

DATE: JUNE 9, 2020  
TIME: 5:00 PM  
LOCATION: ROOM 200

## MINUTES

### I. OPENING ITEMS

- A. **Call to Order**—5:00 P.M.
- B. **Roll Call**—Charlie Cruise, Ben Emery, Cheryl James and Patti Foy present in person. Jerome Simpson via phone.
- C. **Pledge of Allegiance**
- D. **Adjourn to PUBLIC HEARING**—5:01 P.M.

### II. NOTICE OF PUBLIC HEARING

- A. **Call for Public Hearing**—Ben Emery called for Public Hearing on Budget Revision for SY 2019-2020
- B. **Public Input for Budget Revision FY2020**—Rhonda Smith, Business Manager, explained that the only Revision was to the School Facilities Board due to having to have Budget Capacity. It is a housekeeping item. Budget went from \$1,047,500 to \$1,406,000.
- C. **Resume Regular Session**—5:03 P.M.

### III. RESUME REGULAR SESSION

- A. **Re-order Agenda**
- B. **Adopt Agenda**—*Charlie Cruise moved to adopt agenda as written. Patti Foy second. Motion Carried Vote 5-0.*
- C. **Approval of Minutes**

1. **May 12, 2020—Regular Board Meeting**—*Charlie Cruise moved to approved May 12, 2020 regular Board meeting with the correction of the word report to power in the fourth line of Item ID. Patti Foy second. Motion carried. Vote 5-0.*

II. PRESENTATIONS—Kelly Robison gave Kudos to the staff for helping with the distribution of the Yavapai County Schools, Manzanita Outreach and Salvation Army community food boxes every Wednesday.

### III. DISCUSSION ON 2019-2020 REPORTS

#### A. Board Report

- **ASBA**—Patti Foy there was nothing new. There is still no determination if they will resume conferences or not, but there are tons of webinars and information on the ASBA website.
- **Board Members**

#### B. Superintendent Report

- **General Updates**—Mr. Phillips reported our ending enrollment at 122 students. The 2020-21 handbooks have been reviewed and updated. Master schedules have been revised based on the integrated action plans. We have a high school course catalog and schedule available on the website. Registration packets have been mailed out. Job descriptions are complete and ready for approval. Jerome Simpson asked for information on options for teacher housing, with the main focus being on the reopening of school for the 2020-21 school year, Mr. Phillips did not have information for him. Projected enrollment is to be at 117 students. All teaching staff will be returning. The elementary teaching staff has been restructured to Mrs. Akot as Kindergarten teacher, Mrs. Brandi as 1<sup>st</sup> grade teacher. Mrs. Lawson will remain with the combined 2<sup>nd</sup>-3<sup>rd</sup> grade and Mrs. Thakur will have combined 4<sup>th</sup>-5<sup>th</sup> grade. Mrs. Austill will be working with our ESS students and reading acceleration and assessments for reading. Classified staff needs may change with needs for reopening schools. The first meeting for the Superintendent Reopening of Seligman Schools Committee will be tomorrow. The committee is Mr. Phillips, Steve Knott, Rhonda Smith, Sally Dexter, Jim Flynn, Zeus Alcaraz, Kelly Robison, Deborah Eittreim, Becky Austill, Donna McAtee, Brandi Lindemuth and a request for Patti Foy as Board member. A parent representative for each school will then be invited once committee gets structure. They are expecting the cost to be \$500/student to reopen schools. High School graduation was accomplished. We are planning to hold the 8<sup>th</sup> grade promotion prior to the first day of

school. Charlie asked what cost we should expect with the COVID19 that we wouldn't ordinarily? Mr. Phillips replied that transportation alone is asking for changes with seating, aides may be needed to do temperatures. Additional staff may be needed to cover guidelines. There is a lot of things that could be changing. No one has any figures, but it has to go through Legislature to get additional funding. Charlie Cruise asked if there was any aide available. Rhonda Smith said we qualify for \$50,000 through the CARE ACT so far. There may be more. Cheryl James asked if Mr. Phillips would provide information after his meeting with Tim Carter. Tim Carter has cancelled his meeting. Patti added that if you look at the guidelines that were put out, there are areas that are wishy washy and others that it must be done. If you have buses that have 30 students, you will now have to run two buses. There are more questions than answers at this time.

- **Departmental Reports, sent electronically for review**

#### **IV. RECOGNITION, CELEBRATION, AND DONATION**

**V. CONSENT AGENDA**—*Charlie Cruise moved to approve Consent Agenda as presented . Patti Foy second. Motion carried.*

*Vote 5-0*

**Consent Agenda – All those items listed below may be enacted by one motion and approved as consent agenda items. Any item may be removed from the consent agenda and considered separately if a member of the governing board requests. A copy of documents supporting each item may be obtained from the business office Monday through Thursday from the hours of 7:00 a.m. to 2:00 p.m.**

- A. Ratification of Expense Vouchers FY 2019-20: 1053-1061**
- B. Ratification of Payroll vouchers FY 2019-20: 32—41**
- C. Approve IGA with Vail School District for Beyond Textbooks for SY 2020-2021**
- D. Approve IGA with Mountain Institute Career Technical Education District 2020-2023**
- E. Approve IGA with Resolution with YCESA for Education Services for SY 2020-2021**
- F. Approve IGA with Yavapai County Education Technology Consortium (YCETC) SY2020-2030**
- G. Approve IGA with Forest Fee Management Association (FFMA) for SY 2020-2021**
- H. Approve IGA with YCESA for Substitute Teacher Services**

#### **VI. OLD BUSINESS-**

#### **VII. NEW BUSINESS**

- A. Discussion Possible Action to Approve Budget Revision 2019-2020**—Ben Emery: “This is what you presented, Miss Rhonda?”

Rhonda Smith: “Yes.”

Ben Emery: “Motion made by somebody we already talked about it, right?”

*Patti Foy moved to approve Budget Revisions 2019-2020. Charlie Cruise second. Motion carried. Vote 5-0*

- B. Discussion Possible Action to Appoint a Board member to serve on Superintendent’s Committee for Planning School Re-opening Fall 2020**—*Ben Emery moved to appoint Patti Foy as Board member to serve on Superintendent’s Committee for Planning School Re-opening Fall 2020. Charlie Cruise second. Motion carried. Vote 5-0.*

- C. Discussion Possible Action to Approve the following job descriptions provided by the professional group, Public Consulting, Inc.:** --Ben Emery: “C. This one we are not going to do in its entirety, Discussion Possible Action to Approve the following job descriptions provided by the professional group, Public Consulting, Inc. Starting with A. Did all of you read your back notes? It’s only a 154 pages.”

