



YOUNG SCHOOL DISTRICT #5

P. O. BOX 390 – #46878 Highway 288
YOUNG, ARIZONA 85554

PHONE: (928)462-3244 FAX: (928)462-3283

**YOUNG PUBLIC SCHOOL
REGULAR GOVERNING BOARD MEETING MINUTES
Monday October 4, 2021 6 P.M.
Young Public School Computer Lab/FFA Room**

CALL TO ORDER

President Linda Chapman called the Regular Governing Board Meeting to order at 6:00P.M. in the Young Public School Computer Lab/FFA Room. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi were present.

PLEDGE TO THE FLAG

The Pledge of Allegiance followed the opening of the meeting.

ADOPTION OF THE AGENDA

Polly Hageman made the motion to adopt the agenda. James Bruzzi seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

APPROVAL OF MINUTES

Dave Megahey made a motion to approve the minutes from the September 13th Board Work Session, and the September 13th Regular Board Meeting. Guy McGill seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

PTO UPDATE

There were no members of the PTO present to provide an update for the meeting.

TEACHER REPORT

Mr. David Schaeffer provided the Teacher Report. Mr. Schaeffer shared with the Board his current schedule; expressing his enthusiasm about the ability to see and connect with each student at our school every day. He stated classes are going well, and that he has seen a big difference in the attitudes of the kids this year. Mr. Schaeffer shared his hope for the future of YPS. Mr. Schaeffer's last day with the district is October 7th, and while he is sad to be leaving, he is excited for new opportunities for him and his family.

ADMINISTRATION REPORT

Mr. Patrick O'Donnell provided the administration report. Mr. O'Donnell thanked Mr. Schaeffer for his willingness to help YPS out during this year. Mr. O'Donnell shared some updates with the Board. He shared that students who were exposed to COVID (outside of school) all came back with negative tests. We still have not had a confirmed COVID case at YPS this school year. Mr. O'Donnell provided an update on rumors of student fund misuse. Mr. O'Donnell, Ms. Rider, and a family where the rumor seemed to have originated all sat down to go over student accounts and share how those accounts have checks and balances. It appears that the rumor was started in jest and took off from there. Ms. Rider also met with the high schoolers to go over student accounts, and the different checks and balances in place for each fund.

On October 21, the Auditor General's Office will be onsite working through one of their audits. The Teachers have finalized their 301 Plan. Mr. O'Donnell shared that they will vote on their plan, and he should have the approved plan before fall break. The sump pump's in the greenhouse are being repaired. One of the two

pumps has been replaced. The second is on back order. We are already seeing an improvement in the drainage around the greenhouse. Mr. O'Donnell shared kudos to Ms. Rider for completing the AFR prior to the deadline set forth by the state. The DPS Fingerprint Audit is completed with no findings. Great job to Colette Zienka for her hard work in completing this audit. There was a rumor that the school is not accepting donations. Mr. O'Donnell shared that we are accepting donations, and appreciate every donation generously given to the school. Mr. O'Donnell is working in conjunction with the PTO to encourage any community member who is willing to donate and help out the school.

The Teacher staff had their in-service last Friday. Mr. O'Donnell shared some insight into the professional development that took place. The professional development topic of neuro sequential model was used to help understand more about how the brain processes at different stages of development. The Teacher staff worked to develop plans to better serve each of our students. Part of this planning was planning what things will look like with Mr. Schaeffer being gone. Mr. O'Donnell shared that we have a community member, pending Board approval, who will come and teach Mr. Schaeffer's math and science courses, and another community member who is willing to help cover the remainder of his classes, as well as help with covering some of our lunch duties. Ms. Chapman asked Mr. O'Donnell how parents will be informed of the coverage and changes. Mr. O'Donnell shared that parents will receive an email, and it will be in the October newsletter. Mr. Megahey asked about volunteers on campus, and asked if he could come and help out. Mr. O'Donnell shared the protocol for volunteers who will be student facing, as well as shared appreciation for anyone who wants to come and help out at the school.

CALL TO THE PUBLIC

There was no call to the public

NEW BUSINESS

VOUCHER RATIFICATION

Dave Megahey made the motion to ratify payroll vouchers 3,4,5 and 6, and expense vouchers 2202, 2203, 2204, 2205, and 2206. James Bruzzi seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD APPROVAL OF M&O REPORT, GRANT REPORT, AND STUDENT ACCOUNTS REPORT

Stephanie Rider presented the M&O Report, Grant Report, and the Student Account Report. In reviewing our M&O account, we have committed approximately 80% of our anticipated revenue, which is on track for where we were last year at this same time. We will continue to watch our spending and revenue to make sure the district remains debt free. We are being strategic with spending and ordering, trying to front load our ordering for the year.

