

# NOTICE

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

To be held: 6:00 P.M. Monday, November 14, 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. Cottonwood Report
  - b. El Capitan Report
4. Public Comments
5. Consent Agenda
  - a. Ratification of Vouchers Signed Between Meetings, 1716-1721
  - b. Ratification of Maintenance and Operations Auxiliary Expense Checks
  - c. Approval of Governing Board Minutes
    1. October 10, 2016 Regular Meeting
    2. October 10, 2016 Executive Session
6. Action Items
  - a. Consideration and Action Regarding Recommending a New Board Member to Fill the Vacancy Created in the 2016 Elections (Sam Zitting), Appointment to begin January 2017.
  - b. Consideration and Action Regarding Approval of the Colorado City Unified School District Strategic Plan
    1. Mission
    2. Vision
    3. Values
    4. Core Strategy

- c. Consideration and Action Concerning South Central Communications Patronage Account
- d. Policy Review: Consideration and Action Regarding Revision of Policy GBEEA Staff Conflicts of Interest
- e. Consideration and Action Regarding Employees with Conflicts of Interests
  - 1. Carol Timpson / Jean Allred
  - 2. Smith Timpson / Ash Timpson
  - 3. Vicki Timpson / Ann Steed
  - 4. Vicki Timpson / Sherrie Barlow
- f. Consideration & Action Regarding District Joining the CAVIAT JTED.  
(CAVIAT = Coconino Association for Vocational Industry and Technology)  
(JTED = Joint Technical Education District).
- g. Consideration and Action Regarding School Facilities Board Progress Toward Gymnasium Flooring
- h. Consideration and Action Regarding Approving the District to Submit an Invitation for Bid for Gymnasium Flooring
- i. Consideration and Action Regarding Setting a Governing Board Meeting Work Session
  - 1. District Budget Concerns
  - 2. Attendance
  - 3. New Minimum Wage
- j. Consideration and Action Regarding Approval of Out of State Travel
  - 1. Ogden, UT, Sherrie Barlow, Listening Program, December 5-9
  - 2. Salt Lake City, UT, Carol Timpson, Shauna Hammon, Vicki Timpson, Crucial Conversations, February 6-8
- k. Executive Session for Superintendent Evaluation

## 7. Reports

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

## 8. Next Meeting: December 12, 2016

**CONFIRMED**  
**MINUTES OF THE REGULAR SESSION OF THE GOVERNING BOARD OF**  
**COLORADO CITY UNIFIED SCHOOL DISTRICT #14**  
**HELD AT ELCAPITAN CAMPUS DISTANT LEARNING ROOM**  
**255 NORTH COTTONWOOD STREET**  
**COLORADO CITY, ARIZONA**

Held: 6:00 P.M. Monday, November 14, 2016 Mountain Daylight Time

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

**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 6:09 PM

**2. Adoption of the Agenda**

### **3. Informational Only Items**

#### **a. Cottonwood Report**

Ms. Carol said the immediate push is to get through teacher evaluations before the holidays. The renovation on south building prevents performances for the Elementary. Cottonwood has to bus students to El Capitan for performances. Emergency response drills are scheduled for Cottonwood Campus. Intervention at Cottonwood is on Tuesday and Wednesday. The first iReady assessments are starting this week. One will be done in March, and another one at year-end. All Cottonwood grades are working together, using the same instructional program and assessments.

The South Cottonwood got the building permit. The sandblasting has been done. Washington County is willing to work out a tuition agreement between the two Districts to be in place by next school year. The District is working with SFB to get the gym floor replaced. The District has a new domain name: ccschools.us.

#### **b. El Capitan Report**

Ms. Shauna presented the focus on new electives to establish a program where older students help younger students. Ms. Shela introduced a group of five students, who then presented a Power Point on the Leadership and Mentoring Program. Ms. Shauna stated that the Parents Helping Parents program is helping support the program as well.

