



The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, August 11, 2015

Humboldt Elementary School
2750 S. Corral Street
Humboldt, AZ

Regular Session @ 6:30

OFFICIAL COPY

Mr. Daniel Streeter, Superintendent

Brian Letendre, President
Gary Hicks, Vice President
Richard Adler, Member
Paul Leon, Member
Suzie Roth, Member

POSTED
8-7-2015
4:00 p.m.

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

A Caring, Learning Community Transforming Today's Learners into Tomorrow's Successes

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

Notice is hereby given that the Governing Board of the Humboldt Unified School District #22 will convene during a meeting open to the public on **August 11, 2015**, at **Humboldt Elementary School** located at **2750 S. Corral Street, Humboldt, Arizona**.

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

AGENDA

6:30 PM REGULAR SESSION

1. **WELCOME AND CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
3. **ROLL CALL**
4. **AGENDA REVIEW/ACCEPT**
5. **CURRENT EVENTS**
 - A. Board
 - B. Superintendent
 - C. Assistant Superintendent

6. **CELEBRATING SUCCESSES**
 - A. HUSD VIPs – Lisa Uvila, Humboldt Elementary School Principal
 1. Certified Staff – Stephanie Schriener
 2. Classified Staff – Karyn Bee
 3. Volunteer – Sandy Geiger

7. **PUBLIC PARTICIPATION**

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

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

8. CONSENT ITEMS

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

- (Pages 5-9) A. Personnel Recommendations
- (Page 10-15) B. Governing Board Meeting Minutes of July 13 and 21, 2015 (audio recordings are posted on the district's website at www.humboldtunified.com)
- (Pages 16-143) C. Financial/Business
1. Approval of Accounts Payable voucher(s) in the amount of \$ 1,230,084.91
 2. Approval of Payroll voucher(s) in the amount of \$ 472,367.47
- (Pages 144-150) D. Monthly Budget Report
- (Pages 151-155) E. Monthly Student Activities Report
- (Pages 156-158) F. Request for approval of authorized signers for district bank accounts for fiscal year 2015-16
- (Pages 159-160) G. Request for approval of hearing officers to conduct discipline hearings for fiscal year 2015-16
- (Pages 161-178) H. Request for approval to renew an Intergovernmental Agreement (IGA) with Yavapai College for dual credit courses offered at Bradshaw Mountain High School for school year 2015-16
- (Pages 179-189) I. Request for approval to renew/ratify the AVID College Readiness System Services and Products Agreement for fiscal year 2015-16
- (Pages 190-192) J. Request for approval of a five-year contract with Arizona Office Technologies for 39 devices, supplies and service
- (Pages 193-194) K. Gifts and donations

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

- (Pages 195-196) A. School update from Humboldt Elementary School Principal Lisa Uvila to include: School Mission, a glimpse of the past and looking to the future, photo gallery
- (Pages 197-198) B. Update from Assistant Superintendent of Operations Dr. Jim Bogner to include: Staffing update, facilities maintenance, enrollment
- (Pages 199-200) C. Yavapai County Education Foundation grant award report to be given by Coyote Springs Elementary School Teacher Lynn Brown
- (Pages 201-202) D. Bradshaw Mountain High School Athletic Director Mark Ernster will report on a recent football camp in California attended by Bradshaw Mountain High School football players

10. ACTION

- (Pages 203-210) A. Discussion and possible action to approve Meet & Confer Committee recommendations including revisions to Policy GCCG – Professional/Support Staff Voluntary Transfer of Accrued Sick Leave (requested to be approved in one reading by temporarily suspending Policy BGB – Policy Adoption)

(Pages 211-213) B. Discussion and possible action to approve 2015-16 Qualified Evaluators

(Pages 214-215) C. Discussion and possible action to approve new teaching positions at Mountain View Elementary, Lake Valley Elementary, and Coyote Springs Elementary (up to 2.5 FTE)

11. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

September 8, 2015	6:30 p.m.	Regular Meeting	@ Mountain View Elementary
October 13, 2015	6:30 p.m.	Regular Meeting	@ Glassford Hill Middle
November 10, 2015	6:30 p.m.	Regular Meeting	@ Lake Valley Elementary

12. ADJOURNMENT

Copies of agendas and supporting documentation relative to public meetings (with the exception of materials relating to possible executive sessions) are available at the District Administration Office during normal work hours, 24 hours prior to a meeting. Please call ahead (759-4000) to arrange copies to be picked up. Documentation is also available on the District website www.humboldtunified.com; on the home page, go to the School Board tab →Board Packets →Select Year →Select Meeting Date. (Note: Large packets are saved in multiple sections).

CELEBRATING SUCSESSES

Item 6

- A. HUSD VIPs – Humboldt Elementary School
1. Certified – Stephanie Schriener
 2. Classified – Karyn Bee
 3. Volunteer – Sandy Geiger



Humboldt Unified School District
Humboldt Elementary School, Lisa P. Uvila • Principal
Home of the Pandas

August 11, 2015

To: HUSD Governing Board

Subject: Nomination Letter for Certified Employee of the Month

Humboldt Elementary School Kindergarten Grade Teacher ~ Stephanie Schriener

Humboldt Elementary School is delighted to recognize Stephanie Schriener as the August HUSD Certified Employee of the Month. Stephanie has taught at HES for the last three years and has made a lasting impression on each of her kindergarten students.

Stephanie is a new teacher who finds ways to skillfully work with her young students of all abilities. When you enter her room, you will often find that each child is engaged and actively participating in her lessons and eagerly sharing their ideas. Stephanie understands that young children respond well to routines and consistency and that is the way she facilitates her classroom. It is easy to see that Stephanie is respected and loved by her students, and they know how much she cares about each one of them individually.

Stephanie is also a great support for our building needs as she willingly takes on additional responsibilities. Last year alone, Stephanie coached our volleyball and track teams, attended and supported all of our PTO fundraisers, represented Humboldt Elementary at the district level on the ELA Cadre, the Kindergarten Fair, and the Prescott Valley Art Fair! If a need arises, Stephanie is there willing to help, is flexible and always encouraging others along the way.

We appreciate the smile Stephanie brings to the office each day.

Lisa P. Uvila, Principal
Humboldt Elementary
National Title One Distinguished School
National Blue Ribbon School

FOCUSED DISCIPLINED INTENTIONAL

"To provide a comprehensive, world-class education for all students."



Humboldt Unified School District
Humboldt Elementary School, Lisa P. Uvila • Principal
Home of the Pandas

August 11, 2015

To: HUSD Governing Board

Subject: Nomination Letter for Classified Employee of the Month

Humboldt Elementary School Computer Lab Aid ~ Karyn Bee

It is my great pleasure and honor to recommend Karyn Bee, as the HUSD Classified Employee of the Month for August.

As I reflect on my first year at HES, I realize and appreciate the many staff that helped make my transition easier. Karyn Bee is one of those individuals! Karyn is a self-starter, flexible and always ready to help out wherever needed. She is happy, smiling, and genuinely looks for the best in everyone.

Karyn is enthusiastic and continuously looking for ways to support students and make the most of their limited time in the computer lab. When AZ Merit was announced, Karyn researched sample questions and evaluated the skills students would need to be successful on the future online assessments so she could give our students a leg up in anticipation of future online testing. In addition, Karyn is always looking for unique ways to enrich and support our school. Last year Karyn and a colleague encouraged our entire school to participate in Hour of Code and as a result, our school received \$10,000.00 in technological resources! It is obvious that Karyn is organized, thorough, and hard working.

Karyn is well versed in supporting school needs in all areas. She is always willing to lend a hand or take additional duties as needed. Also, you can count on Karyn to come in early and stay late on a regular basis. Karyn has an in-depth knowledge of the technology skills our students need for future success and aligns her lessons to those objectives. Any time Karyn is asked to handle additional responsibilities, she enthusiastically responds.

Karyn is well-liked by the students and is regularly greeted and hugged by them during the course of the day. Karyn is a joy to work with and her positive attitude brightens the day for anyone she interacts with on campus.

Thank you Karyn Bee!

Lisa P. Uvila, Principal
Humboldt Elementary
National Title One Distinguished School
National Blue Ribbon School

FOCUSED DISCIPLINED INTENTIONAL

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Humboldt Unified School District
Humboldt Elementary School, Lisa P. Uvila • Principal
Home of the Pandas

August 11, 2015

To: HUSD Governing Board

Subject: Nomination Letter for Volunteer of the Month

Humboldt Elementary School Volunteer ~ Sandy Geiger

Humboldt Elementary School is pleased to honor Sandy Geiger, as the HUSD Volunteer of the Month for August. Typically our volunteers have children in our school, but this year we would like to celebrate a volunteer that supports our school purely for the love of all of our students! Over the past few years, Sandy has spent countless hours volunteering on our campus in a variety of capacities from our Music program to our hiking trail.

Last year when I met Sandy I never would have imagined the impact she has on our school and the programs we can offer as a result of her efforts. To begin, Sandy supports her husband Bart daily in his music program as he teaches our students a variety of musical instruments. For example, Bart will be teaching a class of 30 students a marimba selection and Sandy will be found smiling, guiding and supporting students as they attempt to play the notes. But Sandy's support does not end there! She also helps with our Garden Club, hiking trails, and seeks out experiential learning opportunities for our students outside our four walls.

Some individuals stand out for their great qualities and Sandy is one of those people. We appreciate her efforts to support our school vision and provide diverse opportunities for our students. She is respected throughout the campus for supporting our efforts to make HES a great school.

Thanks to Sandy and her willingness to share her time, talents, and expertise with our school.

Lisa P. Uvila, Principal
Humboldt Elementary
National Title One Distinguished School
National Blue Ribbon School

FOCUSED DISCIPLINED INTENTIONAL

"To provide a comprehensive, world-class education for all students."

CONSENT

Item 8A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on August 11, 2015

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

Certified Staff

1. Terri Cavender – Teacher 4th Grade @ HES
2. Alyssa Pezone – Teacher English @ BMHS (Liquidated Damages)

Classified Staff

1. Kelly Burk – 5 Hr/Day Bus Driver Regular
2. Melinda Chavez – 6.5 Hr/Day Aide Moderate/Severe Profound @ HES
3. Cindy Estrada – 6 Hr/Day Aide ELL @ BMHS
4. Joanna Fouss – 6.5 Hr/Day Aide Moderate/Severe Profound @ MVES
5. Mary Hill – 3.9 Hr/Day Aide Preschool @ BFPS
6. Aimee Lurette – Aide Title I @ MVES
7. David Nurmi – Bus Driver Regular
8. Douglas Ricketts – 6 Hr/Day Bus Driver Regular
9. George Rickman – 6.25 Hr/Day Bus Driver Regular
10. Mary Jo Thompson – 4.5 Hr/Day Title I Aide @ LVES
11. Aundrea Wood – 6.5 Hr/Day Aide Moderate/Severe Profound @ HES
12. Rebecca Zimmer – Registrar @ BMHS

Substitute+ Staff

- | | |
|------------------------------|--------------------------------|
| 1. Jared Boothe – F&N | 8. Elaine Nielson – Teacher |
| 2. Angela Cain – Teacher | 9. Noelene Patterson – Teacher |
| 3. Laura Cloutier – Teacher | 10. David Vogt – Bus Driver |
| 4. Elynn Colaianni – Teacher | 11. Andrew Wahlstrom - Teacher |
| 5. Derek D'Avignon - Teacher | |
| 6. Christine Giunta – Aide | |
| 7. Sue Green – Aide Title I | |

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

Certified Staff

1. Krista Bell – 3rd Grade Teacher @ MVES (rehire for 2015/16 position)
2. Lisa Boyd – 5th Grade Teacher @ LVES (replaces Jeanne Hemlich)
3. Crystal Bustillos – Teacher ELD @ LTS (replaces Christina Jackman)
4. Geoffrey George – Teacher ELD @ LTS (replaces Jennifer Reed)
5. Julie O'Kon - .49 FTE Teacher AP Psychology @ BMHS (replaces part time Math position and converts to AP Psychology)
6. Sharon Stiefel - .5 Gifted Teacher @ MVES/HES (replaces Kyle Lonon)
7. Nancy Valley – Teacher CTE CNA program @ BMHS (replaces Sheryl McCully)
8. Amanda Zeman – 2nd Grade Teacher @ GES (replaces Heidi Swanson)

Classified Staff

1. Lillian Aguilera – 5.75 Hr/Day Aide Title I @ MVES (replaces Falyn Rieker)
2. Tiffany Andrada – 6.5 Hr/Day Aide Resource @ BMHS (replaces Jamie Summers)
3. Lois Ann Bassett – 5 Hr/Day Bus Driver Regular (replaces David Nurmi)
4. Lauren Enyon – Aide Preschool @ BFPS (replaces Karen Mitchell)
5. Lindsey Evenson – 5.75 Hr/Day Aide Title I @ MVES (replaces Tim Sattergren)
6. Nel Harrison – 6.5 Hr/Day Aide Moderate/Severe Profound @ HES (replaces Heidi Remakel)
7. George Herrin – 4 Hr/Day Aide Preschool @ BFPS (vacant position)
8. Johnna Hooks- Nurse @ GES (replaces Wendy Farnsworth)
9. Ashley Huff – 6.5 Hr/Day Aide Moderate/Severe Profound @ LVES (replaces Tammy Llewellyn)
10. Valeria Hyde – 6.5 Hr/Day Aide Moderate/Severe Profound @ MVES (replaces Jania Hughbanks)
11. Susan Jamison – 5 Hr/Day Bus Driver Regular (replaces Kelly Burk)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on August 11, 2015

12. Heather Kennedy – 6.5 Hr/Day Aide Moderate/Severe Profound @ LVES (replaces Barb Belfus)
13. Doris Lake – 6.5 Hr/Day Aide Moderate/Severe Profound @ HES (replaces Melinda Chavez)
14. Mirian Lopez – 6.5 Hr/Day Aide Moderate/Severe Profound @ MVES (replaces Kelly Byrd)
15. Debra Manning – 6.5 Hr/Day Aide Title I @ CSES (replaces Lorraine Prindle)
16. Edward McKnight – 6.5 Hr/Day Aide Moderate/Severe Profound @ MVES (replaces Susan Reynolds)
17. Corrinne Murillo – 6'5 Hr/Day Aide Moderate/Severe Profound @ MVES (replaces Cierra Carter)
18. Heather Nielson – 4 Hr/Day Aide Moderate/Severe Profound @ BMHS (Julie Chisholm)
19. Susan Palma – 6.5 Hr/Day Aide Moderate/Severe Profound @ LVES (replaces Phyllis Lindsay)
20. Scott Rolston – 5.5 Hr/Day Bus Driver Regular (replaces Susan Gunn)
21. Elizabeth Rosario - 3 Hr/Day Aide Playground @ GES (replaces Deanna Rozem)
22. Ashley Storm – 6 Hr/Day Aide Preschool @ BFPS (replaces Guadalupe Montes)
23. Joyce Tanner – Homework/Activity Club Director (current employee offer contract)
24. Gretchen Whittaker – 4.5 Hr/Day Aide Title I @ LVES (replaces Mary Jo Thompson)
25. Jean Wills – 7 Hr/Day Aide Bus Special Ed (replaces George Rickman)

Substitute+ Staff

- | | |
|---------------------------------|-----------------------------|
| 1. Elizabeth Burk – Bus Aide | 10. Phyllis Lindsay – Aide |
| 2. Erin Campbell – Teacher | 11. Al Muense – Aide |
| 3. Aubrey Castleberry - Teacher | 12. Dori Perry – Bus Driver |
| 4. Karen Fisher – Teacher | 13. Denise Phelps – Teacher |
| 5. Virginia Fuentes – F&N | 14. Gary Rose – Aide |
| 6. Levi Godkin – Bus Driver | |
| 7. Suzanne Johnson – Avid Tutor | |
| 8. Norma King - Teacher | |
| 9. Robert Lajeunese – Aide | |

C. SUPPLEMENTAL CONTRACTS

Overloads

1. None

Stipends Specifically Listed on Board-approved 2015-2016 Stipend Schedule

(M&O- \$76,579.25; Tax Credit- \$10,045; General Tax Credit- \$0.00; SPED-\$6000; Other- \$12,300)

