



The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, April 9, 2019

Bradshaw Mountain Middle School
12255 Turquoise Circle
Dewey, AZ

Regular Session @ 6:30

Mr. Daniel Streeter, Superintendent

Ryan Gray, President
Richard Adler, Vice President
Corey Christians, Member
Suzie Roth, Member
Paul Ruwald, Member

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 **April 9, 2019**, at **Bradshaw Mountain Middle School**, located at **12255 Turquoise Circle, Dewey, 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 School Board tab.
- Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Rebecca Cooley at (928)759-5007 or rebecca.cooley@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.

AGENDA

6:30 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

Pages 1-6 6.

CELEBRATING SUCCESSES

- A. Hungry Kids Food Drive – Trophy Presentation – John Agan, Humboldt Education Foundation
- B. Humboldt Unified School District Spelling Bee Winner in the Yavapai County Spelling Bee – Tim Carter, Yavapai County School Superintendent
- C. HUSD VIPs – Jessica Bennett, Bradshaw Mountain Middle School Principal
 1. Certified – Carissa Johnson
 2. Classified – Johnny Chambliss
 3. Volunteer – Robert Walker

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 7-9 **A. Personnel Recommendations**
- Pages 10-12 **B. Governing Board Meeting Minutes of March 5, 2019** (audio recordings are posted on the District's website at www.humboldtunified.com)
- Pages 13-206 **C. Financial/Business**
1. Approval of Accounts Payable voucher(s) in the amount of \$ 1,168,821.58
2. Approval of Payroll voucher(s) in the amount of \$ 4,093,595.81
- Pages 207-214 **D. Monthly Budget Report**
- Pages 215-219 **E. Monthly Student Activities Report**
- Pages 220-226 **F. Request for approval of the revised 2018-19 Stipend Schedule**
- Pages 227-254 **G. Request for approval of out-of-state travel for eligible Bradshaw Mountain High School DECA students and their chaperones to attend the International Conference to be held in Orlando, Florida, April 26 – May 1, 2019**
- Pages 255-258 **H. Request to approve the revised 2019-2020 Sole Source Vendor Listing**
- Pages 259-260 **I. Request for approval of Title I Summer School to be held June 3 – June 27, 2019**
- Pages 261-274 **J. Request for approval of the annual Retiree Re-employment Program and Client Service Contract with Educational Services, Inc. (ESI)**
- Pages 275-276 **K. Gifts and donations**

9. DISCUSSION ITEMS (no action will be taken)

- Pages 277-278 **A. School update from Bradshaw Mountain Middle School Principal, Jessica Bennett, to include:**
• 2018-2019 Accomplishments
• School focus areas for the 2018-2019 school year
• BMMS launching points for 2019-2020 school year
- Pages 279-281 **B. 2018 Tax Credit Report – Cynthia Windham, Finance Director**
- Pages 282-283 **C. Budget Update – Superintendent Dan Streeter**

10. ACTION

- Pages 284-288 **A.** Request for approval to renew an agreement with ASCEND (Autism Spectrum Center for Education and Neurological Development – a private day school) for special education students for fiscal year 2019-2020
- Pages 289-304 **B.** Discussion and possible action to approve 2019-2020 Certified, Psychologist, and Administrator contract language
- Pages 305-310 **C.** Discussion and possible action to approve 2019-2020 Professional, Certified, Nurse, and Occupational Therapist/Physical Therapist salary schedules and contracts to be issued for staff members in these categories
- Pages 311-313 **D.** Discussion and possible action to approve the Army JROTC program a BMHS for the 2019-2020 school year.
- Pages 314-315 **E.** Discussion and possible action to amend the Yavapai Unified Employee Benefit Trust (YUEBT) Declaration of Trust Agreement.
- Pages 316-317 **F.** Discussion and possible action to terminate HUSD's participation in the Yavapai Unified Employee Benefit Trust (YUEBT)
- Pages 318-320 **G.** Discussion and possible action for HUSD to become a member of Kairos Health Arizona, Inc.

11. PERSONNEL

- Pages 321-322 **A.** Discussion and possible action to approve the hiring of a new Assistant Principal of Operations and Resources / Athletic Director for Bradshaw Mountain High School for the 2019-20 fiscal year
- Pages 323-324 **B.** Discussion and possible action to approve the hiring of a new Assistant Principal for Liberty Traditional School for the 2019-20 fiscal year
- Pages 325-329 **C.** Discussion and possible action to approve the issuance of 2019-2020 certified contracts
- Pages 330-334 **D.** Discussion and possible action to approve the issuance of 2019-2020 administrator and director contracts, and the 2019-2020 Administrative Salary Schedule

12. ANNOUNCEMENTS

- A.** Next Scheduled Board Meetings are:

May 14, 2019	6:30 p.m.	Regular Meeting	@ Transportation Facility
June 4, 2019	6:30 p.m.	Regular Meeting	@ Transportation Facility
July 9, 2019	6:30 p.m.	Regular Meeting	@ Transportation Facility

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).

CELEBRATING SUCCESSES

Item 6

- A. Hungry Kids Food Drive Trophy Presentation
- B. HUSD Winner in Yavapai County Spelling Bee
- C. HUSD VIPs – Bradshaw Mountain Middle School
 - 1. Certified – Carissa Johnson
 - 2. Classified – Johnny Chambless
 - 3. Volunteers – Robert Walker

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 6A
FROM:	Daniel Streeter, Superintendent	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Trophy Presentation – Hungry Kids Food Drive	Action
		Consent
<hr/>		
OBJECTIVE:	Celebrating Success	
<hr/>		

Mr. John Agan, President of the Humboldt Education Foundation, will present the trophy to the school principal that donated the most food items to this year's Hungry Kids Food Drive.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board
FROM: Mr. Daniel Streeter, Superintendent
DATE: April 9, 2019
SUBJECT: Yavapai County Spelling Bee Winners

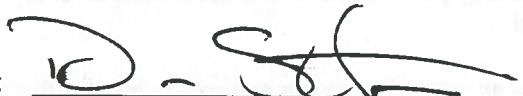
Item # 6B
Reading
Discuss
Action
Consent

OBJECTIVE: Celebrating Success

SUPPORTING DATA

County School Superintendent, Mr. Tim Carter, will present an award to Logan Dartt, a 6th grader at Humboldt Elementary School. Logan placed third in the Yavapai County Spelling Bee.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent



April 9, 2019

To: HUSD Governing Board

Subject: Nomination Letter for Certified Employee of the Month

Bradshaw Mountain Middle School Teacher — Carissa Johnson

Bradshaw Mountain Middle School is pleased to recognize Carissa Johnson, ELA teacher, as the HUSD certified employee of the month for April. Carissa has been a teacher at BMMS for five years, and she magnifies every second of each class period and believes that ALL students will learn every single day. Ms. Johnson is poised, professional, and gives 100% to her students.

Mrs. Johnson's students wrote the following about her:

- Ms. Johnson always makes sure everybody is understanding the work and that nobody is left behind. She also leads us in the right direction when we are struggling with something, and she keeps a consistent and positive tone. She also greets me each day and has a great sense of humor.
- Ms. Johnson helps me; every time I am having trouble with something or I don't understand something, she helps me.
- I have learned a lot of things from Ms. Johnson. She gets stuff done and pushes kids to do their best. Likewise, she is a good teacher that you learn a lot from. I really appreciate how much she teaches you through the year.
- We get a lot of work done in Mrs. Johnson's class. Furthermore, Ms. Johnson is very smart and teaches us the correct way to write, answer questions, interpret text, etc. As a result, I have an easier time writing in all of my other classes. Also, she is funny but strict, so it makes me focus in her class and other classes.
- Ms. Johnson has this way of getting work done fast but she can still have the information stick in your head. Ms. Johnson keeps everyone in check and she never turns a blind eye. As a result, Ms. Johnson helped me because I am new to BMMS. She made sure I had the correct pages to do my work. She made me a better learner by repeating words and making different students repeat the definition. Ms. Johnson works the hardest to help her students.
- Ms. Johnson is strict but also very nice. She is the teacher that sets us up for the future. She is a very outstanding person, she has a good attitude every day, and she shows good character and is very helpful.

Mrs. Johnson is an exemplar teacher and we are blessed that she is part of our BMMS team.

Sincerely,

Jessica Bennett
Principal, Bradshaw Mountain Middle School



April 9, 2019

To: HUSD Governing Board

Subject: Nomination Letter for Classified Employee of the Month

Bradshaw Mountain Middle Classified Employee — Johnny Chambless

Bradshaw Mountain Middle School is pleased to recognize John Chambless, BMMS Maintenance Lead, as the HUSD employee of the month for April. John has been a member of our team for three years and he has been our campus lead for over a year.

It would not be a surprise to anyone, if we mentioned the BMMS campus is a little older than most campuses in our area. It is no surprise that it has been well-used through the years, but it is a surprise to find how well it is maintained. This is due to our amazing custodial team who give their all each day to provide a clean and safe campus for our students every morning at 7:00 AM. John takes great pride in the campus and works with his team to ensure that when our students get off the bus every day, our campus is welcoming and ready for them.

John does not wait for to-do lists or directives to keep our campus running. John looks at the school calendar of events, changes the marquee and plans for events as needed. John meets with me frequently to review the plans that his team has for projects and essential maintenance and then he always adds several of my wish list items that they can tackle. His crew works to make-up time on projects during breaks, so they can paint or attend to requested areas for me. He knows that we are short on time and resources, but he will work to get a little extra done any chance he gets.

John also plays a critical role in supporting the students on our campus. He is the first person each day to open the gate to the school and to greet students. He does so with a smile and loves to joke with the students in the morning and at lunch. He is a great mentor for students who are assigned to help clean tables or sweep and he finds any chance to build a relationship to support our students. He gets that kids are messy, curious, and rebellious at times, and he takes it all in stride each day. John and his team also help us after school to ensure that each student is on the bus and that we do not leave anyone behind.

John is a true team player and we are so grateful he is at BMMS!

Sincerely,

Jessica Bennett
Principal, Bradshaw Mountain Middle School



April 9, 2019

To: HUSD Governing Board

Subject: Nomination Letter for Volunteer of the Month

Bradshaw Mountain Middle School Parent Volunteer— Robert Walker

Bradshaw Mountain Middle School is pleased to recognize Robert Walker as the HUSD volunteer for the month of April. I have been blessed to know the Walkers since my first year at BMMS and our school has been blessed to have all three of the Walker sons on our campus. Anyone who knows the Walkers, knows that you could not find a family more supportive of ALL the schools in HUSD.

Robert Walker has been an acting member or supporting member of our PTSA since 2012, and he has guided us through the transitions from a PTO to a PTSA. His wife, Tricia, is the current President of our PTSA, and Robert has been with us every step of the way to ensure that all forms and documents are up to date and completed. Robert keeps our PTSA organized, but it is his love and concern for our students, staff, and school that makes the greatest difference. The Walkers are at every school event and share true appreciation for our teachers and staff.

The Walkers spoil all the students that they interact with. If students need anything, Robert and Tricia find a way to help a student in need. If a group of kids are hungry at a basketball tournament, pizza somehow arrives. As a parent of a son with special needs, the Walkers also help to advocate for and support families with students who have special needs. They truly care about ALL kids.

In addition to this, Robert has been quietly serving behind the scenes the past five years to bring equity in funding to students in HUSD. He is a valued member of the Superintendent's Advisory Committee and he spent countless hours working on YES for Humboldt Campaign. His family put signs up in the dark, knocked on too many doors to count, made countless phone calls, and met with numerous families at events throughout Yavapai County to share all the great things happening in our schools.

Robert Walker and his family deserve to be recognized for all they do for BMMS and HUSD.

Sincerely,

Jessica Bennett
Principal Bradshaw Mountain Middle School

CONSENT

Item 8A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT
Personnel Consent Agenda for Board Meeting on April 9, 2019

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

Certified Staff

1. Christopher Boles - Resource Teacher @ GES (5/24/2019)
2. Patti Eller - Resource Teacher @ BMHS (5/24/2019)
3. Ronald Fuson - Social Studies Teacher @ BMHS (5/24/2019)
4. Tammy Grauberger - Kindergarten Teacher @ HES (5/24/2019)
5. Maureen Holt - Title One Teacher @ GES (5/24/2019)
6. Katelyn Johnson - ELA Teacher @ GHMS (5/27/2019)
7. Sandra Leach - Transportation Dispatcher (6/30/2019)
8. Karen Levosky - 6th Grade Teacher @ HES (5/24/2019)
9. Jarred Maddox - iCHOOSE Coordinator @ GHMS (5/25/2019)
10. Daniela Maldini - Science Teacher @ BMHS (5/24/2019)
11. Staci Morrell - PE Teacher @ LTS (5/24/2019)
12. Jennifer Read - ELD Teacher @ LVES (5/24/2019)
13. Jose Rosario - Resource Teacher @ GHMS (5/24/2019)
14. Kendra Swenson - 5th Grade Teacher @ MVES (5/24/2019)

Classified Staff

1. Ann Carey - Library Coordinator @ GHMS (6/1/2019)
2. Tiffany Epley - Computer Lab Aide @ LTS (3/29/2019)
3. Dana Gehlen - Custodian @ GHMS (3/22/2019)
4. Martin Greenberg - Bus Aide (5/24/2019)
5. Valeria Hyde - Mod/Sev/Pro Aide @ GHMS (3/4/2019)
6. Stephanie Johnson - Custodian @ BMHS (3/14/2019)
7. Janet McGeary - IS Technician (6/28/2019)
8. Gary Sotelo - Bus Driver (3/25/2019)
9. Tammy Sotzin - Resource Aide (5/4/2019)
10. Sara Weathersby - Computer Lab Aide @ LVES (5/24/2019)
11. Vicki Williams - Library Coordinator @ BMHS (5/31/2019)
12. Christopher Winder - IS Specialist (4/10/2019)
13. Denise Woodward - Administrative Secretary @ GES (6/7/2019)
14. Amy Young - Mod/Sev/Pro Aide @ BMHS (4/10/2019)

Substitute+ Staff

1. Jerry Gafford - Bus Aide (1/11/2019)

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

Certified Staff

1. Jacquelyn Duron - English Teacher @ BMHS (replaces Ellie McIlvain)**

Classified Staff

1. Jennifer McGill - 6.5 Hrs/Day - Mod/Sev/Pro Aide @ MVES (replaces Kevin Avary)
2. Staci Minardi - 8 Hrs/Day - Attendance Secretary @ LTS (replaces Tami Hartshorn)
3. Heidi Scott - 3.75 Hrs/Day - Before and After School Program HW/Activity Club Asst (replaces Suzette Wharton)
4. Gary Sotelo - 7 Hrs/Day - Bus Driver (replaces Dawn Brown)
5. Keith Seitzer - 8 Hrs/Day Custodian @ BMHS (replaces Stephanie Johnson)
6. Zachary Sweeney - 6.5 Hrs/Day Mod/Sev/Pro Aide @ CSES (replaces Donna Madden)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on April 9, 2019

7. Stephen Welch - 6 Hrs/Day - Bus Aide (replaces Sandra Bowers)
8. Michael Wilson - 8 Hrs/Day - Bus Driver (replaces Richard Worones)
9. Richard Worones - 6 Hrs/Day - Bus Driver (replaces Carol Dunn-Benbrooks)

Substitute + Staff

1. NONE

C. SUPPLEMENTAL CONTRACTS

Overloads

1. NONE

Stipends Specifically Listed on Board-approved 2018-2019 Stipend Schedule

(M&O-\$00; Tax Credit- \$5,512.25; General Tax Credit- \$; SPED-\$00.00; Other- \$00.)

1. Andrew Busk - Student Council Advisor @ LVES
2. Deborah Griffin - Elementary Assistant Track Coach @ MVES
3. Paul Nyman - Elementary Track Coach @ CSES
4. Guy Poland - Elementary Track Coach @ GES
5. Crystal Romney - (.5) Elem Volleyball Coach @ LVES
6. Elizabeth Saari - Prom Advisor @ BMHS
7. Therese Schmidt - Elementary Track Coach @ LTS
8. Jani Wagter - (.5) Elem Volleyball Coach @ LVES
9. Valerie Young - Graduation Sponsor @ BMHS

Other Stipends

(M&O-\$00.00; Tax Credit-\$1225.00; F&N-\$0.00; Special Education-\$0.00; Other-\$00.00)

1. NONE

D. IN-DISTRICT TRANSFERS

Certified

1. NONE

Classified

1. Cynthia Harmon - From 8 Hrs/Day - Night Lead Custodian @ BMHS To 8 Hrs/Day - Mid-Day Custodian @ BMHS (replaces Christine Grinter)
2. Tami Hartshorn - From 8 Hrs/Day Attendance Clerk @ LTS To 8 Hrs/Day Payroll Coordinator (replaces Patricia Walker)

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

Certified

1. NONE

Classified

1. NONE

CONSENT

Item 8B.

Minutes

March 5, 2019

(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) – 03-05-2019

The Governing Board of the Humboldt Unified School District #22 convened during a meeting open to the public on **March 5, 2019**, at **Coyote Springs Elementary School** located at **6625 N. Cattletrack Drive, 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.

AGENDA

6:30 PM REGULAR SESSION

Marker

- | | |
|-------|--|
| 00:03 | 1. WELCOME AND CALL TO ORDER |
| 00:20 | 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY |
| 00:40 | 3. ROLL CALL |
| 00:57 | 4. AGENDA REVIEW/ACCEPT |
| | 5. CURRENT EVENTS |
| 01:24 | A. Board |
| 03:25 | B. Superintendent |
| | 6. CELEBRATING SUCCESSES |
| 07:56 | A. HUSD VIPs – Candice Blakely-Stump, Coyote Springs Elementary School Principal |
| | 1. Certified – Michelle McCabe |
| | 2. Classified – Christina Bardon |
| | 3. Volunteer – Courtney Stephenson |
| 17:36 | 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. |
| | Marty Grossman – Town of Prescott Valley |
| | Amy Bowser – Humboldt Education Association |
| 25:36 | 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 February 5, 2019 (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 \$ 953,799.63
2. Approval of Payroll voucher(s) in the amount of \$ 2,847,468.48

D. Monthly Budget Report

E. Monthly Student Activities Report

F. Gifts and donations

PASSED UNANIMOUSLY (ALL)

9. DISCUSSION ITEMS (no action will be taken)

27:37

A. School update from Coyote Springs Elementary School Principal Candice Blakely-Stump to include:

- School successes update
- Coyote Springs focus 2018-19
- Innovations happening at Coyote Springs

48:48

B. Report from Coyote Springs Elementary School teachers Yvonne Berry, Desiree Clark, Poppy Keegan and Kimberly Pittman, and from Bright Futures Preschool teacher Lisa Grell, regarding the mini grants they received from the Yavapai Community Education Foundation.

1:07:29

AN ADDITIONAL MINI-GRANT REPORT FROM AMANDA MAXWELL, BRADSHAW MOUNTAIN MIDDLE SCHOOL TEACHER, WAS GIVEN BY PRINCIPAL JESSICA BENNETT

1:08:50

C. Report on AdvanceED External Review from Dr. Rob Bueche, Executive Director of Federal Programs and School Innovation.

10. ACTION

01:26:47

A. Discussion and possible action to approve acceptance of the Arizona Lower-Emission School Bus Grant.

PASSED UNANIMOUSLY

01:33:46

B. Discussion and possible action to approve the Yavapai County Education Service Agency Psychological Services Contract Addendum.

PASSED UNANIMOUSLY

11. ANNOUNCEMENTS

01:36:03

A. Next Scheduled Board Meetings are:

April 9, 2019	6:30 p.m.	Regular Meeting	@ Bradshaw Mountain Middle
May 14, 2019	6:30 p.m.	Regular Meeting	@ Transportation Facility
June 4, 2019	6:30 p.m.	Regular Meeting	@ Transportation Facility

01:36:18

12. ADJOURNMENT

MEETING ADJOURNED AT 8:07 PM

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 # 8 D

FROM: Cynthia Windham
Finance Director Reading

DATE: April 9, 2019 Discuss

SUBJECT: Monthly Budgets - Board Report Action

Consent X

OBJECTIVE: Goal # Planning for Future Student Needs

SUPPORTING DATA:

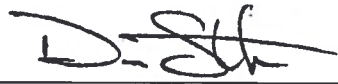
Attached is the monthly Expenditure Budget Balance Report.

This report summarizes district expenditures and current encumbrances per fund.

