

**MINUTES OF THE REGULAR BOARD MEETING OF THE
VACTE GOVERNING BOARD**

MEETING LOCATION

Valley Academy for Career and Technology Education
3405 E State Route 89A Building B, Cottonwood, AZ 86326
Tuesday, December 5, 2017

Regular Board Meeting 4 p.m.

1. Call to Order

The Chairman will call the meeting to order.

- *The Chairman Frank Vander Horst called the meeting to order at 4pm.*

2. Board Roll Call

- *Board Members present: Frank Vander Horst (Chairman), Leland Wieweck (Clerk), Steve Pike, Steve Dockray, and Jeff Wassell.*

3. Pledge of Allegiance

The Chairman will lead the Board and audience in the Pledge of Allegiance.

- *Bill Helm from the audience led the board in the Pledge of Allegiance.*

4. Adoption of Agenda

The Board will now approve the formal agenda.

- *Jeff Wassell made the motion to approve the formal agenda. Steve Dockray made the second with a vote 5-0.*

5. Awards and Recognitions

November Jones Ford Verde Valley and VACTE CTE Student of the Month
Recipients:

Aaron Soto– Camp Verde High School (Graphic Design and Audio Recording)

Owen Jones – Mingus Union High School (Engineering)

Lauren Malmgren – Sedona Red Rock High School (Digital Communication
Newspaper)

Nikki Zielinski – VACTE Central Campus (Fire Science)

6. Consent Agenda Items

The consent portion of the agenda is to expedite routine matters that must be acted on by the Governing Board. All items approved will be done by one motion passed unanimously. Any item may be removed for debate on request of any member of the Board. Items removed from the consent portion become the first items of business of the regular agenda. Items that may be included:

- A. Approval of Meeting Minutes
 - a) 11/07/17 Regular Meeting

- B. Approval of Expense Vouchers (A copy of the voucher details will be available for public inspection)
 - a) Voucher 9115 for \$4,386.02
 - b) Voucher 9116 for \$37,737.39
 - c) Voucher 9117 for \$5,322.43
- C. Approval of Payroll Vouchers
 - a) Voucher 10 for \$16,937.74
 - b) Voucher 11 for \$18,216.06
- D. November Cash Balance Report
- E. November Satellite Schools Report

- *Steve Dockray made the motion to pull B. c) Expense Voucher 9117 and all of C Payroll Voucher off the consent agenda items. Leland Wieweck made the second with the vote 5-0.*
- *Steve Dockray made the motion to approve B. c) Expense Voucher 9117. Jeff Wassell made the second with the vote 4-0. Frank Vander Horst abstained due to conflict with an Erate Payment.*
- *Leland Wieweck made the motion to approve C. Payroll vouchers. Jeff Wassell made the second with the vote 4-0. Steve Pike abstained due to conflict with his son's employment.*

7. Call to the Public - Legal A.R.S. § 38-431.01 (H)

At this time, the Chairman of the Board will ask members of the audience if they would like to speak regarding any issue before the citizens of the district.

Members of the public wishing to comment on an agenda item should do so at this time. Audience comments will be limited to (3) three minutes. The Board Chair reserves the right to limit the number of audience members speaking on an issue. No formal action may be taken on any issue unless the item appears on the agenda. The Board may respond to criticism, ask that a matter be reviewed by staff, or place an item on a future agenda.

8. Reports and Presentations

A. Report from Superintendent- Bob Weir

- *Superintendent Bob Weir informed the board that Yavapai College will be conducting some of the medical assistant classes in our new facility in the spring. We will be leasing the facility to Yavapai college. He invited the board to the VACTE grand opening January 23rd at 5:30 to 7 p.m. With the ribbon cutting at 6 p.m. All the VACTE Central Programs would be at the grand opening to present their courses. VACTE staff did have a meeting this last month with Aflac and a Representative from Taylor and Hunley to discuss some alternative insurance and retirements options. He had recently attending some committee meetings regarding the new JTED A-F grades. He added that the lease to own property*

had all gone correctly and all the documents were signed November 21st. Staff, students, and himself had moved all the Office from the old suites to the new suites in just a couple days. This had saved the district moving costs.

B. Report from Donna Green on 5-year 40th Day Central/Satellite Enrollment

9. Old Business

- A. Discussion on Auditor General's Corrective Action Plan/Preliminary Status Review Results with Financial Assistant Shawwna Patton.
- *Financial Assistant Shawwna Patton gave an overview of the recent Audit with the Auditor General's office.*
- B. Discussion and possible action to approve Fiscal Year 17-18 amended VACTE Employee Contracts.
- *Steve Dockray made the motion to approve the amended VACTE Employee contracts for FY 18. Leland Wieweck made the second with the vote 5-0.*

10. New Business

- A. Discussion and possible action to approve the Revised FY 18 VACTE Budget.
- *Jeff Wassell made the motion to approve the Revised FY 18 VACTE Budget. Leland Wieweck made the second with a vote 5-0.*
- B. Discussion and possible action to approve Skyler Pike as part-time employee Construction with Travis Black for FY 18.
- *Steve Dockray made the motion to approve the contract of Skyler Pike. Leland Wieweck made the second with a vote 4-0. Steve Pike abstained due to conflict.*
- C. Discussion and possible action to approve the updated IT Disaster Plan.
- *Steve Dockray made the motion to approve the updated IT Disaster Plan. Jeff Wassell made the second with the vote 5-0.*
- D. Discussion and possible action to approve Mingus Union High School JTED courses for FY18 as presented by VACTE Staff.
- *Steve Dockray made the motion to approve the MUHS JTED courses for FY 18 based on the criteria requested for the JTED Binders, if they don't the courses will be unapproved. Leland Wieweck made the second with the vote 5-0.*
- E. First Read of Revised ASBA Policy GCCA and GCCB
- *First read of Policies. Frank Vander Horst requested that on GCCA, the second to last bullet point, that we re-word the paragraph to make more clear.*
- F. Discussion and possible action to approve the annual Board self-evaluation; according to policy BAA Evaluation of Board/Board Self-

Evaluation. The Governing Board may vote to convene into executive session to discuss and evaluate the board based on Policy BAA, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1).

- *Board did not go into Executive Session. Steve Dockray made the motion to approve the Board Evaluation. Jeff Wassell made the second with a vote 5-0.*
- G. Discussion and possible action to approve the Superintendent's Evaluation and Pay for Performance. The Governing Board may vote to convene into executive session to discuss and evaluate the Superintendent, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1).
- *Board did not go into Executive Session. Steve Dockray made the motion to approve the Superintendents Evaluation and Pay for Performance. Leland Wieweck made the second with a vote 5-0.*

11. Board Members Request for items on Next Agenda and Board Member Upcoming Events:

- A. Regular Board Meeting January 9th at 3 p.m.
- B. VACTE Open House January 23rd from 5:30-7 p.m. Ribbon Cutting at 6 p.m.
- C. YCESA Governing Board Presidents Round Table February 5th from 5:30-8:30 p.m.

12. Adjourn

- *Leland Wieweck made the motion to adjourn the meeting. Jeff Wassell made the second with a vote 5-0. The meeting adjourned the meeting at 6:30pm.*

Submitted by Board Secretary Shawwna Patton

_____ Frank Vander Horst, Board Chairman

_____ Leland Wieweck, Board Clerk

_____ Steve Dockray, Board Member

_____ Steve Pike, Board Member

_____ Jeff Wassell, Board Member

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