Jerome Simpson: “We are going to vote each individual one, down the line?”

Ben Emery: “Yep, each individual one down the line.”

- a. Elementary Teacher**—Ben Emery: “Any objections as to what your read?”

Jerome Simpson: “No.”

Ben Emery: “I make a motion to accept elementary teacher as offered, as written.”

Ben Emery moved to approve job description for Elementary Teacher. Charlie Cruise second. Motion carried. Vote 5-0.

**b. High School Teacher**—Ben Emery: “Any objections?”

*Ben Emery moved to approve job description for High School Teacher. Charlie Cruise second. Motion carried. Vote 5-0*

**c. Business Manager**—Ben Emery: “Any objections?”

Charlie Cruise: “So moved.”

Ben Emery:” Motion made by Ben Emery, second by Charlie. Charlie how do you vote— “

Patti Foy: “Sorry, backwards, Charlie said so moved— “

Ben Emery: “Thank you, Ben Emery made the motion to accept it as written second by Charlie Cruise.”

*Charlie Cruise moved to approve job description for Business Manager. Ben Emery second. Motion carried. Vote 5-0*

**d. Administrative Assistant School/Board**—Ben Emery: “No objections?”

Charlie Cruise: “So moved.”

Ben Emery; “Motion made by Ben Emery to accept as written, second by Charlie. Charlie how do vote?”

Patti Foy: “Backwards again.”

Ben Emery: “Yeah, thanks. Ben Emery made the motion to accept as written—“

Patti Foy: “No. Charlie said so moved. He is first you are second.”

Ben Emery: “Alright, how do you vote, Patti?”

*Charlie Cruise move to approve job description for Administrative Assistant School/Board. Ben Emery second. Motion carried. Vote 5-0*

**e. Food Service Supervisor**—Ben Emery: “Any questions? Any objections?”

Charlie Cruise:” So moved.”

*Charlie Cruise moved to approve Food Service Supervisor job description. Cheryl James second. Motion carried. Vote 5-0.*

**f. Food Service Aide**—Ben Emery: “Any objections?”

Charlie Cruise: “So moved.”

Ben Emery:” Any objections?”

Cheryl James: “Second.”

Ben Emery: “Second by Cheryl James.”

*Charlie Cruise moved to approve Food Service Aide job description. Cheryl James second. Motion carried. Vote 5-0.*

**g. Para-Professional General**—Charlie Cruise: “So moved.”

Ben Emery: “No objections? Let me ask for objections first. No objections? Motion made by Charlie, second by?”

Cheryl James; “I. I second.”

*Charlie Cruise moved to approve job description for Para-Professional General. Cheryl James second. Motion carried. Vote 5-0.*

**h. Para-Professional Title I**—Ben Emery: “Any objections?”

Charlie Cruise: “So moved.”

*Charlie Cruise moved to approve job description for Para-Professional Title I. Patti Foy second. Motion carried. Vote 5-0.*

**i. Para-Professional ESS**—Ben Emery: “Any objections?”

Charlie Cruise: “So moved.”

Cheryl James: “I second.”

*Charlie Cruise moved to approve job description for Para-Professional ESS. Cheryl James second. Motion carried. Vote 5-0.*

**j. Technology Director**—Ben Emery: “Now this is Mr. Flynn, correct and Zeus is the next one? Okay, any objections technical director, technology director, excuse me?”

Jerome Simpson: "I don't have an objection, just a question. There is no real training required for this position...you would think a computer geek would have to have some proof of training..."

Cheryl James: "Yeah."

Ben Emery: "We thought that last summer too, but we were called micro-managers. I am in agreeance with you."

Jerome Simpson: "I really feel this position should have some sort of certification... Otherwise you can put a seventeen-year-old kid with a geek manual in there and let them run with it. I would like to think someone at the school, we have somebody that is hardware and software, I know that. Our Technology Director should have some kind of training or certification to know what he is doing, he or she is doing, besides just turning a computer on..."

Ben Emery: "So is that a motion to table Technology Director 'til later? Is that a motion to table Technology Director 'til later?"

Jerome Simpson: "(Inaudible)...this is a job description we are using for the future. What kind of guidelines do we need to have in place to ensure our district is getting the best bang for the buck?"

Ben Emery: "Patti what do you have to add?"

Patti Foy: "Well, sometimes experience trumps certification. And, I think these are job descriptions that other districts use also. And so, if that's the norm, to base it on experience and or certification and training, I think you have to take in to account the whole picture. Experience speaks for a lot in my book. You can have a piece of paper that says I'm certified to do this, but if I've never done it, then your screwed. I'm just of the opinion that, hard core documentation might not be the guiding light for some of these positions.

Ben Emery: "So let's talk about it further, we got a lot more to get to."

Charlie Cruise: "Can I ask the Superintendent, what is the source of the Technology Director, is it the same for all of them?"

Mr. Phillips: "Yes it is the same company. One of the many things they do is HR for not just schools, but companies, the whole thing. All of these came from the same director, she is one of the co-founders of the company. These are all specific to schools, written by HR database."

Ben Emery: "Is that who Ash Fork uses? Williams? I think that's what you're asking, right, is it a basic for all schools in the state?"

Charlie Cruise: "No, I'm just asking the source of this. And my next question was going to be, are you familiar with this particular job description being utilized in other districts?"

Mr. Phillips: "No, not necessarily. Most districts, in my experience, we had job descriptions, we weren't seeking unless it was a new position, then we might have a consultation or share from another district."

Charlie Cruise: "Do you feel this job description for the Technology Director is adequate to allow you to, in interviewing this person, ascertain his or her true qualifications and skills?"

Mr. Phillips: "I think it is adequate. My experience in different districts is this technology director is often someone who has had experience in the field, but not necessarily in schools, but in the fields of networking and software and all those pieces. It's hard, there's not necessarily a school, like a business, there's not necessarily a school you can go and be certified to be a technology director in a school. It is a very unique position."