SUMMARY & RECOMMENDATION:

No action necessary. Report 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, (928)759-4027

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2018-2019



Summary Only

From Date: 7/1/2018

To Date:

6/30/2019

Account Number / Description

Fund:	001	MAINT & OPER FUNDS	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
		Fund 001 Total:	\$35,039,317.00	\$22,695,754.64	\$22,695,754.64	\$12,343,562.36	\$10,315,987.25	\$2,027,575.11
								5.79%
Fund:	011	CLASSROOM-BASE SAL	\$663,636.00	\$350,505.69	\$350,505.69	\$313,130.31	\$0.00	\$313,130.31
		Fund 011 Total:						47.18%
Fund:	012	CLASSROOM-PERF PAY	\$1,492,082.99	\$0.00	\$0.00	\$1,492,082.99	\$0.00	\$1,492,082.99
		Fund 012 Total:						100.00%
Fund:	013	CLASSROOM-OTHER	\$1,955,997.00	\$510,963.15	\$510,963.15	\$1,445,033.85	\$0.00	\$1,445,033.85
		Fund 013 Total:						73.88%
Fund:	021	INDIAN GAMING-INSTRUCTION IMPROV	\$35,422.84	\$0.00	\$0.00	\$35,422.84	\$0.00	\$35,422.84
		Fund 021 Total:						100.00%
Fund:	022	INDIAN GAMING-INSTRUCTIONAL IMPROV	\$271.00	\$0.00	\$0.00	\$271.00	\$0.00	\$271.00
		Fund 022 Total:						100.00%
Fund:	024	INDIAN GAMING - INSTRUCTIONAL IMPROV	\$209,187.69	\$125,835.63	\$125,835.63	\$83,352.06	\$67,327.45	\$16,024.61
		Fund 024 Total:						7.66%
Fund:	051	YAVAPAI CO. MATH & SCIENCE	\$387.72	\$387.72	\$387.72	\$0.00	\$0.00	\$0.00
		Fund 051 Total:						0.00%
Fund:	052	CAROL M. WHITE GRANT- SPECIAL PROGRAM	\$1,316.41	\$1,316.41	\$1,316.41	\$0.00	\$0.00	\$0.00
		Fund 052 Total:						0.00%
Fund:	053	YCESA - COMMON CORE	\$395.09	\$395.09	\$395.09	\$0.00	\$0.00	\$0.00
		Fund 053 Total:						0.00%
Fund:	071	SEI - STRUCTURED ENGLISH IMMERSION	\$133,684.81	\$94,408.83	\$94,408.83	\$39,275.98	\$38,377.93	\$898.05
		Fund 071 Total:						0.67%
Fund:	080	STUDENT SUCCESS FUNDING						

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2018-2019

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2018	To Date: 6/30/2019		
		Budget	Range To Date	YTD	Balance	Encumbrance
						Budget Balance
						% Remaining Bud
Fund 080 Total:		\$59,28	\$59,28	\$59,28	\$0,00	\$0,00
Fund: 110	TITLE 1 LEA					0.00%
Fund 110 Total:		\$1,517,530.70	\$830,583.61	\$830,583.61	\$686,947.09	\$261,928.16
Fund: 111	TITLE 1 LEA					17.26%
Fund 111 Total:		\$188,613.15	\$10,877.92	\$10,877.92	\$177,735.23	\$177,735.23
Fund: 112	TITLE 1-D NEGLECT/DELINQUENT(14/15)					94.23%
Fund 112 Total:		\$116,625.48	\$5,965.31	\$5,965.31	\$110,660.17	\$7,031.73
Fund: 140	TITLE II-IMPROV TEACHER QUAL(14/15)					6.03%
Fund 140 Total:		\$180,658.54	\$92,684.35	\$92,684.35	\$87,974.19	\$63,735.74
Fund: 162	TITLE IV-A STUDENT SUPPORT & ACADEMIC I					35.28%
Fund 162 Total:		\$106,693.76	\$0.00	\$0.00	\$106,693.76	\$89,076.01
Fund: 190	TITLE III LEP PROGRAM					83.49%
Fund 190 Total:		\$28,540.00	\$17,732.25	\$17,732.25	\$10,807.75	\$7,257.40
Fund: 220	IDEA - BASIC - ENT					25.43%
Fund 220 Total:		\$1,115,995.76	\$672,425.51	\$672,425.51	\$443,570.25	\$134,188.23
Fund: 221	IDEA - PRESCHOOL GRANT					12.02%
Fund 221 Total:		\$38,921.11	\$15,387.82	\$15,387.82	\$23,533.29	\$16,420.72
Fund: 260	CTE BASIC GRANT					42.19%
Fund 260 Total:		\$90,730.72	\$39,175.16	\$39,175.16	\$51,555.56	\$51,555.56
Fund: 261	CTE BASIC GRANT					56.82%
Fund 261 Total:		\$127,006.83	\$14,983.89	\$14,983.89	\$112,022.94	\$108,610.35
Fund: 290	MEDICAID OUTREACH					85.52%
Fund 290 Total:		\$44,811.30	\$29,574.50	\$29,574.50	\$15,236.80	\$16,453.14

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2018-2019

Account Number / Description

		<input checked="" type="checkbox"/> Summary Only	From Date: 7/1/2018	To Date: 6/30/2019		
		Budget	Range To Date	YTD	Balance	Encumbrance
						Budget Balance
						% Remaining Bud
Fund: 291	MEDICAID DIRECT					-2.71%
	Fund 291 Total:	\$1,311,872.25	\$417,622.35	\$417,622.35	\$894,249.90	\$625,463.32
Fund: 318	YOUTH COUNT	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
	Fund 318 Total:					100.00%
Fund: 345	READING FIRST	\$162.00	\$0.00	\$0.00	\$162.00	\$162.00
	Fund 345 Total:					100.00%
Fund: 349	NAT'L FOREST FEES	\$1,093,904.00	\$199,234.19	\$199,234.19	\$894,669.81	\$874,519.37
	Fund 349 Total:					79.94%
Fund: 353	TAYLOR GRAZING	\$92,126.12	\$15,883.36	\$15,883.36	\$76,242.76	\$69,056.33
	Fund 353 Total:					74.96%
Fund: 354	LEADERS FOR SCHOOL WELLNESS SUBGRA	\$55,750.00	\$37,727.21	\$37,727.21	\$18,022.79	\$230.33
	Fund 354 Total:					0.41%
Fund: 374	E-RATE	\$99,000.00	\$0.00	\$0.00	\$99,000.00	\$99,000.00
	Fund 374 Total:					100.00%
Fund: 400	CTE PRIORITY PROGRAM	\$43,474.96	\$17,837.39	\$17,837.39	\$25,637.57	\$21,785.44
	Fund 400 Total:					50.11%
Fund: 435	ACADEMIC CONTESTS	\$1,125.00	\$0.00	\$0.00	\$1,125.00	\$1,125.00
	Fund 435 Total:					100.00%
Fund: 457	RESULTS - BASED FUNDING	\$222,327.74	\$167,306.62	\$167,306.62	\$55,021.12	\$7,213.00
	Fund 457 Total:					3.24%
Fund: 485	WRP	\$166,430.96	\$115,779.04	\$115,779.04	\$50,651.92	\$4,453.04
	Fund 485 Total:					2.68%

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2018-2019

☒ Summary Only

From Date: 7/1/2018

To Date: 6/30/2019

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund: 486 ABSTINENCE ED						
Fund 486 Total:	\$0.01	\$0.01	\$0.01	\$0.00	\$0.00	\$0.00 0.00%
Fund: 490 COMP LIT GRANT						
Fund 490 Total:	\$1,100.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00 100.00%
Fund: 495 K-12 Center Grant						
Fund 495 Total:	\$200.53	\$200.53	\$200.53	\$0.00	\$0.00	\$0.00 0.00%
Fund: 499 RURAL ASSISTANCE						
Fund 499 Total:	\$61,560.26	\$0.00	\$0.00	\$61,560.26	\$0.00	\$61,560.26 100.00%
Fund: 500 SCH PLANT- > 1 YR						
Fund 500 Total:	\$160,410.54	\$87,761.63	\$87,761.63	\$72,648.91	\$38,277.61	\$34,371.30 21.43%
Fund: 510 FOOD SERVICE						
Fund 510 Total:	\$3,152,456.80	\$1,831,196.79	\$1,831,196.79	\$1,321,260.01	\$962,041.58	\$359,218.43 11.39%
Fund: 515 CIVIC CENTER						
Fund 515 Total:	\$171,895.00	\$59,261.44	\$59,261.44	\$112,633.56	\$3,178.35	\$109,455.21 63.68%
Fund: 517 BUS RENTAL						
Fund 517 Total:	\$313,348.72	\$0.00	\$0.00	\$313,348.72	\$0.00	\$313,348.72 100.00%
Fund: 520 COMMUNITY SCHOOL						
Fund 520 Total:	\$3,100.00	\$0.00	\$0.00	\$3,100.00	\$0.00	\$3,100.00 100.00%
Fund: 521 EXTENDED KINDERGARTEN						
Fund 521 Total:	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00 100.00%
Fund: 522 BEFORE/AFTER SCHOOL PROGRAM						
Fund 522 Total:	\$83,607.16	\$52,488.09	\$52,488.09	\$31,119.07	\$15,390.66	\$15,728.41 18.81%
Fund: 523 BRIGHT FUTURES PRESCHOOL						

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2018-2019

Account Number / Description

Expenditure Budget Balance Report									
Fiscal Year: 2018-2019			Summary Only		From Date: 7/1/2018		To Date: 6/30/2019		
Account Number / Description			Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Remaining Bud
Fund:	525	AUX OPERATIONS	\$185,695.97	\$99,852.78	\$99,852.78	\$85,843.19	\$33,261.36	\$52,581.83	28.32%
		Fund 523 Total:							
		Fund 525 Total:	\$720,277.57	\$254,651.76	\$254,651.76	\$465,625.81	\$58,983.66	\$406,642.15	56.46%
Fund:	526	ACT FEES TAX CRED							
		Fund 526 Total:	\$741,110.87	\$165,096.28	\$165,096.28	\$576,014.59	\$35,034.78	\$540,979.81	73.00%
Fund:	527	SUMMER SCHOOL							
		Fund 527 Total:	\$1,125.00	\$0.00	\$0.00	\$1,125.00	\$0.00	\$1,125.00	100.00%
Fund:	530	GIFTS & DONATIONS							
		Fund 530 Total:	\$188,869.00	\$47,403.37	\$47,403.37	\$141,465.63	\$7,682.88	\$133,782.75	70.83%
Fund:	540	FINGERPRINT							
		Fund 540 Total:	\$2,297.68	\$0.00	\$0.00	\$2,297.68	\$0.00	\$2,297.68	100.00%
Fund:	550	INSURANCE PROCEEDS							
		Fund 550 Total:	\$298,863.13	\$11,220.85	\$11,220.85	\$287,642.28	\$5,941.92	\$281,700.36	94.26%
Fund:	551	INSURANCE - AEI							
		Fund 551 Total:	\$43,941.84	\$2,060.90	\$2,060.90	\$41,880.94	\$2,627.37	\$39,253.57	89.33%
Fund:	555	TEXTBOOKS							
		Fund 555 Total:	\$20,642.82	\$0.00	\$0.00	\$20,642.82	\$0.00	\$20,642.82	100.00%
Fund:	565	LITIGATION RECOVERY							
		Fund 565 Total:	\$22,755.63	\$0.00	\$0.00	\$22,755.63	\$0.00	\$22,755.63	100.00%
Fund:	570	INDIRECT COSTS							
		Fund 570 Total:	\$1,523,138.52	\$276,386.89	\$276,386.89	\$1,246,751.63	\$122,888.60	\$1,123,863.03	73.79%
Fund:	575	UNEMPLOYMENT INSURANCE							
		Fund 575 Total:	\$107,248.00	\$0.00	\$0.00	\$107,248.00	\$0.00	\$107,248.00	
Printed: 03/27/2019 2:41:17 PM			Report: rptGLExpenseBudBal		2018.4.14		Page: 5		

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2018-2019

Account Number / Description	Summary Only			From Date: 7/1/2018		To Date: 6/30/2019	
	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Remaining Bud
Fund: 590							100.00%
GRANT/GIFT TEACHER							
Fund 590 Total:	\$21,630.10	\$0.00	\$0.00	\$21,630.10	\$0.00	\$21,630.10	100.00%
Fund: 595							
SCHOOL BUS ADVERTISEMENT							
Fund 595 Total:	\$5,726.00	\$0.00	\$0.00	\$5,726.00	\$0.00	\$5,726.00	100.00%
Fund: 596							
JTED - MTN. INSTITUTE							
Fund 596 Total:	\$545,680.00	\$99,141.29	\$99,141.29	\$446,538.71	\$43,569.33	\$402,969.38	73.85%
Fund: 610							
CAPITAL OUTLAY							
Fund 610 Total:	\$4,039,152.21	\$1,158,952.14	\$1,158,952.14	\$2,880,200.07	\$95,804.94	\$2,784,395.13	68.94%
Fund: 630							
BOND BUILDING							
Fund 630 Total:	\$514,583.18	\$39,940.00	\$39,940.00	\$474,643.18	\$29,440.00	\$445,203.18	86.52%
Fund: 650							
GIFTS & DONATIONS							
Fund 650 Total:	\$36,122.00	\$0.00	\$0.00	\$36,122.00	\$0.00	\$36,122.00	100.00%
Fund: 665							
ENERGY REBATES							
Fund 665 Total:	\$71,840.71	\$0.00	\$0.00	\$71,840.71	\$0.00	\$71,840.71	100.00%
Fund: 691							
BUILDING RENEWAL GRANT - SFB							
Fund 691 Total:	\$360,139.21	\$2,422.01	\$2,422.01	\$357,717.20	\$161,535.00	\$196,182.20	54.47%
Fund: 850							
STUDENT ACTIVITIES							
Fund 850 Total:	\$95,815.58	\$30,203.65	\$30,203.65	\$65,611.93	\$9,062.04	\$56,549.89	59.02%
Fund: 855							
EMPLOYEE INSURANCE							
Fund 855 Total:	\$5,607,969.91	\$3,504,148.56	\$3,504,148.56	\$2,103,821.35	\$18,079.86	\$2,085,741.49	37.19%
Grand Total:	\$65,282,362.16	\$34,202,795.89	\$34,202,795.89	\$31,079,566.27	\$13,386,679.85	\$17,692,886.42	27.10%

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, Executive Director of Finance	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Student Activities - Board Report	Action
		Consent X
<hr/>		
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, Executive Director of Finance, 759-4000

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2018-2019

☐ Subtotal by Collapse Mask
☐ Exclude Inactive Accounts with zero balance

☐ Include pre encumbrance
☐ Print accounts with zero balance

From Date: 7/1/2018 To Date: 6/30/2019

☒ 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	\$6,921.12	\$0.00	\$0.00	\$6,921.12	\$0.00	\$6,921.12	100.00%
850.610.1000.6610.110.1319	GENERAL SUPPLIES	\$0.00	\$308.69	\$308.69	(\$308.69)	\$158.10	(\$466.79)	0.00%
850.610.1000.6810.110.1319	DUES AND FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$1,046.37	(\$1,046.37)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$6,921.12	\$308.69	\$308.69	\$6,612.43	\$1,204.47	\$5,407.96	78.14%
	UNIT: LVES - 110	\$6,921.12	\$308.69	\$308.69	\$6,612.43	\$1,204.47	\$5,407.96	78.14%
850.100.1000.6000.120.1319	GENERIC EXPENSE	\$3,632.99	\$0.00	\$0.00	\$3,632.99	\$0.00	\$3,632.99	100.00%
850.610.1000.6610.120.1319	GENERAL SUPPLIES	\$0.00	\$1,526.19	\$1,526.19	(\$1,526.19)	\$73.24	(\$1,599.43)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$3,632.99	\$1,526.19	\$1,526.19	\$2,106.80	\$73.24	\$2,033.56	55.97%
850.100.1000.6000.120.1362	GENERIC EXPENSE	\$2,703.72	\$0.00	\$0.00	\$2,703.72	\$0.00	\$2,703.72	100.00%
850.610.1000.6610.120.1362	GENERAL SUPPLIES	\$0.00	\$570.41	\$570.41	(\$570.41)	\$179.59	(\$750.00)	0.00%
850.610.1000.6810.120.1362	DUES AND FEES	\$0.00	\$385.00	\$385.00	(\$385.00)	\$0.00	(\$385.00)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$2,703.72	\$955.41	\$955.41	\$1,748.31	\$179.59	\$1,568.72	58.02%
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	\$6,713.00	\$2,481.60	\$2,481.60	\$4,231.40	\$252.83	\$3,978.57	59.27%
850.100.1000.6000.125.1319	GENERIC EXPENSE	\$10,872.74	\$0.00	\$0.00	\$10,872.74	\$0.00	\$10,872.74	100.00%
850.100.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	(\$200.00)	0.00%
850.610.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$2,109.60	\$2,109.60	(\$2,109.60)	\$90.40	(\$2,200.00)	0.00%
850.610.1000.6810.125.1319	DUES AND FEES	\$0.00	\$240.30	\$240.30	(\$240.30)	\$0.00	(\$240.30)	0.00%
850.610.1000.6890.125.1319	MISC EXPENDITURES	\$0.00	\$4,171.00	\$4,171.00	(\$4,171.00)	\$0.00	(\$4,171.00)	0.00%
850.610.2790.6519.125.1319	TRANSP - PRIVATE	\$0.00	\$200.00	\$200.00	(\$200.00)	\$100.00	(\$300.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$10,872.74	\$6,720.90	\$6,720.90	\$4,151.84	\$390.40	\$3,761.44	34.60%
850.100.1000.6000.125.1362	GENERIC EXPENSE	\$964.26	\$0.00	\$0.00	\$964.26	\$0.00	\$964.26	100.00%
850.610.1000.6610.125.1362	GENERAL SUPPLIES	\$0.00	\$156.50	\$156.50	(\$156.50)	\$0.00	(\$156.50)	0.00%
850.610.1000.6810.125.1362	DUES AND FEES	\$0.00	\$385.00	\$385.00	(\$385.00)	\$0.00	(\$385.00)	0.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$964.26	\$541.50	\$541.50	\$422.76	\$0.00	\$422.76	43.84%
	UNIT: GHMS - 125	\$11,837.00	\$7,262.40	\$7,262.40	\$4,574.60	\$390.40	\$4,184.20	35.35%
850.100.1000.6000.131.1319	GENERIC EXPENSE	\$4,745.73	\$0.00	\$0.00	\$4,745.73	\$0.00	\$4,745.73	100.00%
850.100.1000.6610.131.1319	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$357.54	(\$357.54)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$4,745.73	\$0.00	\$0.00	\$4,745.73	\$357.54	\$4,388.19	92.47%
	UNIT: HES - 131	\$4,745.73	\$0.00	\$0.00	\$4,745.73	\$357.54	\$4,388.19	92.47%
850.100.1000.6000.132.1319	GENERIC EXPENSE	\$2,906.52	\$0.00	\$0.00	\$2,906.52	\$0.00	\$2,906.52	100.00%
850.100.1000.6610.132.1319	GENERAL SUPPLIES	\$0.00	\$32.75	\$32.75	(\$32.75)	\$42.25	(\$75.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,906.52	\$32.75	\$32.75	\$2,873.77	\$42.25	\$2,831.52	97.42%
	UNIT: MVES - 132	\$2,906.52	\$32.75	\$32.75	\$2,873.77	\$42.25	\$2,831.52	97.42%
850.100.1000.6000.133.1319	GENERIC EXPENSE	\$1,565.08	\$0.00	\$0.00	\$1,565.08	\$0.00	\$1,565.08	100.00%
850.100.1000.6610.133.1319	GENERAL SUPPLIES	\$0.00	\$110.33	\$110.33	(\$110.33)	\$0.00	(\$110.33)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$1,565.08	\$110.33	\$110.33	\$1,454.75	\$0.00	\$1,454.75	92.95%

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2018-2019

☐ Subtotal by Collapse Mask
☐ Exclude Inactive Accounts with zero balance

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

From Date: 7/1/2018 To Date: 6/30/2019

Account Number	Description	UNIT: CSES - 133	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.134.1319	GENERIC EXPENSE		\$3,121.34	\$0.00	\$0.00	\$3,121.34	\$0.00	\$3,121.34	100.00%
850.100.1000.6610.134.1319	GENERAL SUPPLIES		\$0.00	\$259.17	\$259.17	(\$259.17)	\$0.00	(\$259.17)	0.00%
850.610.1000.6610.134.1319	GENERAL SUPPLIES		\$0.00	\$223.72	\$223.72	(\$223.72)	\$165.28	(\$389.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319		\$3,121.34	\$482.89	\$482.89	\$2,638.45	\$165.28	\$2,473.17	79.23%
	UNIT: LTS - 134		\$3,121.34	\$482.89	\$482.89	\$2,638.45	\$165.28	\$2,473.17	79.23%
850.100.1000.6000.135.1319	GENERIC EXPENSE		\$599.92	\$0.00	\$0.00	\$599.92	\$0.00	\$599.92	100.00%
	COURSE: STUDENT COUNCIL - 1319		\$599.92	\$0.00	\$0.00	\$599.92	\$0.00	\$599.92	100.00%
	UNIT: GRANVILLE ELEMENTARY SCHOOL - 135		\$599.92	\$0.00	\$0.00	\$599.92	\$0.00	\$599.92	100.00%
850.100.1000.6000.230.1311	GENERIC EXPENSE		\$1,326.47	\$0.00	\$0.00	\$1,326.47	\$0.00	\$1,326.47	100.00%
850.610.1000.6610.230.1311	GENERAL SUPPLIES		\$0.00	\$986.33	\$986.33	(\$986.33)	\$224.52	(\$1,210.85)	0.00%
850.610.1000.6810.230.1311	DUES AND FEES		\$0.00	\$115.62	\$115.62	(\$115.62)	\$0.00	(\$115.62)	0.00%
	COURSE: HOSA/SPORTS MEDICINE - 1311		\$1,326.47	\$1,101.95	\$1,101.95	\$224.52	\$224.52	\$0.00	0.00%
850.000.0000.1702.230.1316	RETURNED DEPOSITED CHECK (1700		\$0.00	\$40.00	\$40.00	(\$40.00)	\$0.00	(\$40.00)	0.00%
850.100.1000.6000.230.1316	GENERIC EXPENSE		\$5,279.76	\$0.00	\$0.00	\$5,279.76	\$0.00	\$5,279.76	100.00%
850.100.1000.6810.230.1316	DUES AND FEES		\$0.00	\$12.00	\$12.00	(\$12.00)	\$0.00	(\$12.00)	0.00%
850.610.1000.6610.230.1316	GENERAL SUPPLIES		\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	(\$300.00)	0.00%
850.610.1000.6810.230.1316	DUES AND FEES		\$0.00	\$880.00	\$880.00	(\$880.00)	\$25.00	(\$905.00)	0.00%
850.610.1000.6890.230.1316	MISC EXPENDITURES		\$0.00	\$1,596.00	\$1,596.00	(\$1,596.00)	\$0.00	(\$1,596.00)	0.00%
	COURSE: HOSANURSING - 1316		\$5,279.76	\$2,528.00	\$2,528.00	\$2,751.76	\$325.00	\$2,426.76	45.96%
850.000.0000.1701.230.1319	REFUND		\$0.00	\$130.00	\$130.00	(\$130.00)	\$0.00	(\$130.00)	0.00%
850.100.1000.6000.230.1319	GENERIC EXPENSE		\$24,274.64	\$0.00	\$0.00	\$24,274.64	\$0.00	\$24,274.64	100.00%
850.100.2660.6164.230.1319	CLASSIFIED - OVER CONTRACT HRS		\$0.00	\$28.75	\$28.75	(\$28.75)	\$0.00	(\$28.75)	0.00%
850.100.2660.6221.230.1319	SOC SEC - OASDI		\$0.00	\$1.78	\$1.78	(\$1.78)	\$0.00	(\$1.78)	0.00%
850.100.2660.6222.230.1319	MEDICARE-HOSP INS		\$0.00	\$0.42	\$0.42	(\$0.42)	\$0.00	(\$0.42)	0.00%
850.100.2660.6231.230.1319	STATE RETIREMENT		\$0.00	\$3.35	\$3.35	(\$3.35)	\$0.00	(\$3.35)	0.00%
850.100.2660.6232.230.1319	LNG-TRM DISABILITY		\$0.00	\$0.04	\$0.04	(\$0.04)	\$0.00	(\$0.04)	0.00%
850.100.2660.6260.230.1319	WORKERS' COMP		\$0.00	\$1.09	\$1.09	(\$1.09)	\$0.00	(\$1.09)	0.00%
850.400.2710.6510.230.1319	STUDENT TRANS SVS		\$0.00	\$412.02	\$412.02	(\$412.02)	\$0.00	(\$412.02)	0.00%
850.610.1000.6610.230.1319	GENERAL SUPPLIES		\$0.00	\$2,429.30	\$2,429.30	(\$2,429.30)	\$536.11	(\$2,965.41)	0.00%
850.610.1000.6810.230.1319	DUES AND FEES		\$0.00	\$95.00	\$95.00	(\$95.00)	\$0.00	(\$95.00)	0.00%
850.610.1000.6890.230.1319	MISC EXPENDITURES		\$0.00	\$5,387.34	\$5,387.34	(\$5,387.34)	\$0.00	(\$5,387.34)	0.00%
850.610.2660.6340.230.1319	TECHNICAL SERVICES		\$0.00	\$336.00	\$336.00	(\$336.00)	\$0.00	(\$336.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319		\$24,274.64	\$8,825.09	\$8,825.09	\$15,449.55	\$536.11	\$14,913.44	61.44%
850.100.1000.6000.230.1320	GENERIC EXPENSE		\$37.29	\$0.00	\$0.00	\$37.29	\$0.00	\$37.29	100.00%
	COURSE: UPWARD BOUND WARRIORS - 1320		\$37.29	\$0.00	\$0.00	\$37.29	\$0.00	\$37.29	100.00%
850.100.1000.6000.230.1361	GENERIC EXPENSE		\$5,799.41	\$0.00	\$0.00	\$5,799.41	\$0.00	\$5,799.41	100.00%
850.610.1000.6610.230.1361	GENERAL SUPPLIES		\$0.00	\$211.06	\$211.06	(\$211.06)	\$3,869.29	(\$4,080.35)	0.00%
	COURSE: MU ALPHA THETA - 1361		\$5,799.41	\$211.06	\$211.06	\$5,588.35	\$3,869.29	\$1,719.06	29.64%
850.100.1000.6000.230.1362	GENERIC EXPENSE		\$1,996.80	\$0.00	\$0.00	\$1,996.80	\$0.00	\$1,996.80	100.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362		\$1,996.80	\$0.00	\$0.00	\$1,996.80	\$0.00	\$1,996.80	100.00%