1. Leta Barnes – Curriculum Coordinator MS Math @ GHMS
2. Georgia Benyk – Psychologist Intern Supervision
3. Antar Brame – Coach Football Assistant @ BMHS
4. Rachel Nagggar Bledsoe – (.5) Student Council Advisor Elementary @ HES
5. Marty Boles – Athletic Director Middle School @ GHMS
6. Marty Boles – Coach Middle School Volleyball @ GHMS
7. Jeffrey Brown – Coach Football Assistant @ BMHS
8. Bartlett Brush – Music Director Elementary @ HES
9. Christine Burnett – Lead Psychologist
10. Christine Burnett – Psychologist Intern Supervision
11. Patti Eller – Coach Swimming @ BMHS
12. David Capka – Coach Golf Head @ BMHS
13. David Capka – CTE Department Chair @ BMHS
14. Diane Cardell – Coach Soccer Combined Middle School Boys @ GHMS
15. Diane Cardell – Student Advisory Group Coordinator @ GHMS
16. Ann Carey – Reading Counts Middle School @ GHMS
17. Katherine Davis – Coach Track Middle School Girls @ GHMS
18. Monica Eklund – Physical Education Department Chair @ BMHS
19. Patti Eller – Coach Swimming @ BMHS
20. Patti Eller – Special Education Department Chair @ BMHS

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on August 11, 2015

21. Ronald Fuson – Coach Football Assistant @ BMHS
22. Emily Gabaldon – Fine Arts Department Chair @ BMHS
23. Trudy Gruver – Band Director Middle School @ GHMS
24. Christine Harris – Psychologist Intern Supervision
25. Maureen Holt – Child Study Coordinator @ HES
26. Maureen Holt – Reading Counts Elementary @ HES
27. Patrick Keeling – District Network Administrator
28. Adam Kenner – Student Advisory Group Coordinator @ GHMS
29. Adam Kenner – Student Council Advisor Middle School @ GHMS
30. Adam Kenner – Team Leader Middle School @ GHMS
31. Philip King – Coach Football Assistant @ BMHS
32. Taja Kolack – (.5) Student Council Advisor @ HES
33. Allison Loesl – Coach Volleyball JV @ BMHS
34. Tracy Madler – Science Department Chair @ BMHS
35. Jessica Marks – Yearbook Advisor Middle School @ GHMS
36. Dr. Jennifer Medina – District ELD Coordinator
37. Sheryl Minarik – English Department Chair @ BMHS
38. Stephen Moran – Coach Football Head @ BMHS
39. Stephen M. Moran – Coach Football Assistant
40. Brian Mulcahy – Social Studies Department Chair @ BMHS
41. Annette Padilla – Coach Cheer Head @ BMHS
42. Melissa Sanford – Foreign Language Department Chair @ BMHS
43. Michael Simon – Coach Cross Country @ BMHS
44. Matt Simpson – Coach Weight Room @ BMHS
45. Jared Smith – Coach Football Assistant @ BMHS
46. Patrice Sparks – Lead Nurse
47. Sarah Straus – Coach Track Middle School Boys @ GHMS
48. Mary Supergan – Choir Director Middle School @ GHMS
49. Mary Supergan – Drama Advisor Middle School @ GHMS
50. Mary Supergan – Student Advisory Group Coordinator @ GHMS
51. Jeff Torp - Lead Speech Therapist
52. Bryan Tubera – Student Advisory Group Coordinator @ GHMS
53. Bryan Tubera – Team Leader Middle School @ GHMS
54. Natalie Washburn – Math Department Chair @ BMHS
55. Natali Washburn – Coach Volleyball Head @ BMHS
56. Jeff Weinke – Psychologist Intern Supervision
57. Janice Wissel – Counseling Department Chair @ BMHS

Other Stipends

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

1. None

D. IN-DISTRICT TRANSFERS

Certified

1. Jamie Stevens – from 1st Grade @ MVES to 2nd Grade @ MVES (replaces Kelsey Crow)
2. Sharon Stiefel – from Teacher Gifted @ HES and MVES to Teacher 4th Grade @ HES (replaces Terri Cavender)

Classified

1. Michael Anderson – from 7Hr/Day Custodian @ BMMS to 7 Hr/Day Custodian @ BMHS
2. Julie Chisolm – from 6.5 Hr/Day Aide Moderate/Severe Profound @ MVES to 6.5 Hr/Day Aide Moderate/Severe Profound @ HES
3. Marie Fielder – from 6.5 Hr/Day Classified Long Term Kindergarten Sub @ LVES to 6.5 Hr/Day Aide Moderate/Severe Profound @ LVES (replaces Tamara Nelson)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on August 11, 2015

4. Yadira Garcia – from 6 Hr/Day Bus Driver to 6.5 Hr/Day Bus Driver Special Ed. (replaces Nancy Kenoyer)
5. Susan Gunn – from 5.5 Hr/Day Bus Driver to 7 Hr/Day Bus Driver Special Ed. (replaces Stella Kiser)
6. Terri Harrington – from 5.5 Hr/Day F&N worker @ BMHS to 6.5 Hr/Day F&N Clerk at MVES (replaces Kimberly Dorsett)
7. Jim Herrera – from 5.5 Hr/Day F&N Worker @ BMHS to 7.5 Hr/Day F&N Cook @ BMHS (replaces Iryna Yarmolik Gibbs)
8. Guadalupe Montes – from 6 Hr/Day Preschool Aide @ BFPS to 7 Hr/Day Aide Speech @ BFPS (replaces Hope Randall)
9. Susan Reynolds – from 6.5 Hr/Day Aide Moderate/Severe Profound at MVES to 7 Hr/Day Aide Speech Therapy (replaces Teresa Medrano)
10. Jamie Summers – from 6.5 Hr/Day Aide Resource @ BMHS to 6.5 Hr/Day Aide Moderate/Severe/Profound @ BMHS (replaces William Watkins)

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

Certified

1. None

Classified

- 1.

CONSENT Item 8B.

Minutes

July 13 and 21, 2015

(audio minutes are available on the district website)

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

Audio Minutes Table of Contents (with markers) – 07-13-2015

The Governing Board of the Humboldt Unified School District #22 convened during a meeting open to the public on **July 13, 2015**, at the **HUSD Transportation Facility**, located at **6411 N. Robert Road (bldg. 500), Prescott Valley, Arizona**.

To get to the audio minutes on our website, please go to www.humboldtunified.com → **School Board** → **Board Meetings** → **Meeting Minutes** → **Select Year** → **Select Meeting Date** → **Digital Board Minutes**. The recording will automatically begin. You may drag the recording time marker to the specific agenda item you wish to review. Timed markers are shown below.

3:00 PM PUBLIC HEARING

Marker

01:00

A public hearing will be held to discuss the annual budget for 2015-16. Those members of the public wishing to speak to this item must submit a Public Participation Card. When called upon please come to the podium, state your name and speak into the microphone so that your comments may be properly recorded.

SPECIAL SESSION IMMEDIATELY FOLLOWING THE PUBLIC HEARING

Marker

00:14 1. WELCOME AND CALL TO ORDER

00:35 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY

06:45 3. ROLL CALL

07:10 4. AGENDA REVIEW/ACCEPT

5. PUBLIC PARTICIPATION

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There was no public participation.

07:23 6. ACTION
A. Discussion and possible action to approve the District's Annual Budget for fiscal year 2015-16
Passed unanimously.

WORK STUDY SESSION IMMEDIATELY FOLLOWING SPECIAL SESSION

Note: The Board will take a dinner break around 5:00 p.m.

08:34 1. WELCOME AND PURPOSE OF MEETING

2. DISCUSSION

- 10:09** A. Review of Cabinet and Administrative Retreats including discussed vision, core values, and strategic priorities
- 52:00** B. Review data from the Superintendent's Search including qualifications, interpersonal skills, communication, districtwide issues, educational leadership, fiscal management, and effective partnership development
- 01:12:18** C. Discussion of the measures that would determine the Superintendent as effective
- Superintendent Evaluation (Evaluation Policy and Evaluation Instrument)
- 01:53:25** D. What would a successful first year look like at year's end for the Superintendent?
- Utilization of mentor
 - New Superintendent trainings
- 02:05:40** E. Communication Protocols
- Superintendent updates
 - Board communications
 - Agenda reviews
- 02:21:53** F. Event Expectations
- Calendar of ASA and ASBA events
 - Who attends?
- 02:35:10** G. Discussion of Advocacy
- What roles would the Board like to focus on?
 - What role would the Board like the Superintendent to focus on?
- 02:53:08** H. Review of the HUSD Governing Board Training Manual
- 03:07:05** I. Discussion of next steps

3. ADJOURNMENT

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

Audio Minutes Table of Contents (with markers) – 07-21-2015

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6:30 PM REGULAR SESSION

Marker

- 00:19 1. WELCOME AND CALL TO ORDER**
- 00:36 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
- 00:56 3. ROLL CALL**
- 01:14 4. AGENDA REVIEW/ACCEPT**
- 5. CURRENT EVENTS**
 - 01:52 A. Board**
 - 04:35 B. Superintendent**
 - 07:11 C. Assistant Superintendent**
- 6. CELEBRATING SUCCESSES**
 - 08:05 A. HUSD VIPs – Patrick Keeling – Information Services Director
Tami Hitt-Wyant, Food & Nutrition Director**
 - 08:15 1. Classified Staff – Toy Tago, Information Services Technician**
 - 11:00 2. Classified Staff – Jeanne Hernandez, Kitchen Manager**
 - 14:38 3. Classified Staff – Jessica Nobre, Cook**
 - 17:31 B. Recognition of Dairy Council Arizona – Tami Hitt-Wyant, Food & Nutrition Director**
- 21:50 7. PUBLIC PARTICIPATION**

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

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

There was no public participation.
- 22:04 8. CONSENT ITEMS**

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

Agenda may be removed from this segment of the meeting and discussed as a Regular Agenda item.

- A. Personnel Recommendations
- B. Governing Board Meeting Minutes of June 16 and 30, 2015 (audio recordings are posted on the district's website at www.humboldtunified.com)
- C. Financial/Business
 - 1. Approval of Accounts Payable voucher(s) in the amount of \$ 995,132.02
 - 2. Approval of Payroll voucher(s) in the amount of \$ 677,726.18
- D. Monthly Budget Report
- E. Monthly Student Activities Report
- F. Request for authorization of line item maintenance and operation (M&O) expenditures in excess of budget but within total M&O budget for fiscal year 2015-16
- G. Request for authorization to execute warrants between Governing Board meetings for fiscal year 2015-16
- H. Request for approval to renew a cooperative purchasing agreement with Northern Arizona University - Education Technology Consortium (NAU-ETC) for fiscal year 2015-16
- I. Request for contract renewal with the following purchasing cooperatives for fiscal year 2015-16:
 - Arizona State Contracts (AZSPO)
 - Mohave Educational Services Cooperative (MESC)
 - The Cooperative Purchasing Network (TCPN)
 - Strategic Alliance for Volume Expenditures (SAVE)
 - 1GPA (Government Procurement Alliance) (new)
- J. Request for approval to renew a contract with SC Fuels (fuel fleet card system) for fiscal year 2015-16
- K. Request for approval to renew a contract with Heinfeld & Meech, P.C. for auditing services for fiscal year 2015-16
- L. Request for approval to renew contracts for speech therapy services for fiscal year 2015-16 for the following vendors:
 - Ardor Health Solutions
 - Providastaff, LLC
 - Katie Garcia, LLC
 - ~~Amanda Paffumi~~
 - Amy Hicks, LLC
 - NTS Staffing
 - High Country Early Interventions, Inc.
 - Dynamic Interventions of AZ
 - AZ Speech and Hearing, LLC
- M. Request for approval of the revised 2015-16 High School Calendar
- N. Request for approval of the revised 2015-16 Stipend Schedule
- O. Request for approval of the revised 2015-16 Class Fee Listing for Bradshaw Mountain High School
- P. Request for approval of the 2015-16 Sole Source Vendor Listing

* Removed from
Consent Agenda
for discussion

22:31 Q. Gifts and donations
Passed unanimously. (Excluding Consent Item 8.0.)

* From Consent Agenda 8.O. Request for approval of the revised 2015-16 Class Fee Listing for Bradshaw Mountain High School
Passed unanimously.

45:27 9. **DISCUSSION ITEMS (no action will be taken)**
A. Update from Educational Services Director Cole Young to include: HUSD Summer Institute, K-6 Math Cadre, K-6 English Language Arts (ELA) Cadre

55:03 10. **ACTION**
A. Discussion and possible action to approve —~~Affordable Care Act (time measurement method)~~ a time measurement method to determine health insurance qualifications as required by the Affordable Care Act
Passed unanimously.

01:01:56 B. Discussion and possible action to approve —~~ASBA Political Agenda & Delegate~~ recommendations regarding the Arizona School Boards Association (ASBA) Political Agenda and selection of a delegate to represent HUSD at the ASBA Delegate Assembly to be held in September, 2015
Passed unanimously.

11. **PERSONNEL**
01:12:05 *A. Request for approval of an unpaid leave of absence for classified employee, Abelino Carbajal
Passed unanimously.

Minutes of executive sessions are confidential and it is unlawful to disclose or otherwise divulge to any person who is not present, other than a current member of the Board, or pursuant to a specific statutory exception, anything that has transpired or has been discussed during this executive session. Failure to comply is a violation of A.R.S. § 38-431-03.

01:08:42 12. **ANNOUNCEMENTS**
A. Next Scheduled Board Meetings are:

August 11, 2015	6:30 p.m.	Regular Meeting	@ Humboldt Elementary
September 8, 2015	6:30 p.m.	Regular Meeting	@ Mountain View Elementary
October 13, 2015	6:30 p.m.	Regular Meeting	@ Glassford Hill Middle

01:13:34 13. **ADJOURNMENT**

Copies of agendas and supporting documentation relative to public meetings (with the exception of materials relating to possible executive sessions) are available at the District Administration Office during normal work hours, 24 hours prior to a meeting. Please call ahead (759-4000) to arrange copies to be picked up. Documentation is also available on the District website www.humboldtunified.com; on the home page, go to the School Board tab →Board Packets →Select Year →Select Meeting Date. (Note: Large packets are saved in multiple sections).

CONSENT
Item 8D.

Monthly Budget Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 8D
FROM: Cynthia Windham, Finance Director Reading
DATE: August 11, 2015 Discuss
SUBJECT: Monthly Budgets - Board Report Action
Consent X

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

SUPPORTING DATA:

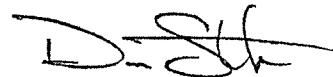
The monthly Expenditure Budget Balance Report is as follows:

As of 7/30/15	Budget	YTD Exp	Encumb	Remaining Budget Bal	% Remain
Maintenance/Op:	\$30,558,939	\$314,506	\$26,353,688	\$3,890,745	13%
Capital Fund (DAA)	\$ 8,275,400	\$ 47,868	\$ 496,043	\$7,731,489	92%

SUMMARY & RECOMMENDATION:

No action necessary. Report presented for informational purposes only.

