

CONSENT

Item 8D.

Monthly Budget Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8A
FROM:	Cynthia Windham, Finance Director	Reading
DATE:	November 18, 2014	Discuss
SUBJECT:	Monthly Budgets - Board Report	Action
		Consent X

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

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 \$2,860,413.that will be charged back when approval/tuition is received, placing the percentage of remaining budget balance to-date at approximately 10.2 %.

SUMMARY & RECOMMENDATION:

No action necessary. Reports 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: 2014-2015

Account Number / Description

☒ Summary Only

From Date: 7/1/2014

To Date:

10/31/2014

Budget Balance
% Remaining Bud

Fund:	001	MAINT & OPER FUNDS	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
		Fund 001 Total:	\$30,009,148.00	\$8,110,272.18	\$8,110,272.18	\$21,898,875.82	\$21,691,817.39	\$207,058.43 0.69%
Fund:	011	CLASSROOM-BASE SAL	\$676,759.00	\$0.00	\$0.00	\$676,759.00	\$0.00	\$676,759.00 100.00%
		Fund 011 Total:						
Fund:	012	CLASSROOM-PERF PAY	\$1,044,366.00	\$0.00	\$0.00	\$1,044,366.00	\$0.00	\$1,044,366.00 100.00%
		Fund 012 Total:						
Fund:	013	CLASSROOM-OTHER	\$1,019,278.00	\$0.00	\$0.00	\$1,019,278.00	\$0.00	\$1,019,278.00 100.00%
		Fund 013 Total:						
Fund:	021	INDIAN GAMING-INSTRUCTION IMPROV	\$39,256.61	\$0.00	\$0.00	\$39,256.61	\$0.00	\$39,256.61 100.00%
		Fund 021 Total:						
Fund:	024	INDIAN GAMING - INSTRUCTIONAL IMPROV	\$407,298.57	\$74,667.55	\$74,667.55	\$332,631.02	\$144,953.31	\$187,677.71 46.08%
		Fund 024 Total:						
Fund:	071	SEI - STRUCTURED ENGLISH IMMERSION	\$290,010.47	\$0.00	\$0.00	\$290,010.47	\$0.00	\$290,010.47 100.00%
		Fund 071 Total:						
Fund:	110	TITLE I LEA	\$1,354,046.28	\$0.00	\$0.00	\$1,354,046.28	\$0.00	\$1,354,046.28 100.00%
		Fund 110 Total:						
Fund:	112	TITLE 1-D NEGLECTED/DELINQUENT-LEA	\$134,467.80	\$0.00	\$0.00	\$134,467.80	\$0.00	\$134,467.80 100.00%
		Fund 112 Total:						
Fund:	140	TITLE II - IMPROVING TEACHER QUALITY	\$177,811.07	\$0.00	\$0.00	\$177,811.07	\$11,978.00	\$165,833.07 93.26%
		Fund 140 Total:						
Fund:	190	TITLE III LEP PROGRAM	\$86,246.57	\$0.00	\$0.00	\$86,246.57	\$0.00	\$86,246.57 100.00%
		Fund 190 Total:						
Fund:	200	ESEA - TITLE IX - INDIAN EDUCATION						

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2014-2015

Account Number / Description

☒ Summary Only

From Date: 7/1/2014

To Date: 10/31/2014

	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund 200 Total:	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00 100.00%
Fund: 220						
IDEA - BASIC - ENT						
Fund 220 Total:	\$1,002,690.49	\$0.00	\$0.00	\$1,002,690.49	\$6,000.00	\$996,690.49 99.40%
Fund: 221						
IDEA - PRESCHOOL GRANT						
Fund 221 Total:	\$27,656.70	\$0.00	\$0.00	\$27,656.70	\$0.00	\$27,656.70 100.00%
Fund: 260						
CTE BASIC GRANT/FEDERAL						
Fund 260 Total:	\$17,372.91	\$14,287.85	\$14,287.85	\$3,085.06	\$321.37	\$2,763.69 15.91%
Fund: 261						
CTE BASIC GRANT (07-01-12 thru 09-30-13)						
Fund 261 Total:	\$117,836.30	\$1,381.57	\$1,381.57	\$116,454.73	\$15,563.78	\$100,890.95 85.62%
Fund: 290						
MEDICAID OUTREACH						
Fund 290 Total:	\$124,883.63	\$9,491.63	\$9,491.63	\$115,392.00	\$26,461.06	\$88,930.94 71.21%
Fund: 291						
MEDICAID DIRECT						
Fund 291 Total:	\$974,578.20	\$35,606.04	\$35,606.04	\$938,972.16	\$99,688.10	\$839,284.06 86.12%
Fund: 301						
RACE TO THE TOP - FY 12-13						
Fund 301 Total:	\$17,243.81	\$17,243.81	\$17,243.81	\$0.00	\$0.00	\$0.00 0.00%
Fund: 302						
GEAR UP 08/28/13						
Fund 302 Total:	\$266,100.00	\$111,145.19	\$111,145.19	\$154,954.81	\$122,014.85	\$32,939.96 12.38%
Fund: 349						
NAT'L FOREST FEES - FY 12-13						
Fund 349 Total:	\$470,991.22	\$249,214.10	\$249,214.10	\$221,777.12	\$27,631.45	\$194,145.67 41.22%
Fund: 374						
E-RATE - FY 12-13						
Fund 374 Total:	\$125,000.00	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00 100.00%
Fund: 400						
CTE PRIORITY PROGRAM						
Fund 400 Total:	\$53,754.80	\$2,923.28	\$2,923.28	\$50,831.52	\$8,430.00	\$42,401.52

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2014-2015

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2014	To Date: 10/31/2014		
Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Remaining Bud
Fund: 483	SAFE SCHOOLS					78.88%
	Fund 483 Total:	\$50,853.79	\$0.00	\$50,853.79	\$0.00	\$50,853.79
						100.00%
Fund: 485	WRP					
	Fund 485 Total:	\$137,069.45	\$1,115.52	\$135,953.93	\$0.00	\$135,953.93
						99.19%
Fund: 495	K-12 Center Grant					
	Fund 495 Total:	\$100,000.00	\$0.00	\$100,000.00	\$23,956.01	\$76,043.99
						76.04%
Fund: 500	SCH PLANT- > 1 YR					
	Fund 500 Total:	\$99,973.03	\$5,256.46	\$94,716.57	\$38,214.57	\$56,502.00
						56.52%
Fund: 510	FOOD SERVICE					
	Fund 510 Total:	\$3,823,986.83	\$649,754.19	\$3,174,232.64	\$1,756,332.79	\$1,417,899.85
						37.08%
Fund: 515	CIVIC CENTER					
	Fund 515 Total:	\$232,426.68	\$63,559.25	\$168,867.43	\$14,980.55	\$153,886.88
						66.21%
Fund: 517	BUS RENTAL					
	Fund 517 Total:	\$34,764.91	\$0.00	\$34,764.91	\$0.00	\$34,764.91
						100.00%
Fund: 520	COMMUNITY SCHOOL					
	Fund 520 Total:	\$3,010.01	\$0.00	\$3,010.01	\$0.00	\$3,010.01
						100.00%
Fund: 521	EXTENDED KINDERGARTEN					
	Fund 521 Total:	\$119,275.94	\$0.00	\$119,275.94	\$0.00	\$119,275.94
						100.00%
Fund: 522	BEFORE/AFTER SCHOOL PROGRAM					
	Fund 522 Total:	\$22,856.54	\$0.00	\$22,856.54	\$0.00	\$22,856.54
						100.00%
Fund: 523	BRIGHT FUTURES PRESCHOOL					
	Fund 523 Total:	\$53,215.13	\$1,063.62	\$52,151.51	\$0.00	\$52,151.51
						98.00%

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2014-2015

Account Number / Description



Summary Only

From Date: 7/1/2014

To Date:

10/31/2014

Budget Balance
% Remaining Bud

Fund:	525	AUX OPERATIONS	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
		Fund 525 Total:	\$423,326.93	\$103,491.05	\$103,491.05	\$319,835.88	\$94,093.03	\$225,742.85 53.33%
Fund:	526	ACT FEES TAX CRED						
		Fund 526 Total:	\$381,057.86	\$44,867.33	\$44,867.33	\$336,190.53	\$36,717.60	\$299,472.93 78.59%
Fund:	530	GIFTS & DONATIONS						
		Fund 530 Total:	\$52,605.42	\$1,592.18	\$1,592.18	\$51,013.24	\$1,859.61	\$49,153.63 93.44%
Fund:	534	SCHOLARSHIPS						
		Fund 534 Total:	\$2,239.43	\$0.00	\$0.00	\$2,239.43	\$0.00	\$2,239.43 100.00%
Fund:	540	FINGERPRINT						
		Fund 540 Total:	\$11,675.00	\$3,138.00	\$3,138.00	\$8,537.00	\$9,362.00	(\$825.00) -7.07%
Fund:	550	INSURANCE PROCEEDS						
		Fund 550 Total:	\$250,477.09	\$23,872.42	\$23,872.42	\$226,604.67	\$1,560.00	\$225,044.67 89.85%
Fund:	551	INSURANCE - AEI						
		Fund 551 Total:	\$35,513.98	\$230.00	\$230.00	\$35,283.98	\$595.00	\$34,688.98 97.68%
Fund:	555	TEXTBOOKS						
		Fund 555 Total:	\$16,154.63	\$0.00	\$0.00	\$16,154.63	\$0.00	\$16,154.63 100.00%
Fund:	565	LITIGATION RECOVERY						
		Fund 565 Total:	\$2,108.51	\$0.00	\$0.00	\$2,108.51	\$0.00	\$2,108.51 100.00%
Fund:	570	INDIRECT COSTS						
		Fund 570 Total:	\$1,055,041.14	\$45,613.99	\$45,613.99	\$1,009,427.15	\$158,417.93	\$851,009.22 80.66%
Fund:	575	UNEMPLOYMENT INSURANCE						
		Fund 575 Total:	\$151,476.62	\$8,250.14	\$8,250.14	\$143,226.48	\$0.00	\$143,226.48 94.55%
Fund:	590	GRANT/GIFT TEACHER						

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2014-2015

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2014	To Date: 10/31/2014	Budget Balance	
Account Number	Description	Budget	Range To Date	YTD	Balance	% Remaining Bud
Fund 590 Total:		\$25,943.82	\$137.86	\$137.86	\$25,805.96	\$416.68 \$25,389.28 97.86%
Fund: 595	SCHOOL BUS ADVERTISEMENT					
Fund 595 Total:		\$12,025.40	\$0.00	\$0.00	\$12,025.40	\$0.00 \$12,025.40 100.00%
Fund: 596	JTED - MTN. INSTITUTE					
Fund 596 Total:		\$68,999.95	\$14,717.40	\$14,717.40	\$54,282.55	\$11,149.57 \$43,132.98 62.51%
Fund: 610	CAPITAL OUTLAY					
Fund 610 Total:		\$10,442,632.66	\$767,023.17	\$767,023.17	\$9,675,609.49	\$227,388.89 \$9,448,220.60 90.48%
Fund: 630	BOND BUILDING					
Fund 630 Total:		\$1,994,889.18	\$57,101.15	\$57,101.15	\$1,937,788.03	\$21,698.99 \$1,916,089.04 96.05%
Fund: 650	GIFTS & DONATIONS					
Fund 650 Total:		\$82,209.74	\$31,529.81	\$31,529.81	\$50,679.93	\$19,370.00 \$31,309.93 38.09%
Fund: 665	ENERGY REBATES					
Fund 665 Total:		\$37,872.73	\$0.00	\$0.00	\$37,872.73	\$3,500.00 \$34,372.73 90.76%
Fund: 691	BUILDING RENEWAL GRANT - SFB					
Fund 691 Total:		\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00 \$50,000.00 100.00%
Fund: 850	STUDENT ACTIVITIES					
Fund 850 Total:		\$71,911.78	\$9,938.80	\$9,938.80	\$61,972.98	\$4,879.89 \$57,093.09 79.39%
Fund: 855	EMPLOYEE INSURANCE					
Fund 855 Total:		\$1,364,402.04	\$709,870.16	\$709,870.16	\$654,531.88	\$96,095.66 \$558,436.22 40.93%
Grand Total:		\$59,663,792.65	\$11,168,355.70	\$11,168,355.70	\$48,495,436.95	\$24,675,448.08 \$23,819,988.87 39.92%

End of Report

CONSENT

Item 8E.

Student Activities Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board

Item # *8E*

FROM: Cynthia Windham, Finance Director

Reading

DATE: November 18, 2014

Discuss

SUBJECT: Student Activities – Board Report

Action

Consent ☒

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

SUPPORTING DATA

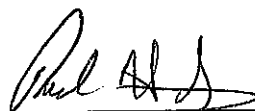
Attached is the monthly Student Activities Report.

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: 2014-2015

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2014 To Date: 9/30/2015

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.110.1319	GENERIC EXPENSE	\$7,414.04	\$0.00	\$0.00	\$7,414.04	\$0.00	\$7,414.04	100.00%
850.610.1000.6610.110.1319	GENERAL SUPPLIES	\$0.00	\$440.02	\$440.02	(\$440.02)	\$432.41	(\$872.43)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$7,414.04	\$440.02	\$440.02	\$6,974.02	\$432.41	\$6,541.61	88.23%
	UNIT: LVES - 110	\$7,414.04	\$440.02	\$440.02	\$6,974.02	\$432.41	\$6,541.61	88.23%
850.100.1000.6000.120.1319	GENERIC EXPENSE	\$1,335.06	\$0.00	\$0.00	\$1,335.06	\$0.00	\$1,335.06	100.00%
850.610.1000.6610.120.1319	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	(\$200.00)	0.00%
850.610.2190.6340.120.1319	TECHNICAL SERVICES	\$0.00	\$100.00	\$100.00	(\$100.00)	\$0.00	\$100.00	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$1,335.06	\$100.00	\$100.00	\$1,235.06	\$200.00	\$1,035.06	77.53%
850.100.1000.6000.120.1362	GENERIC EXPENSE	\$1,671.80	\$0.00	\$0.00	\$1,671.80	\$0.00	\$1,671.80	100.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$1,671.80	\$0.00	\$0.00	\$1,671.80	\$0.00	\$1,671.80	100.00%
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	\$3,253.40	\$100.00	\$100.00	\$3,153.40	\$200.00	\$2,953.40	90.78%
850.100.1000.6000.125.1319	GENERIC EXPENSE	\$5,021.88	\$0.00	\$0.00	\$5,021.88	\$0.00	\$5,021.88	100.00%
850.400.2710.6510.125.1319	STUDENT TRANS SVS	\$0.00	\$0.00	\$0.00	\$0.00	\$187.09	(\$187.09)	0.00%
850.610.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$220.16	\$220.16	(\$220.16)	\$933.68	(\$1,153.84)	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	\$0.00	\$0.00	\$0.00	\$150.00	(\$150.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$5,021.88	\$320.16	\$320.16	\$4,701.72	\$1,270.77	\$3,430.95	68.32%
850.100.1000.6000.125.1362	GENERIC EXPENSE	\$112.51	\$0.00	\$0.00	\$112.51	\$0.00	\$112.51	100.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$112.51	\$0.00	\$0.00	\$112.51	\$0.00	\$112.51	100.00%
	UNIT: GHMS - 125	\$5,134.39	\$320.16	\$320.16	\$4,814.23	\$1,270.77	\$3,543.46	69.01%
850.100.1000.6000.131.1319	GENERIC EXPENSE	\$885.07	\$0.00	\$0.00	\$885.07	\$0.00	\$885.07	100.00%
	COURSE: STUDENT COUNCIL - 1319	\$885.07	\$0.00	\$0.00	\$885.07	\$0.00	\$885.07	100.00%
	UNIT: HES - 131	\$885.07	\$0.00	\$0.00	\$885.07	\$0.00	\$885.07	100.00%
850.100.1000.6000.132.1319	GENERIC EXPENSE	\$2,863.95	\$0.00	\$0.00	\$2,863.95	\$0.00	\$2,863.95	100.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,863.95	\$0.00	\$0.00	\$2,863.95	\$0.00	\$2,863.95	100.00%
	UNIT: MVES - 132	\$2,863.95	\$0.00	\$0.00	\$2,863.95	\$0.00	\$2,863.95	100.00%
850.100.1000.6000.133.1319	GENERIC EXPENSE	\$589.87	\$0.00	\$0.00	\$589.87	\$0.00	\$589.87	100.00%
	COURSE: STUDENT COUNCIL - 1319	\$589.87	\$0.00	\$0.00	\$589.87	\$0.00	\$589.87	100.00%
	UNIT: CSES - 133	\$589.87	\$0.00	\$0.00	\$589.87	\$0.00	\$589.87	100.00%
850.100.1000.6000.134.1319	GENERIC EXPENSE	\$2,180.26	\$0.00	\$0.00	\$2,180.26	\$0.00	\$2,180.26	100.00%
850.610.2220.6641.134.1319	LIBRARY BOOKS	\$0.00	\$0.00	\$0.00	\$0.00	\$317.30	(\$317.30)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,180.26	\$0.00	\$0.00	\$2,180.26	\$317.30	\$1,862.96	85.45%
	UNIT: LTS - 134	\$2,180.26	\$0.00	\$0.00	\$2,180.26	\$317.30	\$1,862.96	85.45%
850.100.1000.6000.135.1319	GENERIC EXPENSE	\$308.51	\$0.00	\$0.00	\$308.51	\$0.00	\$308.51	100.00%

