

GOVERNING BOARD MEETING

Tuesday, January 10, 2017

Granville Elementary School 5250 Stover Drive Prescott Valley, AZ

Organizational Meeting & Regular Session @ 6:30

Mr. Daniel Streeter, Superintendent

Brian Letendre, President Suzie Roth, Vice President Richard Adler, Member Paul Leon, Member Paul Ruwald, Member POSTED 1-6-2017 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 **January 10**, **2017**, at **Granville Elementary School**, located at **5250 Stover Drive**, **Prescott Valley**, **Arizona**.

- If authorized by a majority vote of the members of the Governing Board, any matter on the Open Meeting Agenda may be discussed in executive session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38-431.03 (A)(3). The Board may also vote to convene in executive session to review and discuss issues marked with an asterisk (*). These sessions are not open to the public; however, Board decisions will be made in open public assembly.
- Members of the HUSD Governing Board who are not able to attend in person may participate via an electronic medium.
- The Agenda may be revised up to twenty-four (24) hours prior to the meeting. Revisions will be posted at the HUSD District Office located at 6411 N. Robert Road, Prescott Valley, Arizona, and on the district website www.humboldtunified.com and go to the Governing Board Tab.
- Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Mary Diaz at (928)759-5007 or mary.diaz@humboldtunified.com. Requests should be made as early as possible to arrange the accommodation.
- 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.

** Granville Elementary School's Band will perform as guests arrive **

AGENDA

6:30 REGULAR SESSION

- WELCOME AND CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY (GES Student Council)
- ROLL CALL
- 4. AGENDA REVIEW/ACCEPT
- 5. CURRENT EVENTS
 - A. Board
 - B. Superintendent
- 6. BOARD ORGANIZATIONAL MEETING PURSUANT TO A.R.S. § 15-321
 - A. Election of Governing Board President
 - B. Election of Governing Board Vice-President
- Pages 1-3 C. Establish regular board meeting dates, times, and location(s)
 - D. Establish official location(s) for posting of board notices/agendas
 - E. Possible action regarding choice of options for student expulsion hearings

7. CELEBRATING SUCCESSES

- Pages 4-7 A. HUSD VIPs Sara Schnoor, Principal
 - 1. Certified Katie MacGregor
 - 2. Classified Jennifer Golleher, Del Kolbe, and John Fulfer
 - 3. Volunteer Jim and Cindy Lee Bushman

8. 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.

9. 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 8-10 A. Personnel Recommendations
- Pages 11-14 **B.** Governing Board Meeting Minutes of December 13, 2016 (audio recordings are posted on the District's website at www.humboldtunified.com)
- Pages 15-108 C. Financial/Business
 - 1. Approval of Accounts Payable voucher(s) in the amount of \$ 292,345.39
 - 2. Approval of Payroll voucher(s) in the amount of \$ 2,675,084.93
- Pages 109-116 D. Monthly Budget Report
- Pages 117-122 E. Monthly Student Activities Report
- Pages 123-124 F. Gifts and donations

10. DISCUSSION ITEMS (no action will be taken)

Pages 125-126 A. School update from Granville Elementary School Principal Sara Schnoor to include:

- Community of Learners Building a Culture of Excellence
- AVID (Advancement Via Individual Determination)
- Response to Intervention
- Professional Learning Communities and Professional Development
- Mission, Vision, and Core Values

11. ACTION

- Pages 127-134 **A.** Discussion and possible action to approve HUSD calendars for the 2017-18, 2018-19, and 2019-20 school years
- Pages 135-140 **B.** Discussion and possible action to approve a lease agreement with Northern Arizona Council of Governments (NACOG) Head Start to use a classroom at the District Office campus for a Head Start pre-school program

- Pages 141-151 **C.** Discussion and possible action to amend the agreement with Northern Arizona Council of Governments (NACOG) Head Start for HUSD Food & Nutrition to provide meal service for an additional program location for the 2016-17 school year
- Pages 152-153 D. Discussion and possible action to approve the disposal of obsolete equipment
- Pages 154-155 E. Discussion and possible action to approve the disposal/trade-in of three buses

12. PERSONNEL

- Pages 156-157 **A.** Discussion and possible action to accept the evaluation report of the Superintendent for the 2016-17 school year
- Pages 158-159 **B.** Discussion and possible action regarding payment of the first half of the Superintendent's performance pay for the 2016-17 school year

13. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

February 8, 2017	9:00 a.m.	Annual Governing Board Retreat	@ Transportation Facility
February 14, 2017	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. High
March 7, 2017	6:30 p.m.	Regular Meeting	@ Liberty Traditional
April 11, 2017	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. Middle

Note: The January 24 Governing Board Training Session has been cancelled.

14. 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).

BOARD ORGANIZATIONAL MEETING Item 6

- A. Election of Governing Board President
- B. Election of Governing Board Vice-President
- C. Establish regular board meeting dates, times, and location(s)
- D. Establish official location(s) for posting of board notices/agendas
- E. Possible action regarding choice of options for student expulsion hearings

HUMBOLDT UNIFIED SCHOOL DISTRICT

lo A-E Item# TO: Humboldt Unified School District Governing Board FROM: Daniel Streeter, Superintendent Reading DATE: January 10, 2017 **Discuss** SUBJECT: Organizational Meeting of the Board for 2017 Action Х

OBJECTIVE: **Board Governance**

SUPPORTING DATA:

Arizona Revised Statute 15-321 and Board Policy BDA require the Board to hold an organizational meeting between January 1 and January 15 of each year. The purpose of this meeting is the election of officers, the scheduling of meetings, and the establishment of an official posting place for Board notices and agendas.

The Board currently meets on the second Tuesday of each month, beginning at 6:30 p.m., and rotates meeting locations among the district's schools. The official posting locations are the district's website and the Administrative Office. Once voted on, this information is filed with the Yavapai County Board of Supervisors.

The officers of the Board and their duties are outlined in Board Policy BDB and shall consist of a president, with a term of one or two years established by the Board at the time of election, and a vice president, with a term of one year.

In addition, at the time of the organizational meeting the Board may choose between two options for the hearing of student expulsion cases. Option A would be for the board to conduct expulsion hearings; Option B allows the Board to approve all expulsion hearings to be held by a hearing officer and recommendations sent to the Board for final action. The Board previously approved a list of hearing officers and may, if they desire, vote at this time to accept Option B for the 2017 calendar year, as was done for the 2016 calendar year.

CHANALADY & DECOMMENDATION.

	a president and vice president, set meeting dates, tine, and elect to continue the practice of a hearing offendation sent to the Board for final action.
Sample Motions: A) I move to nominate term (select one).	_for the office of president for a one-year/two-year
B) I move to nominateterm.	_for the office of vice president for a one-year
C) I move to approve regular governing board month at 6:30p.m. at various district location	d meetings to be held the second Tuesday of each ons.
D) I move to approve the posting locations at	the District Office and on the district website.
E) I move to approve Option B to use a Hearin	ng Officer for student expulsion hearings.
Approved for transmittal to the Governing Board:	Mr. Daniel Streeter, Superintendent

Questions should be directed to: Mary Diaz, Admin. Asst. to the Superintendent & Governing Board (759-5007)



GOVERNING BOARD MEETING DATES

The following are official dates for the Board of Education open meetings to be held during 2017. Board meetings are *generally* held the second Tuesday of every month (except for March/Spring Break and October/Fall Break). The deadline for submitting public information to be considered as an agenda item is 15 days prior to the Board Meeting for which someone would like an item addressed. Consideration of a public request will be given to the Superintendent and discussed with the Board President for approval. Official agendas are posted at the District Office and on the District website (www.humboldtunified.com) no later than 24 hours prior to the Board Meeting.

Meetings will be held at 6:30 pm unless otherwise posted.

2017			
	January	Tuesday, 1/10	@ Granville Elementary
	February	Tuesday, 2/14	@ Bradshaw Mountain High
	March	Tuesday, 3/7	@ Liberty Traditional
	April	Tuesday, 4/11	@ Bradshaw Mountain Middle
	May	Tuesday, 5/9	@ Transportation Training Facility
	June	Tuesday, 6/13	@ Transportation Training Facility
	July	Tuesday, 7/11	@ Transportation Training Facility
	August	Tuesday, 8/8	@ Mountain View Elementary
	September	Tuesday, 9/12	@ Coyote Springs Elementary
	October	Tuesday, 10/17	@ Glassford Hill Middle
	November	Tuesday, 11/14	@ Lake Valley Elementary
	December	Tuesday, 12/12	@ Humboldt Elementary

January 3, 2017

CELEBRATING SUCCESSES Item 7

- A. HUSD VIPs Granville Elementary School
 - 1. Certified Katie MacGregor
 - 2. Classified Jennifer Golleher, Del Kolbe, John Fulfer
 - 3. Volunteers Jim and Cindy Lee Bushman



January 10, 2017

HUSD Certified Employee of the Month - Ms. Katie MacGregor

Granville Elementary is honored and proud to recognize Ms. Katie MacGregor as the January HUSD Certified Employee of the Month.

Ms. MacGregor was one of the first welcoming and friendly faces I encountered as I started in my new role this school year. My first impression was that she was a woman of great character, hard-working, and a loving mother and teacher. I am happy to report that she has proven to be all of those things and much more.

Ms. MacGregor is an exceptionally skilled and artful first grade teacher, a thoughtful planner and expert diagnostician. Her students adore her and work incredibly hard to meet her expectations. Ms. MacGregor is a highly respected team leader and member of our leadership team. She actively participates and fiercely supports her teammates and our school community in these roles. In addition to these great responsibilities, her contributions as a member of our social committee have allowed our entire team to build stronger relationships and come together on what has been a very exciting journey.

On behalf of the entire Granville community, I want to thank Mrs. MacGregor for her investment in our school and her continued leadership. It is a pleasure for me to present her as the January HUSD Certified Employee of the Month!

Sincerely,

Sara Schnoor Principal



January 10, 2017

HUSD Classified Employees of the Month - Mrs. Jennifer Golleher, Mr. Del Kolbe, Mr. John Fulfer

Granville Elementary is honored and proud to recognize Mrs. Jennifer Golleher, Mr. Del Kolbe, and Mr. John Fulfer as the January HUSD Classified Employees of the Month.

We are incredibly fortunate to have three of the hardest working and dedicated professionals on our team. The maintenance and custodial crew takes initiative to complete tasks even before they become a request. They consistently go above and beyond to create a clean and safe environment that meets the needs of our community. An unwavering responsiveness to our mission and open lines of communication enable them to accomplish great things. Each one of them demonstrates an incredible work ethic and dependability that makes us a stronger team.

Mrs. Golleher is new to our team this school year and I could not be more pleased with her willingness to learn and attention to detail. Her leadership and the joy she brings to her work have greatly impacted our team. Mr. Kolbe demonstrates great commitment to our school and has often called Granville home. That sentiment is seen in the pride in his work and the positive relationships he has built with so many. Mr. Fulfer is the ultimate teammate, happily following-through with any request and always looking for ways to make us better. He has routinely stepped up to provide coverage and performed extra duties as necessary for the greater good of our school. The combined strengths of this team go beyond a clean and safe learning environment, but capture the very essence of the community of excellence we are building.

On behalf of the entire Granville community, I would like to express the utmost appreciation for the outstanding work and contributions of our maintenance and custodial team. It is a pleasure for me to present them as the January HUSD Classified Employees of the Month!

Sincerely,

Sara Schnoor Principal



January 10, 2017

HUSD Volunteers of the Month - Jim and Cindy Lee Bushman

Granville Elementary is honored and proud to recognize Mr. Jim and Mrs. Cindy Lee Bushman as the January HUSD Volunteers of the Month.