Approved for transmittal to the Governing Board:



Mr. Dan Streeter, Superintendent

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

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2015-2016

Summary Only

From Date: 7/1/2015

To Date: 8/31/2016

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund: 001 MAINT & OPER FUNDS						
Fund 001 Total:	\$30,558,938.63	\$314,505.59	\$314,505.59	\$30,244,433.04	\$26,353,687.57	\$3,890,745.47 12.73%
Fund 011 CLASSROOM-BASE SAL	\$640,456.07	\$0.00	\$0.00	\$640,456.07	\$0.00	\$640,456.07 100.00%
Fund 012 CLASSROOM-PERF PAY	\$1,235,785.69	\$0.00	\$0.00	\$1,235,785.69	\$0.00	\$1,235,785.69 100.00%
Fund 013 CLASSROOM-OTHER	\$1,192,195.03	\$239.36	\$239.36	\$1,191,955.67	\$2,600.00	\$1,189,355.67 99.76%
Fund 021 INDIAN GAMING-INSTRUCTION IMPROV	\$52,124.00	\$0.00	\$0.00	\$52,124.00	\$0.00	\$52,124.00 100.00%
Fund 024 INDIAN GAMING - INSTRUCTIONAL IMPROV	\$485,283.46	\$119.94	\$119.94	\$485,163.52	\$139,075.52	\$346,088.00 71.32%
Fund 071 SEI - STRUCTURED ENGLISH IMMERSION	\$412,858.40	\$0.00	\$0.00	\$412,858.40	\$320,504.41	\$92,353.99 22.37%
Fund 110 TITLE I LEA	\$1,458,452.64	\$0.00	\$0.00	\$1,458,452.64	\$417,240.21	\$1,041,212.43 71.39%
Fund 112 TITLE 1-D NEGLECTED/DELINQUENT-LEA	\$152,845.00	\$0.00	\$0.00	\$152,845.00	\$0.00	\$152,845.00 100.00%
Fund 140 TITLE II - IMPROVING TEACHER QUALITY	\$283,651.33	\$0.00	\$0.00	\$283,651.33	\$8,358.85	\$275,292.48 97.05%
Fund 190 TITLE III LEP PROGRAM	\$80,257.57	\$0.00	\$0.00	\$80,257.57	\$0.00	\$80,257.57 100.00%
Fund 220 IDEA - BASIC - ENT						

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2015-2016

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2015	To Date: 8/30/2016	Budget Balance	
Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
Fund 220 Total:	\$1,037,231.44	\$0.00	\$0.00	\$1,037,231.44	\$530,939.40	\$506,292.04 48.81%
Fund: 221 IDEA - PRESCHOOL GRANT						
Fund 221 Total:	\$27,656.70	\$0.00	\$0.00	\$27,656.70	\$24,495.50	\$3,161.20 11.43%
Fund: 260 CTE BASIC GRANT/FEDERAL						
Fund 260 Total:	\$19,796.77	\$0.00	\$0.00	\$19,796.77	\$0.00	\$19,796.77 100.00%
Fund: 261 CTE BASIC GRANT FY 15						
Fund 261 Total:	\$117,836.30	\$3,353.56	\$3,353.56	\$114,482.74	\$2,337.85	\$112,144.89 95.17%
Fund: 290 MEDICAID OUTREACH						
Fund 290 Total:	\$129,205.01	\$238.20	\$238.20	\$128,966.81	\$14,941.30	\$114,025.51 88.25%
Fund: 291 MEDICAID DIRECT						
Fund 291 Total:	\$1,350,466.90	\$13,240.86	\$13,240.86	\$1,337,226.04	\$150,545.14	\$1,186,680.90 87.87%
Fund: 301 RACE TO THE TOP - FY 12-13						
Fund 301 Total:	\$17,248.31	\$0.00	\$0.00	\$17,248.31	\$0.00	\$17,248.31 100.00%
Fund: 302 GEAR UP 08/28/13						
Fund 302 Total:	\$266,100.00	\$695.00	\$695.00	\$265,405.00	\$166,006.71	\$99,398.29 37.35%
Fund: 303 GEAR UP MIDDLE GRADE INITIATIVE (09/04/14						
Fund 303 Total:	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00 100.00%
Fund: 349 NAT'L FOREST FEES - FY 12-13						
Fund 349 Total:	\$677,774.55	\$1,909.44	\$1,909.44	\$675,865.11	\$40,209.74	\$635,655.37 93.79%
Fund: 374 E-RATE - FY 12-13						
Fund 374 Total:	\$135,000.00	\$0.00	\$0.00	\$135,000.00	\$0.00	\$135,000.00 100.00%
Fund: 400 CTE PRIORITY PROGRAM						
Fund 400 Total:	\$60,129.02	\$0.00	\$0.00	\$60,129.02	\$142.13	\$59,986.89

Humboldt Unified School District No. 22

Expense Budget Balance Report

Fiscal Year: 2015-2016

Summary Only

From Date: 7/1/2015

To Date: 8/30/2016

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund: 485						99.76%
WRP						
Fund 485 Total:	\$140,461.27	\$0.00	\$0.00	\$140,461.27	\$926.00	\$139,535.27
Fund: 495						99.34%
K-12 Center Grant						
Fund 495 Total:	\$100,039.04	\$0.00	\$0.00	\$100,039.04	\$64,135.10	\$35,903.94
Fund: 500						35.89%
SCH PLANT- > 1 YR						
Fund 500 Total:	\$78,316.25	\$0.00	\$0.00	\$78,316.25	\$0.00	\$78,316.25
Fund: 506						100.00%
SCHOOL PLANT (SALE)						
Fund 506 Total:	\$11,221.00	\$0.00	\$0.00	\$11,221.00	\$0.00	\$11,221.00
Fund: 510						100.00%
FOOD SERVICE						
Fund 510 Total:	\$2,800,000.98	\$31,372.32	\$31,372.32	\$2,768,628.66	\$2,137,897.07	\$630,731.59
Fund: 515						22.53%
CIVIC CENTER						
Fund 515 Total:	\$192,567.00	\$7,743.63	\$7,743.63	\$184,823.37	\$15,943.87	\$168,879.50
Fund: 517						87.70%
BUS RENTAL						
Fund 517 Total:	\$64,894.93	\$0.00	\$0.00	\$64,894.93	\$0.00	\$64,894.93
Fund: 521						100.00%
EXTENDED KINDERGARTEN						
Fund 521 Total:	\$316,890.82	\$0.00	\$0.00	\$316,890.82	\$285,360.85	\$31,529.97
Fund: 522						9.95%
BEFORE/AFTER SCHOOL PROGRAM						
Fund 522 Total:	\$60,130.17	\$0.00	\$0.00	\$60,130.17	\$38,659.49	\$21,470.68
Fund: 523						35.71%
BRIGHT FUTURES PRESCHOOL						
Fund 523 Total:	\$74,543.22	\$0.00	\$0.00	\$74,543.22	\$31,065.73	\$43,477.49
Fund: 525						58.33%
AUX OPERATIONS						
Fund 525 Total:	\$312,898.45	\$11,596.78	\$11,596.78	\$301,301.67	\$38,340.79	\$262,960.88

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2015-2016

Summary Only From Date: 7/1/2015 To Date: 8/30/2016

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud	Budget Balance
Fund: 526 ACT FEES TAX CRED							
Fund 526 Total:	\$390,594.72	\$2,244.64	\$2,244.64	\$388,350.08	\$3,918.92	98.42%	\$384,431.16
Fund: 530 GIFTS & DONATIONS							
Fund 530 Total:	\$52,000.00	\$0.00	\$0.00	\$52,000.00	\$1,000.00	98.08%	\$51,000.00
Fund: 540 FINGERPRINT							
Fund 540 Total:	\$8,800.00	\$132.00	\$132.00	\$8,668.00	\$12,368.00	-42.05%	(\$3,700.00)
Fund: 550 INSURANCE PROCEEDS							
Fund 550 Total:	\$275,000.00	\$0.00	\$0.00	\$275,000.00	\$1,972.40	99.28%	\$273,027.60
Fund: 555 TEXTBOOKS							
Fund 555 Total:	\$20,200.00	\$0.00	\$0.00	\$20,200.00	\$0.00	100.00%	\$20,200.00
Fund: 565 LITIGATION RECOVERY							
Fund 565 Total:	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	100.00%	\$2,000.00
Fund: 570 INDIRECT COSTS							
Fund 570 Total:	\$859,584.70	\$3,188.86	\$3,188.86	\$856,395.84	\$102,443.53	87.71%	\$753,952.31
Fund: 575 UNEMPLOYMENT INSURANCE							
Fund 575 Total:	\$137,800.00	\$4,206.49	\$4,206.49	\$133,593.51	\$10,793.51	89.11%	\$122,800.00
Fund: 590 GRANT/GIFT TEACHER							
Fund 590 Total:	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	100.00%	\$20,000.00
Fund: 595 SCHOOL BUS ADVERTISEMENT							
Fund 595 Total:	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	100.00%	\$17,000.00
Fund: 596 JTED - MTN. INSTITUTE							
Fund 596 Total:	\$19,428.18	\$0.00	\$0.00	\$19,428.18	\$8,608.89	55.69%	\$10,819.29
Fund: 610 CAPITAL OUTLAY							

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2015-2016

Summary Only From Date: 7/1/2015 To Date: 8/31/2016

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund 610 Total:	\$8,275,399.73	\$47,868.18	\$47,868.18	\$8,227,531.55	\$496,042.49	\$7,731,489.06 93.43%
630 BOND BUILDING						
Fund 630 Total:	\$1,735,182.23	\$131,666.08	\$131,666.08	\$1,603,516.15	\$0.00	\$1,603,516.15 92.41%
650 GIFTS & DONATIONS						
Fund 650 Total:	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00 100.00%
665 ENERGY REBATES						
Fund 665 Total:	\$135,066.00	\$0.00	\$0.00	\$135,066.00	\$0.00	\$135,066.00 100.00%
695 NEW SCH FACILITIES						
Fund 695 Total:	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00 100.00%
700 DEBT SERVICE FUNDS						
Fund 700 Total:	\$3,563,006.00	\$0.00	\$0.00	\$3,563,006.00	\$0.00	\$3,563,006.00 100.00%
850 STUDENT ACTIVITIES						
Fund 850 Total:	\$0.00	\$361.29	\$361.29	(\$361.29)	\$0.00	(\$361.29) 0.00%
855 EMPLOYEE INSURANCE						
Fund 855 Total:	\$4,799,838.20	\$652,972.55	\$652,972.55	\$4,146,865.65	\$137,885.46	\$4,008,980.19 83.52%
Grand Total:	\$64,909,855.71	\$1,227,654.77	\$1,227,654.77	\$63,682,200.94	\$31,558,446.43	\$32,123,754.51 49.49%

*Transf
not posted
until Sept*

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:	August 11, 2015	Discuss	
SUBJECT:	Student Activities - Board Report	Action	
		Consent	X

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

SUPPORTING DATA:

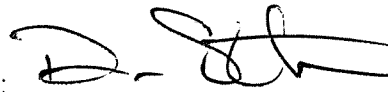
Attached is the monthly Student Activities Report.

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:



Mr. Daniel Streeter, 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

From Date: 7/1/2014

To Date: 9/30/2015

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
850.100.1000.6000.110.1319	GENERIC EXPENSE	\$9,285.00	\$0.00	\$0.00	\$9,285.00	\$0.00	\$9,285.00	100.00%
850.610.1000.6610.110.1319	GENERAL SUPPLIES	\$0.00	\$1,908.96	\$1,908.96	(\$1,908.96)	\$0.00	(\$1,908.96)	0.00%
850.610.1000.6890.110.1319	MISC EXPENDITURES	\$0.00	\$548.00	\$548.00	(\$548.00)	\$0.00	(\$548.00)	0.00%
850.610.3100.6340.110.1319	TECHNICAL SERVICES	\$0.00	\$362.38	\$362.38	(\$362.38)	\$0.00	(\$362.38)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$9,285.00	\$2,819.34	\$2,819.34	\$6,465.66	\$0.00	\$6,465.66	69.64%
	UNIT: LVES - 110	\$9,285.00	\$2,819.34	\$2,819.34	\$6,465.66	\$0.00	\$6,465.66	69.64%
850.100.1000.6000.120.1319	GENERIC EXPENSE	\$3,046.61	\$0.00	\$0.00	\$3,046.61	\$0.00	\$3,046.61	100.00%
850.610.1000.6610.120.1319	GENERAL SUPPLIES	\$0.00	\$770.99	\$770.99	(\$770.99)	\$0.00	(\$770.99)	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	\$3,046.61	\$870.99	\$870.99	\$2,175.62	\$0.00	\$2,175.62	71.41%
850.100.1000.6000.120.1362	GENERIC EXPENSE	\$2,464.30	\$0.00	\$0.00	\$2,464.30	\$0.00	\$2,464.30	100.00%
850.610.1000.6610.120.1362	GENERAL SUPPLIES	\$0.00	\$190.22	\$190.22	(\$190.22)	\$0.00	(\$190.22)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$2,464.30	\$190.22	\$190.22	\$2,274.08	\$0.00	\$2,274.08	92.28%
850.100.1000.6000.120.1385	GENERIC EXPENSE	\$376.29	\$0.00	\$0.00	\$376.29	\$0.00	\$376.29	100.00%
	COURSE: SCIENCE - 1385	\$376.29	\$0.00	\$0.00	\$376.29	\$0.00	\$376.29	100.00%
	UNIT: BMMS - 120	\$5,887.20	\$1,061.21	\$1,061.21	\$4,825.99	\$0.00	\$4,825.99	81.97%
850.100.1000.6000.125.1319	GENERIC EXPENSE	\$8,380.19	\$0.00	\$0.00	\$8,380.19	\$0.00	\$8,380.19	100.00%
850.400.2710.6510.125.1319	STUDENT TRANS SVS	\$0.00	\$187.09	\$187.09	(\$187.09)	\$0.00	(\$187.09)	0.00%
850.610.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$1,264.08	\$1,264.08	(\$1,264.08)	\$0.00	(\$1,264.08)	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	\$4,401.76	\$4,401.76	(\$4,401.76)	\$0.00	(\$4,401.76)	0.00%
850.610.2190.6340.125.1319	TECHNICAL SERVICES	\$0.00	\$75.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$8,380.19	\$6,027.93	\$6,027.93	\$2,352.26	\$0.00	\$2,352.26	28.07%
850.100.1000.6000.125.1362	GENERIC EXPENSE	\$416.26	\$0.00	\$0.00	\$416.26	\$0.00	\$416.26	100.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$416.26	\$0.00	\$0.00	\$416.26	\$0.00	\$416.26	100.00%
	UNIT: GHMS - 125	\$8,796.45	\$6,027.93	\$6,027.93	\$2,768.52	\$0.00	\$2,768.52	31.47%
850.100.1000.6000.131.1319	GENERIC EXPENSE	\$2,074.02	\$0.00	\$0.00	\$2,074.02	\$0.00	\$2,074.02	100.00%
850.610.1000.6890.131.1319	MISC EXPENDITURES	\$0.00	\$70.00	\$70.00	(\$70.00)	\$0.00	(\$70.00)	0.00%
850.620.3100.6340.131.1319	TECHNICAL SERVICES	\$0.00	\$132.22	\$132.22	(\$132.22)	\$0.00	(\$132.22)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,074.02	\$202.22	\$202.22	\$1,871.80	\$0.00	\$1,871.80	90.25%
	UNIT: HES - 131	\$2,074.02	\$202.22	\$202.22	\$1,871.80	\$0.00	\$1,871.80	90.25%
850.100.1000.6000.132.1319	GENERIC EXPENSE	\$3,020.05	\$0.00	\$0.00	\$3,020.05	\$0.00	\$3,020.05	100.00%
850.610.1000.6610.132.1319	GENERAL SUPPLIES	\$0.00	\$262.09	\$262.09	(\$262.09)	\$0.00	(\$262.09)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$3,020.05	\$262.09	\$262.09	\$2,757.96	\$0.00	\$2,757.96	91.32%
	UNIT: MVES - 132	\$3,020.05	\$262.09	\$262.09	\$2,757.96	\$0.00	\$2,757.96	91.32%
850.100.1000.6000.133.1319	GENERIC EXPENSE	\$2,383.94	\$0.00	\$0.00	\$2,383.94	\$0.00	\$2,383.94	100.00%
850.610.1000.6610.133.1319	GENERAL SUPPLIES	\$0.00	\$961.52	\$961.52	(\$961.52)	\$0.00	(\$961.52)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,383.94	\$961.52	\$961.52	\$1,422.42	\$0.00	\$1,422.42	59.67%
	UNIT: CSES - 133	\$2,383.94	\$961.52	\$961.52	\$1,422.42	\$0.00	\$1,422.42	59.67%

