

# **Minutes of Governing Board**

## **Special Study & Voting Session**

**June 30, 2020 5:00 PM**

**Prescott Unified School District**

**Governing Board**

A Special Study & Voting Session of the Governing Board of Prescott Unified School District was held Tuesday, June 30, 2020, beginning at 5:00 PM in the District Office - Board Room, 300 East Gurley Street, Prescott, Arizona & virtually via Zoom and streamed live via YouTube.

All supporting documents/attachments and recorded minutes can be found by visiting our website:

<https://www.prescottschools.com>

This meeting was live streamed and video of the meeting may be viewed by visiting the following link:

<https://youtu.be/YcJcPQtsJLE>

Board Members Present (Virtually):

President Scott Hicks

Vice President Deb Dillon

Dr. Connie Donovan

Mr. John Mackin

Mrs. Tina Seeley

Others Present (Virtually):

Mr. Joseph W. Howard, Superintendent

Ms. Mardi Read, Assistant Superintendent

Mr. Brian Moore, Chief Financial Officer

Mrs. Kelli Bradstreet, Director of Instructional Support

Mrs. Sarah Torres, Admin. Assistant to Governing Board

**STRATEGIC PLAN COLOR KEY:**

**STUDENT ACHIEVEMENT**

**CULTURE**

**COMMUNITY AND STAKEHOLDER RELATIONSHIPS**

**ENROLLMENT**

**RESOURCE ACCOUNTABILITY**

2.

**CALL TO ORDER** - President Scott Hicks called the meeting to order at 5:00 pm.

3.

**OPENING CEREMONY**

A.

Welcome - President Scott Hicks

B.

Pledge of Allegiance - Superintendent Howard led the audience in the Pledge of Allegiance.

4.

**APPROVAL OF AGENDA - President Scott Hicks**

A.

Consider approving the agenda, as presented.

Mrs. Tina Seeley moved that the Governing Board approve the agenda, as presented. President Scott Hicks seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

5.

**APPROVAL OF MINUTES**

Consider approving minutes from the Governing Board Regular Study and Voting Session of June 2, 2020, as presented.

Mrs. Tina Seeley moved that the Governing Board approve the minutes from the Governing Board Regular Study and Voting Session of June 2, 2020, as presented. Mrs. Deb Dillon seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

6.

**PRESENTATIONS**

A.

Review purchasing logistics with CARES Act money

Mr. Brian Moore shared the list of purchases being made using CARES Act Money.

7.

**INFORMATION ONLY ITEMS**

A.

Summary of Current Events - Superintendent  
Superintendent Howard shared the following report:

We have had teams working nonstop on details of options for reopening based on a high, low or moderate level of COVID risk.

Of course, the Governor announced an order yesterday that in person school will not open until at least August 17. We are working on adjusting our plans based on that. We will also be looking at our options with graduation again.

We will have an extensive document- our Roadmap for Reopening being prepared for presentation for our July 14 Governing Board Meeting.

I felt like the best thing I could share with the board and the public tonight would be the guiding principles we have developed as we figure this all out together:

1. Act with fidelity to [PUSD's Vision, Mission, and Goals](#).

Prioritize quality education for all students that provides continuity of learning and that is engaging and rigorous regardless of the instructional model

2. Prefer face-to-face learning over distance learning whenever it is safe to do so.

3. Prioritize student and staff health, safety, and wellbeing over other principles.

4. Ensure hygiene and health related policies are research based, clearly communicated, effectively implemented, and diligently enforced.

5. Promote practices and policies to reduce risk of virus transmission and support our capacity to be responsive and agile when facing changing health circumstances.

That is our focus as we continue to work with many unknowns.

June 2020 PUSD Calendar of Events:  
[www.prescottschools.com/calendars](http://www.prescottschools.com/calendars)

1.  
Governing Board Members

8.

**ACTION ITEMS**

A.

**PUBLIC HEARING** - If a member of the public wishes to speak regarding the Revised Budget for 2019-2020, and/or the Proposed Budget for 2020-2021 they must complete the attached form (BEDH-E) and return via email to [sarah.torres@prescottschools.com](mailto:sarah.torres@prescottschools.com) at least 90 minutes prior to the scheduled meeting.