Mr. and Mrs. Bushman are dedicated parent volunteers at Granville Elementary School. I noticed early on in the school year that we could expect to see them on the same days and at the same time excited to engage with our students. Parent support is important, but true engagement in the educational program is critical to the success of any school. Jim and Cindy Lee are valued members of our community that have had a significant impact on our students and the work taking place at Granville this school year.

Teachers report that students light up with excitement when the Bushmans enter the classroom, especially when Mr. Bushman wears his firefighter uniform. Mr. and Mrs. Bushman bring a calm and nurturing presence to the classroom and they do whatever they can to make the day go smoothly. They work with small groups, read to the class, listen to students read, and help with special events. The Bushmans know the names of all the students they work with, get to know them and make them feel special, and express to them the importance of education. Not only do they help lessen the load of the teacher, but they also ignite passion and love for learning in our students.

On behalf of the entire Granville Elementary community, I would like to thank Mr. and Mrs. Bushman for their significant contributions as volunteers. It is a pleasure for me to present them as the January HUSD Volunteers of the Month!

Sincerely,

Sara Schnoor Principal

CONSENT Item 9A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22 PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on January 10, 2017

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

Certified Staff

1.

Classified Staff

1. Kimberly Andrews - 6.5 Hr/Day F&N Cook @ LVES (12-23-16)

Substitute+ Staff

- 1. Ralene Challinor Aide
- 2. Patricia Lake Aide

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

Certified Staff

- 1. Pamela Percival Teacher Grade 6 Language Arts @ LTS (replaces Jane Cheek)
- 2. Amanda Wallace Teacher Grade 5 @ LTS (replaces Frances Rodriguez)
- 3. Serena Whitaker Teacher Kindergarten @ HES (vacant position)

Classified Staff

- 1. Tiina Hash 8 Hr/Day School Nurse at CSES (replaces Diana Lazenby)
- 2. Connie Jones 3 Hr/Day F&N Worker @ HES (current employee)
- 3. Brian Platisha 3 Hr/Day Aide Playground @ GES (replaces Valerie Patterson)
- 4. Mike Perez Custodian @ LVES/GES (replaces Abelino Carbajal)
- 5. Paula Pierce 3 Hr/Day F&N Worker II @ BMHS-W (replaces Regina Connolly)
- 6. Robert Quarles 6.5 Hr/Day Bus Driver Special Education (replaces Yadira Garcia)
- 7. Tressa Rempel 6.5 Hr/Day Aide Moderate/Severe/Profound @ LVES (replaces Jordan Lajeunese)
- 8. Andria Reyes 7.25 Hr/Day Aide Moderate/Severe/Profound @ BMMS (replaced Rosemarie Eitemiller)
- 9. Breanna Voils 6.5 Hr/Day Aide Moderate/Severe/Profound @ MVES (replaces Sara Weathersby)

Substitute + Staff

- Angela Birdeno-Barber Bus Driver
- 2. Katherine Chatelain Nurse
- 3. Michelle Estrada Teacher
- 4. Sydney Giles Aide
- 5. Krista Lee AVID Tutor
- 6. Megan McCarty Aide
- 7. Ivy Morton AVID Tutor
- 2. Devis Disease FON
- 8. Paula Pierce F&N

- 9. Anne Reynolds Teacher
- 10. Marilyn Rivas-Tate Aide
- 11. Crystal Romney Teacher
- 12. Brenda Saucedo AVID Tutor
- 13. Lyubove Shumilova Aide

C. SUPPLEMENTAL CONTRACTS

<u>Overloads</u>

1. None

Stipends Specifically Listed on Board-approved 2016-2017 Stipend Schedule (M&O-\$26018.00; Tax Credit-\$5880.00; General Tax Credit- \$.00; SPED-\$.00; Other- \$00.00)

1. David Capka - Coach Softball JV @ BMHS

HUMBOLDT UNIFIED SCHOOL DISTRICT #22 PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on January 10, 2017

- 2. Gaylee Chilicky Coach Volleyball @ LVES
- 3. Jonathan Crawford Coach Track Assistant @ BMHS
- 4. David Grant Coach Baseball JV @ BMHS
- 5. Lawrence Haese Coach Softball Assistant @ BMHS
- 6. Sharon Haese Coach Softball Head @ BMHS
- 7. Blair Hillig Coach Baseball Freshman @ BMHS
- 8. Carl Irwin Coach Baseball Head @ BMHS
- 9. Timothy McClintock Coach Tennis Boys @ BMHS
- 10. Annie O'Conner Coach Tennis Girls @ BMHS
- 11. Joshua Rice Coach Basketball Elementary Girls @ LTS
- 12. Katherine Rogge Coach Basketball Freshman Girls @ BMHS
- 13. Cameron Schiller Coach Baseball Assistant @ BMHS
- 14. Jason Shaver Coach Track Head @ BMHS
- 15. Matt Simpson Coach Weight Room BMHS
- 16. Bruce Sprague- Coach Softball Freshman @ BMHS

Other Stipends

(M&O-\$0.00; Tax Credit-\$4287.50; F&N-\$0.00; Special Education-\$0.00; Other-\$0.00)

- 1. Viola Jensen .5 Lego Robotics @ LTS
- 2. Michelle McCabe Math Homework Club @ CSES
- 3. Julie Renfro .5 Lego Robotics @ LTS
- 4. Danielle Runyan Fitness Program LVES
- 5. Andrea Valdez Comic/Pop Culture Club @ LVES
- 6. Kelly Van Kirk Arts and Crafts Club @ LVES
- 7. Brent Welsh Habitat Healthy Eating Program @ CSES
- 8. Ban Youssef-Nagel French Program @ LVES

D. IN-DISTRICT TRANSFERS

Certified

1. Jeff Goodman – from 6.5 Hr/Day Aide Moderate Severe/Profound @ BMHS-W to Teacher Extended Resource @ BMHS-W (replaces David Klassen)

Classified

- Magdelena Pena from 5.75 Hr/Day Aide Title I @ HES to Aide 7 Hr/Day Moderate Severe/Profound @ HES (vacant)
- 2. Dawn Trujillo from Secretary Attendance @ CSES to Secretary Administrative Campus @ BMHS-W (replaces Melissa Sanford)

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

Certified

1

Classified

- Anita Tom from 3hr/Day F&N Worker @ CSES to 5.75 Hr/Day F&N Worker @ CSES
- 2. Jennifer Zastrow from 5.75 Hr/Day F&N Worker @ CSES to 3 Hr/Day F&N Worker @ CSES

CONSENT Item 9B.

Minutes

December 13, 2016

(audio minutes are available on the district website)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

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

Audio Minutes Table of Contents (with markers) – 12-13-2016

The Governing Board of the Humboldt Unified School District #22 convened during a meeting open to the public on **December 13, 2016**, at **Mountain View Elementary School** located at **8601 E. Loos Drive, Prescott Valley, Arizona.**

To get to the audio minutes on our website, please go to $\underline{\text{www.humboldtunified.com}} \rightarrow \text{School Board} \rightarrow \text{Board Meetings} \rightarrow \text{Meeting Minutes} \rightarrow \text{Select Year} \rightarrow \text{Select Meeting Date} \rightarrow \text{Digital Board Minutes}.$ 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.

6:30 PM REGULAR MEETING

Markers

00:06	1.	WELCOME AND CALL TO ORDER
00:16	2.	PLEDGE OF ALLEGIANCE/FLAG CEREMONY

- 00:37 **3. ROLL CALL**
- 00:55 4. AGENDA REVIEW/ACCEPT

6. CURRENT EVENTS

01:19	Α.	Board
01.10	<i>,</i>	Dogra

- 05:48 B. Superintendent
- 10:46 C. Assistant Superintendent

6. CELEBRATING SUCCESSES

- A. HUSD VIPs JoAnne Bindell, Mountain View Elementary School Principal
- 13:34 1. Certified Kyle Lonon
- 18:58 2. Classified Novalene Klotzbach
- 20:55 3. Volunteer PTA Officers
- 29:10 B. Recognition of Governing Board Member Gary Hicks (term ends December 31, 2016)
- 34:00 C. Recognition of Food and Nutrition Director Tami Hitt-Wyant (Team Up for School Nutrition Success event hosted by Arizona Department of Education)

36:52 7. PUBLIC PARTICIPATION

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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.

Marty Grossman, Prescott Valley Town Council member: The Town will resume their Civil Service Career Day for high school students.

40:45 **8. CONSENT ITEMS**

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- A. Personnel Recommendations
- **B.** Governing Board Meeting Minutes of November 8, 2016 (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 \$ 1,475,880.50
 - 2. Approval of Payroll voucher(s) in the amount of \$4,510,292.31
- D. Monthly Budget Report
- E. Monthly Student Activities Report
- F. Request for approval of revised student fee schedule for fiscal year 2016-17
- G. Gifts and donations

PASSED UNANIMOUSLY (ALL)

9. DISCUSSION (no action will be taken)

- A. School update from Mountain View Elementary School Principal JoAnne Bindell to include:
 - Introduction of Leadership Team
 - Board Goals
 - Vision and Creation of MV ABCs
 - Adoption Update
 - Adaptive Playground
 - STEAM Classes
 - Parental Involvement

10. ACTION

42:30

59:05 **A.** Discussion and possible action to approve out-of-state/overnight travel for eligible Bradshaw Mountain High School band students to participate in a band tour to Phoenix, Arizona and Los Angeles, California, March 10-13, 2017

PASSED UNANIMOUSLY

- 01:03:18 B. Discussion and possible action to approve the revised 2016-17 Expenditure Budget PASSED UNANIMOUSLY

PASSED UNANIMOUSLY

01:05:10 **D.** Discussion and possible action to approve a new 1.0 FTE classified Student Information Integrity Specialist position

PASSED UNANIMOUSLY

01:26:46 E. Discussion and possible action to approve an affiliation agreement with Mountain Valley Regional Rehabilitation Hospital to provide clinical experience for Bradshaw Mountain High School Certified Nursing Assistant (CNA) students for the 2016-17 school year

PASSED UNANIMOUSLY

O1:28:30 F. Discussion and possible action to approve a Memorandum of Understanding with United Way of Yavapai County for the Catch Up After-school Program for the 2016-17 school year

PASSED UNANIMOUSLY

O1:30:09 G. Discussion and possible action to approve a license agreement with NAZB, LLC (NAZ Suns) for the use of space at Bradshaw Mountain High School – East Campus (through April 30, 2017)

PASSED UNANIMOUSLY

O1:32:46

H. Discussion and possible action to approve the appointment of Board President, Brian Letendre, as the district's trustee to the Yavapai Unified Employee Benefit Trust beginning January 1, 2017

PASSED UNANIMOUSLY

11. PERSONNEL

*A. Annual evaluation of the Superintendent, Daniel Streeter
[Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]

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.

01:34:12 **12. ANNOUNCEMENTS**

A. Next Scheduled Board Meetings are:

January 10, 2017	6:30 p.m.	Organizational & Regular Meeting	@ Granville Elementary
January 24, 201	6:30 p.m.	Work Study Session (Board Training)	@ District Office Conf. Room
February 14, 2017	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. High

01:35:51 **13. ADJOURNMENT**

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CONSENT Item 9D.

Monthly Budget Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:

Humboldt Unified School District Governing Board

Item#

90

FROM:

Cynthia Windham, Finance Director

Reading

DATE:

January 10, 2017

Discuss

SUBJECT:

Monthly Budgets - Board Report

Action

Consent

OBJECTIVE:

Goal #1 To Focus on Planning for Future Student Needs

SUPPORTING DATA:

Attached is the monthly Expenditure Budget Balance Report.