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2014-2015

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

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
850.100.1000.6000.134.1319	GENERIC EXPENSE	\$4,065.05	\$0.00	\$0.00	\$4,065.05	\$0.00	\$4,065.05	100.00%
850.610.1000.6610.134.1319	GENERAL SUPPLIES	\$0.00	\$1,100.00	\$1,100.00	(\$1,100.00)	\$0.00	(\$1,100.00)	0.00%
850.610.1000.6890.134.1319	MISC EXPENDITURES	\$0.00	\$1,420.48	\$1,420.48	(\$1,420.48)	\$0.00	(\$1,420.48)	0.00%
850.610.2220.6641.134.1319	LIBRARY BOOKS	\$0.00	\$289.30	\$289.30	(\$289.30)	\$0.00	(\$289.30)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$4,065.05	\$2,809.78	\$2,809.78	\$1,255.27	\$0.00	\$1,255.27	30.88%
	UNIT: LTS - 134	\$4,065.05	\$2,809.78	\$2,809.78	\$1,255.27	\$0.00	\$1,255.27	30.88%
850.100.1000.6000.135.1319	GENERIC EXPENSE	\$1,425.58	\$0.00	\$0.00	\$1,425.58	\$0.00	\$1,425.58	100.00%
850.610.1000.6890.135.1319	MISC EXPENDITURES	\$0.00	\$995.02	\$995.02	(\$995.02)	\$0.00	(\$995.02)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$1,425.58	\$995.02	\$995.02	\$430.56	\$0.00	\$430.56	30.20%
	UNIT: GRANVILLE ELEMENTARY SCHOOL - 135	\$1,425.58	\$995.02	\$995.02	\$430.56	\$0.00	\$430.56	30.20%
850.100.1000.6000.230.1316	GENERIC EXPENSE	\$26,512.01	\$0.00	\$0.00	\$26,512.01	\$0.00	\$26,512.01	100.00%
850.610.1000.6610.230.1316	GENERAL SUPPLIES	\$0.00	\$5,872.86	\$5,872.86	(\$5,872.86)	\$0.00	(\$5,872.86)	0.00%
850.610.1000.6810.230.1316	DUES AND FEES	\$0.00	\$2,155.00	\$2,155.00	(\$2,155.00)	\$0.00	(\$2,155.00)	0.00%
850.610.1000.6890.230.1316	MISC EXPENDITURES	\$0.00	\$11,675.85	\$11,675.85	(\$11,675.85)	\$0.00	(\$11,675.85)	0.00%
	COURSE: HOSA - 1316	\$26,512.01	\$19,703.71	\$19,703.71	\$6,808.30	\$0.00	\$6,808.30	25.68%
850.100.1000.6000.230.1319	GENERIC EXPENSE	\$24,292.28	\$0.00	\$0.00	\$24,292.28	\$0.00	\$24,292.28	100.00%
850.400.2710.6510.230.1319	STUDENT TRANS SVS	\$0.00	\$464.75	\$464.75	(\$464.75)	\$0.00	(\$464.75)	0.00%
850.610.1000.6610.230.1319	GENERAL SUPPLIES	\$0.00	\$4,443.10	\$4,443.10	(\$4,443.10)	\$0.00	(\$4,443.10)	0.00%
850.610.1000.6650.230.1319	Supplies - Technology	\$0.00	\$1,327.76	\$1,327.76	(\$1,327.76)	\$0.00	(\$1,327.76)	0.00%
850.610.1000.6730.230.1319	FF&E < \$1,000	\$0.00	\$817.50	\$817.50	(\$817.50)	\$0.00	(\$817.50)	0.00%
850.610.1000.6810.230.1319	DUES AND FEES	\$0.00	\$314.55	\$314.55	(\$314.55)	\$0.00	(\$314.55)	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	\$3,472.14	\$3,472.14	(\$3,472.14)	\$0.00	(\$3,472.14)	0.00%
850.610.2190.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$2,219.91	\$2,219.91	(\$2,219.91)	\$0.00	(\$2,219.91)	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	\$24,292.28	\$13,950.71	\$13,950.71	\$10,341.57	\$0.00	\$10,341.57	42.57%
850.100.1000.6000.230.1320	GENERIC EXPENSE	\$141.29	\$0.00	\$0.00	\$141.29	\$0.00	\$141.29	100.00%
850.400.2710.6510.230.1320	STUDENT TRANS SVS	\$0.00	\$20.00	\$20.00	(\$20.00)	\$0.00	(\$20.00)	0.00%
850.610.1000.6890.230.1320	MISC EXPENDITURES	\$0.00	\$84.00	\$84.00	(\$84.00)	\$0.00	(\$84.00)	0.00%
	COURSE: UPWARD BOUND WARRIORS - 1320	\$141.29	\$104.00	\$104.00	\$37.29	\$0.00	\$37.29	26.39%
850.100.1000.6000.230.1361	GENERIC EXPENSE	\$6,342.01	\$0.00	\$0.00	\$6,342.01	\$0.00	\$6,342.01	100.00%
850.610.1000.6610.230.1361	GENERAL SUPPLIES	\$0.00	\$1,684.20	\$1,684.20	(\$1,684.20)	\$0.00	(\$1,684.20)	0.00%
850.610.1000.6810.230.1361	DUES AND FEES	\$0.00	\$94.00	\$94.00	(\$94.00)	\$0.00	(\$94.00)	0.00%
850.610.1000.6890.230.1361	MISC EXPENDITURES	\$0.00	\$300.00	\$300.00	(\$300.00)	\$0.00	(\$300.00)	0.00%
	COURSE: MU ALPHA THETA - 1361	\$6,342.01	\$2,078.20	\$2,078.20	\$4,263.81	\$0.00	\$4,263.81	67.23%
850.100.1000.6000.230.1362	GENERIC EXPENSE	\$2,702.12	\$0.00	\$0.00	\$2,702.12	\$0.00	\$2,702.12	100.00%
850.610.1000.6610.230.1362	GENERAL SUPPLIES	\$0.00	\$211.19	\$211.19	(\$211.19)	\$0.00	(\$211.19)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$2,702.12	\$211.19	\$211.19	\$2,490.93	\$0.00	\$2,490.93	92.18%
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%

Humboldt Unified School District No. 22

850 STUUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2014-2015

From Date: 7/1/2014

To Date: 9/30/2015

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
850.100.1000.6000.230.1364	GENERIC EXPENSE	\$4,627.25	\$0.00	\$0.00	\$4,627.25	\$0.00	100.00%
850.610.1000.6610.230.1364	GENERAL SUPPLIES	\$0.00	\$4,451.52	\$4,451.52	(\$4,451.52)	\$0.00	0.00%
	COURSE: AVID - 1364	\$4,627.25	\$4,451.52	\$4,451.52	\$175.73	\$0.00	3.80%
850.100.1000.6000.230.1368	GENERIC EXPENSE	\$4,021.92	\$0.00	\$0.00	\$4,021.92	\$0.00	100.00%
850.610.1000.6610.230.1368	GENERAL SUPPLIES	\$0.00	\$651.00	\$651.00	(\$651.00)	\$0.00	0.00%
850.610.1000.6810.230.1368	DUES AND FEES	\$0.00	\$255.00	\$255.00	(\$255.00)	\$0.00	0.00%
850.610.1000.6890.230.1368	MISC EXPENDITURES	\$0.00	\$2,090.00	\$2,090.00	(\$2,090.00)	\$0.00	0.00%
	COURSE: DECA - 1368	\$4,021.92	\$2,986.00	\$2,986.00	\$1,025.92	\$0.00	25.51%
850.100.1000.6000.230.1373	GENERIC EXPENSE	(\$27.91)	\$0.00	\$0.00	(\$27.91)	\$0.00	100.00%
	COURSE: DRAMA/THEATER - 1373	(\$27.91)	\$0.00	\$0.00	(\$27.91)	\$0.00	100.00%
850.100.1000.6000.230.1375	GENERIC EXPENSE	\$1,121.44	\$0.00	\$0.00	\$1,121.44	\$0.00	100.00%
850.610.1000.6610.230.1375	GENERAL SUPPLIES	\$0.00	\$369.16	\$369.16	(\$369.16)	\$0.00	0.00%
	COURSE: INTERACT - 1375	\$1,121.44	\$369.16	\$369.16	\$752.28	\$0.00	67.08%
850.100.1000.6000.230.1377	GENERIC EXPENSE	\$810.81	\$0.00	\$0.00	\$810.81	\$0.00	100.00%
850.610.1000.6610.230.1377	GENERAL SUPPLIES	\$0.00	\$305.55	\$305.55	(\$305.55)	\$0.00	0.00%
	COURSE: S CLUB (SOROPTIMIST) - 1377	\$810.81	\$305.55	\$305.55	\$505.26	\$0.00	62.32%
850.100.1000.6000.230.1378	GENERIC EXPENSE	\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	100.00%
	COURSE: FRENCH CLUB - 1378	\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	100.00%
850.100.1000.6000.230.1398	GENERIC EXPENSE	\$633.13	\$0.00	\$0.00	\$633.13	\$0.00	100.00%
850.610.1000.6610.230.1398	GENERAL SUPPLIES	\$0.00	\$190.06	\$190.06	(\$190.06)	\$0.00	0.00%
850.610.1000.6810.230.1398	DUES AND FEES	\$0.00	\$255.00	\$255.00	(\$255.00)	\$0.00	0.00%
	COURSE: SKILLS CLUB - 1398	\$633.13	\$445.06	\$445.06	\$188.07	\$0.00	29.70%
850.100.1000.6000.230.1403	GENERIC EXPENSE	\$4,586.36	\$0.00	\$0.00	\$4,586.36	\$0.00	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES	\$0.00	\$1,128.94	\$1,128.94	(\$1,128.94)	\$0.00	0.00%
850.610.1000.6890.230.1403	MISC EXPENDITURES	\$0.00	\$30.00	\$30.00	(\$30.00)	\$0.00	0.00%
850.610.2190.6340.230.1403	TECHNICAL SERVICES	\$0.00	\$164.16	\$164.16	(\$164.16)	\$0.00	0.00%
	COURSE: P.A.L.S. - 1403	\$4,586.36	\$1,323.10	\$1,323.10	\$3,263.26	\$0.00	71.15%
850.100.1000.6000.230.1405	GENERIC EXPENSE	\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	100.00%
	COURSE: BASEBALL - 1405	\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	100.00%
850.100.1000.6000.230.1432	GENERIC EXPENSE	\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	100.00%
	COURSE: GIRLS BASKETBALL - 1432	\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	100.00%
850.100.1000.6000.230.1469	GENERIC EXPENSE	\$130.69	\$0.00	\$0.00	\$130.69	\$0.00	100.00%
	COURSE: G.O.A.L.S. CLUB - 1469	\$130.69	\$0.00	\$0.00	\$130.69	\$0.00	100.00%
	UNIT: BMHS - 230	\$76,514.52	\$45,938.20	\$45,938.20	\$30,576.32	\$0.00	39.96%
Grand Total:		\$113,451.81	\$61,077.31	\$61,077.31	\$52,374.50	\$0.00	46.16%

End of Report

CONSENT
Item 8F.

Authorized Signers

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8F
FROM:	Cynthia Windham, Finance Director	Reading
DATE:	August 11, 2015	Discuss
SUBJECT:	Bank Accounts – Authorized Signers	Action
		Consent X

OBJECTIVE: Annual Requirement

SUPPORTING DATA:

The finance office is requesting the following individuals be added (or retained) on the district bank accounts:

JPMorgan Chase Bank, NA
#0003854546 HUSD Payroll

- National Bank of Arizona**
- #0450001924 Clearing Account
- #0061000725 Insurance Account
- #0061000774 Revolving Account
- #0450009176 BMHS Athletic Account
- #0450002724 GHMS Athletic Account
- #0450002716 BMMS Athletic Account
- #0450012316 LTS Athletic Account
- #0061000717 Food Service Account

Daniel Streeter– Superintendent
Cynthia Windham – Finance Director
Mary Kaye Schrenk – Internal Auditor
Mary Diaz – Secretary to the Superintendent

In addition to the above, the finance office is requesting the following individuals be added (or retained) on the:

#0450009176 Bradshaw Mtn. High School Athletic Account
Kort Miner – Principal
Mark Ernster – Athletic Director
Claudia Stewart – Athletic Secretary
Richard Bradshaw – Assistant Principal

#0450002724 Glassford Hill Middle School Athletic Account
Melissa Tannehill – Principal
Beth Denman – Teacher on Assignment

#0450002716 Bradshaw Mtn. Middle School Athletic Account
Jessica Bennett – Principal
Darla Lindberg – Secretary

#0450012316 – Liberty Traditional School Athletic Account
Dannette Derickson – Principal
Teresa Herman – Secretary

#0061000717 Food Service Account
Tami Hitt-Wyant – Food Service Director
Pamela Liuzzo – Nutritionist

All District bank accounts require two signatures.

In addition, the athletic accounts are limited in their use to referee payments and game security, as needed.

SUMMARY & RECOMMENDATION:

I move to approve the recommended changes in authorized signers for fiscal year 2015-16 as presented.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter

Questions should be directed to:

Cynthia Windham, Finance Director or
Daniel Streeter, Superintendent
(759-4000)

CONSENT
Item 8G.

Hearing Officers

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	86
FROM:	Danny Brown, Director of Federal Programs/School Improvement	Reading	
DATE:	August 11, 2015	Discuss	
SUBJECT:	Appointment of Hearing Officers	Action	
		Consent	X

OBJECTIVE: Board Governance – Annual Requirement

SUPPORTING DATA:

Policy JKD allows the Superintendent to appoint Hearing Officers to hold hearings in matters relating to discipline.

The HUSD administrators who have agreed to serve and are duly approved by the Superintendent are:
Mr. Danny Brown, Director of Federal Programs and School Improvement
Ms. Melissa Tannehill, Glassford Hill Middle School Principal

In the spirit of cooperation the District would like to reciprocate hearing officer services with Prescott Unified School District (PUSD). In addition, should there be a need for a neutral outside hearing officer Board approval is required.

The following PUSD administrator has agreed to serve:
Ms. Stephanie Hillig, Prescott High School Principal


The following independent hearing officer has agreed to serve:
Dr. Kristen Rex, former HUSD Administrator (\$100/flat fee per hearing)

SUMMARY & RECOMMENDATION:

The use of hearing officers frees up the time for both the Superintendent and the Board. The ability to call on knowledgeable and respected sources will assist in providing every student with an impartial and fair hearing. All of the recommended hearing officers have received hearing officer training through Arizona Risk Retention Trust (The Trust).

Sample Motion:

I move to approve the appointment of Humboldt Unified School District administrators, Danny Brown and Melissa Tannehill; Prescott Unified School District administrator, Stephanie Hillig, along with independent officer Dr. Kristen Rex, to serve as Hearing Officers for the District for the 2015-2016 school year.

Approved for transmittal to the Governing Board: 
Mr. Daniel Streeter, Superintendent

Questions should be directed to: Danny Brown (759-4010)

CONSENT
Item 8H.

IGA
Yavapai College

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 8H
FROM: Cole Young, Director of Educational Services Reading
DATE: August 11, 2015 Discuss
SUBJECT: Request for approval of Intergovernmental Agreement (IGA) Action
with Yavapai College Consent X

OBJECTIVE: Goal #1 To Raise the Level of Student Achievement
Goal #2 To Focus on Planning for Future Student Needs

SUPPORTING DATA:

Attached is the 2015-16 Intergovernmental Agreement (IGA) between Yavapai College and Humboldt Unified School District for dual credit courses offered at Bradshaw Mountain High School.

There are no changes from the prior year's IGA.

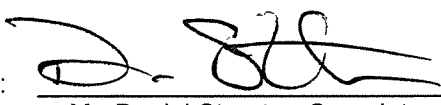
The IGA has been approved by district legal counsel.

SUMMARY & RECOMMENDATION:

Administration recommends the approval of the 2015-16 IGA between Yavapai College and Humboldt Unified School District.

Sample Motion:

I move to approve the IGA with Yavapai College for the offering of dual credit courses at Bradshaw Mountain High School for school year 2015-16.

Approved for transmittal to the Governing Board: 
Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, Director of Educational Services (759-4000)

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
Yavapai Community College District
AND
Humboldt Unified School District #22**

This Intergovernmental Agreement (“Agreement”) is entered into this 1st day of August, 2015, between Yavapai College (“College”), and Humboldt Unified School District #22 (“School District”) (collectively “Parties”). Both Parties are public agencies of the State of Arizona as defined in Arizona Revised Statutes (“A.R.S.”) § 11-951.