1. Consider recessing the regular meeting to hold a Public Hearing to discuss revisions to

the 2019-2020 Budget and to discuss the Proposed Budget for 2020-2021.

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

There were no requests to speak submitted.

**B. STUDY AND VOTING SESSION**

1.

**Consider approving Prescott Unified School District's 2019/2020 school year revised budget, as presented.**

Mrs. Tina Seeley moved that the Governing Board approve Prescott Unified School District's 2019/2020 school year revised budget, as presented. Mr. John Mackin seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

2.

**Consider approving the Proposed Budget for 2020/2021, as presented.**

Mrs. Tina Seeley moved that the Governing Board approve the Proposed Budget for 2020/2021, as presented. Mrs. Deb Dillon seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

3.

**Consider approval of two COVID reopening related positions using CARES Act funding:**

**Distance Learning Coordinator, Health and Safety Coordinator, as presented.**

Mrs. Tina Seeley moved that the Governing Board approved two COVID reopening related positions using CARES Act funding: Distance Learning Coordinator, Health and Safety Coordinator, as presented. Dr. Connie Donovan seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

4.

**Consider approving a renewal Intergovernmental Agreement for Formation of the Yavapai County Forest Fees Management Association, approving Prescott Unified School District's membership in the Forest Fee Management Association, and authorizing the allocation of one-half of the proceeds of forest fee funds to the Forest Fee Management Association, as presented.**

Mr. John Mackin moved that the Governing Board approve a renewal Intergovernmental Agreement for Formation of the Yavapai County Forest Fees Management Association, approving Prescott Unified School District's membership in the Forest Fee Management Association, and authorizing the allocation of one-half of the proceeds of forest fee funds to the Forest Fee Management Association, as presented. Mrs. Deb Dillon seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

5.

**Consider approving an Intergovernmental Agreement for the Yavapai County Educational Technology Consortium, as presented.**

Mrs. Deb Dillon moved that the Governing Board

approve an Intergovernmental Agreement for the Yavapai County Educational Technology Consortium, as presented. Mr. John Mackin seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

6.

**Consider approving an Agreement for Substitute Consolidation between Prescott Unified School District and the Yavapai County School Superintendent through June 30, 2021, as presented.**

Mrs. Deb Dillon moved that the Governing Board approve an Agreement for Substitute Consolidation between Prescott Unified School District and the Yavapai County School Superintendent through June 30, 2021, as presented. Mrs. Tina Seeley seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

7.

**Consider approving renewal membership with The Arizona School Alliance for Workers' Compensation, Inc. through June 30, 2021, as presented.**

Mrs. Tina Seeley moved that the Governing Board approve a renewal membership with the Arizona School Alliance for Workers' Compensation, Inc., through June 30, 2021, as presented. Mrs. Deb Dillon seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

8.

Consider approving revisions and/or an extension of the Superintendent's contract, as presented.

Mrs. Tina Seeley moved that the Governing Board approve revisions and/or an extension of the Superintendent's contract, as presented. Mrs. Deb Dillon seconded the motion.

President Scott Hicks vote Aye, Mrs. Deb Dillon voted Aye, Mrs. Tina Seeley voted Aye, Mrs. John Mackin voted Aye and Dr. Connie Donovan voted Aye. The motion carried 5-0.

C.

**INFORMATION AND DISCUSSION ITEMS**

1.