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2014-2015

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☒ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2014 To Date: 9/30/2015

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
COURSE: STUDENT COUNCIL - 1319								
	UNIT: GRANVILLE ELEMENTARY SCHOOL - 135	\$308.51	\$0.00	\$0.00	\$308.51	\$0.00	\$308.51	100.00%
COURSE: HOSA - 1316								
850.100.1000.6000.230.1316	GENERIC EXPENSE	\$15,528.21	\$0.00	\$0.00	\$15,528.21	\$0.00	\$15,528.21	100.00%
850.610.1000.6610.230.1316	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	(\$100.00)	0.00%
850.610.1000.6810.230.1316	DUES AND FEES	\$0.00	\$1,760.00	\$1,760.00	(\$1,760.00)	\$0.00	(\$1,760.00)	0.00%
	COURSE: HOSA - 1316	\$15,528.21	\$1,760.00	\$1,760.00	\$13,768.21	\$100.00	\$13,668.21	88.02%
COURSE: STUDENT COUNCIL - 1319								
850.100.1000.6000.230.1319	GENERIC EXPENSE	\$22,513.40	\$0.00	\$0.00	\$22,513.40	\$0.00	\$22,513.40	100.00%
850.400.2710.6510.230.1319	STUDENT TRANS SVS	\$0.00	\$315.33	\$315.33	(\$315.33)	\$0.00	(\$315.33)	0.00%
850.610.1000.6610.230.1319	GENERAL SUPPLIES	\$0.00	\$2,124.73	\$2,124.73	(\$2,124.73)	\$592.21	(\$2,716.94)	0.00%
850.610.1000.6810.230.1319	DUES AND FEES	\$0.00	\$195.00	\$195.00	(\$195.00)	\$0.00	(\$195.00)	0.00%
850.610.1000.6811.230.1319	REFUND FEES	\$0.00	\$25.00	\$25.00	(\$25.00)	\$0.00	(\$25.00)	0.00%
850.610.1000.6890.230.1319	MISC EXPENDITURES	\$0.00	\$572.92	\$572.92	(\$572.92)	\$0.00	(\$572.92)	0.00%
850.610.2190.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$1,600.00	\$1,600.00	(\$1,600.00)	\$0.00	(\$1,600.00)	0.00%
850.610.2660.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$286.00	\$286.00	(\$286.00)	\$0.00	(\$286.00)	0.00%
850.620.1000.6890.230.1319	MISC EXPENDITURES	\$0.00	\$580.00	\$580.00	(\$580.00)	\$0.00	(\$580.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$22,513.40	\$5,698.98	\$5,698.98	\$16,814.42	\$592.21	\$16,222.21	72.06%
COURSE: UPWARD BOUND WARRIORS - 1320								
850.100.1000.6000.230.1320	GENERIC EXPENSE	\$141.29	\$0.00	\$0.00	\$141.29	\$0.00	\$141.29	100.00%
	COURSE: UPWARD BOUND WARRIORS - 1320	\$141.29	\$0.00	\$0.00	\$141.29	\$0.00	\$141.29	100.00%
COURSE: MU ALPHA THETA - 1361								
850.100.1000.6000.230.1361	GENERIC EXPENSE	\$1,627.01	\$0.00	\$0.00	\$1,627.01	\$0.00	\$1,627.01	100.00%
850.610.1000.6610.230.1361	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$1,336.84	(\$1,336.84)	0.00%
	COURSE: MU ALPHA THETA - 1361	\$1,627.01	\$0.00	\$0.00	\$1,627.01	\$1,336.84	\$290.17	17.83%
COURSE: NATIONAL HONOR SOCIETY - 1362								
850.100.1000.6000.230.1362	GENERIC EXPENSE	\$1,997.12	\$0.00	\$0.00	\$1,997.12	\$0.00	\$1,997.12	100.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$1,997.12	\$0.00	\$0.00	\$1,997.12	\$0.00	\$1,997.12	100.00%
COURSE: ART - 1363								
850.100.1000.6000.230.1363	GENERIC EXPENSE	\$351.86	\$0.00	\$0.00	\$351.86	\$0.00	\$351.86	100.00%
	COURSE: ART - 1363	\$351.86	\$0.00	\$0.00	\$351.86	\$0.00	\$351.86	100.00%
COURSE: AVID - 1364								
850.100.1000.6000.230.1364	GENERIC EXPENSE	\$155.95	\$0.00	\$0.00	\$155.95	\$0.00	\$155.95	100.00%
850.610.1000.6610.230.1364	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	(\$100.00)	0.00%
	COURSE: AVID - 1364	\$155.95	\$0.00	\$0.00	\$155.95	\$100.00	\$55.95	35.88%
COURSE: DECA - 1368								
850.100.1000.6000.230.1368	GENERIC EXPENSE	\$2,845.92	\$0.00	\$0.00	\$2,845.92	\$0.00	\$2,845.92	100.00%
850.610.1000.6610.230.1368	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	(\$100.00)	0.00%
850.610.1000.6990.230.1368	MISC EXPENDITURES	\$0.00	\$1,150.00	\$1,150.00	(\$1,150.00)	\$0.00	(\$1,150.00)	0.00%
	COURSE: DECA - 1368	\$2,845.92	\$1,150.00	\$1,150.00	\$1,695.92	\$100.00	\$1,595.92	56.08%
COURSE: DRAMA/THEATER - 1373								
850.100.1000.6000.230.1373	GENERIC EXPENSE	(\$27.91)	\$0.00	\$0.00	(\$27.91)	\$0.00	(\$27.91)	100.00%
	COURSE: DRAMA/THEATER - 1373	(\$27.91)	\$0.00	\$0.00	(\$27.91)	\$0.00	(\$27.91)	100.00%
COURSE: INTERACT - 1375								
850.100.1000.6000.230.1375	GENERIC EXPENSE	\$761.44	\$0.00	\$0.00	\$761.44	\$0.00	\$761.44	100.00%
850.610.1000.6610.230.1375	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	(\$200.00)	0.00%
	COURSE: INTERACT - 1375	\$761.44	\$0.00	\$0.00	\$761.44	\$200.00	\$561.44	73.73%
COURSE: S CLUB (SOROPTIMIST) - 1377								
850.100.1000.6000.230.1377	GENERIC EXPENSE	\$323.81	\$0.00	\$0.00	\$323.81	\$0.00	\$323.81	100.00%
	COURSE: S CLUB (SOROPTIMIST) - 1377	\$323.81	\$0.00	\$0.00	\$323.81	\$0.00	\$323.81	100.00%
COURSE: EXPENSE								
850.100.1000.6000.230.1378	GENERIC EXPENSE	\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2014-2015

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2014 To Date: 9/30/2015

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
COURSE: FRENCH CLUB - 1378								
850.100.1000.6000.230.1398	GENERIC EXPENSE	\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%
COURSE: SKILLS CLUB - 1398								
850.100.1000.6000.230.1403	GENERIC EXPENSE	\$198.13	\$0.00	\$0.00	\$198.13	\$0.00	\$198.13	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES	\$198.13	\$0.00	\$0.00	\$198.13	\$0.00	\$198.13	100.00%
COURSE: P.A.L.S. - 1403								
850.100.1000.6000.230.1405	GENERIC EXPENSE	\$2,424.86	\$0.00	\$0.00	\$2,424.86	\$0.00	\$2,424.86	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES	\$0.00	\$469.64	\$469.64	(\$469.64)	\$230.36	(\$700.00)	0.00%
COURSE: BASEBALL - 1405								
850.100.1000.6000.230.1432	GENERIC EXPENSE	\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
850.610.1000.6610.230.1432	GENERAL SUPPLIES	\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
COURSE: GIRLS BASKETBALL - 1432								
850.100.1000.6000.230.1469	GENERIC EXPENSE	\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
850.610.1000.6610.230.1469	GENERAL SUPPLIES	\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
COURSE: G.O.A.L.S. CLUB - 1469								
850.100.1000.6000.230.1469	GENERIC EXPENSE	\$130.69	\$0.00	\$0.00	\$130.69	\$0.00	\$130.69	100.00%
850.610.1000.6610.230.1469	GENERAL SUPPLIES	\$130.69	\$0.00	\$0.00	\$130.69	\$0.00	\$130.69	100.00%
UNIT: BMHS - 230								
850.100.1000.6000.230.1469	GENERIC EXPENSE	\$49,241.04	\$9,078.62	\$9,078.62	\$40,162.42	\$2,659.41	\$37,503.01	76.16%
850.610.1000.6610.230.1469	GENERAL SUPPLIES	\$71,870.53	\$9,938.80	\$9,938.80	\$61,931.73	\$4,879.89	\$57,051.84	79.38%

Grand Total:

End of Report

CONSENT

Item 8F.

