

# CONSENT

## Item 8D.

### Budget Report

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8D
FROM:	Cynthia Windham, Finance Director	Reading
DATE:	April 8, 2014	Discuss
SUBJECT:	Monthly Budgets - Board Report	Action
		Consent X

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OBJECTIVE: Goal #2 To Focus on Planning for Future Student Needs

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### SUPPORTING DATA:

Attached is the monthly Expenditure Budget Balance Report.

This report summarizes district expenditures and current encumbrances per fund.

\*The District is required to expend Maintenance and Operation dollars for grant funded positions/expenditures prior to final approval from Arizona Department of Education (ADE).

Once final approval is received from ADE, expenditures are charged back against the appropriate fund which will then relieve the budget balance.

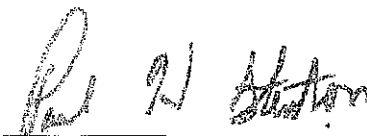
In addition, there are funds that rely on deposit collections, e.g. tuition accounts. These expenses will be charged against the appropriate account when funds are available.

*The Maintenance & Operation balance currently reflects \$571,647 that will be charged back when approval/tuition is received, placing the percentage of remaining budget balance to-date at approximately 5.5%.*

### SUMMARY & RECOMMENDATION:

No action necessary. Reports are presented for informational purposes only.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director 759-4000

# Humboldt Unified School District No. 22

## Expenditure Budget Balance Report

Fiscal Year: 2013-2014

Account Number / Description



Summary Only

From Date: 7/1/2013

To Date:

8/30/2014

Fund:	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
001						% Remaining Bud
MAINT & OPER FUNDS						
Fund 001 Total:	\$29,476,567.40	\$19,929,032.98	\$19,929,032.98	\$9,547,534.42	\$8,482,224.61	\$1,065,309.81 3.61%
CLASSROOM-BASE SAL						
Fund 011 Total:	\$846,858.00	\$134,003.70	\$134,003.70	\$712,854.30	\$0.00	\$712,854.30 84.18%
CLASSROOM-PERF PAY						
Fund 012 Total:	\$881,663.00	\$0.00	\$0.00	\$881,663.00	\$0.00	\$881,663.00 100.00%
CLASSROOM-OTHER						
Fund 013 Total:	\$857,065.00	\$383,928.25	\$383,928.25	\$473,136.75	\$478.65	\$472,658.10 55.15%
INDIAN GAMING-INSTRUCTION IMPROV						
Fund 021 Total:	\$34,119.25	\$0.00	\$0.00	\$34,119.25	\$0.00	\$34,119.25 100.00%
INDIAN GAMING - INSTRUCTIONAL IMPROV						
Fund 024 Total:	\$263,561.64	\$0.00	\$0.00	\$263,561.64	\$0.00	\$263,561.64 100.00%
SEI - STRUCTURED ENGLISH IMMERSION						
Fund 071 Total:	\$138,752.41	\$36,517.33	\$36,517.33	\$102,235.08	\$39,736.35	\$62,498.73 45.04%
TITLE I LEA						
Fund 110 Total:	\$1,454,176.00	\$730,682.03	\$730,682.03	\$723,493.97	\$274,607.32	\$448,886.65 30.87%
TITLE 1-D NEGLECTED/DELINQUENT-LEA						
Fund 112 Total:	\$155,980.36	\$90,719.99	\$90,719.99	\$65,260.37	\$42,061.65	\$23,198.72 14.87%
TITLE II - IMPROVING TEACHER QUALITY						
Fund 140 Total:	\$220,426.59	\$84,763.06	\$84,763.06	\$135,663.53	\$19,145.77	\$116,517.76 52.86%
TITLE III LEP PROGRAM						
Fund 190 Total:	\$75,844.44	\$21,581.32	\$21,581.32	\$54,263.12	\$5,313.34	\$48,949.78 64.54%
ESEA - TITLE IX - INDIAN EDUCATION						
Fund 200						

# Humboldt Unified School District No. 22

## Expenditure Budget Balance Report

Fiscal Year: 2013-2014

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2013	To Date: 8/30/2014		
		Budget	Range To Date	YTD	Balance	Encumbrance
						Budget Balance % Remaining Bud
Fund: 200	Fund 200 Total:	\$16,911.00	\$4,432.96	\$4,432.96	\$12,478.04	\$2,023.34 \$10,454.70 61.82%
Fund: 220	IDEA - BASIC - ENT					
Fund: 220	Fund 220 Total:	\$980,506.27	\$626,106.58	\$626,106.58	\$354,399.69	\$231,008.51 \$123,391.18 12.58%
Fund: 221	IDEA - PRESCHOOL GRANT					
Fund: 221	Fund 221 Total:	\$31,323.63	\$20,899.52	\$20,899.52	\$10,424.11	\$6,380.21 \$4,043.90 12.91%
Fund: 260	CTE BASIC GRANT/FEDERAL					
Fund: 260	Fund 260 Total:	\$112,812.54	\$69,491.25	\$69,491.25	\$43,321.29	\$14,717.46 \$28,603.83 25.36%
Fund: 261	CTE BASIC GRANT (07-01-12 thru 09-30-13)					
Fund: 261	Fund 261 Total:	\$21,904.14	\$11,226.67	\$11,226.67	\$10,677.47	\$0.00 \$10,677.47 48.75%
Fund: 290	MEDICAID OUTREACH					
Fund: 290	Fund 290 Total:	\$124,397.16	\$1,654.88	\$1,654.88	\$122,742.28	\$2,345.12 \$120,397.16 96.78%
Fund: 291	MEDICAID DIRECT					
Fund: 291	Fund 291 Total:	\$1,024,195.89	\$63,980.78	\$63,980.78	\$960,215.11	\$27,886.20 \$932,328.91 91.03%
Fund: 301	RACE TO THE TOP - FY 12-13					
Fund: 301	Fund 301 Total:	\$34,108.50	\$34,104.00	\$34,104.00	\$4.50	\$0.00 \$4.50 0.01%
Fund: 302	GEAR UP 08/28/13					
Fund: 302	Fund 302 Total:	\$266,100.00	\$172,854.66	\$172,854.66	\$93,245.34	\$57,880.28 \$35,365.06 13.29%
Fund: 349	NAT'L FOREST FEES - FY 12-13					
Fund: 349	Fund 349 Total:	\$784,767.52	\$293,322.57	\$293,322.57	\$491,444.95	\$12,149.76 \$479,295.19 61.07%
Fund: 374	E-RATE - FY 12-13					
Fund: 374	Fund 374 Total:	\$122,804.86	\$0.00	\$0.00	\$122,804.86	\$0.00 \$122,804.86 100.00%
Fund: 400	CTE PRIORITY PROGRAM					
Fund: 400	Fund 400 Total:	\$54,099.16	\$25,663.52	\$25,663.52	\$28,435.64	\$14,434.50 \$14,001.14

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# Humboldt Unified School District No. 22

## Expenditure Budget Balance Report

Fiscal Year: 2013-2014

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2013	To Date: 8/30/2014		
		Budget	Range To Date	YTD	Balance	Encumbrance % Remaining Bud
Fund: 483	SAFE SCHOOLS					25.88%
	<b>Fund 483 Total:</b>	\$50,853.79	\$0.00	\$0.00	\$50,853.79	\$0.00 \$50,853.79 100.00%
Fund: 485	WRP					
	<b>Fund 485 Total:</b>	\$187,388.90	\$88,793.80	\$88,793.80	\$98,595.10	\$30,003.14 \$68,591.96 36.60%
Fund: 495	K-12 Center Grant					
	<b>Fund 495 Total:</b>	\$100,000.00	\$45,487.88	\$45,487.88	\$54,512.12	\$15,984.16 \$38,527.96 38.53%
Fund: 510	FOOD SERVICE					
	<b>Fund 510 Total:</b>	\$3,101,749.15	\$1,578,277.66	\$1,578,277.66	\$1,523,471.49	\$944,306.31 \$579,165.18 18.67%
Fund: 515	CIVIC CENTER					
	<b>Fund 515 Total:</b>	\$392,736.10	\$69,996.27	\$69,996.27	\$322,739.83	\$49,412.15 \$273,327.68 69.60%
Fund: 517	BUS RENTAL					
	<b>Fund 517 Total:</b>	\$120,589.80	\$109,804.66	\$109,804.66	\$10,785.14	\$0.00 \$10,785.14 8.94%
Fund: 520	COMMUNITY SCHOOL					
	<b>Fund 520 Total:</b>	\$3,003.66	\$0.00	\$0.00	\$3,003.66	\$0.00 \$3,003.66 100.00%
Fund: 521	EXTENDED KINDERGARTEN					
	<b>Fund 521 Total:</b>	\$246,931.19	\$170.00	\$170.00	\$246,761.19	\$7,256.21 \$239,504.98 96.99%
Fund: 522	BEFORE/AFTER SCHOOL PROGRAM					
	<b>Fund 522 Total:</b>	\$44,202.79	\$412.95	\$412.95	\$43,789.84	\$500.00 \$43,289.84 97.93%
Fund: 523	BRIGHT FUTURES PRESCHOOL					
	<b>Fund 523 Total:</b>	\$73,258.25	\$27,075.83	\$27,075.83	\$46,182.42	\$11,789.95 \$34,392.47 46.95%
Fund: 525	AUX OPERATIONS					
	<b>Fund 525 Total:</b>	\$543,676.89	\$270,552.09	\$270,552.09	\$273,124.80	\$74,485.06 \$198,639.74 36.54%

# Humboldt Unified School District No. 22

## Expenditure Budget Balance Report

Fiscal Year: 2013-2014

Account Number / Description

Fund:	526	ACT FEES TAX CRED	Summary Only		From Date: 7/1/2013		To Date: 8/30/2014	
			Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
		<b>Fund 526 Total:</b>	\$533,526.92	\$134,882.88	\$134,882.88	\$398,644.04	\$48,696.73	\$349,947.31 65.59%
		<b>Fund 530 Total:</b>	\$87,889.66	\$21,297.21	\$21,297.21	\$66,592.45	\$19,458.13	\$47,134.32 53.63%
		<b>Fund 534 Total:</b>	\$2,291.98	\$250.00	\$250.00	\$2,041.98	\$0.00	\$2,041.98 89.09%
		<b>Fund 540 Total:</b>	\$15,347.18	\$4,816.00	\$4,816.00	\$10,531.18	\$7,684.00	\$2,847.18 18.55%
		<b>Fund 550 Total:</b>	\$184,926.39	\$14,340.97	\$14,340.97	\$170,585.42	\$0.00	\$170,585.42 92.25%
		<b>Fund 551 Total:</b>	\$30,276.30	\$610.00	\$610.00	\$29,666.30	\$190.00	\$29,476.30 97.36%
		<b>Fund 555 Total:</b>	\$15,661.53	\$195.00	\$195.00	\$15,466.53	\$0.00	\$15,466.53 98.75%
		<b>Fund 565 Total:</b>	\$2,104.06	\$0.00	\$0.00	\$2,104.06	\$0.00	\$2,104.06 100.00%
		<b>Fund 570 Total:</b>	\$1,037,239.60	\$201,020.17	\$201,020.17	\$836,219.43	\$105,128.26	\$731,091.17 70.48%
		<b>Fund 575 Total:</b>	\$170,943.91	\$18,955.33	\$18,955.33	\$151,988.58	\$0.00	\$151,988.58 88.91%
		<b>Fund 590 Total:</b>	\$24,067.06	\$0.00	\$0.00	\$24,067.06	\$0.00	\$24,067.06 100.00%