2018.4.14

Report: rptGLGenRpt

Printed: 03/27/2019 11:23:00 AM

Page: 2

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2018-2019

☐ Subtotal by Collapse Mask
☐ Exclude Inactive Accounts with zero balance

☐ Include pre encumbrance
☐ Print accounts with zero balance

Filter Encumbrance Detail by Date Range

From Date: 7/1/2018 To Date: 6/30/2019

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.230.1363	GENERIC EXPENSE 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 GENERAL SUPPLIES COURSE: AVID - 1364	\$2,640.38	\$0.00	\$0.00	\$2,640.38	\$0.00	\$2,640.38	100.00%
850.610.1000.6610.230.1364	GENERAL SUPPLIES	\$0.00	\$1,374.95	\$1,374.95	(\$1,374.95)	\$0.00	(\$1,374.95)	0.00%
850.100.1000.6000.230.1368	REFUND	\$0.00	\$45.00	\$45.00	(\$45.00)	\$0.00	(\$45.00)	0.00%
850.100.1000.6000.230.1368	GENERIC EXPENSE	\$3,568.79	\$0.00	\$0.00	\$3,568.79	\$0.00	\$3,568.79	100.00%
850.610.1000.6610.230.1368	GENERAL SUPPLIES	\$0.00	\$713.79	\$713.79	(\$713.79)	\$500.00	(\$1,213.79)	0.00%
850.610.1000.6890.230.1368	MISC EXPENDITURES	\$0.00	\$2,250.00	\$2,250.00	(\$2,250.00)	\$0.00	(\$2,250.00)	0.00%
850.100.1000.6000.230.1375	GENERIC EXPENSE	\$5,625.99	\$0.00	\$0.00	\$5,625.99	\$0.00	\$5,625.99	100.00%
850.400.2710.6510.230.1375	STUDENT TRANS SVS	\$0.00	\$817.62	\$817.62	(\$817.62)	\$106.88	(\$924.50)	0.00%
850.610.1000.6610.230.1375	GENERAL SUPPLIES	\$0.00	\$53.86	\$53.86	(\$53.86)	\$346.14	(\$400.00)	0.00%
850.610.1000.6890.230.1375	MISC EXPENDITURES	\$0.00	\$140.00	\$140.00	(\$140.00)	\$0.00	(\$140.00)	0.00%
850.610.2190.6340.230.1375	TECHNICAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	(\$100.00)	0.00%
850.100.1000.6000.230.1378	GENERIC EXPENSE COURSE: INTERACT - 1375	\$5,625.99	\$1,011.48	\$1,011.48	\$4,614.51	\$553.02	\$4,061.49	72.19%
850.100.1000.6000.230.1378	GENERIC EXPENSE COURSE: FRENCH CLUB - 1378	\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%
850.100.1000.6000.230.1383	GENERIC EXPENSE	\$442.01	\$0.00	\$0.00	\$442.01	\$0.00	\$442.01	100.00%
850.610.1000.6610.230.1383	GENERAL SUPPLIES	\$0.00	\$21.58	\$21.58	(\$21.58)	\$128.42	(\$150.00)	0.00%
850.610.1000.6810.230.1383	DUES AND FEES	\$0.00	\$70.00	\$70.00	(\$70.00)	\$0.00	(\$70.00)	0.00%
850.100.1000.6000.230.1398	GENERIC EXPENSE COURSE: NATIONAL ART HONOR SOCIETY - 1383	\$442.01	\$91.58	\$91.58	\$350.43	\$128.42	\$222.01	50.23%
850.100.1000.6000.230.1398	GENERIC EXPENSE COURSE: SKILLS USA COMMUNICATION MEDIA - 1398	\$180.97	\$0.00	\$0.00	\$180.97	\$0.00	\$180.97	100.00%
850.100.1000.6000.230.1403	GENERIC EXPENSE	\$4,568.22	\$0.00	\$0.00	\$4,568.22	\$0.00	\$4,568.22	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES	\$0.00	\$1,587.09	\$1,587.09	(\$1,587.09)	\$512.91	(\$2,100.00)	0.00%
850.100.1000.6000.230.1405	GENERIC EXPENSE COURSE: P.A.L.S. - 1403	\$4,568.22	\$1,587.09	\$1,587.09	\$2,981.13	\$512.91	\$2,468.22	54.03%
850.100.1000.6000.230.1405	GENERIC EXPENSE COURSE: BASEBALL - 1405	\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
850.100.1000.6000.230.1432	GENERIC EXPENSE COURSE: GIRLS BASKETBALL - 1432	\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
850.100.1000.6000.230.1469	GENERIC EXPENSE COURSE: G.O.A.L.S. CLUB - 1469	\$60.69	\$0.00	\$0.00	\$60.69	\$0.00	\$60.69	100.00%
850.100.1000.6000.230.1469	UNIT: BMHS - 230	\$56,422.54	\$19,739.99	\$19,739.99	\$36,682.55	\$6,649.27	\$30,033.28	53.23%
Grand Total:		\$94,832.25	\$30,418.65	\$30,418.65	\$64,413.60	\$9,062.04	\$55,351.56	58.37%

End of Report

CONSENT

Item 8F.

Revised 2018-2019 Stipend Schedule

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8F
FROM:	Cole Young, Assistant Superintendent-Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approval of the revised 2018-19 Stipend Schedule	Action
		Consent X

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

SUPPORTING DATA

The following are additions to the Stipend Schedule for 2018-19:

- Calculus Camp Stipend @ BMHS (Stipend Funded by Yavapai College and Embry-Riddle)
- Student Council Advisor @ LVES (Tax-Credit)
- Rocks and Fossils Advisor @ LVES (Tax-Credit)
- Reading Club Advisor @ LVES (Tax-Credit)
- Gardening Advisor @ LVES (Tax-Credit)
- Lego Advisor @ LVES (Tax-Credit)
- Link Advisors (3) - Forest Fee Management Association (FFMA)

SUMMARY & RECOMMENDATION

It is recommended that the Governing Board approve the revised 2018-19 revised Stipend Schedule.

Sample Motion

I move to approve the attached revised Stipend Schedule for the 2018-19 school year.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, 759-5016

2018-2019 STIPEND SCHEDULE

Calculation Base Amount = \$24,500.00		Category 1 = 12% Category 2 = 10% Category 3 = 7.5% Category 4 = 5% Category 5 = 2.5%		Board Approved (6-12-18)	
POSITION TYPE					
FOOTBALL (Fall Season)					
Football - Head Coach	1	M/O	1	0-3	4-6
Football - Assistant Coach	5	M/O	3	0-3	4-6
Football - Assistant Coach - Additional	2	Tax Credit	3	0-3	4-6
Football - Flag Football - Elementary	1 per building	Tax Credit	5	0-3	4-6
Weight Room Coach - HS (3 seasons)	1 per season	Tax Credit	4	0-3	4-6
BASKETBALL					
Basketball Boys - Head Coach	1	M/O	1	0-3	4-6
Basketball Boys - Assistant Coach	1	Tax Credit	1	0-3	4-6
Basketball Girls - Head Coach	1	M/O	1	0-3	4-6
Basketball Girls - Assistant Coach	1	Tax Credit	1	0-3	4-6
Basketball Boys - JV Coach	1	M/O	3	0-3	4-6
Basketball Girls - JV Coach	1	M/O	3	0-3	4-6
Basketball Boys - Freshman	1	M/O	3	0-3	4-6
Basketball Girls - Freshman	1	M/O	3	0-3	4-6
Basketball Boys - 8th Grade	1 per building	M/O	4	0-3	4-6
Basketball Girls - 8th Grade	1 per building	M/O	4	0-3	4-6
Basketball - Assistant Coach - MS	Per Trigger #	Tax Credit	5	0-3	4-6
Basketball Boys - Elementary	1 per building	Tax Credit	5	0-3	4-6
Basketball Girls - Elementary (Co-ed, if needed)	1 per building	Tax Credit	5	0-3	4-6
WRESTLING (Winter Season)					
Wrestling - Head Coach	1	M/O	2	0-3	4-6
Wrestling - JV Coach	1	M/O	3	0-3	4-6
Wrestling - Assistant Coach - HS	Per Trigger #	Tax Credit	3	0-3	4-6
Wrestling - Combined Middle School Coach	1	M/O	4	0-3	4-6
Wrestling - Assistant Coach - MS	Per Trigger #	Tax Credit	5	0-3	4-6
Wrestling - Combined Elementary Coach	1	Tax Credit	5	0-3	4-6
VOLLEYBALL (Fall Season)					
Volleyball - Head Coach	1	M/O	1	0-3	4-6
Volleyball - JV Coach	1	M/O	3	0-3	4-6
Volleyball - Freshman Coach	1	M/O	3	0-3	4-6
Volleyball - Middle School	1 per building	M/O	4	0-3	4-6
Volleyball - Assistant Coach MS	Per Trigger #	Tax Credit	5	0-3	4-6
Volleyball - Elementary	1 per building	Tax Credit	5	0-3	4-6
BASEBALL (Spring Season)					
Baseball - Head Coach	1	M/O	1	0-3	4-6
Baseball - Assistant Coach	1	Tax Credit	1	0-3	4-6
Baseball - JV Coach	1	M/O	3	0-3	4-6
Baseball - Freshman Coach	1	M/O	3	0-3	4-6
SOFTBALL (Spring Season)					
Softball - Head Coach	1	M/O	1	0-3	4-6
Softball - Assistant Coach	1	Tax Credit	1	0-3	4-6
Softball - JV Coach	1	M/O	3	0-3	4-6
Softball - Freshman Coach	1	M/O	3	0-3	4-6

YEARBOOK (School Year)	Student Council Advisor - High School	1	M/O	3	\$ 1,837.50	\$ 2,388.75	\$ 2,940.00
	Student Council Advisor - Middle School	1 per building	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	Student Council Advisor - Elementary	1 per building	M/O	5	\$ 612.50	\$ 796.25	\$ 980.00
DRAMA (School Year)	Yearbook Advisor - High School	1	M/O	3	\$ 1,837.50	\$ 2,388.75	\$ 2,940.00
	Yearbook Advisor - Middle School	1 per building	M/O	5	\$ 612.50	\$ 796.25	\$ 980.00
	Drama Advisor - High School	1	M/O	1	\$ 2,940.00	\$ 3,822.00	\$ 4,704.00
HIGH SCHOOL (School Year)	"HS Drama stipend requires minimum of ten (10) after school and/or evening events per year.	1	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	"HS Drama Tech stipend requires minimum of eight (8) after school and/or evening events per year.	1 per building	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	"MS Drama stipend requires minimum of six (6) after school and/or evening events per year.	1	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
MIDDLE SCHOOL (School Yr.)	Advanced Ed - Co-Chair	2	M/O	3	\$ 1,837.50	\$ 2,388.75	\$ 2,940.00
	CTSO Advisor - High School (Deca (1), Skills (1), HOSA (2) Thespian (1))	5	JTED		\$ 1,850.00		
	Department Chair (LA, Math, Science, Social Studies) - High School	1 per core class	M/O	3	\$ 1,837.50	\$ 2,388.75	\$ 2,940.00
PS	AVID Coordinator - High School	1	M/O	3	\$ 1,837.50	\$ 2,388.75	\$ 2,940.00
	Department Chair (except LA, Math, Science, Social Studies) - High School	1 per department	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	Graduation Sponsor - High School	1	M/O	5	\$ 612.50	\$ 796.25	\$ 980.00
4	Prom Sponsor - High School	1	M/O	5	\$ 612.50	\$ 796.25	\$ 980.00
	High School Speech/Forensics/Mock Trial Advisor	1	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	Calculus Camp Instructor	1	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
MIDDLE SCHOOL (School Yr.)	"Clubs/Program" stipend to be paid a fixed \$612.50 from Tax Credit as available and with Principal approval.	1	Yavapai College/ Embry-Riddle		\$ 2,500.00		
	Athletic Director - Middle School	1 per building	M/O	4	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	Reading Counts - Middle School	1 per building	M/O	5	\$ 612.50	\$ 796.25	\$ 980.00
PS	Student Advisor Group Leader - Middle School	6	MGI Grant	other	\$ 612.50	\$ -	\$ -
	Team Leader - Middle School		M/O	5	\$ 1,225.00	\$ 1,592.50	\$ 1,960.00
	BMMS (3)	7th, 8th, Elective					
4	GHMS (4)	7th, 8th, Elective, Honors					
	LTS (1)	7th, 8th, Elective, Honors					
	AVID Coordinator - Middle School	1 per building	M/O		\$ 1,850.00		
ELEMENTARY SCHOOL (School Yr.)	"Clubs/Program" stipend to be paid a fixed \$612.50 from Tax Credit as available and with Principal approval.	1 per building	M/O		\$ 612.50		
	Coach Cheer @ LTS		Tax Credit		\$ 612.50		
	Coach Cheer @ LTS				X		
PS	Art Program Advisor @ GVES						
	Drama Club Advisor @ GVES						
	After School Science Explorer Advisor @ GVES						
4	After School Robotics @ GVES (.5)						
	National Jr. Honor Society @ BMMS -						
	Yearbook Advisor @ CSES						
PS	Advanced Math Teacher @ GVES						
	Choir Advisor @ GVES						
	Science Olympiad @ LTS						
4	Science Olympiad @ LTS						
	Lego Robotics Advisor @ LTS						
	Fitness Program Advisor @ LVS						
PS	Comic/Pop Culture Club Advisor @ LVS						
	Art Program Advisor @ LVS						
	After School Science Explorer Advisor @ GVES						
4	Math Club Advisor @ GVES						
	After School Robotics @ GVES (.5)						
	Lego Robotics Advisor @ HES						
PS	Fitness Program Advisor @ LVS						
	Dance Club Advisor @ HES						

CONSENT

Item 8G.

Travel Request (BMHS DECA)

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 86
FROM:	Francisco Ortiz, BMHS DECA Advisor/Teacher, CTE Professional Sales & Marketing	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Request for Student Out-of-State Travel for BMHS DECA 2019 International Career Development Conference (ICDC)	Action
		Consent X
<hr/>		
OBJECTIVE:	Board Goal #1: To Raise the Level of Student Achievement	

SUPPORTING DATA

DECA is a national student organization endorsed by the Arizona Department of Education as an integral part of the Professional Sales & Marketing Curriculum and is required for continued funding for CTE programs through the ADE. DECA activities reinforce classroom instruction and connect students with the business and marketing community. DECA also plays a unique role in preparing students for further education and promotes career opportunities in Business and Marketing. This DECA leadership conference in addition, provides opportunities for students interested in marketing, hospitality, finance, and related fields to develop, practice, and refine their leadership and teamwork skills.

The DECA International Career Development Conference is the culmination of the DECA year. More than 18,000 high school students, teachers, advisors, business professionals, and DECA alumni gather for several days of DECA events. DECA members demonstrate their college and career ready knowledge and skills by participating in DECA's industry-validated Competitive Events Program, aligned with Career Clusters, National Curriculum Standards and 21st Century Skills in the areas of marketing, finance, hospitality, management and entrepreneurship. These members have qualified to attend based on superior performance at the district and association level. More than 1,000 business professionals serve as expert judges to evaluate DECA members' mastery of these concepts.

After exposure to DECA leadership events, students will develop a successful transition plan from high school to higher education and the professional world.

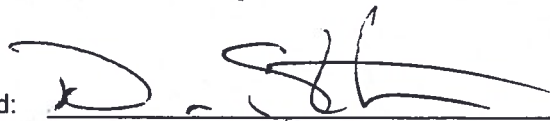
SUMMARY & RECOMMENDATION

The 2019 DECA International Career Development Conference (ICDC) is being held April 26 – May 1, 2019 at the Orange County Convention Center, Orlando, FL. Ten BMHSW DECA students are expected to attend. The group will leave April 26th as a travel day and will return on May 1st.

Sample Motion

I move to approve the Bradshaw Mountain High School DECA travel request to attend the 2019 DECA International Career Development Conference from April 26, 2019 to May 1, 2019 at the Orange County Convention Center in Orlando, Florida.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Francisco Ortiz y Davis, CTE teacher, BMHSW/DECA Advisor – 928-759-4087/francisco.ortiz@humboldtunified.com

FEB 12 2019

REQUEST FOR BOARD AGENDA ITEM

MAR -4 2019

Requested Meeting Date: 4-9-19

Person / Organization Submitting Request: Francisco Ortiz y Davis

Date Submitted: January 22, 2019

Please indicate under which Agenda Item your request will be listed. Items will be discussion before action whenever possible.

Student / Staff Recognition: _____

Report: _____

Consent Items: Consent for Student out-of-state travel – BMHS DECA ICDC 2019

Discussion Items: _____

Action Items: _____

Include all supporting materials when submitting to building administrator

Materials include:

- ☒ Information about the project, position, etc.
- ☒ Justification for the request and/or academic standard that will be met
- ☒ Financial costs and funding source
- ☒ Number of students if applicable
- ☐ Approval by legal council if applicable

Administrative Approval: [Signature] Date: 1/25/19

Education Services Administrative Approval: [Signature] Date: 3/15/19

Finance Administrative Approval: [Signature] Date: 03-15-19

☒ Accepted for placement on agenda for: 4-9-19

☐ Denied _____

Superintendent's Office: [Signature]

Revised 01/25/2019

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

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

Organization taking Field Trip: 2019 DECA International Career Development Conference

Date of field Trip: April 26 – May 1, 2019

High School: Bradshaw Mountain/MICTED

Place of field Trip: Orlando, Florida

Approximately how many students: 10

Where you are staying? What is the cost of hotel/lodging? Is there security at the hotel/lodging? If not, how are the students going to be supervised? All Arizona DECA delegates are required to stay at the Holiday Inn Orlando - Disney Springs Area (1805 Hotel Plaza Blvd, Lake Buena Vista, FL 32830). There is 24 hour security at the hotel. The conference rate is approximately \$450 per student (which includes registration Advisors/chaperone conference rate is \$650 for double occupancy.

How is the trip being funded? The trip will be paid by through a CTE grant and/or CTED (Mountain Institute) funding. Student meals/shuttle will be paid through fundraising by DECA. All expenses will be covered with CTE grant or DECA. There is no cost to HUSD.

What is the cost for the trip (lodging/registration/transportation, etc)? The estimated total cost of this trip (hotel, transportation, conference registration) is \$10,305.84.

What is the cost for each student? Students are responsible for the cost of meals.

Chaperones (student/adult ratio): 1 adult per 10 students minimum. We will have 2 adult chaperones for this trip and approximately 10 students. If the number of students attending changes, we will adjust chaperones as needed. Francisco Ortiz y Davis, CTE Teacher and District Certified Chaperone, Desiree Ortiz y Davis will accompany the students to the conference.

What determines the student's eligibility for attending? Students who will be attending this conference are members in good standing in DECA and have qualified through online state testing and competition as the top scorers in the state of Arizona. Those students went on to compete at the AZ State level and finished in the top 3-5 in their category in Arizona. In addition, students must also have passing grades in all classes in order to travel with DECA.

How does the trip benefit the students and the teacher? What state standard is met with this activity? DECA is a national student organization endorsed by the Arizona Department of Education as an integral part of the Professional Sales & Marketing Curriculum and is required

for continued funding for CTE programs through the ADE. DECA activities reinforce classroom instruction and connect students with the business and marketing community. DECA also plays a unique role in preparing students for further education and promotes career opportunities in Business and Marketing. This DECA leadership conference in addition, provides opportunities for students interested in marketing, hospitality, finance, and related fields to develop, practice, and refine their leadership and team work skills.

Curriculum Objective:

Students will examine the roles and responsibilities of individuals in organizations, identify the characteristics of effective teams and effective team players, practice techniques to involve each member of the team, demonstrate teamwork, participate in career development events, practice effective meeting management skills, and exercise leadership skills.

Student Outcomes: *After exposure to DECA leadership events, students will develop a successful transition plan from high school to higher education and the professional world.*

Type and Cost of Transportation: Students and advisor/chaperones will responsible to provide their own transportation to and from Phoenix Sky Harbor Airport in Phoenix. Students and advisor/chaperones will then fly to Orlando International Airport, in Orlando, FL and shuttled to the Holiday Inn Orlando - Disney Springs Area (1805 Hotel Plaza Blvd, Lake Buena Vista, FL 32830). Chaperone and advisor will use personal transportation. This cost will be covered by the CTE grant monies/JTED (Mountain Institute).

