

**GOVERNING BOARD MEETING MINUTES of the
YAVAPAI ACCOMMODATION SCHOOL DISTRICT NO. 99**

**Tuesday, November 1, 2016 3:00pm
Yavapai Accommodation School District Office
2972 Centerpointe East Dr., Prescott, AZ 86301
The agenda for the meeting will be as follows:**

AGENDA

Item A. Call to Order, Welcome and Introductions

Board President, Mr. Tim Carter opened the meeting at 3:07pm. The meeting started late due to Superintendent Carter looking for his board packet.

Present for the meeting was Superintendent Carter, Allison Lawrence and Kellie Burns.

Item B. Limited call - Public Participation

No public participated in the meeting.

Item C. Consent Agenda

(All of these items can be voted on with one motion, unless the Board or a member of the public would like to consider an item separately.)

- 1. Consider and approve the agenda as presented.**
- 2. Consider and approve the minutes from the August 4, 2016 Board Meeting.**
- 3. Consider and ratify per [A.R.S. §15-321]:**
 - a. Accounts Payable voucher(s) in the amount of:**
 - 8106 - \$14,117.57**
 - 8107 - \$8,695.34**
 - b. Payroll voucher(s) in the amount of:**
 - VO8 PP7 - \$23,303.31**
 - VO9 PP8 - \$22,420.91**

The Consent Agenda was considered and approved.

Item D. Action

- 1. Consider and approve substitute rate at Yavapai County High School for \$160.00 per 10 hour day.**

This item was considered and approved for a substitute to receive \$17.15 per hour at YCHS. Aspire substitutes will remain at the \$90.00 per day rate.
- 2. First Read of Potential Policy Changes on:**
 - a. Attendance of employees**
 - b. Sick Leave**
 - c. Professional leave**
 - d. Personal Leave**
 - e. Cap of accumulation for sick leave, professional leave and personal leave**

This item was considered and no action was taken.

Item E. Discussion (No action will be taken)

1. Governing Board President – Superintendent Carter

- *Thanksgiving dinner for students and staff. Discussed having it on 11/22/16 from 11:30-1:00 for students and 1:00 for all staff.*
- *Create process with staff to identify areas of improvement from the AdvancEd set of recommendations.*

- *List AdvancED Report to all board agendas going forward under item E-Discussions.*
- **District Executive Officer – Kellie Burns**
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- **Budget/Cash Analysis Report FY16/17**
 - **30.19% of YASD Budget Spent**
 - **Civic Fund \$13,008.58**
 - **Gifts and Donations \$1,120.29**
 - **Social Services \$972.05**
 - **Student Activity Funds \$594.73**
 - **Tax Credit \$14,058.41**
 - **National Bank Credit Card Statement – Oct. 12, 2016**
- **Enrollment Report**
This time last year: 84/60
Current enrollment: 85/66

5. Open Call to the Public and Future Agenda Items [“Call to the Public: This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the Agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.”]

Item F. Closing of Meeting

1. Date and Time of next Governing Board meeting

- December 6, 2016 @ 3:00pm**
- January 9, 2017 @ 3:00pm (moved from the 10th)**
- February 14, 2017 @ 3:00pm**
- March 7, 2017 @ 3:00pm**
- April 4, 2017 @ 3:00pm**
- May 2, 2017 @ 3:00pm**
- June 6, 2017 @ 3:00pm**
- July 11, 2017 @ 3:00pm**

2. Adjournment

The meeting was adjourned at 3:43pm by Board President Tim Carter.

Dated this 2nd day of November, 2016.

Time 7:50 AM



Allison Lawrence
 Business Manager / Administrative Assistant