**Glassford Hill Middle School
Students to Anaheim**

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8F
FROM:	Adam Kenner, Glassford Hill Middle School	Reading
DATE:	November 18, 2014	Discuss
SUBJECT:	Approval for Youth Education Series Program	Consent X

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

STANDARDS TO BE MET:

Standard 1 - Contributes to the overall effort of a group

Level IV (Grades K-12)

- Knows the behaviors and skills that contribute to team effectiveness
- Works cooperatively within a group to complete tasks, achieve goals, and solve problems
- Demonstrates respect for others' rights, feelings, and points of view in a group.
- Identifies and uses the individual strengths and interests of others to accomplish team goals
- Helps the group establish goals, taking personal responsibility for accomplishing such goals
- Contributes to the development of a supportive climate in groups
- Actively listens to the ideas of others and asks clarifying questions
- Takes the initiative in interacting with others

Standard 2 - Uses conflict-resolution techniques

Level IV (Grades K-12)

- Communicates ideas in a manner that does not irritate others
- Identifies goals and values important to opponents and demonstrates the ability to compromise

Standard 3 - Works well with diverse individuals and in diverse situations

Level IV (Grades K-12)

- Works well with those of the opposite gender, of differing abilities, and from different age Groups
- Works well with those from different ethnic groups, of different religious orientations, and of cultures different from their own
- Understands the concept of customer service

Standard 4 - Displays effective interpersonal communication skills

Level IV (Grades K-12)

- Demonstrates appropriate behaviors for relating well with others (e.g., empathy, caring, respect, helping, friendliness, politeness)
- Exhibits positive character traits towards others, including honesty, fairness, Dependability, and integrity
- Uses nonverbal communication such as eye contact, body position, and gestures effectively
- Demonstrates attentive listening by clarifying messages received (e.g., paraphrasing, questioning)
- Responds to speaker appropriately

Standard 5 - Demonstrates leadership skills

Level IV (Grades K-12)

- Understands one's own role as a leader in various situations
- Knows the qualities of good leaders
- Knows a variety of leadership strategies
- Demonstrates and applies leadership skills and qualities

SUPPORTING DATA: (Key Learning Points)

During this interactive field study, students will:

- Tap into their personal leadership skills and learn how to apply them in a team setting
- Discuss the importance of diversity and respect for the ideas and contributions of others
- Develop and display effective interpersonal communication skills
- Brainstorm for creative ideas and solutions to a given problem
- Apply different ideas, perspectives and approaches to a project
- Gain the confidence and determination to overcome obstacles and accomplish goals
- Lead a project to completion while maintaining a positive attitude

SUMMARY & RECOMMENDATION:

Discover the Disney way of working, and the management skills used to lead a Cast of thousands. Students in grades 7-8 will practice overcoming obstacles by working as a team and thinking creatively to develop solutions in this 3-hour program. Exercises are designed to reinforce courage, curiosity, and constancy to give students the confidence to set goals and accomplish their dreams.

It is recommended that the board approve this field trip to Disneyland for Glassford Hill Middle School students, April 22 – 24, 2015.

Sample Motion:

I move to approve the Youth Education Series – Disneyland field trip for Glassford Hill Middle School as presented.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Adam Kenner, Glassford Hill Middle School 759-4600

**REQUEST TO BOARD FOR STUDENT
OUT-OF-STATE OR OVERNIGHT TRAVEL**

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

Organization taking Field Trip Glassford Hill Middle School

Date of Field Trip April 22nd -24th 2015

Place of Field Trip Youth Education Series - Main Entrance Esplanade at
Disney California Adventure® Park

Approximately how many students: 100

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?

Students will travel with Charter transportation during the night on Wednesday April 22nd. They will arrive to Anaheim in time to eat breakfast at a restaurant just outside the park. The park experience will involve a lot of walking. We recommend that students wear comfortable shoes, dress appropriately for the weather conditions, and bring water bottles. The group will have the opportunity to visit a few attractions during the experience. The event will include three instructors from *Disneyland Imaginers* and a ratio of chaperones of 10 students to 1 chaperone or 10 chaperones. Students will again travel during the night on Thursday April 23rd to arrive in Prescott Valley the morning of Friday April 24th in time to eat breakfast at a local restaurant.

Bus Drivers will have lodging after the students are dropped off at the park at a Disneyland® Resort Good Neighbor Hotel just outside of the park and will return to the park after their required rest time in order to transport the students back to Prescott Valley.

How is the trip being funded?

Monies will be raised through student fundraising. If the students do not choose to fundraise or do not raise enough money to cover their cost, then parent payment will cover the cost. Since this is an educational trip, payment through tax credit would allow parents to receive their monies back from the state of Arizona at tax time.

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

Transportation

\$7012.50 for two buses

Program

\$7000.00

Bus driver lodging

\$487.50

Total cost not including meals is \$14,500.00

(Students will be responsible for the additional costs of their meals, etc.)

What is the cost for each student?

\$70 transportation

\$70 program

\$5 driver lodging

= \$145 plus meals

Chaperones (student/adult ratio):

Minimal chaperone requirement is one per every ten students. Chaperones are no additional cost.

What determines the student's eligibility for attending?

GHMS 7th and 8th grade students enrolled in leadership course/clubs – Science Olympiad Yearbook, Panthers in Action, National Junior Honor Society, Student Council and the Amusement Park Math enrichment course will be invited. Students who demonstrate poor character during the year may be excluded pending coordinator discretion since a trip of this magnitude requires students have a high sense of responsibility.

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

Teachers will design a project for the students that bring them together through teamwork and determination. Students will break up into groups and have designated responsibilities to create a unique experience in completing their project after the guided instruction for independent application facilitated by HUSD chaperones/staff.

Because it takes a combination of both imagination and engineering, Imagineers come in all forms. Artists, writers, architects, landscapes architects, engineers, model builders, construction managers, technicians, designers and a whole range of other talents make up the Imagineering team. It takes a lot of teamwork between all of these different specialists to be able to make dreams come true. Students will learn the value of each other's talents while collaborating in order to complete their project.

OVERVIEW

Discover the four C's of Walt Disney leadership used since the inception of Disneyland to lead a Cast of thousands. Students will practice overcoming obstacles by working as a team and thinking creatively to develop solutions. Exercises designed to reinforce courage, curiosity and constancy aim to give students the confidence to set goals and accomplish their dreams.

