

CHEVELON BUTTE ELEMENTARY SCHOOL DISTRICT # 5

MINUTES of Governing Board Meeting for May 14, 2019

CALL TO ORDER

Ms. Counsell called to order the Regular Governing Board Meeting for Chevelon Butte ESD #5 at 12:00pm. Roll call: Mr. Jason Klemme, Ms. Evelyn Counsell, Ms. Stephanie McKeever, Ms. Christina Eng and Dr. Laurie Hawke. Ms. Angela Plantholt present; Dr. Sue Bradley and Ms. Tina Wells (Coconino County Chief Deputy) present via teleconference.. Pledge of Allegiance was said by all.

ADOPTION OF THE AGENDA

Ms. Counsell asked to move New Business #3 and #4 to the top of the agenda for Ms. Wells to present. Dr. Hawke made a motion to accept with changes; Ms. McKeever seconded; motion passed unanimously.

APPROVAL OF MINUTES

Ms. Eng made a motion to accept the minutes of the April meeting; Dr. Hawke seconded; motion passed unanimously.

**Moved to #3 and #4 of New Business*

SUPERINTENDENT REPORT

1. Dr. Bradley reported Work Agreements for FY 19/20 will be offered over the next month.
2. The District had one student birthday for May; Lexi Cooper.
3. The District honored Carlos and Juanita from Heber-Overgaard whom provide bus Transportation for the Forest Lakes children.
4. David Zagar of Forest Lakes graduates from Mogollon High School this month. Congratulations!
5. Norvin Despain is working with the draftsman to provide drawings for property upgrades.

BOARD REPORT

1. Ms. Counsell introduced our new Board Members: Dr. Laurie Hawke and Mr. Jason Klemme. Welcome to the Governing Board.
2. Forest Lakes and Blue Ridge communities both have Memorial Weekend events that the Board will attend. There will be a booth, bus, and flyers for the community.

CONSENT AGENDA

AP vouchers: #1923 for \$11,616.72
#1924 for \$48,752.91
Payroll vouchers: #20 for \$4,535.47
#21 for \$3,698.23

Ms. Eng moved to approve the Consent Agenda; Dr. Hawke seconded; motion passed unanimously.

CALL TO THE PUBLIC

Mr. Brian Hawk present, Forest Lakes Coconino County Librarian, asked for an update to provide to Flagstaff regarding the flagpole, the security lights and the possible need for rock in the parking lot.

OLD BUSINESS

1. Discussion was held corrections\changes were made for the Community Flyer. Ms. McKeever made a motion to accept flyer with changes discussed; Dr. Hawke seconded; motion passed unanimously.
2. Dr. Bradley asked the Board to review the IGA with the Blue Ridge Community Church; as well as Heber-Overgaard for Drivers and Maintenance on Buses. We will put these items on the agenda for approval at the June meeting.
3. Dr. Bradley presented a draft agenda for the Board Retreat in July. The agenda includes training topic to be performed by Nikki Whaley with ASBA. Ms. Eng will finalize draft with afternoon session topics for the Board at a later time. Also under consideration is a Governing Board Manual Draft.

NEW BUSINESS

1. ASBA has asked all Districts to watch for HB2139 regarding the consolidation of school districts throughout the state of AZ. This will negatively affect most rural districts. At this time, there is no Board Member assigned as the Legislative Liaison.
2. Ms. Plantholt presented the annual TRUST insurance premiums and ASBAIT medical insurance premiums for employees for FY 19/20. ASBAIT has had a 15% increase in premiums for the next year so the Board will review other plans to offset the premium increase. It will be discussed at the June Meeting.
3. Ms. Tina Wells presented on the topic of a Financial Audit for our District. Chevelon Butte has not had a financial audit since FY 96/97. The districts budget capacity does not require a financial audit through the Auditor General's office. Ms. Wells recommends a Business Action Audit to be performed due to the small nature of our District and the cost of a financial audit. A financial audit is required for districts with a certain budget capacity to finalize financial statements to be reported to the Auditor General. Chevelon Butte is not required to submit these financial statements. The Superintendent will collect more information for the Board at the next meeting.
Ms. Plantholt presented the FY 18/19 Budget Revision with the final changes to student count for the year. Dr. Hawke made a motion to accept the FY 18/19 Budget Revision; Ms. Eng seconded; motion passed unanimously.
4. Ms. Plantholt presented a spreadsheet including two years past and two years ahead for budget purposes. Included were student count, tuition paid, employees and bus maintenance costs.

Request for Agenda Items for next meeting

1. Business\Financial Audit
2. IGA with Church along with a listing of all current IGAs.
3. Salary\Hourly Wages\Benefits

ADJOURNMENT

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

Meeting adjourned at 1:10pm

- **Next Regular Meeting is scheduled for Tuesday, June 11, 2019 in Blue Ridge.**

Dated this 14th of May 2019

Respectfully prepared by: _____

Angela Plantholt, Administrative Operations Manager

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