

**CHEVELON BUTTE ELEMENTARY SCHOOL DISTRICT # 5**

**MINUTES of Governing Board Meeting for February 14, 2017**

**CALL TO ORDER**

Meeting was called to order at 3:00 pm for the regular Governing Board Meeting for Chevelon Butte ESD #5. Roll call: Deynice Bondurant and Johnny Ketchem present at the Starlight Pines Community Center in Blue Ridge. Bruce Wetherby by telephone and Angela Plantholt present at the District Office in Forest Lakes. Evelyn Counsell was absent. The Pledge was said by all present.

**ADOPTION OF THE AGENDA**

Deynice made a motion to accept Agenda; Bruce seconded; passed.

**APPROVAL OF MINUTES**

Bruce made a motion to accept the minutes of the Regular Meeting for January 10, 2017 and the Special Meeting of January 17, 2017; Deynice seconded; passed.

**RATIFICATION OF VOUCHERS**

AP vouchers: #1713 for \$25,119.70 Deynice made motion to accept the AP vouchers; Bruce seconded; passed.

Payroll vouchers: #13 for \$4,861.09

#14 for \$5,203.07 Bruce moved to approve all payroll vouchers; Deynice seconded; passed.

**CALL TO THE PUBLIC**

- Present in Blue Ridge: Carrin and John Banning. Ms. Banning had concerns regarding the NAPA account for the District: NAPA had expressed to one of our drivers that our bills weren't paid. Angela explained she had spoken with NAPA last week and a check had been cashed by NAPA, but the funds credited to a different account. NAPA acknowledged their error, and assured us the account shows paid in full. Ms. Banning also referred to a situation that occurred last September. Ms. Banning had heard there was a problem with a Payson Bus Barn Maintenance bill not being paid. Mr. Ketchem explained that the situation with Payson had to do with a tuition dispute that the Financial Advisor for our District and the Business Manager for the Payson District were having. Our Financial Advisor had told Angela not to pay the tuition until the dispute was settled. Mr. Ketchem talked to the Payson Business Manager, got the tuition settled, and the bill was paid accordingly.

**BUSINESS MANAGERS REPORT**

1. Working Calendar was discussed and dates for upcoming conferences were presented for review from the Board.
2. Angela presented a Fund Balance report through January.
3. Angela presented the Bus Certification spreadsheet. All drivers and Aides are within limits of certification expiration. We have three drivers coming up for Annual Drug Screens.

**SUPERINTENDENT REPORT**

1. Bus #15 had been out of service for a better part of a month with a problem in the DEF system. This problem had been resolved. A coolant issue has presented itself and the bus is in Payson now for repair.
2. Johnny looked into a Policy Review with Arizona School Board Association at a cost of between \$500 - \$650, depending upon the extent of Board member review.
3. **OLD BUSINESS**
  1. Deynice made a motion to leave the District Mission Statement as it reads on the Board Agenda notices and have it added to the policy manual; Bruce seconded; passed.
  2. Superintendent Job Duties were presented for discussion. Bruce did some editing with grammar but was satisfied with the duties listed. Deynice made a motion to accept the Superintendent job duties and have them added as an exhibit to the policy manual

**NEW BUSINESS**

1. Deynice made a motion to accept Norell Sears' verbal resignation; Bruce seconded; passed. Johnny expressed the District's thanks for all Norell has done over the years.
2. Mr. Ketchem requested Board approval to purchase 50 blankets @ \$6 each, containers to hold them, and a case of water to be kept in each bus for emergencies. Deynice made a motion to approve the purchase of this emergency equipment; Bruce seconded; passed.
3. Mr. Ketchem asked the Board for permission to look into the cost of partnering with the Blue Ridge Fire District for some of our bus fuel needs. Deynice made a motion to allow Johnny to proceed looking into costs and a potential Inter-Governmental Agreement with the Fire Department; Bruce seconded; passed.
4. Mr. Ketchem asked the Board for permission to pursue looking into the cost of getting the Blue Ridge bus radios linked to the Blue Ridge Fire Department. Deynice made a motion to approve; Bruce seconded; passed.
5. Mr. Ketchem asked the Board for permission to look into purchasing Learning Technology for the kids on the buses. Deynice made a motion to pursue the possible purchase of Learning Technology, potentially using "Child Tax Credit" and/or any other possible funding source available; Bruce seconded; passed.
6. Deynice made a motion to change the next school meeting to Tuesday, March 28, 2017 at 3:00PM to allow for Spring Break activities; Bruce seconded; passed.
7. Board Members declined to attend The Equity Conference as it was geared toward classroom issues rather than transportation or employee issues.

**Request for Agenda Items for next meeting**

1. Possible Policy Update
2. Organizational Chart

**ADJOURNMENT**

Deynice made a motion to adjourn at 4:12 pm; Bruce seconded; passed. Meeting adjourned.

- **Next Regular Meeting is scheduled for Tuesday, March 28, 2017**

Dated this 14<sup>th</sup> day of February 2017

Respectfully prepared by: \_\_\_\_\_