



The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, July 9, 2013

HUSD Transportation Facility
6411 N. Robert Rd (Bldg. 500)
Prescott Valley, AZ

Public Hearing @ 6:30
Regular Session Immediately Following

Dr. Paul H. Stanton, Superintendent

Richard Adler, President
Carmelite Staker, Vice President
Gary Hicks, Member
Brian Letendre, Member
Suzie Roth, Member

POSTED
7-5-2013
7:00 p.m.

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
A Caring, Learning Community Transforming Today's Learners into Tomorrow's Successes

**NOTICE OF COMBINED PUBLIC MEETING AND EXECUTIVE SESSION OF THE
GOVERNING BOARD OF EDUCATION**

Notice is hereby given that the Governing Board of the Humboldt Unified School District #22 will convene during a meeting open to the public on **July 9, 2013**, at the **HUSD Transportation Facility**, located at **6411 N. Robert Road (building 500), Prescott Valley, Arizona**.

- If authorized by a majority vote of the members of the Governing Board, any matter on the Open Meeting Agenda may be discussed in executive session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38-431.03 (A)(3). The Board may also vote to convene in executive session to review and discuss issues marked with an asterisk (*). These sessions are not open to the public; however, Board decisions will be made in open public assembly.
- Members of the HUSD Governing Board who are not able to attend in person may participate via an electronic medium.
- The Agenda may be revised up to twenty-four (24) hours prior to the meeting. Revisions will be posted at the HUSD District Office located at 6411 N. Robert Road, Prescott Valley, Arizona.
- Arrangements to accommodate disabilities may be made by contacting Mary Diaz at (928)759-4000 or mary.diaz@humboldtunified.com prior to the meeting.
- Members of the public wishing to address the Board are requested to complete a Public Participation Form provided at the entrance of the meeting area.
- Discussion by the Board is limited to items posted on the agenda.

AGENDA

6:30 PM PUBLIC HEARING

A public hearing will be held to discuss the annual budget for 2013-14. Those members of the public wishing to speak to this item must submit a Public Participation Card. When called upon please come to the podium, state your name and speak into the microphone so that your comments may be properly recorded.

REGULAR SESSION IMMEDIATELY FOLLOWING THE PUBLIC HEARING

- 1. WELCOME AND CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
- 3. ROLL CALL**
- 4. AGENDA REVIEW/ACCEPT**

- 5. REPORTS**
 - A. Board
 - B. Superintendent

- 6. CELEBRATING SUCCESSES**

- (Page 1-2)
- A. HUSD VIP – Tami Hitt-Wyant, Director Food and Nutrition
 1. Sharon Gendron – Substitute

- 7. PUBLIC PARTICIPATION**

Participation is reserved for members of the public who have submitted a completed Public Participation Form. Total length of time shall not exceed 30 minutes. Individual times shall not exceed 5 minutes (Policy BEDH). When addressing the Board, speakers are to state their name and subject into the microphone so that their statements may be properly recorded.

Members of the Board may not discuss items that are not specifically on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later time.

8. CONSENT ITEMS

This section includes approval of items such as minutes, routine warrants, purchase orders, travel claims, employee leave requests, employee transfer requests and resignations, gifts to the District, and student and/or staff travel. Documentation concerning the matters on the Consent Agenda may be reviewed at the District office. Upon the request of a Board member, a topic on the Consent Agenda may be removed from this segment of the meeting and discussed as a Regular Agenda item.

