



CENTRAL ARIZONA VALLEY INSTITUTE OF TECHNOLOGY
1789 W. COOLIDGE AVENUE
COOLIDGE, AZ 85128

Regular Board Meeting
April 4, 2012
7:30 AM
Multi Purpose Room

AGENDA

(Order of agenda items are subject to change)

1. Emergency Preparedness Student Presentation

Time: 7:30 am

A. No official business to take place during the presentation

2. CALL TO ORDER

3. ROLL CALL

4. PLEDGE OF ALLEGIANCE

5. APPROVE/ADOPT AGENDA

A. Approve/Adopt April 4, 2012 Agenda

6. APPROVE MINUTES

A. Approve February 22, 2012 Regular Session Minutes

7. CALL TO THE PUBLIC

8. PRESENTATIONS

A. Student of the Month

9. SUPERINTENDENT'S REPORT

A. 21st Century Learning Grant Opportunity

B. Massage Therapy Program Update

C. Enrollment Report

D. Tour of Phase IV Construction Project

10. COORDINATOR'S REPORT

A. Report on HOSA and SkillsUSA Student Competitions

11. ADMINISTRATIVE SERVICES

- A. Approve 2011-2012 MUSD Satellite Budget Amendment #2

12. PERSONNEL

- A. Accept Resignation of Trish Lorenzen, Administrative Assistant, effective March 9, 2012
- B. Recommend non-renewal of instructor contract for David Disselhorst
- C. Approve revision of Administrative Assistant job description to Business Specialist position
- D. Approve 2012-2013 Classified Salary Schedule
- E. Approve 2012-2013 Certified Salary Schedule
- F. Approve Cindy Hancock, Business Specialist 2011-2012
- G. Approve Veronica Romero for Receptionist/Attendance Clerk 2011-2012
- H. Approve 2012-2013 Employment of Classified Support Staff
 - Cindy Hancock, Business Specialist
 - Veronica Romero, Receptionist/Attendance Clerk
 - Abel Sepeda, Maintenance/Custodian
- I. Approve 2012-2013 Employment of Angie Terry, Business Manager
- J. Approve 2012-2013 Certified Employee Contracts
 - Ben Barth, Massage Therapy Instructor
 - Mike Berger, Fire Science Instructor
 - Joanne Casey, Nursing Assisting Instructor
 - Michelle Martinez, Coordinator
 - Morey Morris, Fire Science Instructor
 - Carolyn Ramirez, Cosmetology Instructor
 - Elizabeth Turner, Cosmetology Instructor
 - Herb Williams, Law Enforcement Instructor
 - Jeff Wooley, Medical Assisting Instructor
- K. Approve Ashley Williams as 2012-2013 Veterinary Assistant Instructor
- L. Approve Jennifer Schwartz as 2012-2013 Veterinary Assistant Instructor

13. APPROVE CONSENT AGENDA

- A. Administrative Services
 - 1. Approve first presentation and posting of policies
 - IJNDB--Use of Technology Resources in Instruction JFAA-- Admission of Resident Students JFAB-- Admission of Transfer Students KDB-R & KDB-E--Public Right to Know/Freedom of Information
 - 2. Approve 2011-2012 Lobbying Services IGA
 - 3. Approve Herb Williams and Michelle Martinez for out of state travel to Kansas City, MO, June 23 - 28, 2012 to attend the SkillsUSA National Conference.
- B. Business Services
 - 1. Accept Budget Summary through March 28, 2012.
 - 2. Approve Payroll Vouchers
 - Voucher 17 through 19, totaling \$124,256.75

3. Approve Expense Vouchers

Vouchers 1222 through 1224 totaling \$537,196.64

4. Accept Student Activities Report

14. DISCUSSION

15. NEWS

16. ADJOURN REGULAR SESSION