

PRESCOTT UNIFIED SCHOOL DISTRICT
District Office - Board Room (doors open at 4:30 pm)
300 East Gurley Street
Prescott, Arizona 86301

GOVERNING BOARD
REGULAR MEETING
5:00 PM
DECEMBER 5, 2023

This Meeting can be viewed via live stream using the following link:

<https://youtube.com/live/vFyroctDHqY?feature=share>

Members of the Governing Board will attend either in person or by telephone conference call.

The Governing Board may consider any item on this agenda in any order and at any time during the meeting.

Copies of agendas and supplementary documentation relative to public meetings are available from the Superintendent's Office during normal work hours 24 hours prior to meeting and on the evening of the meeting.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Superintendent's Office at (928) 445-5400. Requests should be made as early as possible to arrange the accommodation.



Mission Statement

- P**roviding extraordinary opportunities through a variety of programs and challenging curriculum.
- U**niting the PUSD family of students, staff, and community members through positive relationships.
- S**upporting exceptional staff through on-going individualized professional development.
- D**eveloping a highly educated, civic-minded, and productive community, one student at a time.

Vision Statement

Prescott Unified School District educates students to be confident, lifelong-learners prepared to achieve their full potential in a complex, interconnected world.

AGENDA

1. STRATEGIC PLAN COLOR KEY:

STUDENT ACHIEVEMENT

CULTURE

COMMUNITY AND STAKEHOLDER RELATIONSHIPS

ENROLLMENT

RESOURCE ACCOUNTABILITY

2. CALL TO ORDER - Governing Board President, Andy Fraher

3. OPENING CEREMONY

A. Welcome - Governing Board President, Andy Fraher

B. Pledge of Allegiance

4. APPROVAL OF AGENDA - Governing Board President, Andy Fraher

A. Consider approving the agenda, as presented.

RELEVANT INFORMATION: Board Policy requires the approval of the agenda.

5. APPROVAL OF MINUTES - Governing Board President, Andy Fraher

A. Consider approving the minutes from the Regular Study and Voting Session meeting of November 7, 2023, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

6. PRESENTATIONS

A. APS Presentation

Presenter: Becky Rudd-Lacy, NW Key Account Manager, Darla Deville, Public Affairs Manager, Frank Sanderson, Director of Transmission & Distribution and Tony Magers, APS Solutions for Business, Outreach Manager

7. INFORMATION ONLY ITEMS

A. Summary of Current Events

1. Superintendent

2. Governing Board Members

3. Governing Board Student Representatives

8. ACTION ITEMS

A. CONSENT AGENDA - *All those items listed below may be enacted by one motion and approved as Consent Agenda items with or without discussion. However, any item may be removed from the Consent Agenda and considered separately if a Governing Board member so requests.*

The resolutions included in the Consent Agenda have been posted in order to waive the reading of the body of the resolutions.

Consider approving the Consent Agenda as presented.

1. Consider approving the certified and classified personnel actions as presented.

RELEVANT INFORMATION:

A copy of the personnel report is attached for review.

Presenter: Andy Binder, Assistant Superintendent/HR Director

2. Consider approving the donations as presented.

RELEVANT INFORMATION:

Board policy requires acceptance by the Governing Board of all donations.

Presenter: Brian Moore, Chief Financial Officer

3. Consider ratifying the vouchers as presented.

RELEVANT INFORMATION:

Arizona Revised Statutes require approval/ratification of all vouchers.

Presenter: Brian Moore, Chief Financial Officer

4. Consider approving the Student Activities Fund Statement of Receipts and Disbursements for FY23 End-of-Year and November 2023, as presented.

RELEVANT INFORMATION: Please see the attached reports.

Presenter: Brian Moore, Chief Financial Officer

5. Consider approving an amendment to the Intergovernmental Agreement between the Arizona Department of Economic Security Rehabilitation Service Administration and Prescott Unified School District, as presented

RELEVANT INFORMATION:

This is an amendment to an agreement executed July 1, 2022, with a five-year term, ending on June 30, 2027. The original agreement is a third-party cooperative arrangement for the purpose of facilitating a seamless transition of students with disabilities from high school to the world of work in order to maximize their employability and integration into the workforce and community.

Presenter: Clark Tenney, Superintendent

6. Consider approving the following government purchasing cooperatives, as presented.

RELEVANT INFORMATION:

Choice Partners - Choice Partners, a national purchasing cooperative, offers procurement and contract solutions to meet government purchasing requirements. Staff at Choice Partners complete the legal, competitive bid government procurement processes, so you can act immediately to access the contract you need, saving time and money on the bidding process and purchase. Choice Partner's national cooperative includes:

Facility contracts to meet the needs for repair, remediation, renovation, and remodeling.

