

**PRESCOTT UNIFIED SCHOOL DISTRICT**

**Prescott High School Library  
1050 N. Ruth Street  
Prescott, AZ 86301**

**GOVERNING BOARD  
REGULAR MEETING**

**5:00 PM  
OCTOBER 5, 2021**

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

<https://youtu.be/r0AKCTqGWAA>

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. **AMENDED - October 4, 2021**

### 2. **STRATEGIC PLAN COLOR KEY:**

**STUDENT ACHIEVEMENT**

**CULTURE**

**COMMUNITY AND STAKEHOLDER RELATIONSHIPS**

**ENROLLMENT**

**RESOURCE ACCOUNTABILITY**

### 3. **CALL TO ORDER** - President Deb Dillon

### 4. **OPENING CEREMONY**

A. Welcome - President Deb Dillon

B. Pledge of Allegiance

### 5. **APPROVAL OF AGENDA** - President Deb Dillon

A. Consider approving the agenda, as amended on October 4, 2021.

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

### 6. **APPROVAL OF MINUTES** - President Deb Dillon

A. Consider approving the minutes from the Regular Study and Voting Session meeting of September 7, 2021, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

### 7. **PRESENTATIONS**

A. An overall look at PUSD COVID Mitigation & Monthly COVID update

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

B. **Prescott High School** - Parent/Student conversation with the Governing Board regarding positives and suggestions for Prescott High School

1. The principal will introduce families/students and share their history/grade level with the school.
2. Board President will ask:
  - Can you give us a few examples of what you have really appreciated about your school?
  - What is an idea or some suggestions you can share with us about something we could add or do differently at our school?
3. Board members have discussion and ask questions of the families and principal.
4. Prescott High School Update
  - FIG Interventions

- Trilateral review - Trilaterals are school goals based on three target areas:
  - Classroom Environment
  - School Environment
  - Student Support
- Student transition/orientation programs

C. Absenteeism Presentation

**Presenter:** Martha Helsley, Student Success Coordinator

D. Emergency Protocols Presentation

**Presenter:** Stephanie Hillig, Abia Judd Principal

**8. INFORMATION ONLY ITEMS**

A. Summary of Current Events

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

2. Governing Board Members

**9. 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, Human Resources 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 FY21 End of Year FY22 August, 2021, as presented.

RELEVANT INFORMATION: Please see the attached reports.

Presenter: Brian Moore, Chief Financial Officer

**B. PUBLIC HEARING:**

If a member of the public wishes to speak regarding the 2015 Bond/Override please complete and email the exhibit (BEDH-E) to Sarah Torres at sarah.torres@prescottschools.com by 4:00 pm on the day of the meeting, OR hand-deliver it to Sarah Torres prior to the start of the meeting.

1. Consider recessing the regular meeting to hold a Public Hearing to discuss the 2015 Bond/Override progress.

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

1. Update the Progress of Capital Improvements Financed through Bonding and status of the 2015 override.

RELEVANT INFORMATION:

Each school district that issues bonds under this section is required to hold a public meeting each year between September 1 and October 31, until the bond proceeds are spent, at which time an update of the progress of capital improvements financed through bonding is discussed and at which time the public is permitted an opportunity to comment. At a minimum, the update shall include a comparison of the current status and the original 3 projections on the construction of capital improvements, the costs of capital improvements, and the costs of capital improvements in progress or completed since the prior meeting and the future capital bonding plans of the school district. The school district shall include in the public meeting a discussion of the school district's use of state capital aid and voter-approved capital overrides in funding capital improvements if any.

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

C. **STUDY AND VOTING SESSION** - If a member of the public wishes to speak to one of the following voting items, please complete and email the exhibit (BEDH-E) to Sarah Torres at sarah.torres@prescottschools.com by 4:00 pm on the day of the meeting, OR hand-deliver it to Sarah Torres prior to the start of the meeting.

1. **Consider approving the 2020-2021 Annual Financial Report (AFR), the 2020-2021 Food Service Annual Financial Report (AFR), and the 2020-2021 School Level Annual Financial Report (AFR).**

**RELEVANT INFORMATION:**

Mr. Moore has prepared the 2020-2021 Annual Financial Report (AFR), Food Service AFR, and School Level AFR for your approval. The summaries condense the information in the AFR's and are the documents that will be transmitted electronically to the Arizona Department of Education (ADE) for posting to their website. All reports will be submitted to ADE for review.