- (Pages 3-5) A. Personnel Recommendations
- (Page 6-187) B. Financial/Business
1. Approval of Accounts Payable voucher(s) in the amount of \$ 1,119,133.41
 2. Approval of Payroll voucher(s) in the amount of \$ 2,135,388.72
- (Pages 188-193) C. Student Activities – Board Report
- (Pages 194-197) D. Request for authorization to execute warrants between Governing Board meetings for fiscal year 2013-14
- (Pages 198-201) E. Request for authorization of line item maintenance and operation (M&O) expenditures in excess of budget but within total M&O budget for fiscal year 2013-14
- (Pages 202-209) F. Request for approval of a Memorandum of Understanding (MOU) with the Highlands Center for Natural History for a Native Habitat Program at Lake Valley Elementary School through the 2016 school year
- (Pages 210-237) G. Request for contract renewal for the AVID (Advancement via Individual Determination) program for Bradshaw Mountain High School, Bradshaw Mountain Middle School, and Glassford Hill Middle School for fiscal year 2013-14
- (Pages 238-244) H. Request for intergovernmental agreement renewal with Greater Phoenix Educational Management Council (GPEMC) for membership services fiscal years 2013-18
- (Pages 245-261) I. Request for intergovernmental agreement renewal with Mountain Institute JTED (Joint Technical Education District) for high school programs for fiscal year 2013-14
- (Pages 262-273) J. Request for intergovernmental agreement renewal with Yavapai County Education Services Agency for E-Rate consulting services for fiscal year 2013-14
- (Pages 274-275) K. Gifts and donations

9. DISCUSSION ITEMS *(no action will be taken)*

- (Pages 276-277) A. Information Services Update including: Internet Bandwidth Upgrade, Network Upgrades, Preparation for Wireless Deployment, Content Filter, My Big Campus, Projects slated for the 2013– 14 School Year
- (Pages 278-281) B. Discussion and first reading of suggested revisions to Policy CBI – Evaluation of Superintendent
- (Pages 282-380) C. Discussion and first reading of Policy Advisories 462-475 as recommended by the Arizona School Boards Association

-E = Exhibit, -R = Regulation

Governing Board adoption is not required for exhibits and regulations but is provided in the packet for information purposes.

462	GCO	Evaluation of Professional Staff Members
	GCO-RA	√
463	IKF	Graduation Requirements
	IKF-RB	√
	IKF-EB	√
464	JFABC	Admission of Transfer Students
465	JJIB	Interscholastic Sports
	JJIB-EB	√
466	JLCCA	Acquired Immune Deficiency Syndrome and Human Immunodeficiency Virus Infections
467	KHC	Distribution/Posting of Promotional Materials
468	DKB	Salary Deductions
469	EBC	Emergencies
	EBC-RA	√
	EBC-RB	√ (Emergency Drills)
	EBC-RC	√ (First Aid)
	EBC-RD	√ (Bomb Threats)
	EBC-RE	√ (Procedures for Aftermath of Suicide, Suicide Attempt, or Other Tragedy)
	EBC-E	√
470	GCQE	Retirement of Professional Staff Members
471	IKF-EB	Graduation Requirements (Augmentation Points Calculations)
472	JK	Student Discipline
	JK-RA	√
	JK-RB	√
	JK-EA	√
473	GCJ	Professional Staff Probationary and Continuing Status
474	GCK	Professional Staff Assignments and Transfers
475	GCO	Evaluation of Professional Staff Members
	GCO-RA	√

10. ACTION

- (Pages 381-385) A. Discuss and possibly adopt a resolution converting the maintenance and operation override election to be held on November 5, 2013 in and for the district from a polling place to an all-mail ballot election
- (Pages 386-387) B. Discussion and possible action regarding request for approval of recommendations of the Superintendent's Steering Committee
- (Pages 388-392) C. Discussion and possible action regarding request for approval of stipends for teacher participating in Yavapai County Education Service Agency's New Teacher Induction Program
- (Pages 393-395) D. Discussion, second reading, and possible adoption of suggested revisions to Policy GCCH – Professional/Support Staff Bereavement Leave
- (Pages 396-420) E. Discussion and possible action to approve the District's Annual Budget for fiscal year 2013-14

11. ANNOUNCEMENTS

- A. Next Scheduled Board Meetings are:

August 13, 2013	6:30 p.m.	Regular Meeting	@ Mountain View Elementary
September 10, 2013	6:30 p.m.	Regular Meeting	tbd

12. ADJOURNMENT

Copies of agendas and supporting documentation relative to public meetings are available at the District Administration Office during normal work hours, 24 hours prior to a meeting and immediately preceding the meeting.