# Humboldt Unified School District No. 22

## Expenditure Budget Balance Report

Fiscal Year: 2013-2014

Account Number / Description

Fund:	Account Number / Description	<input checked="" type="checkbox"/> Summary Only		From Date: 7/1/2013		To Date: 8/30/2014		Budget Balance	
		Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud		
	<b>Fund 595 Total:</b>	\$10,004.40	\$0.00	\$0.00	\$10,004.40	\$0.00	\$10,004.40	100.00%	
Fund: 596	JTED - MTN. INSTITUTE								
	<b>Fund 596 Total:</b>	\$187,003.23	\$111,557.20	\$111,557.20	\$75,446.03	\$30,676.46	\$44,769.57	23.94%	
Fund: 610	CAPITAL OUTLAY								
	<b>Fund 610 Total:</b>	\$5,693,240.00	\$904,923.97	\$904,923.97	\$4,788,316.03	\$617,782.86	\$4,170,533.17	73.25%	
Fund: 625	SOFT CAPITAL ALLOC								
	<b>Fund 625 Total:</b>	\$328,595.30	\$328,595.30	\$328,595.30	\$0.00	\$0.00	\$0.00	0.00%	
Fund: 630	BOND BUILDING								
	<b>Fund 630 Total:</b>	\$2,356,794.29	\$361,905.11	\$361,905.11	\$1,994,889.18	\$0.00	\$1,994,889.18	84.64%	
Fund: 650	GIFTS & DONATIONS								
	<b>Fund 650 Total:</b>	\$26,827.91	\$0.00	\$0.00	\$26,827.91	\$0.00	\$26,827.91	100.00%	
Fund: 665	ENERGY REBATES								
	<b>Fund 665 Total:</b>	\$43,947.49	\$10,000.00	\$10,000.00	\$33,947.49	\$3,500.00	\$30,447.49	69.28%	
Fund: 695	NEW SCH FACILITIES								
	<b>Fund 695 Total:</b>	\$75,455.87	\$74,901.31	\$74,901.31	\$554.56	\$0.00	\$554.56	0.73%	
Fund: 700	DEBT SERVICE FUNDS								
	<b>Fund 700 Total:</b>	\$3,552,420.00	\$0.00	\$0.00	\$3,552,420.00	\$0.00	\$3,552,420.00	100.00%	
Fund: 850	STUDENT ACTIVITIES								
	<b>Fund 850 Total:</b>	\$103,543.65	\$43,780.60	\$43,780.60	\$59,763.05	\$22,646.21	\$37,116.84	35.85%	
Fund: 855	EMPLOYEE INSURANCE								
	<b>Fund 855 Total:</b>	\$3,676,480.10	\$3,016,658.54	\$3,016,658.54	\$659,821.56	\$354,874.34	\$304,947.22	8.29%	

# Humboldt Unified School District No. 22

## Expenditure Budget Balance Report

Fiscal Year: 2013-2014

Account Number / Description

	<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2013		To Date: 8/30/2014		
	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
	\$61,001,922.11	\$30,174,226.78	\$30,174,226.78	\$30,827,695.33	\$11,576,767.04	\$19,250,928.29
						31.56%

End of Report

# **CONSENT**

## **Item 8E.**

# **Student Activities**

## **Report**

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # <b>8E</b>
FROM:	Cynthia Windham, Finance Director	Reading
DATE:	April 8, 2014	Discuss
SUBJECT:	Student Activities - Board Report	Action
		Consent <b>X</b>
<hr/> <b>OBJECTIVE:</b> Goal # 2 To Focus on Planning for Future Student Needs <hr/>		

### SUPPORTING DATA:

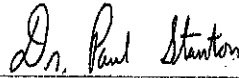
Attached is the monthly Student Activities Report.

This report summarizes student activities (club) expenditures and current encumbrances per fund.

### SUMMARY & RECOMMENDATION:

No action necessary. Reports are presented for informational purposes only.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

*Questions should be directed to: Cynthia Windham, Finance Director 759-4000*

# Humboldt Unified School District No. 22

## 850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013 To Date: 6/30/2014

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.110.1319	GENERIC EXPENSE	\$11,355.95	\$0.00	\$0.00	\$11,355.95	\$0.00	\$11,355.95	100.00%
850.100.1000.6610.110.1319	GENERAL SUPPLIES	\$0.00	\$60.64	\$60.64	(\$60.64)	\$38.06	(\$98.70)	0.00%
850.610.1000.6532.110.1319	OTHER COMM SVCS	\$0.00	\$16.56	\$16.56	(\$16.56)	\$0.00	(\$16.56)	0.00%
850.610.1000.6610.110.1319	GENERAL SUPPLIES	\$0.00	\$2,543.19	\$2,543.19	(\$2,543.19)	\$1,798.32	(\$4,341.51)	0.00%
850.610.1000.6730.110.1319	FF&E < \$1,000	\$0.00	\$195.28	\$195.28	(\$195.28)	\$0.00	(\$195.28)	0.00%
850.610.3100.6340.110.1319	TECHNICAL SERVICES	\$0.00	\$169.59	\$169.59	(\$169.59)	\$0.00	(\$169.59)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$11,355.95	\$2,985.26	\$2,985.26	\$8,370.69	\$1,836.38	\$6,534.31	57.54%
	UNIT: LVES - 110	\$11,355.95	\$2,985.26	\$2,985.26	\$8,370.69	\$1,836.38	\$6,534.31	57.54%
850.100.1000.6000.120.1319	GENERIC EXPENSE	\$3,661.33	\$0.00	\$0.00	\$3,661.33	\$0.00	\$3,661.33	100.00%
850.400.2710.6510.120.1319	STUDENT TRANS SVS	\$0.00	\$152.37	\$152.37	(\$152.37)	\$0.00	(\$152.37)	0.00%
850.610.1000.6610.120.1319	GENERAL SUPPLIES	\$0.00	\$964.46	\$964.46	(\$964.46)	\$193.28	(\$1,157.74)	0.00%
850.610.1000.6890.120.1319	MISC EXPENDITURES	\$0.00	\$150.00	\$150.00	(\$150.00)	\$0.00	(\$150.00)	0.00%
850.610.2190.6340.120.1319	TECHNICAL SERVICES	\$0.00	\$200.00	\$200.00	(\$200.00)	\$0.00	(\$200.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$3,661.33	\$1,466.83	\$1,466.83	\$2,194.50	\$193.28	\$2,001.22	54.66%
850.100.1000.6000.120.1362	GENERIC EXPENSE	\$3,050.59	\$0.00	\$0.00	\$3,050.59	\$0.00	\$3,050.59	100.00%
850.610.1000.6610.120.1362	GENERAL SUPPLIES	\$0.00	\$1,791.75	\$1,791.75	(\$1,791.75)	\$408.25	(\$2,200.00)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$3,050.59	\$1,791.75	\$1,791.75	\$1,258.84	\$408.25	\$850.59	27.88%
850.100.1000.6000.120.1385	GENERIC EXPENSE	\$246.54	\$0.00	\$0.00	\$246.54	\$0.00	\$246.54	100.00%
	COURSE: SCIENCE - 1385	\$246.54	\$0.00	\$0.00	\$246.54	\$0.00	\$246.54	100.00%
	UNIT: BMMS - 120	\$6,958.46	\$3,258.58	\$3,258.58	\$3,699.88	\$601.53	\$3,098.35	44.53%
850.100.1000.6000.125.1319	GENERIC EXPENSE	\$11,115.76	\$0.00	\$0.00	\$11,115.76	\$0.00	\$11,115.76	100.00%
850.400.2710.6510.125.1319	STUDENT TRANS SVS	\$0.00	\$316.22	\$316.22	(\$316.22)	\$0.00	(\$316.22)	0.00%
850.610.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$1,514.91	\$1,514.91	(\$1,514.91)	\$1,429.90	(\$2,944.81)	0.00%
850.610.1000.6810.125.1319	DUES AND FEES	\$0.00	\$100.00	\$100.00	(\$100.00)	\$0.00	(\$100.00)	0.00%
850.610.1000.6890.125.1319	MISC EXPENDITURES	\$0.00	\$2,893.23	\$2,893.23	(\$2,893.23)	\$1,900.00	(\$4,793.23)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$11,115.76	\$4,824.36	\$4,824.36	\$6,291.40	\$3,329.90	\$2,961.50	26.64%
850.100.1000.6000.125.1362	GENERIC EXPENSE	\$400.04	\$0.00	\$0.00	\$400.04	\$0.00	\$400.04	100.00%
850.610.1000.6610.125.1362	GENERAL SUPPLIES	\$0.00	\$64.76	\$64.76	(\$64.76)	\$150.54	(\$215.30)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$400.04	\$64.76	\$64.76	\$335.28	\$150.54	\$184.74	46.18%
	UNIT: GHMS - 125	\$11,515.80	\$4,889.12	\$4,889.12	\$6,626.68	\$3,480.44	\$3,146.24	27.32%
850.100.1000.6000.131.1319	GENERIC EXPENSE	\$2,172.93	\$0.00	\$0.00	\$2,172.93	\$0.00	\$2,172.93	100.00%
850.100.1000.6610.131.1319	GENERAL SUPPLIES	\$0.00	\$172.08	\$172.08	(\$172.08)	\$0.00	(\$172.08)	0.00%
850.610.2130.6610.131.1319	GENERAL SUPPLIES	\$0.00	\$167.28	\$167.28	(\$167.28)	\$11.93	(\$179.21)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,172.93	\$339.36	\$339.36	\$1,833.57	\$11.93	\$1,821.64	83.83%
	UNIT: HES - 131	\$2,172.93	\$339.36	\$339.36	\$1,833.57	\$11.93	\$1,821.64	83.83%
850.100.1000.6000.132.1319	GENERIC EXPENSE	\$2,907.71	\$0.00	\$0.00	\$2,907.71	\$0.00	\$2,907.71	100.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,907.71	\$0.00	\$0.00	\$2,907.71	\$0.00	\$2,907.71	100.00%
	UNIT: MVES - 132	\$2,907.71	\$0.00	\$0.00	\$2,907.71	\$0.00	\$2,907.71	100.00%
850.100.1000.6000.133.1319	GENERIC EXPENSE	\$567.44	\$0.00	\$0.00	\$567.44	\$0.00	\$567.44	100.00%
	COURSE: STUDENT COUNCIL - 1319	\$567.44	\$0.00	\$0.00	\$567.44	\$0.00	\$567.44	100.00%

