

# NOTICE

NOTICE OF THE REGULAR MEETING OF THE GOVERNING BOARD OF  
COLORADO CITY UNIFIED SCHOOL DISTRICT #14  
HELD AT EL CAPITAN, DISTANCE LEARNING ROOM  
255 NORTH COTTONWOOD STREET  
COLORADO CITY, ARIZONA

To be held: 6:00 P.M. Monday, April 11, 2016 Mountain Daylight Time

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the District Staff and the General Public that the Governing Board of the Colorado City Unified School District #14 will hold a meeting open to the public on the above date, at the above address.

**ONE OR MORE BOARD MEMBERS MAY BE ATTENDING BY TELEPHONE OR VIDEO CONFERENCE.**

The Board may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03(A)(3).

## AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Informational Only Items
  - a. Superintendent Report
  - b. Cottonwood Principal Report
  - c. El Capitan Principal Report
  - d. Title I Director Report
4. Public Comments
5. Consent Agenda
  - a. Ratification of Vouchers Signed Between Meetings, 1634-1642
  - b. Ratification of Maintenance and Operations Auxiliary Expense Checks
  - c. Approval of Governing Board Minutes
    1. February 8, 2016 Regular Meeting
    2. March 7, 2016 Regular Meeting
6. Executive Session to Discuss Superintendent Evaluation & Personnel Concerns
7. Action Items
  - a. Consideration and Action Regarding Status and Repairs of District Buses
  - b. Consideration and Action Regarding Approval of Summer Employees
    1. Summer Work Projects
      - a) Cottonwood
        - a. Tear down/Construction for Darger Building
        - b. Repairs and Maintenance on EPJ Building

- b) El Capitan
      - a. Paint interior doors
      - b. Paint gymnasium
      - c. Landscaping maintenance
  - c. Consideration and Action Regarding Approval of New Positions
    - 1. Certified Mechanic (11 month)
      - a) Maintain all district buses and vehicles
      - b) Teach two CTE courses (Auto Shop/Welding)
    - 2. Part-Time CTE Teacher (1/3 – two 4-hour classes)
      - a) Woodworking
      - b) Agriculture
    - 3. High School Math Teacher
    - 4. Construction Managers
      - a) Oversee construction on Cottonwood South
      - b) Ensure District procurement requirements are met
  - d. Consideration and Action Regarding Employee Termination
  - e. Consideration and Action Regarding Authorization of Renovation of Cottonwood South
    - 1. Authorize Use of School Plant, Civic Center, Medicaid, and Capital Monies
    - 2. Authorize Use of Bus Barn West Bay for Music Room/Auditorium
  - f. Consideration and Action Regarding Carling Street Improvement in Conjunction with the Town of Colorado City
  - g. Consideration and Action Regarding Fencing
    - 1. Lot 43 Bus Barn Property
    - 2. El Capitan Perimeter
  - h. Consideration and Action Regarding Discontinuation of IGA with Town of Colorado City for Bus and Fleet Maintenance.
  - i. Consideration and Action Regarding Out of State Travel for Private School
    - 1. Learning & the Brain, “The Power of Mindsets”, June 29<sup>th</sup> – July 1<sup>st</sup>, Boston, MA, Private School Travel, 2 participants
  - j. Consideration and Action Regarding Governing Board Travel for ASBA Conferences
    - 1. 2016 Summer Leadership Institute, June 9-11<sup>th</sup>
    - 2. 2016 Summer Law Conference, September 7-9<sup>th</sup> 10<sup>th</sup>
    - 3. 2016 Delegate Assembly, September 10<sup>th</sup>
  - k. Consideration and Action Regarding Revision #1 of the 2015-16 Expenditure Budget
  - l. Consideration and Action Regarding the Governing Board Signing the Limited Power of Attorney to Obtain a Quote for Unemployment Insurance from the Arizona School Risk Retention Trust.
  - m. Consideration and Action Regarding the 2014-15 Annual Financial Audit Submitted by Hafen, Buckner, Everett, and Graff.
  - n. Policy Review
    - 1. Policy Advisories 536-547
    - 2. Graduation Policy IKF (Local Requirements)

