

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

**Wednesday, October 10, 2018 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 3:00pm.*

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

**Item B. Pledge of Allegiance**

**Item C. Limited call - Public Participation**

*No public participated in the meeting.*

**Item D. 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 September 11, 2018 Board Meeting.**
- 3. Consider and ratify per [A.R.S. §15-321]:**
  - a. Accounts Payable voucher(s) in the amount of:**  
**VO# 8105 - \$5,684.91**  
**VO# 8106 - \$20,828.39**
  - b. Payroll voucher(s) in the amount of:**  
**VO#5 PP#5 - \$27,651.24**  
**VO#6 PP#6 - \$27,651.24**

*The consent agenda was considered and approved. President Carter voted yes.*

**Item E. Action**

- 1. Consider and approve TSA Consulting Group, Inc. as the contracted plan administration services provider for the 403(b) & 457(b) Plans.**

*This item was considered and approved. President Tim Carter voted yes.*

- 2. Consider and approve the FY18 Annual Financial Report.**

*This item was considered and approved. President Tim Carter voted yes.*

- 3. Consider and approve the updated YASD Emergency Response Plan (ERP).**

*This item was considered and no action was taken.*

- 4. Consider and approve the updated Evaluation of Professional Staff Members tool.**

*This item was considered and no action was taken.*

**5. Consider first read of Policy Advisory No. 644-645.**

Policy Advisory No. 644 ..... Policy IHB — Special Instructional Programs  
Regulation — IHB-R  
Exhibit — IHB –E

Policy Advisory No. 645 .....Policy BE — Exhibit JLCB-E (Immunization of Students –  
ADHS REVISED – October 2018)

*This item was considered and no action was taken.*

6. Consider and approve the Board Approval Certification Form that the special education policies and procedures have been updated in accordance with the statutory changes.

*This item was considered and no action was taken.*

**Item F. Presentations (No action will be taken)**

**1. Governing Board President – Superintendent Carter**

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**2. District Executive Officer – Kellie Burns**

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**3. AdvancED Report**

**4. Budget/Cash Analysis Report FY18/19**

- **22%** of YASD Budget Spent
- **Civic Fund \$19,473.15**
- **Gifts and Donations \$1,138.15**
- **Social Services \$567.46**
- **Student Activity Funds \$604.21**
- **Tax Credit \$11,491.91**
- **National Bank Credit Card Statements – September 2018**

**5. Enrollment Report**

**This time last year: (Total Students) 78/ 58 (ADM)**

**Current enrollment: (Total Students) 95/ 73 (ADM)**

**6. 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 G. Closing of Meeting**

**1. November 13, 2018 @ 3:00pm**

**December 11, 2018 @ 3:00pm**

## 2. Adjournment

*The meeting was adjourned at 3:45pm by Board President Tim Carter.*

Dated this 11<sup>th</sup> day of October, 2018.

Time 10:51am

Allison Fontana

Allison Fontana

Business Manager / Administrative Assistant to the YASD Board