

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

**GOVERNING BOARD**  
**REGULAR MEETING**  
**5:00 PM**  
**SEPTEMBER 7, 2021**

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

<https://youtu.be/y6dTVpUuHWc>

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 August 3, 2021, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

B. Consider approving the minutes from the Working Session/Governing Board Retreat of August 27, 2021, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

### 6. PRESENTATIONS

A. **Prescott Mile High Middle School** - Parent/Student conversation with the Governing Board regarding positives and suggestions for Prescott Mile High Middle 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. PMHMS 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

**B. Instructional Minute**

Presenter: Kelli Bradstreet, Director of Instructional Support

**C. Graduation Rates**

Presenter: Adam Neely, Prescott High School Principal

**D. Social Emotional Mental Health programs**

Presenter: Jessy Stickel, Social Emotional Director & Student Success Coach

**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, 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 requires 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 Balances and FY22 Student Activities - September 2021, as presented.

RELEVANT INFORMATION: Please see the attached reports.

Presenter: Brian Moore, Chief Financial Officer

5. Consider approving the list of The TRUST approved Hearing Officers, for student long-term suspension hearings for the 2021-2022 school year, as presented.

RELEVANT INFORMATION: Governing Board Policy JKD outlines procedures to be used for long-term suspension hearings. The hearing officers listed on the attached document have been trained to serve in this position. Approval of these hearing officers places the district in compliance with the current Governing Board Policy.

Presenter: Joseph W. Howard, Superintendent

6. Consider approving a Waiver of Conflict of Interest between PUSD No. 1 and Yavapai County through the Yavapai County School Superintendent regarding legal services and preparation of an agreement for Grant Management Services, as presented.

RELEVANT INFORMATION

YCAO maintains an attorney-client relationship with the parties and may periodically provide legal advice to them. The YCAO recognizes that Prescott Unified School District No. 1 may have independent legal counsel. Nonetheless, the YCAO maintains an attorney-client relationship with School District as the YCAO may periodically provide legal advice to it pursuant to A.R.S. 11-532. School District's "client" status does not change even if it uses independent legal representation. It is also possible that School District may eventually ask the YCAO for legal services concerning the above-referenced matter.

A copy of the Waiver of Conflict of Interest is attached.

Presenter: Joseph W. Howard, Superintendent

**B. PUBLIC HEARING** - If a member of the public wishes to speak regarding Instructional Time Model (ITM), please complete and return 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 prior to the start of the meeting.

a. Consider recessing the regular meeting to hold a Public Hearing to discuss Instructional Time Model (ITM).

b. 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) to Sarah Torres at sarah.torres@prescottschools.com by 4:00 pm on the day of the meeting OR hand-deliver it prior to the start of the meeting.

**1. Consider approving an "Instructional Time Model" in order to provide semester-based, remote-learning opportunities for PUSD students, as presented.**

**RELEVANT INFORMATION:**

On April 28, 2021, the Arizona Legislature passed House Bill 2862. In this house bill, it defines more flexible ways to provide instruction to students. The house bill referred to this as the "Instructional Time Model" or ITM. An ITM would allow PUSD to provide students a remote-learning option without having an approved AOI (Arizona Online Instruction) program. During the 2020/21 school year, many parents chose to enroll their child in PREP (PUSD Remote Education Program), which was mandated by Governor Ducey's executive order. This executive order expired June 30th, but we still have some parents who would like to keep their children in a remote-learning environment.

**Presenters:** Brian Moore, Chief Financial Officer & Rachel Chunglo, PUSD AOI Director

**2. Consider approval of a 4% retroactive raise for all PUSD support staff to complement PUSD teacher raises approved in March 2021. (This will include all employee groups except for 301 eligible employees who will receive on average \$1800 more in 301 money or 4%, after moving all remaining proposition 301 funds to teacher compensation.)**

**RELEVANT INFORMATION:**

In March 2021, when the board approved a budget package including moving all remaining proposition 301 monies to teacher compensation, there was no provision for any type of raise for all other staff. Due to the tumultuous year and the volatile funding possibilities, it was often mentioned that when the "dust settles", meaning when the year started and enrollment was actually realized, that a raise would be revisited "midyear". The dust has settled and enrollment is higher than predicted in proper purposeful frugal budgeting. This additional funding due to enrollment will more than cover the \$368,953 that will cover a 4% raise for all support staff. This is an important part of our proactive budgeting model that keeps PUSD as competitive as possible in attracting and retaining staff.