# Humboldt Unified School District No. 22

## 850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
UNIT: CSES - 133								
850.100.1000.6000.134.1319	GENERIC EXPENSE	\$567.44	\$0.00	\$0.00	\$567.44	\$0.00	\$567.44	100.00%
COURSE: STUDENT COUNCIL - 1319								
850.100.1000.6000.134.1319	GENERIC EXPENSE	\$2,945.34	\$0.00	\$0.00	\$2,945.34	\$0.00	\$2,945.34	100.00%
850.610.1000.6610.230.1316	GENERAL SUPPLIES	\$2,945.34	\$0.00	\$0.00	\$2,945.34	\$0.00	\$2,945.34	100.00%
850.610.1000.6610.230.1316	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
850.610.1000.6690.230.1316	MISC EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COURSE: HOSA - 1316								
850.100.1000.6000.230.1319	GENERIC EXPENSE	\$21,478.43	\$0.00	\$0.00	\$21,478.43	\$0.00	\$21,478.43	100.00%
850.100.1000.6000.230.1319	GENERIC EXPENSE	\$21,478.43	\$0.00	\$0.00	\$21,478.43	\$0.00	\$21,478.43	100.00%
850.100.1000.6000.230.1319	STUDENT TRANS SVS	\$0.00	\$529.26	\$529.26	(\$529.26)	\$63.33	(\$960.58)	0.00%
850.610.1000.6610.230.1319	GENERAL SUPPLIES	\$0.00	\$5,811.99	\$5,811.99	(\$5,811.99)	\$1,746.59	(\$7,558.58)	0.00%
850.610.1000.6731.230.1319	Furn & Equip > \$1000	\$0.00	\$1,485.30	\$1,485.30	(\$1,485.30)	\$0.00	(\$1,485.30)	0.00%
850.610.1000.6810.230.1319	DUES AND FEES	\$0.00	\$108.60	\$108.60	(\$108.60)	\$0.00	(\$108.60)	0.00%
850.610.1000.6890.230.1319	MISC EXPENDITURES	\$0.00	\$3,590.40	\$3,590.40	(\$3,590.40)	\$0.00	(\$3,590.40)	0.00%
850.610.2190.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$1,500.00	\$1,500.00	(\$1,500.00)	\$0.00	(\$1,500.00)	0.00%
850.610.2660.6160.230.1319	SPORTS-Co Curr - CLASSIFIED	\$0.00	\$106.02	\$106.02	(\$106.02)	\$0.00	(\$106.02)	0.00%
850.610.2660.6221.230.1319	SOC SEC - OASDI	\$0.00	\$6.57	\$6.57	(\$6.57)	\$0.00	(\$6.57)	0.00%
850.610.2660.6222.230.1319	MEDICARE-HOSP INS	\$0.00	\$1.54	\$1.54	(\$1.54)	\$0.00	(\$1.54)	0.00%
850.610.2660.6231.230.1319	STATE RETIREMENT	\$0.00	\$11.98	\$11.98	(\$11.98)	\$0.00	(\$11.98)	0.00%
850.610.2660.6232.230.1319	LNG-TRM DISABILITY	\$0.00	\$0.26	\$0.26	(\$0.26)	\$0.00	(\$0.26)	0.00%
850.610.2660.6260.230.1319	WORKERS' COMP	\$0.00	\$3.34	\$3.34	(\$3.34)	\$0.00	(\$3.34)	0.00%
850.610.2660.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$360.00	\$360.00	(\$360.00)	\$0.00	(\$360.00)	0.00%
COURSE: STUDENT COUNCIL - 1319								
850.100.1000.6000.230.1320	GENERIC EXPENSE	\$21,692.05	\$13,515.26	\$13,515.26	\$8,176.79	\$1,809.92	\$6,366.87	29.35%
850.610.1000.6610.230.1320	MISC EXPENDITURES	\$163.29	\$0.00	\$0.00	\$163.29	\$0.00	\$163.29	100.00%
COURSE: UPWARD BOUND WARRIORS - 1320								
850.100.1000.6000.230.1361	GENERIC EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
850.610.1000.6610.230.1361	GENERAL SUPPLIES	\$0.00	\$541.00	\$541.00	(\$541.00)	\$725.00	(\$1,266.00)	0.00%
COURSE: MU ALPHA THETA - 1361								
850.100.1000.6000.230.1362	GENERIC EXPENSE	\$2,405.95	\$0.00	\$0.00	\$2,405.95	\$0.00	\$2,405.95	100.00%
850.610.1000.6610.230.1362	GENERAL SUPPLIES	\$0.00	\$541.00	\$541.00	(\$541.00)	\$725.00	(\$1,266.00)	0.00%
COURSE: NATIONAL HONOR SOCIETY - 1362								
850.100.1000.6000.230.1363	GENERIC EXPENSE	\$3,745.23	\$0.00	\$0.00	\$3,745.23	\$0.00	\$3,745.23	100.00%
850.610.1000.6610.230.1364	GENERAL SUPPLIES	\$0.00	\$1,355.75	\$1,355.75	(\$1,355.75)	\$448.57	(\$1,804.32)	0.00%
COURSE: ART - 1363								
850.100.1000.6000.230.1364	GENERIC EXPENSE	\$351.86	\$0.00	\$0.00	\$351.86	\$0.00	\$351.86	100.00%
850.610.1000.6610.230.1364	GENERAL SUPPLIES	\$0.00	\$2,146.93	\$2,146.93	(\$2,146.93)	\$349.95	(\$2,496.88)	0.00%
850.610.1000.6810.230.1364	REFUND FEES	\$0.00	\$34.40	\$34.40	(\$34.40)	\$0.00	(\$34.40)	0.00%

# Humboldt Unified School District No. 22

## 850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2013

To Date: 6/30/2014

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
COURSE: AVID - 1364		\$2,600.74	\$2,181.33	\$2,181.33	\$419.41	\$349.95	\$69.46	2.67%
850.100.1000.6000.230.1368	GENERIC EXPENSE	\$4,174.96	\$0.00	\$0.00	\$4,174.96	\$0.00	\$4,174.96	100.00%
850.100.1000.6890.230.1368	MISC EXPENDITURES	\$0.00	\$1,510.00	\$1,510.00	(\$1,510.00)	\$0.00	(\$1,510.00)	0.00%
850.610.1000.6890.230.1368	MISC EXPENDITURES	\$0.00	\$477.00	\$477.00	(\$477.00)	\$0.00	(\$477.00)	0.00%
COURSE: DECA - 1368		\$4,174.96	\$1,987.00	\$1,987.00	\$2,187.96	\$0.00	\$2,187.96	52.41%
850.100.1000.6000.230.1373	GENERIC EXPENSE	\$349.38	\$0.00	\$0.00	\$349.38	\$0.00	\$349.38	100.00%
850.610.1000.6610.230.1373	GENERAL SUPPLIES	\$0.00	\$377.29	\$377.29	(\$377.29)	\$0.00	(\$377.29)	0.00%
COURSE: DRAMA/THEATER - 1373		\$349.38	\$377.29	\$377.29	(\$27.91)	\$0.00	(\$27.91)	-7.99%
850.100.1000.6000.230.1375	GENERIC EXPENSE	\$2,157.85	\$0.00	\$0.00	\$2,157.85	\$0.00	\$2,157.85	100.00%
850.100.1000.6890.230.1375	MISC EXPENDITURES	\$0.00	\$340.00	\$340.00	(\$340.00)	\$0.00	(\$340.00)	0.00%
850.400.2710.6510.230.1375	STUDENT TRANS SVS	\$0.00	\$86.72	\$86.72	(\$86.72)	\$0.00	(\$86.72)	0.00%
850.610.1000.6610.230.1375	GENERAL SUPPLIES	\$0.00	\$932.00	\$932.00	(\$932.00)	\$105.02	(\$1,037.02)	0.00%
COURSE: INTERACT - 1375		\$2,157.85	\$1,358.72	\$1,358.72	\$799.13	\$105.02	\$694.11	32.17%
850.100.1000.6000.230.1377	GENERIC EXPENSE	\$261.96	\$0.00	\$0.00	\$261.96	\$0.00	\$261.96	100.00%
COURSE: S CLUB (SOROPTIMIST) - 1377		\$261.96	\$0.00	\$0.00	\$261.96	\$0.00	\$261.96	100.00%
850.100.1000.6000.230.1378	GENERIC EXPENSE	\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%
COURSE: FRENCH CLUB - 1378		\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%
850.100.1000.6000.230.1398	GENERIC EXPENSE	\$2,212.72	\$0.00	\$0.00	\$2,212.72	\$0.00	\$2,212.72	100.00%
850.610.1000.6610.230.1398	GENERAL SUPPLIES	\$0.00	\$868.00	\$868.00	(\$868.00)	\$10.00	(\$878.00)	0.00%
850.610.1000.6810.230.1398	DUES AND FEES	\$0.00	\$270.00	\$270.00	(\$270.00)	\$21.41	(\$291.41)	0.00%
850.610.1000.6890.230.1398	MISC EXPENDITURES	\$0.00	\$480.00	\$480.00	(\$480.00)	\$563.00	(\$1,043.00)	0.00%
COURSE: SKILLS CLUB - 1398		\$2,212.72	\$1,618.00	\$1,618.00	\$594.72	\$594.41	\$0.31	0.01%
850.100.1000.6000.230.1403	GENERIC EXPENSE	\$2,626.63	\$0.00	\$0.00	\$2,626.63	\$0.00	\$2,626.63	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES	\$0.00	\$1,157.20	\$1,157.20	(\$1,157.20)	\$292.80	(\$1,450.00)	0.00%
850.610.1000.6730.230.1403	FF&E < \$1,000	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	(\$150.00)	0.00%
COURSE: P.A.L.S. - 1403		\$2,626.63	\$1,157.20	\$1,157.20	\$1,469.43	\$442.80	\$1,026.63	39.09%
850.100.1000.6000.230.1405	GENERIC EXPENSE	\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
COURSE: BASEBALL - 1405		\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
850.100.1000.6000.230.1432	GENERIC EXPENSE	\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
COURSE: GIRLS BASKETBALL - 1432		\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
850.100.1000.6000.230.1469	GENERIC EXPENSE	\$152.69	\$0.00	\$0.00	\$152.69	\$0.00	\$152.69	100.00%
COURSE: G.O.A.L.S. CLUB - 1469		\$152.69	\$0.00	\$0.00	\$152.69	\$0.00	\$152.69	100.00%
UNIT: BMHS - 230		\$64,643.00	\$32,308.28	\$32,308.28	\$32,334.72	\$14,690.25	\$17,644.47	27.30%
<b>Grand Total:</b>		\$103,352.71	\$43,780.60	\$43,780.60	\$59,572.11	\$20,620.53	\$38,951.58	37.69%

End of Report



# **CONSENT**

## **Item 8F.**

**Student Travel**  
**BMHS - DECA**

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # <b>BF</b>
FROM:	Mark Campbell	Reading
DATE:	4/8/2014	Discuss
SUBJECT:	Travel Request - DECA State & International Career Conference	Action
		Consent X

---

OBJECTIVE: Goal # 1: To Raise the Level of Student Achievement

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### **SUPPORTING DATA:**

See attached program, conference agendas, and State Standards.