Supplies, including a unique school supply catalog.

Service contracts.

Food contracts for bread, dairy, grocery, produce, and cleaning/warewashing products.

Technology products, cloud services, software, consulting, and resources for today's electronic demands.

Presenter: Brian Moore, Chief Financial Officer

7. Consider approving the updated list of authorized signers for the District's current bank accounts for the 2023-2024 school year, as presented.

RELEVANT INFORMATION:

Pursuant to A.R.S. 15-321, 15-1122, and 15-1126, the Governing Board should approve the bank accounts and authorized signers on a yearly basis.

Due to a change in personnel, an update to the list of authorized signers is required. The Board originally approved the list of bank accounts and authorized signers for the 2023-2024 school year at the June 27, 2023, Governing Board meeting. The Governing Board then approved an updated list at the September 12, 2023, Governing Board meeting.

Please see the updated list attached.

Presenter: Brian Moore, Chief Financial Officer

B. PUBLIC HEARING - If a member of the public wishes to speak regarding the Fiscal Year 2024 Budget Revision #1, they must complete the attached form (BEDH-E) and return it to Sarah Torres, Administrative Assistant to the Governing Board prior to the Public Hearing session of the agenda.

1. Consider recessing the regular meeting to hold a Public Hearing to discuss the Fiscal Year 2024 Budget Revision #1.

2. Consider adjourning the Public Hearing and reconvening to Regular Session.

C. STUDY AND VOTING SESSION - If a member of the public wishes to speak to one of the following voting items, please complete and return exhibit BEDH-E, Public Request to Speak (<https://www.prescottschools.com/Page/558>) to Sarah Torres, Administrative Assistant to the Governing Board prior to the study and voting session of the agenda.

For items with the potential to have many speakers, the overall speaking time may be adjusted by the Governing Board. Speakers will be called to speak in the order in which they signed up, first

come, first served.

Requests to speak that are emailed will also be first come, first served. Email requests can be sent to sarah.torres@prescottschools.com at any time prior to the study and voting session of the agenda.

1. Consider approving the Fiscal Year 2024 Budget Revision #1, as presented

RELEVANT INFORMATION:

Pursuant to A.R.S. 15-905(E), if the district exceeded the general budget and or unrestricted capital budget limits by 1% of its General Budget Limit (GBL), the district is required to revise its FY 2024 budget by December 15th to reduce its expenditures to within the calculated budget limits. When school finance does its calculations in October, not all information is known with regard to the previous year's Budget Balance Carryforward. Now that this information is known, we are under the 1% threshold, but per statute, districts must revise based on the calculations in October.

Presenter: Brian Moore, Chief Financial Officer

2. Consider approving three Career and Technical Education (CTE) Courses at Prescott High School, as presented.

RELEVANT INFORMATION:

Stagecraft - This course will be taught by Scott Neese, performing arts and theater director at Prescott High School. Currently, Mr. Neese teaches "Technical Theater." We would like to turn this course into a CTE course. Mr. Neese essentially teaches Stagecraft now and is following the CTE curriculum. The Stagecraft program includes instruction in set design, lighting design, sound effects, theater acoustics, scene painting, property management, costume design, technical direction and production, and the use of computer applications to support these functions. Students who complete the 2-year program will end up with the OSHA 10 Construction Industry Certification. Mr. Neese is CTE certified.

Law and Public Safety - The Law and Public Safety program included instruction in law enforcement history and theory, operational command leadership, administration of public police organizations, labor relations, incident response strategies, legal and regulatory responsibilities, budgeting, public relations, and organizational leadership. Ms. Tiffany Boehle, Director of Career and Technical Education at Prescott High School, has several leads on retired law enforcement personnel who might be interested in teaching this course. The Prescott Police Department is aware of this potential program and is eager to work with us. To begin with, it would be one section per day that would grow into a second-year program in the following year.

Early Childhood Education - This course will be taught by Loreta Halford, our Fashion Design and Merchandising teacher. Currently, Mrs. Halford teaches "Child Development" and we would turn that existing course into an approved CTE program. The Early Childhood Education program includes instruction in child growth and development, child health, nutrition, safety, planning, and supervision, and developmentally appropriate practices and learning activities. Child guidance, family relationships, parenting, and applicable legal and administrative requirements are also addressed. Preparation for the development and management of effective early childhood programs and facilities is included. Mrs. Halford is CTE certified.

Presenter: Tiffany Boehle, Director of Career and Technical Education, PHS

3. Consider approving an Intergovernmental Agreement between the Arizona Department of Education (ADE) and Prescott Unified School District, No. 1 (PUSD) for Arts Consumables, as presented.