This report summarizes district expenditures and current encumbrances per fund.

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

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

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

The Maintenance & Operation balance currently reflects \$1,381,505 that will be charged back when approval/tuition is received, placing the percentage of remaining budget balance to-date at approximately 11%.

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

Expe	nditure B	Expenditure Budget Balance Report						
Fiscal Year:	Year: 2016-2017	1017	<u>)</u>	Summary Omy	From Date: 7/1	4/1/2016	10 Date: 8/3	8/30/2017
Accoun		scription	Budget	Range To Date	QTY	Balance	Encumbrance %	Budget Balance % Remaining Bud
Fund:	001	MAINT & OPER FUNDS Fund 001 Total:	\$32,938,185.00	\$13,559,319.92	\$13,559,319.92	\$19,378,865.08	\$17,125,643.06	\$2,253,222.02
Fund:	011	CLASSROOM-BASE SAL Fund 011 Total:	\$672,292.00	\$299,282.82	\$299,282.82	\$373,009.18	\$0.00	6.84%
Fund:	012	CLASSROOM-PERF PAY Fund 012 Total:	\$1,305,884.00	\$0.00	\$0.00	\$1,305,884.00	\$0.00	55.48%
Fund:	013	CLASSROOM-OTHER Fund 013 Total:	\$1,361,283.00	\$343,151.33	\$343,151.33	\$1,018,131.67	\$5,748.02	100.00%
Fund:	021	INDIAN GAMING-INSTRUCTION IMPROV Fund 021 Total:	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$0.00	74.37%
111 Fund:	024	INDIAN GAMING - INSTRUCTIONAL IMPROV Fund 024 Total:	\$564,882.56	\$250,590.74	\$250,590.74	\$314,291.82	\$303,508.98	100.00%
Fund:	050	County Pass Thru Fund 050 Total:	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$0.00	1.91%
Fund:	071	SEI - STRUCTURED ENGLISH IMMERSION Fund 071 Total:	\$433,864.94	\$167,910.57	\$167,910.57	\$265,954.37	\$228,230.89	100.00%
Fund:	110	TITLE 1 LEA Fund 110 Total:	\$1,253,390.36	\$464,013.30	\$464,013.30	\$789,377.06	\$431,661.91	8.69%
Fund:	112	TITLE 1-D NEGLECT/DELINQUENT(14/15) Fund 112 Total:	\$354,318.37	\$0.00	\$0.00	\$354,318.37	\$119,330.30	28.54%
Fund:	140	TITLE II-IMPROV TEACHER QUAL(14/15) Fund 140 Total:	\$166,799.33	\$30,215.59	\$30,215.59	\$136,583.74	\$33,013.06	\$103,570.68
Fund:	141	TITLE II-IMPROV TEACHER QUAL(15/16)						62.09%
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Expel	nditure Bu	Expenditure Budget Balance Report	<u>S</u>	Summary Only	From Date: 7/1/2016	2016	To Date: 8	8/30/2017
Fiscal Y	Fiscal Year: 2016-2017	117						Budget Balance
Account	Account Number / Description	cription	Budget Ra	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
		Fund 141 Total:	\$30,024.79	\$0.00	\$0.00	\$30,024.79	\$0.00	\$30,024.79
Fund:	190	TITLE III LEP PROGRAM Fund 190 Total:	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	€
Fund:	220	IDEA - BASIC - ENT Fund 220 Total:	\$976,136.29	\$0.00	\$0.00	\$976,136.29	\$0.00	\$97
Fund:	221	IDEA - PRESCHOOL GRANT Fund 221 Total:	\$24,864.00	\$0.00	\$0.00	\$24,864.00	\$0.00	\$
Fund:	260	CTE BASIC GRANT- (15/16) Fund 260 Total:	\$101,999.80	\$24,291.22	\$24,291.22	\$77,708.58	\$0.00	**************************************
112 Fund:	261	CTE BASIC GRANT - (14/15) (16/17) Fund 261 Total:	\$110,283.76	\$51,391.28	\$51,391.28	\$58,892.48	\$8,503.30	\$50
Fund:	290	MEDICAID OUTREACH Fund 290 Total:	\$104,646.95	\$31,344.54	\$31,344.54	\$73,302.41	\$21,773.49	\$51
Fund:	291	MEDICAID DIRECT Fund 291 Total:	\$1,684,663.61	\$181,245.72	\$181,245.72	\$1,503,417.89	\$158,524.40	\$1,344
Fund:	302	GEAR UP Fund 302 Total:	\$266,100.00	\$134,289.51	\$134,289.51	\$131,810.49	\$85,707.60	\$46
Fund:	303	GEAR UP MIDDLE GRADE INITIATIVE (09/04/12 Fund 303 Total:	\$95,800.03	\$79,528.06	\$79,528.06	\$16,271.97	\$2,849.70	\$
Fund:	318	YOUTH COUNT Fund 318 Total:	\$2,442.00	\$0.00	\$0.00	\$2,442.00	\$0.00	\$ +
Fund:	325	ARRA EDUCATION JOBS FUND Fund 325 Total:	\$3.00	\$0.00	\$0.00	\$3.00	\$0.00	
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Expe	nditure B	Expenditure Budget Balance Report	5	Summary Only	From Date: 7/1/2016	2016	To Date:	0/20/2047
Fiscal Year:	rear: 2016-2017	.017]	f f		2		Budget Balance
Account	Account Number / Description	scription	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
Fund:	349	NAT'L FOREST FEES						100.00%
	ļ	Fund 349 Total:	\$1,352,812.19	\$304,744.63	\$304,744.63	\$1,048,067.56	\$43,594.97	7 \$1,004,472.59 74.25%
Fund:	353	TAYLOR GRAZING - FY 12-13 Fund 353 Total:	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$0.00	\$4
Fund:	374	E-RATE Fund 374 Total:	\$228,755.00	\$0.00	\$0.00	\$228,755.00	\$0.00	100.00%
Fund:	395	FED STIM - ARRA - SFB - ENERGY EFFICIENC	•	;	:			~
Fund:	400	Fund 395 Lotal: CTE PRIORITY PROGRAM	\$66.00	\$0.00	\$0.00	\$66.00	\$0.00	\$66.00 100.00%
	1	Fund 400 Total:	\$44,274.91	\$9,467.47	\$9,467.47	\$34,807.44	\$10,291.87	, \$24,515.57 55.37%
runa:	435	ACADEMIC CONTESTS Fund 435 Total:	\$1,100.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00
Fund:	445	DROP OUT PREVENTION Fund 445 Total:	\$3.00	\$0.00	\$0.00	\$3.00	\$0.00	
Fund:	485	WRP Fund 485 Total:	\$145,100.36	\$71,023.75	\$71,023.75	\$74,076.61	\$75,536.85	(\$1,
Fund:	486	ABSTINENCE ED Fund 486 Total:	\$7.00	\$0.00	\$0.00	\$7.00	\$0.00	
Fund:	490	COMP LIT GRANT Fund 490 Total:	\$1,061.00	\$0.00	\$0.00	\$1,061.00	\$0.00	63
Fund:	495	K-12 Center Grant Fund 495 Total:	\$69,999.86	\$29,736.89	\$29,736.89	\$40,262.97	\$41,187.05	100.00% (\$924.08) -1.32%
Printed:	01/04/2017	9:24:21 AM Report: rptGLExpenditureBudBal		2016.4.10	4.10			Page: 3

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Expe	nditure Bu	Expenditure Budget Balance Report	2	Summary Only	From Date: 7/1/2016	2016	To Date:	8/30/2017
Fiscal \ Account	Fiscal Year: 2016-2017 Account Number / Description	n 7 cription	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund:	500	SCH PLANT->1 YR Fund 500 Total:	\$191,330.79	\$6,653.65	\$6,653.65	\$184,677.14	\$36,793.29	.9 \$147,883.85 77 20%
Fund:	510	FOOD SERVICE Fund 510 Total:	\$3,199,999.74	\$1,112,767.71	\$1,112,767.71	\$2,087,232.03	\$1,308,617.14	\$778
Fund:	515	CIVIC CENTER Fund 515 Total:	\$172,051.35	\$55,955.28	\$55,955.28	\$116,096.07	\$21,148.37	24.33% 54.94,947.70 55.19%
Fund:	517	BUS RENTAL Fund 517 Total:	\$114,000.00	\$0.00	\$0.00	\$114,000.00	\$0.00	\$114
Fund:	520	COMMUNITY SCHOOL Fund 520 Total:	\$3,100.00	\$0.00	\$0.00	\$3,100.00	\$0.00	₩
Eung:	521	EXTENDED KINDERGARTEN Fund 521 Total:	\$301,239.00	\$0.00	\$0.00	\$301,239.00	\$0.00	\$30
Fund:	522	BEFORE/AFTER SCHOOL PROGRAM Fund 522 Total:	\$65,275.77	\$161.00	\$161.00	\$65,114.77	\$0.00	9\$
Fund:	523	BRIGHT FUTURES PRESCHOOL Fund 523 Total:	\$63,232.30	\$18,112.73	\$18,112.73	\$45,119.57	\$20,359.59	\$24
Fund:	. 222	AUX OPERATIONS Fund 525 Total:	\$998,735.65	\$168,935.45	\$168,935.45	\$829,800.20	\$78,700.50	\$751
Fund:	526	ACT FEES TAX CRED Fund 526 Total:	\$768,494.24	\$63,549.02	\$63,549.02	\$704,945.22	\$35,885.82	\$699
Fund:	527	SUMMER SCHOOL Fund 527 Total:	\$1,099.00	\$0.00	\$0.00	\$1,099.00	\$0.00	31,099.00
Fund:	,	ONATIONS						
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Expe	nditure B	Expenditure Budget Balance Report		Summary Only	From Date: 7/1/2016	016	To Date: 8/30	8/30/2017
Fiscal Year:	Year: 2016-2017	017						Budget Balance
Account	Account Number / Description	scription	Budget	Range To Date	YTD	Balance	Encumbrance % F	% Remaining Bud
		Fund 530 Total:	\$130,590.59	\$17,988.17	\$17,988.17	\$112,602.42	\$7,589.32	\$105,013.10
Fund:	534	SCHOLARSHIPS Fund 534 Total:	\$2,690.00	\$0.00	\$0.00	\$2,690.00	\$0.00	\$0.41% \$2,690.00
Fund:	540	FINGERPRINT Fund 540 Total:	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	100.00%
Fund:	550	INSURANCE PROCEEDS Fund 550 Total:	\$254,000.00	\$34,079.75	\$34,079.75	\$219,920.25	\$0.00	100.00%
Fund:	551	INSURANCE - AEI Fund 551 Total:	\$47,000.00	\$3,738.41	\$3,738.41	\$43,261.59	\$4,407.49	86.58% \$38,854.10
Fund:	555	TEXTBOOKS Fund 555 Total:	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$0.00	\$2.67% \$21,000.00
Fund:	565	LITIGATION RECOVERY Fund 565 Total:	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00
Fund:	920	INDIRECT COSTS Fund 570 Total:	\$1,760,948.85	\$71,817.99	\$71,817.99	\$1,689,130.86	\$109,657.40	100.00% \$1,579,473.46
Fund:	575	UNEMPLOYMENT INSURANCE Fund 575 Total:	\$131,000.00	\$0.00	\$0.00	\$131,000.00	\$0.00	\$9.69% \$131,000.00
Fund:	290	GRANT/GIFT TEACHER Fund 590 Total:	\$22,000.00	\$0.00	\$0.00	\$22,000.00	\$0.00	\$22,000.00 \$00.00
Fund:	595	SCHOOL BUS ADVERTISEMENT Fund 595 Total:	\$5,700.00	\$0.00	\$0.00	\$5,700.00	\$0.00	\$5,700.00
Fund:	596	JTED - MTN. INSTITUTE Fund 596 Total:	\$339,207.00	\$14,270.75	\$14,270.75	\$324,936.25	\$12,319.94	100.00% \$312,616.31
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Expe	nditure	Expenditure Budget Balance Report	\	Summary Only	From Date: 7/1/2016	/2016	To Date: 8/3	8/30/2017
Fiscal	Fiscal Year: 2016-2017	3-2017					B	Budget Balance
Accoun	Account Number / Description	Description	Budget	Range To Date	YTD	Balance	Encumbrance %	% Remaining Bud
Fund:	610	CAPITAL OUTLAY						92.16%
		Fund 610 Total:	\$8,159,180.00	\$592,275.54	\$592,275.54	\$7,566,904.46	\$975,074.56	\$6,591,829.90 80.79%
Fund:	620	ADJACENT WAYS Fund 620 Total:	\$4.00	\$0.00	\$0.00	\$4.00	\$0.00	\$4.00
Fund:	630	BOND BUILDING						100.00%
		Fund 630 Total:	\$1,528,866.00	\$28,151.45	\$28,151.45	\$1,500,714.55	\$15,021.88	\$1,485,692.67 97.18%
Fund:	650	GIFTS & DONATIONS						
		Fund 650 Total:	\$40,000.00	\$14,493.54	\$14,493.54	\$25,506.46	\$0.00	\$25,506.46 63.77%
Fund:	665	ENERGY REBATES						
1		Fund 665 Total:	\$26,000.00	\$0.00	\$0.00	\$26,000.00	\$0.00	\$26,000.00
Fund:	069	BUILDING RENEWAL						
		Fund 690 Total:	\$27.00	\$0.00	\$0.00	\$27.00	\$0.00	\$27.00
Fund:	695	NEW SCH FACILITIES						
		Fund 695 Total:	\$710.00	\$0.00	\$0.00	\$710.00	\$0.00	\$710.00
Fund:	850	STUDENT ACTIVITIES						
		Fund 850 Total:	\$94,761.23	\$23,027.56	\$23,027.56	\$71,733.67	\$8,433.81	\$63,299.86 66.80%
Fund:	855	EMPLOYEE INSURANCE						
		Fund 855 Total:	\$6,877,326.54	\$2,350,189.13	\$2,350,189.13	\$4,527,137.41	\$410,017.27	\$4,117,120.14 59.87%
		Grand Total:	\$69,764,712.16	\$20,607,714.47	\$20,607,714.47	\$49,156,997.69	\$21,739,131.83	\$27,417,865.86 39.30%
			Fnd of Report	togo				