This request is being submitted outside of the time period specified by policy due to the Arizona State Competition being held in early March; the numbers were not available for the previous Board meeting.

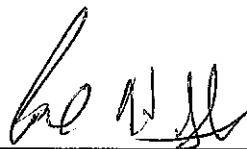
### **SUMMARY & RECOMMENDATION:**

Students who attend the International Career Development Conference in Atlanta this year are students who have placed in the top five in their event at the state competition. They will represent Arizona against the rest of the 49 states and international countries. It is recommended that the trip be approved.

### ***Sample Motion:***

*I move to approve travel for DECA students to Atlanta, Georgia for the International Career Development Conference, May 2 – 7, 2014.*

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Dave Capka 759-4000

## REQUEST TO BOARD FOR STUDENT OUT-OF-STATE TRAVEL

Please provide the following information in your request along with any supporting materials such as brochures or itineraries.

**Organization taking field trip** BMHS DECA

**Date of field trip** May 2 – 7 2014

**Place of field trip** Atlanta Georgia

**Approximately how many students** 8 Students

**Where are you staying? What is the cost of hotel/lodging? Is there security at the hotel/lodging? If not, how are the students going to be supervised?**

See attached for hotel costs. Students are supervised by DECA advisor and chaperone as well as hotel security.

**How is the trip being funded?**

Students and CTE funds

**What is the cost for the trip (lodging/registration/transportation, etc.)?**

\$9,914.22

**What is the cost for each student?**

Student Costs: \$130 Registration per student	Grant Costs: \$1,109.28 per student
\$150 Food estimate per student	
\$280 Total per student	

**Chaperones (student/adult ratio) – 1 adult for every 10 students is recommended**

Mark Campbell & Diana Campbell

**What determines the student's eligibility for attending?**

See attached (Finalist at Arizona State Competition)

**How does the trip benefit the students and the teacher? What state standard is met with this activity?**

See attached (Arizona requires CTE programs to operate an active CTSO to receive federal funding)

**Curriculum objectives:**

See attached standards

**Student outcomes:**

Academically prepared, experienced leaders, community oriented, professional, responsible

**Type and cost of transportation:**

Plane: Estimated at \$410 per person

**HUMBOLDT UNIFIED SCHOOL DISTRICT #22**  
**STUDENT OVERNIGHT TRIP**  
**FINANCIAL INFORMATION**

School: BMHS - W Organization/Group: BMHS DECA  
 Sponsor's Name: Mark Campbell Phone: 928-420-9870 & 928-759-4153  
 Trip Date: May 2nd 2014 Trip Location: Georgia Peachtree Hotel  
 Trip Title: DECA International Career Development Conference  
 Total Number of Attendees: 10 # Female Students 5 # Male Students 3 # Adults 2

Cost of Trip: (Total Costs, NOT Per Participant Costs)	
Event Registration <sup>#130/person (8 students / 1 Advisor)</sup>	\$ 1,170.00
Transportation <sup>Plane Tickets 8 Students + 2 Adults @ \$40 each</sup>	\$ 4,100.00
Lodging <sup>Students: 8 x \$320 = \$2,560 Adults: 2 = 1,145</sup>	\$ 3,705
Meals <sup>Students pay for their own meals. Chaperones</sup>	\$ 0
Per Diem <sup>Chaperones - Meals / Travel</sup>	\$ 939.22
Other (specify)	\$
Other (specify)	\$
<b>Total Cost</b>	<b>\$ 9914.22</b>
Funding for Trip:	
Auxiliary	\$
Student Club <sup>\$130 Registrations Paid by Students</sup>	\$ 1,040.00
Tax Credit	\$
<del>Booster Club</del> <sup>260 = 2904.22</sup> <del>400 = 3970.00</del>	\$
Grant <sup>Basic + Priority CTE Grants</sup>	\$ 6874.22
Other (specify) <u>ITED</u>	\$ 2,000.00
Other (specify)	\$
<b>Total Funding</b>	<b>\$ 9914.22</b>

Name of \*Chaperone(s): Mark Campbell, Diana Campbell

\*Recommended chaperone/student ratio 1:10 - (Chaperones must be fingerprinted)

This document must accompany the Request for Trip Approval Packet

# 2014 International Career Development Conference

Atlanta, GA

May 2 - 7 2014 (includes travel dates)

## Student and Advisor Information Packet

Please give this information your prompt and serious attention. All deadlines must be met for you to attend the ICDC.

### 1. Who Can Attend:

- ◆ Students who place top 5 overall in any individual and team role-play event at the State Conference
- ◆ Students who place top 4 overall in any 5 page, 11 page or 30-page written event & "sales competitions"
- ◆ Both the \*current and incoming State Officers
- ◆ National finalists in the on-line National Competitions
- ◆ Thrive Academy Qualifiers (must receive permission from State Advisor)
- ◆ SBE Certified Chapters (must receive permission from State Advisor)

STUDENTS ARE ONLY ALLOWED TO COMPETE IN ONE EVENT AT ICDC

### 2. Conference Dates:

Arrive on Friday, May 2, 2014 and leave on Wednesday, May 7, 2014

### 3. Transportation

**ALL ON YOUR OWN**

### 4. Housing

- ◆ Arizona DECA Delegates will be staying at The Westin Peachtree Plaza  
210 Peachtree St NE, Atlanta, GA 30303 (404) 659-1400
- ◆ All students will be housed in a "quad or triple room" at 3-4 per room.
- ◆ Adult will be housed in "Double or Single rooms" at 1-2 per room
- ◆ All Arizona DECA delegates are REQUIRED to stay at The Westin Peachtree Plaza

### 5. Conference Registration

Each person attending ICDC must pay the Arizona DECA ICDC registration whether they are competing or not. ~~X~~Spouses and parents do not have to pay the registration fee however; they do need permission to attend the conference from the State Office. Spouses and parents do not receive any of the items listed below except ICDC registration.

**ICDC Registration includes:**

- ◆ ICDC Registration Fees - (\$90)
- ◆ 1 Arizona DECA ICDC pin set
- ◆ 1 Arizona ICDC Toy
- ◆ 1 Arizona DECA Travel Blanket
- ◆ 1 Arizona ICDC Novelty Hat
- ◆ 5 nights housing starting May 2-7

All students                                      \$450 (triple and quad occupancy)

Advisors                                         \$700 (double occupancy)  
                                                         \$1275 (single occupancy)

**All payments should be made payable and sent to Arizona DECA.**

- ◆ *All Advisors and Students must attend the conference from the beginning of Opening Session (night of May 3<sup>rd</sup>) to the conclusion of Closing Session (night of May 7<sup>th</sup>)*
- ◆ ***EXCEPTIONS TO THIS RULE ARE NEVER GRANTED***, if your student has a conflict (such as prom, they need to make a choice)
- ◆ *Please note that our adult rooms are limited, so we will take into account our student rooming first before we accept any adult housing...some of you that have really strict district rules about both a male and female adult traveling will have to accept that we may have to stick to our guns regarding the 1-8 student to adult ratio. That means that if you have less than 8 students qualify to attend, we can't GUARANTEE to accommodate your request for more than one adult!*

**6. Other Conference Expenses**

Additional money should be brought for food, optional tours, transportation, and souvenirs. There are no meals included in the registration fee. Chapter wishing to purchase tours from National DECA must make arrangement for picking up the tickets and payment on their own.

**7. EXTRAS**

- ◆ ***Additional ICDC pins, blankets and novelties will be available to purchase***

**All extra pins available on a first-come, first-serve basis**

**8. DECA Blazer**

If you are competing in an event you must have a **DECA BLAZER!!!!** Blazers may be purchased through National DECA by calling DECA Images at 703-860-5000

## **9. Conference Deadlines**

### **Thursday, March 6, 2014**

FINAL DATE FOR ATTENDANCE NOTIFICATION-Email the Arizona DECA office before Noon to decaarizona@yahoo.com. Let us know if you are going OR let us know if you are **NOT** going so we can call the Finalist next in line and see if they can attend. Make sure you get a confirmation from Oleg. Don't assume that your message went through.

**All qualifiers that do not meet this deadline will be taken off of the list of qualified participants.**

### **Friday, March 14, 2014**

All Conference Registration Names and rooming requests are due to the Arizona DECA State Office no later than 3:00 PM. Please EMAIL to decaarizona@yahoo.com

This Includes:

- ◆ Lists of all students, advisors, and chaperones attending the Conference

### **Friday, April 11, 2014**

All Conference Registration & Hotel Payments are due to the Arizona DECA State Office no later than 3:00 PM.

- ◆ Please make all checks payable to Arizona DECA

# CHAPTER ADVISOR CONFERENCE INFORMATION



## **INTERNATIONAL CAREER DEVELOPMENT CONFERENCE**

ATLANTA, GEORGIA  
MAY 3-6, 2014

CONF: — GEORGIA WORLD CONGRESS CENTER  
285 ANDREW YOUNG INTERNATIONAL BLVD  
ATLANTA, GA.

HOTEL: — WESTIN PEACHTREE PLAZA  
304 210 PEACHTREE ST.  
ATLANTA, GA. 30333 (404) 659-1400



## **2014 INTERNATIONAL CAREER DEVELOPMENT CONFERENCE**

The following information has been prepared for local DECA advisors; however, all local chapter conference and hotel registration **MUST** go through the chartered association advisor who will submit your conference registration, your hotel registration and your competitive event registration to DECA Inc. Contact your chartered association advisor for instructions and deadlines!