A presentation will be made at the Board meeting. Please see the attachments.

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

**2. Consider approving an out-of-state travel request from Mr. Francisco Ortiz y Davis, Director of Career & Technical Education, for Mr. Chris Predmore, CTE Automotive Technologies teacher, to take up to four students to the 2021 SEMA Show in Las Vegas, Nevada.**

**RELEVANT INFORMATION:**

CTE Automotive Technologies teacher, Chris Predmore would like to take up to four students to the 2021 SEMA Show at the Las Vegas Convention Center. SEMA is the world's leading automotive trade event, bringing together manufacturers and buyers in every segment of the automotive industry, from hot rods and off-roads to mobile electronics and collision repair. As mentioned, there will be up to four CTE students: Mr. Predmore and possibly one female chaperone are scheduled to attend. The delegation would leave Prescott High School on the morning of Tuesday, November 2nd, and return on the evening of Friday, November 5th. The delegation will be using one, 7-passenger van for the trip. Our delegates will be staying at Circus Circus Hotel & Casino, 2880 S. Las Vegas Blvd., in Las Vegas, Nevada. Circus Circus is one of the official conference hotels and is approximately one mile from the Las Vegas Convention Center, the location of the conference. The cost of the conference is free for students and educators. The transportation and lodging will be covered by a combination of Federal Perkins, State Priority, and CTE 596 funds budgeted for student and teacher travel. Each student will be responsible for paying for their meals.

Presenter: Francisco Ortiz y Davis, Director of Career & Technical Education.

**3. Consider approving an Agent Agreement between Study World Corporation dba Move Language Ahead and Prescott Unified School District.**

**RELEVANT INFORMATION:**

Study World Corporation (SWC), a subsidiary of Moving Language Ahead (MLA) is a safe, educational, and cultural program for guests from around the world. Study World Corporation is an American company based in Naperville, Illinois that is responsible for the complete business aspects and operations of the English language programs that operate year-round and seasonally throughout the United States. Study World Corporation and their American MLA schools are dually accredited as K-12 supplementary education by Accreditation International (AI) and the National Council for Private School Accreditation (NCPSA). MLA has recently expanded its high school offerings to provide a slate of programs aimed at the growing demand for international English high school curricula in Italy. These programs included an online dual Italian/American diploma program in conjunction with Penn Foster High School; J-1 placements through their CETUSA partnership; and growing F-1 direct partnerships with high schools, local coordinators, and host families.

The Agent Agreement is attached and has been reviewed and approved by counsel.

**Presenter:** Michelle Allmon, PHS Assistant Principal

**4. Consider approving the School Facilities Board "Terms and Conditions for Acceptance of Monies from the Building Renewal Grant Fund" - Award/Contract Number BRG-PROC-00079 for procurement services to replace the main and auxiliary gym bleachers at Prescott High School.**

**RELEVANT INFORMATION:**

Governing Board approval is required in order for the School Facilities Board to distribute any monies for projects from the Building Renewal Grant fund in order to be in compliance with state law.

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

**5. Consider adopting proposed changes in Policy Services Advisory Volume 33, Number 3, No. 680-711, from July 2021, excluding Policy Advisories 687, 690, 700, and 708 (except JLCB-E), due to a recent ruling that these laws are unconstitutional.**

**RELEVANT INFORMATION:**

Governing Board BGB requires first and second readings of all proposed policy adoptions and approval by the Governing Board. Recently, a judge from Maricopa County Superior Court ruled that some of the proposed policy changes in this advisory are unconstitutional. Therefore, we have removed Policy Advisories 687, 690, 700, and 708 (except JLCB-E) from this policy adoption. This is the second reading of the remaining 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

**6. Consider approving a 2% increase to each non-301 PUSD salary and wage placement scale except for 301-eligible employee groups.**

**RELEVANT INFORMATION:**

At the September 7 PUSD Governing Board meeting, the Board approved a 4% raise for all non-301-eligible employee groups, to match the 4% increase in total salary for 301 eligible employees that the Board had approved in spring 2021. In the past, when the Board has approved a raise for current employees (which helps retain current employees), the Board also has approved an addition to PUSD's salary placement scales, which helps PUSD attract future high-quality employees. A typical amount approved for salary/wage placement scale increase is half of the increase for current employees. Adequate M&O funding is available for this moderate placement scale increase. This will apply to new employees hired on or after September 7.

