

I. CALL TO ORDER

President Zieler called this meeting to order: 6:33 pm

II. PLEDGE OF ALLEGIANCE

The pledge was led by: Mr. David Eisley, newly elected board member

III. ATTENDANCE

Those in attendance: Board Members President Mr. Jim Zieler, Mrs. Leslie Wenhardt, Mrs. Eve Patterson, Mr. Brent Overson and Mr. Clint Wiltbank; Superintendent Mr. Ed Burgoyne; Finance Director Ms. Catherine Patterson; Board Executive Secretary Mrs. Tanya Sparks; High School Principal Mr. Roger Heap; High School Assistant Principal Mr. Dave Bradshaw; Middle School Principal Mr. Tim Raban; Coronado School Principal Mr. Bryan Hollembeak and members of the public.

IV. ADOPT AGENDA**Motion/Second to adopt the November 6, 2014 board agenda**

Motion –Mrs. Patterson; 2nd –Mrs. Wenhardt; unanimous

V. APPROVAL OF THE MINUTES FOR OCTOBER 2, 2014**Motion/Second to approve the minutes for October 2, 2014**

Motion –Mrs. Wenhardt; 2nd – Mrs. Patterson; unanimous

VI. CALL TO THE AUDIENCE

One card – Michael Cirivello, Asst. Girls Soccer Coach addressed the board by commending a staff member, Karl Holden. Our first home soccer match on a Saturday we played at the Middle School. We have the brand new beautiful bathrooms there, which we thank you for. We opened the door and it was atrocious. We immediately got a hold of our A.D. who called Karl Holden who came over on a Saturday in his own vehicle and on his own time and cleaned that bathroom so well before the other team got here. What he did from there was, he found out when every home game was and personally on his own time cleaned those bathrooms or made sure they were clean before games. You have a great employee.

VII. STUDENT/STAFF PRESENTATIONSCoach Mike Morgan – 300 Wins

Superintendent Burgoyne - Coach Morgan's not present so we would like to recognize him at another meeting because this is an outstanding accomplishment in his coaching career.

Matt Weber – NAVIT

Mr. Weber presented a PowerPoint presentation. Mr. Weber publically thanked Larry Von Stradling for being a board member for NAVIT and representing our area. He is currently President. He's a phenomenal representative of St. Johns.

Board Meeting
MINUTES
11-6-14

Catherine Patterson is very much missed as the CTE Director. Excited to meet Shelly Finch and between Roger Heap and Shelly Finch, the job is getting done.

Shared from PowerPoint the money coming back to St. Johns District. The money that comes back to your district is based on the students you have in CTE (Career & Technical Education) programs at St. Johns High School. This year you will receive \$87,431. As you look at that number, it's going to be spread over the programs you have at SJHS. The whole point of being part of a joint technical education district like NAVIT is to generate extra funding that comes straight back to your school. Every student you have enrolled, generates an extra .258 ADM count which is approximately \$900. This money that you get is to be used for some of those programs. Some is used on salaries and some is used on supplies and equipment. It all has to be spent on CTE in your district. We trust the judgment of local administration on how that is spent. We just ask that it's spent on CTE.

One of the most wonderful things about Career & Technical Education is, we have proven through statistics over time those involved in CTE do very well on state mandated testing. The point is, CTE students do well in academics. The reason why is because they've found a passion and they found application.

Superintendent Burgoyne thanked Mr. Weber for all the time he spends on this great program.

Donna Hauser - TAHC

Mrs. Cynthia Blevins representing Apache County Drug Free Alliance (Teens Against Harmful Choices) trying to get Rachel's Challenge back in our school. It's been 3 years since Rachel's Challenge was here. Also handouts were given to the board from students that were impacted by Rachel's Challenge when it was here the first time.

We are here today to see if the board would sign a letter of approval so we can get donations from businesses and bring this program back. Our kids have struggles and we are in need of this again. When we did it last time we found a few red flags with our students and were able to help them. RV is really in a crisis right now with suicides. We don't want to be in that situation. We need to be proactive to keep this program alive in our schools and with the students.

Mr. Easley asked if there is any way you can include the 7th and 8th grade because it's bad there.

Ms. Caballero – Rachel's Challenge provides programs at different grade levels. We could ask Rachel's Challenge about it.

President Zieler asked Superintendent Burgoyne to come up with the letter and the board will be glad to sign it in support.

VIII. REPORTS

- Superintendent

Superintendent Burgoyne had a written report in the board backup materials. He added a little about the budget override. We are thrilled that it passed. As school district employees, we can't actively go out and campaign for votes for the override election and we can't use school equipment, school supplies or anything to promote passing the override. This makes it hard. We were grateful to have the Booster Club volunteer to spearhead this in our community. They did a great job sending out mailers, made phone calls, had a Facebook page and there was a lot of texting and sharing going on. We ended up passing it by a 110 vote margin. We have a great community and as they understood what the situation was and what the override was, they were willing to support us.

Mr. Overson suggested we put on the marquee, thank you for passing the override.

- Director of Finance

Mrs. Patterson had a written report in the backup materials. As her report mentions, she is continuing to research our budget and see what's happening with insurance costs, etc.

