

CHEVELON BUTTE ELEMENTARY SCHOOL DISTRICT # 5

MINUTES of Governing Board Meeting for July 10, 2018

CALL TO ORDER

Ms. Bondurant called to order at 3:05 pm for the Regular Governing Board Meeting for Chevelon Butte ESD #5. Roll call: Ms. Deynice Bondurant, Ms. Evelyn Counsell, Ms. Christina Eng, Mr. Bruce Wetherby, Dr. Bradley and Ms. Angela Plantholt all present at the Starlight Pines Community Center in Blue Ridge, Ms. Stephanie McKeever was present by phone. Dr. Don Enz in attendance. Pledge of Allegiance was said by all.

ADOPTION OF THE AGENDA

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

APPROVAL OF MINUTES

Ms. Eng made a motion to accept the minutes for the Regular meeting for May 2018; Ms. Bondurant seconded; passed.

SUPERINTENDENT REPORT

1. Dr. Bradley discussed the start of the 2018/2019 school year. Pine-Strawberry starts school on July 26 and Payson starts July 30. Heber-Overgaard start August 6. Pine-Strawberry has moved their one a month early out to Fridays for Professional Development. July 23rd is our In-Service for the employees of CBESD.
2. Dr. Bradley asked the Board to look at the upcoming ASBA conferences and decide if they will be attending.

BOARD REPORT

Bruce asked to have next meeting date to be updated on website when meeting minutes are uploaded.

CONSENT AGENDA

AP vouchers: #1828 for \$4523.64
#1829 for \$18632.46
#1830 for \$105584.14
Payroll vouchers: #25 for \$5751.56
#26 for \$3208.40

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

CALL TO THE PUBLIC

No public

OLD BUSINESS

1. Dr. Bradley presented a rough draft of routes for the upcoming year. This may change as the children enroll in Activities. Further information will come as Dr. Bradley meets with parents to discuss the 2018/2019 Activity Run protocol.
2. Ms. Eng made a motion to move into Executive Session to obtain legal advice regarding personnel; Ms. Counsell seconded; passed.
3. Regular meeting resumed. Ms. Eng made a motion to table work agreement discussed in Executive Session as well as the addendum prepared by Rose Winkeler until further information regarding salary needed to accommodate job duties is presented; Ms. Counsell seconded; discussion was held; passed.
4. Dr. Enz will be performing an Operational Audit based on the information and instruction provided by the Board in the work study. Dr. Enz will look into policies and procedures and how they align. He will also be looking at personnel and job duties as needed for the district to perform most efficiently. Dr. Enz welcomes all information, questions from the Board as he prepares the Audit. The Board asked for Audits in these 4 areas:
 - Communication/engagement of community
 - Review of Handbooks and other items (procedures per policies)
 - Review of District Policies-focus areas personnel and transportation
 - Financial Audit

NEW BUSINESS

1. Dr. Bradley presented protocol for a second signer for Vouchers with the county. Ms. Counsell made a motion to accept the protocol with changes in names to positions as Mr. Wetherby suggested; Ms. Eng seconded; passed
2. Dr. Bradley presented the 2018/2019 Parent\Student packet. Ms. Bondurant made a motion to accept packet as presented; Ms. Eng seconded; passed.
3. Dr. Bradley presented the 2018/2019 Bus Driver Handbook. Ms. Eng made a motion to accept with grammatical edits to come from Mr. Wetherby next week; Ms. Bondurant seconded; passed.
4. Dr. Bradley presented the Emergency Driver Handbook. Ms. Eng made a motion to accept as a preliminary draft with edits aligning protocol with the Driver Handbook; Ms. Counsell seconded; passed.
5. Ms. Plantholt presented the Adopted Budget for 2018/2019 fiscal year. There were no changes made since the Proposed Budget from June meeting. Ms. Eng made a motion to accept the Adopted Budget as presented; Ms. Counsell seconded; passed.
6. Ms. Plantholt reported an estimated \$31,000.00 in our Civic Fund that may be used for Property and Building improvements for the year.
7. The Board asked Dr. Bradley to come up with an outlined draft for a Board Manual to be addressed at the August Meeting.

Request for Agenda Items for next meeting

1. District Property Upgrades
2. Employee Compensation
3. Board Manual Draft

ADJOURNMENT

Ms.Counell made a motion to adjourn, Ms. Eng seconded; passed.

Meeting adjourned at 5:10 pm

- **Next *Regular Meeting* is scheduled for Tuesday, August 14, 2018**

Dated this 10th day of July 2018

Respectfully prepared by: _____

Angela Plantholt, Administrative Operations Manager

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