

**PRESCOTT UNIFIED SCHOOL DISTRICT**  
**District Office - Board Room**  
**300 East Gurley Street**  
**Prescott, Arizona 86301**

**GOVERNING BOARD**  
**REGULAR MEETING**  
**5:00 PM**  
**NOVEMBER 2, 2021**

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

<https://youtu.be/9WlrO5EICgU>

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 - President Deb Dillon

### 3. OPENING CEREMONY

A. Welcome - President Deb Dillon

B. Pledge of Allegiance

### 4. APPROVAL OF AGENDA - President Deb Dillon

A. Consider approving the agenda, as presented.

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

### 5. APPROVAL OF MINUTES - President Deb Dillon

A. Consider approving the minutes from the Regular Study and Voting Session meeting of October 5, 2021, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

### 6. PRESENTATIONS

A. Prescott Chamber of Commerce/PUSD partnership

Presenters: Sheri Heiney, Chamber of Commerce President & CEO, and Joseph W. Howard, PUSD Superintendent & Chamber of Commerce Chair-Elect.

B. ASBA Certificates

Presenter: Deb Dillon, Governing Board President

### 7. INFORMATION ONLY ITEMS

A. Summary of Current Events

1. Superintendent

[www.prescottschools.com/calendars](http://www.prescottschools.com/calendars)

2. Governing Board Members

## 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: Clark Tenney, Director of Human Resources

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 FY October 2022 and FY 2021 End of Year, as presented.

**RELEVANT INFORMATION:** Please see the attached reports.

Presenter: Brian Moore, Chief Financial Officer

**B. 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) via email to Sarah Torres sarah.torres@prescottschools.com by 4:00 pm on the day of the meeting OR hand-deliver the exhibit to Sarah Torres before the start of the meeting).

file:///C:/Users/Sarah.Torres/Downloads/BEDH-E-Request-for-Public-Participatioin-Governing-Board-Meeting.pdf

1. **Consider adopting proposed changes to policies GCH and JLCB, 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:** Mardi Read, Assistant Superintendent

**2. Consider approving an Intergovernmental Agreement (IGA) between Prescott Unified School District, No. 1, and Skull Valley School District, No. 15, for Information Technology services, as presented.**

**RELEVANT INFORMATION:**

In the past, PUSD has helped our neighboring districts with facilities and maintenance services. For years, IT has been looking at the best ways to help these districts with Information Technology Services. Skull Valley School District is a K-8 feeder district to PUSD, meaning students move on to attend Prescott High School. The attached IGA lists the services PUSD will provide and details the agreement between the districts. Skull Valley School District has also been in contact with our Director of Instructional Support and Instructional Outreach Coach to discuss the ways they would benefit by taking part in PUSD's Instructional Outreach Program.

The IGA has been reviewed and approved by PUSD Counsel

**Presenter:** Steven Peterson, Director of IT

**3. Consider approving an out-of-state performance trip to Anaheim, California for The Pride of Prescott Marching Band and the Prescott High School String Orchestra, as presented.**

**RELEVANT INFORMATION:**

The Prescott High School Band and Orchestra would like to request out-of-state travel for a performance trip to Anaheim, California between the dates of April 24, 2022, and April 27, 2022. The Pride of Prescott Marching Band and the Prescott High School String Orchestra have submitted an application and videos to perform in the Disney Parks on April 25 and 26. We believe at this time that the cost of this trip will not exceed \$700 per student. Expenses already built into the budget include admission to the two parks for 2 days, transportation with a charter company, lodging at a Buena Park hotel, a Sunday night dinner at Medieval Times, a fee for participation in a music program at the park, breakfast on Monday and Tuesday mornings, tips and cash for each student to use in the park.

**Presenter:** Adam Neely, PHS Principal

**4. Consider Approving the 2022-2023 Academic Calendar, as presented.**

**RELEVANT INFORMATION:**

School calendars must be approved by the Governing Board per Governing Board policy. The administration is presenting the Governing Board with the academic school calendar for the 2022-2023 school year. This proposed calendar is like our school calendars used in the past and represents a calendar "template" that staff and families seem to enjoy and best meet the educational needs of our students.

**Presenter:** Mardi Read, Assistant Superintendent

5. Consider approving an increase to PUSD's current Substitute Teacher pay, as presented.

**RELEVANT INFORMATION:**

In response to the COVID-related substitute teacher shortage, PUSD's Governing Board has asked the District Administrative Team to find ways to be sure that each classroom is led by a certified teacher each day. Also recently, YCESA has organized specific substitute teacher training classes to improve the quality of instruction and classroom management in classes with substitute teachers. YCESA recommends that districts consider increasing daily pay for subs who complete this training. The attached chart outlines a proposal to increase daily pay to attract a higher number and potentially higher quality of substitute teachers to PUSD. Initially, this pay increase could be covered by ESSER funds.

**Presenter:** Clark Tenney, Director of Human Resources

6. Consider approving a second Character Coach position at Lincoln Elementary School, as presented.

**RELEVANT INFORMATION:**

Greater than anticipated enrollment at Lincoln Elementary School has resulted in class sizes in grades K-3 higher than is ideal. With similar situations in the past where a single grade level was impacted, principals have at times requested that an additional certified teacher position be approved by the Board so that a new class section could be created, thus reducing class sizes. This can have many positive effects but can be very disruptive once the school year is underway. In this case, the overbalanced classes are in four separate grade levels. Many of the issues being encountered are of a classroom management nature. Principal Karen Hughes feels that one new 1.0 FTE Character Coach could work with the teachers in all four grade levels to deal with issues that would help current certified teachers to focus on instruction even more successfully. The District Admin Team recommends approval of this position through the end of the 2021-22 school year.

**Presenter:** Clark Tenney, Director of Human Resources

7. Consider approving the 2020-2021 Annual Financial Report (AFR), as presented.

**RELEVANT INFORMATION:**

Due to AFR template changes by the Auditor General and a journal entry needed by the Grants Department for Fund 220/221's completion report, PUSD's AFR needs to be resubmitted to ADE. Any AFR changes post-Governing Board approval deems it necessary for a Governing Board to vote on the AFR again.

**Presenter:** Mr. Brian Moore, Chief Financial Officer

**C. INFORMATION AND DISCUSSION ITEMS**

1. Brian Moore, Chief Financial Officer, has prepared the School Board Summary Budget Report for your review.
2. Update and discussion - ESSER /COVID information.

**Presenter:** Brian Moore, Chief Financial Officer

3. Update and discussion on the most recent COVID information.

**Presenter:** Alexa Scholl, Health & Safety Coordinator

4. Future Agenda Items

**5. Meeting Dates:**

Regular Study and Voting Session: December 7, 2021, at 5:00 pm in the PUSD District Office Boardroom.

**Other Dates:**

Veterans Day Holiday observed - November 11, 2021

Thanksgiving Break - November 24-26, 2021.

**9. ADJOURNMENT**