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

Governing Board - FY21 End of June				
	Budget	Yearly Expenditures	Encumbrance	Balance
<b>General Fund</b>				
Maintenance & Operation	\$27,209,057	\$23,775,327	\$1,382,203	\$2,051,528
<b>Classroom Site Fund</b>				
Prop 301 - Classroom Site (Base Salary)	\$545,905	\$363,067	\$0	\$182,838
Prop 301 - Classroom Site (Performance Pay)	\$1,054,207	\$760,696	\$0	\$293,511
Prop 301 Classroom Site (Lower 40)	\$1,042,013	\$713,431	\$15,205	\$313,377
<b>Federal Grants</b>				
TITLE I - FY 20	\$657,246	\$582,961	\$11,073	\$63,212
TITLE II IMP TEACHER QUALITY - FY 20	\$122,995	\$97,802	\$5,215	\$19,978
Title IV-A FY 20	\$55,915	\$48,056	\$2,575	\$5,282
LN 21 CCLC Yr. 4 - FY 20	\$141,750	\$98,093	\$1,208	\$44,449
GM 21 CCLC Yr. 4 - FY 20	\$141,750	\$103,507	\$13,642	\$24,601
TH 21 CCLC Yr. 3 - FY 20	\$141,750	\$111,770	\$3,129	\$26,852
Title III LEP - FY 20	\$14,380	\$7,325	\$0	\$7,055
TITLE VI INDIAN ED - FY 20	\$13,958	\$13,192	\$614	\$152
IDEA BASIC - FY 20	\$999,809	\$828,455	\$6,067	\$67,288
IDEA PRESCHOOL - FY 20	\$13,582	\$12,715	\$0	\$867
Johnson O'Malley - FY 20	\$10,467	\$7,903	\$327	\$2,236
Federal CTE Perkins - FY 20	\$99,981	\$78,426	\$2,289	\$19,266
Farm to School - FY20	\$27,141	\$20,434	\$4,278	\$2,428
<b>State Grants</b>				
CTE PRIORITY PROG FY 20	\$16,995	\$16,626	\$308	\$61
Gifted Education - FY20	\$3,513	\$3,513	\$0	\$0
Credit by Exam Funds	\$21,506	\$13,323	\$4,271	\$3,912
Result Based Funding	\$61,046	\$45,498	\$0	\$15,548
VW Settlement	\$110,000	\$110,000	\$0	\$0
American Indian Student Needs Grant FY20	\$800	\$800	\$0	\$0
AZ Commission on the Arts ALC Grant - FY20	\$2,500	\$2,500	\$0	\$0
School Safety FY 20	\$72,274	\$0	\$0	\$72,274
First Things First	\$174,137	\$23,438	\$3,246	\$147,453
<b>Sale of Property</b>				
Sale of Building/Land	\$35,909	\$0	\$0	\$35,909
Sale of Property	\$4,108,856	\$1,224,490	\$21,157	\$2,863,209
<b>Revenue Accounts</b>				
Instructional Improvement (Prop 202 Indian Gearing)	\$302,022	\$101,267	\$0	\$200,685
Medical Reimbursements	\$930,909	\$483,095	\$54,873	\$392,941
National Forest Fees	\$920,731	\$186,659	\$20,462	\$313,590
E-Rate	\$291,757	\$213,380	\$31,050	\$47,327
Food Service	\$1,205,970	\$981,811	\$332,841	-\$108,682
Civic Center	\$422,713	\$123,658	\$68,436	\$230,619
Auxiliary Operations	\$1,513,992	\$1,020,148	\$67,423	\$1,513,234



Extracurricular Fees/Tax Credit	\$1,478,897	\$428,239	\$32,241	\$1,018,417
Gifts and Donations	\$1,076,301	\$283,363	\$18,425	\$763,524
Student Activities	\$194,916	\$49,251	\$479	\$124,186
<b>Capital Accounts</b>				
Unrestricted Capital Outlay	\$627,950	\$121,782	\$48,213	\$459,955
Bond Building	\$2,468,045	\$935,290	\$1,538,765	\$0
Building Renewal Grant	\$2,399,037	\$66,758	\$2,332,279	\$0
<b>Miscellaneous Funds</b>				
Indirect Costs	\$166,855	\$58,241	\$2,588	\$96,028
Joint Tech Ed Fund	\$413,778	\$128,583	\$1,194	\$283,001
Energy and Water Savings (EWS)	\$16,993	\$0	\$0	\$16,993
County, City and Town Grants	\$9,248	\$394	\$250	\$8,604
Insurance Proceeds	\$106,271	\$0	\$0	\$106,271
Employee Insurance Program Withholdings	\$237,558	\$0	\$0	\$237,558

2.

### Future Agenda Items

President Scott Hicks moved that we add an update regarding the dissolution of the YUEBT Trust to our next scheduled meeting agenda.

3.

### Meeting Dates:

Regular Study and Voting Session: July 14, 2020  
at 5:00 pm in the PUSD District Office  
Boardroom.

9.

**ADJOURNMENT** – Hearing no objections, President Scott Hicks adjourned the meeting at 5:53 pm.

---

Sarah A. Torres, Board Secretary