End of Report

CONSENT Item 9E.

Student Activities Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:

Humboldt Unified School District Governing Board

Item#

9E

FROM:

Cynthia Windham, Finance Director

Reading

DATE:

January 10, 2017

Discuss

SUBJECT:

Student Activities - Board Report

Action

Consent

OBJECTIVE:

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

SUPPORTING DATA:

Attached is the monthly Student Activities Report.

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

SUMMARY & RECOMMENDATION:

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

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

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

850 STUDENT ACTIVITIES BOARD REPORT	ES BOARD REPORT			From Date:	7/1/2015	To Date:	12/31/2016	
Fiscal Year: 2015-2016	Subtotal by Collapse Mask	Include pre encu	☐ Include pre encumbrance ☐ Print accounts with zero balance	ccounts with zer	\square	Filter Encumbrance Detail by Date Range	Detail by Date Ra	nge
Account Number		GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Bud	% Bud
850.100.1000.6000.110.1319	GENERIC EXPENSE	\$8,972.05	\$0.00	\$0.00	\$8,972.05	80,00	\$8,972.05	100.00%
850.510.1000.6510.110.1319 850.640.400.6840.440.4340	GENERAL SUPPLIES TO THE AND THE PROPERTY OF T	\$0.00	\$1,965.21	\$1,965.21	(\$1,965.21)	\$0.00	(\$1,965.21)	0.00%
850,610,1000,6890,110,1319	MISC. EXPENDITIBES	\$0.00 \$0.00	\$475.10	\$4/5.16	(\$475.16)	\$0.00	(\$475.16)	0.00%
850.610.3100.6340.110.1319	TECHNICAL SERVICES	\$0.00	\$341.22	\$341.22	(\$341.22)	\$0.00 \$0.00	(\$300.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$8,972.05	\$3,281.59	\$3,281.59	\$5,690.46	\$0.00	\$5,690.46	63.42%
	UNIT: LVES-110	\$8,972.05	\$3,281.59	\$3,281.59	\$5,690.46	\$0.00	\$5,690.46	63.42%
850.100.1000.6000.120.1319	GENERIC EXPENSE	\$3,538.83	\$0.00	\$0.00	\$3,538.83	\$0,00	\$3,538.83	100.00%
850.610.1000.6610.120.1319	GENERAL SUPPLIES	\$0.00	\$581.29	\$581.29	(\$581.29)	\$0.00	(\$581.29)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$3,538.83	\$581,29	\$581.29	\$2,957.54	\$0.00	\$2,957.54	83.57%
850.100.1000.6000.120.1362	GENERIC EXPENSE	\$2,783.08	\$0.00	\$0.00	\$2,783.08	\$0.00	\$2,783.08	100.00%
850.610.1000.6610.120.1362 850.610.1000.6810.130.1362	GENERAL SUPPLIES	\$0.00	\$655.00	\$655.00	(\$655.00)	\$0.00	(\$655.00)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$2,783.08	\$1,040.00	\$1,040.00	(\$565.00) \$1,743.08	\$0.00	(\$385.00) \$1,743.08	0.00% 62.63%
850.100.1000.6000.120.1385	GENERIC EXPENSE	\$376.29	\$0.00	00 08	\$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	\$6,698.20	\$1,621.29	\$1,621.29	\$5,076.91	\$0.00	\$5,076.91	75.80%
850.100.1000.6000.125.1319	GENERIC EXPENSE	\$14,768.66	\$0.00	\$0.00	\$14,768.66	\$0.00	\$14,768.66	100.00%
850.400.2710.6510.125.1319	STUDENT TRANS SVS	\$0.00	\$154.32	\$154.32	(\$154.32)	\$0.00	(\$154.32)	0.00%
850.610.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$2,043.00	\$2,043.00	(\$2,043.00)	\$0.00	(\$2,043.00)	0.00%
850.610.1000.6810.125.1319	DUES AND FEES	\$0.00	\$760.00	\$760.00	(\$760.00)	\$0.00	(\$760.00)	0.00%
850.610.1000.6890.125.1319	MISC EXPENDITURES	\$0.00	\$5,927.00	\$5,927.00	(\$5,927.00)	\$0.00	(\$5,927.00)	0.00%
0.00.00.00.00.00.00.00.00.00.00.00.00.0	COURSE: STUDENT COUNCIL - 1319	\$14,768.66	\$12,084.32	\$12,084.32	(\$3,200.00) \$2,684.34	\$0.00	(\$3,200.00) \$2,684.34	0.00% 18.18%
850.100.1000.6000.125.1362 CO	GENERIC EXPENSE COURSE: NATIONAL HONOR SOCIETY - 1362	\$831.26 \$831.26	\$0.00	\$0.00	\$831.26 \$831.26	\$0.00 \$0.00	\$831.26 \$831.26	100.00%
	UNIT: GHMS - 125	\$15,599.92	\$12,084.32	\$12,084.32	\$3,515.60	\$0.00	\$3,515.60	22.54%
850.100.1000.6000.131.1319	GENERIC EXPENSE	\$3,103.51	\$0.00	\$0.00	\$3,103.51	\$0.00	\$3,103.51	100.00%
850.610.1000.6610.131.1319	GENERAL SUPPLIES	\$0.00	\$391,82	\$391.82	(\$391.82)	\$0.00	(\$391.82)	0.00%
850.610.3100.6340.131.1319	TECHNICAL SERVICES COURSE: STUDENT COUNCIL - 1319	\$0.00 \$3,103.51	\$132.30 \$524.12	\$132.30 \$524.12	(\$132.30) \$2,579.39	\$0.00 \$0.00	(\$132.30) \$2,579.39	0.00% 83.11%
	UNIT: HES - 131	\$3,103.51	\$524.12	\$524.12	\$2,579.39	\$0.00	\$2,579.39	83.11%
850.100.1000.6000.132.1319	GENERIC EXPENSE	\$6,622.75	\$0.00	\$0.00	\$6,622.75	\$0.00	\$6,622.75	100.00%
850.100.1000.6810.132.1319	DUES AND FEES	\$0.00	\$1,302.43	\$1,302.43	(\$1,302.43)	\$0.00	(\$1,302.43)	0.00%
850.510.1000.8510.132.1319 850.610.1000.6731.132.1319	GENERAL SUPPLIES FERE < \$1,000 (Josephan)	\$0.00	\$380.39	\$380.39	(\$380.39)	\$0.00	(\$380.39)	0.00%
850.610.1000.6810.132.1319	DUES AND FEES	\$0.00	\$753.50	\$753.50	(\$753.50)	\$0.00	(\$457.35)	0.00%
850.610.1000.6890.132.1319	MISC EXPENDITURES	\$0.00	\$140.00	\$140.00	(\$140.00)	80.00	(\$140.00)	%00.0
	COURSE: STUDENT COUNCIL - 1319	\$6,622.75	\$3,033.68	\$3,033.68	\$3,589.07	\$0.00	\$3,589.07	54.19%
	UNIT: MVES - 132	\$6,622.75	\$3,033.68	\$3,033.68	\$3,589.07	\$0.00	\$3,589.07	54.19%
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850 STUDENT ACTIVITIES BOARD REPORT	IIES BOARD REPORT			From Date:	7/1/2015	To Date:	12/31/2016	
Fiscal Year: 2015-2016	Subtotal by Collapse Mask Include p Exclude Inactive Accounts with zero balance	☐ Include pre encumbrance ☐ zero balance	umbrance ☐ Print a	Print accounts with zero balance	2	Filter Encumbrance Detail by Date Range	Detail by Date Ra	egu
Account Number	Description	GL Budget	Range To Date	ΔΤΥ	Balance	Encumbrance	Budget Balance % Bud	% Bud
850.100.1000.6000.133.1319	GENERIC EXPENSE	\$1,453.93	\$0.000	\$0.00	\$1,453.93	\$0.00	\$1,453.93	100.00%
850.610.1000.6610.133.1319	GENERAL SUPPLIES COURSE: STUDENT COUNCIL - 1319	\$0.00 \$1,453.93	\$148.98 \$1448.98	\$148.98 \$148.98	(\$148.98) \$1,304.95	\$0.00	(\$148.98) \$1,304.95	0.00% 89.75%
	UNIT: CSES - 133	\$1,453.93	\$148.98	\$148.98	\$1,304.95	\$0.00	\$1,304.95	89.75%
850.100.1000.6000.134.1319	GENERIC EXPENSE	\$1,350.44	\$0.00	\$0.00	\$1,350.44	\$0.00	\$1,350.44	100.00%
850.610.1000.6610.134.1319	GENERAL SUPPLIES	\$0.00	\$30.00	\$30.00	(\$30.00)	\$0.00	(\$30.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$1,350.44	\$30.00	\$30.00	\$1,320.44	\$0.00	\$1,320.44	97.78%
	UNIT: LTS - 134	\$1,350.44	\$30.00	\$30.00	\$1,320.44	\$0.00	\$1,320.44	%87.76
850.100.1000.6000.135.1319	GENERIC EXPENSE COURSE: STUDENT COUNCIL - 1319	\$562.07 \$562.07	\$0.00 \$0.00	\$0.00	\$562.07 \$562.07	\$0.00	\$562.07 \$562.07	100.00% 100.00%
	UNIT: GRANVILLE ELEMENTARY SCHOOL - 135	\$562.07	\$0.00	\$0.00	\$562.07	\$0.00	\$562.07	100.00%
850.100.1000.6000.230.1316	GENERAL EXPENSE	\$23,516.70	\$0.00	\$0.00	\$23,516.70	\$0.00	\$23,516.70	100.00%
850.610.1000.6610.230.1316	GENERAL SUPPLIES	\$0.00	\$5,185.35	\$5,185.35	(\$5,185.35)	\$0.00	(\$5,185.35)	0.00%
850.610.1000.6810.230.1316	DUES AND FEES	\$0.00	\$3,601.00	\$3,601.00	(\$3,601.00)	\$0.00	(\$3,601.00)	0.00%
850.610.1000.6890.230.1316	MISC EXPENDITURES COURSE: HOSA - 1316	\$0.00 \$23,516.70	\$6,511.04 \$15,297.39	\$6,511.04 \$15,297.39	(\$6,511.04) \$8,219.31	\$0.00 \$0.00	(\$6,511.04) \$8,219.31	0.00% 34.95%