This field study takes place throughout Disneyland Park and includes visits to the following attractions:

- Pirates of the Caribbean
- Splash Mountain
- Pirate's Lair on Tom Sawyer Island

LEARNING OUTCOMES

After completing Disney's Approach to Leadership & Teamwork, students will have the increased potential to do the following:

- Apply their personal leadership skills in a team setting
- Discuss the importance of diverse points of view
- Brainstorm for creative ideas and solutions
- Explore and approach a project from different perspectives
- Gain the confidence to overcome obstacles
- Find courage and determination to accomplish goals and believe in their dreams

- Lead a project to completion while maintaining a positive attitude

Vocabulary List

- **Courage** - Mental or moral strength to venture, persevere and withstand danger, fear and difficulty
- **Curiosity** - A desire to investigate and learn
- **Confidence** - Faith or belief that one will act in a right, proper or effective way
- **Constancy** - Steadfastness of mind under duress
- **Diverse** - Differing one from another
- **Imagination** - The ability to form mental images of things or events
- **Reputation** - The position one occupies or the standing that one has in the opinion of others
- **Character** - The combination of moral and other traits which make one the kind of person one is
- **Brainstorming** - Stimulating creative thinking by spontaneous participation in discussion
- **Leadership** - The ability to lead
- **Teamwork** - Cooperative or coordinated effort of a group of persons acting together as a team
- **Trust** - Reliance on the integrity, strength, ability or surety of a person or thing
- **Communication** - The act or process of communicating
- **Perspective** - A mental view or outlook
- **Collaborate** - To work with another; to cooperate
- **Plan** - To make plans for
- **Delegate** - To commit or entrust to another
- **Motivate** - To move someone to action
- **Active Listening** - A way of listening and responding to another person that
- **Respect** - Esteem for or a sense of the worth or excellence of a person

Suggested Questions

- What does it mean if you are willing to "think out of the box" or "dwell in the possibilities?"
- What is the benefit of doing this?
- What is leadership?
- What makes a good leader?
- Who has influenced you the most throughout your lifetime?
- Why?
- What qualities do they exemplify?
- Who is Walt Disney?
- What adversity/challenges did Walt Disney overcome as a child?
- What challenges have you had throughout your lifetime?
- What adversity/challenges did Walt Disney overcome as a young adult?
- What adversity/challenges did Walt Disney overcome when building Disneyland?
- Why is it important to be an active listener?
- Compare and contrast the difference between character and reputation?

Important Historical Figures to Investigate

- Walt Disney
- John Wooden
- Eleanor Roosevelt
- Sir Isaac Newton
- John Quincy Adams

Type and cost of Transportation:

Charter transportation holds 56 passengers per bus \$7012.50 for 2 buses

Disney's Approach to Leadership and Teamwork | Disney Youth Education Series

Learn from Walt Disney's leadership strategies and apply them to achieve stronger collaboration skills, increase confidence and set a course for success.

Program Overview

Discover the Disney way of working and the management skills used to lead a Cast of thousands. Students in grades 6-12 will practice overcoming obstacles by working as a team and thinking creatively to develop solutions in this 3-hour program. Exercises designed to reinforce courage, curiosity and constancy aim to give students the confidence to set goals and accomplish their dreams.

Key Learning Points

During this interactive field study, students will:

- Tap into their personal leadership skills and learn how to apply them in a team setting.
- Discuss the importance of diversity and respect for the ideas and contributions of others.
- Develop and display effective interpersonal communication skills.
- Brainstorm for creative ideas and solutions to a given problem.
- Apply different ideas, perspectives and approaches to a project.
- Gain the confidence and determination to overcome obstacles and accomplish goals.
- Lead a project to completion while maintaining a positive attitude.

Plan Your Trip

Park and Meeting Location: Inside the turnstiles at Disneyland® Park, in front of the train station at Floral Mickey

Please note: If your group is on a Disney Youth Education Series experience-only ticket, your meeting location may vary and will be confirmed prior to your group's arrival at Disneyland® Resort.

Program Length: 3 hours

Program Grade Range: Grades 6-12

Below are 5 easy steps for planning your Disney Youth Education Series visit at Disneyland® Resort.

1. Select the program(s) that best suits your group.

2. Choose the dates you intend to visit. While we will work diligently to accommodate your request, we ask that you identify an alternate program date in case programming is not available on your preferred date. Disney Youth Education Series programs are available 7 days a week with the exception of December 21-31, 2013.
3. Submit a **Program Request Form** at least 6 weeks in advance of your travel dates.
4. Upon confirmation from the Disney Youth Programs team, you may purchase your value-priced group **Theme Park Tickets** which include your first Disney Youth Education Series program. Maximize your visit and ask your Disney Youth Representative about adding additional programs during your visit.
5. Be sure to request information on food and beverage options from your Disney Youth Representative. Information on convenient Disney on-site group hotel accommodations is also available by calling (714) 520-5004.

Additional Guests

Additional guests are the perfect way to share the wonder and magic of your Disneyland® Resort visit. The best part is that students and their friends and family can each enjoy their own special kind of Disney fun with the same great value-priced Disney Youth Education Series ticket! The Disney Youth Education Series Additional Guest tickets include admission only and do not include participation in the Disney Youth Education Series program.

Questions

Disney Youth Representatives can guide you in choosing the programs that best suit your group. We understand that your group is unique and may require additional help. Please visit our Contact Us section of the site for Frequently Asked Questions and information on contacting a Disney Youth Representative who can assist you.

**A minimum of 10 students is required and a maximum of one (1) adult must attend the Program per every ten (10) students. The number of chaperones participating in the program may not exceed the number of students.*

All programs subject to availability. Program content, times, attractions, and locations subject to change due to inclement weather, availability or group dynamics. Students must meet minimum age/grade requirements.

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

STUDENT OVERNIGHT TRIP

FINANCIAL INFORMATION

School: Glassford Hill Organization/Group: Leadership Clubs

Sponsor's Name: Adam Kemer Phone: 928-759-4600

Trip Date: April 22 Trip Location: California Adventureland

Trip Title: _____

Total Number of Attendees: 112 # Female Students 62 # Male Students 38 # Adults 12

Costs (to be paid by school/district)	
Event Registration	\$ 7000.00
Transportation	\$ 7012.50
Lodging	\$
Meals	\$
Per Diem	\$
WILL SUBSTITUTE(S) BE REQUIRED FOR CLASS COVERAGE? (specify)	Glassford to cover subcosts for club advisors
Other (specify)	Hotel for drivers \$ 487.50
Other (specify)	\$
Total Cost	\$ 14,500
Funding (to be received by school/district)	
Auxiliary	\$
Student Club	\$ 2000.00
Tax Credit	\$ 12,500.00
Booster Club	\$
Grant	\$
Other (specify)	\$
Other (specify)	\$
Total Funding	\$ 14,500.00

Name of *Chaperone(s): Kemer, Clark, Markes, Robison, Strauss, Tuberg
TBP

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

This document must accompany the Request for Trip Approval Packet

GHMS Student Council Meeting Minutes

9/29/14

1. Roll Call

a. Present: Jovany De Los Santos, Caleb Will, Brenner Rowe, Hannah Campbell, Katheryne Annibale, Sierra Rosales, Riley Bundrick, Lilly Hauschild, Johanna Avitia, Meghan Sturgis

b. Absent:

2. Reading of Previous Meeting Minutes

3. Agenda Items

a. Agenda Item #1- Funding for the Disney Leadership Trip

Details: The Student Council voted to dedicate \$2000.00 for the Student Council members to attend the Disney Leadership Trip at the end of the school year.

All other groups invited to attend will be responsible for their own fundraising, and will be depositing money into the Student Council account at a later time.

Action Taken:

Vote

Motioned By: Hannah Campbell

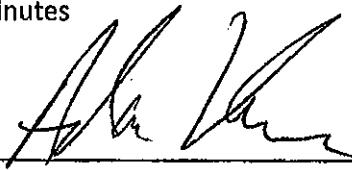
Seconded By: Johanna Avitia

Did the Motion carry? Yes

4. Agenda Items for Next Meeting:

5. Approval of Meeting Minutes

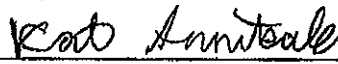
Student Council Chairman:



date:

9/30/14

Student Council Officer:



date:

9/30/14

Quote Summary

Date:	8-14-14
School:	Glassford Hill
Contact:	Adam Kemmer
Account:	

SUBMIT THIS FORM AS A COVER SHEET - ATTACH QUOTES

[illegible]

Rationale for preferred vendor if total price is higher (ie: out of stock, not available, etc)

Master's Touch is a local business and their quote includes gratuity. The charter busses have bathrooms, reclining seats w/ footrests, TV's/DVD. The

Quote Summary
QG-24-14 SV

vers are also expected to provide all pre-trip knowledge such as parking, restaurant stops and has more storage room

CONSENT

Item 8G.

Student Activities Treasurers

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 86
FROM:	Cynthia Windham, Finance Director	Reading
DATE:	November 18, 2014	Discuss
SUBJECT:	Student Activities Treasurer(s)	Action
		Consent X

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

SUPPORTING DATA:

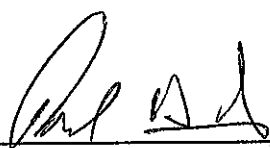
The Uniform System for Financial Records (USFR) requires that Student Activity Accounts have Board appointed treasurers. To insure compliance, the Board is asked to approve the following individuals as Student Activities Treasurers.