CELEBRATING SUCCESSSES

Item 6

A. HUSD VIP



The Humboldt Schools.

Motivating achievement since 1906.

July 2013

It is with great pleasure that I join the Food and Nutrition Department in recommending Sharon Gendron as our classified VIP of the month. Sharon has been with The Humboldt Schools since 2002. She resigned her position as Bradshaw Mountain Middle School kitchen manager in 2009. She then joined the Food and Nutrition substitute pool and has been saving the day ever since. Her experience in school nutrition spans over 25 years. The substitute pool is an on-call staff that receives a call when we need assistance in any of our nine kitchens. This call usually comes at 7 a.m. and with some urgency the sub is requested in any one of our nine kitchens. Sharon always answers the phone and if she will not be available she has typically already checked in to let us know.

As I searched through Sharon's file to ensure I had the proper years of service, I found multiple evaluation forms from our kitchen managers. The comments included: "great worker", "does anything you ask with a great attitude", and "covers any area we need covered". I have also received several Thank You cards for our Bravo Board with Sharon's name on them. These cards can be written from any Food and Nutrition team member to another. The cards ask: What did this team member do to go above and beyond their regular duties? The praise for Sharon includes: "She's here whenever we need her with a great attitude and smile on her face", "She is truly a super sub", "Sharon has been a lifesaver", and "She is simply awesome".

Sharon has a vast skill set which makes her an asset in any kitchen. She can substitute as clerk and cook running the computers and the ovens! She is also willing to do floors and dishes to get the job done. She is a most valued asset as she is able to step in when a manager is out to ensure the food gets ordered and the students are served. She even has helped out in the Food and Nutrition office when we were in a pinch. There is nothing this Lunch Lady superhero can't do!

It is one thing to have the skill set to accomplish the task of serving school meals; it is another to do it with an attitude that ensures your co-workers and customers (our students) feel supported and appreciated! All of these qualities and many more make Sharon Gendron the Food and Nutrition Department's recommendation for VIP of the month.

Sincerely,

Tami Hitt-Wyant, DTR, SNS
Director of Food and Nutrition

TAMI HITT-WYANT, DIRECTOR OF FOOD AND NUTRITION
HUMBOLDT UNIFIED SCHOOL DISTRICT #22
6411 N. ROBERT ROAD, PRESCOTT VALLEY, AZ 86314 • PHONE 928.759.5014 • FAX 928.759.5025

CONSENT

Item 8A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT
Personnel Consent Agenda for Board Meeting on July 9, 2013

A. RESIGNATIONS/MATERNITY LEAVES/LEAVES OF ABSENCE/OTHER

Certified Staff

1. JoAnn Teixeira – 3rd Grade Teacher @ LVES (resign effective 6/27/13)

Classified Staff

1. Harry Berman – 7 Hr/Day Custodian @ BMHS (resign effective 7/6/13)
2. Estella Martinez – Lead Night Custodian @ GES (resign effective 6/28/13)
3. Patricia Sill-LaValley – 7 Hr/Day Speech Aide @ GHMS (resign effective 6/19/13)
4. Kathy Wood – Bus Driver @ DO (resign effective 6/25/13)

Substitute+ Staff

- | | |
|------------------------------|----------------------------------|
| 1. Leah Christian – Teacher | 6. Gayle LaPointe – F & N Worker |
| 2. Nancy Cooper – Teacher | 7. Helen McDowell – Teacher |
| 3. Ann Evans – Aide | 8. Barbara Riffle – Aide |
| 4. Myron Hartz – Teacher | |
| 5. Constance Hayes – Teacher | |