BACKGROUND

College and School District are authorized to enter into this Agreement pursuant to A.R.S. § 15-342(13), § 15-701.01(F), § 15-1444(B)(4), and § 15-1821.01. Grant schools are authorized to participate in this Agreement under the Tribally Controlled Schools Act, 25 U.S.C. § 2501 *et seq.* This Agreement and its use are mandated under A.R.S. § 15-1821.01(1).

College has determined that it is desirable to offer college level courses that may be counted toward both high school and college graduation requirements at the high school during the school day.

School District desires that College provide to high school students college level courses that may be counted toward both high school and college graduation requirements.

AGREEMENT

In consideration of the mutual promises contained herein, the Parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing Dual Enrollment Courses, as defined in Section 2 below, to eligible School District students.

2. DEFINITION

Pursuant to A.R.S. § 15-101(11), a “Dual Enrollment Course” is defined as a college level course that is conducted on the campus of a high school or on the campus of a joint technological education district, and that is:

- A. applicable to an established community college academic degree or certificate program, and transferable to a university under the jurisdiction of the Arizona Board of Regents; or

- B. applicable to a community college occupational degree or certificate program.
- C. Notwithstanding the foregoing, physical education shall not be available as a Dual Enrollment Course.

3. EFFECTIVE DATE AND TERM

- A. This Agreement shall be effective:
 - i. After the governing boards of School District and College have approved it; and
 - ii. On the date that authorized representatives of both Parties have signed it (“Effective Date”).
- B. The term of this Agreement shall be from the Effective Date through June 30, 2016 (“Term”).

4. OBLIGATIONS OF COLLEGE

4.1 General Course Requirements

- A. College will offer Dual Enrollment Courses to School District juniors and seniors, and to freshman and sophomore students subject to Paragraph E in this Section 4.1 who meet College’s prerequisites.
- B. Pursuant to A.R.S. § 15-1821.01(3), College will ensure that all Dual Enrollment Courses offered to School District students are:
 - 1. of a quality and depth to qualify for college credit as determined by College;
 - 2. evaluated and approved through the College curriculum approval process;
 - 3. at a higher level than taught by the School District high school;
 - 4. transferable to an Arizona public university or applicable to an established community college occupational degree or certificate program; and
 - 5. compliant with all other standards for College courses.

Dual Enrollment Courses offered pursuant to this Agreement are listed in Exhibit B attached to this Agreement.

- C. Students enrolled in Dual Enrollment Courses shall be admitted to College for college level credit under current procedures for admission of students to College, and in compliance with A.R.S. § 15-1821.01 and A.R.S. § 15-1805.01. A student who is under eighteen (18) years of age may be

granted admission if the student meets the pre-requisites for the Dual Enrollment Course and the student achieves any one of the following:

1. a composite score of ninety-three (93) or more on the preliminary scholastic aptitude test;
2. a composite score of nine hundred thirty (930) or more on the scholastic aptitude test;
3. a composite score of twenty-two (22) or more on the American college test;
4. a passing score on the relevant portions of the Arizona instrument to measure standards test;
5. the completion of a college placement test designated by College that indicates the student is at the appropriate college level for the course; or
6. is a graduate of a private or public high school or has a high school certificate of equivalency.

Home schooled students are exempt from Sections 1-6 of this Paragraph C. Notwithstanding the above, a student who enrolls in a vocational or occupational education course may be admitted on an individual basis with the approval of College if the student meets the established requirements of the course for which the student enrolls and College determine that the student's admission is in the best interest of the student. College retains the right to refuse admission to and remove a student from Dual Enrollment Courses in accordance with College policy.

D. College shall determine residency status of students for tuition purposes in accordance with A.R.S. § 15-1801 *et seq.*

E. Pursuant to A.R.S. § 15-1821.01(2)(b) and subject to Section 5.1(E) below, College may waive the class status requirements set forth in Section 4.1(A) for up to twenty-five percent (25%) of the students enrolled for Dual Enrollment Courses by College. College shall have written criteria for waiving the requirement for each Dual Enrollment Course which shall include a demonstration, by an examination of the specific purposes and requirements of the course, that freshman and sophomore students who meet the Dual Enrollment Course prerequisites are prepared to benefit from the college level course. College shall report all exceptions and the justification for each exception.

F. College will provide to School District the instructional information necessary to meet the goals of the courses delivered, including but not limited to College approved textbook titles, syllabi, course outlines and grading standards applicable to the Dual Enrollment Courses.

G. College will ensure that instructors of Dual Enrollment Courses follow the Dual Enrollment Course guidelines, and that the same standards of expectation and assessment that are applied to other College courses are applied to the Dual Enrollment Courses.

H. For each student, College will assign an identification number to the student that shall correspond to or reference the Student Accountability Information System (SAIS) number assigned to the student. School District will provide College with the SAIS number for each student as provided in Section 5.1(G).

I. College will grant College credit for a Dual Enrollment Course when a student satisfactorily completes the course.

4.2 Instructors and Instruction

A. College will ensure that School District instructors teaching Dual Enrollment Courses have valid College teaching qualifications in the field being taught and are selected and evaluated by College using the same procedure and criteria that are used for instructors at College campus.

B. If College is providing the instructor for a Dual Enrollment Course, College will provide at College's expense a substitute instructor, as necessary and as agreed upon by School District, to cover the absence of any College instructor teaching a Dual Enrollment Course.

4.3 Assessment and Monitoring

A. Except for vocational and occupational Dual Enrollment Courses, and if required by College policy, College will assess each student who seeks enrollment in a Dual Enrollment Course through an assessment test prior to, or at the time of, enrollment to determine and assure proper placement in the Dual Enrollment Courses.

B. College will involve full-time College faculty who teach a particular discipline in the selection, orientation, ongoing professional development and evaluation of School District faculty teaching Dual Enrollment Courses.

C. College will designate a liaison officer to assist with dual enrollment activities and to meet with the liaison designated by School District as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school scope and sequence, and to review and amend the course outlines as necessary.

4.4 Policy and Procedure

A. College will comply with all applicable procedures and requirements for the Dual Enrollment Courses set out in state statute and College policy.

B. College will provide School District with College policies and procedures applicable to students enrolling in Dual Enrollment Courses.

C. College will provide School District access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA"), and applicable regulations, School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

4.5 Students with Disabilities

A. After notification from School District of a student's need, if College is providing the instructor, College will cooperate with School District to ensure the instructor complies with Section

504 of the Rehabilitation Act of 1973, as amended, or the Individuals with Disabilities Education Act (“IDEA”), as applicable. College shall work with School District in determining appropriate accommodations or special education services, however, School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.

B. College will provide training and guidance to instructors and other personnel in the area of compliance with the Americans with Disabilities Act (“ADA”) and Rehabilitation Act of 1973, as amended, as the Acts specifically relate to instructing students in a postsecondary education situation.

4.6 Reporting

College will submit a report to the Joint Legislative Budget Committee pursuant to A.R.S. § 15-1821.01(2)(b) when necessary, and School District will provide College with data that is required for inclusion in any such report in a timely fashion, as specified in Section 5.6.

5. OBLIGATIONS OF SCHOOL DISTRICT

5.1 General Course Requirements

A. School District will provide an opportunity for School District students who meet criteria pursuant to Paragraph B of this Section 5.1 to enroll in Dual Enrollment Courses and to receive college credit and credit toward high school graduation.

B. Pursuant to A.R.S. § 15-1821.01(6), School District will ensure that each student who enrolls for a Dual Enrollment Course pursuant to this Agreement is a full-time student and is currently enrolled in and attending a full-time instructional program, as defined in A.R.S. § 15-901, in a school in School District, except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision.

C. If School District is providing the instructor for the Dual Enrollment Course, School District will provide instruction in accordance with the policies, regulations and instructional standards of College in courses designated as Dual Enrollment Courses to students of School District at the School District facility during the day.

D. School District will verify that each student enrolled in a Dual Enrollment Course, including those not electing to enroll for College credit, satisfies the prerequisites for the Dual Enrollment Course as published in College’s catalog and complies with College policies and this Agreement regarding student placement in courses.

E. The School District Superintendent or designee may allow freshman and sophomore students to enroll in Dual Enrollment Courses subject to Section 4.1(E) above.

F. School District will adopt and utilize College approved textbooks, course outlines, and grading standards applicable to the Dual Enrollment Courses being taught. School District shall provide textbooks for the students. Each student shall be responsible to purchase other supplies, if any, required for the Dual Enrollment Course. Classroom supplies normally supplied by College are included in tuition charges.

G. For each student enrolling in a Dual Enrollment Course, School District will enroll the student using the student's SAIS number and provide that number to College.

5.2 Instructors and Instruction

A. If School District is to provide the instructor, School District will nominate an instructor qualified in the appropriate subject area for each Dual Enrollment Courses and submit each instructor's name and credentials to College for approval.

B. School District will ensure that School District instructors teaching Dual Enrollment Courses provide instruction in accordance with the policies, regulations and instructional standards of College and comply with College assessments.

C. If School District is providing the instructor, School District will provide at School District's expense a substitute instructor, as necessary and as agreed upon by College, to cover the absence of a School District instructor who teaches a Dual Enrollment Course. In the case of substitutions exceeding ten (10) consecutive school days, School District shall notify College in writing of the name and credentials of the substitute instructor.

5.3 Assessment and Monitoring

School District will designate a liaison officer to assist with dual enrollment activities and to meet with the College designated liaison as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school scope and sequence to review and amend the course outlines as necessary.

5.4 Policy and Procedure

A. School District will ensure that each student seeking enrollment in a Dual Enrollment Course:

1. has completed the necessary registration forms;
2. has completed College assessment examinations, if required by College;
3. is aware the student is subject to both School District policies and procedures and College policies and procedures;
4. is aware the student is participating in a college level course, even though provided at the School District, and should act appropriately; and
5. is aware of the requirements for determination of in-state tuition.

B. School District will ensure that each instructor of Dual Enrollment Courses agrees to be subject to School District policies and procedures and College policies and procedures, including the right of College to withdraw authorization of the instructor's participation in the dual enrollment program for failure to follow College requirements.

C. School District will provide College access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to FERPA and applicable regulations, School District and College may disclose educational records of students to each other as “officials of another school system” where the student is enrolled.

5.5 Students with Disabilities

School District will determine the appropriate accommodations for each qualified student with disabilities in accordance with the ADA and Section 504 of the Rehabilitation Act of 1973 or the IDEA, as applicable, submit appropriate documentation on students with disabilities to the Disabilities Coordinator at College, and implement accommodations or special education services as required by Federal and State law and as negotiated between the College Disability Resource office and School District. School District shall work with College in determining appropriate accommodations or special education services. School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations or services.

5.6 Reporting

School District will provide to College any data or other information that is required for the submission of the report required by A.R.S. § 15-1821.01(2)(b).

5.7 Facilities and Funding

- A. School District will provide classroom/laboratory space in which Dual Enrollment Courses and activities will be conducted. Facilities and ancillary services provided for the delivery of Dual Enrollment Courses shall comply with all applicable provision of the state Fire Marshall Code, A.R.S. § 41-2161 et seq. (access for disabled persons), and all other applicable federal and state laws.
- B. Payment, if any, for facilities and ancillary services shall be designated in Exhibit A attached to this Agreement.

6. MUTUAL AGREEMENTS

6.1 Instructor

A. Throughout the term of this Agreement, an instructor provided by School District shall remain an employee of School District, and shall be subject to the terms and conditions of the instructor’s employment contract and School District policy, but shall also be subject to continuing approval by College. Should a School District instructor violate College procedure or policy, College may withdraw authorization for the instructor to participate in the dual enrollment program and School District, upon such withdrawal of authorization, shall substitute another qualified instructor and notify College in writing of such substitution. The instructor must be approved by College pursuant to the terms of this Agreement.

B. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy, but shall also be subject to School District policy. Should a College instructor violate School District procedure or policy, School District may ask College to withdraw authorization for the instructor to participate in the dual enrollment program and College, upon such withdrawal of authorization, shall substitute another qualified instructor and notify School District in writing of such substitution.

6.2 Student

Each student enrolled in a Dual Enrollment Course, even though enrolled as a College student during the term of the Dual Enrollment Course, shall remain a student of School District and shall follow the schedule and calendar of classes as established by School District and approved by College.

6.3 Removal from Course

School District retains the right to refuse to allow a student to enroll in a Dual Enrollment Course and to discipline and/or remove any student from the Dual Enrollment Course in accordance with School District policies. College shall have the right to request School District to remove a student from a Dual Enrollment Course in accordance with College policy.

6.4 Schedule and Number of Students

School District and College shall mutually determine the schedule of, and maximum and minimum number of students to enroll in, each Dual Enrollment Course. Such schedule shall not be changed except by prior written agreement of School District and College. School District and College must mutually agree if any student who is not a student of School District will be enrolled in a Dual Enrollment Course; provided, however, that any such student must comply with the admissions requirements and course prerequisite requirement provisions of this Agreement.

6.5 Availability of Instructors

Availability of Dual Enrollment Courses offered by College shall be dependent on the availability of appropriately qualified instructors. College may compensate School District for the services of a qualified instructor provided by School District or, alternatively, College may provide a qualified instructor to deliver any Dual Enrollment Course.

6.6 Guidelines

School District and College shall ensure that each student enrolled in a Dual Enrollment Course, and all personnel of School District and all personnel of College who are involved in the dual enrollment program are provided with dual enrollment guidelines, and that such persons agree to review and comply with the guidelines.

6.7 Rigor of Courses

College and School District agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Enrollment Course shall meet statutory and College criteria, and such criteria shall not be diminished for the purpose of the dual enrollment program.

7. FINANCIAL PROVISIONS AND FORMAT FOR BILLING: See Exhibit A attached.

7.1 Fees

Fees and charges for the Dual Enrollment Courses and program are provided on Exhibit A attached to this Agreement.

7.2 Supplies

School District will provide and pay for basic textbooks, workbooks, supplies and other costs related to the teaching of and the administration of Dual Enrollment Courses within School District.

7.3 Tuition

A. Either the student or School District shall be responsible for payment of tuition to College, as specified in Exhibit A.

B. College may provide grants, scholarships or financial aid in accordance with College policies and as set forth in Exhibit A. In addition, College may offset tuition payments owed to College by School District with payments due from College to School District.

C. School District understands and agrees that tuition charges for students enrolled under this program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending upon the student's eligibility for in-state tuition. Pursuant to A.R.S. § 15-1802(C), the residency of an unemancipated student under the age of nineteen years will be that of the student's parent or legal guardian, and any student who does not meet the statutory requirements for in-state tuition will be charged out of state tuition rates.

7.4 Billing Format

The format for the billing of all services pursuant to this Agreement is set forth on Exhibit A. The Billing Format shall include all information required by A.R.S. § 15-1821.01(1)(a).

8. RECORDS

All accounts, reports, files and other records relating to this Agreement shall be kept for a minimum of five (5) years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona or by representatives of the comptroller General of the United States or the Secretary of Education when required by applicable federal regulations.

9. CONFIDENTIALITY

All written student records shall be kept confidential in accordance with FERPA and regulations adopted pursuant to FERPA, the IDEA and regulations adopted thereunder, and applicable state laws and School District policies controlling the disclosure of personally identifiable information from a student's education records.

10. TERMINATION/DISPOSITION OF PROPERTY

10.1 Termination

Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than 90 days prior to the intended date of termination. Except as provided in this section 10, termination shall only be effective at the end of a semester, and no Dual Enrollment Course shall be terminated prior to such effective date.

10.2 Risk to Health or Safety

If either Party has reason to suspect that any activities undertaken pursuant to this Agreement present a risk to the health or safety of students or is contrary to the Party's mission or operations, that Party may request that a meeting between the Parties be convened within 48 hours and promptly confirm the meeting in writing. In such circumstances, the Parties to this Agreement will attempt to reconcile differences within five working days of such meeting. If reconciliation is not achieved within the five day period, this Agreement will automatically terminate.

10.3 No Relief from Obligations

Termination shall not relieve either Party from its obligation to pay for services provided prior to termination and those for any student already admitted and enrolled in a course or courses and obtaining dual credit at the time of termination or notice thereof.