Ben Emery: "Technology changes every six months is there further testing we can test our technology person at and say alright, you've met our standard? There has got to be standard. 'Cause I played with computers twelve years ago don't mean I'm a technology director. I haven't touched them since then; they change every six months. Is there some program? Is there further testing that we can give to our director? 'Cause, Mr. Flynn's here now, we get that, two years from now he may not be. So this description, like JD said, we can hire and eighteen-year old kid of the street that's ran computers in high school."

Patti Foy: "That's right, but if he can do the job, then he does the job. It's comprehensive and there's also continuing education. The IT world changes over night."

Ben Emery: "That's what I was asking is there training we can send Mr. Flynn to?"

Patti Foy: "There are trainings, there's online trainings. It is a continuing learning situation. Our teachers have continuing education; we have continuing education."

Jerome Simpson: "...I want to go along with what Patti is saying also and Ben also, there is training available, it's not necessarily certification, but I know there is a huge resource in excel and office systems we interact with or do a lot of work with or one spreadsheet talks to another. I know we have a webpage, we have a Facebook account, our technology director should be actually involved in developing that, keeping it maintained, keeping it updated. Is this the go to person for our social media? Is this the go to person for updating our programs? For hardware solutions? For software solutions?"

Ben Emery: "Mr. Knott, you're his boss right? You're not, Jim's boss?"

Steve Knott: "No."

Jerome Simpson: "...so basically it's how to use a lap top, well I can do that. You know...router, fire wall, network, cabling, IT phone systems. Phone systems is a whole different ball game altogether. What kind of strengths does this person have to have today, to keep us going today and help us move forward? Is there some sort, like Patti said, online training for this person to attend to learn how to do this? Is this person sharing this knowledge with our staff, hey everybody, let's learn how to use these excel spreadsheets to better track our results? Let's use drop box and social media. How are we developing technology into our school at a proactive basis vs. reactive basis?"

Ben Emery: "We have Zeus, we're good."

Mr. Phillips: "Let me further answer some of the things we are doing now. We work with ETC and Mr. Flynn works with ETC. Part of what they provide is training for what we are working with, what our problems are and solving problems, etc. And also if you notice in his departmental report, he is taking a lot of webinars, which we all are right now on different things, but his are pertinent to his position and those are always available for training. I don't think it is difficult to find training."

Cheryl James: "I agree with JD as far as trying to figure out more information regarding this."

Charlie Cruise: "Is that a motion?"

Jerome Simpson: "...(inaudible)...we have some kind of assurance they know what they are doing? And we have some kind of standards we are going to uphold for these roles. I'm going to be honest I couldn't do half the things...(inaudible)...is there something we can do to ensure the person in this role, in all the roles, is delivering the results we need by doing continuing education, like Patti said, you can learn Excel today and it's going to be different by Friday. This person is going to have to be a hands on sup jumper to keep our school going in a way it needs to be going and keep our standards up."

Charlie Cruise: "I move we accept the proposed Technology Director under sub I."

Patti Foy: "I'll second that."

Ben Emery: "Under j?"

Charlie Cruise: "Oh j, I'm sorry."

Ben Emery: "That's okay. Motion made by Charlie to accept it as written, second by Patti Foy. Cheryl how do you vote?"

Cheryl James: "Umm...nay."

Ben Emery: "Patti how do you vote?"

Patti Foy: "Aye."

Ben Emery: "Charlie how do you vote?"

Charlie Cruise: "Aye."

Ben Emery: "JD how do you vote?"

Jerome Simpson: "Nay."

Ben Emery: "Nays carry it; I don't even need to vote. Two nays. Two ayes. K, technology technician, this is Zeus."

Charlie Cruise: "Wait, did somebody not vote?"

Ben Emery: "There was two nos', tow yeses, so I abstain, I don't have to vote."

Patti Foy: "You can't abstain because you don't have to vote, you have to have a reason to abstain..."

Ben Emery: "NO. Ben Emery votes no. Three no's two yays."

*Charlie Cruise moved to approve job description for Technology Director. Patti Foy second. Ben Emery, Cheryl James and Jerome Simpson vote nay. Charlie Cruise voted aye. Nays carry. Motion failed. Vote 2-3.*

**k. Technology Technician**—Ben Emery: "This is Zeus' position, did I read that right?"

Charlie Cruise: "I move to accept the job description as proposed- "

Ben Emery: "Any arguments? Any objections?"

Charlie Cruise: "A motion is made, is there a second."

Patti Foy: "I will second that."

Ben Emery: "Any objections? I mean this one was very vague to y'all, if were looking at the technology director, this one is pretty vague too."

Cheryl James: "Yeah."

Ben Emery: "It's not better than the other one. I mean...I don't know if there is a testing company that can come in and give them a test of basic computer knowledge and they pass it, "Yep, you're good to go this year.' I don't know, so..."

Jerome Simpson:" (inaudible)...I think we would want to look at this a little more, it's the same kind of— "

Ben Emery: "That's what I was getting at, I don't think we should, yeah. We should not have made a motion to not accept it, we should have made a motion to table it, talk about it, and revisit it down the road. Now we have to do it all..."

Charlie Cruise; "A motion was made and second ---"

Ben Emery: "Motion made by Charlie, second by Patti. Cheryl how do you vote?"

Cheryl James; "No."

Ben Emery; "Ben Emery votes no. JD how do you vote?"

Jerome Simpson: "No."

Ben Emery: "Patti how do you vote?"

Patti Foy:" Aye."

Ben Emery: "Charlie how do you vote?"

Charlie Cruise: "Aye."

Ben Emery: "Three no's two ayes."

*Charlie Cruise moved to accept Technology Technician job description as proposed. Patti Foy second. Charlie Cruise and Patti Foy voted aye. Ben Emery, Cheryl James and Jerome Simpson voted nay. Nays carry. Motion failed. Vote 2-3.*

**l. Building/Grounds/Transportation Supervisor**—Ben Emery: "Any objections."

Charlie Cruise: "So moved."

Patti Foy: "Excuse me, I have a correction, point of order it is Building/Grounds/Transportation Director."

Ben Emery: "It says supervisor on mine."

Patti Foy: "Awe okay, the job description says director."

Ben Emery: "I know, point of order, it says supervisor."

Patti Foy: "Right."

Ben Emery: "Building/Grounds/Transportation Supervisor, any objections to how it was written?"

Charlie Cruise: "Mr. Chairman, I would like point of order for you. It is ordinarily, if a motion is made and second, then there's discussion. But you can have discussion beforehand, but we got a motion---"

Ben Emery: "To do what? We already voted on the last one Charlie we are on to I now."