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

**3. Governing Board to discuss and may consider action to approve the Arizona School Boards Association's (ASBA) draft 2022 Political Agenda, and, direct the District's delegate to the ASBA delegate assembly to represent the Board's determined position.**

**RELEVANT INFORMATION:**

See the ASBA 2022 Political Agenda packet attached.

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

**4. Discussion and possible action to appoint a Delegate and Alternate Delegate to represent the Prescott Unified School District Governing Board at the ASBA delegate assembly on Saturday, September 11, 2021.**

**RELEVANT INFORMATION:**

The Arizona School Boards Association recommends representation from Arizona school district's Governing Boards at their Annual Delegate Assembly. The Delegate Assembly is scheduled for September 11, 2021. The deadline for submitting the names of our Delegate and Alternate Delegate is August 27, 2021.

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

**5. Consider delegating the authorizing power to principals with regards to approving student activity club fundraisers, as presented.**

**RELEVANT INFORMATION:**

Due to a new Uniform System of Financial Records requirement, all student activity club fundraisers must be approved by the Governing Board or the Governing Board's authorized designee(s).

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

**6. Consider approving a 6% increase to the Information Technology Tech wage scale, as presented.**

**RELEVANT INFORMATION:**

PUSD's recent study of salary and wage comparisons found that our IT technician starting wage scale compares favorably with neighboring school districts in most respects. However, we compete with other non-school local employers for employees with these skills. Our IT department has had a high rate of turnover recently and each IT employee has cited opportunity for higher pay elsewhere as a determining factor in their decision to leave PUSD. The PUSD District Administrative Team proposes a 6% increase to the IT starting wages, as well as honoring previous IT experience at a rate of 2% per year (as is already the case with most other PUSD salary scales).

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

**7. Consider approving designated substitute teachers at each school for the remainder of the 2021-2022 school year, as presented.**

**RELEVANT INFORMATION:**

The pandemic has had a two-fold impact of diminishing our substitute teacher pool while increasing our daily need for qualified substitute teachers. Using ESSR funds, the district administrative team proposes a partial solution of hiring full-time substitute teachers for the remainder of SY 2021-22. Although ESSR funding is available, the financial impact will be mitigated, since these are positions for which we would be hiring a substitute daily in any event.

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

**8. Consider approving the VISTA position for the 2021-2022 School Year, as presented.**

**RELEVANT INFORMATION:**

The VISTA position's goal is to work with the Community Nature Center (CNC) Education Director to design and implement free, high-quality, outdoor & environmental education programs for all PUSD students and teachers. Programs are standards-based, collaboratively designed with PUSD teachers to enhance in-class instruction, and always hands-on to promote

developmentally appropriate and meaningful learning both inside and outside the classroom. Through collaboration with teachers and administrators, the VISTA ensures schoolwide values and initiatives, such as STEM, are integrated into weekly, monthly, quarterly, or annual free programming. The VISTA also manages the maintenance, improvements, and free independent-use reservations of the CNC's four outdoor classrooms and environmental teaching supplies. The City of Prescott is paying for half of the position.

**Presenter:** Mardi Read, Assistant Superintendent.

#### **D. INFORMATION AND DISCUSSION ITEMS**

1. Brian Moore, Chief Financial Officer, has prepared the School Board Summary Budget Report for your review.

2. Current Enrollment discussion

**Presenter:** Brian Moore, Chief Financial Officer & District Leadership Team

3. Update and discussion - ESSER /COVID information.

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

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

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

5. *Discussion Item:* Review proposed changes in Policy Services Advisory Volume 33, Number 3, No. 680-711, from July 2021, 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

6. Review and discuss the draft 2021-2022 PUSD Governing Board Goals dated August 27, 2021, as presented.

#### **RELEVANT INFORMATION:**

The Prescott Unified School District held a Governing Board retreat on August 27, 2021. Governing Board members along with the PUSD District Administrative Team discussed & updated board goals, as well as participated in the annual evaluation of the school board, placing the district in compliance with the current Governing Board Policy BAA, Evaluation of School Board/Board Self-Evaluation.

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

7. Future Agenda Items

**8. Meeting Dates:**

Regular Study and Voting Session: October 5, 2021, at 5:00 pm in the Ruth Street Theater at Prescott High School.

**Other Dates:**

ASBA 45th Annual Law Conference - September 8 - 10, 2021, @ JW Marriott Camelback Inn, Scottsdale, AZ.

ASBA Delegate Assembly - September 11, 2021, @ JW Marriott Camelback Inn, Scottsdale, AZ.

PUSD Fall Break - October 11 - 15, 2021.

**9. ADJOURNMENT**