

Vouchers 9016, 9017, 9018, 9019, 9020, 9021, 9022

MOTION: Jared Hammon motioned and Daniel Dutson seconded the motion that the Governing Board approves the Ratification of Vouchers Signed between Meetings, Vouchers 9016, 9017, 9018, 9019, 9020, 9021, and 9022. Vote: All in favor. Motion Carried.

4. Call to Public

5. Business Items

A. Governing Board Items

1) Discussion Regarding Governing Board Officer Elections in January

Governing Board discussed and suggested that they hold off the elections until the Board vacancy has been filled.

2) Signing in of Newly Elected Board Members

Jared Hammon officiated in signing in the newly elected board members.

3) Recognition of Retiring Members

William Berry did not attend the meeting so his recognition was postponed until the next meeting.

B. Consideration and Action on a New Teacher and New Positions for the 2008-09 Fiscal Year

Carol Timpson stated that at the beginning of the year the school district had originally asked for a new teacher and to conserve costs they tried to fill holes with the administration and substitutes. However, at the midpoint of the school year, the administration team is recommending that the District hire a fifth grade teacher. The middle school rotation will end and each grade will have a self-contained class. The administration hopes to free up some of Craig's time to help him accomplish his administrative duties. Another consideration is that our 9th grade class has 37 students – that alone justifies another teacher.

Jared Hammon asked why the school should disband the middle school.

Craig Chatwin stated that one of the concerns facing the teachers are students not finishing work before they move to another class. This would allow them more flexibility in transitioning from subject to subject. Also, this new scenario limits hall time for these grade levels.

Carol Timpson stated the District was considering having Candice Zook still do the math in some of the middle school classrooms. Kris Dennison would take the seventh grade and work with them. The school district has enough funds in its budget to cover a half-year contract. The school will advertise the position and hire before the semester break. The school district has a couple different teachers they are looking at. The district interviewed one teacher in the summer; right now they have Judith Bateman, Mr. Dee's daughter, who just finished her student teaching at Masada.

Jared Hammon asked if the board members are just creating the position and not hiring the teacher.

Carol Timpson answered yes. The board members approved this at the beginning of the year and the administration is bringing it back to the board before taking action because the employee list has been established. Sam Zitting suggested the board member have an over the phone meeting before hiring a new teacher.

Jared Hammon stated it would be nice to know the persons credentials and background where they went to school and what type of degree they have before hiring them.

MOTION: Jared Hammon motioned and Daniel Dutson seconded the motion that the Governing Board creates a new Teacher Position for the 08-09 fiscal year. Vote: All in favor. Motion Carried.

C. Approve True North Consulting as a Sole Source Vendor

Carol Timpson stated that Title I would like to hire True North as a consultant to come on campus and give us assistance in the Districts Title I projects. Title I would pay for some of the work and Title II would cover another part. Title II is strictly for professional development and the district gets about eighty thousand a year to spend on professional development. The district wants to bring as much professional development to the campus so it doesn't send so many teachers away during the school year disrupting their academic programs.

Carol Hammon is the owner of North Consulting. If the District uses her services as proposed, she will most likely exceed our purchasing thresholds and the Board will need to designate her as a sole source vendor. In your packet you have a letter as our rationale why the administrative team wants to create this vendor as a sole source. The proposal is that True North would come in once a week and work with Fawneta Carroll. Title I is a huge program. It is one-fifth of the District's budget and is highly regulated. True North would also help with professional development trainings for the teachers and staff. They would also help with manning the collaboration project.

Fawneta Carroll stated that this is a huge job that requires a lot of training. With this kind of money comes huge responsibility for justification in handling the money right. Fawneta mentioned that this is a critical year for the Title I project because this is the year that the District has to write its five-year school wide plan. It will entail research, information gathering, school wide meetings, and producing the plan documentation.

True North is also offering to provide parent trainings for the school. Parent involvement is a required component of the Title I grant and monies have to be set aside each year to meet that goal. True North is currently offering them at Masada Charter School. True North is also willing to be the liaison to the private school.

Jared Hammon asked if these services replaced Anne Baldwin and her services.

Carol Hammon replied that Anne Baldwin is specifically employed to work with the teachers to help them write their curriculum, create better writing prompts, and setting

high standards for grading writing papers. Anne Baldwin is also observing teachers to make sure they are meeting their standards timelines in their teaching.

Jared Hammon asked if the teacher collaboration is something we're required to do anyway.

Carol Hammon replied yes.

Sam Zitting stated it seems like there are three different proposals.

