

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

**GOVERNING BOARD**  
**REGULAR MEETING**

**5:00 PM**  
APRIL 2, 2019

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. **CALL TO ORDER** - President Tina Seeley
2. **OPENING CEREMONY**
  - A. Welcome - President Tina Seeley
  - B. Pledge of Allegiance
3. **APPROVAL OF AGENDA** - President Tina Seeley
  - A. Consider approving the agenda as presented.
4. **APPROVAL OF MINUTES**
  - A. Consider approving the minutes from the Governing Board Study and Voting Session of March 5, 2019.

**RELEVANT INFORMATION:**

Board policy requires approval of minutes.

Presenter: Mr. Joe Howard, Superintendent

- B. Consider approving the minutes from the Governing Board Retreat of March 8, 2019.

**RELEVANT INFORMATION:**

Board policy requires approval of minutes.

Presenter: Mr. Joseph W. Howard, Superintendent

5. **PRESENTATIONS**

- A. Instructional Minute

Presenter: Mrs. Kelli Bradstreet

6. **INFORMATION ONLY ITEMS**

- A. Summary of Current Events
    1. Superintendent
      - a. April, 2019 PUSD Calendar of Events

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

2. Governing Board Members

7. **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: 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 March, 2019, as presented

**RELEVANT INFORMATION:**

Please see the attached reports.

Presenter: Mr. Brian Moore, Chief Financial Officer

5. Consider approving the Yavapai County Education Service Agency (YCESA) Consortium Memorandum of Understanding FY 2019-2020, as presented.

**RELEVANT INFORMATION:**

This Memorandum of Understanding represents the agreed-upon program, service and products to be provided to English learner (EL) students in the Acorn Montessori Charter School, Beaver Creek Elementary School District, Camp Verde Unified School District, Franklin Phonetic Primary Charter School, Mingus Union High School District, Prescott Unified School District, Sedona Oak Creek Unified School District, Snowflake Unified School District, and Research Based Education Corp. (Paulden Community) (Members) during the 2019-2020 project year. Yavapai County Education Service Agency will act as the Lead LEA (local educational agency) / Fiscal Agent of the consortium. A consortium of districts receiving a Title III subgrant must meet the same requirements as districts or charters receiving subgrants individually.

YCESA Consortium Memorandum of Understanding FY 2019 – 2020 is attached for review.

Presenter: Mr. Joe Howard, Superintendent

**B. PUBLIC HEARING:**

Discussion regarding the proposed boundary changes.

**RELEVANT INFORMATION:**

By law the district is required to hold two public hearings prior to voting on any boundary revisions, in order to give the public a chance to give their comments. This is the second hearing. The first hearing was held at the March 5, 2019 board meeting. After the second hearing, the Governing Board may then vote on this item.

Please see attached.

Presenter: Mr. Brian Moore, Chief Financial Officer

1. Consider adjourning the regular session and moving into a Public Hearing for a Call to the Public in order to discuss the proposed boundary changes.
2. Consider adjourning the Public Hearing and reconvening back into regular session.

**C. STUDY AND VOTING SESSION**

1. Consider approving the proposed boundary change, as presented.

**RELEVANT INFORMATION:**

The new Miller Valley Apartments currently fall in Lincoln's attendance area. The district is recommending adjusting the boundaries so that they fall into Abia Judd's attendance area. This change would not affect any current residences.

Presenter: Mr. Brian Moore, Chief Financial Officer

2. Discussion and possible resolution to amend Paragraph 11.01 of the Amended and Restated Agreement and Declaration of Trust (July 1, 2007) for the YUEBT, as presented.

**RELEVANT INFORMATION:**

The proposed amendment to paragraph 11.01 changes the current requirement of 90-days prior written notice of the effective date of termination to **60**-days prior written notice of the effective date of termination.

Presenter: Mr. Joseph W. Howard, Superintendent

3. Discussion and possible resolution to terminate the Yavapai Unified Employee Benefit Trust (YUEBT) and to so notify the YUEBT Trustees in writing, as presented.

**RELEVANT INFORMATION:**

Due to the volatility of the current small pool of insured employees in YUEBT, administration recommends for the financial health of the district, that an insurance trust with greater numbers be pursued.