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

STUDENT OVERNIGHT TRIP

FINANCIAL INFORMATION

School: BMHS Organization/Group: BMHS DECA

Sponsor's Name: Francisco Ortiz Phone: 928-759-4087

Trip Date: April 26- May 1, 2019 Trip Location: Orlando, Florida

Trip Title: 2019 DECA International Career Development Conference

Total Number of Attendees: 12 # Female Students 5 # Male Students 5 # Adults 2

Cost of Trip: (Total Costs, <u>NOT</u> Per Participant Costs)	
Event Registration -	
Transportation -	
Lodging -5 nights - Students - \$450X10, Advisor/Chaperone \$650 X2	\$5,800.00
Meals/Travel - Meals - 2 Advisors - approx. / Airfare approx. \$295.30 X 12	\$4,505.84
Per Diem	\$
WILL SUBSTITUTE(S) BE REQUIRED FOR CLASS COVERAGE? (specify) <u>yes</u>	\$
Other (specify)	\$
Other (specify)	\$
Total Cost	\$10,305.84
Funding for Trip:	
Auxiliary	\$
Student Club	\$
Tax Credit	\$
Booster Club	\$
Grant <u>Basic - 261</u>	\$ 2,852.84
Other (specify) <u>Priority - 400</u>	\$ 4,500.00
Other (specify) <u>MI JTED - 596</u>	\$ 2,953.00
Total Funding	\$10,305.84

Name of *Chaperone(s): Francisco Ortiz, Desiree Ortiz y Davis

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

This document must accompany the Request for Trip Approval Packet

FRIDAY, APRIL 26

8:00 AM – 6:00 PM	REGISTRATION <i>For Chartered Association Advisors</i>	W206
8:00 AM – 9:00 PM	HEADQUARTERS + TOURS BOOTH	W206
8:00 AM – 9:00 PM	SHOP DECA <i>(blazers only)</i>	W205AB
10:00 AM – 2:00 PM	TOURS BOOTH	Hilton Walt Disney World Resort
12:00 PM – 9:00 PM	DECA 5K RUN/WALK <i>Pre-Registration</i>	W206
6:30 PM	CHARTERED ASSOCIATION ADVISOR DINNER <i>(by invitation only)</i>	W305AB

SATURDAY, APRIL 27

7:00 AM – 3:00 PM	TOURS BOOTH	Hilton Walt Disney World Resort
7:00 AM – 8:30 PM	HEADQUARTERS + TOURS BOOTH	W206
7:00 AM – 8:30 PM	SHOP DECA + BLAZER SHOP	W205AB
7:30 AM	DECA 5K RUN/WALK	
9:00 AM	OFFICER CANDIDATE INTERVIEWS	
9:30 AM – 5:00 PM	DECA DAY IN THE PARKS <i>(ticket purchase required)</i>	Walt Disney World Resort [®] Universal Orlando Resort [™]
9:30 AM	EVENT DIRECTORS' + ASSISTANT EVENT DIRECTORS' BRIEFING	W207-W208
1:00 PM – 5:00 PM	EXHIBIT + CAMPAIGN BOOTH SET-UP	WB2
5:00 PM	PARADE OF CHARTERED ASSOCIATIONS REHEARSAL	WA1-4
6:00 PM	EXECUTIVE MENTOR WELCOME <i>(by invitation only)</i>	
8:30 PM	GRAND OPENING SESSION	WA1-4
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	Assigned Hotel

SUNDAY, APRIL 28

7:00 AM – 5:00 PM	HEADQUARTERS + TOURS BOOTH	W206
7:00 AM – 5:00 PM	SHOP DECA + BLAZER SHOP	W205AB
7:30 AM	VIRTUAL BUSINESS CHALLENGE BRIEFING <i>(required)</i>	
8:00 AM – 11:30 AM	SCHOOL-BASED ENTERPRISE ACADEMY FOOD OPERATIONS <i>Sponsored by Otis Spunkmeyer, an ARYZTA Brand</i>	
8:00 AM – 4:00 PM	CAREER EXHIBITS + CAMPAIGN BOOTHS + SHOP DECA <i>(Advisors only from 8:00 AM - 9:00 AM)</i>	WB2
8:00 AM – 5:00 PM	COMPETITIVE EVENT BRIEFING + TESTING	
8:30 AM – 4:00 PM	EMERGING LEADER SERIES	
9:00 AM – 3:00 PM	ADVISOR PROFESSIONAL LEARNING SERIES <i>Sponsored by PepsiCo Chilled DSD</i>	
9:30 AM – 1:00 PM	EXECUTIVE MENTOR PROGRAM	
12:00 PM	MDA LUNCHEON <i>Sponsored by Muscular Dystrophy Association (by invitation only)</i>	
12:30 PM – 4:00 PM	SCHOOL-BASED ENTERPRISE ACADEMY RETAIL OPERATIONS <i>Sponsored by Otis Spunkmeyer, an ARYZTA Brand</i>	
4:00 PM	VOTING DELEGATES' BRIEFING + CANDIDATE CAMPAIGN SESSION	
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	Assigned Hotel

Events will be held in the **ORANGE COUNTY CONVENTION CENTER** unless otherwise noted.

MONDAY, APRIL 29

7:00 AM – 5:00 PM	SHOP DECA	W205AB
7:00 AM – 7:00 PM	HEADQUARTERS + TOURS	W206
7:30 AM	JUDGES' ORIENTATION	WB1 + WB3-4
8:00 AM – 4:00 PM	CAREER EXHIBITS + CAMPAIGN BOOTHS + SHOP DECA	WB2
8:00 AM – 7:00 PM	COMPETITIVE EVENT PRELIMINARY COMPETITION	
8:30 AM – 10:30 AM	JOHNSON & WALES SCHOLARSHIP AWARD BREAKFAST <i>Sponsored by Johnson & Wales University (by invitation only)</i>	
8:30 AM – 3:30 PM	EMERGING LEADER SERIES	
9:00 AM – 3:00 PM	ADVISOR PROFESSIONAL LEARNING SERIES <i>Sponsored by PepsiCo Chilled DSD</i>	
NOON – 1:30 PM	CHARTERED ASSOCIATION OFFICER/ADVISOR LUNCHEON <i>Sponsored by U.S. Army (by invitation only)</i>	
12:30 PM	JUDGES' ORIENTATION	
2:00 PM – 3:30 PM	LEADERSHIP RECOGNITION <i>(by invitation only)</i>	
3:30 PM – 4:30 PM	COMPETITIVE EVENTS UPDATE WORKSHOP <i>(Advisors Only)</i>	
7:00 PM – 11:00 PM	DECA NIGHT AT UNIVERSAL STUDIOS FLORIDA™ <i>(ticket purchase required)</i>	Universal Orlando Resort™
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	Assigned Hotel

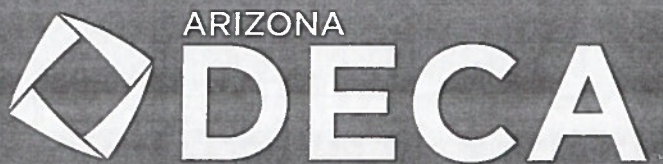
TUESDAY, APRIL 30

7:30 AM – 10:30 AM	JUDGES' ORIENTATION	WB3-4
7:30 AM – 6:00 PM	HEADQUARTERS + TOURS	W206
8:00 AM	ACHIEVEMENT AWARDS SESSION	WA1-4
8:30 AM – 6:00 PM	SHOP DECA + FINALIST T-SHIRT + RECOGNITION ITEMS	W205AB
8:30 AM – 6:00 PM	COMPETITIVE EVENT FINAL COMPETITION	WB3-4
NOON	BUSINESS + ELECTION SESSION	
2:00 PM – 3:00 PM	WRITTEN REPORT + CERTIFICATE RETURN <i>(Chartered Association Advisor or Designee Only)</i>	
7:00 PM – 8:00 PM	SCHOLARSHIP + NATIONAL ADVISORY BOARD RECEPTION <i>Sponsored by National Advisory Board Partners (by invitation only)</i>	
8:30 PM	GRAND AWARDS SESSION	WA1-4
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	Assigned Hotel

WEDNESDAY, MAY 1

9:00 AM – 1:00 PM	NEW EXECUTIVE OFFICER ORIENTATION	Rosen Centre
-------------------	-----------------------------------	--------------

Tentative: 1.10.19. Check deca.org/icdc for updates.



2018-2019
PATH TO GLASS
CHAMPIONSHIP SERIES

INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

KEY INFO

APRIL 26
TO
MAY 1

Holiday Inn Orlando
Disney Springs Area
1805 Hotel Plaza Blvd
Lake Buena Vista, FL 32830
(407) 828-8888

\$450 Per Student
(Triple or Quad Occupancy)

\$650 Per Advisor/Chaperone
(Double Occupancy)

\$1100 Per Advisor/Chaperone
(Single Occupancy)

Registration Fee Includes
5 Nights Housing +
Conference Fees +
Conference Materials

Reservations are booked through Arizona DECA during conference registration. DO NOT contact the hotel to book your reservation. Transportation to and from the conference is NOT included.

CONTACT US
INFO@AZDECA.ORG

AZDECA.ORG
#PATHTOGLASS

© 2019 BY ARIZONA DECA



ICDC is the culmination of the DECA year. More than 19,000 high school students, teacher-advisors, business professionals, and alumni gather for several days of DECA excitement.

The final stop on the Path to Glass, Arizona DECA members will test their mettle against students from all around the globe for the chance to shine in the spotlight, proving they have what it takes to be #ReadyForIt.

INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

IMPORTANT REGISTRATION DATES

March 2	Registration Opens
March 6	Attendance Notification Deadline
March 15	Registration Closes
March 29	Blazer Order Deadline
April 11	Payment Deadline

QUALIFICATION CRITERIA

The following individuals are qualified to attend the International Career Development Conference:

- Students who place in the top 4 overall in any competitive event at the State Career Development Conference;
- Students who place in the top 4 overall in RISE Academy at the State Career Development Conference;
- Finalists in DECA Inc.'s online competitive events; and
- Incoming and outgoing State Officers.

Qualified students may only compete in one competitive event at the International Career Development Conference.

Arizona DECA provides the following monetary incentives for our top-performing ICDC competitors (winning teams will split the incentive between team members):

Top 3	\$599
Top 4-10	\$300
Top 11-20	\$150
Medalist	\$50

Attendance in the Ignite, Elevate, Empower, Aspire, Thrive, and SBE academies is highly limited and will be granted after all priority qualification decisions have been made. An application will be distributed after the State Career Development Conference for chapters to submit attendance requests for these academies.

REGISTRATION INFORMATION

Each student, advisor, and chaperone attending ICDC must pay the Arizona DECA registration fee. Spouses and children do not have to pay the registration fee, but need permission to attend from Arizona DECA due to limited hotel inventory. Spouses and children do not receive any conference materials. After registration closes, no refunds will be given for a decrease in chapter registration due to an attendee who can no longer attend the conference.

All advisors and students are required to attend the conference from the beginning of the Grand Opening Session to the conclusion of the Grand Awards Session. No exceptions to this rule will be granted.

One advisor or chaperone must be registered for every eight student attendees.

Chapters must arrange their own airfare, airport transfers, and meals. Optional ICDC tour packages can be purchased by chapters through DECA Inc. Free transportation will be provided between the hotel and the Walt Disney World theme parks, Disney Springs, and the Orange County Convention Center.

INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

STEP 1: ATTENDANCE NOTIFICATION

By March 6, email **info@azdeca.org** to confirm:

1. Whether or not your chapter will be attending ICDC.
2. A list of the qualifiers from your chapter that will be attending.

Any qualifiers that have not been confirmed by the deadline will be disqualified from attendance.

STEP 2: CONFERENCE REGISTRATION

By March 15, register your chapter's attendance and competitive event selections at **membership.decaregistration.com** (under the "Conferences" tab).

STEP 3: HOUSING REGISTRATION

By March 15, register your chapter's housing at **bit.ly/AZDECAICDC**.

Student rooms will be automatically combined with other chapters in order to maximize Arizona DECA's attendance. Student rooms are reserved first and adult rooms are limited. School districts with very strict rules requiring multiple advisors or chaperones must accept that Arizona DECA may be unable to accommodate multiple adult rooms exceeding the one adult per eight students ratio.

Chapter roommate requests for student or advisor rooms may be submitted during registration, but cannot be guaranteed. These requests should be coordinated between the applicable chapters prior to registration.

All conference attendees are required to stay at the Holiday Inn Orlando - Disney Springs Area or designated overflow hotel. All attendees registered in Step Two must be included in the housing request.

STEP 4: REGISTRATION CONFIRMATION

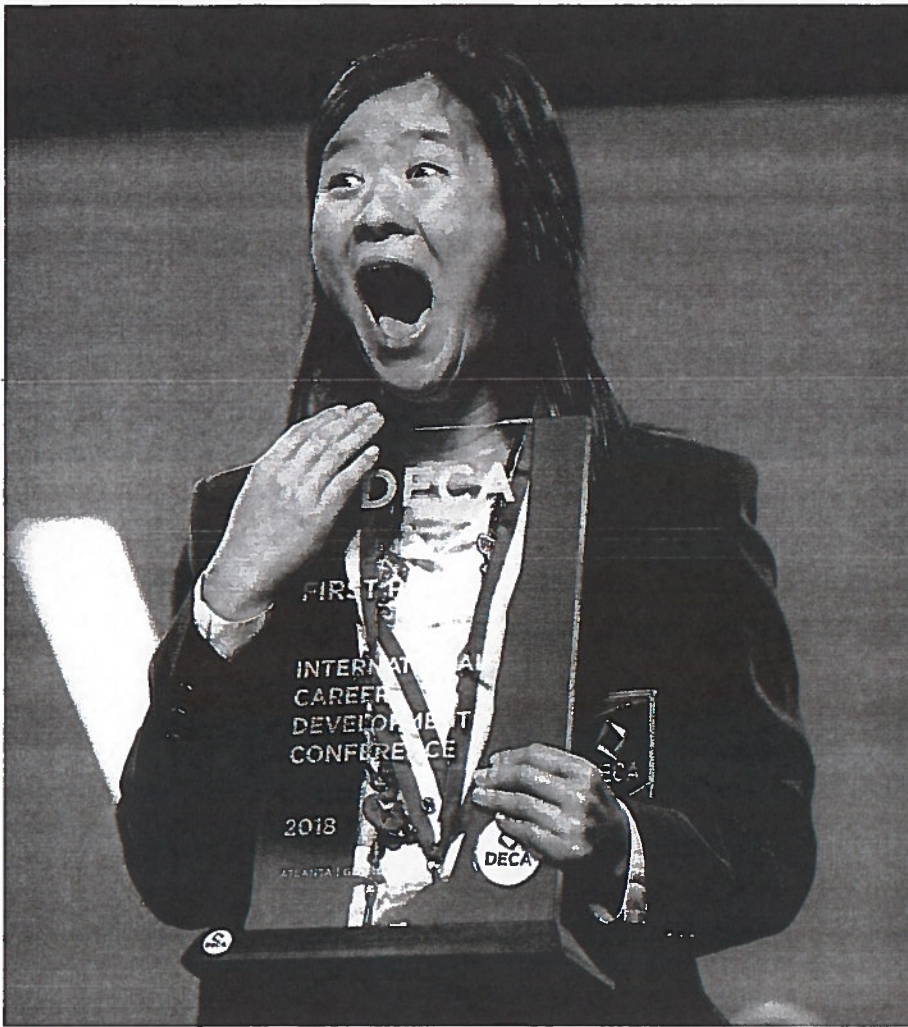
Await an email from **info@azdeca.org** asking you to confirm your chapter's registration. You must confirm your registration in order to complete your registration. Note that this email will come after all conference registration for all chapters is compiled, and will not arrive until the week of March 18.

STEP 5: PAYMENT DEADLINES

By April 11, all conference and housing registration payments are due to Arizona DECA. All checks are payable to Arizona DECA and must be sent to **PO Box 1440, Owasso, OK, 74055**.

DECA blazers are required for all competitors and may be purchased at **shopdeca.org** until March 29.

The optional ICDC tour packages are limited and sell out. To buy tickets, go to **deca.org/icdc**.



RECOGNITION AND AWARDS

DECA's competitive events provide recognition in a number of different areas. The following list describes the recognition provided at ICDC:

CERTIFICATE OF ACHIEVEMENT: All competitors will receive a Certificate of Achievement recognizing the achievement necessary to qualify to participate in the International Career Development Conference.

CERTIFICATE OF EXCELLENCE: Competitors scoring a combined total score of 70% or better on the competitive event components will earn a Certificate of Excellence.

ACHIEVEMENT AWARDS: For each event with an exam, the highest ten individual scores on the exam will receive a silver-ribbon medallion. For each Principles of Business Administration Event, Team Decision Making Event, Individual Series Event, Personal Financial Literacy Event, Integrated Marketing Campaign Event and Professional Selling and Consulting Event, participants with top scores in each section of the presentation component will each receive a silver-ribbon medallion. In all events, the top two overall scores in each section will be considered finalists and receive blue-ribbon medallions.

GRAND AWARDS: The top ten finalists will be called to the stage and receive red-white-blue ribboned medallions with first, second and third places receiving trophies.

CASH AWARDS: All competitive event first place winners will receive a minimum of \$100. Sponsored events provide larger awards.

SPONSORED EVENTS

DECA gratefully acknowledges the corporations and organizations that generously sponsor these competitive events.

Unless otherwise noted, each sponsoring organization provides the following awards for international competitors:

- 1st Place \$1,000
- 2nd Place \$500
- 3rd Place \$250
- 4th-10th Place \$100 each

ACCOUNTING APPLICATIONS SERIES **ACT**



Association
of International
Certified Professional
Accountants*

APPAREL AND ACCESSORIES MARKETING SERIES **AAM**

MEN'S WEARHOUSE®

AUTOMOTIVE SERVICES MARKETING SERIES **ASM**



BUYING AND MERCHANDISING OPERATIONS RESEARCH **BMOR**

PiperJaffray.

COMMUNITY SERVICE PROJECT **CSP**



HOSPITALITY SERVICES TEAM DECISION MAKING **HTDM**



HOSPITALITY AND TOURISM OPERATIONS RESEARCH **HTOR**

PiperJaffray.

INTEGRATED MARKETING
CAMPAIGN-PRODUCT **IMCP**

FIDM

PERSONAL FINANCIAL
LITERACY **PFL**



PRINCIPLES OF BUSINESS
MANAGEMENT AND
ADMINISTRATION **PBM**

Alta
aspire

PRINCIPLES OF
MARKETING **PMK**



SPORTS AND ENTERTAINMENT
OPERATIONS RESEARCH **SEOR**

PiperJaffray.

DECA HOTEL
CHALLENGE **VBCHM**

THE J. WILLARD AND ALICE S.
MARRIOTT FOUNDATION

AWARDS

1st Place \$6,000 per team
2nd Place \$3,000 per team
3rd Place \$1,500 per team
4th Place \$900 per team

VIRTUAL BUSINESS
CHALLENGES

ACCOUNTING
VBCAC

FASHION
VBCFA

PERSONAL FINANCE
VBCPF

RESTAURANT
VBCRS

RETAIL
VBCRT

SPORTS
VBCSP



AWARDS






1st Place \$1,000 per team
2nd Place \$500 per team
3rd Place \$250 per team





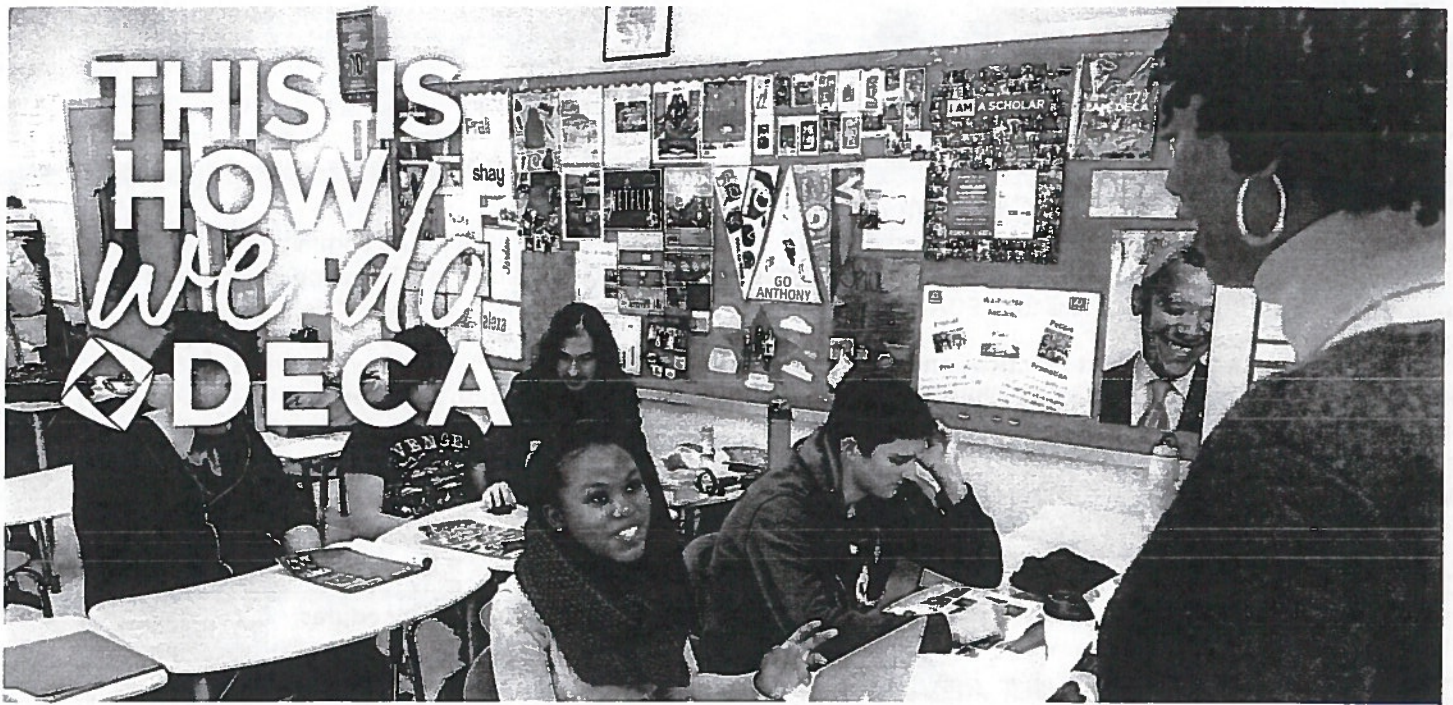
DECA'S EMERGING LEADER SERIES is designed to empower DECA members to provide effective leadership through goal setting, consensus building and project implementation.

Aligned with 21st Century Skills in the areas of critical thinking and problem solving, communication, collaboration and creativity, and innovation, DECA's Emerging Leader Series prepares members to be effective leaders in college and careers. All of these academies are available during the DECA International Career Development Conference, and Elevate and Empower are also available at the DECA Emerging Leader Summit.