Fawneta Carroll stated the three different pieces of the grant and they are all specified on what they can be spent on. The three pieces cover private schools, parenting, and professional development. Those are separate pieces and the funds come from the Title I and Title II grants.

Sam Zitting asked how many total days all combined is this proposal.

Carol Hammon answered it is about twenty five days for the private school and up to thirty days for the district.

Sam Zitting remarked so around fifty five days, at six hundred a day.

Carol Hammon replied yes.

Carol Timpson referred the Board to the proposed sole procurement letter. In it, the District must determine in writing that the price is reasonable and fair. In order to do this, you must document that other vendors who offer similar services are charging similar prices. Other on-campus consultants prices are shown at the bottom to the letter.

Carol Timpson replied Anne Baldwin comes in and she brings one or two people and charges \$995 per day plus travel.

Sam Zitting asked what does Anne Baldwin do.

Carol Timpson replied they actually go into the classrooms and observe the teachers while they are teaching and do a follow up with the teachers on what they could improve and what they saw that worked. At the beginning of the year they helped the teachers fill out their curriculum. Their goal is to get every academic standard taught by February twenty-eighth, then teachers spend the month of March going over the standards that need to be re-taught. By the time the AIMS test is taken, the students have been taught all the standards and reviewed the ones they haven't mastered.

Sam Zitting asked stated we've already filed our grants for this year though haven't we.

Carol Timpson replied yes.

Sam Zitting asked so isn't that a large part of what this is.

Fawneta Carroll replied that the district has an approved grant.

Carol Timpson stated this kind of consulting work is in that grant.

Sam Zitting stated this year is almost half over. Would the full amount of days be put in that are in this proposal.

Carol Timpson replied True North will only bill us for the hours they work. If they are not available or the district doesn't need them, the hours will not be billed. This sole source agreement allows the school to use her to meet these needs if they choose.

Jared Hammon asked if there is any way this could help us with an audit. I'm assuming these types of services get audited.

Carol Timpson answered that Carol Hammon is a critical for next year's audit. She has the historical justifications that are necessary to defend last year's grant. Next year they will be auditing this year which Fawneta controlled. The primary concern is Carol Hammon has spent the last five years building our collaboration project. It's a highly scrutinized project because it is a different program than the other school districts. It's important that it is well documented and the state feels confident that the District is justified in spending the money.

Jared Hammon asked if there was any other discussion.

Carol Hammon stated that the board needs to understand is when you talk about consulting services to education, they are not cheap. She appreciates the Board's concern, but wanted to reassure them that they were getting a good deal. It was not something that is unreasonable.

Fawneta Carroll stated that Carol Hammon and I have worked together for the last couple of years on collaboration program. There is a great deal of work that goes into preparation for that training and it is time consuming. We've got about sixteen paraprofessionals and it requires extensive training to make them able to serve students and teachers in the classroom.

Sam Zitting asked Fawneta if this is something that is a transitional support or a long term need. Fawneta answered it is mostly transitional, but there may be some pieces that we may want to look at again based on the District's needs. She didn't think the District wanted to shut off the option.

Carol Hammon stated one of the things I think we have to understand as a Board to govern a District is that every year there is change and every year it is different. What worked one year may not another year. Just the work that Fawneta does with the day to day projects is a huge responsibility. It has nothing to do with the overall NCLB project base that encompasses a lot of the other administrative issues like professional development. This district for a long time, especially since they've gotten so much money for the NCLB project back in 2003, has always maintained that there is enough

work to justify a position for a full time administrator. She cautioned the Board to think that a half-time Title I, half time ESS director would be able to do this program.

Daniel Dutson asked if Carol Hammon was recommending that the district to hire someone. Carol Hammon stated that if they wanted to hire someone they should.

Carol Timpson told the Board that our Title I funds are disproportionate to other Districts. It's because they use the demographics of the whole area to determine our allocation, not just our student count.

Carol Hammon added that it is not based on the population of your school. It is based on the low income count in the county and in our geographic area. That's why the grant requires the District to serve private schools. Theoretically, Colorado City has twenty private schools. There is a sheer number of kids that are generating these low income dollars. Because those private schools choose not to participate with the program, all of the money comes to this district. There are people at the state that would say you don't deserve it, turn it back, you don't need it. So to actually justify it and say yes we do and yes we are using it in an effective way to improve our school puts us under even a greater scrutiny than the normal Littlefield or Fredonia Moccasin District. Who we are, Colorado City, adds to that scrutiny as well as the District's receivership status. Despite of these things, the state Title I department is proud of this District's program, it has been a flag ship for them. They are doing a lot of things at the state that started right here from this program because there was money to do it.