- Coronado Principal

Mr. Hollembeak had a written report in the board backup materials. He had nothing to add.

- Middle School Principal

Mr. Raban had a written report in the board backup materials. He had nothing to add.

Mr. Wiltbank commented that he liked the pictures in the newsletter.

- High School Principal

Mr. Heap had a written report in the board backup materials. He publically thanked Becky Caballero and the Student Council for all their work on Homecoming this year. It's a great undertaking. Things are going well with NAVIT.

- Student Body President

Kynzie Blank, Secretary of Student Council reported that Homecoming was very successful. We will be attending a conference in New Mexico, November 14 – 15. We are soon going to be starting our Secret Santa project. If you know of any families in need, please let us know.

- Board
No reports

IX. ITEMS FOR DISCUSSION AND/OR ACTION

A. District Academic Report/Presentation of Test Results and Arizona Learns Labels/Mr. Heap, Mr. Raban, Mr. Hollembeak

Mr. Hollembeak began the PowerPoint presentation with Coronado School. This is the last year you will see the SAT scores. The PowerPoint showed where each grade level was in their scores. 95% passed test. Better than state average. He said he's really pleased with math scores the last 3 years. In 2013 and 2014 we started doing things different with our curriculum and we went above the state average. We earned an "A". This is the second year we have earned an "A". Very proud of staff and the hard work from them and the kids.

Mr. Raban presented scores from the Middle School through the PowerPoint presentation as well. We are still a "B" school and we are really hoping to do better. We have a lot of ideas to help us improve. 78% of our students met or exceeded the state average. We have a lot of room to improve but we know what to work on. We are 7 points away from being an "A" school. Middle School is a harder school to get an "A" because there are five grades that test.

Mr. Heap presented scores for the High School also through a PowerPoint presentation. They showed the testing averages compared to the County and the State scores. We were above the State and County in many of the areas. We received a letter grade "A" this year for the first time. There were only three "A" schools in the area - St. Johns, Snowflake and Joe City.

President Zieler - Excellent reports. It's outstanding for our district to have 2 A's and a B. It's very commendable for the high school to get a letter grade A this year.

Mr. Overson would like this information to go on our website.

Mr. Wiltbank would like us to put up a banner or something announcing the letter grade.

Mr. Overson asked Superintendent Burgoyne for a copy of this PowerPoint presentation.

B. Prop 301 Plan/Goals 2014-2015

Superintendent Burgoyne said this is on the agenda every year. There are a few wording changes but the plan/goals are still the same.

Motion/Second to approve the Prop 301 Plan/Goals for 2014-2015 as presented.

Motion – Mrs. Patterson; 2nd –Mr. Overson; unanimous

C. Prepay Insurance/Capital Items Priority List

Superintendent Burgoyne began by sharing a PowerPoint of our insurance and our prepaid account. In 2012-2013 school year we had a balance of just over a million dollars. When it came time to do a prepay we put in \$437,000 and that ended our account balance with \$1,488,849. For our 2013-2014 school year we started with that amount. He was surprised to see how much our insurance costs us. The premium is \$873,000. That is the combined money that the employees contribute out of their pay checks as well as what the district contributes. That uses approximately 15% of our budget. That will be one of the things we look at to see if any possible way to reduce that. During that year we made payments from our Maintenance & Operations (M&O) budget of \$726,000. We got a refund check from the prepay account of \$170,000 that was used this year to pay the signing bonuses. Because we enroll in prepay we get a .05% discount which is \$2,199. We ended the year with a balance of \$1,174,000 in prepay. The prepay was reduced by \$174,000 which is the difference between what our insurance bill was and what we paid out of M&O and then we took \$170,000 for the bonuses and we ended up reducing our prepay by \$314,000 by the end of the year.

The PowerPoint then showed the year we just started with. There was no money put into the prepay. Normally we would do that every year but we missed that opportunity last year in March or April. The way prepay works is if you're interested in it, you sign up in April and they figure out and do an estimate of what our insurance premiums would be for all of our employees minus the dental and vision. That is the amount they say we should enroll in prepay. Because we missed that discount last year, we started with a much smaller balance. Instead of starting off with almost 1 and a half million dollars we started with \$1,174,000. Last year there was an amount being deducted every month in prepay and it was never turned off and it continued to deduct into this year. We have had \$70,000 taken out of our prepay and left us \$1,103,000. At this point in time we have asked our insurance representative to cut that off. We don't want to reduce that amount until it comes down to nothing which now means all of our insurance premiums will have to be pay from our M&O budget which will reduce the money we have for other things and that is now a concern.

Recommendations: Stop premium payments from prepay, look at ways to close the shortfall between billed premiums and district payments.

