

CHEVELON BUTTE ELEMENTARY SCHOOL DISTRICT # 5

MINUTES of Governing Board Meeting for October 9, 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. Christina Eng, Dr. Bradley and Ms. Angela Plantholt all present at the District Office in Forest Lakes. Mr. Bruce Wetherby and Ms. Stephanie McKeever attended via phone conference. Pledge of Allegiance was said by all.

ADOPTION OF THE AGENDA

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

APPROVAL OF MINUTES

Ms. Eng made a motion to accept the minutes for the Regular meeting of September 2018; Mr. Wetherby seconded; passed. Ms. Bondurant made a motion to accept Work Study minutes for September 2018; Ms. Eng seconded; passed.

SUPERINTENDENT REPORT

1. Dr. Bradley reported to the Board the IRS situation with the quarterly filing of the employer's tax. We are currently in an appeals status for the fines and interest related to the delinquent filings. She will keep the Board updated on any progress being made.
2. Johnny McKeever is having a birthday this month. The Board will send a card for the occasion.
3. Dr. Bradley presented Ms. Plantholt with a gift and flowers for five years of service with the District

BOARD REPORT

The Board had nothing to report at this time

CONSENT AGENDA

AP vouchers: #1904 for \$5339.16
#1905 for \$3627.20
#1906 for \$1250.00
Payroll vouchers: #5 for \$3941.32
#6 for \$5527.97

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

CALL TO THE PUBLIC

No Public present

OLD BUSINESS

1. Ms. Plantholt presented the three quotes for heater replacements. All the quotes contained cost for replacement of all units in the building as well as an additional to the front of the building. One quote also offered an alternative heating system that links into the current venting system and also provide A\C for the summer. Ms. Eng made a motion to approve the five-gallon gas pack with A\C to be vented into the current system for a cost of \$8317.25; Ms. Bondurant seconded; discussion held; passed.
 - Dr. Bradley asked when they would like to hold their first Board Committee for the improvements to the building. Suggestions were offered by Kelly Williams of Heber. Ms. Eng asked to hold the first meeting before November 13th.
2. Ms. Plantholt is working with Scott from Smart Systems in Payson to get G Suites up and running by the next staff meeting on October 20th.
3. Ms. Bondurant requested the discussion and voting on the Operational Audit performed by Dr. Enz be tabled for next meeting and a work study take place before the regular meeting for discussion.
4. Dr. Bradley presented the Annual Report. Discussion was held, edits were made. Ms. Eng approved the Annual Report with edits as discussed; Ms. Bondurant seconded; passed. The Annual Report will be placed on the website and we will get the report out to the public as well.
5. Dr. Bradley presented changes to the IGA as discussed with our attorney and the Business Manager and Superintendent from Heber. The Board gave Dr. Bradley the authority to make the final approval on the Transportation IGA.

NEW BUSINESS

1. Ms. Plantholt presented the 2018 Annual Financial Report. Discussion was held. Ms. Eng made a motion to approve the Annual Financial Report; Mr. Wetherby seconded; passed.
2. Dr. Bradley presented the Board Calendar for 2018-2019. Mr. Wetherby asked for the dates to align with all other calendars. We will change the start date of the calendar starting in July.
3. Ms. Plantholt presented a draft calendar for all reports, budgets and HR filings. The calendar will be in a final form with a breakdown of all Departments with dates in November.

Request for Agenda Items for next meeting

1. 1 PM Work Study to discuss results from Operation Audit 2 PM Regular Meeting to follow
2. 40th Day report
3. Website Update
4. Admin. Operations Manager Calendar

ADJOURNMENT

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

Meeting adjourned at 4:35 pm

- **Next Regular Meeting is scheduled for Tuesday, November 13, 2018 at 2 pm.**

Dated this 9th day of October 2018

Respectfully prepared by: _____

Angela Plantholt, Administrative Operations Manager

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