Ms. Mary Kaye Schrenk	Internal Auditor	Co-Treasurer
Ms. Sharon Mason	Auxiliary Operations	Co-Treasurer

SUMMARY & RECOMMENDATION:

It is recommended that the Governing Board authorize the appointment of Ms. Schrenk and Ms. Mason to serve as Co-Student Activities Treasurers.

Approved for transmittal to the Governing Board: _____


Dr. Paul Stanton, Superintendent

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

CONSENT

Item 8H.

Gifts & Donations

GIFTS & DONATIONS

Diane Burchard
3724 N. Mountain View Dr., Prescott Valley
Donated backpacks and school supplies
With the donor's value of \$277.47
To be used at Lake Valley Elementary School

Sheila & Orville McKenzie
8766 E. Long Mesa Dr., Prescott Valley
Donated racks and shovels
With the donor's value of \$250.00
To be used at Coyote Springs Elementary School for
The Habitat Clean-up Community Events

AZ Highway Safety Specialist
P.O. Box 3690, Chino Valley
Donated 106 Used Guardrail Post
With the donor's value of \$701.83
To be used at Coyote Springs Elementary School for
The Habitat for gardens

DISCUSSION

Item 9A.

School Update

CSES

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # **9A**
FROM: Candice Blakely-Stump, Principal CSES Reading
DATE: November 18, 2014 Discuss x
SUBJECT: Coyote Springs Elementary School Board Update Action
Consent

OBJECTIVE: Goal #1 – To Raise the Level of Student Achievement
Goal #2 – To Focus on Planning for Future Student Needs
Goal #3 - To Increase Parental and Community Involvement

SUPPORTING DATA:

21st Century Professional Learning Community will give an update of the following events at Coyote Springs Elementary School.

- 21st Century Education Signature Program
- Community Connections Established

CSES Choir to perform a kick off to the holidays

SUMMARY & RECOMMENDATION:

Sample Motion:

Approved for transmittal to the Governing Board:


Dr. Paul Stanton, Superintendent

Questions should be directed to: Candice Blakely-Stump 759-4300

DISCUSSION

Item 9B.

Asst. Supt. Update

HUMBOLDT UNIFIED SCHOOL DISTRICT


TO:	Humboldt Unified School District Governing Board	Item # 9B
FROM:	Dan Streeter, Assistant Superintendent - Operations	Reading
DATE:	November 18, 2014	Discuss X
SUBJECT:	Assistant Superintendent Update	Action
		Consent

OBJECTIVE: Goal #2 To Focus on Planning for Future Student Needs
 Goal #4 To Attract and Retain Highly Effective Employees

SUPPORTING DATA:

- Enrollment
- Staffing
- Meet and Confer
- Staffing/Yavapai County Recruitment and Retention Task Force

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Dan Streeter, 759-4006

ACTION

Item 10A.

**Revision to Policy BEDG
(Second Reading)**

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 10A
FROM:	Dr. Paul Stanton, Superintendent	Reading X
DATE:	November 18, 2014	Discuss
SUBJECT:	Proposed change to Policy BEDG – Minutes Second Reading	Action X Consent
<hr/>		
OBJECTIVE:	Board Governance	

SUPPORTING DATA:

Policy BEDG–Minutes states that written or recorded minutes shall be taken of all regular and special board meetings, and that written or digital minutes be available to the public.

Currently, written minutes are prepared to document each board meeting. It is proposed that digital minutes replace written minutes. Digital minutes will be posted on the district website using an index that identifies when a particular agenda item is discussed.

District legal counsel advised:

A.R.S. 38-431.01 (E)(1) requires that a public body of a city or town make available on their website, either a recording of the meeting or a statement describing the action taken during the meeting.

School districts only need to make the minutes available to the public within three working days after the meeting. That could be accomplished by posting the minutes on the district's website.

There is no requirement that the minutes be "hand-typed". Minutes may be taken in writing or may be recorded by a mechanical recorder. Allowing the public access to that recording is sufficient compliance with the Open Meeting Law.

This proposal requires two minor revisions to the second paragraph of Policy BEDG-Minutes. The revisions are indicated on the attached sample document.

The First Reading was held at the October 14, 2014 Governing Board meeting.

SUMMARY & RECOMMENDATION:

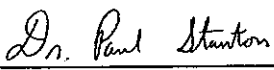
It is the recommendation of administration that the proposed revisions to Policy BEDG-Minutes be approved.

Upon approval this policy will become effective immediately and will be added to the current Policy Manual.

Sample Motion:

I move to adopt Policy BEDG-Minutes, as presented.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Dr. Stanton (759-4000)

MINUTES

Written or recorded minutes shall be taken of all regular and special Board meetings, including executive sessions, and shall include the information required by A.R.S. 38-431.01. The written minutes or recording shall be available for public inspection three (3) working days after the date of the meeting, except for confidential executive session minutes. Written minutes or a recording not yet approved by the Governing Board shall be marked as "draft" or "unapproved." The minutes or recording shall not be withheld from the public pending approval and must be in a form readily accessible to the public.

Copies of unapproved ~~written~~ minutes, in print or digital form, shall be distributed to all Board members prior to the next meeting. The Board will take action at a subsequent meeting to amend and/or approve the ~~written~~ minutes.

The Superintendent shall oversee the preparation of written or recorded minutes of all executive sessions, as required by A.R.S. 38-431.01.

The Superintendent shall assure that permanent archival files of all approved Governing Board meeting minutes and related required materials are maintained in accordance with A.R.S. 39-101 and standards established by Arizona State Library, Archives and Public Records (ASLAPR). Regular and special Board meeting minutes shall be filed separately from Board executive session minutes.

Adopted: date of Manual adoption

LEGAL REF.: A.R.S. 15-843

38-421

38-431.01

38-431.03

39-101

39-121

39-122

41-1347

41-1351

A.G.O. 180-198

Attorney General Arizona Agency Handbook, Chapter 7,
Open Meetings

ASLAPR General Retention Schedule for School Districts
and Charter Schools

CROSS REF.: BED - Meeting Procedures/Bylaws

ACTION

Item 10B.

Preschool Teaching Position

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 108
FROM:	Stephanie Rowe, Special Services Director	Reading
DATE:	November 18, 2014	Discuss ✓
SUBJECT:	Approval to Continue Preschool Teacher Position for 2014-15 & 2015-16	Action ✓

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

SUPPORTING DATA:

In 2010, the Governing Board approved a fourth preschool teacher position for typically developing children. These students pay tuition and become peer buddies for our students with disabilities.

For the first two years, this .75 teacher position was funded from ARRA stimulus money, but it has been self-funded since then from the revenue it generates.

In the 2013-2014 school year the tuition generated from 28 tuition based students was approximately \$44,000.00. Currently in the 2014-2015 school year we have 23 fee-based typical peers, this number grows all year long. The amount needed annually for the .75 FTE teacher position, including salary and benefits, is \$39,871. We currently generate a sufficient amount of revenue to maintain this position for the FY 14-15 school year. With the current enrollment we are confident that the tuition will generate the same funding for the 2015-2016 school year.

Typically developing children provide excellent role models for our preschoolers with special needs; this program is also an ongoing recruitment effort for HUSD.

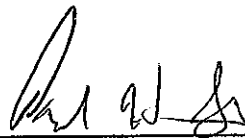
SUMMARY & RECOMMENDATION:

It is the recommendation of administration that the position be approved.

Sample Motion:

I move to approve the continuation of a 0.75 FTE certified regular education preschool teacher position at Bright Futures Preschool for the 2014-2015 and 2015-2016 school year, with all costs paid using regular education preschool tuition collected during the 2013-14 and 2014-2015 school year.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Stephanie Rowe, Special Services Director @ 759-4040

ACTION

Item 10C.

Mutual Aid Agreement/YCOEM

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 10C
FROM:	Cynthia Windham, Finance Director	Reading
DATE:	November 18, 2014	Discuss
SUBJECT:	Mutual Aid Agreement	Action X

OBJECTIVE:

BACKGROUND INFORMATION:

The Yavapai County Office of Emergency Management is requesting a mutual aid agreement be established between Yavapai County and certain school districts for the provision of providing transportation services in the event of an emergency.

Attached is the Mutual Aid Agreement drafted by the Yavapai County Attorney on behalf of Yavapai County Emergency Management and the district schools.

