

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

**GOVERNING BOARD**  
**REGULAR MEETING**  
**5:00 PM**  
**OCTOBER 2, 2018**

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 John Mackin
2. **APPROVAL OF AGENDA** - President John Mackin
  - A. Consider approving the agenda as presented.
3. **OPENING CEREMONY**
  - A. Welcome - President John Mackin
  - B. Pledge of Allegiance
4. **APPROVAL OF MINUTES**
  - A. Consider approving the minutes from the Governing Board Regular Study/Voting Session of September 4, 2018, as presented.

**RELEVANT INFORMATION:**

Board policy requires approval of minutes.

Presenter: Mr. Joe Howard, Superintendent

5. **PRESENTATIONS**

- A. Instructional Minute

Presenter: Mrs. Kelli Bradstreet, Director of Instructional Support

- B. Update of the Progress of Capital Improvements Financed through Bonding and status of 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 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: Mr. Brian Moore, Chief Financial Officer / BOSC Committee

6. **INFORMATION ONLY ITEMS**

- A. Summary of Current Events
  1. Superintendent
    - a. Current Events, Celebrations, and Recognitions
    - b. October, 2018 PUSD Calendar of Events.

1. <http://www.prescottschools.com/calendars/>
2. Governing Board Members

## 7. ACTION ITEMS

### A. PUBLIC HEARING

1. Consider recessing the regular meeting to hold a Public Hearing to discuss the Bond/Override progress.
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 has been 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. A copy of the donation report has been attached for review.

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. A copy of the voucher report has been attached for review.

Presenter: Mr. Brian Moore, Chief Financial Officer

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

#### RELEVANT INFORMATION:

A copy of the reports have been attached for review.

Presenter: Mr. Brian Moore, Chief Financial Officer

C. STUDY AND VOTING SESSION

1. Consider approving the 2017-2018 Annual Financial Report (AFR), as presented.

RELEVANT INFORMATION:

Mr. Moore has prepared the 2017-2018 Annual Financial Report (AFR) for your approval. The summary condenses the information in the AFR and is the document that will be transmitted electronically to the Arizona Department of Education (ADE) for posting to their website. The entire report 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 a revision to the the Academic Calendar for 2018-2019 that was previously approved by the Governing Board, as presented.

RELEVANT INFORMATION:

To help eliminate a potential city liability and parent frustration, The Citizens on Patrol Volunteer team, that helps support the Prescott Police Department with various duties throughout the City of Prescott, is requesting that PUSD make Friday, April 26, 2019 a half day for students. This is the first day of the Whiskey Row Off Road Bike race that the City hosts every year. This does not affect PUSD's state required instructional minutes.

Presenter: Ms. Mardi Read, Assistant Superintendent

3. Consider adopting Policy Services Advisory, Volume 30, Number 3 from August, 2018, regarding Policy Advisory Numbers 625-643, as presented.

Governing Board BGB requires first and second readings of all proposed policy adoptions and approval by the Governing Board. **This is the second reading** of the proposed policies and the Board is being asked to adopt the policies. Any Regulations and/or Exhibits have been attached for review and do not require Governing Board approval.

- Policy Advisory No. 625 ..... Policy BCB — Board Member Conflict of Interest  
Exhibit BCB-E
- Policy Advisory No. 626 ..... Policy BE — School Board Meetings
- Policy Advisory No. 627 ..... Policy BEDF — Voting Method
- Policy Advisory No. 628 ..... Regulation BEDG-R — Minutes
- Policy Advisory No. 629 ..... Policy DICA — Budget Forms
- Policy Advisory No. 630 ..... Policy DIE — Audits/Financial Monitoring
- Policy Advisory No. 631 ..... Policy DJ — Purchasing
- Policy Advisory No. 632 ..... Policy DN — School Properties Disposition
- Policy Advisory No. 633 ..... Policy FCB — Retirement of Facilities
- Policy Advisory No. 634 ..... Policy GCO — Evaluation of Professional Staff Members
- Policy Advisory No. 635 ..... Regulation IKE-RB — Promotion and Retention of Students

Policy Advisory No. 636 ..... Policy IL — Evaluation of Instructional Programs  
 Policy Advisory No. 637 ..... Policy IMD — School Ceremonies and Observances  
 Policy Advisory No. 638 ..... Policy JEB — Entrance Age Requirements  
 Policy Advisory No. 639 ..... Policy JICK — Student Bullying/Harassment/Intimidation Violence/Harassment/Intimidation/Bullying Regulation JICK-R  
 Exhibit JICK-EB  
 Policy Advisory No. 640 ..... Policy JJIB — Interscholastic Sports  
 Policy Advisory No. 641 ..... Policy JL — Student Wellness Regulation JL-RB  
 Policy Advisory No. 642 ..... Exhibit JLCB- E — Immunization of Students  
 Policy Advisory No. 643 ..... Policy JLCD — Medicines/Administering Medicines to Students

Presenter: Ms. Mardi Read, Assistant Superintendent

4. Consider approving an Agreement for Clinical Practicum and/or Externship/Internship Education between Northern Arizona University and Prescott Unified school District, as presented.

RELEVANT INFORMATION:

This is a 5 year agreement between NAU ("University") and PUSD ("Facility"). The purpose of this Agreement is to establish a relationship between the University and the Facility, to allow Students from University to participate in a clinical practicum and/or externship/internship program approved by the University, and conducted at the Facility.

Presenter: Mr. Joseph W. Howard, Superintendent

5. Consider approving an out-of-state travel request from, Mr. Kelly Cordes, Social Studies Teacher at Prescott High School, to take students on a trip to Washington, DC June 2 - June 8, 2019, as presented.

RELEVANT INFORMATION:

See letter and flyers attached.

Presenter: Mr. Joseph W. Howard, Superintendent

D. INFORMATION AND DISCUSSION ITEMS

1. Mr. Moore has prepared the October, FY19 School Board Summary Budget Report for your review.
2. *Discussion Item:* Consider reviewing Policy Services Advisory, Volume 30, Number 4, from September, 2018, regarding Policy Advisory Numbers 644-645, as presented.

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 policies 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: Ms. Mardi Read, Assistant Superintendent

3. *Discussion item:* Discuss the proposed ASBA Bylaw Changes and after discussion, give direction to Sarah Torres, Admin. Assistant to the Governing Board, to vote, in the manner the board has approved.

**RELEVANT INFORMATION:**

The Board will discuss, consider and give direction on voting on two bylaw change proposals from the Arizona School Boards Association. These bylaw proposals have been offered by other ASBA member school boards, ASBA committees and the ASBA Board of Directors and 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, Admin. Assistant to Superintendent and Governing Board, to vote in the manner the board has approved. The following are the bylaw proposals to be considered and acted upon.

PLEASE SEE THE ATTACHED FOR PROPOSALS A & B.

Presenter: Mr. Joe Howard, Superintendent

4. Meeting Dates:

Special Study and Voting Session, Monday, October 15, 2018 @ 5:00 pm in the District Office Boardroom (if needed).

Regular Study and Voting Session, November 6, 2018 @ 5:00 pm, District Office Boardroom.

5. Other Dates:

PUSD Fall Break - October 8-12, 2018.

6. 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**