Charlie Cruise: "We are going to have plenty of options, or opportunities for discussion. If a motion is made and second, you still have to opportunity for discussion."

Ben Emery: "No body made a motion on this one Charlie."

Charlie Cruise; "I did."

Ben Emery: "Building grounds transportation, she made a point of order said it said director and I said it said supervisor, no body made a motion."

Charlie Cruise: "I made the motion."

Ben Emery: "Okay, great. Motion made by Charlie, second by?"

Patti Foy: "Patti."

Ben Emery: "Wow. You guys are unreal, unbelievable. Like kids in..."

Charlie Cruise: "Well, fire us. You don't like us? Fire us."

Ben Emery: "Motion made by Charlie second by Patti Foy. Ben Emery votes aye."

Patti Foy: "Well, no, we can go for discussion. If there is any discussion."

Ben Emery: "Any discussion on it?"

Charlie Cruise: "You want to discuss it?"

Ben Emery: "I'm happy with the way it was written."

Patti Foy: "JD would like to discuss it."

Ben Emery: "JD, go ahead."

Jerome Simpson: "This one here, this person is required to test people in the raw, but down here it says CDL preferred, I think that should say CDL required."

Cheryl James: "Exactly. That's what I was going to say."

Jerome Simpson: "If this person going to the bus driver and test them they should know how to test them."

Cheryl James: "Yes."

Charlie Cruise: "What did he say?"

Ben Emery: "He said that, down here under description it says CDL preferred. He said that if this person's a supervisor, they should be able to be trained on how to drive the bus so that they can teach a person and ensure that they are driving the bus..."

Inaudible talking over each other

Charlie Cruise: "I want to hear what he has to say."

Cheryl James: "Go ahead, JD."

Jerome Simpson: "...in the summary is to oversee the transportation areas for compliance for public safety and following proper protocols. If we expect this person to be able to train and guide and direct and mentor our drivers, they can't do that without a CDL...in the bottom line we say we don't care if they have a CDL"

Charlie Cruise: "That's not true. He can supervise, he can select, he can do anything for the bus drivers under his control-direction or control whether he has a CDL or not. Now it is preferred he has a CDL. Now, suppose you get someone that has all kinds of qualifications but doesn't have a CDL..."

Ben Emery: "Then that's why we give them ninety days. They either possess or must obtain within ninety days a class B CDL."

Charlie Cruise: "I think the way it is written gives the superintendent plenty of leeway to do what's necessary. Is that what you think?"

Mr. Phillips: "Absolutely."

Ben Emery: "Well, your vote don't count, Mr. Phillips."

Charlie Cruise: "He's not voting, but I am asking his opinion. He is the one who has to do it."

Ben Emery: "Charlie, we ran other maintenance directors out of here because we tried to enforce it after years of being here to get a CDL and they said no, I quit. That's not what I want to see Mr. Knott do..."

Charlie Cruise: "We already discussed that we do not have the authority to direct..."

Ben Emery: "We have the power to fix this job description right now, right?"

Charlie Cruise: "...I do not see any problem with the way it is written."

Ben Emery: "You don't, but JD does."

Charlie Cruise: "Well..."

Mr. Phillips: "It is administrative."

Jerome Simpson: "I have over nearly thirty years of managing transportation. I know at times we see a flaw in driver that we put the supervisor with that driver and say, 'Hey, let's get better at this skill.'" And my trainer, my supervisor, although they don't drive the trucks every day, I wanted them to have a CDL so they can mentor and coach the drivers. They can mentor and coach the CDL operators who are driving the big equipment. I don't want you to supervise from the back desk, I want you to know what you are supervising. And to me, that definitely requires a CDL in this role. I don't see how you can train or coach anybody to do something you don't know how to do. It makes no sense."

Charlie Cruise: "Why don't we ask the building supervisor..."

Ben Emery: "JD, Steve Knott is right here, Charlie's going to propose we talk to him. Can we do that for you?"

Jerome Simpson; "I don't know who Steve Knott is, but okay."

Ben Emery: "He is the maintenance supervisor. He is the head honcho who fixes everything around here."

Jerome Simpson; "Go, Steve, go."

Charlie Cruise: "Do you have a CDL?"

Steve Knott: "I do not have a CDL. I actually have, we have a CDL driver that is actually an instructor. And I supervise her, it is Meghan Dumford, she trains all our bus drivers."

Ben Emery: "You have a CDL B, right, C or D?"

Steve Knott: "No I don't."

Ben Emery: "So you don't have, you have a CDL instructor. You don't possess one yourself?"

Steve Knott; "No."

Ben Emery; "Okay."

Steve Knott: "In the department, we have a CDL instructor. Being around the vehicles and bus drivers, of course I know the laws, I have to. To be able to be a proper supervisor, you have to know it. But on top of that here's a few things that I have seen that we are going to deal with then, will be problems. First off, we are a small community and making all these requirements for my position, would make it very difficult to fill."

Ben Emery; "To fill your position if you leave?"

Steve Knott: "Because you're dealing with, do you want someone who, see I used to be a builder, so I know buildings."

Ben Emery: "You contracted you were licensed?"

Steve Knott: "I was a licensed contractor."

Ben Emery: "You were licensed to do your job?"

Steve Knott: "I was licensed as a residential builder."

Ben Emery: "Gotcha."

Steve Knott: "I know buildings. I know how to bring in grants, how to bring in and deal with maintenance on buildings. Even when I got this position, honestly, I knew very little about transportation."

Ben Emery: "But it was on the application?"

Patti Foy: "Preferred."

Ben Emery: "No it did not say preferred, Patti. It said must possess or be able obtain within ninety days. It didn't say preferred. I applied for the same position and still to this day for the new bus mechanic, that says the same thing! It says possess a class B or be able to obtain within ninety days!"

Cheryl James: "Or your driver could be what?"

Charlie Cruise: "I have a question to ask."

Ben Emery: "You're fine, go ahead."

Charlie Cruise: "Okay. With your present duties, how long have you been in this job?"

Steve Knott: "Five years."

Charlie Cruise: "And have you ever been in a position where you had to drive a bus if you had a CDL?"

Steve Knott: "No."

Charlie Cruise: "Do you have time, in doing your job, I realize you have a lot going on right now, would you even have time to drive?"