B. EMPLOYMENT OFFERS (*Employment offer is subject to acceptable background/fingerprint checks.*)

Certified Staff

1. Tracy Breedlove – 1st Grade Teacher @ LTS (replaces Lilly Bailey)
2. Bart Brush - .5 Music Teacher @ HES (replaces Leslie Daly)
3. Jana Hesselschwendt – Resource Teacher @ BMHS (replaces Michael Costanzo)
4. Vicki Jensen – .5 Speech Therapist @ HES AND .5 Speech Therapist @ BMMS (replaces vendor)
5. Cynthia Koll – 1st Grade teacher @ LTS (replaces Steven Fonda)
6. Stephen Moran – PE Teacher @ BMHS (replaces Patrick Webb)
7. Holly Quesenberry – Kindergarten Teacher @ LTS (replaces Jennifer Read)
8. Abby Yost - .5 Music Teacher @ LVES (replaces Leslie Daly)

Classified Staff

1. Nichole Jones – 4.75 Hr/Day F & N Worker @ MVES (replaces Manju Guar)
2. Stacey Morgan – 5.75 Hr/Day Title One Aide @ HES (replaces Kathleen MacFarland)
3. Kathy Whitlock – 3.9 Hr/Day 1-on-1 Preschool Aide @ BFPS (IEP)

Substitute+ Staff

- | | |
|-------------------------------------|------------------------------------|
| 1. Sandra Bowers – Bus Aide | 5. Katherine Ruwald – F & N Worker |
| 2. Marilyn Carter – Bus Driver | 6. Kathy Wood – Bus Driver |
| 3. Elizabeth Guimont – Bus Driver | |
| 4. Vincent Monte Leone – Bus Driver | |

C. SUPPLEMENTAL CONTRACTS

Overloads

1. None

Stipends Specifically Listed on Board-approved 2013-2014 Stipend Schedule

(\$28,236.25 M&O...\$4,471.25 Tax Credit...\$0.00 General Tax Credit...\$0.00 SPED)

1. John Alexander – Varsity Assistant Football Coach stipend @ BMHS
2. Rene Audsley – JV Volleyball Coach stipend @ BMHS
3. Stacey Booher – Freshmen Volleyball Coach stipend @ BMHS
4. Rebecca Brooks – Elementary Music Director stipend @ GES
5. David Cantu – Assistant Football stipend @ BMHS
6. Randy Clifford – Head Golf Coach stipend @ BMHS

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on July 9, 2013

7. Alex DeHerrera – Assistant Football Coach stipend @ BMHS
8. Patti Eller – Head Swim Coach stipend @ BMHS
9. Ron Fuson – Freshmen Football Coach stipend @ BMHS
10. Ashley Gordon – Elementary Drama Club Advisor stipend @ GES
11. Trudy Hollis – Elementary Art Club Advisor stipend @ GES
12. Trudy Hollis – Elementary Student Council Advisor stipend @ GES
13. LeAnn Jack – Elementary Reading Counts Coordinator stipend @ GES
14. David Moran – Varsity Assistant Football Coach stipend @ BMHS
15. Russell Morrison – Assistant Swim Coach stipend @ BMHS
16. Guy Poland – Elementary Flag Football Coach stipend @ GES
17. Guy Poland – Elementary Track Coach stipend @ GES
18. Erica Sandum – Elementary Child Study Coordinator stipend @ GES
19. Mike Simon – Head Cross Country Coach stipend @ BMHS

Other Stipends

(\$0.00 M&O...\$0.00 Tax Credit...\$0.00 F&N...\$0.00 Special Education...\$0.00 Other)

1. None

D. IN-DISTRICT TRANSFERS

Certified

1. Liberty Hubbard – from 5th Grade Teacher @ HES to 3rd Grade Teacher @ HES (replaces Bria Williams)
2. Jamy Myrmel – from 1st Grade Teacher @ HES to 5th Grade Teacher @ HES (replaces Liberty Hubbard)

Classified

1. Michelle Tapia – from 6.5 Hr/Day Resource Aide @ CSES to 6.5 Hr/Day Mod/Sev/Prof Aide @ MVES (IEP)

E. INCREASE/ DECREASE IN HOURS (+OR -) OR FUNDING

Certified

1. None

Classified

1. None