This agreement has been reviewed by the District's attorney, and is acceptable for signature.

SUMMARY & RECOMMENDATION:

It is the recommendation of administration that the agreement be approved.

Sample Motion:

I move to approve the Mutual Aid Agreement by and between Humboldt Unified School District #22 and the Yavapai County Office of Emergency Management for the provision of emergency transportation services.

Approved for transmittal to the Governing Board: _____



Dr. Paul Stanton, Superintendent

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

MUTUAL AID AGREEMENT BY AND BETWEEN
HUMBOLDT UNIFIED SCHOOL DISTRICT # 22 AND YAVAPAI COUNTY
FOR THE PROVISION OF EMERGENCY TRANSPORTATION SERVICES

WHEREAS, continued growth in Yavapai County has brought about the need for contingency planning for transportation of citizens, volunteers and emergency personnel in the event of a natural disaster or human caused event; and

WHEREAS, transportation during such an event is a vital part of emergency planning, and the parties desire to have an agreement in place for this purpose; and

WHEREAS, ARS § 11-952 authorizes public agencies to enter into agreements for cooperative action;

Now, therefore, HUMBOLDT UNIFIED SCHOOL DISTRICT # 22 (hereinafter "School District") and YAVAPAI COUNTY (hereinafter "County"), hereby covenant and agree as follows.

I. PURPOSE.

The purpose of this agreement is to provide transportation services for evacuation support of the general public and special needs populations, as well as transportation of emergency response personnel, as response to an area in Yavapai County affected by a natural disaster or human caused event.

II. STATEMENT OF MUTUAL BENEFIT AND INTEREST.

The County and School District agree to work together to coordinate and provide planned transportation for the citizens of Yavapai County and emergency personnel affected by a natural disaster or human caused event. It is understood by the parties that these services will be used only when the County makes a declaration that a disaster or emergency exists for which emergency transportation services are necessary.

III. RESPONSIBILITIES

1. The County agrees to:

- a. Notify the School District's emergency contact when its transportation capabilities are needed during an emergency. The County is aware that at certain times not all of the School District's drivers may be available (such as during fall, winter, spring, and summer breaks). Drivers may volunteer to provide necessary services during those times.

- b. Provide the School District with information about areas, routes and locations where those transported may be taken. Given the uncertain nature of such incidents, said information may be delivered at any time as it becomes available, or as needs arise.
- c. Assist the School District in coordinating the submission of the reimbursement requests to the State or Federal Government for the actual cost of fuel used during emergency transportation, and for the wages of drivers who are employed and provide transportation services during emergency transportation operations, provided that the event is declared at the Arizona State Government or Federal Government level.

2. The School District agrees to:

- a. Provide transportation services, qualified drivers, and support functions as necessary, and as available, within 2 hours of notification from Yavapai County.
- b. Be solely responsible for the supervision, direction and control of their employees, as well as the operation, maintenance, and insurance liability coverage for their drivers and the requested transportation equipment.
- c. Provide the County detailed billing information for all services rendered and costs incurred which may be eligible for reimbursement from the State or Federal government if the event is declared at the Arizona State Government or Federal Government level, within 60 days of incurring the cost or providing the service for which reimbursement is sought.

IV. PRINCIPAL CONTACTS.

1. The principal contacts for purposes of this agreement shall be as follows.

Key Contact:	Yavapai County	Humboldt Unified School District #22
Agency Name:	Yavapai County Office of Emergency Management	
Street Address:	1100 Commerce Drive	
City / State:	Prescott, Arizona 86305	
Phone Number:	928-771-3321	

Fax Number:	928-771-3323	
Email Address	denny.foulk@yavapai.us	

V. MISCELLANEOUS PROVISIONS:

1. **Amendment.** This agreement may only be amended or modified by a written instrument signed by authorized agents of the parties hereto.
2. **Compensation.** Compensation to the School District will be subject to reimbursement by the Arizona State or Federal government and will be in accordance with Arizona Administrative Code, R8-2-103. The County will assist the School District by coordinating all requests for compensation. The School District is required to provide necessary documentation for labor, equipment, material, and other allowable expenses for claim requests. Yavapai County Office of Emergency Management will provide technical expertise to assist in developing a reimbursement claim for the School District to submit in accordance with State and Federal guidelines.
3. **Authority.** The persons executing this agreement on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this agreement on behalf of the entity for which they sign.
4. **Term and Termination.** The initial term of this agreement shall be two years from the date of execution. The agreement shall automatically renew for successive two year periods until such time as it is terminated as provided herein. Either party may terminate this agreement by providing 30 days written notice to the other party. Notice of termination shall be effective upon receipt. Any termination of the agreement shall not relieve either party of the responsibility to assist in obtaining reimbursement for costs incurred prior to the effective date of termination.
5. **Not a joint venture.** This agreement is not intended to be and shall not be construed to create a joint venture, partnership or other employment relationship between the parties, or any one party and the employees of the other party. Neither party shall be responsible for any debt or obligation of the other party including (without limitation) the other party's obligation to withhold social security or to pay income taxes for itself or its employees.
6. **Workers Compensation laws.** While working on this project, the employees of each party to this agreement shall remain employees of their respective employers only, and neither party shall be responsible for worker's compensation benefits payable to employees of the other party.

7. No third party beneficiaries. Nothing in this agreement is intended to create duties or obligations to third parties who are not parties to this agreement.
8. Compliance with laws. The parties shall comply with all applicable federal, state and local laws, regulations and standards, including without limitation the Americans with Disabilities Act and anti-discrimination provisions including those contained in A.R.S. §41-1463.
9. Assignment. Neither party to this agreement may assign its rights or responsibilities under this agreement without the written consent of the other party.
10. Counterparts. This agreement may be executed in two or more counterparts each of which will be deemed an original and all of which shall from a single instrument.
11. Apportionment of Risk. To the fullest extent permitted by law, each Party (as "indemnitor") shall defend, indemnify and hold harmless each of the other Parties (as "indemnitees"), its officers, officials, employees, agents, volunteers, successors and assigns ("indemnified group") for claims, damages, losses, liabilities and expenses of any nature whatsoever (including but not limited to reasonable attorney's fees, court costs, costs of appellate proceedings, and all claim adjusting and handling expense) relating to, arising out of, resulting from or alleged to have resulted from the indemnitor's acts, errors, mistakes or omissions relating to any action or inaction of this agreement (collectively "Claims") including but not limited to work, services, acts, errors, mistakes or omissions in the performance of this agreement by anyone directly or indirectly employed by or contracting with the indemnitor, or any person whose acts and liabilities are the obligation of the indemnitor. If any claim, action or proceeding is brought against the Indemnified group as identified herein, indemnitor shall have a duty, at its sole cost and expense, to resist or defend such claim or action on behalf of the Indemnified group but only to the extent that such claims result in vicarious/derivative liability to the indemnitee and are caused by the act, omission, negligence, misconduct or other fault of the indemnitor, its officers, officials, agents, employees or volunteers, provided, however, that the indemnitor shall have no obligation to indemnify the Indemnified Group for the Indemnified Group's passive negligence. Insurance provisions in this agreement, if any, are separate and independent from the indemnity provisions of this agreement, and neither the insurance provisions nor the indemnity provisions shall be construed in any way to limit the scope, magnitude or enforcement of the other provisions.
The indemnity provisions of this agreement shall survive the termination of this Agreement.

12. Conflict of interest. Pursuant to A.R.S. §38-511, either party may cancel this agreement without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the agreement on behalf of said party is, at any time in which the agreement or any extension thereof is in effect, an employee or agent of any other party to the agreement in any capacity, or a consultant to any other party to the agreement with respect to the subject matter of the agreement.
13. Severability. The invalidity of any provision of this agreement, shall in no way affect the validity of any other provision hereof, as long as the original intent of the parties is not defeated thereby.
14. Interpretation. The terms and conditions of this agreement shall be governed by the laws of the State of Arizona.
15. Captions and headings. The captions and headings in this agreement are used for convenience only and shall not be construed to limit or modify the terms contained in this agreement.
16. Entire agreement. This document including attachments contains the entire agreement between the parties.

IN WITNESS WHEREOF, the parties hereto hereby agree to the foregoing terms and conditions and have executed this agreement as of the last date written below.