### **ATTENDANCE CRITERIA**

The DECA Inc. Board of Directors has specified that there must be a **MINIMUM OF ONE ADULT ADVISOR FOR EVERY EIGHT HIGH SCHOOL DIVISION STUDENT DELEGATES**. An adult advisor may be any adult named by the chartered association DECA advisor to serve the chartered association in this capacity. He/she must register for the conference, pay the registration fee and be in attendance for the entire period of the conference. There are no restrictions on the number of adult advisors who may attend. In reference to the required minimum, all coordinators, parents, supervisors and teacher educators are eligible.

To be eligible to attend the International Career Development Conference, each high school division member must meet these basic criteria:

- Be an active member of a division of DECA. Membership must be recorded on an official DECA membership roster and be on file with DECA Inc.
- Have the approval of the chartered association DECA advisor.
- Have the approval of the chapter DECA advisor.
- Have the approval of the school administration.
- Have the approval of parent or guardian unless 21 years or older.

In addition to the above criteria, high school division members must meet one (1) of the following criteria:

- Be a state/provincial participant in one of the international competitive activities. Dues must be paid by March 1.
- Be an international scholarship award recipient.
- Be a state/provincial, area or regional officer.
- Be a voting delegate representing his/her state/provincial association for his/her division.
- Be a delegate to one of the following:

Chapter Management Academy  
DECA LEADS  
Leadership Development Academy  
Senior Management Institute  
School-based Enterprise Academy  
Thrive Academy

- Be a chartered association delegate by receiving special permission from his/her chartered association DECA advisor (limited to 1% of the state's/province's DECA Inc. membership in the high school division).

Allocation for competitors, voting delegates and chartered association representatives are based on each chartered association's membership in the high school division on June 30 of the previous calendar year. Please contact the chartered association advisor for further information.

#### REGISTRATION FEES

Early-bird Registration Fee (Student, Advisor/Chaperone) received by March 26	\$90
On-Site Registration Fee (Student, Advisor/Chaperone)	\$95
Spouse Registration Fee	0

Local chapter advisors, please adhere to your chartered association advisor's deadline and fee structure. Conference registration is due from the chartered association advisor at DECA Inc. by **March 26** with all completed forms if the chartered association advisor is taking advantage of the early-bird reduced registration fee of \$90. Otherwise, \$95 will be charged.

One Beacon America Insurance Company will provide special insurance for each chartered association's delegates and advisors registered for the International Career Development Conference. The delegates must be listed on the registration form. The policy has the following broad features:

- \$25,000 principal sum for accidental death or dismemberment
- \$2,500 maximum medical/dental expense benefit per accident

Each person subscribing voluntarily to this insurance will be covered by this policy up to three days before the conference (or whenever you leave home to travel to the conference, which is shorter), during the conference, and up to three days following the conference (or until you arrive home, whichever is shorter). Coverage is subject to the full terms and conditions in the master policy.

If the delegates desire this insurance coverage, the following information must be included on the registration forms and mailed to DECA with the premium of \$1.50 per person:

- Name of Beneficiary
- Relationship to Attendee
- Home Address of Beneficiary

## REGISTRATION PROCEDURE

Conference registration must be received from the chartered association advisor at DECA by **March 26**. Local advisors must adhere to chartered association guidelines and deadlines.

Chartered association advisor registration is scheduled on Friday, May 2, from 12 p.m. until 9 p.m. at the Georgia World Congress Center. Chartered association advisors will then make arrangements to meet local chapter advisors to distribute conference materials. Your name badge AND wristband are your tickets to all meetings, general sessions, transportation and special activities. This policy is for **students and advisors**. They must be worn at all times during the conference. The only way of losing a wristband is by cutting it off or fastening too loosely. Lost badges and wristbands may be replaced at conference headquarters by the **local or chartered association advisor**. Replacement name badges or wristbands will cost \$1. Proceeds will benefit the Muscular Dystrophy Association.

## CONFERENCE TRANSPORTATION

Transportation to the Georgia World Congress Center will be provided throughout the conference for all outlying hotel guests in the Atlanta area. Pick up/Drop off areas will be clearly marked at each hotel and the convention center.

## SERVICE FOR SPECIAL NEEDS STUDENTS

We want to make every opportunity available for our special needs members to participate in the ICDC. A form is enclosed to identify students that need special services. We will work with the school and/or chartered association to provide the appropriate services. It is critical that DECA Inc. receives the attached form by the **March 26** due date in order to arrange the appropriate services.

## ICDC DRESS CODE

Attached is a copy of the ICDC dress code and code of conduct. Please make certain that all conference attendees are made aware of the requirements. The dress code is also published in the *DECA Guide* and will be published in the ICDC program.

## COMPETITIVE EVENTS

Many of your chapter members will participate in the competitive events program at ICDC. Here are a few tips.

NO cell phones/smartphones, iPods/MP3 players, iPads/tablets or anything of a hand-held, information sharing device will be allowed in the principles events, team decision making events or the individual series events. Cell phones brought to competition must be in the off position. These devices will be allowed in written events IF applicable to the presentation.

All participants must have a **photo ID** at each of the competitive event sessions.

Every effort will be made to strictly enforce the penalty points as printed in the *DECA GUIDE*. The local advisors/competitors are encouraged to review the competitive event guidelines carefully before submitting their event.

Display materials must meet the guidelines published in the *DECA GUIDE*. Boards can be used on both sides. All items mounted on the boards must fit within the dimensions of the board.

Participants are encouraged to bring all visual aids to the briefing session for approval. Approved visual aid materials may be re-evaluated by event staff during preliminary and final competition.

All participants must attend the testing/event briefings/manual registration sessions scheduled for their competitive event during the International Career Development Conference. If a student does not attend the testing/briefing/manual registration session, (s)he will NOT be allowed to compete and will be dropped from the event or the team..

All written event entries are to be brought to the conference and submitted during the scheduled briefing sessions.

#### **LEADERSHIP ACADEMIES/SBE**

There is something for everybody at ICDC—those not fortunate to make the cut in competitive events, members who joined your chapter this spring, chapter officers, advisors and more. Read about the leadership academies and sign your members up to learn leadership and chapter management skills. Catch the DECA experience count! Consult your chartered association advisor to participate in leadership academies.

#### ***Senior Management Institute***

The **Senior Management Institute** (SMI) engages high school seniors in activities designed to prepare them to transition from high school to college and the business world. Participants will develop teamwork, group dynamics, decision-making skills and a mission statement. A highlight of this institute is the Executive Mentor Program where students interact in small groups with high-profile executives from DECA's National Advisor Board and other top companies. *Designed for seniors who are not participating in competitive events.*

#### **DECA LEADS**

**DECA LEADS** provides dynamic association (state/provincial) officer training that produces a unified, accountable and results-drive partnership between the national, association and local levels. This powerful two-day training emphasizes the essential plans, goals, action items and

skills needed for each team to achieve success within their association. *Designed for chartered association officers.*

### ***Leadership Development Academy***

The **Leadership Development Academy (LDA)** is an exhilarating educational experience for DECA members who want to step up their abilities as leaders and learn more about DECA. LDA participants will increase their knowledge of teamwork, effective communication, vision development, professionalism and chapter management skills while networking with leaders from across DECA's associations. *Designed for freshmen, sophomores and juniors who are not participating in competitive events.*

### ***Chapter Management Academy***

The **Chapter Management Academy (CMA)** covers all of the essentials for a successful DECA year at the chapter level. Chapter leaders will learn how to lead productive meetings and develop a comprehensive program of work, including social activities, community service and fundraising. *Deigned for incoming chapter officers or potential chapter officers who are not participating in competitive events.*

### ***Thrive Academy***

The **THRIVE Academy** is a special two-day experience designed exclusively for members of chapters that earn recognition through our campaigns. Be looking for details about this high-energy experience. For more information about qualifying to attend, see information about the campaigns. *Designed for members of highly active chapters that earn recognition in DECA's campaigns.*

### ***School-based Enterprise Academy***

In the **School-based Enterprise (SBE) Academy**, members learn new strategies and techniques for improving their SBE operations. They will also present a best practice related to their enterprise. Sponsored by Otis Spunkmeyer, Inc. *Designed for student representatives from Gold Level Certified and Gold Level Re-certified SBEs who are not participating in competitive events.*

### ***Attire for Academies***

The leadership activities/institutes attire is expected for the Leadership Development Academy, DECA LEADS, Senior Management Institute, Chapter Management Academy, Thrive Academy and School-based Enterprise Academy. School-based Enterprise Academy participants are required to wear a DECA blazer when in front of judges.

## SCHOLARSHIPS

DECA's scholarship program provides over \$300,000 in scholarships at the International Career Development Conference each year. Many corporations provide scholarships through the DECA Scholarship Program. DECA Inc. administers the program based on guidelines set by the donor. DECA scholarships are strictly merit based. Scholarships will be awarded during the closing general session. Company representative and student pictures will be taken immediately following the on-stage presentation. All student applications must be submitted by **January 17, 2014**. Applications are on the DECA web site at [www.deca.org](http://www.deca.org).

The Professional Development scholarship program is for DECA advisors wishing to further their education for careers in marketing, finance, hospitality, management, entrepreneurship or marketing education. Some scholarships can be used to reimburse fees of attendance at an annual conference that provides continuing education credits in their field such as Conclave or ACTE. Corporate advisor application deadline is **March 3, 2014**. These applications can be found at [www.deca.org](http://www.deca.org).

## NEW ADVISOR ACADEMY

Designed to help DECA advisors understand their various roles as well as how DECA's comprehensive learning program integrates into classroom instruction, applies learning, connects to business and promotes competition. DECA's New Advisor Academy will spark new ideas and innovations. Advisors of all experience ranges are invited to attend, but those with less than three years of experience are highly encouraged to participate. You'll learn how DECA supports instruction and makes classroom learning meaningful, rigorous and relevant. Register for this event through your chartered association advisor.