10.4 Disposition of Property

The Parties do not contemplate joint acquisition of any property pursuant to this Agreement. Upon termination of this Agreement, equipment furnished or purchased by College for the program shall be retained by College, and equipment furnished or purchased by School District for the program shall be retained by School District.

11. RESPONSIBILITY

11.1 Conduct of Operations

Each Party agrees to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this Agreement, and each party shall be solely responsible for supervision, daily direction, control of payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits.

11.2 Indemnification

Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party’s employees, officers, students and agents.

12. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

13. NON-ASSIGNABILITY

Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

14. COMPLIANCE WITH NON-DISCRIMINATION LAWS

To the extent applicable, the Parties shall comply with all College policies and State and Federal laws and regulations, including Executive Order 2009-09, which prohibit discrimination against any person based on race, religion, disability, color, age, sex, sexual orientation, political affiliation or national origin, and the Parties shall prohibit discrimination in the employment or advancement in employment of a qualified person because of physical or mental disability including all applicable provisions of the ADA.

15. RIGHTS/OBLIGATIONS OF PARTIES ONLY

The terms of this Agreement are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties in favor of any potential third party beneficiary or other person, agency or organization.

16. ENTIRE AGREEMENT

This Agreement, and its attachments as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

17. INVALIDITY OF PART OF THE AGREEMENT

If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

18. GOVERNING LAW

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

All statutes and regulations referenced in this Agreement are incorporated herein as if fully stated in their entirety in the Agreement. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this Agreement.

19. NOTICE

All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

If to College:

Yavapai College
Attn: Purchasing and Contracting Department
1100 E. Sheldon Street
Prescott, AZ 86301

If to School District:

Mr. Dan Streeter, Superintendent
Humboldt Unified School District No. 22
6411 N. Robert Road
Prescott Valley, AZ 86314

COLLEGE

SCHOOL DISTRICT

By:
Title:

By:
Title:

Date

Date

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the College.

By: _____
Legal Counsel for College

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the School District.

By: *W.A. Parvill* *on behalf of C. Benson Wolfford*
Legal Counsel for School District

EXHIBIT A

FINANCIAL PROVISIONS

Fill in the blanks. If the information is not applicable, indicate NA in the blank. Additional directions for completing this form are in italics.

1. INSTRUCTORS

Instructors shall be provided as follows: (Check the appropriate line)

_____ School District shall provide and pay all instructors.

_____ College shall provide and pay all instructors.

X Each party shall provide and pay for instructors as follows: Yavapai College will provide and pay for the instructor for the CNT classes and Prescott Unified School District will provide and pay for all other instructors.

2. PAYMENTS TO THE SCHOOL DISTRICT

For each course for which the School District provides and pays for the instructor, the College shall pay the School District zero Dollars (\$0) per credit hour for each properly enrolled student, capped at zero Dollars (\$0) per credit hour for each course. (Indicate NA if there is no cap.) Invoices from the District to the College shall be based on College course rosters and include the information listed in Exhibit B of this Agreement.

3. PAYMENTS OF TUITION AND FEES/COSTS TO THE COLLEGE

TUITION:

College tuition for in-state students varies based on discipline. The tuition rates range from seventy-five to one hundred sixty-one Dollars (\$75 to \$161) per credit hour for each in-state student (see <http://www.yc.edu/v5content/academics/tuition-fees.htm> for specific information about tuition rates). College tuition also varies for out-of-state students based on discipline and the number of credit hours in which the student is enrolled. The tuition rates range from one hundred eighteen to four hundred thirty-eight Dollars (\$118 to \$438) per credit hour for each for each student who, pursuant to A.R.S. §15-1802 or A.R.S. §15-1803, does not qualify for in-state student status. (see <http://www.yc.edu/v5content/academics/tuition-fees.htm> for specific information about tuition rates).

ADDITIONAL FEES AND/OR COSTS:

Set out below are additional fees and costs and, for each, a designation as to whether the School District or student is responsible for payment of each fee or cost.

Fees and Costs (Including special course fees; assessment costs, if any; etc.)	<i>For each fee or cost, check the appropriate line to indicate whether the School District or student is responsible for payment to the College of the fee or cost. .</i>
1. There are no course fees.	District _____ Student _____

4. COLLECTION AND PAYMENT OF TUITION AND FEES/COSTS

Check the appropriate line:

X School District is responsible for payment of tuition to the College (\$96 per credit hour of tuition is only charged for CNT classes – no tuition is charged for all other classes).

_____ Each student is responsible for payment of tuition to the College.

For tuition and fee/cost payments required to be made by the School District to the College:

- A. School District is authorized and retains the discretion to collect tuition and fee/cost payments from its students to the extent School District deems appropriate; and
- B. School District may reduce its required payment of tuition and fees/costs owed to the College pursuant to paragraph 3 by the amount of any payment owed to School District by the College pursuant to paragraph 2.

For any tuition and fee/cost payment required to be made by a student to the College, the College shall establish an individual billing account for that student and the billing for such tuition and/or fees and costs shall occur in accordance with College policies and procedures.

5. FINANCIAL AID

Except as indicated in this section, College offers no grant, scholarship or financial aid for the dual enrollment program.

If tuition and/or additional fees and costs are the responsibility of individual students, a student may be eligible for tuition and fee and cost scholarships in compliance with College policies and procedures.

6. FORMAT OF INVOICES BETWEEN THE SCHOOL DISTRICT AND COLLEGE

The School District and College shall send invoices to the other to the attention and at the address listed below no later than thirty (30) days after the end of each semester. Each invoice shall detail any payments due. Payments shall be due within thirty (30) days of receipt of an invoice.

Invoices to be sent to the College:
(specify administrator and address)
Susan Godby – Bursar
Yavapai College
1100 E. Sheldon St. Box #6002
Prescott, AZ 86301

Invoices to be sent to the School District:
(specify administrator and address)
Mr. Dan Streeter, Superintendent
Humboldt Unified School District No. 22
6411 N. Robert Road
Prescott Valley, AZ 86314

7. FULL TIME STUDENT EQUIVALENT FINANCIAL INFORMATION

Amount College received in FTSE in prior academic year:

(Specify dollar amount)

\$ 7,385.72

Portion of that FTSE distributed to School District:

(Specify percentage or dollar amount)

\$0

Amount School District returned to College:

(Specify percentage or dollar amount)

\$0

EXHIBIT B

TYPE OF INSTRUCTION DUAL ENROLLMENT COURSES

COURSES AND CREDITS

For complete course descriptions, refer to the current College catalog.

Semester 1 is Fall, Semester 2 is Spring and Semester 3 is a Year-long course.

The following courses are also offered to freshmen and sophomore students: MAT 187

The number of students admitted for any Dual Enrollment Course shall not exceed a maximum of TBD (listed below if applicable) students per section.

COLLEGE TITLE	COURSE	CREDITS	SEMESTER	INSTRUCTOR	MAX	H.S. TITLE
Nursing Assistant	AHS 114	5	3	Vallely	20	C.N.A. (Nursing Assistant)
Intro to Computer Networking Technology	CNT 100	3	1	Cutter	24	CNT I
A+ Computer Technician Certification	CNT 110	4	1	Cutter	24	CNT II
Network+: Networking Technologies Certification	CNT 115	4	2	Cutter	24	CNT I
Introduction to Windows Server	CNT 120	3	2	Cutter	24	CNT II
College Composition I	ENG 101	3	1	Leveron	22	English 101
College Composition I	ENG 101	3	1	Minarik	22	English 101
College Composition II	ENG 102	3	2	Leveron	22	English 102
College Composition II	ENG 102	3	2	Minarik	22	English 102
College Algebra	MAT 152	3	2	Larson		Adv. Math/ College Alg.
College Algebra	MAT 152	3	2	Washburn		Adv. Math/ College Alg.
Precalculus	MAT 187	5	3	Washburn		Pre-Calculus
Precalculus	MAT 187	5	3	Young		Pre-Calculus

CONSENT
Item 8I.

Agreement Renewal
AVID

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8I
FROM:	Daniel Streeter, Superintendent	Reading
DATE:	August 11, 2015	Discuss
SUBJECT:	Request to ratify/renew the Advancement VIA Individual Determination (AVID) contract	Action
		Consent X

OBJECTIVE: Goal #1 – To Raise the Level of Student Achievement
Goal #2 – To Focus on Planning for Future Student Needs

SUPPORTING DATA:

AVID is a national college readiness program with an impressive record of accomplishment of increasing the levels of academic rigor. This student instructional system focuses on leadership, systems, instruction, and culture, and is designed to increase the number of students who succeed in higher education and life.

Implemented first at the high school, the District has contracted with AVID since 2007-2008; the middle schools followed soon after. Granville Elementary School joins the AVID Elementary Program this year. AVID Elementary was approved by the Board as Granville's signature program at their January 26, 2015 meeting.

Other than the addition of Granville Elementary School, there are no changes from the previous year's agreement.

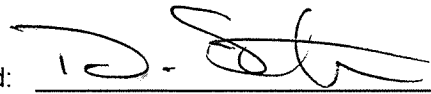
SUMMARY & RECOMMENDATION:

It is the recommendation of administration that the Board approve the contract for the 2015-16 school year for Bradshaw Mountain High School, Bradshaw Mountain Middle School, Glassford Hill Middle School, and Granville Elementary School.

Sample Motion:

I move to approve the AVID contract for Bradshaw Mountain High School, Bradshaw Mountain Middle School, Glassford Hill Middle School, and Granville Elementary School for the 2015-2016 school year.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Dan Streeter, 759-5007

AVID® STANDARD TERMS AND CONDITIONS

This AVID College Readiness System Services and Products Agreement ("Agreement") is entered into by and between AVID Center, a California non-profit corporation ("AVID Center") and the client named in the Quote(s) ("Client").

Article I. Definitions

- 1.1 AVID College Readiness System Services and Products Agreement ("Agreement"): The Agreement consisting of these AVID Standard Terms and Conditions, Quote(s), Exhibit (s), and any other applicable addenda.
- 1.2 AVID College Readiness System: The AVID College Readiness System consists of AVID Elementary, AVID Secondary, and AVID for Higher Education. Client may choose to implement (order) one or more these components of the AVID College Readiness System as indicated on Quote(s).
- (a) AVID Elementary is a foundational component for elementary sites (grades K-8), designed as an embedded, sequential academic skills resource. It is intended for non-elective, multi-subject, multi-ability level classrooms.
- (b) AVID Secondary consists of the AVID Elective class as the core and content area teachers using AVID strategies as school-wide implementation.
- (c) AVID for Higher Education works with postsecondary institutions to support students with the goal of increasing academic success, persistence and completion rates.
- 1.3 AVID Materials: Any material, in any medium, printed or electronic, produced by AVID Center as a resource for Client's implementation of AVID Elementary, AVID Secondary, or AVID for Higher Education.
- 1.4 AVID Member Site: Any Client that implements (orders membership corresponding to) AVID Elementary and/or AVID Secondary, or AVID for Higher Education.
- 1.5 AVID Methodologies: Those methodologies that, when combined, form the core of AVID Elementary, AVID Secondary, or AVID for Higher Education.

- 1.6 AVID Programs: Other AVID offerings that are supplementary to AVID Elementary, AVID Secondary, or AVID for Higher Education. The specific AVID Programs are further defined in their corresponding Exhibit. This list is subject to change without notice: AVID Excel (AVID Secondary); AVID Roadtrip Nation Experience (AVID Secondary); AVID Summer Bridge (AVID Secondary); AVID Weekly (versions for each: AVID Elementary, AVID Secondary, AVID for Higher Education. AVID Elementary and AVID for Higher Education subscriptions are included as part of membership; AVID Secondary subscriptions are included in Middle Level and High School Libraries, if so ordered by Client).
- 1.7 Exhibit: The document with terms and conditions that relate specifically to a corresponding service or product ordered on the Quote(s).
- 1.8 Payment Terms: The terms of when payment is due; as listed on the Quote.
- 1.9 Quote: The order document that is fully incorporated into this Agreement by reference.

Article II. Period of Agreement

- 2.1 Term: The Term ("Term") of this Agreement shall be July 1, 2015 to June 30, 2016 unless earlier terminated as provided herein.

Article III. Licenses and Proprietary Rights

3.1 Copyright License:

Subject to Client's performance of all the provisions of this Agreement, AVID Center hereby grants to Client a non-transferable license, without the right to sublicense, to distribute, reproduce, and display the AVID Materials and the AVID Methodologies solely to implement AVID Elementary and/or AVID Secondary, or AVID for Higher Education as ordered on Quote(s), during the period listed in the corresponding Exhibit, and for no other purpose.

(a) Client may distribute, reproduce, and display the AVID Materials only to appropriate staff and students of the AVID Member Sites listed in Quote(s), for the sole purpose of implementing the specified AVID service or product at the AVID Member Sites and for no other purpose. Client will not permit any of the AVID Materials or AVID Methodologies to be used by anyone other than the AVID Member Sites.

(b) Further, Client will only distribute, display, photocopy, reproduce or otherwise duplicate, those AVID Materials and AVID Methodologies corresponding to the specific AVID service or product listed for each AVID Member Site in Quote(s). (For example, if Quote(s) specifies both AVID Elementary and AVID Secondary membership at ABC School Site, but only specifies AVID Elementary membership at XYZ School Site, Client will not distribute, display, photocopy, reproduce, duplicate, or otherwise make available the AVID Secondary Materials and Methodologies to XYZ School Site).

(c) Client and any AVID Member Sites will not distribute, display, photocopy, reproduce or otherwise duplicate, all or any part of the AVID Materials or AVID Methodologies to anyone other than the AVID Member Sites without AVID Center's prior written consent.

(d) Should Client wish to make any of the AVID Materials or AVID Methodologies accessible to its AVID Member Sites through the Internet, it will do so on a password-protected website, and it will ensure that only appropriate staff and students of the AVID Member Sites are allowed access to the website.

(e) Should Client wish to make electronic versions of any of the AVID Materials or AVID Methodologies available for download by its AVID Member Sites, it will ensure that only appropriate staff and students of the AVID Member Sites are allowed access to those materials, and it will require that those staff and students agree not to distribute, reproduce, display, or transfer those materials to anyone other than appropriate staff and students of the AVID Member Sites before downloading those materials.

(f) Client and any AVID Member Sites shall not modify or otherwise alter the AVID Materials or AVID Methodologies in any way, or create or distribute any derivative works of the AVID Methodologies or the AVID Materials in any way. Client also agrees not to use or adopt the AVID Methodologies or AVID Materials with respect to any educational or other program except solely to implement AVID under the provisions of this Agreement.

Client and any AVID Member Sites acknowledge that they do not have the right to sell, sublicense, transfer, or lease any of the AVID Materials or AVID Methodologies to any person or entity.

