

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

PURSUANT TO A.R.S. 38-341.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE YAVAPAI ACCOMMODATION SCHOOL DISTRICT AND TO THE GENERAL PUBLIC THAT THE GOVERNING BOARD WILL HOLD A MEETING OPEN TO THE PUBLIC AND CONDUCTED IN ACCORDANCE WITH A.R.S. 38-431.01 ETAL. ON:

**May 2, 2013 11:00 am
Yavapai Accommodation School District Office
2970 Centerpointe East, Prescott, AZ 86301
The agenda for the meeting will be as follows:**

Call to Order – Board President, Mr. Tim Carter, opened the meeting at 11:00 am.

Welcome and Introductions – Present for this meeting; Board President, Mr. Tim Carter, Director, Jim Taylor, Rita Leyva, Debbie Gustafson and Laurin Custis.

Public Participation – No public participated in the meeting.

Consider approving the 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 approving the agenda as presented**
Item E, #1 is being omitted from the Agenda.
- 2. Consider approving minutes from the April 11, 2013 meeting.**
- 3. Consider approving minutes from the April 15, 2013 meeting.**
The Consent Agenda was approved.

Item E. Study and Voting Session

- 1. Consider and approve the policy related to insurance coverage of employees and their families**
This item was omitted from the Agenda.
- 2. Consider Business Manager/Administrative Assistant job description**
The Business Manager/Administrative Assistant job description was considered and no action was taken.
- 3. Consider and approve Office Assistant job description**
The Office Assistant job description was considered and approved.
- 4. Consider and approve Receptionist/Registrar job description**
The Receptionist/Registrar job description was considered and approved. The Administration was directed by Board President Carter that all of these positions are 40 hours per week and may not accrue compensatory time or overtime without the prior approval of the Administration.
- 5. Consider and approve Sick Bank Enrollment form**
The Sick Bank Enrollment Form was considered and no action was taken.
- 6. Consider and approve Sick Bank Withdrawal form**
The Sick band Withdrawal Form was considered and no action was taken.
- 7. Consider and approve PTO/Vacation Buy-Back and Donation form**
The PTO/Vacation Buy-Back Form was considered and no action was taken.
- 8. Consider and approve hiring a full time Business Manager/Administrative Assistant**
The hiring of a full time Business Manager/Administrative Assistant was considered and no action was taken.
- 9. Consider and approve YASD 2013-14 School Calendar**

The YASD 2013-14 School Calendar was considered and approved with one correction.

10. Consider and approve Dual Enrollment IGA between Yavapai College and YASD

The Dual Enrollment IGA between Yavapai College and YASD was considered and ratified.

11. Consider and approve dues for Character Counts Membership

The dues for the Character Counts Membership was considered and approved.

12. Consider and approve district dues for Alternative Education Consortium Membership

The district dues for the Alternative Education Consortium Membership was considered and approved.

13. Consider and renew Contract for professional audit services

A resolution to renew the contract for professional audit services was approved. YASD acknowledges that they are in the second year of a three year agreement that they entered into December 2012 with Mr. Dobridge.

Item F. District Updates

Governing Board President – Mr. Tim Carter

- HB2499 – JTED Bill – This bill would allow Accommodation students to attend J-TED with no tuition. This bill is being held with 5 others as part of the budget package but the Speaker likes the Bill and it should have no problem passing.

Director of Instruction – Mr. Jim Taylor

- Prom May 4th, 2013 Heritage Park Zoo, 25 Students.
- Graduation, 20 on the stage, 25 will have graduated. May 20th at ERAU.
- Students have picked a different song to walk to at Graduation.
- ROTC from Chino Valley will be Honor Guard at Graduation.
- Mr. Gitlin and Mrs. Fry are working on the NCA Accreditation.
- Teacher of the Year, Friday 5-10-13.
- Ahera Plan, Kathleen Frost is sending a bid. Mr. Taylor will get letters from the Architects stating that there is no asbestos in the buildings.

Item G. Closing of Meeting

Set Date and Time of next Governing Board meeting

June 3, 2013 @ 3:00pm

Adjournment

The meeting was adjourned at 11:44 am by Board President, Mr. Tim Carter.