### **4. Public Comments**

No Public Comments

### **5. Consent Agenda**

- a. Ratification of Vouchers Signed Between Meetings, 1716-1721**
- b. Ratification of Maintenance and Operations Auxiliary Expense Checks**
- c. Approval of Governing Board Minutes**
  - 1. October 10, 2016 Regular Meeting**
  - 2. October 10, 2016 Executive Session**

*Motion: Mr. Dutson motioned to accept the Consent Agenda and approve vouchers 1716 through 1721, and the Maintenance and Operation Expense Checks; as well as the Governing Board Minutes 1 and 2. Ms. Barlow seconded. Vote: All in Favor. Motion carried.*

### **6. Action Items**

- a. Consideration and Action Regarding Recommending a New Board Member to Fill the Vacancy Created in the 2016 Elections (Sam Zitting), Appointment to begin January 2017.**

Ms. Carol presented stated that there were three Board positions up for election this year. Becky Barlow and Roger Knudson completed their applications. Because they ran uncontested, they retain their positions on the board without an election. Sam Zitting's position is vacant. County Superintendent, Mike File notified the district that the Governing Board can recommend someone to fill that vacancy. The Board's recommended candidate will then need to submit paperwork to the county. The Governing Board can swear in Becky Barlow and Roger Knudson before January 2017. Mr. Knudson pointed out that two other community members, Daniel Zitting and Brooke Barlow, had expressed interest in filling the vacant position. Jared Hammon asked Sam Zitting if he was willing to serve the board for another term. Sam Zitting stated that he would be willing to fill the position.

Mr. Knudson asked that Mike File be notified of the other two candidate's names and contact information. Mr. Zitting, on behalf of the Board, acknowledged the other two candidates and thanked them for showing interest in the position.

*Motion: Mr. Dutson motioned that the district give the county superintendent the school board's recommendation of Sam Zitting to fill the board vacancy. Governing Board would also like to submit the contact information for Brooke Barlow and Daniel Zitting to the county superintendent as potential future board members. Ms. Barlow seconded. Mr. Zitting abstained. Vote: All others in favor. Motion carried.*

**b. Consideration and Action Regarding Approval of the Colorado City Unified School District Strategic Plan**

- 1. Mission**
- 2. Vision**
- 3. Values**
- 4. Core Strategy**

Ms. Carol presented the Strategic Plan as well as the Parent Survey results. The Governing Board discussed the survey results. Mr. Zitting acknowledged the efforts of the District to create the Strategic Plan.

*Motion: Mr. Dutson motioned to accept and approve the Colorado City Unified District Strategic Plan 1 through 4. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

**c. Consideration and Action Concerning South Central Communications Patronage Account**

Ms. Carol presented a letter from South Central Communications, giving the District the option to cash out today for \$15,935, or wait until a future date for \$73,500 patronage credit. The Board discussed the letter.

*Motion: Mr. Dutson motioned to decline the resolution offer from South Central Communications. Mr. Zitting seconded. Vote: All in favor. Motion carried.*

**d. Policy Review: Consideration and Action Regarding Revision of Policy  
GBEAA Staff Conflicts of Interest**

Ms. Carol presented information from attorney Rob Haws regarding conflict of interest. He said it is District policy, not state law. There are layers in place to protect the District, regarding Conflict of Interest. Such as; the Board sets the wage and someone else does the evaluations. He would recommend adding someone else to be responsible for discipline. His recommendation is to change the Policy and state that the Governing Board acknowledges the relationships and ensure that there is a layer in between the employees who have a conflict of interest. Mr. Knudson asked about the evaluation process, and Ms. Carol stated that a qualified evaluator will be doing the evaluations for any employee with a conflict of interest. She named individual employees and who would be the evaluator in each case.

Mr. Knudson stated that the Policy is written in a way that may open the door to more conflicts in the future. It puts a tremendous burden of proof on the District to ensure that Conflicts of Interest are identified and are meeting the Policy. Mr. Hammon pointed out that the hiring process is based on the interview process; that the District has done the due diligence and the employee is hired on qualifications. He suggests adding the language to the Policy that Rob Haws recommends, and if the District has met the policy standard that is approved by the attorney, it should be allowed. Mr. Knudson stated that the change in language to the Policy will mitigate the conflict, but will not eliminate it. Mr. Knudson proposed that where a conflict exists, the documentation is given to the Board. Mr. Dutson said the attorney gave good advice, but just moving paper around does not solve the problem.