Steve Knott: "No. I don't even have time to do everything I have to do currently."

Charlie Cruise: "Okay. What do you think, if this job description said, CDL mandatory? Do you think that would do anything to availability of applicants for the job?"

Steve Knott: "I think it would."

Ben Emery: "I don't think it would."

Charlie Cruise: "What do you think would be the effect?"

Steve Knott: "What would be the effect is you would probably get someone that is more transportation wise and less building wise. See, something about this position is it is kind of, it's a broad position for me to do. You have building, grounds and transportation. In most districts, they have it divided. Our district, of course, it is all combined. So with that said, I think what you're going to run into, is when you put a requirement like that, you're going to get more of a transportation director, not a building, maintenance director that has the wisdom and has the knowledge of how to maintain HVAC systems, how to maintain broilers. How to maintain, just building envelope, roofing. There's a lot more. Asbestos, we have asbestos. Other aspects in my position that a transportation director is not going to know."

Charlie Cruise: "Would it make more sense to you if we separated out the transportation director and made that a separate job description, a separate person to occupy that position?"

Ben Emery: "You said Meghan is already the trainer."

Steve Knott: "Meghan is already the trainer."

Charlie Cruise: "So have a job description for a trainer?"

Rhonda Smith: "It is a contracted position. Can I say something? I used to do transportation. When we had a break in maintenance, I did transportation. It is a lot of scheduling. Steve put together a transportation manual, because we had none, we followed the law, but we didn't have one when he took over. The TRUST came in and took his manual said 'We liked it so much, we are going to use it.' The Arizona Risk Retention TRUST. He doesn't drive, but he knows the area and he gets on the law and he keeps them..."

Cheryl James: "Just like you said, you weren't experienced in transportation, but you've learned it, correct?"

You've learned the position, you're doing well. So if you're saying I don't have one and it will probably hurt if it is a requirement, because we would get somebody in here that is more transportation than building experience; what's the difference in them learning that as well as being transportation, it's one whole job?"

Mr. Phillips: "I need to put out a comment, because there is a reason why it says preferred. When you look at someone who has to do three different jobs, let's say Mr. Knott left and I am going to get applicants and it says preferred, I'm going to have more applications because there are people who have experience in this, or grounds or building and they are all welcome to apply. But I, as administrator, am going to look at the most qualified person who has the most experience in the area of need. And right now the area of need is these buildings, so for him with his experience, he is an absolute fit for what we need. A CDL, that would be nice, absolutely. It's like a teacher, you have endorsements, you can add things that's good for you to improve and make you more marketable, but as far as this job description, this will essentially allow me, to get more applicants. If I say required, I have eliminated applicants. Possible, potential excellent applicants."

Cheryl James: "Possibly."

Mr. Phillips: "Possibly, you never know until someone applies."

Cheryl James: "And I look at it like JD does, as far as saying CDL preferred. I mean, you're going to go to work for a school, you obviously know at some point in time, we have buses here. At some point and time, you may have to drive a bus. If you don't, great, you still have your CDL. So, I don't see the issue between us changing it to preferred to required, that's kind of what we want."

Ben Emery: "Patti, go ahead."

Patti Foy: "It looks to me like, if we leave it preferred, then it comes down to an administrative decision. If there's nothing that says, if you don't have it we won't hire you, but we can certainly offer you. We pay to have the people trained to get their CDL. And that is certainly something, if it says preferred, and an applicant is here,

we can say we prefer a CDL and can offer the training. To make it required, I think we are narrowing our vision to the point that we are going to eliminate good people from applying for jobs.”

Ben Emery: “We as a school district, not saying that you’re not, Mr. Knott, I voted yes that you didn’t need a CDL right now, but they backed me off. But we ran other, good maintenance directors out of here trying to force them to get their CDLs and they told us to stuff it.”

Cheryl James: “And you know, we’re not going to go backwards. It’s going to be in the same spot as we are if we keep it preferred, because right now, everybody keeps saying, ‘That’s not on the paper work, that’s not on the employment.’ It is on the paperwork.”

Ben Emery: “Is it a big deal to you, Mr. Knott, if we said it is required for you to get a CDL? You may never need to use the thing. Is it a big deal to you?”

Steve Knott: “There are some issues with it. One issue is, once I get that CDL what is going to keep from putting more demands on me than what I already have?”

Cheryl James: “Your contract.”

Patti Foy: “Your driver is sick, call Mr. Knott.”

Steve Knott: “Honestly, I already have enough demands and I think putting that on me would be unfair,”

Ben Emery: “But you do realize, your predecessors, it’s been put on them, right?”

Steve Knott: “That’s not my problem.”

Ben Emery: “That’s not your problem?”

Steve Knott: “Yeah, that’s not my problem.”

Patti Foy: “I do remember the job, the, I can’t find it, in our last agenda information, both advertisements were in here and one said CDL required and one said CDL preferred. Now, I can’t remember which is which, but I think this was the preferred. But I’m not positive, I can’t find it to prove it, but those were the actual advertisements put in the paper.”

Mr. Phillips: “That was an advertisement, but it wasn’t a Board approved job description, so, just out there.”

Ben Emery: “So motion was made to accept it second by Patti Foy. Charlie how do you vote?”

Charlie Cruise: “Yes.”

Ben Emery: “Patti how do you vote?”

Patti Foy: “Aye.”

Ben Emery: “JD how do you vote?”

Jerome Simpson: “No.”

Ben Emery: “Cheryl how do you vote?”

Cheryl James: “No.”

Ben Emery: “Ben Emery abstains.”

Patti Foy: “Why?”

Ben Emery: “Don’t have to give a reason.”

Patti Foy: “Yes you do, by law.”

Cheryl James: “No you don’t.”

Patti Foy: “Yes you do. I’ll call Tim Carter.”

Ben Emery: “M...”

Patti Foy: “No. I will not accept this. It is a point of order. We will the call meeting adjourned!”

Charlie Cruise: “We can call the Attorney General too.”

Patti Foy: “They both, the Attorney General wrote the requirement for the law and you must give a reason if you abstain.”

Ben Emery: “We all remember the attorney that was here a couple of weeks ago, right? And I asked her about that, you do not have to explain why you are abstaining from a vote, that’s your right! It is the same as a vote of yes or no! I abstain, I don’t want to vote, one way or the other.”