RELEVANT INFORMATION:

The State of Arizona's budget, set forth in SB 1720, contained an appropriation of \$10,000,000 for Arts Consumables. The appropriated amount for art consumables shall be distributed for grants of not more than \$1,000 per recipient to public school art teachers and any public school teachers for preschool through third grade for art supplies, materials, and instructional aids that are of a consumable nature as defined by the uniform system of financial records prescribed by the auditor general pursuant to section 15-271, Arizona Revised Statutes.

The Arizona Department of Education (ADE) has determined that this grant appropriation is best distributed by directing the grants through the Local Education Agencies (LEA) to provide Grants to their teachers. Therefore, ADE is entering into contracts with LEAs to act on its behalf in distributing the grants to eligible teachers.

ADE receives spending authority for the Arts Consumables Grants on a quarterly basis. As of November 1, 2023, ADE has \$5,000,000 of spending authority. The remaining \$5,000,000 in spending authority will be made available in equal parts at the beginning of FY24's third and fourth quarters.

Presenter: Jamie Bjune, Director of Federal Programs

4. Consider adopting the proposed changes in Policy Services Advisory Volume 35, Number 3, No. 748-752 and 754-762, from September 2023, as presented.

RELEVANT INFORMATION:

Governing Board BGB requires first and second readings of all proposed policy adoptions and approval by the Governing Board. **This is the third reading** of the proposed policy changes and the Board will be asked to adopt the policies after the second reading. Any Regulations and/or Exhibits have been attached for review and do not require Governing Board approval.

Presenter: Clark Tenney, Superintendent

5. Consider approving the Superintendent Evaluation Instrument, as presented.

RELEVANT INFORMATION:

Pursuant to Governing Board Policy CBI, the Board and Superintendent will meet to agree on an evaluation instrument. The evaluation shall relate to the superintendent's duties, responsibilities, and progress toward established goals.

At the October 19, 2023, Governing Board Working Meeting/Retreat, examples of Superintendent Evaluation instruments were presented to the Board for their review. It was the consensus that the evaluation instrument currently in place should be used moving forward. The Board was asked to make suggestions for any changes/updates to the instrument. Those changes/updates were noted and are reflected in the attached document.

Presenter: Andy Fraher, Governing Board President.

6. **Review proposed changes to Governing Board Policy BAA, as presented.**

RELEVANT INFORMATION:

Governing Board BGB requires first and second readings of all proposed policy adoptions and approval by the Governing Board. **This is the second reading** of the proposed policy changes and the Board will be asked to adopt the policies after the second reading. Any Regulations and/or Exhibits have been attached for review and do not require Governing Board approval.

Presenter: Clark Tenney, Superintendent

7. **Consider approving the dates and time for Governing Board meetings for the year 2024, as presented.**

RELEVANT INFORMATION:

The Governing Board should annually approve a schedule for meetings for the following year (see attached 2024 meeting schedule). Pursuant to Governing Board Policy BEDA, a statement shall be conspicuously posted on the District's website specifying where all notices of the Governing Board meetings are posted, including the physical and electronic locations, and give additional public notice as is reasonable and practicable as to all meetings.

Presenter: Clark Tenney, Superintendent

D. INFORMATION AND DISCUSSION ITEMS

1. Brian Moore, Chief Financial Officer, has prepared the School Board Summary Budget Report for your review.
2. 2022-2023 Annual Financial Report (AFR) Information

Presenter: Brian Moore, Chief Financial Officer

3. Review proposed changes to Governing Board Policies GCO and GCBDA, as presented.

RELEVANT INFORMATION:

Governing Board BGB requires first and second readings of all proposed policy adoptions and approval by the Governing Board. **This is the first reading** of the proposed policy changes and the Board will be asked to adopt the policies after the second reading. Any Regulations and/or Exhibits have been attached for review and do not require Governing Board approval.

Presenter: Andy Binder, Assistant Superintendent/Human Resources Director

4. Community Comments shared with the Governing Board (what comments/concerns do Board members hear from the public in general).

Presenter: Governing Board President, Andy Fraher

5. Meeting Dates:

Regular Study and Voting Session: To be announced (the PUSD Governing Board is being asked to approve the 2024 meeting dates/time on item 8.B.4). This meeting will be held in the PUSD District Office Boardroom.

Other Dates:

ASBA Annual Conference: December 6-8, 2023 at the J.W. Marriott Desert Ridge, Phoenix, AZ.

December 22, 2023: Half day for students and staff.

December 25, 2023 - January 5, 2024: Winter Break.

9. ADJOURNMENT