The textbook committee recommendation shows the three programs that the teachers reviewed. This committee chose McMillan/McGraw Hill. This is the same company that produces the Glencoe high school text and should be a good correlation. It includes the basic program with text books, science kits, and on-line support and technology integration. The administration joins with the textbook selection committee's recommendation to adopt this program. Jared Hammon asked how the District will fund this program. Carol Timpson responded that the District will pay for the basic program and the Title I grant will pay for the leveled readers.

Sam Zitting stated that he would have liked to see Mr. Dee's name on the reviewing committee. Carol Timpson replied that Mr. Dee was invited to the meetings but was unable to make them. Sam Zitting also inquired whether the cost was similar to other companies. Carol Timpson stated that the school Board packet had other quotes for them to review.

*MOTION: Roger Knudson motioned and Charlotte Chatwin seconded the motion that the Governing Board approve the McMillan/McGraw Hill Science Textbook Adoption for grades K-6. Vote: all in favor, motion carries.*

**d. Consideration and Review of MCC Dual Enrollment Textbook Adoptions**

Carol Timpson provided the Governing Board with a list of textbooks for the Mohave Community College Dual Enrollment Courses. She informed the Governing Board that these textbooks will be available for parental review for 60 days.

**e. Consideration and Action Stipulating That Parents Who Enroll Their Students in Dual Enrollment Courses with MCC Accept the College Curriculum and Texts as the Instructional Materials for the Course Rather Than the District Adopted Program.**

Carol Timpson explained that the District has the option of students signing up for dual enrollment courses with MCC. These courses give the students both District credit and college credit. To meet the Dual Enrollment Guidelines, the District is required to use the college textbooks. Carol Timpson recommends that the Board make a motion that states “parents choose to use the college curriculum when they enroll their student for a dual enrollment course.”

Jared Hammon asked if students have a choice when they enroll at the college - don't they have to use the college text? Sam Zitting asked if the curriculum would be split between the two texts so that the college students use one and the District only students use another.

Carol Timpson explained that, as an example, the English teacher uses the District curriculum for the base course but includes lessons from the college text to meet the college standards. The District courses meet for a longer period of time than the college courses so it give adequate time to cover material necessary to meet both curriculums. It is feasible that some students will not be required to complete as many assignments as the dual enrollment students.

*MOTION: Sam Zitting motioned and Jared Hammon seconded the motion that the Governing Board approve the stipulation that parents who enroll their students in dual enrollment courses with Mohave Community College accept the college curriculum and texts as the instructional material for the course in addition to the District adopted program. Vote: all in favor, motion carries.*

**f. Consideration and Action Regarding the El Capitan Sports Program for the 2009-10 Academic Year**

**1. District's Participation in Volleyball, Basketball, Track, Wrestling, Weightlifting**

Carol Timpson stated that the District's new teacher, Jenn McKay will teach a volleyball class during the instructional day. She is going to create a volleyball team from that class and wants to play in four or five games against other schools. The District recommends keeping the basketball program as is. Mr. Dee is taking charge of the sports program this year. Aaron LaCorti will be the varsity coach. The District is looking for a Junior Varsity coach, and Pam Stubbs may be interested. The District would like to get Natalie Hammon back as coach for the girls' team. The District also proposes laying out a track and putting on road base to get a track program started. Several community members have offered to donate weight lifting equipment to assist in our weight lifting courses. Danny Stubbs, a former high school wrestler, has volunteered to coach. The District would need to purchase a wrestling mat and the head gear. Danny Stubbs is willing to conduct a four-week wrestling program to see if he can get student interest. The District sports budget is \$13,500. Coleen Stubbs has agreed to do all the scheduling and fundraising for the program.

Jared Hammon expressed a concern that supporting these additional sports may weaken the programs we already have. He noted that the athletes had responded

well. Their grades and academics reflect that. He recommends adding a couple new sports rather than trying to get them all off the ground at once. He recommended keeping basketball, and adding volleyball and weightlifting. Maybe next year the District can take on the wrestling and track.

Roger Knudson supports programs that students are interested in and that the administration can manage. Sam Zitting agreed that volleyball and weightlifting were a natural and easy step to take. He stated that the cost to put together the equipment for wrestling based on four or five people showing interest was not probable. He would rather see the District keep their focus on the sports that they are doing well. He supports weightlifting and volleyball as additional offerings.

Carol Timpson stated that Michael Cawley, principal of Masada Charter School Junior High, has requested that we schedule volleyball and basketball competitions with their school this coming year.

*MOTION: Sam Zitting motioned and Jared Hammon seconded the motion that the Governing Board allow the District's participation in Volleyball, Basketball, and Weightlifting. Vote: Three in favor, Charlette Chatwin opposed, motion carries.*

## **2. Out-of-State Travel (Utah & Nevada) to Ball Games**

The administration recommends that the sports teams be allowed to travel into neighboring states to compete. If overnight stays are required, this authorization allows for the travel and reimbursement of expenses provided budget capacity is available.