850.100.1000.6000.230.1319	GENERIC EXPENSE	\$27,799.11	\$0.00	\$0.00	\$27,799.11	\$0.00	\$27,799.11	100.00%
850.100.1000.6733.230.1319	numerin som men segmenter og skriveringer og skriveringer og skriveringer og skriveringer og skriveringer og s	\$0.00	\$4,000.00	\$4,000.00	(\$4,000.00)	\$0.00	(\$4,000.00)	0.00%
850.400.2710.6510.230.1319	STUDENT TRANS SVS	\$0.00	\$531.12	\$531.12	(\$531.12)	\$0.00	(\$531.12)	0.00%
850.610.1000.6610.230.1319	GENERAL SUPPLIES	\$0.00	\$5,573.78	\$5,573.78	(\$5,573.78)	\$0.00	(\$5,5/3.78)	0.00%
850.610.1000.6650.230.1319 850.610.1000.6810.230.1319	Supplies - Lechnology DLIES AND FEES	\$0.00	\$361.29	\$361.29	(\$361.29)	\$0.00	(\$301.23)	0.00%
850.610.1000.6890.230.1319	MISC EXPENDITURES	\$0.00	\$3,498.06	\$3,498.06	(\$3,498.06)	\$0.00	(\$3,498.06)	0.00%
850.610.2190.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$2,109.01	\$2,109.01	(\$2,109.01)	\$0.00	(\$2,109.01)	0.00%
850.610.2660.6340.230.1319	TECHNICAL SERVICES	\$0.00	\$340.00	\$340.00	(\$340.00)	\$0.00	(\$340.00)	0.00%
850.610.4600.6450.230.1319	CONSTRUCTION SVS COURSE: STUDENT COUNCIL - 1319	\$0.00 \$27,799.11	\$5,900.00 \$22,508.26	\$5,900.00 \$22,508.26	(\$5,900.00) \$5,290.85	\$0.00 \$0.00	(\$5,90.00) \$5,290.85	0.00% 19.03%
850.100.1000.6000.230.1320	GENERIC EXPENSE COURSE: UPWARD BOUND WARRIORS - 1320	\$37.29 \$37.29	\$0.00 \$0.00	\$0.00 \$0.00	\$37.29 \$37.29	\$0.00	\$37.29 \$37.29	100.00% 100.00%
850,100,1000.6000.230,1361	GENERIC EXPENSE	\$9,311.81	\$0.00	\$0.00	\$9,311.81	\$0.00	\$9,311.81	100.00%
850.100.1000.6610.230.1361	GENERAL SUPPLIES	\$0.00	\$40.05	\$40.05	(\$40.05)	\$0.00	(\$40.05)	00.00
850.400.2710.6510.230.1361	STUDENT TRANS SVS	\$0.00	\$436.50	\$436.50	(\$436.50)	\$0.00	(\$436.50)	0.00%
850.610.1000.6610.230.1361	GENERAL SUPPLIES	\$0.00	\$1,984.49	\$1,984.49	(\$1,984.49)	\$0.00	(\$1,984.49)	0.00%
850.610.1000.6890.230.1361	MISC EXPENDITURES COURSE: MU ALPHA THETA - 1361	\$0.00 \$9,311.81	\$340.00 \$2,801.04	\$340.00 \$2,801.04	(\$340.00) \$6,510.77	\$0.00	(\$340.00) \$6,510.77	0.00% 69.92%
850.100.1000.6000.230.1362	GENERIC EXPENSE	\$3,305.93	\$0.00	\$0.00	\$3,305.93	\$0.00	\$3,305.93	100.00%
850.400.2710.6510.230.1362	STUDENT TRANS SVS	\$0.00	\$111.24	\$111.24	(\$111.24)	\$0.00	(\$111.24)	0.00%
850.610.1000.6610.230.1362	GENERAL SUPPLIES	\$0.00	\$646.33	\$646.33	(\$646.33)	\$0.00	(\$646.33)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$3,305.93	\$757.57	\$757.57	\$2,548.36	\$0.00	\$2,548.36	77.08%
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850 STUDENT ACTIVITIES	S BOARD REPORT			From Dato:	71410046	7.00 C	0.000,000,000	
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850.100.1000.6000.230.1363	GENERIC EXPENSE	\$351.86	00 08 00 08	00 O\$	744 86	Encomposition Co.	Dudyet Dalain	100 00%
	COURSE: ART - 1363	\$351.86	\$0.00	\$0.00	\$351.86	\$0.00	\$351.86	100.00%
850.100.1000.6000.230.1364	GENERIC EXPENSE	\$3,500.06	\$0.00	\$0.00	\$3,500.06	\$0.00	\$3,500.06	100.00%
850.100.1000.6610.230.1364	GENERAL SUPPLIES	\$0.00	\$311.39	\$311.39	(\$311.39)	\$0.00	(\$311.39)	0.00%
850.610.1000.6610.230.1364	GENERAL SUPPLIES COURSE: AVID - 1364	\$3,500.06	\$2,852.33 \$3,163.72	\$2,852.33 \$3,163.72	(\$2,852.33) \$336.34	\$0.00	(\$2,852.33) \$336.34	0.00%
850.100.1000.6000.230.1368	GENERIC EXPENSE	\$2,978.46	\$0.00	\$0.00	\$2.978.46	\$0.00	\$2 978 46	100 00%
850.610.1000.6610.230.1368	GENERAL SUPPLIES	\$0.00	\$731.00	\$731.00	(\$731.00)	\$0.00	(\$731.00)	%00.001 0.000
850.610.1000.6890.230.1368	MISC EXPENDITURES	\$0.00	\$760.00	\$760.00	(\$760.00)	\$0.00	(\$760.00)	%00.0
		64,510.40	00:161:19		04.704,14	00.04	\$1,487.46	49.94%
850.100.1000.6000.230.1375	GENERIC EXPENSE	\$3,809.17	\$0.00	\$0.00	\$3,809.17	\$0.00	\$3,809.17	100.00%
850.400.2710.6510.230.1375	STUDENT TRANS SVS	\$0.00	\$842.99	\$842.99	(\$842.99)	\$0.00	(\$842.99)	0.00%
050.610.1000.8510.230.1373	GENERAL SUPPLIES	\$0.00	\$1,684.64	\$1,684.64	(\$1,684.64)	\$0.00	(\$1,684.64)	0.00%
0.00.010.1000.0030.250.157.5	MISC EAFENDITURES COURSE: INTERACT - 1375	\$3,809.17	\$440.00 \$2,967.63	\$440.00 \$2,967.63	(\$440.00) \$841.54	\$0.00 \$0.00	(\$440.00) \$841.54	0.00%
850.100.1000.6000.230.1377	GENERIC EXPENSE	\$880.26	00.08	\$0.00	\$880.26	\$0.00	\$880.26	100.00%
850.610.1000.6610.230.1377	GENERAL SUPPLIES	\$0.00	\$604.32	\$604.32	(\$604.32)	\$0.00	(\$604.32)	0.00%
	COURSE: S CLUB (SOROPTIMIST) - 1377	\$880.26	\$604.32	\$604.32	\$275.94	\$0.00	\$275.94	31.35%
850.100.1000.6000.230.1378	GENERIC EXPENSE COURSE: FRENCH CLUB - 1378	\$33.48 \$33.48	\$0.00	\$0.00 \$0.00	\$33.48	\$0.00	\$33.48 \$33.48	100.00%
850.100.1000.6000.230.1383	- 3	\$344.00	\$0.00	\$0.00	\$344.00	\$0.00	\$344.00	100.00%
COURSE:	SE: NATIONAL ART HONOR SOCIETY - 1383	\$344.00	\$0.00	\$0.00	\$344.00	\$0.00	\$344.00	100.00%
850.100.1000.6000.230.1398	GENERIC EXPENSE	\$1,946.03	\$0.00	\$0.00	\$1,946.03	\$0.00	\$1,946.03	100.00%
850.610.1000.6610.230.1398	GENERAL SUPPLIES	\$0.00	\$878.15	\$878.15	(\$878.15)	\$0.00	(\$878.15)	0.00%
850.610.1000.6810.230.1398	DUES AND FEES	\$0.00	\$246.00	\$246.00	(\$246.00)	\$0.00	(\$246.00)	0.00%
650.010,1000,0630,250,1530	MISC EXPENDITURES COURSE: SKILLS CLUB - 1398	\$0.00 \$1,946.03	\$450.00 \$1,574.15	\$450.00 \$1,574.15	(\$450.00) \$371.88	\$0.00 \$0.00	(\$450.00) \$371.88	0.00% 19.11%
850.100.1000.6000.230.1403	GENERIC EXPENSE	\$6,083.01	\$0.00	\$0.00	\$6.083.01	00.000 September 1997 (1990)	\$6.083.01	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES	\$0.00	\$1,738.65	\$1,738.65	(\$1,738.65)	\$0,00	(\$1,738.65)	0.00%
850.610.2190.6340.230.1403	TECHNICAL SERVICES COURSE: P.A.L.S 1403	\$0.00 \$6,083.01	\$156.00 \$1,894.65	\$156.00 \$1,894.65	(\$156.00) \$4,188.36	\$0.00	(\$156.00) \$4,188.36	0.00%
850.100.1000.6000.230.1405	GENERIC EXPENSE COURSE: BASEBALL - 1405	\$20.11 \$20.11	\$0.00	\$0.00 \$0.00	\$20.11 \$20.11	\$0.00	\$20.11 \$20.11	100.00% 100.00%
850.100.1000.6000.230.1432	GENERIC EXPENSE COURSE: GIRLS BASKETBALL - 1432	\$215.67 \$215.67	\$0.00	\$0.00 \$0.00	\$215.67 \$215.67	\$0.00 \$0.00	\$215.67 \$215.67	100.00% 100.00%
850.100.1000.6000.230.1469	GENERIC EXPENSE	\$130.69	\$0.00	\$0.00	\$130.69	\$0.00	\$130.69	100.00%
850.610.1000.6890.230.1469	MISC EXPENDITURES COURSE: G.O.A.L.S. CLUB - 1469	\$0.00 \$130.69	\$70.00	\$70.00 \$70.00	\$50.69 \$	\$0.00	(\$70.00)	0.00%
	UNIT: BMHS - 230	\$84,263.64	\$53,129.73	\$53,129.73	\$31,133.91	\$0.00	\$31,133.91	36.95%
Printed: 12/23/2016 6:54:34 AM	Report: rptGLGenRpt		2016	2016.4.08			Page:	3

850 STUDENT ACTIV	850 STUDENT ACTIVITIES BOARD REPORT			From Date: 7/1/2015	7/1/2015	To Date:	12/31/2016	
Fiscal Year: 2015-2016	Subtotal by Collapse Mask	Include pre encu	🔲 Include pre encumbrance 🔲 Print accounts with zero balance 🗾 Filter Encumbrance Detail by Date Range	ccounts with zer	o balance 🔼 Fil	ter Encumbrance I	Detail by Date Rar	age
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Bud	% Bud
	Grand Total:	\$128,626.51	\$73,853.71	\$73,853.71	\$54,772.80	\$0.00	\$54,772.80	42.58%

End of Report

Page:

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CONSENT Item 9F.