Patti Foy: “Okay, if I call Tim Carter- “

Ben Emery: “Then I’ll place a vote.”

Patti Foy: "...and he says that you must do it,"

Ben Emery: "Then I will place a vote."

Patti Foy: "Then this meeting from this point forward will be void."

Ben Emery: "Do you want to take- "

Patti Foy: "Just so you know that."

Ben Emery: "Do you want to take a break and call him, you'll feel better? Go ahead, call him. Hmm, you guys are impossible, impossible."

Patti Foy: "You were at the meeting when I asked him for the Board training. I can't believe you don't remember."

Cheryl James: "And he said no, you do not have to give an answer."

Ben Emery: "He said, no, you do not have to give an answer. Mr. Highland or Steve, last year, said no you do not have to give an explanation."

Cheryl James: "You can just say, 'No, I don't. I need more information.'"

Patti Foy: "Okay, he is obviously driving somewhere, I will have to try calling him..."

Charlie Cruise: "I move we recess until we get this question answered."

Ben Emery: "You don't want to finish the rest of the agenda then?"

Charlie Cruise: "We can't. If there is a possibility that everything after this is void if you don't give reasons why you abstained, we are wasting time."

Ben Emery: "I'll roll the dice on that one. I'll roll the dice on that one."

Cheryl James: "Just say you need more information, that's all you say."

Charlie Cruise: "I'm sorry, I made a motion that we recess until we get this question answered."

Patti Foy: "Okay, I'll second it."

Ben Emery: "A motion made by Charlie to take a recess, or, to table the rest of it second by Patti Foy. Patti how do you vote?"

Patti Foy: "Aye."

Ben Emery: "Charlie, how do you vote?"

Charlie Cruise: "Aye."

Ben Emery: "Cheryl, how do you vote?"

Cheryl James: "Nay."

Ben Emery: "JD, how do you vote?"

Jerome Simpson: "I'm not sure what we are voting on."

Ben Emery: "JD, because I wanted to abstain from voting yes or no on the last motion for the building/grounds/transportation supervisor, I know I can abstain, they made a motion to table the rest of everything on the agenda until they get an answer of whether or not I can abstain."

Patti Foy: "No, that you cannot abstain without reason."

Ben Emery; "Abstain without a reason, correct."

Charlie Cruise: "You have to have a reason for your abstaining."

Ben Emery; "So you have one no, two yeses and it's your vote. Do you want to table everything else on the board until later or do you want to keep going?"

Jerome Simpson: "I would like to keep going, so I would vote no."

Ben Emery: "Correct. Ben Emery votes no. So that's three nos', two yays, so we roll the dice and keep going."

*\*\*Item VII C a: Motion made by Charlie Cruise to accept the job description as written for Building/Grounds/Transportation Director. Patti Foy second. Ben Emery voted aye prior to discussion. Charlie Cruise and Patti Foy voted aye. Jerome Simpson and Cheryl James voted nay. Motion carried. Vote 3-2.*

*\*\* Charlie Cruise made a motion to recess until an answer was provided from Tim Carter, if a reason must be given when abstaining from a vote. Charlie Cruise and Patti Foy voted aye. Ben Emery, Jerome Simpson and Cheryl James vote nay. Motion failed. Vote 2-3.*

**m. Building Grounds Worker**—Ben Emery: “Any objections.”

Patti Foy: “Yes. Oh wait, no, that’s not the one, sorry. I misspoke.”

Ben Emery: “No objections?” There were no objections.

*Cheryl James moved to approve job description for Building Grounds Worker. Patti Foy second. Motion carried. Vote 5-0.*

**n. Bus Driver**—Ben Emery: “Any objections to how it was written?” There were no objections.

*Ben Emery moved to approve job description for Bus Driver. Jerome Simpson second. Motion carried. Vote 5-0.*

**o. Custodian**—Ben Emery: “Any objections to how it was written?” No objections.

*Cheryl James moved to approve Custodian job description. Jerome Simpson second. Motion carried. Vote 5-0*

**p. Mechanic**—Ben Emery: “This is our bus mechanic, correct?”

Mr. Phillips: “Mechanic.”

Ben Emery: “And I read, I have it right here, CDL preferred again. I am going to voice my opinion and y’all can go from there. Unlike Mr. Knott, the mechanic, damn sure better know how to drive a bus. You don’t fix the bus, you don’t adjust the front steering, tamper the caster and all that and hand the keys to the car wash kid and say, ‘Hey, go drive that bus, let know how it works. Tell me if it drives nice.’ I used to be a decent mechanic for four years. Guess what, I had certifications. I can prove it to you. I didn’t fix a tank or a bus for the military and hand my keys to the guy in the kitchen, the cook and say, ‘Hey go drive that bus, let me know if it is okay.’ “

Charlie Cruise: “May I ask Mr. Knott a question?”

Ben Emery: “Yep, almost done. The bus driver, of all people, should not have to bother one of our other bus drivers who have a CDL to go on a road test with them! You can’t sit in that passenger’s front bus and feel the steering, you can’t feel the gas and see if it is responding, sputtering, too much air, too much fuel, too much whatever- “

Charlie Cruise: “I think we get the point.”

Ben Emery: “Okay, just want to drive it home to you one more time, Charlie.”

Charlie Cruise: “Do you have any input on that? Does this mechanic, does our present bus mechanic have a CDL?”

Steve Knott: “He does not.”

Charlie Cruise: “He does now?”

Steve Knott: “He does not.”

Ben Emery: “He does not.”

Steve Knott: “He does not.”

Charlie Cruise: “He does not. How does he test drive the buses?”

Steve Knott: “So, he can drive on campus.”

Ben Emery: “On the school grounds? Mhmm...”

Steve Knott: “On the school grounds. And that’s what he does, he drives it on the school grounds.”

Charlie Cruise: “So it is not absolutely necessary?”

Ben Emery: “Yes it is.”

Steve Knott: “Not absolutely.”

Ben Emery: “When you reset a computer you must drive it-I’m telling you!”

Charlie Cruise: “I’m not asking you.”

Ben Emery: “You have to drive it for 25-35 miles continuously to reset the master brain, so then it re-computes hot or running!”

Charlie Cruise: “Then why don’t you take over the job?”

Ben Emery: “I don’t want to be a mechanic.”

Cheryl James: “You know what? As a board member and as a parent, I want my child safe regardless of where they go. So if the mechanic does not have a CDL, that is not correct. They should have to obtain one!”