 <p>IGNITE</p>	 <p>ELEVATE</p>	 <p>EMPOWER</p>	 <p>ASPIRE</p>	 <p>THRIVE</p>
<p>ULTIMATE MEMBER</p> <p>Ignite your spark for DECA! As an emerging leader, you have great potential to take advantage of all that DECA offers. Now's your time to gain an idea as you learn how you can take your personal DECA experience to the next level and ignite your passion for DECA.</p>	<p>ULTIMATE CHAPTER LEADER</p> <p>Elevate your leadership in DECA by becoming the ultimate DECA chapter leader! Discover your personal leadership style and how you can use that to take your chapter to the next level. Now's your time to elevate your DECA status from member to chapter leader.</p>	<p>ULTIMATE ASSOCIATION OFFICER</p> <p>As a DECA association officer, one of your main responsibilities is to empower the members you serve. Learn how to effectively perform your role as an association leader, design an effective strategic plan and employ empowering communications strategies and methods.</p>	<p>ULTIMATE GRADUATE</p> <p>As you soon graduate, the sky is the limit for your aspirations. Do you know what to expect in college or how to be successful in your career? Learn how to leverage your DECA experience to your advantage in college, interviews and internships. Aspire to get on the fast track to college and career success.</p>	<p>ULTIMATE CHAPTER</p> <p>Now it's time to thrive with other high performing chapters and continue to develop your toolbox of collaboration, communications, critical thinking and creativity skills.</p>

Participation in DECA's Emerging Leader Series at ICDC is the primary conference activity for members, except for Empower. Empower is limited to chartered association officers, who may also participate in DECA's Competitive Events Program. Register through your chartered association advisor using the name of the academy.

DECA
EMERGING
LEADER
SERIES



ADVISOR PROFESSIONAL LEARNING

Sponsored by



"This Is How We Do DECA" is professional learning for DECA advisors by DECA advisors. It's designed to provide effective practices for using DECA to integrate into classroom instruction, apply learning, connect to business and promote competition. Drop in for just one session, or put together your own two-day schedule. You drive the professional learning you'll receive.

Topics from 2018 included:

- | | |
|---|---|
| DECA Chapter Strategy | Growing And Managing Large Chapters |
| DECA Is The Glue In Your Unit Planning | School-based Enterprises: It's A Family Affair! |
| Competitive Events: Beyond The Stage | Building Relations With The Business Community |
| Finding Your Competition Groove | Effective Project Management |
| Tips To Succeed With Written Events | Social Media Mania! |
| Twitter Chats For The #DECAAdvisor | Authentic Learning In The Classroom |
| DECA Virtual Business Challenges | DECA Connects To Business In Three Easy Steps |
| Let's Make Role-Plays Fun In Class! | Entrepreneurship In Action |
| Using Competitive Events For Project-Based Learning | Competitive Events Update |

A complete listing of sessions will be posted on decadirect.org and included in the conference program.



PRESIDENTIAL GOVERNANCE COMMITTEE

A Governance Committee will be appointed for the High School Division. The purpose of the committee will be to act upon all violations of the **Delegate Conduct Practices and Procedures** within the division. The conduct guidelines were approved by the Board of Directors for DECA Inc. and apply to adult advisors as well as student delegates.

A copy of the **Delegate Conduct Practices and Procedures and ICDC Dress Code** may be found in this section. **The dress code applies to all participants while in the convention center and convention facilities.** The Board of Directors of DECA Inc. requires every student delegate to read and complete these forms as partial completion of ICDC attendance requirements. Please make sufficient copies for your delegates to sign and return to you prior to the International Career Development Conference. Chartered association advisors may wish to bring these forms with them to the conference for possible reference. PLEASE DO NOT MAIL TO DECA INC.

The chartered association advisor will be notified (in writing) of all violations. Notices may require the committee to assemble and take such action as is outlined in the **Conference Conduct Practices and Procedures**.

CODE OF ETHICS FOR ADULT ADVISORS

DECA offers training to those students who have a career objective in the field of marketing, finance, hospitality, management or entrepreneurship. Individual conduct and appearance is a phase of this training. This phase of the education program becomes apparent at DECA's International Career Development Conference.

Since a good example is one method of teaching, and students participating in the conference are impressionable, a **Code of Ethics** is set for adult advisors.

It becomes the responsibility of each and every participant to see that proper conduct is adhered to at all times. Violations of these practices and procedures will be referred to the president of the Board of Directors for DECA Inc.

- Advisors shall conduct **daily** meetings with participants for progress reports, time schedules and other activities.
- Advisors shall keep an agenda for each student so that they may be reached at any time during the conference.
- Each chartered association shall arrange to have one advisor on call at all times.
- Each advisor shall be responsible for seeing that participants adhere to all conduct practices and procedures.
- The rules as stated in the **Delegate Conduct Practices and Procedures** and the **Dress Code** are called to your attention for review and should govern the behavior of advisors as well as students.

NON-DISCRIMINATION POLICY

DECA Inc. is committed to creating and maintaining a healthy and respectful environment for all of our emerging leaders and entrepreneurs. Our philosophy is to ensure all members, regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or socio-economic status, are treated equally and respectfully. Any behavior in the form of discrimination, harassment or bullying will not be tolerated. It is the responsibility of all members to uphold and contribute to this climate.



DELEGATE CONDUCT PRACTICES AND PROCEDURES

The Board of Directors for DECA Inc. requires each delegate attending the International Career Development Conference to read and complete the **Attendance Permission Form** and return to the **DECA chartered association advisor** as partial completion of attendance requirements.

- The term "delegate" shall mean any DECA member, including advisors, attending conferences (high school, collegiate, alumni, professional).
- There shall be no defacing of public property. Any damage to any property or furnishing in the hotel rooms or building must be paid for by the individual or chapter responsible.
- Delegates must wear identification badges and wristbands at all times.
- Delegates shall refrain from using inappropriate or profane language at all times.
- Delegates shall refrain from written, verbal, physical or electronic activities that may lead to harassment, hazing, bullying or damaging property.
- The use of any harassment against anyone on the basis of race, color, creed, national origin, ancestry, age, gender, sexual orientation, or disability is prohibited.
- Delegates shall respect the rights and safety of other hotel guests.
- Delegates shall not possess alcoholic beverages, narcotics or weapons in any form at any time under any circumstances.
- Delegates shall refrain from gambling—playing cards, dice or games of chance for money or other things of value.
- Use of tobacco products and electronic cigarettes by delegates is prohibited at all DECA functions.
- Delegates must adhere to the dress code at all times.
- Delegates must not dress or behave in a manner than can be interpreted as sexually explicit.
- Students shall keep their adult advisors informed of their activities and whereabouts at all times.
- No delegate shall leave the hotel (except for authorized events) unless permission has been received from chapter and chartered association advisors.
- Delegates should be prompt and prepared for all activities.
- Delegates should be financially prepared for all activities.
- Delegates are required to attend all sessions and activities assigned including workshops, competitive events, committee meetings, etc., for which they are registered unless engaged in some specific assignment scheduled at the same time.
- Delegates will spend nights at their assigned hotel and in their assigned room. No guests allowed during curfew hours. Delegates will be quiet at curfew.
- Curfew will be enforced. Curfew means the delegate will be in his/her assigned room.
- Chartered associations will be responsible for delegates' conduct.
- Delegates ignoring or violating any of the above rules will subject their entire delegation to being unseated and their candidates or competitive events participants to being disqualified. Individual delegates may be sent home immediately at their own expense.
- Tasteful casual wear will be accepted during specific social functions as designated during orientation.

DECA

DRESS CODE

Professional appearance is an important aspect of the overall preparation of DECA members for the business world. To that end, DECA supports a dress code for its career-based functions that exemplifies the highest standards of professionalism while being non-discriminatory between genders.

DECA's board of directors has developed the following official dress standards for the International Career Development Conference. Students, advisors and chaperones must follow the dress code.

Competitors must wear an official DECA blazer during interaction with the judges. While official DECA blazers are not required during briefing and testing, professional business dress is required. Professional dress should also be worn to all conference sessions including workshops and special meal functions such as luncheons.

For a more polished, professional appearance, it is recommended that attendees wear appropriate hosiery/socks.

All skirts and dresses must be at or below the knee.

AN OFFICIAL DECA BLAZER IS REQUIRED TO RECEIVE RECOGNITION OR AN AWARD ON STAGE.

WHEN APPEARING BEFORE JUDGES AND ON-STAGE

- Official DECA blazer
- Dress slacks or dress skirt or business dress
- Collared dress shirt and appropriate neckwear (necktie, ascot, scarf) or Dress blouse
- Dress shoes

DECA GENERAL SESSIONS, MEAL FUNCTIONS, EVENT BRIEFING, MANUAL REGISTRATION AND TESTING

- Business suit or sport coat or blazer (blazer optional)
- Dress slacks, dress skirt or business dress
- Collared dress shirt, dress blouse or dress sweater
- Blazer optional
- Dress shoes
- Necktie/scarf (optional)

DECA BUSINESS CASUAL

- Casual slacks (e.g., Dockers), blouse or shirt, socks and casual shoes.
- Jeans, t-shirts and athletic shoes are not included in business casual attire.

UNACCEPTABLE DURING DECA ACTIVITIES

- Skin-tight or revealing clothing
- Midriff-baring clothing
- Swimwear
- Athletic clothing
- Leggings or graphic designed hosiery/tights
- Clothing with printing that is suggestive, obscene or promotes illegal substances
- Unacceptable types of dress shoes include boat shoes, canvas or fabric shoes, flip flops or casual sandals, athletic shoes, industrial work shoes and hiking boots.

When judging adherence to the dress code, DECA asks that advisors, teachers and chaperones use observation as the tool for assessing compliance. DECA does not support or condone the touching of students or their clothing as a means of determining whether or not a student is following the dress code guidelines.

Any medical exceptions to this code must be documented in the conference headquarters prior to the beginning of the conference. This is the responsibility of the local advisor.



2019 DECA International Career Development Conference Tour Package



DECA 5K RUN/WALK
APRIL 27 | 7:30 AM

\$30
Pre registration

\$40
On site



**DECA NIGHT AT UNIVERSAL
STUDIOS FLORIDA™**
APRIL 29
6:00 PM – 11:00 PM

\$95

This special ticket gives DECA members access to the park during these hours. Once the park closes to the public, DECA members will have private access until 11:00 p.m. Many of your favorite attractions will be open, as well as dining and retail operations. A DJ will play your favorite songs and there will be opportunities for character meet and greets.

This cost includes DECA transportation, which must be used as this is a special event, and a \$25 voucher for food or gift items. Ticket valid only during the date and time noted. Non-refundable. Quantities limited.



**UNIVERSAL ORLANDO RESORT™
THEME PARKS**
UNIVERSAL STUDIOS FLORIDA™
UNIVERSAL'S ISLANDS OF
ADVENTURE™
UNIVERSAL'S VOLCANO BAY™

\$110

Gate Price: \$170 plus tax
1 Day Park-to-Park
Universal Studios Florida™ and
Universal's Islands of Adventure™

\$140

Gate Price: \$264 plus tax
2 Day Park-to-Park
Universal Studios Florida™ and
Universal's Islands of Adventure™

\$175

Gate Price: \$279 plus tax
3 Day Park-to-Park
Universal Studios Florida™, Universal's Islands of
Adventure™ and Universal's Volcano Bay™



WALT DISNEY WORLD® RESORT
MAGIC KINGDOM® PARK
EPICOT®
DISNEY'S HOLLYWOOD STUDIOS®
DISNEY'S ANIMAL KINGDOM® PARK

\$95

Not available at the gate
1 Day, 1 Park after 1:00 PM

\$65

Not available at the gate
1 Day, 1 Park after 5:00 PM

\$245

Gate Price: \$274 plus tax
2-Day Park Hopper

\$305

Gate Price: \$370 plus tax
3-Day Park Hopper

Transportation is not provided, except for the DECA NIGHT AT UNIVERSAL STUDIOS FLORIDA on Monday, April 29. DECA will sell optional transportation wristbands for use on Saturday, April 27 only. The transportation wristbands will be good for one round trip to one location (Disney's Transportation Center or Universal Orlando Resort) and will be color coded.

Information about ordering and ticket pick up hours and locations will be included in the ICDC Registration Kit. DECA Inc. does not recognize or accept any responsibility for tours arranged through travel agents or individuals. DECA's official tours are promoted and sold only through DECA Inc. All tours are subject to change or cancellation at any time. Pre-orders must be paid in full when tickets are picked up or a credit card, check or cash payment will be necessary.



ATTENDANCE PERMISSION FORM

ATTENDANCE

This is to certify that _____ has my permission to attend the above named DECA activity. I also do hereby on behalf of him/her absolve and release the school officials, the DECA chapter advisors and the assigned chartered association DECA staff from any claims for personal injuries or illness which might be sustained while he/she is en route to and from or during the DECA sponsored activity.

EMERGENCY

Any medical exceptions to this code must be documented in the conference headquarters prior to the beginning of the conference. This is the responsibility of the local advisor.

I authorize the advisor to secure the services of a physician or hospital, and to incur the expenses for necessary services in the event of accident or illness, and I will provide for the payment of these costs:

LOCAL HOSPITALS

Celebration Hospital
400 Celebration Place
Celebration, FL 34747
(P) 407-303-4000

WALK-IN CLINIC

Paramount Urgent Care
8972 Turkey Lake Rd #400
Orlando, FL 32819
(P) 407-226-1906

Dr. P. Phillips Hospital
9400 Turkey Lake Road
Orlando, FL 32819
(P) 407-351-8500

We have read and agree to abide by the delegate conduct practices and procedures and dress code. We also agree that the school officials, the DECA chapter advisors, the chartered association DECA staff, or the Conference Conduct Committee members have the right to send the student home from the activity at our expense, provided that he/she has violated the delegate conduct practices and procedures and/or his/her conduct has become a detriment.

Student Signature

Parent/Guardian Signature

Phone

Chapter Advisor Signature

School Official Signature

Insurance Company Name

Policy Number

Humboldt Unified School District #22
Participation in _____ Consent Form

Student Name: _____

Parent/Legal Guardian Name: _____

School: _____

As the parent or legal guardian of the above-named student, I give permission for my child to participate in _____.

Participation in the Activity involves risks of injury due to certain inherent dangers that cannot be eliminated regardless of the care taken to avoid them. These injuries include, but are not limited to: physical contact with other individuals; contact with the ground, surfaces, fixtures, and equipment; and strenuous exertions, quick movements, and changes of speed, which place stress on the cardiovascular, muscular, and skeletal systems. The specific injury risks vary from (1) minor injuries such as scratches, bruises, and sprains, to (2) major injuries such as eye injury or loss of sight, joint injuries, back injuries, heart attacks, heat stroke and concussions to (3) catastrophic injuries including paralysis and death. I acknowledge that I have read and understand this warning.

I am aware that Humboldt Unified School District does not provide accident or health insurance coverage for my child and have independently determined whether I should obtain such insurance at my own cost. I have received information regarding a company that offers student accident and health insurance.

I understand and acknowledge that instructors for the above-listed activities may have been hired by the school district as contractors for the sole purpose of providing the extracurricular activity(ies) described above and may not be employees of the district.

I understand that my child's participation in any of the above activity(ies) is conditional on maintaining proper and respectful behavior towards the instructor and other students. The same code of conduct required of my child while he or she is in school applies in the afterschool programs. If my child misbehaves, then he or she may lose the privilege to participate in the activities.

I have read and understand the foregoing information and acknowledgments.

Parent/Legal Guardian Signature

Date

Humboldt Unified School District #22
Medical Release and Consent

Student Name: _____

In case of accident or serious illness, I request the school/trip sponsor to contact me. If I cannot be reached by telephone with the numbers provided, I hereby authorize the school or afterschool program instructor to call the physician indicated below or any other physician or hospital and follow the physician's instructions.

If there are any special instructions regarding medical treatment of my child, including any information regarding allergies or drug reactions, I have included the information below on the "Special Instructions" lines.

I understand that this consent and authorization hereby given and granted are continuing and are intended by me to extend throughout the current school year.

It is further understood that any expenses incurred will be paid for by the student's health insurance or the parent of the student. Payment of such expenses is not the school's responsibility.

Parent/Legal Guardian Signature

Date

Home Address: _____

Phone Numbers: _____

Doctor: _____ Telephone No.: _____

Hospital Preference: _____

Special Instructions: _____

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

REQUISITION

(This is NOT a Purchase Order - this is a Request for a Purchase Order)
(A Purchase Order MUST be in Place BEFORE Purchasing/Placing an Order)

Date: January 18, 2019

Please Indicate One of the Following Categories

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input type="checkbox"/> Tax Credit (Include Tax Credit Eligible Expenditure Determination Chart) (If using the general fund #1350, include signed & dated Site Council Minutes)	(INCLUDES ALL FUNDS WITH THE EXCEPTION OF 525, 526, 580) <input checked="" type="checkbox"/> Other Priority 400

VENDOR INFORMATION

SHIPPING INFORMATION

Name: Arizona DECA	Name: David Capka
Address: PO Box 1440	Address: 6000 E. Long Look Drive
Owasso, OK 74055	
	Prescott Valley, AZ 86314
Phone: 602-542-5334	Phone: 928-759-4199
Fax:	Fax: 928-759-4120
E-Mail:	Attn: David Capka

Requisitioned By: Dave Capka	Admin. Approval:
Department: CTE	District Approval:
Budget Code(s): 400-358-2190-6890-230-1520	

Qty	Unit	Product Code	Description	Unit Price	Ext. Price
					\$0.00
			DECA International Career Development Conference		\$0.00
10			Hotel Rooms/Registrations - Students	\$450.00	\$4,500.00
					\$0.00
					\$0.00
					\$0.00
			Orlando Florida		\$0.00
			April 26 May 1, 2019		\$0.00
			See Attached Information		\$0.00
					\$0.00
Misc. Information:				Sub-total	\$4,500.00
				Shipping	
				Tax	
				TOTAL	\$4,500.00

IMPORTANT - PLEASE REVIEW

Turn-around time for purchase order generation is 10 business days, after a correctly completed purchase order requisition is received at the District Office. To avoid processing delays, please review the following checklist:

☐ If the request is for a conference, camp, tournament etc., the brochure/documentation is included (to provide dates, destination, purpose, required approvals, etc.).

☐ If a check is being requested, a Check Request Form is included.

☐ If quotes are required, the Quote Documents are included.

☐ Information provided is accurate, complete and legible.

☐ Tax and Shipping charges are included.

☐ White, Yellow and Pink copies are included.

Insurance:	Workers' Comp:	License:	Fingerprint Cd:	Background Ck:	Auto Ins:	W-9:
------------	----------------	----------	-----------------	----------------	-----------	------

DISTRICT USE ONLY

Faxed:	Mailed:	E-Mailed:	Phone:	By:
Fixed Assets?	No	Yes	Other Info:	
BID:	RFP:	Requisition Rec'd Date:		

WHITE - Accts. Payable

YELLOW - Receiving Clerk

249

PINK - Department

GOLDEN - School Site

REQUISITION

(This is NOT a Purchase Order - this is a Request for a Purchase Order)
(A Purchase Order MUST be in Place BEFORE Purchasing/Placing an Order)

Date: January 18, 2019

-Copy-

Please Indicate One of the Following Categories

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input type="checkbox"/> Tax Credit (Include Tax Credit Eligible Expenditure Determination Chart) (If using the general fund #1350, include signed & dated Site Council Minutes)	(INCLUDES ALL FUNDS WITH THE EXCEPTION OF 525, 526, 580) <input checked="" type="checkbox"/> Other Basic 261

VENDOR INFORMATION

SHIPPING INFORMATION

Name: Arizona DECA	Name: David Capka
Address: PO Box 1440	Address: 6000 E. Long Look Drive
Owasso, OK 74055	
	Prescott Valley, AZ 86314
Phone: 602-542-5334	Phone: 928-759-4199
Fax:	Fax: 928-759-4120
E-Mail:	Attn: David Capka

Requisitioned By: Dave Capka	Admin. Approval:
Department: CTE	District Approval:
Budget Code(s): 261-358-2190-6580-230-1520	

Qty	Unit	Product Code	Description	Unit Price	Ext. Price
					\$0.00
			DECA ICDC Conference		\$0.00
2			Hotel Room/Registrations (5 nights) Advisor/Chaperone	\$650.00	\$1,300.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
			See Attached Information		\$0.00
					\$0.00
Misc. Information:				Sub-total	\$1,300.00
				Shipping	
				Tax	
				TOTAL	\$1,300.00

IMPORTANT - PLEASE REVIEW

Turn-around time for purchase order generation is 10 business days, after a correctly completed purchase order requisition is received at the District Office. To avoid processing delays, please review the following checklist:

☐ If the request is for a conference, camp, tournament etc., the brochure/documentation is included (to provide dates, destination, purpose, required approvals, etc.).

☐ If a check is being requested, a Check Request Form is included.

☐ If quotes are required, the Quote Documents are included.

☐ Information provided is accurate, complete and legible.

☐ Tax and Shipping charges are included.

☐ White, Yellow and Pink copies are included.

Insurance:	Workers' Comp:	License:	Fingerprint Cd:	Background Ck:	Auto Ins:	W-9:
------------	----------------	----------	-----------------	----------------	-----------	------

DISTRICT USE ONLY

Fixed:	Mailed:	E-Mailed:	Phone:	By:
Fixed Assets?	No	Yes	Other Info:	
BID:	RFP:	Requisition Rec'd Date:		

WHITE - Accts. Payable

YELLOW - Receiving Clerk

250 PINK - Department

GOLDEN - School Site

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

REQUISITION

(This is **NOT** a Purchase Order - this is a Request for a Purchase Order)
(A Purchase Order **MUST** be in Place **BEFORE** Purchasing/Placing an Order)

Date: January 22, 2019

Copy

Please Indicate One of the Following Categories

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input type="checkbox"/> Tax Credit (Include Tax Credit Eligible Expenditure Determination Chart) (If using the general fund #1350, include signed & dated Site Council Minutes)	(INCLUDES ALL FUNDS WITH THE EXCEPTION OF 525, 526, 580) <input checked="" type="checkbox"/> Other MI JTED

VENDOR INFORMATION

Name: Dave Capka
Address: 6000 E. Long Look Dr
Prescott Valley AZ 86314
Phone: 928-759-4100
Fax:
E-Mail:

SHIPPING INFORMATION

Name: Dave Capka
Address: 6000 E. Long Look Drive
Prescott Valley, AZ 86314
Phone: 928-759-4199
Fax: 928-759-4120
Attn: Dave Capka

Requisitioned By: Dave Capka	Admin. Approval:
Department: CTE	District Approval:
Budget Code(s): 596-358-2710-6510-230-1520	

Qty	Unit	Product Code	Description	Unit Price	Ext. Price
			DECA ICDC National Conference		\$0.00
			Estimate per ticket		\$0.00
10			Student Plane Tickets (estimate)	\$295.30	\$2,953.00
					\$0.00
			Will go through Tera Travel Once Numbers are known		\$0.00
					\$0.00
					\$0.00
			April 26 - May 1, 2019		\$0.00
			Orlando Florida		\$0.00
Misc. Information:				Sub-total	\$2,953.00
				Shipping	
				Tax	
				TOTAL	\$2,953.00

IMPORTANT - PLEASE REVIEW

Turn-around time for purchase order generation is 10 business days, after a correctly completed purchase order requisition is received at the District Office. To avoid processing delays, please review the following checklist:

- ☐ If the request is for a conference, camp, tournament etc., the brochure/documentation is included (to provide dates, destination, purpose, required approvals, etc.).
- ☐ If a check is being requested, a Check Request Form is included.
- ☐ If quotes are required, the Quote Documents are included.
- ☐ Information provided is accurate, complete and legible.
- ☐ Tax and Shipping charges are included.
- ☐ White, Yellow and Pink copies are included.

