

Official Board Minutes  
April 22, 2015

The governing board of the Coconino County Accommodation School District held a regular meeting on April 22, 2015 at the office of the Coconino County Superintendent of Schools which resides at 2384 N Steves Blvd, Flagstaff, AZ 86004.

In Attendance:

Risha VanderWey, Board President

Kim Graves, Administrative Specialist

Jeanie Confer, Business Manager, CCASD

Dave Roth, Superintendent, CCASD

By Phone:

Traci Parker, Principal of Tse'Yaato' High School

CALL TO ORDER

Risha VanderWey called the meeting to order at 3:03 p.m.

AGENDA ITEMS

1. APPROVED minutes from April 2, 2015, 10:00 a.m.
2. APPROVED student activity funds – Jeanie - Tse'Yaato' - \$1904.02 end of March. Revenue from vending machines and caps and gowns. Ponderosa - \$1086.93 end of March. No activity. Risha – Next thing spending these funds on is graduation? Dave – Not from this fund because Ponderosa uses a civic fund for graduation expense. Traci- uses the student activity funds
3. APPROVED vouchers – Expense: #1542 - \$9159.19; #1543 - \$13,909.56; #1544 - \$6945.59; #1545 - \$3214.73  
Payroll: #21 - \$45,084.58
4. APPROVED Tse'Yaato' school calendar (Ag. 4 attached) –Traci – the calendar is mostly in line with the PUSD; differences for Tse'Yaato' have low attendance the Monday and Tuesday after Thanksgiving those days are now holidays. September 4 begins the county fair and due to low attendance after fair begins, Tse'Yaato' starts one day earlier than Page, but with a half day. The c time is calculated hourly at Tse' Yaato' so the ending dates for 1<sup>st</sup> and 3<sup>rd</sup> quarters differ from PUSD. Will send a clean copy via email. Jeanie – Do the teachers work July 31 and what is their first day? The teacher start, end, and scheduled work days where they will not be instructing must now be on the calendars for the auditors. Also, if the teacher doesn't work the full first two weeks before the time was prorated, but that is no longer. Traci – Yes they work on July 31<sup>st</sup>. She will add the necessary months/dates off to comply with the auditors' request. – Risha – asked that July be added to the calendars since still work on July 31. Calendar looks good, Traci. Jeanie – Also needs it for payroll purposes and possibly color coding days off, etc. would help.
5. APPROVED AND SIGNED design consultant work for new key and entryway security systems (Ag 5 attached) – Dave - Funding is coming from the Insurance proceed fund and that requires board approval. \$4000 maximum cost per estimate. The first contractor estimated \$80,000. After a sketch is developed, the contractors will estimate the price for the front entrance area. Changes: moving Mary's wall to where her desk is currently, adding a wall from the end of the desk to the sitting area and table. Her area will be enclosed with tempered glass with a small area to speak out of. There will be a buzz in system in place. The glass is not bullet proof, but a deterrent and give time for 911 to arrive. Ponderosa

is pretty secure with few entrances. At Coconino High School there were 89 doors. Risha – This change will be ensuring the safety of everyone and is a proactive move. Dave- It is only for access control, not security. Risha – Will it change our alarm codes? Dave – To be determined and he is talking to someone tomorrow regarding keyless entry. The entire job may be done in pieces rather than all at once. Risha – Did CHS have keyless entry? In Page they had keyless entry at the main doors and 5 or 6 other exteriors. Good to have key accessible doors also in case problems with keyless system. No interior doors will be keyless Dave – Has another bid tomorrow and will get more information then. Risha – It would be nice to swipe the card and to turn off the alarm too. – Jeanie – If a contract is signed then it must be board approved and is a consent agenda item.

6. APPROVED AND SIGNED carpet and vct purchase and installation for Ponderosa and Tse'Yaato' High Schools (Ag 6 attached) –Risha – What is vct? Dave – Vinyl composition tile. Showed two carpet swatches, one for Ponderosa and the other for Tse'Yaato'. Showed the tile sample and the rubber baseboard. The estimate is just under \$100,000 at \$98,824 in total. Risha signed the document. Risha – Please notify in advance when the carpet will be installed so things can be removed from offices. Dave – Will take 4 days and the carpet people will move the big furniture out, but not the smaller stuff. Will provide more details as they become available.

Referencing item 4, Traci sent out updated Tse'Yaato calendar.

#### ACTION ITEM:

1. APPROVED Required DAA reduction for budget – public input period – Jeanie – started this discussion and process last meeting. After watching a webinar it confirmed that the reduction doesn't apply to us. For districts with fewer than 1100 students the total reduction is \$5 million total. Plus with our transportation expenses reduced by a million and teacher raises we are saving money. While at the same time allowing for safety issues with our building to be fixed. Dave and Jeanie – The reduction will not be noticeable because it is what we usually expect. Jeanie – Not concrete yet. 29% budgeted classroom instruction will increase to 44% classroom instruction. Support Services, counselors, added to instructional so basically it is a matter of re-coding, not actually changing. Wait 30 more days for the public input period to end and then get board approval.

Jeanie – Noticed the CCASD contracts were not on the agenda so an Emergency board meeting to be called.

#### CALL TO PUBLIC

Risha VanderWey adjourned the meeting at 3:36 p.m.