Charlie Cruise: “I was asking that question to Mr. Knott.”

Cheryl James: “And he said the mechanic does not have one.”

Charlie Cruise: "And he said he does not. So how does he test drive the bus?"

Steve Knott: "He drives it on campus."

Cheryl James: "And you don't go..."

Charlie Cruise: "Is that an adequate test?"

Steve Knott: "Yep. For what...first off, the kind of work we do on these buses because they are safety issues with children involved, he is not a certified mechanic. So, I can't even have him do certain things on a bus. So I didn't hire him to do the sensitive things on buses. I have him here to do the maintenance like oil changes. He does periodic tests or looks at the bus and tells me if there's any safety issues. When it gets down to the point of brakes and stuff like that, that goes to the shop. I would not anyone that we hire, we don't have certified, he is not a certified mechanic. He can do an oil change; he can change the brakes."

Ben Emery: "Since we weren't involved in the hiring process, what do we pay this man an hour?"

Patti Foy: "No, you can't discuss that."

Ben Emery: "You can't discuss...we should have been able to discuss it when it happened."

Steve Knott: "Let me tell you this much. It's a whole lot less than a mechanic. A whole lot less."

Charlie Cruise: "I'd like to ask the superintendent, when you're interviewing for a mechanic, what, if any effect, would it have on your application pool if you said that a CDL is required?"

Mr. Phillips: "The same thing if I said he had to have school bus or mechanic certification. We wouldn't find one."

Steve Knott: "Yeah. Let's change this. The title is wrong. He is not a mechanic."

Ben Emery: "What is he?"

Steve Knott: "He is maintaining, he checks the fluid, he checks- "

Mr. Phillips: "Technician."

Steve Knott: "Technician, he is not really a mechanic."

Patti Foy: "So he is a vehicle technician?"

Steve Knott: "Yes. Now he is, he has worked as a mechanic."

Ben Emery: "He owned his own shop for umpteen years."

Steve Knott: "We're very lucky we have him, I'm very glad we have him and I don't want to lose him over something, just a technicality."

Inaudible, everyone talking over each other...

Ben Emery: "He needs to be able to jump in the bus and drive the thing himself. You already said he drives around the school grounds, why waste money having Meghan or one of other bus drivers sit there...- "

Steve Knott: "Have you ever taken your vehicle to a mechanic and the mechanic actually wants you to drive it say, 'Hey look, I don't know what noise your hearing, can you drive it- '"

Ben Emery: "A million times over, it ain't doing it here. It ain't doing it here now, it does happen."

Steve Knott: "It does happen."

Ben Emery; "It was part of a mechanic though, a maintenance guy. He needs to drive."

Steve Knott: "We need to change the job description; he is not actually a mechanic per say. He fills up the fluids, he fills up-he changes oil, he changes..."

Patti Foy: "Tires."

Steve Knott: "Tires."

Ben Emery: "How many applicants did you have when you hired him?"

Steve Knott: "Two."

Ben Emery: "Two. And he was your best choice why? "

Steve Knott; "We- "

Mr. Phillips; "We can't really talk about that."

Patti Foy: "That's getting personal."

Ben Emery: "We're not getting personal; he was AFC certified; we're not stupid. That holds a lot of water to who you're going to hire for the job."

Cheryl James: "Exactly, their experience."

Ben Emery: "But it was required that he had his CDL to take these things on test drives, you guys."

Steve Knott: "And actually, if that was the requirement, then why did myself and the superintendent hire him?"

Ben Emery: "Because, Mr. Phillips informed me when I asked why he didn't have his CDL, that when he was hired and during his interview process, he said he don't want to be around kids, and if that's one of the requirements, that he had to get a bus driver's license, he don't want the job! That's what I was told. So we hired him and now we don't make him get a CDL to test drive everything he fixes, to bring up the fluids and the oil and changes tires, he changes tires."

Mr. Phillips: "I would suggest tabling this job description and look at a different one."

Cheryl James: "What JD?"

Jerome Simpson: "I got a couple things. If all we want is this guy to do an oil change, can't we get a temporary to do that? I am reading the job description ...If he is a mechanic, and up in knowledge we want him to establish and maintain effective working relationships with students, peers, parents and staff members, but under skills we want him to be able to restrain a student? We want this guy to whip out handcuffs on students? Is that restraining? I don't understand why a mechanic should have to restrain a student."

Patti Foy: "That's one of the things I brought up."

Mr. Phillips: "But that was a mistake."

Patti Foy: "Yeah, that's got to be a mistake, I brought that up when this first came out, is that must be able to restrain students should not be part of the job."

Mr. Phillips: "That was just an error that it got inserted."

Ben Emery: "But we were just going to approve this and you didn't say, 'Hey...'"

Mr. Phillips: "She was going to bring this up."

Patti Foy: "I was waiting my turn, okay? Because I researched this before the meeting."

Jerome Simpson: "Then my thing is, to keep buses and white fleet in good working order. I don't understand why we don't, why this guy who is fixing buses that our kids are going to be riding on, and part of fixing buses is alignment, are they operable to go on the road...(inaudible)...submarines and airplanes, you want them to be able to run good. And we don't care if this guy knows if it runs good."

Patti Foy: "But he's not doing that."

Jerome Simpson: "Huh?"

Patti Foy: "He's not doing that."

Ben Emery: "Mr. Knott says he's not doing that."

Jerome Simpson: "If the bus is going down the highway at 60 miles an hour...(inaudible)...we got kids in it."

Cheryl James: "JD, Mr. Knott said he just fills fluids. He's not a mechanic."

Patti Foy: "He is not doing mechanic work on the buses."

Jerome Simpson: "Then why are we talking about the job description."

Steve Knott: "We can't use him for certified work on a bus."

Cheryl James: "He said the title was mistaken on there, so he is not a mechanic."

Ben Emery: "So what would you title him as?"

Jerome Simpson: "Let's just table and move on then."

Cheryl James: "There you go."

Steve Knott: "To me, it is maintenance of vehicles, 'cause his main focus-honestly this guy is not only doing maintenance on vehicles. He is actually helping me gut out a classroom, he is actually helping with HVAC because he does have job history in refrigerant, so he is doing HVAC work. I wanted his main focus to be check the fluids. I have a checklist that he goes through on a monthly basis that he goes through on vehicles so I can decide if I need to take it into a shop- "

Jerome Simpson: "Hello...the bus driver can check the fluids."