Student Activities Accounts has seen little change since last month. The Yearbook Club set up and paid for School Pictures. In regards to the rumor that Mr. O'Donnell addressed, Ms. Rider shared that her hope is the message to students, parents, and all community members is that we are transparent and open to discuss any concerns. If anyone has any questions, or concerns, please stop in to see Ms. Rider and she will happily show any of the account details, as they are public record.

The school has received \$212,643.50 in grant money so far this fiscal year. This includes two grants. One is to replace HVAC systems that are no longer working. The second is for the design portion of our weatherization project. These projects will be entirely covered by grants through SFB.

Polly Hageman made the motion to approve M&O, Grant, and Student Accounts reports. Guy McGill seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD APPROVAL OF FY 21 ANNUAL FINANCIAL REPORT

Ms. Rider presented the FY 21 Annual Financial Report. We ended the year with a positive balance in all funds, except two: Building Renewal Fund and Small Schools. For the Building Renewal Fund, we are waiting for SFB to reimburse the Red Brick Roof project. The Small Schools fund is waiting for the County to adjust the balance, it relates to an old Journal Entry that is now several years old. As a whole, the school received less funding during FY 21, and was able to meet our goals of keeping an M&O Reserve. It is hoped that as we continue to develop strategies to stay financially healthy that we look at using some of that carry forward for staff pay. Linda Chapman made the motion to approve the FY 21 Annual Financial Report. James Bruzzi seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD APPROVAL OF FY 22 VOLUNTEER/SUBSTITUTE LIST ADDITION(S)

Polly Hageman made the motion to approve the most current Volunteer/Substitute List as provided. Dave Megahey seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD ACCEPTANCE OF DONATION(S)

Mr. O'Donnell shared that the school had two donations. The first was excess books from the Young Public Library. Mr. O'Donnell used a program to review content, and presented the books he felt were appropriate to be added to the Young Public School Library. The school also received a donation of \$100 in spices to the kitchen from a community member. Mr. O'Donnell thanked the community member, as well as the Young Public Library for their generosity and thoughtfulness in donating. Guy McGill made the motion that the Board approve the donations as presented. Dave Megahey seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD ACCEPTANCE OF EMPLOYEE RESIGNATION (SCHAEFFER)

Linda Chapman read the following:

9/29/2021

Young Public School Board,

I deeply appreciate the opportunity to teach the students of YPS during the last three years. I've chosen to resign as explained and agreed at the beginning of the school year, effective 10/7/2021. I look forward to continuing to be a member of the community of Young and will always support YPS in any way I can.

With Thanks,

David J. Schaeffer, MA

Dave Meghaey made the motion to accept David Schaeffer's resignation with sincere regrets. Polly Hageman seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

SCHEDULE BOARD SELF EVALUATION REVIEW/SUMMARY

The Board discussed when they wanted to do their self-evaluation. The expectation was set that all Board members will come with their own copy of the evaluation, which was provided to them today, filled out, and ready to discuss as a group. Linda Chapman made the motion that the Board schedules their self-evaluation review/summary on Tuesday; October 26, 2021 at 3 pm. Polly Hageman seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD APPROVAL TO FORGIVE PAST CAFETERIA BALANCES (+2 years old)

Mr. O'Donnell requested that the Board write off previous cafeteria balances that stem from FY 19 and earlier. The total amount requesting to be written off is \$218.35. James Bruzzi made the motion to write off/forgive the balances as presented. Guy McGill seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

BOARD APPROVAL OF SUPERINTENDENT EVALUATION FORM WITH ATTACHED EXHIBIT A

Linda Chapman reviewed the Superintendent Evaluation provided by Mr. O'Donnell along with the attached exhibit A, which relates to the specific goals the Board set with Mr. O'Donnell. Ms. Chapman requested that when the Board completes the evaluation in December, that each Board Member have their own copy completed with notes prior to the meeting. Dave Megahey made the motion to approve the Superintendent Evaluation Form with the attached Exhibit A. Guy McGill seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously.

REQUEST FOR FUTURE BOARD MEETING AGENDA ITEMS

It was requested that we discuss an FFA Update

ADJOURNMENT

Polly Hageman made the motion to adjourn. Dave Megahey seconded the motion. Linda Chapman, Guy McGill, Polly Hageman, Dave Megahey, and James Bruzzi voted aye. The motion was approved unanimously. 6:59 P.M.

DATE APPROVED: 12/13/21
APPROVED BY: _____
APPROVED BY: David L. Megahey