Gifts & Donations

GIFTS & DONATIONS - January 10, 2107

Leon Kelley
P.O. Box 1000, Humboldt
Donated a physical therapy scooter
With the donor's value of \$180
To be used at Bradshaw Mountain High School

Bonnie Brown 1934 E. Everette Drive, Phoenix Donated an iPad, iPod and speakers With the donor's value of \$318 To Special Services – Assistive Technology

Jane Cheek 416 Lugar de Paz, Prescott Donated printed t-shirts With the donor's value of \$143 To Liberty Traditional School

Sandra Geiger PO Box 755, Humboldt Donated food and materials for various clubs and projects With the donor's value of \$752 To Humboldt Elementary School

Kevin and Nick Calia, Back Burner Restaurant 8400 E. Long Mesa, Prescott Valley Donated food with the donor's value of \$160 To the staff at Bradshaw Mountain High School

DISCUSSION Item 10A.

GES School Update

Item # 10 A TO: Humboldt Unified School District Governing Board Sara Schnoor, Granville Elementary School Principal Reading FROM: DATE: January 10, 2017 Discuss X Granville Elementary School Report to the Board Action SUBJECT: Consent OBJECTIVE: Goal #1 To Raise the Level of Student Achievement Goal #2 To Focus on Planning for Future Student Needs Goal #3 To Increase Parental and Community Engagement Goal #4 To Attract and Retain Highly Effective Employees

SUPPORTING DATA

Principal Sara Schnoor will provide an update on Granville Elementary to include:

- Community of Learners Building a Culture of Excellence/Guiding Motto
- AVID (Advancement Via Individual Determination)
- Response to Intervention
- Professional Learning Communities and Professional Development
- Mission, Vision, and Core Values

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Sara Schnoor 928-759-4800

ACTION Item 11A.

District Calendars

11 A

TO: Humboldt Unified School District Governing Board Item #

FROM: Jim Bogner, Assistant Superintendent, and the District Calendar Committee Reading

DATE: January 10, 2017 Discuss

SUBJECT: Board Approval of 2017-18, 2018-19, and 2019-20 District Calendars Action X

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

SUPPORTING DATA:

At the direction of the Superintendent, a Calendar Advisory Committee was convened to assess community and staff perspectives regarding the construction of District calendars for the next three (3) years. Members included:

Lisa Uvilla – Elementary Administrator
Celina Ramirez – Transportation Representative
Penny Miller - Classified Staff
Rosamaria Corradi – Elementary Teacher
Rachel Pfeil – Elementary Teacher
Val James – Speech Therapist

Nicky Indicavitch– Elementary Parent
Desirae Pitt – Elementary Parent
Stephanie Rowe – SSO Director/ HS Parent
Tami Hitt-Wyatt – Child Nutrition Director/Parent
Cole Young – Education Services Director/Parent
Brian Letendre – Governing Board Member/Parent

Kim Grant – Middle School Parent/I.S.

Gail Pereira – Middle School Teacher

Jim Bogner – District Administrator/Co-Facilitator

Rebecca Cooley - Co-Facilitator

Gail Pereira – Middle School Teacher Val Young – High School Teacher

Mark Ernster - High School Athletic Director/Admin.

SUMMARY & RECOMMENDATION:

The committee met twice. Calendars from school districts from Yavapai County were reviewed, including available calendars for our JTED, Prescott Unified School District, Chino Valley Unified School District, and Yavapai College.

Specific items of discussion are included in the attached supporting documentation. Conversation centered on concerns and potential revisions to previous calendars. The committee was unanimous in their support of the attached calendars.

It is recommended that the Governing Board approve the proposed calendars.

Sample Motion:

I move to approve the District calendars as presented for the upcoming 2017-18, 2018-19, and 2019-20 school years.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Jim Bogner @ 759-4006

HUMBOLDT UNIFIED SCHOOL DISTRICT #22 Proposed 2017-2018 SCHOOL YEAR CALENDAR KINDERGARTEN - 8TH GRADE

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HUMBOLDT UNIFIED SCHOOL DISTRICT #22 Proposed 2017-2018 SCHOOL YEAR CALENDAR HIGH SCHOOL

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HUMBOLDT UNIFIED SCHOOL DISTRICT #22 Proposed 2018-2019 SCHOOL YEAR CALENDAR KINDERGARTEN - 8TH GRADE

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ACTION Item 11B.

Lease Agreement (NACOG / Head Start)

ILB Item# TO: Humboldt Unified School District Governing Board FROM: Stephanie Rowe, Special Services Director Reading DATE: January 10, 2017 **Discuss** Lease Agreement with NACOG Head Start for the use of a Action SUBJECT: classroom located on the BMHS-E Campus Consent **OBJECTIVE:** Goal #1: To Raise the Level of Student Achievement Goal #2: To Focus on Planning for Future Student Needs

SUPPORTING DATA

NACOG Head Start recently received a grant for a full-day preschool program. Their director contacted us regarding the possibility of leasing a classroom above Bright Futures Preschool for the purpose of conducting this program. The proposed lease is for the term of five years beginning January 1, 2017, and ending December 31, 2022.

The attached agreement has been reviewed and approved by the district's legal counsel.

SUMMARY & RECOMMENDATION:

This partnership will benefit both NACOG Head Start and Bright Futures Preschool by combining efforts to support early childhood development for three to five year-old students in our community.

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

Sample Motion

I move to approve the five-year lease agreement with NACOG Head Start for the use of a classroom on the district's east campus.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Stephanie Rowe, 759-4040

LEASE AGREEMENT BETWEEN NACOG HEAD START AND HUMBOLDT UNIFIED SCHOOL DISTRICT # 22

This lease, made and entered into this 1st day of January, 2017, by and between the Humboldt Unified School District # 22, the Lessor(s), and Northern Arizona Council of Governments (NACOG), the Lessee(s).

Witnesseth: That the Lessor(s), in consideration of the covenants of said lease, hereby leases to Lessee(s), under the terms and conditions set forth, the property described as follows: Classroom space located at 6411 North Robert Road, Prescott Valley, Arizona commonly known as the Preschool Classrooms.

This lease is for the term of Five (5) years beginning January 1, 2017, and ending December 31, 2022, unless sooner terminated as provided below:

A. Agreements of Lessee

Lessee, in consideration of the leasing, agrees:

- 1. To pay rent for premises in the sum of One dollar and no/100 dollars (\$1.00) per year, payable on each January 1st of each year during the term of this lease.
- 2. To pay the cost for agreed utility fees as follows: \$750.00 per month for the years of the lease.
- 3. To pay all reasonable costs, attorney's fees and expenses that shall be made and incurred by lessor in enforcing the agreements of this lease.
- 4. To use and occupy the premises for preschool education program purposes only, and for no other object or purpose without written consent of lessor, and to not use premises for any unlawful purpose or purpose deemed extra hazardous.
- 5. To keep the premises in as good repair as the same shall be at the commencement of the term, wear and tear arising from the reasonable use of the same and damages by the elements excepted.
- 6. To permit lessor and lessor's agents to enter on the premises or any part thereof, at all reasonable hours, for purpose of making such repairs or alterations as may be necessary for safety or preservation thereof.
- 7. Not to assign this lease nor sublet the premises or any portion thereof without written consent of lessor.
- 8. Not to make any repairs, alterations, improvements, or contracts for construction without prior knowledge and approval of the lessor.

- 9. Lessee has examined and knows condition of premises, and has received same in good order and repair, except as otherwise specified in this lease, and no representations as to condition or repair thereof have been made by lessor or lessor's agent, prior to, or at execution of, this lease.
- 10. At expiration of this lease, to give peaceable possession of premises to lessor, in as good condition as they now are, the usual wear, inevitable accidents, and loss by fire excepted.
- 11. The lease may be terminated by lessor in the event of the breach of any of the agreements of lessee contained herein, in which case lessor may reenter on the premises, and this lease shall immediately terminate.
- 12. To observe and comply with all rules, regulations and laws now in effect or which may be enacted during the continuance of this lease by any municipal, county, state or federal authorities having jurisdiction over the premises, and to indemnify lessor for any damage caused by violation thereof.
- 13. Failure of lessor to insist on the strict performance of the terms, agreements and conditions contained herein, or any of them, shall not constitute or be construed as a waiver or relinquishment of lessor's right to enforce any such term, agreement or condition, but the same shall continue in full force and effect.
- 14. Lessor shall not be liable for any damage to persons or property occurring or arising on premises from any cause whatever.

B. Agreements of Lessor

Lessor, in consideration of the agreements of lessee set forth above, agrees as follows:

- 1. To keep leased premises in good repair.
- 2. Lessee may make such alterations, additions, or improvements in such parts of building as lessee deems necessary, provided, however, written consent of lessor is first obtained.
- 3. To extend the term of this lease for a further term provided lessee gives written notice to lessor of a desire to renew lease, at least ninety (90) days before expiration of terms of this lease, and provided lessee is not in default in performance of terms and conditions of this lease, and provided this lease is not terminated before expiration of term thereof as provided for herein.

4. All fixtures erected in or attached to premises by lessee may be removed by lessee at the termination of this lease, provided (a) lessee shall not then be in default in the performance of any of the agreements herein, (b) that such removal shall not permanently injure the building, and (c) that removal shall be made before the expiration of this lease or any extension thereof.

C. Mutual Agreements of Lessor and Lessee

- 1. If during the term of this lease the premises shall be destroyed by fire, the elements, or any other cause, this lease shall cease and become null and void from date of such damage or destruction and lessee shall immediately surrender premises to lessor and shall pay rent and utilities only to time of such surrender. If premises shall be damaged by fire or other cause so as to be capable of being repaired within a reasonable time, lessor shall have the option to repair the same and during time that repairs are being made lessor shall remit to lessee a just and fair portion of rent according to nature of damage sustained and according to extent that lessee is deprived of use of premises.
- 2. All the agreements, conditions and undertakings herein contained shall extend to and be binding on the representatives, administrators, successors and assigns, of respective parties hereto as is they were in all cases named.
- 3. Wherever the words "lessor" and "lessee" are used herein they shall be read as "lessors" and "lessees" in all cases where there is more than one lessor or lessee and with necessary grammatical changes as if duly made herein.