Insurance:	Workers' Comp:	License:	Fingerprint Cd:	Background Ck:	Auto Ins:	W-9:
------------	----------------	----------	-----------------	----------------	-----------	------

DISTRICT USE ONLY

Fixed:	Mailed:	E-Mailed:	Phone:	By:
Fixed Assets?	No	Yes	Other Info:	
BID:	REP:	Requisition Rec'd Date:		

WHITE - Accts. Payable

YELLOW - Receiving Clerk

251

PINK - Department

GOLDEN - School Site

REQUISITION

-copy-

(This is NOT a Purchase Order - this is a Request for a Purchase Order)
 (A Purchase Order MUST be in Place BEFORE Purchasing/Placing an Order)

Date: January 22, 2019

Please Indicate One of the Following Categories

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input type="checkbox"/> Tax Credit (Include Tax Credit Eligible Expenditure Determination Chart) (If using the general fund #1350, include signed & dated Site Council Minutes)	(INCLUDES ALL FUNDS WITH THE EXCEPTION OF 525, 526, 580) <input checked="" type="checkbox"/> Other 261 Basic

VENDOR INFORMATION

SHIPPING INFORMATION

Name: Dave Capka	Name: Dave Capka
Address: 6000 E. Long Look Dr	Address: 6000 E. Long Look Drive
Prescott Valley AZ 86314	
	Prescott Valley, AZ 86314
Phone: 928-759-4100	Phone: 928-759-4199
Fax:	Fax: 928-759-4120
E-Mail:	Attn: Dave Capka

Requisitioned By: Dave Capka	Admin. Approval:
Department: CTE	District Approval:
Budget Code(s): 261-358-2190-2213-6580-230-1520	

Qty	Unit	Product Code	Description	Unit Price	Ext. Price
			DECA ICDC National Conference		\$0.00
			Estimate per ticket		\$0.00
2			Advisor/Chaperone Plane Tickets (estimate)	\$295.30	\$590.60
					\$0.00
			Will go through Tera Travel Once Numbers are known		\$0.00
					\$0.00
					\$0.00
					\$0.00
			April 26 - May 1, 2019		\$0.00
			Orlando Florida		\$0.00
Misc. Information:				Sub-total	\$590.60
				Shipping	
				Tax	
				TOTAL	\$590.60

IMPORTANT - PLEASE REVIEW

Turn-around time for purchase order generation is 10 business days, after a correctly completed purchase order requisition is received at the District Office. To avoid processing delays, please review the following checklist:

☐ If the request is for a conference, camp, tournament etc., the brochure/documentation is included (to provide dates, destination, purpose, required approvals, etc.).

☐ If a check is being requested, a Check Request Form is included.

☐ If quotes are required, the Quote Documents are included.

☐ Information provided is accurate, complete and legible.

☐ Tax and Shipping charges are included.

☐ White, Yellow and Pink copies are included.

Insurance:	Workers' Comp:	License:	Fingerprint Cd:	Background Ck:	Auto Ins:	W-9:
------------	----------------	----------	-----------------	----------------	-----------	------

DISTRICT USE ONLY

Faxed:	Mailed:	E-Mailed:	Phone:	By:
Fixed Assets?	No <input type="checkbox"/>	Yes <input type="checkbox"/>	Other Info:	
BID:	RFP:	Requisition Rec'd Date:		

WHITE - Accts. Payable

YELLOW - Receiving Clerk

252

PINK - Department

GOLDEN - School Site

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

REQUISITION

(This is **NOT** a Purchase Order - this is a Request for a Purchase Order)
(A Purchase Order **MUST** be in Place **BEFORE** Purchasing/Placing an Order)

Date: December 20, 2018

- Copy -

Please Indicate One of the Following Categories

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input type="checkbox"/> Tax Credit (Include Tax Credit Eligible Expenditure Determination Chart) (If using the general fund #1350, include signed & dated Site Council Minutes)	(INCLUDES ALL FUNDS WITH THE EXCEPTION OF 525, 526, 580) <input checked="" type="checkbox"/> Other Basic 261

VENDOR INFORMATION

Name: Desiree Ortiz
Address: 6000 E. Long Look D.r
Prescott Valley Az 86314
Phone: 928-759-4100
Fax:
E-Mail:

SHIPPING INFORMATION

Name: David Capka
Address: 6000 E. Long Look Drive
Prescott Valley, AZ 86314
Phone: 928-759-4199
Fax: 928-759-4120
Attn: David Capka

Requisitioned By: Dave Capka	Admin. Approval:
Department: CTE	District Approval:
Budget Code(s): 261-358-2190-6582-230-1520	

Qty	Unit	Product Code	Description	Unit Price	Ext. Price
			DECA ICDC Competition -- Travel Reimbursement		\$0.00
5		2190-6582	Breakfast	\$10.00	\$50.00
6		2190-6582	Lunch	\$13.00	\$78.00
5		2190-6582	Dinner	\$26.00	\$130.00
					0
2		2190-6583	Luggage 1 bag each way	\$40.00	\$80.00
					\$0.00
2		2190-6583	Shuttle from Airport to Hotel and back to Airport	\$35.00	\$70.00
			Orlando Fl April 26 - May 1, 2019		\$0.00
			Desiree Ortiz		\$0.00
Misc. Information:				Sub-total	\$408.00
				Shipping	
				Tax	
				TOTAL	\$408.00

IMPORTANT - PLEASE REVIEW

Turn-around time for purchase order generation is 10 business days, after a correctly completed purchase order requisition is received at the District Office. To avoid processing delays, please review the following checklist:

☐ If the request is for a conference, camp, tournament etc., the brochure/documentation is included (to provide dates, destination, purpose, required approvals, etc.).

☐ If a check is being requested, a Check Request Form is included.

☐ If quotes are required, the Quote Documents are included.

☐ Information provided is accurate, complete and legible.

☐ Tax and Shipping charges are included.

☐ White, Yellow and Pink copies are included.

Insurance:	Workers' Comp:	License:	Fingerprint Cd:	Background Ck:	Auto Ins:	W-9:
------------	----------------	----------	-----------------	----------------	-----------	------

DISTRICT USE ONLY

Faxed:	Mailed:	E-Mailed:	Phone:	By:
Fixed Assets?	No	Yes	Other Info:	
BID:	RFP:	Requisition Rec'd Date:		

WHITE - Accts. Payable

YELLOW - Receiving Clerk

253 PINK - Department

GOLDEN - School Site

REQUISITION

(This is **NOT** a Purchase Order - this is a Request for a Purchase Order)
 (A Purchase Order **MUST** be in Place **BEFORE** Purchasing/Placing an Order)

Date: December 20, 2018

- Copy -

Please Indicate One of the Following Categories

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input type="checkbox"/> Tax Credit (Include Tax Credit Eligible Expenditure Determination Chart) (If using the general fund #1350, include signed & dated Site Council Minutes)	(INCLUDES ALL FUNDS WITH THE EXCEPTION OF 525. 526. 580) <input checked="" type="checkbox"/> Other Basic 261

VENDOR INFORMATION

SHIPPING INFORMATION

Name: Francisco Ortiz	Name: David Capka
Address: 6000 E. Long Look D.r	Address: 6000 E. Long Look Drive
Prescott Valley Az 86314	
	Prescott Valley, AZ 86314
Phone: 928-759-4100	Phone: 928-759-4199
Fax:	Fax: 928-759-4120
E-Mail:	Attn: David Capka

Requisitioned By: Dave Capka	Admin. Approval:
Department: CTE	District Approval:
Budget Code(s): 261-358-2190-6582-230-1520	

Qty	Unit	Product Code	Description	Unit Price	Ext. Price
			DECA ICDC Competition -- Travel Reimbursement		\$0.00
5		2190-6582	Breakfast	\$10.00	\$50.00
6		2190-6582	Lunch	\$13.00	\$78.00
5		2190-6582	Dinner	\$26.00	\$130.00
1		2190-6581	Mileage to Airport (round trip) 96.9 miles each way	86.24	86.24
2		2190-6583	Luggage 1 bag each way	\$40.00	\$80.00
6		2190-6583	Parking at Airport \$10 per day	\$10.00	\$60.00
2		2190-6583	Shuttle from Airport to Hotel and back to Airport	\$35.00	\$70.00
			Orlando Fl April 26 - May 1, 2019		\$0.00
			Francisco Ortiz		\$0.00
Misc. Information:				Sub-total	\$554.24
				Shipping	
				Tax	
				TOTAL	\$554.24

IMPORTANT - PLEASE REVIEW

Turn-around time for purchase order generation is 10 business days, after a correctly completed purchase order requisition is received at the District Office. To avoid processing delays, please review the following checklist:

☐ If the request is for a conference, camp, tournament etc., the brochure/documentation is included (to provide dates, destination, purpose, required approvals, etc.).

☐ If a check is being requested, a Check Request Form is included.

☐ If quotes are required, the Quote Documents are included.

☐ Information provided is accurate, complete and legible.

☐ Tax and Shipping charges are included.

☐ White, Yellow and Pink copies are included.

Insurance:	Workers' Comp:	License:	Fingerprint Cd:	Background Ck:	Auto Ins:	W-9:
------------	----------------	----------	-----------------	----------------	-----------	------

DISTRICT USE ONLY

Faxed:	Mailed:	E-Mailed:	Phone:	By:
Fixed Assets?	No <input type="checkbox"/>	Yes <input type="checkbox"/>	Other Info:	
BID:	RFP:	Requisition Rec'd Date:		

WHITE - Accts. Payable

YELLOW - Receiving Clerk

254 PINK - Department

GOLDEN - School Site

CONSENT

Item 8H.

Revised 2019-20

Sole Source Vendor Listing

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item	8H
FROM:	Cole Young, Assistant Superintendent	Reading	
DATE:	April 9, 2019	Discuss	
SUBJECT:	FY 18-19 Sole Source Vendors - Revised ACT Test	Action	
		Consent	X
<hr/> OBJECTIVE: Goal #2 To Focus on Planning for Future Students Needs <hr/>			

SUPPORTING DATA:

The following list represents companies that the District is currently utilizing for purchases that are considered to be "sole-source".

Sole source vendors are vendors that the District has determined are the only source for procurement of certain items.

These purchases typically fall into the following categories: utilities, Board approved curriculum materials (both textbooks and supplemental materials that support the curriculum); and service/maintenance agreements for operational software that the District currently owns.

Additions to the list are underlined and vendors to be removed are ~~struck through~~.

Utilities:

Arizona Public Service
Conterra – RFP Communications Tower
Humboldt Water Company
Century Link (formerly Qwest)
Town of Prescott Valley
Unisource Energy

Curriculum: Adopted Textbooks/Instructional Aids Per A.R.S. 15-721

Advanced Keyboard Technologies – SPED (Text-to-Speech Product)
Annenberg Learner – HS Cinema
AVID
Bedford
Cengage Learning – HS Biology and Chemistry
College Board – AP Testing/Curriculum
Edgenuity
Elsevier Science Co. – HS JTED Nursing Program
Glencoe Publishing – Elementary
Great Minds – Eureka Math
Highlands Center – Habitat Curriculum
Houghton Mifflin & Divisions:
 Great Source – Writers
 HMH – SCG Technology Orders (Software)
McDougal Littell
MacMillan-McGraw Hill - Science
McGraw Hill - K-6 ELA
Parchment inc.
Paxton-Patterson Labs
Premier (agendas)

PCI Educational Publishing – SPED Geometry
Pearson
Pearson Assessment, Inc. – HS Environmental Science, World Civilization
Prentice Hall Publishing – HS Earth Science/Biology
Spalding Educational – Liberty Phonics Curriculum

Software/Maintenance Agreements:

Assessment Technology - Galileo
Blackboard – Connect ED School Messenger
Borderlan Security/Internet Filtering Software
Cambium Learning Sopris
CLM-Food Service Software
Computer Generation/Lexia – Reading Software License (Lexia Learning Systems, Inc.)
Dell Marketing – KACE Software
Educational Network
Follett Library/Educational Software
Harland Technology Services - Scantron
Integrated Registers – POS Software
Heartland/LunchBytes, Inc. – Food Service Accounting Software
MediaNet – IEP Pro - Software Agreement
Netchemia – Talent Ed – Teacher Evaluation Software
Schooldude – Facilities Software and Related Software Support
Time Clock Plus, Inc.
Transfinder – Transportation Software
Tyler Technology – School Master ADM Acctg License Fees/School Finance Software

Miscellaneous:

AdvancED Inc. – Accreditation
American Collegiate Test (ACT)- Assessment for College Entrance
AZ Inter-Scholastic Association (AIA)
Global Entertainment – Prescott Valley/Tim's Toyota Center (Graduation Venue)
Teaching Plus – Spark Training/Qualified Evaluator Training (Mary Matheson) (4 yr of 5 yr)

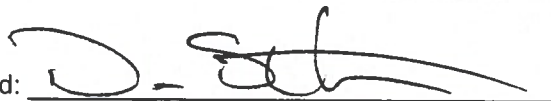
SUMMARY & RECOMMENDATION:

It is recommended the Governing Board approve the presented sole source listing which includes utilities, textbooks, instructional aides, and related software items for the FY 2018-2019 & 2019-2020 school year.

Sample Motion:

I move to approve the revised 2019-20 Sole Source Vendor Listing as presented.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director or Cole Young, Assistant Superintendent (759-4000)



March 4, 2019

Jeannette Arntzen
Procurement Specialist
Humboldt Unified School District
6411 N. Robert Road
Prescott Valley, AZ 86314

Dear Ms. Arntzen:

This letter is being sent to you to affirm that ACT, Inc. is the sole source and owner of the ACT® test, test items, scoring algorithms, reporting and research services and the sole source for all related materials. These materials are protected by copyright and trademark and must be ordered directly from ACT, Inc.

Thank you for your interest in our education and workforce solutions. If you have any questions or need additional information, please do not hesitate to contact Jessica Eilertson, Account Executive, at 602.377.9353 or by email at jessica.eilertson@act.org.

Regards,

A handwritten signature in black ink that reads "Charlie Astorino". The signature is written in a cursive, flowing style.

Charlie Astorino

Vice President

Client Relations

500 ACT Dr. | Iowa City, Iowa 52243-0168

319.359.9968

charlie.astorino@act.org | www.ACT.org

cc: Jessica Eilertson

CONSENT

Item 8I.

Title I Summer School

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8 I
FROM:	Dr. Rob Bueche, Executive Director of Federal Programs and School Innovation	Reading
DATE:	4/9/19	Discuss
SUBJECT:	Title I Summer School	Action
		Consent X

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

SUPPORTING DATA:

The District administration would like to offer a districtwide Title I Summer School to help identify students with reading deficiencies and address their needs through supplemental reading instruction. As per federal regulations, we can offer a summer school that mirrors our current K-6 schoolwide reading intervention program offered at the elementary schools. Identification of student eligibility will be based on DIBELS benchmark assessment data and teacher recommendation. Class sizes will be a maximum of 22 students. Summer school dates will run from Monday, June 3rd - Thursday, June 27th - (four weeks, four days per week) from 8:30 am - 12:30 pm. The allocation that has been set aside through the Title I grant is \$60,000. This amount will cover all expenditures related to the complete funding of Title I Summer School.

We are planning to hire:

- 1 Summer School Coordinator
- 13 Teachers
- 13 Teacher Aides
- 1 Administrative/Attendance/Receptionist Secretary
- 1 Data Assessment Coordinator (5 days)
- 5 Bus Drivers

SUMMARY & RECOMMENDATION:

It is the recommendation of administration that the Governing Board approve the District Title I Summer School.

Sample Motion:

I move to approve Title I Summer School as presented above for the 2019 summer school session.

Approved for transmittal to the Governing Board:


Daniel Streeter, Superintendent

Questions should be directed to: Dr. Rob Bueche, Executive Director of Federal Programs and School Innovation, 759-4010

CONSENT

Item 8J.

Retiree Re-employment Contract Renewal with ESI

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 8 J
FROM:	Cole Young, Assistant Superintendent - Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Annual Approval of Retiree Re-employment Program and Client Service Contract with Educational Services, Inc. (ESI)	Action
		Consent X
<hr/>		
OBJECTIVE:	Goal #2 - Focus on Planning for Future Student Needs	

SUPPORTING DATA

When a teacher, classified employee, or administrator retires through the Arizona State Retirement System, that person is not allowed to work full-time in a school district for the first year following retirement. For this reason, highly qualified staff members are often lost to the District after they retire.

SUMMARY & RECOMMENDATION

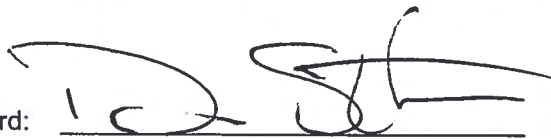
Educational Services, Inc. has provided retiree re-employment services in Arizona since 1999 and works with over 120 school districts across the state. In addition they have expanded their services to include placement of temporary or substitute workers. HUSD has approved a contract with ESI annually since the 2005-06 school year which has allowed us to hire excellent recent retirees while saving M&O dollars. The elements of the program and agreement are unchanged from last school year and have been reviewed and approved to form by legal counsel.

It is recommended that the Governing Board approve renewal of the agreement.

Sample Motion

I move to approve the renewal of the Client Service Agreement with Educational Services, Inc. as presented for the 2019-20 school year.

Approved for transmittal to the Governing Board:


Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, 759-5016

Employee Staffing Agreement

This Agreement for Employee Staffing Services ("Agreement") is entered into in the State of Arizona effective July 1, 2019 ("Effective Date"), by and between Humboldt Unified School District ("Client"), and Educational Services, Inc., an Arizona corporation ("ESI").

RECITALS

- A. ESI is a corporation in the business of providing employee staffing services.
- B. Client is an entity within the State of Arizona and desires to obtain certain staffing services ("Services") from ESI. ESI is willing to provide Services to Client upon the terms and conditions contained in this Agreement.
- C. This Agreement provides for the allocation between Client and ESI of responsibilities with respect to covered employees ("Workers" pursuant to Section 2 below).
- D. This Agreement shall not diminish, abolish, or remove any rights of Workers against the Client, or obligations of the Client to any Workers, if any, that existed before the Effective Date of this Agreement.
- E. Client and ESI agree to be bound by the terms and conditions set forth in any applicable cooperative contract purchasing agreement.

AGREEMENT

In consideration of the foregoing recitals, and mutual promises contained herein, Client and ESI agree as follows:

1. **RELATIONSHIP OF THE PARTIES**

ESI is an independent contractor and shall perform its obligations under this Agreement as an independent contractor. All Workers provided by ESI to perform Services for Client pursuant to this Agreement shall be employees of ESI and not of Client. Client has the right to direct Workers only to the extent necessary to conduct the Client's business, and operations, and to comply with licensing and certification requirements that apply to the Client, or to any Worker. In all other respects, ESI retains full control over the employment, direction, supervision, evaluation, compensation, discipline, and discharge of Workers performing Services under this Agreement.

2. **WORKER**

In this Agreement, the term "Worker" or "Workers" means an individual(s) (a) employed by ESI in Arizona to work in Arizona, (b) who is performing Services for Client pursuant to this Agreement, (c) who has completed ESI's required hiring and onboarding process forms, and, where applicable, is certificated or licensed as required by law for the position in which ESI places the Worker.

ESI will not place into employment positions with the Client any Worker who does not possess, or have the ability to possess, all necessary certification and endorsements or licenses for the position assigned.

ESI will maintain equal employment opportunity and anti-discrimination policies, including complaint procedures that address discrimination, and/or harassment claims. ESI retains the right to make a final determination as to whether or not to hire a Worker.

3. **TERM OF AGREEMENT**

The initial term of this Agreement will be one (1) year following the Effective Date. Upon the expiration of the initial term, this Agreement may be renewed annually upon mutual agreement of both parties. This Agreement does not automatically renew at the end of each year.

4. **TERMINATION**

- A. Workers, Without Cause. Notwithstanding any other provision of this Agreement, Client may request termination of, and ESI may terminate, any Worker at any time without cause upon the submission of at least thirty (30) calendar days advance written notice.
- B. Workers, With Cause. Notwithstanding any other provision of this Agreement, Client may request termination of, and ESI may terminate, any Worker by written notice to ESI upon the occurrence of any of the following:
 - (1) A material breach by ESI, or a Worker of any of ESI's or Worker's obligations under this Agreement, or under the Worker Contract.
 - (2) If a Worker embezzles or misappropriates Client funds or property, defrauds Client, is convicted of a felony, or of any crime involving moral turpitude, has his or her certification or other licensing required for the position for which employed by ESI revoked or suspended, fails to maintain a valid fingerprint card if one is required by Client, commits an act or omission which constitutes a breach of the Worker Contract, violates the policies of the Client applicable to Client's own employees, commits

an act of unprofessional conduct, or commits an act that adversely affects the reputation of Client.

(3) Death or permanent disability of a Worker occurring any time during the term of this Agreement, in which event this Agreement (as it relates to the Worker) shall terminate as of his or her death or permanent disability.

(4) If it is later discovered that a Worker has made any material misrepresentations or has failed to provide any material representations in connection with the information provided to ESI.

C. Agreement. This Agreement may be terminated by either party, for any reason, at any time prior to the expiration of the Term, by providing ninety-day (90) written notice to the other Party, in the manner described in Section 21.