Sam Zitting asked if there is a mechanism built into this plan that triggers when we need her services or is it an automatic. Carol Hammon replied it's a Fawneta decision because she's the one that's responsible at this point.

Sam Zitting asked is there a way to monitor results in this consulting, such as showing specific needs prior to contracting work, then measuring results obtained from the consultant. Fawneta replied yes there is.

Carol Timpson stated Fawneta has to sign to acknowledge the work that was performed. We won't pay it unless she acknowledges that those hours are spent satisfactorily. She's the one that reviews those invoices and confirms that's what the District received.

Sam Zitting stated this item was on the agenda last month, but yet we didn't see any of this information. We could have more time to review it and absorb it. This is a big commitment. Why didn't the Board see this information last month.

Carol Timpson reminded the Board that Carol Hammon had a death in the family right before the last board meeting. In consideration to her, the administration told her not to worry about it. It gave her time to get her family situation settled before she brought it to us. It seemed like the right decision to make.

Jared Hammon replied it was.

Sam Zitting responded I agree it was, but I still think I need time, so I'm probably not prepared to act on it tonight.

Jared Hammon stated I'd like everyone to know we're not starting from scratch. Carol Hammon how many years of service do you have.

Carol Hammon replied thirty seven.

Jared Hammon stated thirty seven years of service. Now I remember Carol Hammon in the Title I program when I was in the elementary school. We have a track record. As far as the built in mechanism, we've been doing these things for years, this is nothing new to this team. Whether she does it or someone else does it, it's still got to be done. I would rather rely on the professionalism and experience, and I'm not even sure if its cost prohibited, I don't think it is. If we are looking at it from that perspective, what is it worth to get into an audit?

Daniel Dutson replied the District is in one now.

Jared Hammon stated that they are hard to get out of, and I'd prefer not to get in it. We have a proven track record, we have the experience.

Daniel Dutson stated I would like more time on it.

Carol Hammon asked what the board members concerns are. What does more time do for them?

Daniel Dutson replied we don't doubt Carol's ability. My concern is that as a school we haven't addressed this until now. We have waited until it's a problem. If we need that source, the District needs to hire someone that's good at what they're doing.

Fawneta Carroll stated what the District did was have Carol Hammon come back and they worked together through July and August and September. She and Carol Hammon worked through the grant writing process and program implementation procedures. Then it was time to look forward and look at what is needed to carry this through to the end of the year and accomplish what needed to be accomplished. This plan is not something out of the blue, it was a well thought out process based on what we've been through.

Charlette Chatwin stated according to this price here, she is charging less than if we were to hire other companies and someone else certainly wouldn't know what Carol Hammon does. They would have to be filled in a lot of the stuff, but Carol's just stuck right with it and she's still here. I don't see what more we can learn by absorbing what's already been absorbed.

Daniel Dutson commented but we still need her so we didn't absorb it.

Charlette Chatwin replied yes we do need her but what good is it going to do us to wait a month, all the information we have is here.

Sam Zitting replied you have to realize we started out this year knowing that she retired and we allocated all of her previous responsibilities to other people, and we set their wages based on that. Now you're coming back saying we can't do that. So to me I have to absorb, I'm not saying someone's not pulling their weight but why did we undershoot our needs so heavily so now we have to bring in this kind of an expense that wasn't budgeted out. So this is the first I've heard of a lot of the information. I wish I had this e-mailed to me a week ago, a day ago, I didn't. So for me I would move the table to next month, because I've got to go back and look at the minutes of the previous meeting to see where we were sitting at the first of the year to see how we divided out her responsibilities.

Jared Hammon commented if you look at the minutes of our last meeting we hired Anne Baldwin in one meeting and her company costs nine hundred and ninety five dollars plus expenses a day.

Carol Timpson stated what you need to understand is some of that Fawneta Carroll is wearing two large hats. She is an expert on ESS, another federal grant, so we put her into the Title I grant because we thought it would take some of the pressure of the principal's office from her.

We're not saying this is every year, this is support for this year and that's where we expect it to go. Carol Hammon may be right, the District may need to hire somebody. Carol Timpson's goal is to have Fawneta drop the ESS position and take this on full time. She still has to participate with IEP's, which are time consuming. She also commits significant time to the preschool center. There are only so many hours in the day, and we did underestimate in hiring. The District is trying to make this work. It has done a phenomenal job in getting out of debt. Fawneta and I have discussed this and we are committed that the majority of the grant support will be finished this year. Next year, we would like to have True North conduct some teacher and parent trainings. The private school component is a piece we would like to see continue so that we can better meet our private school commitments. If True North's rate is a concern, have that discussion if you don't feel like the price is reasonable and fair.