D. Other Conditions

Lessor and Lessee further agree to the following additional conditions:

- 1. Lessee shall furnish lessor with \$1,000,000 liability insurance policy naming lessor as an additional insured. Lessee shall hold the lessor harmless in the event of any claim made against Lessee relating to this lease.
- 2. All employees of lessee will be required to use the parking lot east of the premises.
- 3. Any notices of demands to be given to lessor under this lease, shall be given at 6411 North Robert Road, Prescott Valley, Arizona 86314.
- 4. This agreement is subject to cancellation in accordance with A.R.S. 38-511.

5. NACOG shall claim an amount equal to the assessed value of the property comprised by the classroom and playground space as In-Kind space donation to be recorded under the Non-federal share portion of the Head Start grant award for January 1, 2017 through May 31, 2017. For subsequent years, the In-Kind donation will be recorded as part of the annual Head Start grant application for program year June 1st – May 31st for funding years 2017 through 2022 with an annual increase of 3% for each subsequent year throughout the lease term. These amounts shall be considered the Fair Market value difference of the leased space as outlined in Title 45 CFR 92.24, Uniform Administrative Requirements - States and Local Governments.

In witness whereof, the parties have executed th	s lease theday of	, 2017.
Northern Arizona Council of Governments (Lessee)	Humboldt Unified School D (Lessor)	District
Chris Fetzer, Executive Director	Dan Streeter, Superinten	dent

ACTION Item 11C.

Meal Agreement (NACOG / Head Start)

TO: Humboldt Unified School District Governing Board Item # \C
FROM: Stephanie Rowe, Special Services Director Reading

DATE: January 10, 2017 Discuss

SUBJECT: Amendment of NACOG Head Start Food Service Agreement Action X

Consent

OBJECTIVE: Goal #1: To Focus on Planning for Future Student Needs

SUPPORTING DATA

The District currently provides food service to two local NACOG Head Start locations. This agreement was approved by the board for renewal at the May 10, 2016, meeting.

The previous agenda item was a request to lease space for an additional NACOG Head Start program. Should the lease agreement be approved, it is requested to add the new location to the existing food service agreement.

SUMMARY & RECOMMENDATION

With approval of a third NACOG Head Start program, it is recommended that the food service agreement be amended to include the additional site.

Sample Motion

I move to amend the NACOG Food Service Provider Agreement for 2016-17 as presented.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Stephanie Rowe, 759-4040, or Tami Hitt-Wyant, 759-5012

NORTHERN ARIZONA COUNCIL OF GOVERNMENTS HEAD START AGREEMENT BETWEEN NACOG HEAD START AND A FOOD SERVICE PROVIDER

THIS AGREEMENT is entered into the 1st DAY of OCTOBER 2016, by and between (NACOG) HEAD START located at 121 EAST ASPEN, FLAGSTAFF, AZ 86001 hereinafter designated as the Child Care Institution, and the HUMBOLDT UNIFIED SCHOOL DISTRICT # 22, with principle offices at 6411 North Robert Road, Prescott Valley, Arizona 86314, hereinafter designated as the Vendor.

I. VENDOR RESPONSIBILITIES

A. FOOD SERVICES

The Vendor agrees to prepare meals (Breakfast, Lunches, and/or snacks), to children participating in the Child and Adult Care Food Program at the specified Food Service Site.

B. FOOD SERVICE SITES

For the purpose of this Agreement, the Vendor shall make meals for serving that comply with the CACFP and this Agreement to the Food Service Site at the following location(s):

PRESCOTT VALLEY HEAD START 6955 A. PANTHER PATH PRESCOTT VALLEY AZ 86314

PRESCOTT VALLEY EARLY HEAD START 3045 TANI ROAD PRESCOTT VALLEY AZ 86314

HUMBOLDT HEAD START 6411 N. ROBERT ROAD PRESCOTT VALLEY AZ 86314

which is approved for food service by applicable health standards and authorized by the Arizona Department of Education, Child Nutrition Program Unit.

C. SCHEDULE OF DELIVERY

The Vendor shall make the meals available for pick-up by the Prescott Valley Head Start at the hours of 8:00 am and 10:30 am Mondays through Thursdays and for the Prescott Valley Early Head Start at the hours of 8:00 am and 10:30 am Mondays through Fridays.

The Child Care Institution will notify the Vendor of any changes in the daily meal count for each site at least two weeks prior to scheduled pick-up.

II. FOOD PREPARATION AND APPROVAL

A. MEAL REQUIREMENTS

The Vendor shall provide the Child Care Institution, for approval, a proposed 20-day cycle menu for the operational period, at least 14 days prior to the beginning of the period to which the menu applies. The Vendor shall assure that each meal provided to the Child Care Institution under this Agreement meets the minimum requirements as to the nutritional content as specified and approved by the CACFP. Meals will also be in compliance with state or local laws and regulations, and with Federal Head Start Performance Standards. See Attachment A: "Meal Pattern Requirements for Young Children." The Vendor must ensure that no more than two high sugar foods and two high fat foods are served per week. The Vendor shall make available to the Child Care Institution menus 3 weeks in advance, and completed food production worksheets no later than the day of meal delivery.

B. MENU ITEM ADJUSTMENTS

Menu items may be adjusted by the mutual consent of both parties. However, the Vendor shall adjust the menus at the request of the Child Care Institution whenever the Child Care Institution determines certain items to be unacceptable. Such items can be determined to be unacceptable because of (1) a monotonous diet resulting from items served frequently or the similarity to other items; (2) the nutritional needs of the participants; (3) susceptibility to spoilage; and (4) excessive waste resulting from unpopularity of items with participants. Such adjustments shall be made at the earliest convenience of both parties, but in no instance later than one week after request except that in the case of spoilage, adjustment shall be made in a manner that children in attendance on the day spoilage is discovered shall receive acceptable meals meeting meal requirements. The Child Care Institution will be responsible for informing the Vendor of its reasons for determining that a meal is unacceptable. The Child Care Institution will notify the Vendor at least one week in advance when requesting sack lunches. The Vendor will notify the Child Care Institution of any menu changes when those changes are made known.

III. SANITATION

The Vendor shall maintain proper sanitation practices and health standards in conformance with all applicable State and local laws and regulations. The Vendor shall assure that wholesome ingredients are used and that all food is properly stored, prepared and packaged. In addition, any substance which the food contacts or which is used in conjunction with the food shall be so handled as to assure that it does not become contaminated. The Vendor shall provide the Child Care Institution with the copy current health certifications for the food service facility in which it prepares meals. The Vendor also agrees to notify the Child Care Institution of the results of any health inspection that is made during the duration of the Agreement.

IV. **EMPLOYMENT**

- A. The Vendor shall comply with all applicable Federal, State, and local laws and regulations pertaining to wages, hours, conditions of employment and nondiscrimination in employment, 7 CFR Section 3016.36 (i)(3). USDA is an Equal Opportunity Provider and Employer.
- B. The Vendor shall pay its employees directly and shall withhold and pay all applicable federal and state employment taxes and payroll insurance with respect to its employees, including an applicable income, social security, Medicare and employment taxes and workers compensation costs.

V. **INDEMNITY**

- A. The Vendor will hold responsibility to defend any suit that may arise alleging damages due to the Vendor's negligent act or omission, or personal injury, sickness, or disease due to neglect on its part.
- В. The Child Care Institution will promptly notify the Vendor in writing of any claims against the Vendor or the Child Care Institution and, in the event a suit is filed, will promptly forward to the Vendor all papers in connection therewith. The Vendor shall not incur any expense or make any settlement without the Child Care Institution's consent.

VI. ACCOUNTABILITY

A. ESTIMATES

The Vendor shall allow the Child Care Institution to increase or decrease the number of meal orders, as needed, when the request is made within two weeks of the scheduled preparation time.

The Child Care Institution shall provide in writing, each month, a reasonably accurate number of meals to be prepared for the Child Care Institution each day. The Child Care Institution shall notify the Vendor in writing of necessary increases or decreases in the number of meal orders within two weeks of the scheduled preparation time. Errors in the meal order counts made by the Child Care Institution shall be the sole responsibility of the Child Care Institution.

B. RECEIPT

Upon pick-up at each Food Service Site, the provider representative shall present for signature a receipt for meals delivered. See Attachment B: "Receipt for Meals Delivered to Head Start."

C. RECORDS

The Vendor shall maintain full and accurate records/production worksheets that document: (1) the menus provided to the Child Care Institution during the term of this Agreement, (2) a listing of all components of each meals, and (3) an itemization of the quantities and portion sizes of each component used to prepare each meals. The Vendor agrees to provide lunch preparation documentation by using yield factors for each food item as listed in the United States Department of Agriculture (USDA) Food Buying Guide when calculating and recording the quantity of food prepared for each meal. The Vendor shall maintain and make available:

- 1. Recipes, nutrition facts labels, and any necessary child nutrition (CN) labels or product specification sheets related to the menus
- 2. Such cost records as invoices, receipts or other documentation that exhibit the purchase or of the meal components and quantities itemized in the meal preparation records;
- 3. On a daily basis, an accurate count of the number of meals, by meal type, prepared for the Child Care Institution.

The provider shall maintain all of these records for a period of three years from the end of the Federal fiscal year to which they pertain.

D. RESPONSIBILITIES

The Child Care Institution shall ensure that a Child Care Institution representative is available at each site, at the specific time on each specified day to receive, inspect and sign for the requested number of meals. The Child Care Institution assures the Vendor that this individual will be trained and knowledgeable in the record keeping and meal requirements of the CACFP and with local health and safety codes.

E. REGULAR MEETINGS

Regular meetings will be held once per year in the fall and additionally as needed to review the food service program and facilitate clear communication between the Vendor and Child Care Institution. Representatives from the Vendor, Child Care Institution and Food Service Site will be in attendance at the meetings. The Child Care Institution has the responsibility of calling and organizing the regular meetings, although meetings can be called at any time during the school year at the request of the Vendor.

VII. PAYMENT

- A. The Child Care Institution shall pay \$1.70 for each breakfast and \$2.95 for each lunch during the months of October 2016 through September 2017.
- B. The Child Care Institution will not be obligated to accept, upon delivery, or pay for any meal delivered in excess of daily requirements when notice to the Vendor has been given in accordance with Section I.C hereof, or when meals picked-up have been determined not to meet the minimum standards or requirements of this Agreement.
- C. The Vendor will present an invoice and delivery receipts within 15 working days following the end of the preceding month for meals delivered. The Child Care Institution will submit payment to the Vendor within 15 days of receipt of the invoice.

VIII. AGREEMENT MODIFICATION; NONPERFORMANCE OR DEFAULT.

- A. This Agreement constitutes the entire understanding between the Vendor and the Child Care Institution with respect to the subject matter hereof and there is no other written or oral understandings or agreements with respect hereto. No variation or modification of this Agreement and no waiver of its provisions shall be valid unless in writing and signed by the duly authorized officer of the Child Care Institution and the Vendor. No assignment or transfer of this Agreement may be made, in whole or in part, without the prior written consent of the Child Care Institution.
- B. The Child Care Institution may, upon written notice of default to the Vendor, terminate the whole or any part of this Agreement in any one of the following circumstances:
 - 1. If the Vendor fails to make available for pick up of meals or to perform the services within the time specified herein.
 - 2. If the Vendor fails to perform any of the other provisions of this

 Agreement in accordance with its terms and does not correct such failure
 within 48 hours after requested to do so.
- C. The Vendor may not subcontract any portion of this contract.