## WHAT'S NEXT?

2015 ICDC, Orlando, Florida	April 25 – 28
2016 ICDC, Nashville, Tennessee	April 23 – 26
2017 ICDC, Anaheim, California	April 26 – 29
2018 ICDC, Atlanta, Georgia	April 21 – 24
2019 ICDC, Orlando, Florida	April 27 – 30
2020 ICDC, Nashville, Tennessee	April 29 – May 2

# AGENDA



## **INTERNATIONAL CAREER DEVELOPMENT CONFERENCE**

ATLANTA, GEORGIA  
MAY 3-6, 2014

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

# 2014 INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

## TENTATIVE SPECIAL EVENTS AGENDA (as of 9-10-13)

### FRIDAY, MAY 2, 2014

12:00 p.m.-9:00 p.m. Conference Registration (Chartered Association Advisor only)  
 Conference Headquarters  
 DECA Images Open (blazers available)  
 Tour Booth Open  
 Georgia World Congress Center

6:00 p.m. Chartered Association Advisor Dinner  
 Georgia World Congress Center

### SATURDAY, MAY 3, 2014

7:00 a.m. Finish Line/DECA Dash Fun Run/Walk  
 Premier Sponsor Finish Line

8:00 a.m.-9:00 p.m. Conference Headquarters  
 DECA Images Open (blazers available)  
 Tour Booth Open  
 Georgia World Congress Center

9:00 a.m. Officer Candidate Interviews  
 Georgia World Congress Center

9:00 a.m.-5:00 p.m. DECA Day at Six Flags

1:00 p.m.-5:00 p.m. Exhibit/Campaign Booth Set-Up

5:00 p.m. Parade of Chartered Association Flags Rehearsal

5:00 p.m.-8:15 p.m. and 10:00 p.m.-11:30 p.m. Chartered Association Photographs

8:30 p.m. Grand Opening Session  
 Georgia Dome

12:30 a.m. Curfew

### SUNDAY, MAY 4, 2014

7:30 a.m. Virtual Business Challenge Briefing  
 Georgia World Congress Center

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

7:30 a.m.-5:00 p.m.	<b>Conference Headquarters</b> <b>DECA Images Open (blazers available)</b> <b>Tour Booth Open</b> Georgia World Congress Center
8:00 a.m.-9:00 a.m.	<b>Career Exhibits Open (Advisors ONLY)</b> <b>DECA Images Open (Advisors ONLY)</b> Georgia World Congress Center Hall A-2
8:00 a.m.-5:00 p.m.	<b>Competitive Event Briefing and Testing</b>
8:30 a.m.-4:00 p.m.	<b>Leadership/SBE Academies</b>
9:00 a.m.-3:00 p.m.	<b>Advisor Academy</b> <b>DECA Images (Open to All)</b> Georgia World Congress Center
9:00 a.m.-4:00 p.m.	<b>Career Exhibits/Campaign Booths (Open to ALL)</b> Georgia World Congress Center Hall A-2
10:00 a.m.-1:00 p.m.	<b>Executive Mentor Program</b> Omni Hotel
Noon-1:30 p.m.	<b>MDA Luncheon</b> Sponsored by MDA/Safeway, Inc. Georgia World Congress Center
4:00 p.m.	<b>Voting Delegates' Briefing and Candidate Campaign Session</b>
7:00 p.m.-11:00 p.m.	<b>Tour Activities</b>
12:30 a.m.	<b>Curfew</b>

#### **MONDAY, MAY 5, 2014**

7:30 a.m.	<b>Judges/VIP Reception</b> Georgia World Congress Center
7:30 a.m.-7:00 p.m.	<b>Conference Headquarters</b> Georgia World Congress Center
8:00 a.m.-9:00 a.m.	<b>Career Exhibits Open (Advisors Only)</b> <b>DECA Images Open (Advisors Only)</b> Georgia World Congress Center Hall A-2

8:00 a.m.-7:00 p.m.	<b>DECA Images Open (blazers available)</b> <b>Tour Booth Open</b> Georgia World Congress Center
8:00 a.m.-7:00 p.m.	<b>Competitive Event Preliminary Competition</b> Georgia World Congress Center
8:30 a.m.-10:30 a.m.	<b>Johnson &amp; Wales Scholarship Awards Breakfast</b> (by invitation only) Sponsored by Johnson & Wales University Georgia World Congress Center
8:30 a.m.-4:00 p.m.	<b>Leadership Academies</b>
9:00 a.m.-3:00 p.m.	<b>Advisor Academy</b> Georgia World Congress Center
9:00 a.m.-4:00 p.m.	<b>Career Exhibits/Campaign Booths (Open to All)</b> <b>DECA Images (Open to All)</b> Georgia World Congress Center Hall A-2
9:30 a.m.-2:00 p.m.	<b>Administrator Day</b> Georgia World Congress Center
11:30 a.m.-2:00 p.m.	<b>Judges/VIP Luncheon</b> Georgia World Congress Center
Noon-1:30 p.m.	<b>Chartered Association Officer/Advisor Luncheon</b> Sponsored by Piper Jaffray Georgia World Congress Center
3:00 p.m.-5:00 p.m.	<b>Competitive Event Update Workshops for Advisors</b> Georgia World Congress Center
7:00 p.m.-11:00 p.m.	<b>Tour Activities</b>
12:30 a.m.	<b>Curfew</b>
<b>TUESDAY, MAY 6, 2014</b>	
7:30 a.m.-10:30 a.m.	<b>Judges/VIP Reception</b> Georgia World Congress Center

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

7:30 a.m.-5:00 p.m.	<b>Conference Headquarters</b> Georgia World Congress Center
8:00 a.m.	<b>Second General Session</b> Georgia Dome
8:00 a.m.-2:00 p.m.	<b>DECA Images Yard Sale</b> Georgia World Congress Center
8:00 a.m.-5:00 p.m.	<b>Finalist T-Shirt Sales</b> Georgia World Congress Center
9:00 a.m.-5:00 p.m.	<b>Final Competition</b> Georgia World Congress Center Hall A-1
11:00 a.m.	<b>Election Session</b> Georgia World Congress Center
11:30 a.m.-1:00 p.m.	<b>Judges/VIP Luncheon</b> Georgia World Congress Center
1:00 p.m.-2:30 p.m.	<b>Leadership Luncheon</b> Sponsored by U.S. Army Georgia World Congress Center
2:00 p.m.-3:00 p.m.	<b>Written Report Return</b> Georgia World Congress Center
5:00 p.m.-8:00 p.m.	<b>Chartered Association Photographs</b>
7:00 p.m.-8:00 p.m.	<b>Founder's Club/Scholarship/NAB Reception</b> Georgia Dome
8:30 p.m.	<b>Grand Awards Session</b> Georgia Dome
12:30 a.m.	<b>Curfew</b>

# **WEDNESDAY, MAY 7, 2014**

9:00 a.m.-3:00 p.m.	<b>New Officer Orientation</b>
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The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

We will be staying at the Westin Peachtree Plaza.

# **DECA** ASSOCIATION HOTEL ASSIGNMENTS

## **2014 INTERNATIONAL CAREER DEVELOPMENT CONFERENCE** MAY 3-6, 2014 | ATLANTA, GEORGIA

### ASSOCIATION HOTEL

Alabama	Hilton Atlanta
Alaska	Westin Peachtree Plaza
Arizona	Westin Peachtree Plaza
Arkansas	Embassy Suites
British Columbia	Hyatt Regency Atlanta
California	Atlanta Hilton Hotel
Colorado	Hyatt Regency
Connecticut	Marriott Marquis
Delaware	Hilton Garden Inn
Florida	Marriott Marquis
Georgia	Omni Hotel @ CNN Center
Guam	Hyatt Regency Atlanta
Hawaii	Ritz Carlton, Atlanta
Idaho	Twelve Hotel
Illinois	Omni Hotel @ CNN Center
Indiana	Embassy Suites
Iowa	Omni Hotel @ CNN Center
Kansas	Hilton Garden Inn
Kentucky	W Atlanta Downtown
Louisiana	Omni Hotel @ CNN Center
Maine	Ritz Carlton, Atlanta
Manitoba	Hyatt Regency Atlanta
Maryland	Holiday Inn
Massachusetts	Marriott Marquis
Michigan	Marriott Marquis
Minnesota	Marriott Marquis
Mississippi	Marriott Marquis
Missouri	Westin Peachtree Plaza
Montana	Westin Peachtree Plaza
Nebraska	Marriott Marquis
Nevada	Atlanta Hilton Hotel
New Hampshire	Ritz Carlton, Atlanta
New Jersey	Hyatt Regency Atlanta
New Mexico	Doubletree Atlanta
New York	Melia Atlanta
North Carolina	Hyatt Regency Atlanta
North Dakota	Holiday Inn

### ASSOCIATION HOTEL

Ohio	Omni Hotel @ CNN Center
Oklahoma	Melia Atlanta
Ontario	Hilton Atlanta
Oregon	Atlanta Hilton Hotel
Pennsylvania	Hyatt Regency Atlanta
Puerto Rico	Ritz Carlton, Atlanta
Rhode Island	Marriott Marquis
South Carolina	Atlanta Hilton Hotel
South Dakota	Hilton Garden Inn
Tennessee	Sheraton Atlanta Hotel
Texas	Sheraton Atlanta Hotel
Utah	Westin Peachtree Plaza
Vermont	Embassy Suites
Virginia	Westin Peachtree Plaza
Washington	Atlanta Hilton Hotel
West Virginia	Marriott Marquis
Wisconsin	Omni Hotel @ CNN Center
Wyoming	Holiday Inn



# ICDC LEADERSHIP PROGRAMS

Preparing emerging leaders, DECA offers a variety of academies for those members who are not participating in competitive events at the International Career Development Conference.

## LEADERSHIP DEVELOPMENT ACADEMY

The LEADERSHIP DEVELOPMENT ACADEMY (LDA) is an exhilarating educational experience for DECA members who want to step up their abilities as leaders and learn more about DECA. LDA participants will increase their knowledge of teamwork, effective communication, vision development, professionalism and chapter management skills while networking with leaders from across DECA's associations. Designed for freshmen, sophomores and juniors who are not participating in competitive events.

## SENIOR MANAGEMENT INSTITUTE + EXECUTIVE MENTOR PROGRAM

The SENIOR MANAGEMENT INSTITUTE (SMI) engages high school seniors in activities designed to prepare them to transition from high school to college and the business world. Participants will develop teamwork, group dynamics and decision-making skills and a mission statement. A highlight of this institute is the Executive Mentor Program where students interact in small groups with high-profile executives from DECA's National Advisory Board and other top companies. Designed for seniors who are not participating in competitive events.

## CHAPTER MANAGEMENT ACADEMY

The CHAPTER MANAGEMENT ACADEMY (CMA) covers all of the essentials for a successful DECA year at the chapter level. Chapter leaders will learn how to lead productive meetings and develop a comprehensive program of work including social activities, community service and fundraising. Designed for incoming chapter officers or potential chapter officers who are not participating in competitive events.

## DECA LEADS

DECA LEADS provides dynamic association (state/provincial) officer training that produces a unified, accountable and results-driven partnership between the national, association and local levels. This powerful two-day training emphasizes the essential plans, goals, action items and skills needed for each team to achieve success within their association. Designed for chartered association officers.

