

**CHEVELON BUTTE ELEMENTARY SCHOOL DISTRICT # 5**

**MINUTES of Governing Board Meeting for May 8, 2018**

**CALL TO ORDER**

Ms. Bondurant called to order at 3:00 pm for the Regular Governing Board Meeting for Chevelon Butte ESD #5. Roll call: Ms. Deynice Bondurant, Ms. Evelyn Counsell and Dr. Bradley all present at the Stralight Pines Community Center in Blue Ridge. Mr. Bruce Wetherby and Ms. Angela Plantholt present by Goto Meeting. Pledge of Allegiance was said by all.

**ADOPTION OF THE AGENDA**

Ms. Counsell made a motion to accept Agenda; Ms. Bondurant seconded; passed.

**APPROVAL OF MINUTES**

Ms. Counsell made a motion to accept the minutes with the correction discussed for the Regular meeting for April; Mr. Wetherby seconded; passed.

**SUPERINTENDENT REPORT**

1. April Recognition: We have one student birthday: Exequiel Moe and one employee birthday: Charlene Underhill. The employee of the month is Paul McDermott for his continuing availability and willingness to help as our Main Sub Driver.
2. The Board presented Dr. Sue Bradley an award for Employee of the Year for her continued efforts in improving the procedures for the District. Thank you for all you do!!
3. Safety Meeting for drivers scheduled for Saturday, May 19<sup>th</sup> in Payson has been canceled due to current events.
4. The Summer Leadership Conference is in Flagstaff June 7-9<sup>th</sup> in Flagstaff. Any interested Board Members let Angela know for registration and lodging.
5. Susan Cameron will be starting on Annual Satisfaction Survey contacting Parents, Employees and Board Members.
6. Gift cards for the Blue Ridge students will be mailed to their homes for End of the Year Congratulations.

**CONSENT AGENDA**

AP vouchers: #1822 for \$1723.04  
#1823 for \$64443.34  
#1824 for \$2066.56  
Payroll vouchers: #20 for \$6042.90  
#21 for \$1414.63  
#22 for \$6393.82

Mr. Wetherby moved to approve the Consent Agenda; Ms. Counsell seconded; passed.

**CALL TO THE PUBLIC**

Ms. Trina Cooper, Cheryl Rife and Eduardo from Wood Canyon Lake were all present. No discussion from the public

**OLD BUSINESS**

1. Discussion was held regarding Pros(Cons of Activity runs in the District. Data was gathered and presented showing cost to the District compared to funds collected for these runs. The Board would like a firm Protocol for the procedures that will be followed to continue Activity Runs for the 2018/2019 school year.
2. Dr. Bradley presented a spreadsheet showing salaries of all employees for the current year. Dr. Bradley will be offering 2018/2019 contracts to cover the Districts needs for operation for the upcoming year.
3. Dr. Bradley presented a final draft of the Personnel Handbook for 2018/2019 school year. Discussion was held. Mr. Wetherby made a motion to accept the Personnel Handbook; Ms. Counsell seconded; passed.
4. The website is challenging in the fact that we are very small and a lot of what is out there is just more than we need. We are going to table the website and continue looking for options that suit our needs.

**NEW BUSINESS**

1. Angela presented the 2017/2018 Revised Budget for the end of the year. Discussion was held. Ms. Counsell made a motion to accept the Revision as presented; Ms. Bondurant seconded; passed.

**Request for Agenda Items for next meeting**

1. Website
2. Activity Runs

**ADJOURNMENT**

Mr. Wetherby made a motion to adjourn, Ms. Counsell seconded; passed.

Meeting adjourned at 4:25 pm

- **Next Regular Meeting is scheduled for Tuesday, June 12, 2018**

Dated this 8<sup>th</sup> day of May 2018

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

Angela Plantholt, Administrative Operations Manager

**DRAFT---- will be approved at next meeting.**