## 8. Reports

- a. Expenditure Budget
- b. Fund Balances
- c. Student Activities Report

## 9. Next Meeting: May 9, 2016

**CONFIRMED**  
**MINUTES OF THE REGULAR SESSION OF THE GOVERNING BOARD OF**  
**COLORADO CITY UNIFIED SCHOOL DISTRICT #14**  
**HELD IN THE LIBRARY AT THE EI CAPITAN CAMPUS**  
**255 COTTONWOOD ST.**  
**COLORADO CITY, ARIZONA**

Held: 6:00 P.M. Monday, April 11, 2016 Mountain Daylight Time

**Governing Board Members Present:** Mr. Sam Zitting, Clerk  
Ms. Rebecca Barlow, Member  
Mr. Daniel Dutson, Member  
Mr. Roger Knudson, Member -Telephonically

**Staff Present:** Ms. Carol Timpson, Superintendent  
Ms. Mary Timpson, Business Manager

**AGENDA**

**1. Call to Order**

Mr. Sam Zitting called the meeting to order at 6:03

**2. Adoption of the Agenda**

**3. Informational Only Items**

- a. Superintendent Report**
- b. Cottonwood Principal Report**
- c. El Capitan Principal Report**
- d. Title I Director Report**

**4. Public Comments**

**5. Consent Agenda**

- a. Ratification of Vouchers Signed Between Meetings, 1634-1642**
- b. Ratification of Maintenance and Operations Auxiliary Expense Checks**

*Motion: Ms. Barlow motioned to ratify vouchers 1634-1642 and M&O Auxiliary Expense checks. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

- c. Approval of Governing Board Minutes**
  - 1. February 8, 2016 Regular Meeting**
  - 2. March 7, 2016 Regular Meeting**

*Motion: Mr. Knudson motioned to approve the February 8, and March 7, Regular Meeting minutes. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

**6. Executive Session to Discuss Superintendent Evaluation & Personnel Concerns**

Mr. Zitting called Executive Session to order at 6:17. Opened Regular Session at 6:43.

**7. Action Items**

- a. Consideration and Action Regarding Status and Repairs of District Buses**

Ms. Carol and Mr. Raymond presented the status of District Buses and repairs needed. Raymond presented some of the issues regarding the most recent bus purchased. Ms. Carol asked for a timeline to purchase another bus. Mr. Dutson suggested purchasing one bus this year and another next year, and repairing the newest one. Mr. Raymond said one he is looking at has a price of \$145,000. Ms. Barlow asked if there are grants for bus purchases.

*Motion: Mr. Dutson motioned to authorize the purchase of a bus this year, and a recommendation to purchase another bus next year. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

**b. Consideration and Action Regarding Approval of Summer Employees**

**1. Summer Work Projects**

**a) Cottonwood**

- a. Tear down/Construction for Darger Building**
- b. Repairs and Maintenance on EPJ Building**

**b) El Capitan**

- a. Paint interior doors**
- b. Paint gymnasium**
- c. Landscaping maintenance**

Ms. Carol explained the Maintenance and Repair needs of the Cottonwood and El Capitan Campus and presented the cost and budget analysis. She also presented the recommended employees for the Summer Work Projects. She explained the budget analysis and presented the recommendations for remodeling the South Cottonwood Building as well as the Bus Barn building.

*Motion: Mr. Zitting motioned to approve the summer employees as listed, with the caveat that William Knudson be in charge of the Cottonwood Campus crew and Smith Timpson be in charge of the El Capitan Campus crew, and that they both create a project list and time frame to complete each project and submit it to the Board. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

**c. Consideration and Action Regarding Approval of New Positions**

**1. Certified Mechanic (11 month)**

- a) Maintain all district buses and vehicles**
- b) Teach two CTE courses (Auto Shop/Welding)**

**2. Part-Time CTE Teacher (1/3 – two 4-hour classes)**

- a) Woodworking**
- b) Agriculture**

**3. High School Math Teacher**

**4. Construction Managers**

Mr. Zitting stated that he wants these positions advertised properly and all applicants interviewed before the Administration makes recommendations to the Board for hire. Ms. Carol asked Mr. Dutson and Mr. Zitting to participate in the interview process.