## SCHOOL-BASED ENTERPRISE ACADEMY

In the SCHOOL-BASED ENTERPRISE (SBE) ACADEMY, members learn new strategies and techniques for improving their SBE operations. They will also present a best practice related to their enterprise. Designed for student representatives from Gold Level Certified and Gold Level Re-certified SBEs who are not participating in competitive events. Sponsored by Otis Spunkmeyer, Inc.

## THRIVE ACADEMY

The THRIVE ACADEMY is special two-day experience that is designed for members of highly active chapters that earn recognition in DECA's campaigns. Be looking for details about this high-energy experience. For more information about qualifying to attend, see information about the campaigns.

Consult your chartered association advisor regarding registration for each of these academies.

*These are all the workshops that students participate in while they are not in competitions.* (n) 317

# MARKETING 1 & 2

## Marketing, Management, and Entrepreneurship Professional Sales Marketing (Option A)

Scope and Sequence  
Year 2  
1 of 7

(TIME  
WEEKS)

Unit	Sequence	Length	Marketing Essentials Chapters	Chapter Sections	Standard (POWER)	Measurement Criteria (SUB STANDARDS)
	1	1	Introduction Week		10.0 Explore the legal and ethical environment of the marketing profession	10.4 Practice ethical behavior in the completion of marketing projects
	2	2-3	Review		10.0 Explore the legal and ethical environment of the marketing profession	10.4 Practice ethical behavior in the completion of marketing projects
	3	4	DECA		21.0 Participate in leadership activities such as those supported by DECA	21.1 Determine the roles and responsibilities that leaders and members bring to a marketing organization 21.2 Evaluate characteristics of an effective team player 21.3 Evaluate characteristics of effective marketing teams 21.4 Practice techniques to involve each member of the marketing team 21.5 Practice effective meeting management
	4	4	Chapter 9 - Technology Applications for Marketing	9.1 Computer Applications 9.2 Computer Technology and Marketing	12.0 Create digital media products required in a marketing workplace	21.6 Participate in marketing career development events 21.7 Develop and implement a personal and professional improvement plan 21.8 Demonstrate business etiquette 21.9 Practice decision-making process
	5	5-6	Chapter 11 - Management Skills	11.1 Management Structures 11.2 Management Functions	15.0 Participate in work-based learning experiences in the marketing field 20.0 Evaluate leadership styles appropriate for the marketing workplace 22.0 Explain fundamental business, management and entrepreneurial concepts that affect business decision making	12.1 Select and communicate information in an appropriate digital format 15.1 Use technology appropriate for the marketing field 15.2 Demonstrate positive work behaviors 15.3 Demonstrate positive interpersonal behaviors 15.4 Demonstrate safe and healthy work behaviors 15.5 Adapt to changes in the marketing workplace 20.1 Determine personal characteristics of effective leaders 20.2 Compare/contrast leadership and management styles 20.3 Describe how cultural/ethnic differences affect interpersonal interactions/communications within a marketing group 22.4 Describe the concept of management 22.5 Discuss the role of management in achieving quality 22.8 Analyze management strategies related to business risk 22.9 Evaluate the nature of leadership 22.10 Plan and organize work efforts of others

PREVIOUS KNOWLEDGE - INTRO. TO BUSINESS/MARKETING FUNDAMENTALS

# **CONSENT**

## **Item 8G.**

### **Request for Proposals Fleet Fuel Card System**

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	86
FROM:	Cynthia Windham, Director of Finance	Reading	
DATE:	April 8, 2014	Discuss	X
SUBJECT:	Request for Approval to Issue Request for Proposals for Fleet Fuel Card System	Action	X

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### SUPPORTING DATA:

Competitive purchasing guidelines established in A.R.S. 15-213 are the minimum requirements that districts must follow for purchases expected to exceed the competitive sealed bid/request for proposals of \$100,000; or more in a fiscal year.

Administration is requesting approval to issue Request for Proposals for the following service:

#### Fuel purchase through "card lock" system

The use of the competitive sealed **proposal** process is requested as the method to be most advantageous to the school district. The use of the competitive sealed **bids** process is not practical and or advantageous to the school district, as other criterion is utilized beyond price, to evaluate the services being offered.

In addition to sending the Request for Proposals (RFPs) to existing vendors; a legal notice will be published in the Prescott Courier, the county's official newspaper.

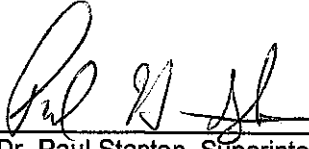
### SUMMARY & RECOMMENDATION:

Administration is requesting the Board to approve the issuance of the request for proposals on April 9, 2014 with a deadline due date for proposal response scheduled for May 1, 2014.

#### Sample Motion:

I move to approve the solicitation for *fuel purchase through "card lock" system* through the Request for Proposal process.

Approved for transmittal to the Governing Board:

  
Dr. Paul Stanton, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director	759-4000
Kimberly Porter, Transportation Director	759-5190

# **CONSENT**

## **Item 8H.**

### **Gifts & Donations**

## **GIFTS & DONATIONS**

John Ramsey  
1600 Petroglyph Pointe Drive, Prescott  
Donated a Hamilton Upright Piano  
With the donor's value of \$1,300  
To be used at Granville Elementary School

Albertson's Grocery Store  
Donated \$1,000 each to Coyote Springs Elementary School  
and Liberty Traditional School

Prescott Elks Lodge  
Donated \$1,144 for 286 Arizona Sundogs hockey tickets  
To be used by Coyote Springs Elementary School students

Scholarship America  
One Scholarship Way, Saint Peter, MN  
Donated \$700 for field trips  
at Liberty Traditional School

Yavapai Hills Developers  
3200 Lakeside Village Drive, Prescott  
Donated \$1,500 to special needs programs  
at Mountain View Elementary School

# DISCUSSION

## Item 9A.

### LVES Update

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 9A
FROM:	Tusanne Cordes, LVES Principal	Reading
DATE:	April 8, 2014	Discuss X
SUBJECT:	Lake Valley Elementary School - Board Report for School Year 13-14	Action
		Consent
<hr/>		
OBJECTIVE:	Report	

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We are delighted to have two new kindergarten teachers, Tricia Arnts and Valtie Riddle, a third grade teacher, Jackie Hamrick, a fourth grade teacher, Lindsay Renfrew, and a Title 1 teacher, Micaela Janowski.

1. S.T.E.A.M.

We have implemented a school-wide first through sixth grade program where each grade level can choose from Science, Technology, Engineering, Arts and Math subject matter. We had two sessions culminating with a family night. Some of the classes were: Fossils, Masks, 4H, Designing and Building Bird Houses, Math Fact Games, Drama, PowerPoint and Word, and Modeling the Solar System.

2. Habitat Schoolyard Learning Area

Last spring our staff voted unanimously to undertake a Habitat Schoolyard. It involves teachers being on a committee and meeting each month. The staff, students, and parents participate in our work parties. We have had four work parties. We are involved in moving rock, digging trenches, planting, and installing irrigation lines. We look forward to full implementation next year with science lessons lead by the Highland Center.

3. Parent Data Nights

This year we have hosted three meetings where parents and students meet with their teachers to discuss test scores, homework, and curriculum. The teachers explain the expectations and goals that the students should be reaching. Then, together with their parents they set goals and write them on their goal sheets. We have received many positive comments from the parents. We will continue to refine our process, and look forward to next year.

4. Student Council

Our Student Council is very involved with our school. They provide assistance in many events, and leadership when it is needed. They have had several fund raisers; with that money they will help support the Habitat, school equipment, and field day. They collected 2,000 cans of food for the Community Cupboard over Christmas. They held very successful Muffins for Moms and Donuts for Dads events and ran out of food because of the overwhelming turnout.

5. PTO

Our PTO has started up again and has worked hard to help our teachers and staff. They have some great plans for Teacher Appreciation Week. We thank them for all they do.

6. Other Events

Our Spelling Bee winner is third grader Jon Townsend; Read Across America Day with community leaders coming in to read; and, two student winners for Youth Arts Month.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Tusanne Cordes (759-4200)

# DISCUSSION

## Item 9B.

Ed. Svc. Update

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 98  
FROM: Danny Brown, Director of Federal Programs/School Improvement Reading  
DATE: April 8, 2014 Discuss X  
SUBJECT: Education Services Update Action  
Consent

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OBJECTIVE: Goal #1: To Raise the Level of Student Achievement

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### **SUPPORTING DATA:**

As we continue to highlight programs, Pam Van Driel will be giving an update on the Family Resource Program to include:

- Number of students/families served
- Activities related to our Homeless program
- Parental involvement activities that have occurred throughout the school year
- Community partnerships

### **SUMMARY & RECOMMENDATION:**

**Sample Motion: n/a**

Approved for transmittal to the Governing Board:

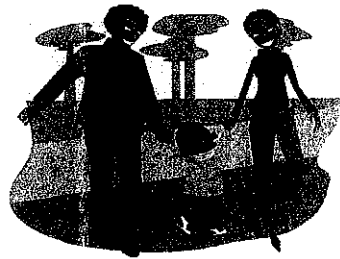


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Dr. Paul Stanton, Superintendent

Questions should be directed to: Danny Brown @ 759-4010

# Family Resource Center



Humboldt Unified School District Office  
(Bradshaw Mountain H. S. - East Campus - Room 422)  
6411 N. Robert Road (near 89A), P.V.

Phone: 928-759-5104 Fax: 928-775-2648

Pam Van Driel, Family Resource Coordinator

Hours: 9:00AM to 3:00PM Mon.-Fri.

PLEASE CALL FIRST TO MAKE SURE OFFICE IS OPEN.

**The Family Resource Center provides assistance to families in need, offering the following services:**

- Free clothing, shoes, backpacks and school supplies. All these items are donated and we are always needing clean, gently used kids clothes.
- Information regarding resources in the community (such as United Way, Catholic Charities, Food Banks, Shelters, etc.)
- Information for grandparents raising grandchildren.
- Application forms for DES, AHCCCs, TANF, etc.
- Referrals to community resources that might offer assistance with rent and/or utilities, and low-income housing information.

**Parent Education Coordinator: Sylva Ducharme, 759-5109**

- Distributes monthly calendars of events and parent education classes offered locally. Also coordinates the Grandparent Group's activities including the Grandparent Support Group.
- Current month's classes/activity calendar is on our web site:  
[www.humboldtunified.com](http://www.humboldtunified.com). Select parents-community/workshops.

Please call for referrals and support - we are here for you!