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

**7. Consider approving a 1.0 FTE English Language Learner Paraprofessional position for Grades K-4, using ESSER II funds.**

**RELEVANT INFORMATION:**

Arizona has adopted a new model of instruction for ELL students, called the Structured English Immersion Targeted Instructional Model. This model requires a daily minimum of 1 hour of targeted SEI instruction for ELL students as well as significant periodic testing of ELL students. PUSD's enrollment of K-4 ELL students is quite high--currently at 36 students. This is due in part to few ELL students exiting the program last year, because of COVID interruptions to instruction. These 36 students' English backgrounds vary substantially, and our current K-4 ELL teacher is unable to individualize instruction appropriately with her current caseload. PUSD's ELL Coordinator and DAT propose adding this classified position to address student learning needs and to help many students "exit" from the ELL program by the end of this school year. ESSER II funds are available to address this short-term, COVID-related need.

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

**8. Consider hourly compensation for teachers who must give up lesson preparation time to cover for absent colleagues.**

**RELEVANT INFORMATION:**

COVID has reduced our pool of available guest teachers while increasing teacher absenteeism, regularly leaving classes without a certified teacher. Teachers are frequently asked to give up their scheduled lesson preparation time during the school day to cover absent colleagues' classes, increasing teacher stress and causing teachers to have to spend additional evening hours to prepare for their own classes. At our September 7 meeting, Board members approved designated long-term guest teachers at each school, and asked PUSD administrators to consider additional solutions to use ESSER funds to help mitigate this situation. A common practice in other districts is to compensate teachers for preparation time they give up to cover for colleagues. DAT proposes a \$30 hourly compensation rate when teachers give up prep time to cover for a colleague. Hours will be tracked at each school by Admin Assistants and will be paid from ESSER funds.

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

**9. Discussion and possible action to elect a County Delegate to represent the Prescott Unified School District Governing Board and to vote in ASBA Virtual County Meeting.**

**RELEVANT INFORMATION:**

The ASBA Board of Directors is comprised of five officers, 17 county directors, and the chairs of ASBA's two caucuses. All members of the board have voting rights. Any Arizona school board member serving as a director or officer on the National School Boards Association Board of Directors is an ex officio member of ASBA Board of Directors, as well.

County Directors are elected by peers in their counties at the annual ASBA County Meetings. They hold two-year terms. Maricopa and Pima county have two county director seats on the board due to population. The Yavapai County meeting is scheduled for October 19, 2021.

**Presenter:** Joseph W. Howard, Superintendent

**10. The Board will discuss, consider and give direction on voting on one bylaw change proposal from the Arizona School Boards Association. This bylaw proposal by the ASBA Board of Directors must be approved by two-thirds of the ASBA member boards to be effective. After discussion, the Board will vote to give direction to Sarah Torres to vote in the manner the board has approved. The following is the bylaw proposal to be considered and acted upon.**

**RELEVANT INFORMATION:**

*Proposal A:* With unanimous approval of the ASBA Hispanic Native American Indian Caucus and ASBA Board of Directors, this change is being sought by the Hispanic-Native American Indian Caucus (HNAIC). It would create a seat on the ASBA Board of Directors so that Hispanic and Native American interests can be represented simultaneously on the board. Currently, there is one seat on the ASBA Board of Directors designated for a representative of the HNAIC and it alternates every two years between Hispanic representation and Native American representation, creating gaps in representation. By contrast, the Black Alliance has a seat on the ASBA Board of Directors, ensuring representation on the board at all times. This

proposed bylaw change also provides the flexibility for the HNAIC to split into two distinct groups if its members so choose and allows those groups to change their names and be recognized under the new names.

**Presenter:** Joseph W. Howard, Superintendent

**D. 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. *Discussion Item:* Review proposed changes in 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 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:** Mardi Read, Assistant Superintendent

4. Future Agenda Items

**5. Meeting Dates:**

Regular Study and Voting Session: Tuesday, November 2, 2021, at 5:00 pm in the PUSD District Office Boardroom.

**Other Dates:**

PUSD Fall Break - October 11-15, 2021

ASBA Virtual County Meeting - Tuesday, October 19, 2021. @ 4:50 pm.

**10. ADJOURNMENT**