Jared Hammon asked if Sam had anything further.

Sam Zitting responded I feel like I need to go back and review. We set salaries based on things that people were going to handle. I would like to move to table this item for a month.

Charlette Chatwin asked if that means Title I can't do anything while the board members are tabling it. Jared Hammon asked Mary Timpson how this will affect the audit.

Mary Timpson replied there's a lot of audit questions that she can't answer that relate to the school wide plan. She can just answer the financial questions.

Jared Hammon stated that he has a conflict of interest, so he is going to defer to Sam Zitting to handle the motion and will abstain from voting. I think we've had the discussion so we'll just turn it over to a vote.

Sam Zitting stated well I think it's a valid need and should be looked at as a valid fulfillment. I don't feel like I've been able to cover the whole canvas yet. So to avoid voting something down it might be the best interest in the school to actually have I would like to make the motion that we table this for a month.

MOTION: Sam Zitting motioned and Daniel Dutson seconded the motion that Governing Board table the item until the next meeting. Vote: Sam Zitting and Daniel Dutson voted to affirmative, Charlette Chatwin voted against. Motion Carried.

D. Discussion Regarding Beth Sauer's Email Requesting District Budget Reduction Suggestions

Jared Hammon stated that he received an email from Beth Sauer to the Board Members and Superintendent in regards to budget reductions-serious reductions. The state of Arizona is going through the grinder, and we are sure that our funds will be affected by next year. The purpose of her e-mail is to solicit ideas on how to proactively address those budget reductions effectively before we have other people decide where to cut. Jared called Carol Timpson and suggested that she address that e-mail and her proposed letter is included in the packet.

Carol Timpson stated the e-mail came from the School Board Association. She and Mary had just gotten back from a one day legislative workshop from the Arizona school board and the whole tone of the meeting was the budget deficit for the state of Arizona. They were short 1.8 billion dollars last year and they failed to correct it. This year they will be short an additional 1.6 billion dollars creating a cumulative shortage of 3.4 billion dollars over the two years. The budget is in trouble and education is the largest part of the budget. Worst case, the state estimates that school district's can expect a ten to fifteen percent reduction this next year in their general operating fund. This letter is giving our opinion to ASBA as to which areas can be cut with the least sacrifice to our programs. They have some suggestions, such as stopping tax credits, or eliminating soft capital. If the budget is cut, we will have to have larger class sizes, and maybe will have to freeze wages. She does not want to cut teacher pay. She felt that the District had worked too hard to get them were they're at.

Sam Zitting asked can they have a little bit of Title I back.

Carol Timpson replied they we will have to reduce our Title I expenditures proportionately. We get a hundred thousand dollars a year for soft capital. This is money dedicated to the instructional program. It can buy furniture for a classroom, textbooks, and buses. This past two years we have aggressively updated our textbooks and still have two more critical adoptions to make. With cuts in this area, the District will have to put these on hold and our bus payment will need to move into our regular

capital budget. Tax credits go towards extra-curricular activities. They always get cut when budgets get cut

Jared Hammon stated Carol I think what you've got here sounds good, do we need review it before you send it. Carol Timpson replied that she signs it so it doesn't need Board approval.

E. Consideration and Action Regarding Demolition of Old School – Discussion Regarding Vandalism Incidents and Liability Concerns

General discussion was held regarding demolition of the old school building. No action was taken but Carol Timpson was asked to continue researching various options regarding that property.

F. Consideration and Action Regarding District Capital Expenditures including but not limited to Remodel of 50 North Colvin Street Buildings, purchase of Maintenance Building, relocation of model office building, and other capital related expenditures.

Carol Timpson asked Craig Chatwin what the school District needs for high school classrooms next year.

Craig Chatwin replied probably two, the high school is crammed right now.

Carol Timpson stated that's one of the items is a maintenance building for Pete LaCorti. If we can get him a place to work, he could move his shop out of the north bay in the Tech building. This would free it up for classroom use. Pete obtained a bid for a wood frame building fully insulated for thirty thousand. Metal outside with wood frame inside and it's only thirty feet by forty feet. We'd have to get electricity and water to it.

Sam Zitting asked if the school district wanted to look at maintaining our own buses, or do we always want to outsource that.

Carol Timpson replied that the District needs to get bigger before it tries to take on a full barn and crew. The city took over our bus barn and they are servicing our buses for less than we could.

Sam Zitting stated I think we need to decide that we are committed to this being our campus. We need to create our master site plan so that we can agree on location and size.

Carol Timpson replied a District cannot build a building without voter approval unless it is less than fifty thousand dollars. Sam Zitting stated I think there's a different rule for modular classrooms.