## **Parent Involvement Activities 2013-2014**

- (12) **“Parenting the Love and Logic Way”** parent education classes, (one of them in Spanish); these are four week classes
- **“Parenting Traumatized Children”**, four week class
- **Grandparents Raising Grandchildren Support Group** meets twice a month, Family Picnic in May
- Collaborated with MATForce to provide a speaker for the District Anti-Bullying Rally

### **21 Parent Education Workshops**

- **“You Asked For It”** Q/A about Family Link, parent/student communication, helping with homework, reading, math, motivation....
- **“Stand for the Silent: Anti Bullying”**
- **“Coffee and Conversation with Stephanie Rowe”**
- **“A Toolbox for Responding to Bullying”**
- **“School and Community Safety”**
- **“No More Tantrums”**
- **“When Sad Things Happen, Helping Children Cope”**
- **“Picky Eaters”**
- **“Growth and Development of Girls”**

- **“The New Face of Heroin and Other Drug Trends”**
- **“Family Holiday Crafts Dinner”**
- **“Can You Hear Me Now?” Technology During the Parenting Years**
- **“30 Ways to Stretch Your Budget and Meal Planning Tips”**
- **“Two Hands, One Heart: Compression Only CPR”**
- **“Kindergarten Readiness”**
- **“Getting Healthy”**
- **“The Dark Side of the Information Highway”**
- **“Book ‘em” (make it and take it literacy activities)**
- **“Stress Busters”**
- **“Transition to Middle School”**
- **“Family Crafts Dinner” in May**

## **Community Collaborations**

**MATForce paid for the facilitator fee for the Love and Logic and Parenting Traumatized Children classes, and for class materials for the Love and Logic classes. They also paid the facilitator fee for five workshops.**



# **DISCUSSION**

## **Item 9C.**

### **Annual Report**

#### **School Health**

#### **Advisory Council**

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	9C
FROM:	Tami Hitt-Wyant, Director of Food & Nutrition	Reading	
DATE:	April 8, 2014	Discuss	X
SUBJECT:	School Health Advisory Council (SHAC) Annual Report	Action	
		Consent	
OBJECTIVE:	Goal #1: To Raise the Level of Student Achievement		
	Goal #2: To Focus on Planning for Future Student Needs		

### **SUPPORTING DATA:**

Pam Liuzzo, Nutritionist, will summarize the attached report and be available for questions and comments.

### **SUMMARY & RECOMMENDATION:**

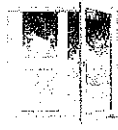
**Sample Motion:** n/a

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Tami Hitt-Wyant or Pam Liuzzo (759-5014)



# The Humboldt Schools.

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## School Health Advisory Council (SHAC) Annual Report (2013-14)

The SHAC would like to report the highlights of this school year and share goals for next school year with the Board.

### Evaluation of the Food Service Program

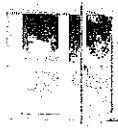
- The Food and Nutrition Department received several Golden Plate Awards:  
**Golden Plate Awards** were presented to four schools: Bradshaw Mountain High School (6<sup>th</sup> year in a row) led by Julie Baekhley; Bradshaw Mountain Middle School (7<sup>th</sup> year in a row) led by Paula DeHeer; Granville Elementary School (2<sup>nd</sup> year) led by Stacy Costanzi, and Glassford Hill Middle School (2<sup>nd</sup> year) led by Kay Timm. Only 168 Yavapai County food establishments have earned this award. To be eligible, an owner or operator needs to meet three criteria:
  - 1) Operate throughout the entire calendar year without a cited critical food handling violation.
  - 2) Have an approved and implemented food safety plan.
  - 3) Have a person-in-charge with an accepted and current manager-level food safety certificate throughout the year.
- **New Breakfast Meal Pattern** was implemented at the beginning of the 2013-2014 school year. This new meal pattern requires schools to increase the availability of fruits, whole grain options, and fat free and low-fat milk in school meals; reduce the levels of sodium, saturated fat and trans fat in meals; and meet the nutrition needs of school children within their calorie requirements. These improvements to the school meal programs, largely based on recommendations made by the Institute of Medicine of the National Academies, are expected to enhance the diet and health of school children, and help mitigate the childhood obesity trend.

### Review of all food and beverages sold

- **Prepare school staff about the upcoming "Smart Snacks in Schools"** standard that will take effect July 1<sup>st</sup>, 2014. This new standard sets strict nutrition guidelines for ALL foods and beverages sold during the school day including a la carte, school stores, snack bars, vending machines and fundraisers.
- **Nutritional analysis** of menus is completed on a weekly basis. All a la carte foods and beverages are analyzed to ensure they meet the Arizona Nutrition Standards which are stricter than USDA guidelines before purchase.
- Even with the **expected increase in per meal cost**, the Food and Nutrition department is looking forward to implementing continued changes brought to the program by the signing of the Healthy Hunger Free Kids Act of 2010 and the required implementation of the changes for school year 2014-15.
- **Menu selections** continue to include lean meats, whole grains, fresh fruits and vegetables daily, while providing the students multiple healthy entrée choices.

### Assessment of school environment regarding wellness issues

- **School Health Advisory Council (SHAC)**, sometimes called a "School Health Team" or "Wellness Council," is a group of individuals who represent both the school and the community. This group meets bi-monthly to provide advice on aspects of the school health policies and programs. SHACs can advise a local education agency (district) or an individual school site (elementary, middle, or high school).



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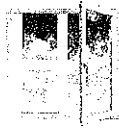
- **Recess Before Lunch:** Lake Valley Elementary School has continued with Recess Before Lunch. This has proven to increase consumption of meals and improve classroom behavior.
- HUSD continues to follow the **Arizona Nutrition standards** at all schools even though it is voluntarily at the high school level.
- HUSD partners with Yavapai Regional Medical Center in the **Partners for Healthy Students program**. This program provides free health care to eligible students and their siblings.
- **Yavapai County Community Health Services** is encouraged to participate with the School Health Advisory Council in order to strengthen the committee and execute grant dollars geared towards student health and wellness.

### Activities and programs conducted to promote nutrition and physical activity

- **Breakfast in the Classroom (BIC)** at Humboldt Elementary School was implemented at the beginning of the 2013-2014 school year. BIC has increased breakfast participation approximately 40%. Students and teachers and support staff have worked together to be a model pilot for the BIC program. Children who participate in BIC are less likely to be absent, have fewer visits to the school nurse, and are less likely to be overweight. They eat more fruit, drink more milk and consume a wider variety of foods. According to data from Nokidhungry.org, kids who eat a school breakfast attend an average of one and a half more days of school each year; they average 17.5 percent higher test scores in math; are 20 percent more likely to graduate, which means that these children are more likely to earn \$10,000 more per year than their peer who did not graduate from high school and are less likely to experience hunger as an adult.
- **\$4000.00 Fuel Up To Play 60 Grant** at Glassford Hill Middle School enabled the food and nutrition department to team up with the physical education department to provide exercise equipment to help promote physical fitness and free breakfast to all GHMS students for three weeks to help promote the benefits of school breakfast.
- **\$1500.00 Action for Healthy Kids Grant** at Lake Valley Elementary School enabled the food and nutrition department to purchase a portable cart that could be placed near the school's playground during breakfast. The cart allowed us offer a grab n go breakfast so students could eat and play at the same time. A majority of students were not consuming breakfast because they wanted to play on the playground.
- **As part of National School Breakfast Week 2014**, students had the opportunity use their imagination and creativity to draw their vision of school breakfast 1,000 years from now – the year 3014. One winner from each grade level was chosen and had the chance to become one of three national winners!
- **Nutrition education and materials are available for each grade.** The Nutritionist is available as a guest lecturer and/or for development of nutrition education materials.
- **Health and wellness widgets** are available under the “nutrition tips” tab of our website.
- **HUSD Kindergarten Fair.** A booth was set up which contained fresh fruits to help promote HUSD's Food and Nutrition Department.
- **Appearances on radio and television programs** to help enhance our Summer Food Service Program which provides free meals to children who are 18 and younger.
- **Provided several educational events through the family resource center:** “Happy Mealtimes & Happy Kids,” “Shopping on a Budget” and “How to be a Healthy Role Model”
- **Health and wellness information** is printed on the back of all Food and Nutrition monthly menus.

### Feedback of students, parent/guardians and community

- The Food and Nutrition Director and the District Nutritionist are in the schools daily. This time is spent communicating with the students regarding their preferences.



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- Parents/Guardians are encouraged to participate in the School Health Advisory Council. Food and Nutrition staff's email addresses and phone numbers are made available in multiple locations including the website and our brochure.
- The community is encouraged to participate in the School Health Advisory Council. Nutrition education is offered to the parents and the community by the Nutritionist through the Family Resource Center.
- The Food and Nutrition team is constantly participating in meaningful activities to better serve our students. As of this year, Julee Baeighkley; Patricia Burgess; Paula DeHeer; Renita Donaldson; Jeanne Hernandez; Lupe Peterson; Lori Rentschler; Karen Ruggiero; Kathy Rouse; Patricia Smith; Kay Timm and Denise Vaughn have earned or maintained Level 1 School Nutrition Association certification. Tami Hitt-Wyant maintains a level-three School Nutrition Association certification as well as School Nutrition Specialist credentialing. Pamela Liuzzo maintains a level-three School Nutrition Certification and received School Nutrition Specialist credentialing this school year. All kitchen managers, cooks, and Food and Nutrition administrative staff members have the Food Safety Manager's certification. Food and Nutrition workers are encouraged to also attain Food Safety Manager's certification.

### **Goals for the 2014-15 School Health Advisory Council**

- Increase awareness and compliance with the districts wellness policy
- Increase non-food fundraisers and decrease fundraisers that use foods with little nutritional value.
- Increase the usage of Arizona grown produce within cafeterias.
- Increase parent, student and school staff participation in the SHAC.
- Provide an opportunity for increased feedback regarding the National School Breakfast and National School Lunch Program through continued promotion.
- Consider the use of social media to increase SHAC participation and food program feedback.
- Increase school gardens and habitat interest
- Implement continued mandated changes in the National School Lunch Program based on the Healthy Hunger Free Kids Act.
- Encourage and support schools to join Lake Valley Elementary School in Recess Before Lunch.
- Encourage HUSD team members to not provide any non-nutritional foods or beverages to students until after lunch has been consumed.
- Increased collaboration between the Food and Nutrition department and the Physical Educational department.
- Explore opportunities to encourage more physical activity during the school day.
- Expanded outreach from the Food and Nutrition department to teachers and other team members in order to provide more nutrition education to students and staff.

**We would like to thank the Board members for their commitment to this endeavor.**