- 3.2 Trademark License: Subject to Client's performance of all the provisions of this Agreement, AVID Center hereby grants to Client during the Term a non-exclusive, non-transferable, indivisible license, without the right to sublicense, to use the AVID trademarks (collectively "AVID Trademarks"), (a) only as they are incorporated in the AVID Materials, and (b) only on advertising flyers and written promotional materials created by Client or the AVID Member Sites listed in Quote(s) in order to promote and implement AVID at those AVID Member Sites. Client agrees that it will use its best efforts to use the AVID Trademarks in a professional manner in order to preserve and enhance AVID Center's substantial goodwill associated with the AVID Trademarks. Client agrees that it or its AVID Member Sites will not use any of the AVID Trademarks as a corporate or business entity name, as a fictitious business name or as a trade name, and will not use any name in such capacity that is confusingly similar to the AVID Trademarks. Client further acknowledges and agrees that it and its AVID Member Sites cannot modify or otherwise alter any of the AVID Trademarks or use any other designs or logos in conjunction with its use of the AVID Trademarks. Client cannot use the AVID Trademarks for any educational or other program other than to implement AVID at the Member Sites listed in Quote(s) consistent with the above license. Client and its AVID Member Sites will always use the proprietary symbol ® immediately adjacent to the respective AVID Trademarks as noted above with respect to their use of the AVID Trademarks. If Client or its Member Sites desire to use or place the AVID Trademarks on any products, things, or other merchandising items in order to promote AVID, it must first seek and obtain permission from AVID Center by completing AVID Center's Request to Use AVID Center Trademark Form and complying with any of AVID Center's conditions for approval. Any such additional uses of the AVID Trademarks approved by AVID Center shall also be subject to the terms of this license and the other provisions of this Article III.
- 3.3 Rights Reserved: Notwithstanding anything to the contrary in this Agreement, all rights not specifically granted in this Agreement to Client shall be reserved and remain always with AVID Center.
- 3.4 Proprietary Rights: The parties agree that AVID Center shall solely own and have exclusive worldwide right, title and interest in and to the AVID Trademarks, AVID Materials and AVID Methodologies, to all modifications, enhancements and derivative works thereof, and to all United States and worldwide trademarks, service marks, trade names, trade dress, logos, copyrights, rights of authorship, moral rights, patents, know-how, trade secrets and all other intellectual and industrial property rights related thereto ("Intellectual Property Rights"). Client shall not challenge, contest or otherwise impair AVID Center's ownership of the AVID Trademarks, AVID Materials or AVID Methodologies, or any of AVID Center's applications or registrations thereof, or the validity or enforceability of AVID Center's Intellectual Property Rights related thereto. Client also agrees not to submit any applications or otherwise attempt to register for itself or others any of the AVID Trademarks, AVID Materials or AVID Methodologies.
- 3.5 Enforcement: The parties agree that except to the limited extent expressly set forth in Paragraphs 3.1 and 3.2 above, AVID Center will be irreparably harmed and money damages would be inadequate compensation to AVID Center in the event Client breaches any material provision of Article III. Accordingly, all of the provisions of this Agreement shall be specifically enforceable by injunctive and other relief against Client without the requirement to post a bond, in addition to any other remedies available to AVID Center, for Client's breach of any provision of this Agreement.

- 3.6 Proprietary Notices: Client agrees not to remove, alter or otherwise render illegible any trademark, copyright or other proprietary right notices or other identifying marks from the AVID Materials or any permitted copies thereof.
- 3.7 Infringement: Client agrees to notify AVID Center of any conduct or actions on the part of third parties of which it becomes aware that might be deemed an infringement or other violation of AVID Center's rights in the AVID Trademarks, AVID Materials or AVID Methodologies. In such event, AVID Center shall have the sole right to bring an action for infringement or other appropriate action with respect thereto. AVID Center shall exclusively control the prosecution and settlement of any such action. Client agrees to fully cooperate with AVID Center in any such action and provide AVID Center with all information and assistance reasonably requested by AVID Center.
- 3.8 Compliance with Laws: Client agrees that the AVID Trademarks, AVID Materials and AVID Methodologies will be used in accordance with all applicable laws and regulations and in compliance with any regulatory or governmental agency that has jurisdiction over Client and its educational programs.
- 3.9 Sole Source: AVID Center affirms that it is the sole source of the AVID College Readiness System to which competition is precluded due to the existence of a patent, copyright, secret process, or monopoly. AVID Center's sole source development includes intellectual property - copyrights and trademarks - in the AVID Materials, licensing for reproduction of student activity sheets associated with the curriculum, technical assistance, training to teachers and administrators, and coordination of the AVID College Readiness System through consultation, data collection and certification processes.

Article IV. Compensation

- 4.1 Quotes--Invoicing and Payment: During the Term of this Agreement, Client may request Quote(s) for AVID services and/or products. Client indicates its acceptance of a Quote by signing the respective Quote or issuing a Purchase Order in the amount of the Quote. Should Client issue Purchase Order(s) for such Quote(s), the terms and conditions of this Agreement shall control for all Purchase Orders; no terms and conditions on Purchase Orders will apply to any part of this Agreement. AVID Center will invoice Client according to the terms listed in the accepted Quote(s).

Article V. Status of Parties

5.1 Independent Contractors:

AVID Center and Client are independent contractors and their relationship is that of a licensor and licensee. This Agreement is not intended to create a relationship of employment, agency, partnership, joint venture, or similar arrangement between the parties. Neither party shall have any power or authority to bind or commit the other party in any respect, contractually or otherwise. In no event shall either party, or any of its respective officers, agents, or employees, be considered the officers, agents, or employees of the other party.

Article VI. Authority

6.1 AVID Center Warranty: AVID Center warrants that the person signing this Agreement is authorized to enter into this Agreement on behalf of the non-profit AVID Center and to bind AVID Center to perform all of its obligations under this Agreement.

6.2 Client Warranty: Client warrants that it has obtained all necessary approvals and taken all necessary steps to enter into this Agreement. The person signing on behalf of Client warrants that he or she has the authority to enter into this Agreement on behalf of Client and to bind Client to perform all of its obligations under this Agreement.

Article VII. Termination

7.1 Termination for Cause: Subject to the last sentence of this Paragraph 7.1, either party has the right to terminate this Agreement at any time if the other party is in material breach of any warranty, term, condition or covenant of this Agreement and (i) fails to cure that breach within thirty (30) days of receiving notice from the non-breaching party which specifies such material breach and demands cure thereof, or (ii) fails to provide the non-breaching party assurance that the breach will be cured within a longer period of time which is acceptable to the non-breaching party. In the case of a breach by Client that is not cured as described above, AVID Center shall have the right to terminate Client's right to conduct all or part of an AVID product or service at one or more specific AVID Member Sites, by giving written notice to Client of the sites so terminated, without terminating this Agreement with respect to the other products or services at the particular AVID Member Site and/or other AVID Member Site(s) subject to this Agreement. Any termination under this Paragraph 7.1 will become effective automatically upon expiration of the cure period in the absence of a cure or mutually agreed-upon resolution. Notwithstanding the foregoing, any material breach by Client, which is further defined as a breach of any of the provisions of Article III, shall be deemed non-curable and AVID Center shall have the right to immediately terminate this Agreement upon such material breach by Client.

7.2 Termination for Convenience: Notwithstanding Paragraph 7.1 above, either party may terminate this Agreement upon thirty (30) days prior written notice to the other party.

- 7.3 Cessation of Use: Upon termination or expiration of this Agreement: (a) the licenses in Article III shall automatically terminate and revert to AVID Center, (b) Client shall thereafter immediately discontinue AVID in all of its school sites, and cease using the AVID Materials, AVID Methodologies or the AVID Trademarks in any way, and (c) Client shall pay any unpaid balances to AVID Center and remain liable for its obligations or other actions that accrued or occurred prior to the termination date.
- 7.4 Cumulative Remedies: All rights and remedies conferred herein shall be cumulative and in addition to all of the rights and remedies available to each party at law, equity or otherwise. In addition, Sections 3.3, 3.4, 3.5, 3.6, 4.1, and all of the provisions of Articles VII and VIII shall survive the termination or expiration of this Agreement.

Article VIII. General Provisions

- 8.1 Governing Law and Venue: If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, then (i) if Client is the party initiating that action (e.g., as plaintiff), this Agreement shall be interpreted under California law, the action shall be submitted to the exclusive jurisdiction of the applicable court in San Diego, California, and venue for the action shall be San Diego, California; and (ii) if AVID is the party initiating the action (e.g., as plaintiff), this Agreement shall be interpreted under the law of the State in which Client is located, the action shall be submitted to the exclusive jurisdiction of the applicable court in the city and State where Client is located and venue for the action shall be that city and State.
- 8.2 Entire Agreement: All Quotes, Exhibits, and other addenda to this Agreement are fully incorporated herein. This Agreement, including all addenda, constitutes the entire agreement between the parties regarding this subject matter hereof and supersedes all prior oral or written agreements or understandings regarding this subject matter. This Agreement can only be amended by a written document signed by both parties.
- 8.3 Limitation of Liability: NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, WHETHER FORESEEABLE OR NOT, THAT ARE IN ANY WAY RELATED TO THIS AGREEMENT, THE BREACH THEREOF, THE USE OR THE INABILITY TO USE THE AVID COLLEGE READINESS SYSTEM SERVICES AND PRODUCTS, THE RESULTS GENERATED FROM THE USE OF THE AVID COLLEGE READINESS SYSTEM SERVICES AND PRODUCTS, LOSS OF GOODWILL OR PROFITS AND/OR FROM ANY OTHER CAUSE WHATSOEVER.
- 8.4 Force Majeure: Neither party shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by force majeure, meaning any act of God, storm, fire, casualty, unanticipated work stoppage, strike, lockout, labor dispute, civil disturbance, riot, war, national emergency, act of Government, act of public enemy, or other cause of similar or dissimilar nature beyond its control.
- 8.5 Severability: If any provision of this Agreement is judicially determined to be invalid, void or unenforceable, the remaining provisions shall remain in full force and effect.


- 8.6 Attorney Fees: In the event a dispute arises regarding this Agreement and a legal proceeding is brought by either party, each party shall be responsible for paying their own attorney fees regardless of the outcome or resolution of the dispute.
- 8.7 Assignment: Client acknowledges that the favorable terms of this Agreement were granted solely to Client, and that the substitution of any party by Client would destroy the intent of the parties. Accordingly, Client shall have no right to assign, delegate, transfer or otherwise encumber this Agreement or any portion thereof without AVID Center's prior written consent, which can be withheld in its sole discretion.
- 8.8 Notice: All notices, requests or other communications under this Agreement shall be in writing, and shall be sent to the designated representatives of the parties at the addresses set forth below in Quote(s), and shall be deemed to have been duly given on the date of service if sent by facsimile or electronic mail, or on the day following service if sent by overnight air courier service with next day delivery and with written confirmation of delivery, or five (5) days after mailing if sent by first class, registered or certified mail, return receipt requested. Each party is required to notify the other party in the above manner of any change of address.
- 8.9 Counterparts: This Agreement may be executed in several counterparts that together shall be originals and constitute one and the same instrument.
- 8.10 Waiver: The failure of a party to enforce any of its rights hereunder or at law or in equity shall not be deemed a waiver or a continuing waiver of any of its rights or remedies against the other party, unless such waiver is in writing and signed by the party to be charged.
- 8.11 Facsimile and Electronic Signatures: The parties hereto (i) each agree to permit the use, from time to time and where appropriate under the circumstances, of signatures sent via facsimile or electronically in a .pdf file or other digital format in order to expedite the transaction(s) contemplated by this Agreement; (ii) each intend to be bound by its respective signature sent by that party via facsimile or electronically in a .pdf file or other digital format; (iii) are each aware that the other, and the other's agents and employees, will rely on signature pages sent via facsimile or electronically in a .pdf file or other digital format; and (iv) each acknowledge such reliance and waive any defenses to the enforcement of this Agreement or of other documents effecting the transactions contemplated by this Agreement based on the signature page being a facsimile, .pdf copy or other digital format. The parties covenant to each other that each time they send a signature page via facsimile or electronically in a .pdf file or other digital format; they will in a timely manner send the other party the countersigned signature page(s).

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates below their signatures, but such dates shall not alter the Term of this Agreement as specified herein:

AVID Center,
a California Non-Profit Corporation 501(c)(3)

Humboldt Unified School District
AZ





Signature: AVID Center Authorized

Signature: Client Authorized

David S. Greulich

DON SWEENEY

Printed or Typed Name
Controller

Printed or Typed Name
Assistant Superintendent

AVID Center

Assistant Superintendent

Title

Title of Designee

24 MAR 2015

3-12-15

Date

Date

AVID Center
9246 Lightwave Avenue, Suite 200
San Diego, CA 92123
Employer ID # 33-0522594

CONSENT
Item 8J.

AOT Copier Contract

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	8 J
FROM:	Patrick Keeling, Director of Information Services	Reading	
DATE:	August 11, 2015	Discuss	
SUBJECT:	Arizona Office Technologies Contract	Action	
		Consent	X

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

BACKGROUND DATA:

During the spring semester of the 2014-2015 school year Information Services began looking at an upgrade to the District copier fleet. Prior to requesting quotes/proposals from vendors an analysis of our current fleet was conducted. This analysis included enlisting feedback from the sites, asking principals to share their concerns with the current equipment, and an audit of average monthly volume and capacity at each site.

Once a specification was reached and a standardized fleet concept was structured, multiple vendors were asked to provide pricing. These vendors included ProCopy, Arizona Office Technologies, and Toshiba Business Solutions. Vendors were asked to provide pricing utilizing existing purchasing cooperatives. The District was not required to issue a formal RFP.

SUPPORTING DOCUMENTATION:

All vendors were asked to provide information/pricing that was structured around the following criteria:

- Equipment capacity that meets or exceeds the average monthly volume reported for 30 copier locations district-wide.
- Equipment that had the appropriate finisher options and software features as outlined by the District.
- A comprehensive service contract that would accompany the equipment.
- A supply (toner/staples) contract that would accompany the equipment.
- Equipment that met technical criteria such as the ability to utilize a standardized network driver and configuration.
- Ability to provide future equipment that scales from work-group printers to production level copiers was preferred.
- Training structure/capacity to train District staff.

After reviewing proposals from three vendors it was determined that Arizona Office Technologies could best meet the needs of the District. Arizona Office Technologies utilizes Xerox devices that exceed all technical criteria presented by the District. Xerox provides printing solutions that range from small work-group printers to full size production units, this well rounded product line will allow the District to further standardize its printer fleet beyond the AOT contract.

The AOT contract encompasses a five-year lease for 30 copiers and nine color laser printers. All devices are covered under a five-year service agreement to be upheld by local AOT technicians. This agreement also includes a bulk copy rate for toner and staples that exceeds the average estimated monthly volume used by the District.

The AOT contract will cost the District \$150,000 per year, roughly \$20,000 more per year than the AOT contract for our former copier fleet. This price increase is due to the need for higher capacity machines across the District. Although other vendor pricing was lower, it was determined that those vendors were either not able to provide a solution that was as comprehensive, or the equipment they proposed was of a lower quality.

SUMMARY:

Arizona Office Technologies has been selected to provide the next generation of our copier fleet as they have presented the most comprehensive solution.

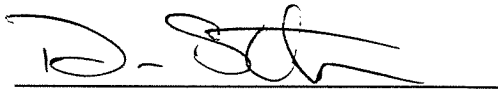
RECOMMENDATION:

It is recommended that the Governing Board approve the signing of a five-year contract with Arizona Office Technologies to provide 39 total devices, supplies and service.

SAMPLE MOTION:

I move approve a five-year contract with Arizona Office Technologies to provide 39 total devices, supplies and service.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Patrick Keeling, Director of Technology (759-5024)

CONSENT
Item 8K.

Gifts & Donations

GIFTS & DONATIONS

Dave Nurmi
8220 N. Sable Way, Prescott Valley
Donated a Yamaha keyboard, reference books, and a fog machine
With the donor's value of \$200
To be used at Coyote Springs Elementary School

Robert & Carrie King
6226 Prince Street, Prescott Valley
Donated five X-Box games
With the donor's value of \$75
To be used at Bradshaw Mountain High School (Ms. Hatfield's class)

DISCUSSION
Item 9A.

School Update
HES

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	9A
FROM:	Lisa Uvila, Principal Humboldt Elementary School	Reading	
DATE:	August 11, 2015	Discuss	X
SUBJECT:	School update for Humboldt Elementary School	Action	
		Consent	

OBJECTIVE:

Principal, Lisa Uvila, will provide a PowerPoint highlighting Humboldt Elementary School for the 2015~2016 school year.

- Humboldt Elementary School Mission
- A glimpse of the past and a look into 2015~2016
- Photo gallery

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Lisa Uvila 759-4400

DISCUSSION
Item 9B.

Asst. Supt. Update

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 9B
FROM:	Jim Bogner, Assistant Superintendent of Operations	Reading
DATE:	August 11, 2015	Discuss x
SUBJECT:	Update on Staffing, Enrollment and Maintenance	Action
		Consent

OBJECTIVE:

SUPPORTING DATA

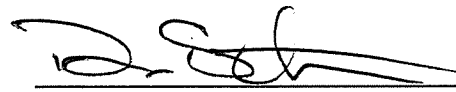
School has been up and running for the past seven days. Jim Bogner, Assistant Superintendent for Operations, will provide an update on our current staffing status, enrollment, and facilities maintenance.

