

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

**GOVERNING BOARD**  
**REGULAR MEETING**  
**5:00 PM**  
**DECEMBER 1, 2020**

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

<https://www.youtube.com/c/BadgerMedia/Live>

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 Scott Hicks

### 3. OPENING CEREMONY

A. Welcome - President Scott Hicks

B. Pledge of Allegiance

### 4. APPROVAL OF AGENDA - President Scott Hicks

A. Consider approving the agenda, as presented.

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

### 5. APPROVAL OF MINUTES

A. Consider approving the minutes from the Regular Study and Voting Session meeting of November 3, 2020, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

### 6. PRESENTATIONS:

A. Recognize Dr. Scott Hicks and Mrs. Tina Seeley for their years of service as PUSD Governing Board Members.

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

B. THANK YOU to Volunteers & Home Depot for Remote Learning Desks

**Presenter:** Mrs. Deb Prieto, PUSD Volunteer Coordinator

C. Teacher of the Year Recognition

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

### 7. INFORMATION ONLY ITEMS

A. Summary of Current Events

1. Superintendent  
www.prescottschools.com/calendars

2. Governing Board Members

## 8. ACTION ITEMS

### A. PUBLIC HEARING

1. Consider recessing the regular meeting to hold a Public Hearing to discuss the FY 2021 Budget Revision #1.

If a member of the public wishes to speak regarding the FY 2021, Budget Revision #1 they must complete the attached form (BEDH-E) and return it via email to [sarah.torres@prescottschools.com](mailto:sarah.torres@prescottschools.com) at least 90 minutes prior to the scheduled meeting.

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

**B. 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:** Mrs. Christa Simmons, 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:** Mr. Brian Moore, Chief Financial Officer

3. Consider ratifying the vouchers as presented.

**RELEVANT INFORMATION:**

Arizona Revised Statutes requires approval/ratification of all vouchers.

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

4. Consider approving the Student Activities Fund Statement of Receipts and Disbursements for November 2020, as presented

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

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

5. Consider approving the District's updated authorized signers to current bank accounts for the 2020-2021 school year, as presented.

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

**C. STUDY AND VOTING SESSION**

1. **Consider approving the FY 2021 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 2021 budget by December 15th to reduce its expenditures to within the ADE's calculated budget limits.

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

2. **Consider approving the dates and time for Governing Board meetings for the year 2021, as presented.**

**RELEVANT INFORMATION:**

The Governing Board annually shall approve a schedule for meetings for the following year (see attached 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:** Mr. Joseph W. Howard, Superintendent

3. **Consider approving the PUSD Schedule of Rental Charges 2021, as presented.**

**RELEVANT INFORMATION:**

The Superintendent shall annually recommend a fee schedule to the Board for the lease of school property and such schedule shall include a procedure for determining the value of goods and services being provided as compensation for the use of school property. The schedule shall include a designation of those groups whose activities promote the educational function of the School District as determined in good faith by the Superintendent and presented for Board review.

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

4. **Consider approving a temporary guest teacher stipend to encourage guest teachers to accept positions in our district more frequently, as presented.**

**RELEVANT INFORMATION:**

Due to the COVID-19 pandemic, many guest teachers across the state are no longer willing to guest teach in schools. Additionally, teachers and paraprofessionals are required to self-quarantine when they have been exposed to the virus or have COVID-19 symptoms causing more than usual absences. When guest teachers are not available to fill vacancies, specials teachers, interventionists, instructional coaches, and

administrators are pulled from their job duties to cover classrooms, or classrooms are combined causing large-sized classes. PUSD would like to offer temporary guest teacher stipends to encourage guest teachers to accept positions in our district more frequently. Currently, PUSD guest teachers receive \$90 per day worked. The initial proposal is to offer a guest teacher stipend of \$90 after the guest teacher has worked 5 days in the district. However, this could be modified if we find that we are still unable to adequately fill absences. This stipend would be stopped after the guest teacher shortage is resolved.

Presenter: Ms. Mardi Read, Assistant Superintendent

**5. Consider approving the Chief Financial Officer and Chief Financial Officer Administrative Assistant as Governing Board approved designees for disposal of district stewardship or capital asset property, as presented.**

**RELEVANT INFORMATION:**

Per Arizona's USFR (Uniform System of Financial Records), school districts must maintain a stewardship list for equipment costing between \$1000 and \$4999.99. School districts must also account for capital assets, which include land improvements, buildings, building improvements, and equipment costing \$5000 or more. Upon disposal of stewardship items or capital assets, an Authorization to Dispose of District Property form must be filled out and approved by the governing board or authorized designee.

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

**D. INFORMATION AND DISCUSSION ITEMS**

1. Mr. Brian Moore has prepared the School Board Summary Budget Report for your review.

2. Update and discussion on the most recent COVID and reopening information and discussion regarding the Arizona Department of Health and Safety Benchmarks for Safely Returning to In-Person Instruction.

3. Implications of the election - override loss and prop 208. What we know, timeline, questions.

4. Future Agenda Items

**5. Meeting Dates:**

Regular Study and Voting Session: January 12, 2021, at 5:00 pm in the PUSD District Office Boardroom.

**Other Dates:**

December 2, 2020 - December 4, 2020 - New Board Member Orientation (December 2nd) & ASBA Annual Conference (December 3rd - 4th) - Virtual

PUSD Winter Break - December 21, 2020 - January 1, 2021

PUSD Governing Board Retreat - January 13, 2021, @ 8:00 am.

**9. ADJOURNMENT**