*Motion: Ms. Barlow motioned to approve the four positions as long as they are advertised correctly. Mr. Zitting seconded. Vote: All in favor. Motion carried.*

- a) Oversee construction on Cottonwood South**
- b) Ensure District procurement requirements are met**

**d. Consideration and Action Regarding Employee Termination**

*Motion: Mr. Dutson motioned to accept the Principal recommendation regarding terminating employee number LA48456 and follow up with an Attorney regarding District obligations regarding Employee conduct. Mr. Knudson seconded. Ms. Barlow abstained. Vote: Mr. Zitting in favor. Motion carried.*

**e. Consideration and Action Regarding Authorization of Renovation of Cottonwood South**

The proposal is to renovate the South Cottonwood Building in two phases. The first phase would get six classrooms ready. Phase two will be to renovate the remaining six as needed.

**1. Authorize Use of School Plant, Civic Center, Medicaid, and Capital Monies**

The Capital Fund balance is \$694,000. The District proposal is to use \$400,000 this year, and \$200,000 next year; \$127,000 Medicaid, and \$16,000 E-Rate funds to renovate the South Cottonwood Campus.

**2. Authorize Use of Bus Barn West Bay for Music Room/Auditorium**

The cost of the Bus Barn West Bay remodel could be around \$6,000. Mr. Zitting and Mr. Dutson would like to revisit the Bus Barn West Bay before any renovation takes place.

*Motion: Ms. Barlow motioned to approve the renovation of Cottonwood South, and holding Bus Barn West Bay. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

**f. Consideration and Action Regarding Carling Street Improvement in Conjunction with the Town of Colorado City**

The Town of Colorado City is willing to work with the District to improve Carling Street. They will cover \$15,000, if the District will cover \$33,000. The District recommends removing the existing embankment and put in curb and gutter. Mr. Zitting and Mr. Dutson suggested reviewing this property before making a motion.

**g. Consideration and Action Regarding Fencing**

- 1. Lot 43 Bus Barn Property**
- 2. El Capitan Perimeter**

Ms. Carol presented the District proposal for fencing Lot 43 and El Capitan perimeter. The cost of fencing the entire block in chain link will be \$30,000. The District recommends installing partial chain link and partial cedar post and barbed wire for \$16,000. Mr. Dutson recommended using security guards and putting cameras instead of fencing regarding soil being taken from El Capitan Campus.

Mr. Zitting moved this item to next month to allow review of the property before making a motion.

**h. Consideration and Action Regarding Discontinuation of IGA with Town of Colorado City for Bus and Fleet Maintenance.**

*Motion: Mr. Zitting motioned to approve the discontinuation of the IGA with the Town of Colorado City for Bus and Fleet Maintenance. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

- i. Consideration and Action Regarding Out of State Travel for Private School**
  - 1. Learning & the Brain, “The Power of Mindsets”, June 29<sup>th</sup> – July 1<sup>st</sup>, Boston, MA, Private School Travel, 2 participants**

*Motion: Mr. Dutson motioned to approve the Out of State travel for Private School. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

- j. Consideration and Action Regarding Governing Board Travel for ASBA Conferences**
  - 1. 2016 Summer Leadership Institute, June 9-11<sup>th</sup>**
  - 2. 2016 Summer Law Conference, September 7-9<sup>th</sup> 10<sup>th</sup>**
  - 3. 2016 Delegate Assembly, September 10<sup>th</sup>**

*Motion: Mr. Dutson motioned to approve Governing Board Travel for ASBA Conferences. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

- k. Consideration and Action Regarding Revision #1 of the 2015-16 Expenditure Budget**

*Motion: Mr. Zitting motioned to approve Revision #1 of the 2015-16 Expenditure Budget. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

- l. Consideration and Action Regarding the Governing Board Signing the Limited Power of Attorney to Obtain a Quote for Unemployment Insurance from the Arizona School Risk Retention Trust.**

*Motion: Mr. Zitting motioned to approve signing the Limited Power of Attorney to obtain a quote for Unemployment Insurance from the Arizona School Risk Retention Trust. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

- m. Consideration and Action Regarding the 2014-15 Annual Financial Audit Submitted by Hafen, Buckner, Everett, and Graff.**



Ms. Carol presented the Annual Financial Audit report.

**n. Policy Review**

- 1. Policy Advisories 536-547**
- 2. Graduation Policy IKF (Local Requirements)**

Policy requirements will be adopted next month.

**8. Reports**

- a. Expenditure Budget**
- b. Fund Balances**
- c. Student Activities Report**

**9. Next Meeting: May 9, 2016**

Mr. Sam Zitting adjourned the meeting at 8:30.