

PRESCOTT UNIFIED SCHOOL DISTRICT

**District Office - Board Room
300 East Gurley Street
Prescott, Arizona 86301**

**GOVERNING BOARD
REGULAR MEETING**

**5:00 PM
DECEMBER 6, 2022**

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

<https://youtu.be/rujEdQ3I85s>

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 Work/Study Session of October 28, 2022, and the minutes from the Regular Study & Voting Session meeting of November 1, 2022, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

6. PRESENTATIONS

A. Declaration for Recognition of District Office Staff

Presenter: Deb Dillon, Governing Board President

B. Deb Dillon and Sarah Vincent Recognition

Presenter: Andy Fraher, Governing Board Vice President

C. Instructional Minute

Presenters: Kelsey Secor, Director of Instructional Support

7. INFORMATION ONLY ITEMS

A. Summary of Current Events

1. Superintendent
www.prescottschools.com/calendars
2. Governing Board Members
3. Governing Board Student Representatives

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, Assistant Superintendent/HR 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 require approval/ratification of all vouchers.

Presenter: Brian Moore, Chief Financial Officer

4. Consider approving the Student Activities Fund Statement of Receipts and Disbursements for November 2022, as presented.

RELEVANT INFORMATION:

Please see the attached reports.

Presenter: Brian Moore, Chief Financial Officer

5. Consider approving the Chief Financial Officer and Purchasing Director 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

6. Consider approving the following Amendments extending three (3) Intergovernmental Agreements, between Prescott Unified School District, No. 1, and Skull Valley School District, No. 15, for a three-year term each, as presented

Amendment to Intergovernmental Agreement for IT Services
Amendment to Intergovernmental Agreement for Vehicle Maintenance & Repair
Amendment to Intergovernmental Agreement for Bus Driver Training

RELEVANT INFORMATION:

Prescott Unified School District has helped our neighboring districts with facilities, maintenance, and IT services. The attached IGAs list the services PUSD will provide, dollar amounts, and details. The original IGAs have been attached for reference.

Presenter: Brian Moore, Chief Financial Officer

B. 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, Administrative Assistant to the Governing Board prior to the study and voting session of the agenda.

1. Consider approving Tuesday, January 10, 2023, as the PUSD Governing Board's first Regular Study & Voting Session meeting for the year 2023, as presented.

RELEVANT INFORMATION:

The Governing Board should annually approve a schedule for meetings for the following calendar year. The Governing Board will be asked to approve the remaining 2023 meeting schedule dates at the January 2023 Governing Board meeting.

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

2. Consider recommendations for a superintendent succession process that will provide stability and continuity to allow the future elected governing board time to get established in order to provide an informed hiring process that follows best-practice and logical timelines for possible succession options. The governing board will present the details of such a recommendation as a motion for this voting item.

RELEVANT INFORMATION:

On Friday, October 28, 2022, the current governing board held a discussion on the topic of superintendent succession to address the recent announcement that Joseph W. Howard will be

retiring on October 31, 2023. The current board felt that a recommendation for continuity is the right position to leave the new board an opportunity to become oriented and established in PUSD, and have a fair timeline for making leadership decisions as they move forward.

Presenter: Deb Dillon, Governing Board President

3. Consider approving an out-of-state travel request from Mr. Andy Binder, principal at Prescott Mile High Middle School, for students and chaperones to travel to Washington DC from June 12 - June 16, 2023, as presented.

RELEVANT INFORMATION:

Thirty-eight Prescott Mile High Middle School students have signed up for this trip to participate in a dynamic, hands-on, civic education program in Washington, DC. This trip will provide extra opportunities and challenges to enhance student's educational experiences. Three Prescott Mile High Middle School teachers, Kat Van Demark, Ryan James, and Ian Owens have been asked to chaperone. These teachers have already helped to lead several information meetings with parents and students and are helping to finalize the itinerary.

This trip has been planned using WorldStrides, an educational travel company. WorldStrides has been creating educational travel experiences for over 50 years and has offered services and experiences to PUSD students in the past.

Please see the attached letter for additional information about this trip.

Presenter: Andy Binder, Prescott Mile High Middle School Principal

4. Consider adopting the proposed changes in Policy Services Advisory Volume 34, Number 3, No. 737 & 738, from September 2022, 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 second 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

5. Consider approving the 2021-2022 Annual Financial Report (AFR), as presented.

RELEVANT INFORMATION:

Due to an input error, change to fund number for Emergency Connectivity Fund reimbursement, and change of fund number for long-term land lease (cell tower/bandwidth wave) revenue, PUSD's AFR needed to be resubmitted to ADE.

Any AFR changes post-Governing Board approval deems it necessary for a Governing Board to vote on the AFR again.

Presenter: Mr. Brian Moore, Chief Financial Officer

C. INFORMATION AND DISCUSSION ITEMS

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

2. Community Comments shared with the Governing Board (what comments/concerns are Board Members hearing from the public in general).

Presenter: Joseph W. Howard, Superintendent

3. Future Agenda Items

4. Meeting Dates:

Regular Study and Voting Session: January 10, 2023, at 5:00 pm in the PUSD District Office Boardroom.

Other Dates:

ASBA Annual Conference - JW Marriott Desert Ridge, Phoenix, AZ - December 14 - 16, 2022

PUSD Governing Board member swearing-in ceremony - December 16, 2022, at 4:00 pm in the District Office Boardroom.

Winter Break - December 22, 2022 - January 4, 2023.

9. ADJOURNMENT