SUMMARY & RECOMMENDATION

Sample Motion

Discussion Only

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Jim Bogner (759-4006)

DISCUSSION

Item 9C.

Grant Award Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 9C
FROM: Lynn Brown, Teacher at Coyote Springs Elementary School Reading
DATE: August 11, 2015 Discuss X
SUBJECT: Yavapai County Education Foundation (YCEF) – Grant Awards Action
Consent

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

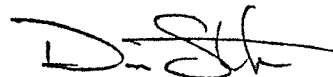
SUPPORTING DATA

Lynn Brown received two grants from YCEF to provide multi-sensory learning for special needs students. As required by YCEF, Lynn will report to the board regarding how grant funds were used.

SUMMARY & RECOMMENDATION

Sample Motion

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Lynn Brown (759-4336)

DISCUSSION
Item 9D.

Football Camp
Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	90
FROM:	Mark Ernster, BMHS Athletic Director	Reading	
DATE:	August 11, 2015	Discuss	X
SUBJECT:	Report to Board – BMHS Football Camp	Action	
		Consent	

OBJECTIVE:

SUPPORTING DATA

Mark Ernster will report on the football camp that high school football players recently attended in California.

SUMMARY & RECOMMENDATION

Sample Motion

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to:

ACTION
Item 10A.

Meet & Confer
Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 10A
FROM: Daniel Streeter, Superintendent Reading X
DATE: August 11, 2015 Discuss
SUBJECT: Approval of 2015-2016 Professional Staff and Support Staff Action X
Meet & Confer Recommendations including revision to Policy
GCCG – Professional/Support Staff Voluntary Transfer of Consent
Accrued Sick Leave, and temporary suspension of Policy BGB
– Policy Adoption (requiring two readings)

OBJECTIVE: Goal #4: To Attract and Retain Highly Effective Employees

SUPPORTING DATA:

The Professional Staff Meet & Confer Committee and the Support Staff Meet & Confer Committee held joint meetings throughout the 2014-2015 school year. In addition to Dan Streeter and Cynthia Windham who served on both committees, valued members of the committees included:

PROFESSIONAL STAFF MEET & CONFER COMMITTEE

Laura Goligoski Roger Williams Brian Mulcahy Diane Hamilton
Marty Boles Jennifer Hook Elizabeth Williams Morgan Peterson
Jessica Desjaden Kim Grant Jeff Torp Kort Miner
Terri Matteson Candice Blakely-Stump Michael Ingerson Bucky Bates

SUPPORT STAFF MEET & CONFER COMMITTEE

Rex Nelson Kristen Lawrence Pamela Liuzzo Laura Wood
Teresa Herman Jeannette Arntzen Lisa Haywood Jennifer Sullivan
Jessica Bennett

During the year, committee members brought forward a number of potential discussion topics. While some were determined to fall outside of the purview of Meet & Confer, some of those issues were channeled to other District staff (e.g. maintenance issues to Ben Peters) for consideration/resolution. Some of the successes of the Meet and Confer Committee include:

- Proposition 301 Performance Pay Program
• Updating Classified Work Calendars
• Reviewing the Stipend Schedule
• Recommended Success Funding Distribution
• Reviewed District Budget Presentation
• Clarified the Relationship with the County

From the topics that were discussed at Meet & Confer, there was one specific recommendation approved by the members that require Governing Board consideration. This includes:

Amending Policy GCCG – Professional/Support Staff Voluntary Transfer of Accrued Sick Leave. Policy GCCG outlines the requirements for enrollment, governance, and qualification for the District’s Sick Leave Bank. The Meet and Confer committee is recommending changes as noted in the attached supporting documentation in an effort to clarify and amend:

- Committee make up
• Committee actions
• Eligibility criteria
• Benefit access

The committee feels that these changes allow for improved efficiencies with regards to Leave Plans as well as improved benefits to employees who have demonstrated prolonged service to the District.

SUMMARY & RECOMMENDATION

It is recommended that revised Policy GCCG - Professional/Support Staff Voluntary Transfer of Accrued Sick Leave be approved with one reading as allowed in Policy BGB – Policy Adoption which states, “Policies may be adopted or amended at a single meeting of the Board in a Board-declared emergency” so that an open enrollment period into the Sick Bank may coincide with the beginning of the school year.

Sample Motion

- *I move to temporarily suspend Policy BGB – Policy Adoption for the August 11, 2015 Governing Board meeting.*
- *I move to approve revised Policy GCCG - Professional/Support Staff Voluntary Transfer of Accrued Sick Leave as presented with one reading.*

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Dan Streeter, 759-5007

**GCCG
PROFESSIONAL / SUPPORT STAFF
VOLUNTARY TRANSFER OF
ACCRUED SICK LEAVE**

A sick leave bank has been established to provide a benefit to employees. This benefit is open to all employees who accrue sick leave. This plan is on a voluntary, participatory basis as defined below.

Enrollment

Any eligible contracted employee may participate in the sick leave bank by contributing one (1) accumulated sick leave day annually, with an accumulation of no more than six (6) days total. Enrollment shall be open during the benefits normal open enrollment period, ~~which is August 15 through September 15.~~ *Note:* These dates may be adjusted according to new school year calendars.

Governance

The sick leave bank is established by the Governing Board and may be rescinded at the close of any fiscal year, as the best interests of the District are determined by the Board.

The operation and governance of the sick leave bank shall be under the discretion of a selected committee, composed of one (1) member, certified or classified from each site-location within the District. The Sick Leave Bank Committee will be elected annually at the end of the enrollment period from a list of volunteers that are current members of the Sick Leave Bank. In addition, the Superintendent or appointed designee shall serve as a non-voting member of the ~~review board~~ committee, except in the event of a tie, at which time the Superintendent or appointed designee will cast the deciding vote. ~~Members will continue to serve successive terms unless they request replacement, at which time new member(s) from the same site(s) will be selected to serve. If a vacancy should occur before the member's term has expired the replacement shall be by election.~~

The committee will meet within five (5) days of a sick bank request to decide if bank days will be granted. Committee members may not vote on sick bank requests submitted by employees from their same work site.

Qualifications for Benefit

Any employee who is a member of the sick leave bank, as described above under "Enrollment," may apply to the Benefits Coordinator ~~committee member representing that employee's site/location for benefits~~ based upon the following criteria:

~ The employee must fill out a Sick Leave Bank Request Form. The request form must be accompanied by a doctor's statement confirming the cause of the illness or injury and the need for the employee to remain absent from work. The sick leave bank committee will review all application requests for approval.

~ ~~The employee shall have used all accumulated leave (sick, personal, vacation) prior to the award.~~ Benefits may not begin until the eleventh (11th) work day missed after the approved date of eligibility. ~~Any accrual days earned during this sick bank absence will be used before sick bank day is charged.~~ The sick leave bank will not reimburse the first five (5) days. Sick bank requests must be made within 10 days from the first date of an extended absence. Sick bank requests made after the 10 days will not be eligible for retroactive pay from the sick bank. Employees will not accrue leave (sick, personal, vacation) while accessing the sick leave bank.

~ The sick bank will reimburse at a rate of 66% of an employee's eligible leave pay (daily rate). An employee may use accumulated leave (sick, vacation, personal) to supplement the sick bank up to 100% of their eligible pay (daily rate) while on a sick leave bank absence.

~ The employee must have an extended illness or disability. Sick leave bank days will be limited to the number of days until short-term disability benefits become effective.

~ Sick leave bank days will not be granted for absence due to pregnancy, childbirth, adoption, elective procedures, or workers' compensation claims.

~ An employee may not request sick leave bank days for absences due to a family member's illness/disability, et cetera.

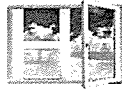
~ When an employee returns to work after using sick leave bank days, their next sick day accrual will automatically be taken for the bank.

Adopted: date of Manual adoption

LEGAL REF.:

A.G.O.

191-027



The Humboldt Schools.
Motivating achievement since 1906.

SICK LEAVE BANK ENROLLMENT

ENROLLMENT

All employees who qualify for individual leave benefits shall be eligible to participate in the sick leave bank by indicating their intention at the time of employment or during open enrollment each year. Participation shall be continuous until the employee:

1. Resigns participation in writing to be effective at the end of the employment year.
2. Fail to make a required contribution to the Sick Leave Bank
3. Is found to have abused the use of the sick leave bank.
4. Leaves employment of the district.

CONTRIBUTIONS:

The sick leave bank shall be maintained solely on the basis of employee' contributions.

1. Employees who elect to participate in the sick leave bank shall contribute one (1) day of earned individual sick leave to the bank at the beginning of each employment year. When an employee has contributed six (6) days to the sick leave bank, no further contribution will be required unless one of the following occurs:
 - a. The employee withdraws days from the sick bank.
 - b. The committee requires additional contributions to maintain adequate days in the bank.
2. An employee who has withdrawn days from the sick leave bank shall restore the employee's contribution by contributing one (1) day per year, to a maximum of six (6) days contributed, following the employee's return to work.
3. Days contributed to the sick leave bank shall at no time be returned to the individual employee.

WITHDRAWALS:

Participating employees shall complete the application request to withdraw days from the sick leave bank and submit to the sick leave bank committee according to the following provisions:

1. The withdrawal request must be for the employee's personal illness or injury. Employees may not request sick leave bank days for absences due to a family member illness or disability.
2. The employee must have an extended illness or injury resulting in the loss of at least 10 consecutive work days without pay.
3. Absences due to pregnancy, childbirth, adoption, and elective procedures are not eligible for sick leave bank withdrawal.
4. The application request for sick leave bank withdrawal must be accompanied by a medical doctor's statement confirming the cause of the illness or injury and the need for the employee to remain absent from work. The sick leave bank committee will review all application requests for approval.

I wish to enroll in the Sick Leave Bank

I do not wish to enroll in Sick Leave Bank

Certified

Classified

Printed Name

Signature

Date

District Location

Date

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

Mr. Daniel Streeter, Superintendent

6411 N. Robert Road, Prescott Valley, AZ 86314 • ph. (928) 759-4000 • fax (928) 759-4020

Sick Leave Bank Withdrawal Request Form

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Employee's Statement

Name: _____
(Last) (First) (Campus/Location) (Hire Date)

____ Certified ____ Classified

Estimated Length of Absence: From: _____ To: _____

Is this absence medically necessary during your normal work schedule? Yes _____ No _____

of Bank Days Requested: _____

Have you used the Sick Bank previously? Yes ___ No ___ If yes, # of Bank Days Used Previously: _____

(Employee Signature)

(Date of Request)

+++++

Physician's Statement

Please describe medical condition that requires employee to be absent from work. Attach additional verification if necessary.

Diagnosis: _____

Date Condition Commenced: _____ Probable Duration of condition: _____

Regimen of treatment to be prescribed (Please indicate number of visits, general nature and duration of treatment including referral to another provider of health services. Include schedule of visits or treatment if it is medically necessary for the employee to be off work on an intermittent basis or to work less than the employee's normal schedule of hours per day or days per week.)

Is the employee able to perform the functions of the employee's position? (Answer after reviewing a statement from the employer of essential functions of the employee's position, or, if none is provided, after discussing it with the employee.) Yes _____ No _____

Type of practice or field of specialty _____

(Physician Signature)

(Date)

Please send completed form to the District Office Benefits Coordinator

+++++

District Office Use Only

Available leave: Sick: _____ Personal: _____ Vacation: _____

Number of available leave days being used: _____

Total Previous Sick Bank Days Used: _____ Date Used: _____

Total Sick Bank Days Granted: _____ Begins: _____ Ends: _____

Sick Bank Denied: _____ Date: _____

ACTION
Item 10B.

Qualified Evaluators

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 10B
FROM: Daniel Streeter, Superintendent Reading
DATE: August 11, 2015 Discuss
SUBJECT: Approval of 2015-2016 Qualified Evaluators Action X
OBJECTIVE: Goal #1 To Raise the Level of Student Achievement

SUPPORTING DATA:

Per Arizona State Law 15-537.D., *The governing board shall designate persons who are qualified to evaluate teachers to serve as evaluators for the District's performance evaluation systems. The Governing Board shall assure that persons evaluating teachers are qualified to evaluate teachers.* The attached document is a list of *Qualified Evaluators* currently employed by the District. These individuals have successfully completed Level I and Level II Qualified Evaluator training sponsored by ASA (Arizona School Administrators) or the District's Thirty-two (32) seat hour Instructional Leadership training which includes:

- Foundations of Instruction for Instructional Leaders
- Instructional Supervision and Cognitive Coaching

District leaders also receive follow-up coaching sessions and an additional sixteen (16) seat hours of follow-up training and coaching sessions during their second year. These credentials fully meet the requirements of the law.

SUMMARY & RECOMMENDATION:

It is recommended that the Governing Board approve the list of qualified evaluators as presented.

Sample Motion:

I move to approve the attached List of Qualified Evaluators for 2015-2016 to evaluate District staff for the 2015-2016 school year.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Dan Streeter @ 759-5007

2015-2016 Qualified Evaluator List

Bucky Bates, Granville Elementary School
Lance Barnes, Liberty Traditional School
Jessica Bennett, Bradshaw Mountain Middle School
Joanne Bindell, Mountain View Elementary School
*Patricia Bitsilly, District Office
Candice Blakely-Stump, Coyote Springs Elementary School
*Dr. James Bogner, District Office
*Rick Bradshaw, Bradshaw Mountain High School
Daniel Brown, District Office
Tusanne Cordes, Lake Valley Elementary School
*Beth Denman, Glassford Hill Middle School
Danette Derickson, Liberty Traditional School
Mark Ernster, Bradshaw Mountain High School
*Laura Goligoski, Bradshaw Mountain High School
Dr. Jennifer Medina, District Office
Kort Miner, Bradshaw Mountain High School
Stephanie Rowe, District Office
Dan Streeter, District Office
Melissa Tannehill, Glassford Hill Middle School
Dr. Kay Turner, Bright Futures Preschool
Lisa Uvila, Humboldt Elementary School
Cole Young, District Office

**Have not completed the required Evaluator Training, but are currently registered for the District's Evaluator Training in the early Fall. This training will be completed before the evaluation of certified staff begins.*

ACTION
Item 10C.

New Teaching Positions

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	
FROM:	Jim Bogner, Assistant Superintendent Operations	Reading	
DATE:	August 11, 2015	Discuss	
SUBJECT:	Request for Additional Teaching Positions	Action	X
		Consent	

OBJECTIVE: Goal #1 To Raise the Level of Student Achievement
 Goal #2 To Focus on Planning for Future Student Needs

SUPPORTING DATA

Based on enrollment projections, Mountain View Elementary had been assigned two fifth grade teachers for the 2015-16 school year. However, as of August 4th, the enrollment in the fifth grade has exceeded previous projections. Class sizes are currently at 39 and 37 students respectively.

Additionally, Coyote Springs Elementary currently has sixty-one kindergarten students enrolled in their two full day kindergarten classrooms with an additional twenty-six students enrolled in the half day kindergarten class. The current level of staffing, 2.5 FTE, places current enrollment numbers outside of the target class sizes for kindergarten.

Lake Valley Elementary currently staffs their kindergarten classrooms at 1.5 FTE. Enrollment numbers show 33 students in full day kindergarten and 21 students in a half day classroom.

Each of the above enrollment numbers exceed the target class sizes as established in 2012-2013. A review of enrollment at all schools and grade levels shows that collapsing a section and moving current staff is not possible without creating a similar situation for other schools. Cynthia Windham, Director of Finance, has reviewed this request and identified available funding through Budget Balance Carry Forward. The 2.5 FTEs have a budget impact of approximately \$110,000.

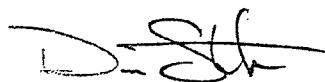
SUMMARY & RECOMMENDATION

In order to bring class sizes to within target numbers for kindergarten at Lake Valley and Coyote Springs and for fifth grade at Mountain View, the administration is requesting up to an additional 2.5 FTE teaching positions.

Sample Motion

I move to approve the addition of up to 2.5 FTE teaching positions in order to reduce class size in the kindergarten programs at Coyote Springs and Lake Valley as well as fifth grade at Mountain View.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Jim Bogner (759-4006)