

**CHEVELON BUTTE SCHOOL DISTRICT #5**

**3031 OLD RIM ROAD**

**FOREST LAKES, ARIZONA 85931**

**MINUTES OF JUNE 26, 2012**

**CALL TO ORDER**

The June 26, 2012 Regular Meeting was called to order by Linda Blosser at 4:00p.m. The Pledge to the flag was said by all present. Members present in Forest Lakes were Linda Blosser, Richard Eng, Cheryl Rife and Trina Cooper. Don Pederson was absent. Members of the public were present in Forest Lakes.

**ADOPTION OF AGENDA**

Richard moved to approve the agenda as presented; Cheryl seconded. Passed.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Cheryl moved to approve the minutes of May 8, 2012 and May 17, 2012; Trina seconded. Passed.

**RATIFICATION OF VOUCHERS**

Richard moved to ratify Vouchers #23, 24, 1237, 1238 and 1239; Cheryl seconded. Passed.

The monthly Budget Reconciliation was presented as an information tool.

**PRESIDENT'S REPORT**

1. Burglary at the District Office. Deputy Sheriff Bill Walter relayed to the board that the incident is still under investigation.
2. Handicap Bus. Bus #8, the handicap bus, will be traded in which will result in the best value for same.
3. State inspections. Larry and Norell have fixed and updated all necessary repairs and required upkeep on the buses.
4. Paint for district office. Thirty gallons of paint were purchased and volunteers in Forest Lakes have offered to help paint the building in the fall.

**LEAD DRIVER REPORT**

No report this month.

**CALL TO PUBLIC**

None.

**OLD BUSINESS**

1. Discussion was held regarding the purchase of computer(s) and programs for the district office. Based upon a recommendation by Smart System, Cheryl moved to approve the purchase of one computer for \$1726; Trina seconded. Passed.

2. Discussion was held regarding the hiring of a licensed and bonded IT person. This item was tabled until a later date.

### **NEW BUSINESS**

Before discussion of New Business, Linda requested that New Business #2 be removed as it was redundant in regard to New Business #1.

1. New Business #1 was tabled until a later date.
2. New Business #2 was deleted as noted above.
3. The Request For Time Off form was presented to the board. It will be used for administrative purposes. When an employee requests time off, Larry Sears will approve and sign the form for bus drivers; a board member will approve and sign for office personnel.
4. New Business #4 was tabled until a later date.
5. Discussion was held regarding what to do with the numerous boxes of decades-old records stored in the district office shed. The State Capitol will be contacted for their recommendation regarding archival procedures.
6. Richard moved to approve the IGA with FUSD#1 for another two years; Trina seconded. Passed.
7. Discussion was held regarding employee benefits for CBESD#5. This item was tabled.
8. Richard moved to approve using the Coconino County Attorney for legal services for FY 2012/2013; Cheryl seconded. Passed.
9. Cheryl moved to approve the Proposed Budget for FY 2012/2013; Trina seconded. Passed.
10. Discussion was held regarding the possible approval of Mary St. Germain's work agreement for FY 2012/2013. The renewal was denied by Linda, Richard and Cheryl; approved by Trina.
11. Richard moved to proceed to Executive Session under authority of A.R.S. 431.03(A)(1) to discuss renewal of work agreements for the remaining employees; Cheryl seconded. Passed.
12. Open meeting resumed.
13. Richard moved to approve work agreements for FY 2012/2013 as follows; Cheryl seconded. Passed.
  - a. LS
  - b. NS
  - c. NA
  - d. VM
  - e. JG
  - f. BM
  - g. LM
  - h. MB
  - i. PM
  - j. DB

### **ADJOURNMENT**

Richard moved to adjourn the meeting at 6:45p.m.; Cheryl seconded. Passed.