Capital Budget. In original budget you approved we had earmarked \$525,000 in that account. As we went through and closed out the year and accounted all the money we spent, it wasn't even close to \$525,000. There was only \$375,000 to use. It's approximately \$280,000 plus some carry-over that brought it up to \$375,000. We didn't have near as much carry-over as what had been expected. So far we have written purchase orders for about \$150,000 out

Board Meeting
MINUTES
11-6-14

of our capital budget which then remains \$225,000. It used to be we would get about twice as much for the capital account, from the state to what we are getting now. So they have cut back drastically. The state has never fixed that or increased that so we are still working with half of what we used to have. It's been hard to live on that small of a capital budget. Our vehicle fleet is old and has a lot of miles on them. Some of the things we came up with and that we talked about is of course, the high school track. We wanted to use about \$180,000 and it's actually \$185,000 all the way up to \$380,000. High School flooring we are looking at \$135,000. Signage for Middle School, ice machine, chrome books, copy machine, two suburban's and a car all add up to \$600,000 to \$800,000. Obviously we don't have the money. All we would have left is \$245,000 in our regular capital budget to cover all those things. We would like to be careful how we spend our main capital money as well as our prepay money. We have some recommendations. It would still be good to go ahead with the High School track. We had a donation of \$64,000 to do that. Our recommendation would be to go ahead and use the \$64,000 from our donation and add \$36,000 from our capital budget which would bring it to \$100,000 and the remaining out of prepay to make that happen. Perhaps we can buy one car instead of one car plus two suburban's if we can. The technology in the district is still going to be there. We are going to have to replace some computers and monitors and do some wireless work. We would like to do some signage at the Middle School as well as the Learning Center which wouldn't be very much. If we do those things we are looking at taking \$152,000 out of our remaining \$225,000 budget that we have. That would leave \$70,000 for contingencies and we could possibly be looking at rolling over some from last year.

Mr. Overson – What about the District Office roof?

Mrs. Patterson is looking an emergency fund that we can apply for and possibly receive funding. She filled out the emergency fund application. It asks what are insurance is paying, etc. She called our insurance representative who came out and took pictures. She also called the TRUST asking them what could be done. They told her to upload all that information. Otis also got us two different bids of what the roof would cost and uploaded that information as well and sent to the TRUST. That took place last Thursday. Hope to hear back next week. Until she hears back from the insurance, she can't apply for the grant to help fund it. The grant is just a shot in the dark – from SFB.

President Zieler asked Superintendent Burgoyne what his recommendation is now.

Superintendent Burgoyne said the board has already given us the indication they wanted us to move forward with the track unless you would like to change on that. He feels it would be good to move forward on the track and get some additional up-to-date quotes on that.

Mr. Overson seconded that idea.

Mrs. Patterson would like us to go ahead as well with additional quotes for the track.

Superintendent Burgoyne - We would like to keep looking at other companies and getting quotes. We also need to move forward with another vehicle. No need to vote until we get some more information.

X. CONSENT AGENDA

- Personnel
 - A. Resignation
 - a. Chuck Moter/Middle School Head Football Coach
 - B. CTE/NAVIT Administrative Assistant/Part-time
 - a. Michelle (Shelly) Finch
 - C. MS Custodian
 - a. Candelaria Diaz/Replacing Alicia Holden
 - D. Temporary Grounds Worker
 - a. Wilfred Jose Chavez – 30 days
 - E. Substitutes
 - a. Charlie Poe/Bus Driver
 - b. Maria Torturica/Aide
 - F. Middle School Athletic Addendum
 - a. Girls Basketball Head Coach- Kirstin Udall (8th)
 - b. Girls Basketball Asst. Coach – Liz Udall (7th)
 - c. Boys Basketball Head Coach – Rae Womack (8th)
 - d. Boys Basketball Asst. Coach – Mike Orona (7th)
- Financial
 - A. Consolidated Board Report
 - B. Auxiliary Fund Report – Approve and Sign Voucher #4
 - C. Activity Fund Report - High School & Middle School
 - D. Payroll Vouchers - Ratify/Sign #5, #6, #7 & #8
 - E. Expense Vouchers - Ratify/Sign #1507, #1508 & #1509
 - F. Approve Request for Purchase Orders Over \$5000
- Other

Motion/Second to approve the Consent Agenda as outlined

Motion –Mrs. Patterson; 2nd –Mrs. Wenhardt; unanimous

XI. SCHEDULE OF FUTURE MEETINGS

Wednesday, December 3, 2014 – 6:30 pm

XII. AGENDA ITEMS FOR NEXT MEETING

- Superintendent Evaluation of Performance by Board
- Budget Revision
- Presentation on updated website

XIII. EXECUTIVE SESSION for PERSONNEL

The Board may vote to go into Executive Session pursuant to A.R.S. §38-431.03(A)(3); to discuss or consult for legal advice with the attorney of the public body.

Those to be in attendance: Board Members, Superintendent Burgoyne and Dave Pauole/Attorney by telephone.

Motion/Second to adjourn into Executive Session

Motion – Mrs. Patterson; 2nd –Mr. Wiltbank; unanimous

Adjourned into executive session – 8:18pm

Back in open meeting – 8:35 pm

XIV. ADJOURNMENT

Motion/Second to adjourn the November 6, 2014 board meeting.

Motion –Mrs. Patterson; 2nd –Mrs. Wenhardt; unanimous

Meeting adjourned – 8:35 pm

Board Approved December 3, 2014

Board President _____

Date _____