DATED this _____ day of _____, 2014

Humboldt Unified School District # 22

Superintendent

DATED this _____ day of _____, 2014

Yavapai County

Chairman, Board of Supervisors

Attest:

Clerk of the Board

The foregoing agreement has been submitted to Counsel for Yavapai County who has determined that said agreement is in the proper form and is within the powers and authority granted under the laws of the State of Arizona.

COUNTY ATTORNEY

By _____

The foregoing agreement has been submitted to Counsel for Humboldt Unified School District # 22 who has determined that said agreement is in the proper form and is within the powers and authority granted under the laws of the State of Arizona.

SCHOOL DISTRICT COUNSEL

By _____

MUTUAL AID AGREEMENT BY AND BETWEEN
HUMBOLDT UNIFIED SCHOOL DISTRICT # 22 AND YAVAPAI COUNTY
FOR THE PROVISION OF EMERGENCY TRANSPORTATION SERVICES

WHEREAS, continued growth in Yavapai County has brought about the need for contingency planning for transportation of citizens, volunteers and emergency personnel in the event of a natural disaster or human caused event; and

WHEREAS, transportation during such an event is a vital part of emergency planning, and the parties desire to have an agreement in place for this purpose; and

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- b. Provide the School District with information about areas, routes and locations where those transported may be taken. Given the uncertain nature of such incidents, said information may be delivered at any time as it becomes available, or as needs arise.
- c. Assist the School District in coordinating the submission of the reimbursement requests to the State or Federal Government for the actual cost of fuel used during emergency transportation, and for the wages of drivers who are employed and provide transportation services during emergency transportation operations, provided that the event is declared at the Arizona State Government or Federal Government level.

2. The School District agrees to:

- a. Provide transportation services, qualified drivers, and support functions as necessary, and as available, within 2 hours of notification from Yavapai County.
- b. Be solely responsible for the supervision, direction and control of their employees, as well as the operation, maintenance, and insurance liability coverage for their drivers and the requested transportation equipment.
- c. Provide the County detailed billing information for all services rendered and costs incurred which may be eligible for reimbursement from the State or Federal government if the event is declared at the Arizona State Government or Federal Government level, within 60 days of incurring the cost or providing the service for which reimbursement is sought.

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1. The principal contacts for purposes of this agreement shall be as follows.

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Street Address:	1100 Commerce Drive	
City / State:	Prescott, Arizona 86305	
Phone Number:	928-771-3321	

Fax Number:	928-771-3323	
Email Address	denny.foulk@yavapai.us	

V. MISCELLANEOUS PROVISIONS:

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3. **Authority.** The persons executing this agreement on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this agreement on behalf of the entity for which they sign.
4. **Term and Termination.** The initial term of this agreement shall be two years from the date of execution. The agreement shall automatically renew for successive two year periods until such time as it is terminated as provided herein. Either party may terminate this agreement by providing 30 days written notice to the other party. Notice of termination shall be effective upon receipt. Any termination of the agreement shall not relieve either party of the responsibility to assist in obtaining reimbursement for costs incurred prior to the effective date of termination.
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6. **Workers Compensation laws.** While working on this project, the employees of each party to this agreement shall remain employees of their respective employers only, and neither party shall be responsible for worker's compensation benefits payable to employees of the other party.

7. No third party beneficiaries. Nothing in this agreement is intended to create duties or obligations to third parties who are not parties to this agreement.
8. Compliance with laws. The parties shall comply with all applicable federal, state and local laws, regulations and standards, including without limitation the Americans with Disabilities Act and anti-discrimination provisions including those contained in A.R.S. §41-1463.
9. Assignment. Neither party to this agreement may assign its rights or responsibilities under this agreement without the written consent of the other party.
10. Counterparts. This agreement may be executed in two or more counterparts each of which will be deemed an original and all of which shall form a single instrument.
11. Apportionment of Risk. To the fullest extent permitted by law, each Party (as "indemnitor") shall defend, indemnify and hold harmless each of the other Parties (as "indemnitees"), its officers, officials, employees, agents, volunteers, successors and assigns ("indemnified group") for claims, damages, losses, liabilities and expenses of any nature whatsoever (including but not limited to reasonable attorney's fees, court costs, costs of appellate proceedings, and all claim adjusting and handling expense) relating to, arising out of, resulting from or alleged to have resulted from the indemnitor's acts, errors, mistakes or omissions relating to any action or inaction of this agreement (collectively "Claims") including but not limited to work, services, acts, errors, mistakes or omissions in the performance of this agreement by anyone directly or indirectly employed by or contracting with the indemnitor, or any person whose acts and liabilities are the obligation of the indemnitor. If any claim, action or proceeding is brought against the Indemnified group as identified herein, indemnitor shall have a duty, at its sole cost and expense, to resist or defend such claim or action on behalf of the Indemnified group but only to the extent that such claims result in vicarious/derivative liability to the indemnitee and are caused by the act, omission, negligence, misconduct or other fault of the indemnitor, its officers, officials, agents, employees or volunteers, provided, however, that the indemnitor shall have no obligation to indemnify the Indemnified Group for the Indemnified Group's passive negligence. Insurance provisions in this agreement, if any, are separate and independent from the indemnity provisions of this agreement, and neither the insurance provisions nor the indemnity provisions shall be construed in any way to limit the scope, magnitude or enforcement of the other provisions. The indemnity provisions of this agreement shall survive the termination of this Agreement.

12. Conflict of interest. Pursuant to A.R.S. §38-511, either party may cancel this agreement without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the agreement on behalf of said party is, at any time in which the agreement or any extension thereof is in effect, an employee or agent of any other party to the agreement in any capacity, or a consultant to any other party to the agreement with respect to the subject matter of the agreement.
13. Severability. The invalidity of any provision of this agreement, shall in no way affect the validity of any other provision hereof, as long as the original intent of the parties is not defeated thereby.
14. Interpretation. The terms and conditions of this agreement shall be governed by the laws of the State of Arizona.
15. Captions and headings. The captions and headings in this agreement are used for convenience only and shall not be construed to limit or modify the terms contained in this agreement.
16. Entire agreement. This document including attachments contains the entire agreement between the parties.

IN WITNESS WHEREOF, the parties hereto hereby agree to the foregoing terms and conditions and have executed this agreement as of the last date written below.

DATED this ____ day of _____, 2014

Humboldt Unified School District # 22

Superintendent

DATED this ____ day of _____, 2014

Yavapai County

Chairman, Board of Supervisors

Attest:

Clerk of the Board

The foregoing agreement has been submitted to Counsel for Yavapai County who has determined that said agreement is in the proper form and is within the powers and authority granted under the laws of the State of Arizona.

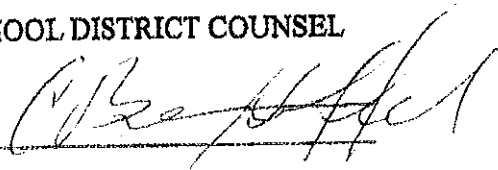
COUNTY ATTORNEY

By _____

The foregoing agreement has been submitted to Counsel for Humboldt Unified School District # 22 who has determined that said agreement is in the proper form and is within the powers and authority granted under the laws of the State of Arizona.

SCHOOL DISTRICT COUNSEL

By _____

A handwritten signature in dark ink, appearing to be 'C. B. Hoffer', is written over a horizontal line.

ACTION

Item 10D.

Title I Reading Teacher

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 10D
FROM: Danny Brown, Director Federal Programs/School Improvement Reading
DATE: November 18, 2014 Discuss
SUBJECT: Full-time Title I Reading Teacher Action X
Consent

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

SUPPORTING DATA:

As Coyote Springs Elementary School (CSES) continues to transition into Schoolwide Title I status, they are now serving students with reading interventions, grades K-6. With this said, Coyote Springs would like to increase its capacity to serve more students by hiring a half-time reading teacher position. Liberty Traditional School (LTS) would also like to increase its capacity to serve more students and also has budget capacity to hire a half-time reading teacher.

At this time both schools would like to share this position having the reading teacher split time equally between both schools. Estimated cost, including salary and benefits, would be approximately \$42,732.00. Both Liberty Traditional School and Coyote Springs Elementary School have funding capacity within their Title I budgets to pay for this position.

SUMMARY & RECOMMENDATION:

We recommend that the Governing Board approve a full time reading teacher position to be funded out of Title I funds to equally serve both Liberty Tradition School (LTS) and Coyote Springs Elementary School (CSES).

Sample Motion:

I move to approve a full-time Title I position as presented.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Danny Brown, Director of Federal Programs @ 759-4010