5. SCOPE OF SERVICES

In collaboration with Client, ESI shall supply Workers and shall perform the following services:

- A. Recruit, hire, train, evaluate, compensate, place, replace, supervise, discipline, and terminate Workers.
- B. Maintain a recruiting and hiring program that is in compliance with federal and state laws, rules and regulations, equal opportunity, and anti-discrimination policies applicable to, and restricting, the hiring and selection process, including, but not limited to, Title VII of the Civil Rights Act of 1964 ("Title VII"), the Americans With Disabilities Act ("ADA"), the Age Discrimination in Employment Act ("ADEA"), the Fair Credit Reporting Act ("FCRA"), the Arizona Civil Rights Act ("ACRA"), and the Arizona Employment Protection Act ("AEPA").
- C. Maintain a system of statewide background checks on all Workers provided to Client to include: pre-screening, credentialing, licensure, statewide criminal background check, and fingerprinting, the results of which shall be made available to Client upon request to the extent permitted by law. ESI shall ensure that all Workers possess all certifications and licenses necessary to perform their assignments.
- D. Maintain a system of evaluation, which can be the Client's evaluation systems and instruments.
- E. Maintain a program of supervision that enforces appropriate policies and procedures. In order to maintain the program, ESI may designate one or more on-site ESI employees as the supervisor, and/or, ESI contact responsible for addressing and responding to Workers.

- F. Provide each Worker with information regarding his or her obligation to comply with appropriate safety, drug/alcohol, anti-harassment, anti-discrimination, anti-retaliation, and conduct policies.
- G. Inform each Worker in writing that s/he is employed by ESI, and not employed by the Client.
- H. Inform each Worker in writing that job related illness/injury reports are to be made to the Client, and ESI's on-site supervisor, or ESI contact, and provide information on where and how reports are to be made to the Client and ESI supervisor or contact.
- I. Pay Workers in compliance with applicable wage and hour laws, including, but not limited to the Fair Labor Standards Act ("FLSA"), the Fair Wages and Healthy Families Act, and Arizona Labor Code. ESI shall maintain complete and accurate records of all wages paid to a Worker assigned to provide services to Client. ESI shall be exclusively responsible for, and will comply with, applicable law governing the reporting and payment of wages, payroll-related, and unemployment taxes attributable to wages paid to Workers assigned to provide services to Client.

For SubSource Workers (substitutes), ESI will track, account and pay for paid sick time in accordance with the Fair Wages and Healthy Families Act. These costs will not be invoiced to the District and will be ESI's responsibility.

Hourly employees will not be allowed to accrue comp time, and will be paid overtime rate, 1 ½ times their regular hourly rate, for any hours worked over 40 hours in a work-week. The ESI work-week runs from Sunday through Saturday. If an authorized timesheet approver (employee of Client) approves a Worker timesheet with overtime hours on it, ESI must pay that overtime, and will bill Client accordingly for that overtime.

- J. Be responsible for the adequacy of the services provided by Workers pursuant to this Agreement.
- K. ESI shall perform all other responsibilities with respect to Workers otherwise required of an employer, and not assumed by Client pursuant to this Agreement.

6. **APPROVAL OF SUPPLIED WORKERS**

Client has the right, but not the obligation, to pre-approve any Worker provided by ESI to fill a position for which the Client has contracted with the ESI to provide a Worker. The Client has the right to reject any Worker prior to, or, at the time of placement. Client may recommend that ESI impose discipline upon any Worker, and ESI may, in its own right, impose discipline, up to and including dismissal, upon any Worker.

7. **ADMINISTRATIVE FEES**

Client will pay ESI an administrative fee in accordance with the Fee Schedule, attached as **Exhibit A**.

Client will also pay for all associated employer's payroll liabilities for the Workers. Payroll liabilities are subject to adjustment with any changes in job functions, or positions of Workers, increases in payroll taxes, including, but not limited to changes in FICA (OASDI/Medicare), federal or state unemployment tax rates, workers' compensation rates, or any government mandated insurance requirement that is not already known or currently required, or any government mandated wage increases. Any such adjustments will be effective on the date of the increase or change.

8. **PRE-PAYMENT INCENTIVE**

ESI pays Workers for their services to Client before receiving corresponding payment from Client. Therefore, ESI offers a pre-payment incentive of 0.25 percentage point reduction in the Contract Administrative Fee if Client pre-pays for Services. (For example: If Administrative Fee is 5.00%, the discounted Administrative Fee will be 4.75%.)

9. **PAYMENT TERMS**

ESI will bill Client with invoices as "net 30." An 8% late payment charge will be assessed for any payment that is not received within 30 days of invoice.

10. **WORKERS' COMPENSATION**

A. ESI will be considered the "employer" of all Workers for the purposes of providing workers' compensation insurance within the meaning of A.R.S. § 23-901. ESI shall provide workers' compensation and employer's liability insurance in accordance with the statutory requirements of the State of Arizona, including Employer's Liability insurance with limits of liability of not less than \$1,000,000 each accident, and \$1,000,000 bodily injury or disease. The workers' compensation policy shall be endorsed to include the Alternate Employer Endorsement, and shall include a waiver of subrogation in favor of Client from the workers' compensation insurer.

- B. Client and ESI understand, agree, and acknowledge that no individual will be covered by ESI's workers' compensation insurance, or be issued a payroll check unless and until that individual has, prior to commencing work for the Client, satisfied the requirements and definition of a "Worker" under Section 2 of this Agreement.
- C. Client understands, agrees, and acknowledges that the workers' compensation insurance that ESI will provide under this Agreement will only cover individuals who are employed by ESI, and that such ESI's workers' compensation insurance will not cover other individuals who might perform services for Client, whether as employees, independent contractors, or otherwise. Client agrees to provide workers' compensation insurance, or maintain a program of approved self-insurance covering Client's own employees.

11. **CLIENT'S LIABILITY INSURANCE**

Client will provide liability indemnity protection to the Workers performing Services under this Agreement, and ESI, to the extent that the Worker is providing services for the Client, and the Worker is acting within the course and scope of the authorization granted. The provision of liability indemnity protection shall not be construed as evidence that the relationship between the parties and Workers is other than specifically provided for and agreed to in this Agreement.

12. **ESI'S LIABILITY INSURANCE**

ESI shall maintain in full force and effect at all times during the term of this Agreement Commercial General Liability ("CGL") insurance with limits of liability of not less than one million dollars (\$1,000,000) per occurrence, and if such Commercial General Liability insurance contains a general aggregate limit of liability, the limit of liability shall be at least two million dollars (\$2,000,000). The CGL policy shall be written on an occurrence form and shall cover liability arising from the independent negligence or other wrongful act, error or omission of ESI and its employees that is not the direct consequence of the Services provided by Workers under the terms of this Agreement. The Client shall be added as an additional insured to the CGL policy, but only to the extent that the covered liability-causing event is not related to the Services provided by Workers under the terms of this Agreement.

13. **PATIENT PROTECTION AND AFFORDABLE CARE ACT (PPACA)**

ESI offers several medical benefit plan options that meet both "Minimum Value" and "Minimum Essential Coverage." ESI is the employer of record for its Workers, and is the applicable large employer (ALE) with the risk for 4980H penalty exposure. ESI is responsible for determining the hours of service as a full-time employee status for variable-hour Workers for purposes of section 4980H through the look-back measurement method requirements.

14. **ADMINISTRATION**

- A. All Workers assigned to fill positions with the Client are employees of ESI. ESI is responsible for administrative employment matters, such as transmission of all federal, state, and local employment tax payments, providing workers' compensation insurance, as well as, management of fringe benefit programs for Workers. ESI agrees to pay, and hold harmless, Client from any and all tax penalties, assessments, or governmental charges in connection with all or any of the Services provided under the terms of this Agreement. Client is responsible for payment of the Alternative Contribution to the Arizona State Retirement System for any amounts that may be due for individual Workers.
- B. Client will immediately forward to ESI any garnishment orders, involuntary deduction orders, notices of IRS liens, and other forms of legal process received by Client affecting payment of wages to Workers and will cooperate with ESI in responding thereto.
- C. Workers will receive compensation for services rendered pursuant to this Agreement solely through ESI. It is a material breach of this Agreement for Client to pay any Worker in cash, or by any other means for any Services rendered. Any individual whom a Client pays directly for any Services rendered will not be considered a Worker under this Agreement as to the Services for which the Client provides payment.
- D. ESI shall warrant compliance with all federal immigration laws and regulations that relate to Workers, and that it has verified employment eligibility of each Worker through the e-verify program.
- E. Upon Client's reasonable request, ESI will provide documentation showing compliance with Section 16(D) with respect to any Worker.

15. **PROTECTED LEAVES OF ABSENCE**

- A. The Uniformed Services Employment and Reemployment Rights Act of 1994 protects civilian job rights, and benefits for veterans, and members of Reserve components. Client agrees to provide for necessary employment, and/or reemployment positions in the event that Workers are called away for military service.
- B. The Family and Medical Leave Act protects re-instatement rights of eligible employees after the employee has been on approved Family and Medical Leave. Client agrees to provide necessary employment and/or reemployment positions in the event that Workers are returning from FMLA.

16. **SAFE WORK ENVIRONMENT**

- A. ESI and its Workers will comply with all health and safety laws, regulations, ordinances, directives, and rules imposed by controlling federal, state, or local governments, and will immediately report all work related accidents involving the Worker within 24 hours to Client.
- B. If applicable, and appropriate, Client will provide the Workers with personal protective equipment as required by federal, state, local law, regulations, ordinance, directive, or rule.
- C. ESI or its workers' compensation carrier has the right to inspect the Client's premises and operation, but is not obligated to conduct any inspections. ESI reserves the right to audit safety activities. ESI, or its insurers, may give reports to Client on the conditions found at Client's worksites. Client will supply documentation related to safety activities as prescribed by law (e.g., safety meeting, training maintaining OSHA log). Neither ESI's insurer nor ESI warrants the result of the inspections, or the absence thereof, or that the operations or premises are in compliance with any laws, regulations, codes, or standards.
- D. Client will ensure that all facilities where the Workers perform services are in compliance with any and all applicable federal, state, and/or local laws, regulations, codes, or standards.

17. **SUPERVISION**

- A. ESI will provide direction, supervision, training, and control of each Worker in the performance of the Services. The Client will provide only daily monitoring of the Workers, and will report to ESI. ESI may designate at least one (1) on-site supervisor from among the Workers assigned to complete the Services. This on-site supervisor may direct the operational and administrative matters relating to the Services, and may be under the direct supervision of ESI. If ESI fails to designate an on-site supervisor, Workers assigned to perform Services for the Client shall remain responsible to ESI or designee.
- B. ESI shall determine the procedures to be followed by Workers regarding the time and performance of the Workers' job functions and duties, and these will coincide with Client requirements regarding time and performance of same. Client agrees to cooperate with ESI in the formation of such policies and procedures and permit ESI to implement its policies and procedures relating to the Workers.
- C. Client may make all non-routine directives through ESI's on-site supervisor, or if an on-site supervisor is not provided, then through ESI or designee.

18. **INDEMNIFICATION**

Each party (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs or expenses (including reasonable attorney fees), hereinafter collectively referred to as "claims," arising out of bodily injury to any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the Indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. For Workers operating Client vehicles, Client hereby agrees to indemnify, defend, and hold harmless ESI for any and all claims, losses, liability, costs, or expenses (including reasonable attorney fees) resulting from a vehicular incident, but only to the extent that the Workers are operating Client's vehicles within the course and scope of authorization granted by the Client.

ESI will indemnify Client for any assessment, assessable payment, fine, or penalty imposed upon Client arising out of any Worker performing services under this Agreement pursuant to 26 U.S.C. §4980H, or any successor statutes, or any regulations enacted thereunder.

19. **ADJUDICATION OF AGREEMENT**

If any court or arbitrator of competent jurisdiction holds that any provision of this Agreement is invalid or unenforceable, the parties desire and agree that the remaining parts of this Agreement will nevertheless continue to be valid and enforceable.

20. **MODIFICATIONS OR WAIVER OF AGREEMENT**

No modification or waiver of this Agreement will be valid unless the modification or waiver is in writing, and signed by the designated representative of the Client and a principal of ESI. The failure of either party at any time to insist upon the strict performance of any provision of this Agreement will not be construed as a waiver of the right to insist upon the strict performance of the same provision, at any future time.

21. **NOTICES**

All notices or other communication required or permitted under this Agreement shall be in writing, and shall be made by hand delivery, or overnight courier, or prepaid first class certified mail. Notice to ESI shall be sent to:

Educational Services, Inc.
14614 N. Kierland Blvd, Suite 230
Scottsdale, AZ 85254

Notice to Client shall be sent to Client at the address set forth on the signature page hereto.

22. **NO RULE OF STRICT CONSTRUCTION**

Both parties have approved the language of this Agreement, and no rule of strict construction will be applied against either party.

23. **HEADINGS**

The descriptive headings of the paragraphs and subparagraphs of this Agreement are intended for convenience only, and do not constitute parts of this Agreement.

24. **COUNTERPARTS**

This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

25. **ARBITRATION**

In the event of any dispute between the parties to this Agreement arising out of, relating to, or in connection with the provisions of this Agreement, or the performance hereunder, the parties hereby agree that any such dispute may be submitted to binding arbitration. The arbitrator shall be selected by mutual agreement. The arbitrator's decision and/or award shall be final and binding. The prevailing party, if any, shall be entitled to reasonable attorney's fees and costs. Arbitration shall take place in Maricopa County.

26. **GOVERNING LAW**

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

No Israel Boycott. The Parties agree that they are not currently engaged in, and agree that for the duration of the Agreement they will not engage in, a boycott of Israel, as that term is defined in A.R.S. §35-393.

27. **VALIDITY**

This Agreement shall be valid and enforceable only after the designated representative of both Client and ESI has signed it.

28. **CANCELLATION FOR CONFLICT OF INTEREST**

Pursuant to A.R.S. § 38-511, the Client may, within three (3) years after its execution cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the Client is, at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity, or a consultant to any other party to the contract with respect to the subject matter of the contract.

29. **RECORD RETENTION**

ESI agrees that it shall maintain all books, accounts, reports, files, and other records relating to the performance of this Agreement for a period of five (5) years after the completion of this Agreement, and to make such documents open to the Client for inspection and audit at reasonable times.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date indicated at their respective signatures below.

Effective Date: July 1, 2019.

“Client”

EDUCATIONAL SERVICES, INC.,
an Arizona corporation

Philip Tavasci

By: _____

By: Philip Tavasci

Its: _____

Its: President

CLIENT ADDRESS FOR NOTICE:

Street Address: _____

City, State, Zip Code: _____

**EXHIBIT A
FEE SCHEDULE**

ESI Cooperative Contracts

IGovernment Procurement Alliance (IGPA) Contract No. 17-14PV-02

RetireRehire

ASRS Retired Member Leased Employees: excludes Substitutes

- 5.00% of gross salary
- 4.00% of gross salary (volume discount: 100+ RetireRehire employees)

FlexTeach

Recruited Employees: Non-ASRS Retired Members

- 15.00% of gross salary

SubSource

Certified and Classified Substitutes

- 10.00% of gross salary

Mohave Educational Services Cooperative Contract No. 17A-ESI-0518

RetireRehire

ASRS Retired Member Leased Employees: excludes Substitutes

- 5.00% of gross salary
- 4.00% of gross salary (volume discount: 100+ RetireRehire employees)

FlexTeach

Recruited Employees: Non-ASRS Retired Members

- 15.00% of gross salary

SubSource

Certified and Classified Substitutes

- 10.00% of gross salary

CONSENT

Item 8K.

Gifts & Donations

GIFTS & DONATIONS – April 9, 2019

Kathy Duryea

P.O Box 411, Dewey 86327

Donated Gift Cards (\$100) and socks (\$40) to Family Resource Center for use by HUSD students
With a donor's value of \$140

Helen M. Hyatt

890 W. Rd. 2 South, Chino Valley 86323

Donated a used Skutt Kiln for firing ceramics to Glassford Hill Middle School
With a donor's value of \$500

Richard Nollet

963 N. Soliz Street, Dewey 86327

Donated shorts and shirts for middle school wrestling teams (competition uniforms) to Glassford Hill Middle School, Bradshaw Mountain Middle School and Liberty Traditional School
With a donor's value of \$373

Premier Painting Service

14835 E. Explorer Lane, Prescott Valley 86315

Donated painting labor to Coyote Springs Elementary School
With a donor's value of \$1,650

The Sherwin-Williams Company

435 Miller Valley Road, Prescott 86301

Donated 23 gallons of paint to Coyote Springs Elementary School
With a donor's value of \$1,012

Prescott Zeitz SCA

P.O. Box 2059, Prescott 86302

Donated \$2,400 to Bradshaw Mountain High School students / chaperones for Germany Trip

Patricia Pruhs

7154 N. Summer Walk Way, Prescott Valley 86315

Donated \$30 to Glassford Hill Middle School for PBIS (Positive Behavior in Students)

Linda D. Schaetzle

3140 N. Valley View Drive, Prescott Valley 86314

Donated a Keurig Coffee Brewer to Bradshaw Mountain High School
With a donor's value of \$60

Christina and Scott Armstrong

11051 E. Western Sunset Drive, Dewey 86327

Donated clothing items to the Family Resource Center for use by HUSD students and families
With a donor's value of \$75

Mary J. Schroeder

11700 Hacienda Heights, Dewey 86327

Donated clothing items to the Family Resource Center for use by HUSD students and families
With a donor's value of \$50

David S. Weakly

6593 E. Dalton Way, Prescott Valley 86314

Donated \$400 to the Food & Nutrition Department Lunch Fund for use by all HUSD sites

DISCUSSION

Item 9A.

School Report (BMMS)

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 9A
FROM: Jessica Bennett, Principal Bradshaw Mountain Middle School Reading
DATE: April 9, 2019 Discuss X
SUBJECT: School Update for Bradshaw Mountain Middle School Action

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

Supporting Data:


Principal Jessica Bennett will give an update of current events at Bradshaw Mountain Middle School.

- 2018-2019 Accomplishments
- Bradshaw Mountain Middle School focus areas for the 2018-2019 school year
- Bradshaw Mountain Middle School launching points for 2019-2020 school year

Summary and Recommendation:

No action necessary. School report is presented for informational purposes only.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Jessica Bennett, Principal (759-4900)

DISCUSSION

Item 9B.

Tax Credit Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # **9B**
FROM: Cynthia Windham Reading
Finance Director
DATE: April 9, 2019 Discuss X
SUBJECT: Tax Credit Recap - 2018 Action

OBJECTIVE: Report to Governing Board

SUPPORTING DATA:

The State of Arizona allows individual taxpayers to claim a nonrefundable tax credit for making cash contributions or for certain fees paid to a public school located in Arizona for the support of extracurricular activities or character education programs. The credit is equal to the amount of fees paid or cash contributions, not to exceed \$400 for married filing joint filers and \$200 for all other filing statuses.

Extracurricular activities are defined as school-sponsored optional activities that benefit enrolled students.

Attached is the summary of tax credit contributions received for the calendar year 2018.

SUMMARY & RECOMMENDATION:

For information only, no action required.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter

*Questions should be directed to: Mr. Daniel Streeter, Superintendent, (928)759-4000
Cynthia Windham, Finance Director, (928)759-4027*

HUMBOLDT UNIFIED SCHOOL DISTRICT
TAX CREDIT DEPOSITS

SCHOOL	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
BMHS	\$ 42,742.50	\$ 49,344.50	\$ 31,564.00	\$ 72,093.34	\$ 75,369.00	\$ 74,047.95	\$ 78,279.00	\$ 92,302.00	\$ 89,045.00	\$ 99,811.54	\$95,947.73	\$ 92,667.00
BMMS	\$ 11,490.00	\$ 14,021.00	\$ 22,830.50	\$ 17,182.00	\$ 13,330.00	\$ 12,703.66	\$ 11,816.00	\$ 9,864.00	\$ 11,280.00	\$ 9,435.00	\$8,252.34	\$ 9,116.00
GHMS	\$ 10,176.45	\$ 15,960.00	\$ 16,709.00	\$ 33,621.39	\$ 28,945.90	\$ 20,827.88	\$ 22,654.34	\$ 80,434.00	\$ 33,146.00	\$ 45,218.50	\$21,763.33	\$ 27,164.00
CSES	\$ 18,274.00	\$ 16,490.00	\$ 16,513.00	\$ 14,030.00	\$ 19,219.00	\$ 28,833.00	\$ 20,347.00	\$ 23,122.00	\$ 15,664.00	\$ 19,344.00	\$18,086.17	\$ 13,009.00
GES	\$ 8,787.50	\$ 9,332.00	\$ 8,708.00	\$ 39,318.00	\$ 10,246.00	\$ 16,080.00	\$ 13,627.34	\$ 16,160.00	\$ 15,485.00	\$ 12,315.00	\$13,383.67	\$ 15,703.00
HES	\$ 19,537.00	\$ 15,918.00	\$ 12,958.00	\$ 13,925.00	\$ 12,608.00	\$ 10,288.00	\$ 11,825.34	\$ 12,174.00	\$ 13,960.00	\$ 13,795.00	\$14,096.30	\$ 34,760.00
LTS	\$ 13,124.00	\$ 17,141.87	\$ 21,477.94	\$ 15,568.75	\$ 31,170.68	\$ 26,229.73	\$ 20,103.32	\$ 20,113.00	\$ 17,838.00	\$ 23,291.00	\$56,551.65	\$ 25,475.00
LVES	\$ 8,611.00	\$ 7,954.00	\$ 6,715.00	\$ 7,917.15	\$ 11,920.00	\$ 10,823.00	\$ 47,084.34	\$ 10,238.00	\$ 7,930.00	\$ 10,073.00	\$7,203.67	\$ 9,222.00
MVES	\$ 6,710.00	\$ 6,864.00	\$ 5,794.00	\$ 10,655.00	\$ 9,831.00	\$ 42,523.00	\$ 13,980.34	\$ 13,531.00	\$ 14,143.00	\$ 9,225.00	\$16,210.67	\$ 17,590.00
SSO					\$ 500.00							
281												
	\$ 139,452.45	\$ 153,025.37	\$ 143,269.44	\$ 224,310.63	\$ 213,129.58	\$ 242,356.22	\$ 239,717.02	\$ 277,938.00	\$ 218,491.00	\$ 242,508.04	\$251,495.53	\$ 244,706.00

DISCUSSION

Item 9C.

Budget Update

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board

Item # 9C

FROM: Mr. Daniel Streeter, Superintendent

Reading

DATE: April 9, 2019

Discuss X

SUBJECT: Budget Update

Action

Consent

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

SUPPORTING DATA

Superintendent Streeter will update the Governing Board on the budget.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

ACTION

Item 10A.

IGA Renewal- Ascend

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 10 A
FROM:	Patty Bitsilly, Director of Special Services	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Agreement with Private Day School - Ascend	Action X
		Consent

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

SUPPORTING DATA

We currently pay tuition for two students to attend ASCEND (Autism Spectrum Center for Education and Neurological Development), an Arizona Department of Education approved private day school, per their IEPs (Individual Education Plan). For the 2019-2020 school year, at this time we will need to continue this agreement for one student, per their IEP.