Carol Timpson stated that the administration is looking into the possibility of moving the model office building over to the K-12 campus. Sam Zitting stated that Washington County doesn't go to the voters every time they move a modular from one school to another.

Jared Hammon stated one of the items I've been discussing with Carol Timpson is the need to have the equipment that we do have covered. Jared Hammon asked Carol Timpson if she had a time line on these expenditures.

Carol Timpson replied that our concern is making a plan that the administration can follow. She would like to get the playground for the preschool center finished so that project can be completed. She would also like to hire a civil engineer to survey our property and help us with our master plan.

Jared Hammon asked if she was proposing that they do this tonight.

Carol Timpson stated that she brought it to them for discussion and direction. Where would the board like to go? She wanted the Board to see that the District does have some capacity. Give us a direction where you want the administration to put our energies. Which one of these things do you want us to take on this year? We've got six months of this budget left. What should we do for this year, what should we do for next year.

Sam Zitting instructed Carol Timpson to get a quote for moving the modular.

Daniel Dutson stated that would give us more classrooms for next year.

G. Policy Advisory Review

Advisory 322 – IKF, IKF-RB, IKF-EA, IKF-EB

Changes state graduation requirements from 20 credits to 22 credits. It also adds the option of graduating under the Augmentation system which allows a computation of course grades to over-ride a failing score on particular sections of the graduation exam.

Administration recommends that the Governing Board adopt the District's revised policy IKF, and use ASBA's policies IKF-RB, IKF-EA, and IKF-EB

Carol Timpson stated we've already been to the board to change our graduation requirements. The school has adopted a stricter set of requirements than even the state's new adoption. We want to keep our graduation requirements at twenty three credits. The state is putting in an augmentation procedure that allows students who can't pass the AIMS to use some of their course work to meet the graduation requirements. The state is increasing their requirements from twenty credits up to twenty two. The only difference in our requirements is that the state requires four math and we require three. The highest math the state requires is Algebra II. We require Trig/Geometry (PreCalculus). State law allows us to use high school courses completed in the 8th grade for graduation credit. Our District teaches Algebra I in 8th grade. The administration recommends that the Board allow us to keep our graduation requirements and only approve ASBA's policy for the augmentation.

Carol Timpson reminded the Board that these policies were only up for review. No action could be taken until the next board meeting.

H. Approve Out of State Travel for Technology Conference in Orlando Florida for Linda Earl & Paul Timpson to meet requirements of the CTE Grant.

Jared Hammon asked Carol Timpson to explain the CTE grant. Carol Timpson explained that CTE stands for Career and Technical Education. This grant is funded through the Carl Perkins Act to promote vocational coursework in schools. This grant can fund a trades program.

Jared Hammon asked what vocational classes the school offers currently.

Carol Timpson replied that the BMAS (Business Management and Administrative Services) program is the only vocational program established under the grant. Linda Earl is the CTE Director and implements that program.

Linda Earl stated that one of the grant goals is to ensure that the instructors are getting professional development in technology. She is requesting to travel to this technology conference so that she can provide professional development to the teachers. This conference is the largest educational technology conference in the nation.

Jared Hammon asked Linda if she had to complete this conference to comply with the grant. Linda Earl replied that it is goal number seven written into the grant. It states that she must attend two professional development trainings this year. Jared Hammon asked if the travel cost comes out of the grant. Linda replied that it does.

Sam Zitting made the comment that he had a student come work in his office that came from Linda Earl's class. She could do things on the computer that he didn't even know you could do with a computer and it has been beneficial to his company.

Carol Timpson stated Paul's travel will come out of this grant too. He helps train the teachers on technology.

MOTION: Jared Hammon motioned and Sam Zitting seconded the motion that the Governing Board approve the out of state travel for Linda Earl and Paul Timpson to travel to Orlando to meet the requirements of the CTE grant. Vote: All in favor. Motion Carried

7. Consideration and Action Regarding Approving the 2008-09 Budget Revision #2 due December 15, 2008

Carol Timpson stated she tweaked the numbers a bit to match but our bottom line is still the same. The changes she made related to capital. She modified our budget to reflect the states figures as demonstrated on the BUDG25 report.

MOTION: Sam Zitting made the motion and Jared Hammon seconded the motion that the Governing Board approve the revised budget for the 08-09 year. Vote: All in favor. Motion carried.

8. Financial Reports
 - A. Cash Flow Analysis

- B. Expenditure Budget
- C. Grants Status
- D. Student Activities Report

9. Adjournment

Jared Hammon adjourned the meeting at 8:18 P.M.

Next meeting set for January 19, 2008