*MOTION: Jared Hammon motioned and Charlette Chatwin seconded the motion that the Governing Board approve out of state travel to Utah and Nevada to ball games, tournaments, etc. Vote: all in favor, motion carries.*

## **3. Creation of Running Track for District**

The Governing Board did not take action on this item.

## **4. Sports Budget**

Informational item only

## **5. Uniforms for Track, Volleyball, & Wrestling**

Border league jerseys will be used.

## **6. Review of Letter from Utah High School Athletic Association**

Jared Hammon commented that once the District qualifies, he looks forward to joining the Utah High School Athletic Association.

**7. Consideration and Action Regarding Policy Changes – Policy I-7350 Graduation Requirements**

Carol Timpson explained that one of the changes requested is to require an online course for graduation. The District is now using the Rosetta Stone for foreign language instruction. By the graduating class of 2013-14, students will need one of their courses to be an online course.

Many colleges offer some of their courses online. This requirement will allow the District to better prepare their students for the future. The District graduation requirements are higher than the state minimum and the teachers and administration would like to keep them that way.

*MOTION: Charlette Chatwin motioned and Roger Knudson seconded the motion that the Governing Board amend the policy changes of policy I-7350 for graduation requirements. Vote: all in favor, motion carries.*

**8. Consideration and Action Regarding Designating a Person to Authorize Emergency Procurement.**

An emergency procurement is a procurement that circumvents the regular procurement rules. The District is recommending that the Board authorize Carol Timpson to have authority to authorize action if there is a disaster and the District needs to take immediate action. In emergency procurement (where student health is at risk), the District doesn't have to wait for a two week bidding process. You can do an emergency Board meeting without the twenty four hour posting.

Jared Hammon wondered if it would be better in the case of emergency to contact three or more of the Governing Board to help make that decision. He said that he is usually available through technology. His concern is that the Board Members are accountable to the public. They should be involved in major decisions. Roger Knudson referenced the policy D-2761 regarding emergency procurement. It states that the superintendent is authorized to make decisions in the event of an emergency.

Jared Hammon commented that the policy is already in place. Mary Timpson stated that the Board is required to appoint someone annually. Roger Knudson stated that the policy does not state that it has to be addressed annually.

**9. Consideration and Action Regarding Approval of Heinfeld & Meech for 2009-10 Auditing Services**

Enclosed in the Board packet is Heinfeld & Meech's 2008-09 contract for auditing services. The administration has chosen to stay with Heinfeld & Meech rather than go to bid because they were able to schedule the audit for November instead of February. Hopefully, that will put the District three months closer to obtaining a line of credit and being released from receivership. The District recommends that the Board approve Heinfeld and Meech for their 2008-09 audit. The District is required to bid for auditing services for 2009-10 school year.

*MOTION: Jared Hammon motioned and Roger Knudson seconded the motion that the Governing Board approve Heinfeld & Meech for auditing services for 2008-09. Vote: all in favor, motion carries.*

#### **10. Consideration and Action Regarding Revision # 2 of the Proposition 301 Plan**

Carol Timpson explained the proposed changes. In talking to the grants department at the state, online courses have to be supplemental to core curriculum if purchased through the grant. However, Proposition 301 monies could purchase these core courses under their dropout prevention program. The administration has modified this area of the grant to include the option for purchasing online courseware.

*MOTION: Sam Zitting motioned and Charlotte Chatwin seconded the motion that the Governing Board approve revision #2 of the Proposition 301 plan. Vote: all in favor, motion carries.*

#### **11. Consideration and Action Regarding Approving Sole Source Vendor for True North Consulting**

Carol Timpson requested that the Governing Board turn this discussion over to Fawneta Caroll. Fawneta talked about the proposed plan for True North Consulting. Three days of the plan will be used for professional development for the teaching staff. In the spring, she is planning two days for in-classroom staff development mentoring teachers on the Emotional Intelligence program.

Carol Timpson explained that the District is not using True North for administrative support as it was last year. They will provide professional development only to the District.

Sam questioned the rates from True North. Carol Timpson referred him to other quotes from competitive companies, and found that they were within the range or less. She said that these are reasonable rates for professional development and recommended that the Board approve the proposal for the professional development piece. True North's services will be paid for through the Title I grant.

Fawneta compared qualifications of True North to Anne Baldwin Consulting. Anne Baldwin has worked in the classroom and is highly qualified. She and Rosemary Hume have both been teachers and teacher facilitators in Flagstaff School District because of their ability to bring students, including special education students, up to an exceeding status.

Carol Timpson commented that Carol Hammon has her master's degree and is as professionally trained as anyone. Her focus this year will be emotional intelligence.

With the Title I grant there is a prescribed amount that has to be set aside for private schools. Colorado City Academy has requested services from True North Consulting. The biggest portion of this proposal is for the private school.

