

**CHEVELON BUTTE ELEMENTARY SCHOOL DISTRICT # 5:  
Blue Ridge and Forest Lakes Communities  
3031 OLD RIM ROAD  
FOREST LAKES, ARIZONA 85931**

**MINUTES of Special Governing Board Meeting for Tuesday, June 20, 2017**

**CALL TO ORDER**

President Deynice Bondurant called the Special Meeting of the Chevelon Butte Governing Board to order at 2:00 pm.

The Pledge was said by all present.

**Roll Call: Quorum Present**

President, Deynice Bondurant

Board Clerk, Evelyn Counsell

Member, Bruce Wetherby and Christina Eng

Superintendent, Dr. Sue Bradley all present in Blue Ridge

Administrative Operations Manager, Angela Plantholt present in Forest Lakes

No public present at either location

**ADOPTION OF THE AGENDA**

Evelyn made the motion to adopt the agenda; Christina made the second; motion passed.

**SUPERINTENDENTS REPORT**

- Dr. Bradley started with reading of the Mission Statement
- Dr. Bradley wanted to give Good Wishes to John Griffin, Our groundskeeper, in his journey to his new home in Prescott Valley. He is commended for faithful service.
- Dr. Bradley had a meeting with David Burrows and David Plantholt to review handbooks for the District. Dr. Bradley is in the process of building a “Master” handbook\manual for operations. It will be available at the July meeting.
- Dr. Bradley is working out the details regarding a “Dispatcher” position for the District to get us in compliance with the AZ Minimum Standards.
- Dr. Bradley reported the Survey done by another party has been completed and she will present results at the July Board meeting.
- Policies that need revision will also be addressed at the July meeting

**NEW BUSINESS**

1. The Board decided not to enter into Executive Session to discuss Personnel issues. Dr. Bradley made the recommendation to not offer a contract for the 2017/2018 year for one 2016/2017 Employee, due to multiple discipline infractions directly related to policy and procedures. Evelyn made a motion that no contract be offered to this employee as recommended by Dr. Bradley, discussion was held. The Board felt there were many supervisory attempts to correct the issues. There was no evidence of corrected behavior, nor did the employee submit any grievance action per policy. Christina seconded the motion; all voted “yes”; Motion passed.

2. Dr. Bradley asked the Board to ratify a Work Agreement offered to Myndi Brogdon. Christina made a motion to ratify the work agreement, discussion was held regarding Myndi being brought back to the District after her recent resignation. Evelyn seconded; all voted “yes”; Motion passed.
3. Discussion was held regarding the Proposed Budget for Fiscal Year 2017/2018 presented by Angela Plantholt, Administrative Operations Manager. Due to the new current year number estimation in budgeting we did budget conservatively, keeping in mind the number of student we know are leaving the District. Christina made a motion to approve the Proposed Budget for 2017/2018 year, Evelyn seconded; all voted “yes”;Motion passed.

**Future Board Meeting Items**

1. Policies
2. Survey Results
3. Tax Credits
4. Report to Community
5. Community Outreach: Logo, Tax Credit, FL Library
6. Master Operation Manual

Meeting adjourned at 3:50 PM

Minutes respectfully submitted by Angela Plantholt

X\_\_\_\_\_ Date\_\_\_\_\_