IX. DURATION AND TERMINATION

A. This Agreement shall become effective on October 1, 2016 and meals shall be provided hereunder during the period commencing on the effective date and ending on September 30, 2017, and during such additional period or periods as the Vendor and the Child Care Institution may agree upon. However, either party may, at any time during the life of this Agreement, terminate this Agreement with respect to the receipt of meals by giving thirty (30) days notice in writing to the other party of its intention to do so. The Child Care Institution may terminate this Agreement upon written notice if the terms and conditions hereof are not fully compiled with by the Vendor. All notices to the Child Care Institution shall be addressed to the Child Care Institution at NACOG HEAD START, 121 E. ASPEN AVENUE, FLAGSTAFF, ARIZONA 86001 and all notices to the Vendor shall be addressed to the Vendor at HUMBOLDT UNIFIED SCHOOL DISTRICT- FOOD SERVICES, 6411 NORTH ROBERT ROAD, PRESCOTT VALLEY, ARIZONA 86314.

- B. The law of the State of Arizona shall govern this Agreement.
- C. The Child Care Institution may terminate this Agreement, without penalty, if its Governing Board fails to appropriate funds in subsequent fiscal years to support the program that is subject of this Agreement. The Child Care shall give the Vendor prompt written notice after it knows that funding will not be available.
- D. The Vendor shall not illegally discriminate in either the provision of services, or in employment, against any person because of sex, race, disability, national origin, veteran's status, sexual preference or religion. The Vendor agrees to comply with all applicable federal and state laws, rules, regulations, and executive orders relating to non-discrimination, affirmative action and equal employment opportunity.
- E. The Vendor shall maintain during the term of this Agreement insurance policies by companies licensed in Arizona with a current A.M. Best rating of A: VIII or better. The Vendor shall name the Child Care Institution as additionally insured under the liability policy for the duration of the Agreement. And upon request, the Vendor will provide the Child Care Institution with a certificate evidencing such insurance coverage.
- F. This Agreement may not be assigned by either party without the prior written consent of the other party.
- G. A waiver of any failure under this agreement shall neither be construed as, nor constitute a waiver of, any subsequent failure. This agreement supersedes all prior negotiations, representations, or agreements. The Article and Paragraph headings are used solely for convenience and shall not be deemed to limit the subject of the Articles and Paragraphs or be considered in their interpretation. The appendixes referred to herein are made part of this agreement by the respective references to them. This agreement may be executed in several counterparts, each of which shall be deemed an original.
- H. The parties cannot alter any provision in this agreement that is required by any law, rule or regulation. The parties cannot otherwise amend or alter this agreement, except as to minor, non-substantive provisions or issues that do not materially affect the scope of work or the cost of the Agreement. The parties must mutually agree, in a written document signed by both parties and attached to this Agreement, amend, add or delete an Article or Appendix. Any amendment to this agreement shall become effective at the time specified in the amendment.

In Witness Whereof, the Parties hereto have cause be signed by their duly authorized representative just above written.	
CYNTHIA WINDHAM	DATE
BUSINESS MANAGER	
HUMBOLDT UNIFIED SCHOOL DISTRICT	
CHRIS FETZER	DATE
EXECUTIVE DIRECTOR	
NORTHERN ARIZONA COUNCIL OF GOVER	RNMENTS

ATTACHMENT A

ATTACIIVIE	VI A	
Breakfast	Ages 1-2	Ages 3-5
1. Milk Fluid	½ cup	³ / ₄ cup
2. Vegetables, fruit, or 100% full strength juice	1/4 cup	½ cup
3. Grains/breads (whole grain or enriched):	½ slice	½ slice
Or cornbread, rolls, tortillas, muffins, biscuits	½ serving	½ serving
Or cold dry cereal (volume or weight, whichever is less)	½ serving ½ cup	1/3 cup
Of cold dry cereal (volume of weight, whichever is less)	1/3 oz.	1/3 cup 1/2 oz.
On analysis arread mosts, mostle mystylets, ar savest arrive	1/3 02.	½ 02. ¼ cup
Or cooked cereal, pasta, noodle products, or cereal grains	74 cup	74 cup
Lunch	Ages 1-2	Ages 3-5
1. Milk, fluid	½ cup	³ ∕₄ cup
2. Vegetable and/or fruit, or 100% full-strength juice	, 2 oup	ул Сар
(2 or more total)	1/4 cup total	½ cup total
3. Grains/breads (whole grain or enriched):	, , cap total	, 2 sup total
Bread	½ slice	½ slice
Or cornbread, rolls, tortillas, muffins, biscuits	½ serving	½ serving
Or cooked cereal, pasta, noodle products, or cereal grains	1/4 cup	1/4 cup
4. Meat or meat alternates:	74 Cup	74 Oup
Lean meat, fish or poultry (edible portion as served)	1 oz.	1½ oz.
Cheese	1 oz.	1½ oz.
Or egg	1/2 egg	legg
Or cooked dry beans or peas	1/2 cgg	3/8 cup
Or yogurt	4 oz.	6 oz.
Peanut, soy, or other nut or seed butters	2 tbsp.	3 tbsp.
Tourist, soy, or other risk of seed outlers	2 605p.	
Snack (select 2 of these 4)	Ages 1-2	Ages 3-5
1. Milk, fluid	½ cup	½ cup
2. Vegetable, fruit, or 100% full strength juice	½ cup	½ cup
3. Grains/breads (whole grain or enriched)		
Bread	½ slice	⅓ slice
Or cornbread, rolls, tortillas, muffins, biscuits	½ serving	½ serving
Or cold dry cereal (volume or weight, whichever is less)	¼ cup	1/3 cup
Or cooked cereal, pasta, noodle products, or cereal grains	1/4 cup	¼ cup
4. Meat and meat alternates:	- -	-
Lean meat, fish, or poultry (edible portion as served)	½ oz.	½ oz.
Or cheese	½ OZ.	½ oz.
Or egg	½ egg	l egg
	½ egg ¼ cup	1 egg ¼ cup
Or egg Or yogurt (low or nonfat) Or cooked dry beans or peas	½ egg ¼ cup 1/8 cup	1 egg ¼ cup 1/8 cup

Fruit or Vegetable Juice must be 100% full strength.

Breads/Grains must be whole-grain, enriched meal or flour. Cereal must be whole grain or enriched or fortified. Peanut butter, nuts/seeds meet only 50% of total meat/meat alternate serving and must be combined with another meat or meat alternate to fulfill Lunch requirements. Not more than 1 ounce of nuts/seeds may be used in any meal. Lettuce must be accompanied with another fruit or vegetable. Raisins must be served w/another fruit or vegetable at breakfast and snacks. Cottage cheese, cheese food/spread; portion size must be doubled.

ACTION Item 11D.

Equipment Disposal

TO:

Humboldt Unified School District Governing Board

Item #

111

FROM:

Cynthia Windham, Finance Director Patrick Keeling, Technology Director Reading

DATE:

January 10, 2017

Discuss

SUBJECT:

Authorization for Disposal

Action

Χ

OBJECTIVE:

Board Governance

BACKGROUND INFORMATION:

Administration seeks Governing Board approval to dispose of obsolete equipment that is no longer needed by the District.

All disposal arrangements will be made in accordance with USFR guidelines and the Arizona Administrative code, Title 7, Education/Procurement, Section: Materials Management and Disposition.

The District will utilize the recycling company R2Ewaste for the disposal of items that are deemed obsolete or broken beyond repair, such as; monitors, printers, old cabling, computers/laptops, overhead projectors, etc. There will be no out-of-pocket costs for the disposal of these items.

SUMMARY & RECOMMENDATION:

It is recommended that the Governing Board approve the request for authorization for disposal.

Sample Motion:

I move to approve disposal of obsolete equipment as presented.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director (759-4000) or Patrick Keeling, Technology Director (759-5020)

ACTION Item 11E.

Bus Disposal/Trade-In

TO:

Humboldt Unified School District Governing Board

Item#

HE

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FROM:

Cynthia Windham, Finance Director

Kenneth Fox, Transportation Director

Reading

DATE:

January 10, 2017

Discuss

SUBJECT:

Authorization for Disposal

Action

ction

OBJECTIVE:

Board Governance

BACKGROUND INFORMATION:

Administration seeks Governing Board approval to dispose of obsolete equipment that is no longer needed by the District.

All disposal arrangements will be made in accordance with USFR guidelines and the Arizona Administrative code, Title 7, Education/Procurement, Section: Materials Management and Disposition.

The District will utilize Canyon State Bus Sales for the trade-in of three buses (bus numbers 89-2, 99-2, and 99-5). Each of these buses has mileage in excess of 300,000 miles and has been in service for 28 years (89-2) and 18 years (99-2, 99-5), respectively. These vehicles were identified as needing replacement during a recent capital planning meeting.

The District has authorized the purchase of three new school buses:

- One 30-passenger conventional school bus equipped with a wheelchair lift
- Two 84-passenger front-engine transit style school buses

The Transportation Department has determined that utilizing the method of trade-in for disposal for the aforementioned buses as the most advantageous for the school district.

SUMMARY & RECOMMENDATION:

It is recommended that the Governing Board approve the request for authorization for disposal as presented.

Sample Motion:

I move to approve disposal of three buses using the trade-in method as presented.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director (759-4000), or Kenneth Fox, Transportation Director (759-5191)

Personnel Item 12A.

Superintendent Evaluation Report

TO: Humboldt Unified School District Governing Board Item # 12A

FROM: Brian Letendre, Governing Board President Reading

DATE: January 10, 2017 Discuss

SUBJECT: Report of Superintendent Streeter's annual evaluation Action X

Consent

OBJECTIVE: Board Governance

SUPPORTING DATA:

Brian Letendre will present a summary of Superintendent Streeter's annual evaluation which was held in executive session at the December 13, 2016, Governing Board meeting.

SUMMARY & RECOMMENDATION:

Sample Motion:

I move to accept the report of Superintendent Streeter's annual evaluation for fiscal year 2016-17 as presented.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Brian Letendre (brian.letendre@humboldtunified.com)

Personnel Item 12B.

Superintendent Performance Pay

TO: Humboldt Unified School District Governing Board Item # 126

FROM: Brian Letendre, Governing Board President Reading

DATE: January 10, 2017 Discuss

SUBJECT: Superintendent's Performance Pay Action X

Consent

OBJECTIVE: Board Governance

SUPPORTING DATA:

Legislation mandates that pay for performance be added to superintendents' contracts.

METHOD OF PERFORMANCE ASSESSMENT:

The Superintendent shall be deemed to have earned Performance Pay if a majority of the Governing Board members present and voting on the day of the Performance Pay Assessment agree that the Superintendent has met the Performance Pay criteria.

Fifty percent (50%) of the Performance Pay amount shall be reviewed and determined in December of each year, during the same time that the Board conducts the Superintendent's annual evaluation under Board Policy CBI. If after the Board has conducted its annual evaluation of the Superintendent, a majority of the Board finds that the Superintendent's performance is rated satisfactory or better, then the Superintendent shall receive one-half (1/2) of his Performance Pay. If a majority of the Governing Board does not rate the Superintendent's performance as satisfactory or better, then the Superintendent will receive none of this one-half (1/2) of the Performance Pay.

SUMMARY & RECOMMENDATION:

The Superintendent's evaluation was held December 13, 2016. It is recommended that the Board approve payment of this portion of the Superintendent's Performance Pay Plan.

Sample Motion:

I move to approve payment of the Superintendent's Performance Pay Plan pertaining to the superintendent's annual evaluation.

Approved for transmittal to the Governing Board:

Mr. Daniel Streeter, Superintendent

Questions should be directed to: Brian Letendre (brian.letendre@humboldtunified.com)