Roger Knudson asked why this agenda item is labeled as a sole source vendor when the District has information from multiple vendors. When reading the policy manual, he couldn't see where it meets the requirements of sole source.

Carol Timpson replied that the District gets a specific, customized program using these two vendors. The comparative quotes are for companies that come on-site with a pre-packaged program. The District just wants to pass the audit test. If there is a chance that the auditors do not think the competitive quotes are a true comparison, the sole source will satisfy them.

Sam responded that the goal is to use this as a resource to become an excelling school.

*MOTION: Roger Knudson motioned and Charlette Chatwin seconded the motion that the Governing Board approve True North consulting as a sole source vendor. Vote: all in favor, motion carries. Jared Hammon abstained from the vote.*

## **12. Consideration and Action Regarding Approving Sole Source Vendor for Anne Baldwin Consulting**

*MOTION: Roger Knudson motioned and Charlette Chatwin seconded the motion that the Governing Board approve Anne Baldwin consulting as a sole source vendor. Vote: all in favor, motion carries. Jared Hammon abstained from vote.*

## **13. Consideration and Action Regarding Approving Sole Source Vendor for Plato**

Carol Timpson stated that Plato Learning is the online program that the District has chosen to purchase. She has three competitive quotes, but the companies are different in the way they price. The District plans to purchase Plato when the stimulus monies come through. Plato has a testing module which will test the students at any grade level for AIMS, and it will tell the teacher what they're deficient in. Then it creates customized coursework for those students to complete. The administration is recommending that the District purchase 15 concurrent licenses, meaning only 15 people can be on it at the same time, but students can be logged in 24 hours per day. This program will offer the District options for in-school suspensions kids, out-of-school suspensions, remedial and advanced students. After much research, the District has chosen the Plato program and, as shown, it is competitive in its pricing. Prop 301 will purchase the base courses and stimulus money will buy the supplemental package.

*MOTION: Sam Zitting motioned and Jared Hammon seconded the motion that the Governing Board approve Plato as a sole source vendor in the event that the District is approved for the stimulus money. Vote: all in favor, motion carried.*

## **14. Consideration and Action Regarding Approval of New Employees**

- a. Linda DeLuca – Orchestra Teacher (Prop 301 position)
- b. Coleen Stubbs – Intervention Assistant (ARRA Grant)
- c. Board Secretary

Carol Timpson stated that Linda DeLuca is currently the orchestra teacher in Kanab and the District has the opportunity to hire her to teach orchestra here. Carol Timpson received approval from the District's accounting firm and the auditor general to pay this position from the Prop 301 monies. Sam Zitting asked how the students are going to get their instruments. Carol Timpson responded that the students would have to rent them unless the Board wanted to allocate some money to buy instruments and the students could rent from the District.

The District posted, interviewed and hired Coleen Stubbs for our intervention assistant. She's going to run the Excel Center which, until the remodel is finished, is going to be held in the distance learning center. This center will assist our online program. It will also handle in-school suspension and students that are off track.

The District is requesting a Board secretary. Valerie Timpson has to return to the preschool center with the start of school. Elizabeth Hammon is willing to come back and take the position. The District is recommending a \$5,000 addendum for the Board secretary. She has committed to taking time off to make sure we have our minutes back within three days to meet state requirements. Jared Hammon asked if the services could be purchased more cost effectively.

Carol Timpson stated that they could be purchased less expensively but quality and reliability are important factors to consider.

*MOTION: Sam Zitting motioned and Roger Knudson seconded the motion that the Governing Board approve the new employees, one, Linda DeLuca, if in fact we find that she has a teacher certificate, two, Coleen Stubbs as a intervention assistant, and three, Elizabeth Hammon as Board secretary. Vote: All in favor. Motion carries.*

## **15. Consideration and Action Regarding Early Enrollment for Kindergarten Student**

Carol Timpson stated that this child turns five on September 7<sup>th</sup> and the deadline is September 1st. The kindergarten staff has tested her and recommend her for the program. Carol Timpson reminded the Board that the state will not pay for any early start student who is required to repeat kindergarten.

*MOTION: Jared Hammon motioned and Roger Knudson seconded the motion that the Governing Board approve said student for early enrollment in kindergarten. Vote: All in favor. Motion carries.*

## **16. Financial Reports**

- a. Cash Flow Analysis**
- b. Expenditure Budget**
- c. Grants Status**
- d. Student Activities Report**

The Governing Board reviewed the cash flow analysis and expenditure report from the 2008-09 fiscal year. For the 2009-10 year, the Board looked at the current encumbrances

against the new 09-10 budget. Carol Timpson explained that Simon Consulting, speech therapist, utilities, etc. have been estimated. The new expenditure report shows areas that the District could get into an over expenditure. Jared Hammon asked for an update on the receiver issues. Carol Timpson reported that the District is waiting for their solvency letter from the Arizona Auditor General's office.

### **17. Adjournment**

Next meeting set for September 21, 2009.

Jared Hammon adjourned the meeting at 8:33 P.M.