Presenter: Mr. Joseph W. Howard, Superintendent

4. Discussion and possible resolution to join Kairos Health Arizona, Inc. (Kairos), as presented.

RELEVANT INFORMATION:

The proposed resolution is to accept the offer to become a member of Kairos, effective July 1, 2019, for employee benefit services, conditioned upon the termination of the YUEBT by June 30, 2019.

Presenter: Mr. Joseph W. Howard, Superintendent

5. Consider approving the 2019-2020 budget package based on enrollment projections, increases, decreases, and salary increase options as outlined in Exhibit "2019-2020 Budget Recommendations," as presented.

RELEVANT INFORMATION:

Based on the initial budget conversation at the 2019 Governing Board Retreat, administration has been working to compile a recommendation meeting the needs of the district, including proposed increases for all staff in order to remain competitive with recruiting and retaining staff, balance class sizes, and maintain a wide variety of programs. Through this process, the PUSD proactive budgeting process has been followed. There are many variables involved in the budget process that are outlined in the exhibits.

Presenter: Mr. Joe Howard, Superintendent

6. Consider approving the issuance of contracts and agreements to eligible Prescott Unified School District staff members for the 2019-2020 school year, as presented.

RELEVANT INFORMATION:

Prescott Unified School District has traditionally issued contracts and agreements to school district staff members no later than the final day of school. As a part of the PUSD proactive budgeting process, contracts are distributed as early as possible to consider retention and recruiting as we confirm open positions. Attached is a sample contract for review.

Presenter: Mr. Joe Howard, Superintendent

7. Consider a 4.5% increase to the PUSD teacher salary placement schedule and 1.5% to all other salary placement schedules, as presented.

RELEVANT INFORMATION:

Each year when a budget is approved, the Governing Board is asked to approve a percentage raise to the salary placement schedules. These percentages are carefully calculated so that our salary placement schedules are competitive, yet at the same time, do not create an issue where new staff comes in at a higher rate than existing staff with similar experience (leapfrogging.)

Presenter: Mr. Brian Moore, Chief Financial Officer

8. Consider approving the new Handwriting Curriculum that has been on 60-day preview for adoption and purchase of materials, as presented.

RELEVANT INFORMATION:

Increasingly, standardized tests include a written essay that is holistically scored by trained raters. There is evidence that the quality of handwriting significantly skews the

evaluation of these essays (Lamme & Farris, 1994). Proficient handwriting can result in higher writing scores, better professional opportunities, can boost confidence, and allows for meaningful communication and expression. Adopting a new curriculum will reduce variability of programs being used in the district.

A committee of teachers representing grades K-5 collaborated to make the following decisions on materials:

- K-2 Handwriting Heroes: Endless Bundle.
- 2-5 Scholastic Cursive Writing Made Easy and Fun ebooks.
- K-4 Additional Fine Motor Skills development supplies.

Presenter: Ms. Mardi Read, Assistant Superintendent

9. Consider approving and out-of-state travel request from Bobbi Yoder, Varsity Girls Basketball coach at Prescott High School, as presented.

**RELEVANT INFORMATION:**

The Varsity Girls Basketball team would like to participate in the San Diego Classic from June 27, 2019 to June 30, 2019. There would be approximately 10-12 student athletes and 1-2 coaches total attending. The team would travel in a 15 passenger van for the trip.

Please see the attachment for additional details.

Presenter: Mrs. Missy Townsend, PHS Athletic Director

**D. INFORMATION AND DISCUSSION ITEMS**

1. Mr. Brian Moore has prepared the FY19 (April) School Board Summary Budget Report for your review.

Presenter: Mr. Brian Moore, Chief Financial Officer

2. Meeting Dates: Regular Study & Voting Session, May 7, 2019 @ 5:00 pm, District Office Boardroom.

3. Future Agenda Items

*The public is invited to request future agenda items. The request must be in writing on the form provided and turned into the Board Secretary at the beginning of the meeting or prior to the agenda item. The form must provide a very specific agenda item to be considered by the board. The public member may state the agenda item to be considered, however, no description or conversation may take place at this time. The Board may not respond to questions or comments from the public, but may ask the superintendent to respond when appropriate. The Governing Board President or district office designee will contact the person making the request as of the status of*

*the requested future agenda item.*

**8. ADJOURNMENT**