Ms. Carol asked the Board if the District can work on transitioning employees this year, so these conflicts can be resolved for the new fiscal year. Ms. Mary stated that the auditors look for clearly documented conflicts, and they are satisfied.

Mr. Zitting asked for a motion regarding Revision of Policy GBAA Staff Conflict of Interest. No motion was made.

*Vote: No motion. Motion failed.*

Mr. Knudson asked the record to show that the Board is still working on this issue rather than no motion to accept the language. Mr. Zitting stated

that the motion failed to accept the language change, not to disregard the issue.

- e. Consideration and Action Regarding Employees with Conflicts of Interests**
- 1. Carol Timpson / Jean Allred**
  - 2. Smith Timpson / Ash Timpson**
  - 3. Vicki Timpson / Ann Steed**
  - 4. Vicki Timpson / Sherrie Barlow**

Mr. Zitting asked for a motion. Ms. Carol recommended that the motion be that the District tries to resolve conflict of interest through this next semester. Mr. Knudson requested that the record shows that, regarding this subject, the Administration is working on conforming the reality to the existing policy.

The Board agreed that a motion was not necessary.

- f. Consideration & Action Regarding District Joining the CAVIAT JTED.  
(CAVIAT = Coconino Association for Vocational Industry and  
Technology) (JTED = Joint Technical Education District).**

Ms. Carol stated that when this item was previously up for election, it lost by 68 votes. It would benefit the District to have it go back for a vote. It could be voted on in March election if it is put on the ballot by January.

*Motion: Ms. Barlow motioned to approve the District joining the CAVIAT JTED through the voting process. Mr. Knudson seconded. Vote: All in favor. Motion carried.*

- g. Consideration and Action Regarding School Facilities Board Progress  
Toward Gymnasium Flooring**

Ms. Carol presented a detailed list regarding the SFB progress. The School Facilities Board has hired an architect from St. George to complete an analysis of the gym floor. The architect has recommended a replacement floor. Now the School Facilities Board is waiting on a decision from Arizona Department of Environmental Quality to determine if the proposed solution (of covering existing floor) is acceptable for air quality purposes. Once that is resolved, they can authorize the district to obtain competitive bids.

No action needed.

**h. Consideration and Action Regarding Approving the District to Submit an Invitation for Bid for Gymnasium Flooring**

*Motion: Mr. Dutson motioned to approve the District to submit an Invitation for Bid for Gymnasium Flooring. Ms. Barlow seconded. Vote: All in favor. Motion carried.*

**i. Consideration and Action Regarding Setting a Governing Board Meeting Work Session**

- 1. District Budget Concerns**
- 2. Attendance**
- 3. New Minimum Wage**

Ms. Carol presented concerns regarding Budget, Attendance and the New Minimum Wage that just passed in the 2016 election. The Governing Board discussed replacing the February Board Meeting with the Work Session Meeting.

No motion made.

**j. Consideration and Action Regarding Approval of Out of State Travel**

- 1. Ogden, UT, Sherrie Barlow, Listening Program, December 5-9**
- 2. Salt Lake City, UT, Carol Timpson, Shauna Hammon, Vicki Timpson, Crucial Conversations, February 6-8**

The District recommends the Administrative Team attend the Crucial Conversations Training. Communication training is required in the Administrative Team contract. The Conference is funded by Title II.

*Motion: Mr. Zitting motioned to approve the Out of State Travel: Ogden, Ut. For Sherrie Barlow, December 5-9, and Salt Lake City, UT for Carol Timpson, Shauna Hammon and Vicki Timpson, February 6-8. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

*Motion: Mr. Zitting motioned to adjourn Regular Session Meeting. Mr. Dutson seconded. Vote: All in favor. Motion carried.*

Regular Session adjourned at 8:18 PM.

**k. Executive Session for Superintendent Evaluation**

Jared Hammon Reopened Regular Session at 9:00 PM.



**7. Reports**

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

**8. Next Meeting: December 12, 2016**

Jared Hammon closed the meeting at 9:05 PM.