Cheryl James: "What did JD say?"

Steve Knott: "...or if he can do it. If he needs to fill up a tire, he can fill up a tire."

Ben Emery: "He wants the drivers to fill up the fluids."

Patti Foy: "So he is BG&T assistance."

Steve Knott: "Yes..."

(Inaudible everyone talking over each other...0

Jerome Simpson: "All this person is going behind the driver, they better check the oil before they get on the bus and better check the fuel tank and best check the air in the tires, that's part of a CDL pre-trip inspection..."

Patti Foy: "The drivers do that."

Jerome Simpson: "My thing is, why are we paying him- "

Patti Foy: "Because we've other vehicles."

Mr. Phillips: "He is doing maintenance."

Jerome Simpson: "...what does he do for forty hours a week?"

Patti Foy: "He is doing maintenance."

Steve Knott: "He is doing maintenance also. He is doing HVAC systems, he pulls weeds, he's tearing out a classroom with myself. He does whatever I tell him, basically."

Mr. Phillips: "How about I look bringing to the Board a variety of possible descriptions to fit the need of what we need here,"

Cheryl James: "Or what you have here, already, because this..."

Patti Foy: "I make a motion that we do not accept the job description at this time in lieu of looking for an alternative for the position we have."

Steve Knott: "I have to interject, on thing about the mechanic. First off, I want to make everything clear, we don't have the equipment to do major mechanic work, we cannot do it. We don't alignment...we have a little tool box, basically."

Ben Emery: "So what contract are we about to offer the gentleman holding the mechanic or whatever, what his contract that we are about to sign tonight? Does it say mechanic?"

Cheryl James: "It's just- "

Mr. Phillips: "It's just job descriptions."

Cheryl James: "What he, what he- "

Ben Emery: "You're going to have to re-categorize it when you name it, right?"

Cheryl James: "Yes. So, yeah."

Charlie Cruise: "Motion was made and second that we don't accept it."

Ben Emery: "Who second it?"

Charlie Cruise: "I did."

Ben Emery: "K."

*Patti Foy moved to not accept the job description for mechanic in lieu of looking for an alternative for the position we have. Charlie Cruise second. Motion carried. Vote 5-0*

Jerome Simpson: "One thing, I know I'm bugging on it, but now we don't a job description for a guy were paying to do a job we don't have, all he does is check oil."

Patti Foy: "No that's not right."

Crowd uproar...

Cheryl James: "Okay, hold on. Just let him speak, we're the Board!"

Ben Emery: "We're going to re-categorize him and I am sure that Mr. Knott will find a very good title, to where he still can help with the maintenance. The guy is mowing grass, he works his tail off, I know that."

Jerome Simpson: "If the guy can't do his job because he ain't got a wrench, I got a wrench here he can borrow."

Ben Emery: "Alright."

Jerome Simpson: "I'm not about...(inaudible)"

Ben Emery: "Gotcha."

**q. School Counselor**—Ben Emery; “Is this our new position the state approved us to get? Now, did they kind of give us guidelines to what we require? Okay, any objections.”

Charlie Cruise; “So moved.”

*Charlie Cruise moved to approve job description for School Counselor. Cheryl James second. Motion carried. Vote 5-0.*

Ben Emery: “So we have the re-naming of the mechanic, and i and we need to come back onto l.”

Patti Foy: “And j.”

Ben Emery: “J?”

Cheryl James: “Yeah, j and k.”

Patti Foy: “No I thought it was j and l.”

Ben Emery; “J, l and p.”

Charlie Cruise: “I move we table j- “

Ben Emery: “We did already.”

Charlie Cruise; “We tabled j?”

Ben Emery; “We didn’t really table j, we’re waiting to see if I vote or don’t vote at the end of this agenda. Then we don’t have to worry about Mr. Carter anymore.”

**D. Discussion Possible Action to Approve upcoming student to be admitted to First Grade under Policy JEB Entrance Age Requirements**—*Charlie Cruise moved to approve upcoming student to be admitted to Frist grade under Policy JEB Entrance Age Requirements. Patti Foy second. Motion carried. Vote 5-0.*

**E. Discussion Possible Action to Approve On-line and Charter Students to Participate in Sports**—Charlie Cruise: “I move to approve.”

Ben Emery: “Somebody explain this to me. Anybody.”

Patti Foy: “Let me second the motion.”

Ben Emery: “Okay.”

Patti Foy: “Now, what this means, if a student is taking online courses at home, but live in the district of the high school, but they have opted to take a couple courses online or charter school.”

Ben Emery; “Why would they take courses online? Just curious.”

Patti Foy: “Maybe we don’t offer what they need.”

Ben Emery: “Cool beans.”

Patti Foy: “Okay and we don’t meet their needs because they are working. There are a lot of reasons, or they want to get more credits. And so we can have them play on our sports teams.”

Joanne Curley: “If they meet the AIA guidelines.”

Patti Foy: “They have to meet all the state requirements.”

Ben Emery: “And that’s verifiable, Mrs. Joanne? They have met those requirements?”

Patti Foy: “They have to turn their paperwork in every week to her.”

*Charlie Cruise moved to Approve On-line and Charter students to Participate in Sports. Patti Foy second. Motion carried. Vote 5-0.*

Ben Emery: “We are going back up here, really quick, Ms. Brandi, to Building/Grounds/Transportation Supervisor, I vote aye. You all figure that one out.”

Patti Foy: “Wait a second.”

Ben Emery: “That’s three ayes and two nays.”

Patti Foy: “I just wanted to make sure.”

Ben Emery; “We are down now to j and p.”

## **SIGNING OF MINUTES**

Patti Foy: “Just one more time, what you just voted on, was that j?”

Ben Emery: “Mr. Knott will not be required to get a CDL.”

Patti Foy: “Okay, thank you.”

## ANNOUNCEMENTS

A. Input of items for next board meeting-please email Brandi Lindemuth at [Blindemuth@seligman.k12.az.us](mailto:Blindemuth@seligman.k12.az.us)

ADJOURNMENT—Charli Cruise moved to adjourn meeting. Patti Foy second. Cheryl James, Charlie Cruise, Patti Foy and Jerome Simpson voted aye. Ben Emery voted nay. Motion carried. Vote 4-1. Meeting adjourned 6:23 P.M.