This agreement differs from the 2018-2019 agreement in the following manner:

- The annual tuition has increased from \$35,572 for the 2018-2019 contract year to \$37,352 for students who need a 1:1 staff to student ratio, not including related services cost outlined in the agreement.


SUMMARY & RECOMMENDATION

It is the recommendation of the Special Services Office to approve the agreement with ASCEND for the 2019-2020 school year.

Sample Motion

I move to approve the agreement with ASCEND for the 2019-2020 school year.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Patty Bitsilly, 759-4031



Contract Agreement for 2019-2020 School Year

ASCEND, an ADE private approved day school agrees to provide alternative educational services for Humboldt Unified as outlined in the current IEP for the 2019-2020 school year.

Tuition is to be paid per the cost form (addendum #1). This cost includes the current calendar dates (addendum #2).

ASCEND will provide any necessary certifications and insurance as requested in writing from the district.

District will be responsible for maintaining all individual education plans for the student listed above. ASCEND will cooperate in all IEP meetings, and evaluations as needed. ASCEND will provide the district with current IEP and quarterly progress reports. Please be aware that our calendar typically falls one to two weeks behind most district calendars for quarterly cutoff dates. The district will provide ASCEND with a complete copy of the current IEP/MET upon placement.

Services will strictly be provided as outlined in the IEP. ASCEND may call for additional IEP meetings if changes or additions need to be made to the IEP to ensure student progress.

ASCEND will provide the district with student's attendance monthly. **Please be aware the district is responsible for each quarter that a student is enrolled (at any point in that quarter). If a student withdraws from ASCEND, the district will be responsible for tuition for the quarter in which they withdrew and any previous quarters where applicable.**

Students placed mid-year will be required to be under contract for the remainder of that school year and the following.

Cost Form (Addendum #1).
Amended March 5, 2019

Districts will receive a 5% credit if all quarters are prepaid in full by July 15, 2019.

Tuition for the 2019-2020 school year (calendar attached Addendum #2)

Tuitions will now be on a quarterly block purchase and calculated based on the enrollment date of the student. If a student enrolls at any time within the quarter, that quarter's tuition and subsequent quarters will be billed at the following rates.

This tuition is a base tuition that includes all instructional costs and materials.

2:1 staff to student ratio \$ 13748.00 per quarter

1:1 staff to student ratio \$ 9338.00 per quarter

1:2 staff to student ratio \$ 6667.00 per quarter

½ time enrollment is limited to preschool students only or by special administrative approval.

Related support services are available for purchase and are to be added quarterly to the above base tuition.

Speech therapy	\$ 425.00 per quarter per 30 minutes per week
Occupational therapy	\$ 425.00 per quarter per 30 minutes per week
ABA consultations	\$ 150.00 per hour

District may choose to purchase services directly from ASCEND or provide their own service providers (as outlined in the IEP). Districts must provide a written request if they wish to contract with ASCEND to provide related services by July 1, 2019.

Privately placed parents will be billed for services as provided at ASCEND and as outlined in the IEP.

Payments are due and payable for each prepaid block purchase on the following dates, July 15th, Oct. 15th, Jan 15th, and April 15th of each academic school year.

Tuition is a quarterly tuition. Absences will be reported to the school district once per month by the 15th of the following month, but will not be deducted from the quarterly tuition. Districts will be billed each quarter for students enrolled at any time during that instructional quarter. Please refer to the attached calendar for quarter dates.

Tuition includes instruction and oversight by an AZ certified special education teacher with experience in autism and ABA.

Tuition includes a paraprofessional on a 1:1, or 1:2 staff to student ratio daily, as specified in the student's IEP. Paraprofessionals at ASCEND will receive extensive training in Applied Behavior Analysis and Professional Crisis Management.

Any other services not listed above are the sole responsibility of the placing district.

Please refer to the calendar attached for enrollment dates.

ASCEND Representative

Date

District Representative

Date

ACTION

Item 10B.

**Certified, Psychologist and Admin
Contract Language**

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 10 B
FROM:	Cole Young, Assistant Superintendent-Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approval of 2019-2020 Certified, Psychologist and Administrator Contract Language	Action X
		Consent
<hr/>		
OBJECTIVE:	Board Governance	

SUPPORTING DATA

Attached, you will find proposed 2019-2020 certified contract language, proposed 2019-2020 psychologist contract language, and proposed 2019-2020 administrative contract language. In addition to obvious changes in date ranges, proposed changes are based on advice of legal counsel and District needs. All proposed changes are underlined, and deletions are indicated by ~~strike through~~.

The changes are as follows:

Certified Employee Contract:

In Item 7, Conditional Contract, the language of Item C should be revised as follows:

"C. Valid Permanent or Provisional SEI, ESL, or bilingual endorsement, as appropriate, if hired as a teacher instructing students using one of these methods;"

Deletion of the last sentence in subsection E.

In Item 10, delete "Emergency Certification" on the title of this section so that it reads,
"10. Teachers Employed with Short-Term Certificates, Dismissal - "

School Psychologist Contract

In Item 6, delete subsection E concerning the No Child Left Behind Act.

Deletion of the last sentence in E.

Note that both Item 8 and Item 10 include discussion of resignation and are duplicative. Keep the language of Item 8, but change the title from Emergency Certification to Employee Resignation.

Delete Item 10.

Also delete Item 9, which does not apply to a psychologist.

Administrator's Contract

This contract form is acceptable as written.

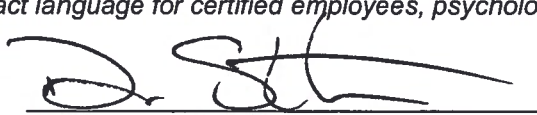
SUMMARY & RECOMMENDATION

It is the recommendation of administration that the proposed changes be approved.

Sample Motion

I move to approve the attached 2019-2020 contract language for certified employees, psychologists and certified administrators.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, 759-5016

CONTRACT LANGUAGE – CERTIFIED CONTRACT

As approved at a meeting of the Governing Board of the Humboldt Unified School District #22, Yavapai County, Arizona, this contract is made and entered into by and between the Governing Board of the Humboldt Unified School District #22 ("the District") and the above-named employee (the "Employee") for one year. The terms of the contract, salary amount, number of days, and position are as follows:

1. Employee agrees to fulfill the requirements of the above-named position as defined by any relevant job description, policies and procedures of the District now in effect or as modified, and applicable law. Employee agrees to perform such duties as assigned by the Board, Superintendent, or any supervisor, and acknowledges that the Employee may be reassigned to any position for which he or she is qualified as the best interest of the District may require.

2. Term - Employee agrees to work the number of contract days designated above, which may include in-service or training days. In the event it becomes necessary to close the schools because of an emergency condition, the designated days of the school calendar may be changed. The number of contract days will remain the same.

3. Compensation - In consideration for these services satisfactorily performed, the District agrees to pay Employee a salary amount as stated above based on placement on the currently approved certified salary schedule specified above. If there is a discrepancy between the initial salary stated in this contract and the salary for which Employee is eligible under the schedule, the schedule shall govern.

If additional revenues become available to the District through legislative appropriation, state sales tax revenues, payment of back revenue owed by the State, decrease in anticipated cuts or decrease in revenue drop, or other legal enactment and if those revenues are appropriated, authorized, and/or permitted to be used for salaries during the 2019-2020 school year, Employee may be given a raise in salary, if so approved by the Governing Board in its sole discretion. Any such Salary increase shall be apportioned to Employee in a manner that will be determined by the Governing Board, unless the authorizing enactment specifies the method by which the increase is to be distributed. Employee must be currently employed by the District to receive any increase.

4. Benefits - Employee shall be entitled to those additional benefits pertaining to the position as may be annually approved by the Board and referenced in Board policy, including Policy GCCA, Policy GCD, and other official Board actions. To the extent appropriate for the occasion, the District may provide, as a de minimis fringe benefit, incidental food and beverages at mandatory staff meetings, in-

service trainings, and staff development meetings to encourage staff participation and productive meetings.

5. **Funding/Possible Actions** - This contract and the salary above is offered by the District based on the District's preliminary assumptions concerning funding levels for fiscal year FY 2019-2020. However, future funding cuts, delays, or other occurrences beyond the District's control may cause the District to receive funding at lower levels than projected for the 2019-2020 school year. If so, one or more of the following may occur:

A. **Salary reduction notice:** Employee's salary may be reduced as permitted by law in order to effectuate economies or to improve the efficient conduct and administration of the District. A reduction in salary, if any, shall not exceed 10% of the base salary due under section 3 of this contract.

B. **Furlough:** The District may require Employee to take a furlough of up to three (3) days, unpaid, on days for which the Employee would normally receive pay. Employee will perform no duties on furlough days and may not use paid leave on furlough days. Dates of furlough days, if any, shall be designated by the District. Furloughs may or may not be required in addition to a salary reduction as described in A of this section.

C. **Reduction in Force:** Employee is hereby given notice that the Governing Board may determine that the District will eliminate certified employees through a reduction in force.

6. **Classroom Site Fund/Instructional Improvement Fund** - Pursuant to A.R.S. §15-977 and provisions for the "Classroom Site Fund," the District may or may not receive funds to support supplements to teacher base salary or which will entitle employee to performance pay if the employee qualifies under the District's performance pay plan. Further, the District may or may not receive sufficient funds through the Instructional Improvement Fund to support supplements to teacher base salary under A.R.S. §15-977. Employee expressly acknowledges that total pay will depend upon allocation of the Classroom Site Fund and Instructional Improvement Funds, the amount of funds received, if any, and employee eligibility. Payments associated with the Classroom Site Fund or Instructional Improvement Fund may be paid only if the balance in applicable accounts is sufficient to support these payments.

7. **Conditional Contract** - This contract is contingent upon Employee furnishing and maintaining all required documentation and certification for the position as required by law and District policy, including but not limited to the following:

A. **Valid Arizona certificate(s) for the position;**

- B. Valid fingerprint clearance card;
- C. ~~Valid permanent or provisional SEI, ESL, or bilingual endorsement, if hired as a teacher instructing students in a Sheltered or Structured English Immersion Model;~~ Valid Permanent or Provisional SEI, ESL, or bilingual endorsement, as appropriate, if hired as a teacher instructing students using one of these methods;
- D. Verification of previous employment, if applicable.
- E. Employee shall file a timely application for renewal, if applicable. Failure of Employee to maintain required documentation during the entire term of this contract shall be grounds for dismissal. Employee expressly agrees that the District may place the Employee on an unpaid leave of absence during any time that the Employee does not hold and maintain a valid certificate or fingerprint clearance card. ~~In the District's sole discretion, Employee may be paid for work under supervision at a substitute teacher rate pending fingerprint clearance.~~

8. Evaluation - Teacher shall be evaluated through the use of an evaluation system and instrument adopted pursuant to A.R.S. 15-203(A)(38) and 15-537. The evaluation system and instrument in effect as of the date of the first formal observation of the Teacher shall be the system and instrument that is used to evaluate the Teacher for the remainder of the school year, except and to the extent that a modified system or instrument is required by law.

9. Background/Fingerprint Check/Reporting of Arrest - This contract is also conditioned upon satisfactory results of a background investigation. The District may terminate this contract if results of the investigation are not satisfactory or if statements made on the application or any other documentation is false. Employee agrees to immediately notify the Superintendent of an arrest for or a charge with any non-appealable offense listed in A.R.S. § 41-1758.03, Section B, or which may or does result in the revocation of Employee's driving privileges.

10. ~~Emergency Certification~~— Teachers Employed with Short-term Certificates, Dismissal - Pursuant to A.R.S. § 15-538.02, any teacher holding a teaching intern certificate, an emergency teaching certificate, or another type of non-standard certificate that is valid for one year or less may be dismissed effective ten (10) days after delivery of notice of their dismissal as approved by the Governing Board. No evaluation, preliminary notice, or hearing is required. Teachers employed on short-term certificates acknowledge that this agreement is for a maximum of one year only and this provision constitutes notice that this teaching contract will not be renewed for the 2020-21 school year.

11. Retired Teachers - If Employee is a teacher who has returned to work after retirement and is currently receiving benefits from the Arizona State Retirement System, teacher acknowledges that employment is not subject to renewal, teacher is not entitled to a hearing or other protections under A.R.S. § 15-538 through 15-543 and specifically agrees to the terms of A.R.S. § 38-766.01, incorporated herein by reference.

12. Employee Resignation - Any request of resignation or request to be released from this contract by the Employee must be approved by the Board in advance. If Employee resigns or terminates employment without advance approval, this is an unprofessional act as provided by law at A.R.S. 15-545. Employee may be reported to the State Board for disciplinary action. If employee resigns without approval, Employee shall pay the District the sum of one thousand dollars (\$1,000) as liquidated damages and not as a penalty, as and for a reasonable recruitment fee. Employee authorizes this amount to be taken out of his/her final paycheck or any other amount owed to Employee by District on termination. The Board may, in its sole discretion, waive this fee if resignation is based upon circumstances beyond the control of the Employee, is a resignation in lieu of dismissal, or based on other circumstances in the Board's discretion.

13. Governing Law - This contract shall be governed by the laws of the United States and the State of Arizona, District policies, rules, and regulations now in force or as they may be modified. Employee agrees that the Arizona State and federal courts shall exercise exclusive jurisdiction over any and all matters arising out of this contract.

14. Severability - Should any part of this agreement be rendered or declared invalid by a court of competent jurisdiction, the remaining portions of the contract shall remain in full force and effect.

15. Arizona Standards - Employee acknowledges that the State requires curriculum and instruction to be aligned with the Arizona academic standards. If employed as a teacher, Employee agrees to integrate the standards as appropriate to subject and grade level and to utilize effective research based strategies in instruction.

16. Conflict of Interest. This contract is subject to cancellation for conflict of interest pursuant to A.R.S. §38-511.

17. Issuance/Signature - Offer of this contract was authorized at a legally convened meeting of the Governing Board. A contract is legally considered received when 1) personally delivered, 2) placed in the certified employee's school mailbox or email, or 3) two (2) days after mailed by U.S. mail to the home address of record.

*If delivered after end of the school year, sent to both school and personal email address if provided.

This contract delivered by (check one):

___ Personal delivery on _____, 2019

___ Certified employee mailbox/email on _____, 2019

___ U.S. mail sent on _____, 2019

Please choose one of the following pay options (ref. Policy DKA):

___ Bi-weekly installments (payment during school year/contract period only).

___ Bi-weekly installments with balance of contract paid at the conclusion of the school year/contract period (balloon payment).

THIS CONTRACT MUST BE SIGNED (ELECTRONICALLY OR IN WRITING) AND RECEIVED BY THE HUMAN RESOURCES DEPARTMENT, UNALTERED, WITHIN FIFTEEN (15) BUSINESS DAYS OF RECEIPT OR THIS OFFER WILL BE AUTOMATICALLY REVOKED.

EMPLOYEE: _____ GOVERNING BOARD _____

DATE: _____

DATE: _____

CONTRACT LANGUAGE - CERTIFIED PSYCHOLOGIST CONTRACT

As approved at a meeting of the Governing Board of the Humboldt Unified School District #22, Yavapai County, Arizona, this contract is made and entered into by and between the Governing Board of the Humboldt Unified School District #22 ("the District") and the above-named employee (the "Employee") for one year. The terms of the contract, salary amount, number of days, and position are as follows:

1. Employee agrees to fulfill the requirements of the above-named position as defined by any relevant job description, policies and procedures of the District now in effect or as modified, and applicable law. Employee agrees to perform such duties as assigned by the Board, Superintendent, or any supervisor, and acknowledges that the Employee may be reassigned to any position for which he or she is qualified as the best interest of the District may require.
2. Term - Employee agrees to work the number of contract days designated above, which may include in-service or training days. In the event it becomes necessary to close the schools because of an emergency condition, the designated days of the school calendar may be changed. The number of contract days will remain the same.
3. Compensation - In consideration for these services satisfactorily performed, the District agrees to pay Employee a salary amount as stated above based on placement on the currently approved certified salary schedule specified above. If there is a discrepancy between the initial salary stated in this contract and the salary for which Employee is eligible under the schedule, the schedule shall govern.

If additional revenues become available to the District through legislative appropriation, state sales tax revenues, payment of back revenue owed by the State, decrease in anticipated cuts or decrease in revenue drop, or other legal enactment and if those revenues are appropriated, authorized, and/or permitted to be used for salaries during the 2019-20 school year, Employee may be given a raise in salary, if so approved by the Governing Board in its sole discretion. Any such salary increase shall be apportioned to Employee in a manner that will be determined by the Governing Board, unless the authorizing enactment specifies the method by which the increase is to be distributed. Employee must be currently employed by the District to receive any increase.

4. Benefits - Employee shall be entitled to those additional benefits pertaining to the position as may be annually approved by the Board and referenced in Board policy, including Policy GCCA, Policy GCD, and other official Board actions. To the extent appropriate for the occasion, the District may provide, as a de minimis fringe benefit, incidental food and beverages at mandatory staff meetings, in-

service trainings, and staff development meetings to encourage staff participation and productive meetings.

5. Funding/Possible Actions - This contract and the salary above is offered by the District based on the District's preliminary assumptions concerning funding levels for fiscal year FY 201-2020. However, future funding cuts, delays, or other occurrences beyond the District's control may cause the District to receive funding at lower levels than projected for the 2019-2020 school year. If so, one or more of the following may occur:

A. Salary reduction notice: Employee's salary may be reduced as permitted by law in order to effectuate economies or to improve the efficient conduct and administration of the District. A reduction in salary, if any, shall not exceed 10% of the base salary due under section 3 of this contract.

B. Furlough: The District may require Employee to take a furlough of up to three (3) days, unpaid, on days for which the Employee would normally receive pay. Employee will perform no duties on furlough days and may not use paid leave on furlough days. Dates of furlough days, if any, shall be designated by the District. Furloughs may or may not be required in addition to a salary reduction as described in A of this section.

C. Reduction in Force: Employee is hereby given notice that the Governing Board may determine that the District will eliminate certified employees through a reduction in force.

6. Conditional Contract - This contract is contingent upon Employee furnishing and maintaining all required documentation and certification for the position as required by law and District policy, including but not limited to the following:

A. Valid Arizona certificate(s) for the position;

B. Valid fingerprint clearance card;

C. Valid permanent or provisional SEI, ESL, or bilingual endorsement, if hired as a supervisor, principal or superintendent;

D. Verification of previous employment, if applicable.

E. ~~If applicable based on subject area assigned, employee must meet requirements to be considered a "Highly Qualified teacher" under the No Child Left Behind Act.~~

Employee shall file a timely application for renewal, if applicable. Failure of Employee to maintain required documentation during the entire term of this contract shall be grounds for dismissal. Employee expressly agrees that the District may place the Employee on an unpaid leave of absence during any time that the Employee does not hold and maintain a valid certificate or fingerprint clearance

card. In the District's sole discretion, Employee may be paid for work under supervision at a substitute teacher rate pending fingerprint clearance.

7. Background/Fingerprint Check/Reporting of Arrest - This contract is also conditioned upon satisfactory results of a background investigation. The District may terminate this contract if results of the investigation are not satisfactory or if statements made on the application or any other documentation is false. Employee agrees to immediately notify the Superintendent of an arrest for or a charge with any non-appealable offense listed in A.R.S. § 41-1758.03, Section B, or which may or does result in the revocation of Employee's driving privileges.

8. Emergency Certification Resignation - Any request to resign or request to be released from this contract by the Employee must be approved by the Board in advance. If Employee resigns or terminates employment without advance approval, this is an unprofessional act as provided by law at A.R.S. 15-545. Employee may be reported to the State Board for disciplinary action. If employee resigns without approval, Employee shall pay the District the sum of one thousand dollars (\$1,000) as liquidated damages and not as a penalty, as and for a reasonable recruitment fee. Employee authorizes this amount to be taken out of his/her final paycheck or any other amount owed to Employee by District on termination. The Board may, in its sole discretion, waive this fee if resignation is based upon circumstances beyond the control of the Employee, is a resignation in lieu of dismissal, or based on other circumstances in the Board's discretion.

9. ~~Governing Law~~ - This contract shall be governed by the laws of the United States and the State of Arizona, District policies, rules, and regulations now in force or as they may be modified. Employee agrees that the Arizona State and federal courts shall exercise exclusive jurisdiction over any and all matters arising out of this contract.

10. ~~Severability~~ - Should any part of this agreement be rendered or declared invalid by a court of competent jurisdiction, the remaining portions of the contract shall remain in full force and effect.

11. Arizona Standards - Employee acknowledges that the State requires curriculum and instruction to be aligned with the Arizona academic standards. If employed as a teacher, Employee agrees to integrate the standards as appropriate to subject and grade level and to utilize effective research based strategies in instruction.

12. Conflict of Interest. This contract is subject to cancellation for conflict of interest pursuant to A.R.S. §38-511.

13. Issuance/Signature - Offer of this contract was authorized at a legally convened meeting of the Governing Board. A contract is legally considered received when 1) personally delivered, 2) placed in the certified employee's school mailbox or email*, or 3) two (2) days after mailed by U.S. mail to the home address of record.

*If delivered after end of the school year, sent to both school and personal email address if provided.

This contract delivered by (check one):

___ Personal delivery on _____, 2019

___ Certified employee mailbox/email on _____, 2019

___ U.S. mail sent on _____, 2019

Please choose one of the following pay options (ref. Policy DKA):

___ Bi-weekly installments (payment during school year/contract period only).

___ Bi-weekly installments with balance of contract paid at the conclusion of the school year/contract period (balloon payment).

THIS CONTRACT MUST BE SIGNED (ELECTRONICALLY OR IN WRITING) AND RECEIVED BY THE HUMAN RESOURCES DEPARTMENT, UNALTERED, WITHIN THIRTY (30) DAYS OF RECEIPT OR THIS OFFER WILL BE AUTOMATICALLY REVOKED.

EMPLOYEE:

GOVERNING BOARD

DATE:

CONTRACT LANGUAGE – ADMINISTRATOR CERTIFIED

As approved at a meeting of the Governing Board of the Humboldt Unified School District #22, Yavapai County, Arizona, this contract is made and entered into by and between the Governing Board of the Humboldt Unified School District #22 ("the District") and the above-named employee (the "Employee"). The terms of the contract, salary amount, number of days, and position are as follows:

1. Employee agrees to fulfill the requirements of the above-named position as defined by any relevant job description, policies and procedures of the District now in effect or as modified, and applicable law. Employee agrees to perform such duties as assigned by the Board, Superintendent, or any supervisor, and acknowledges that the Employee may be reassigned to any position for which he or she is qualified, which may include classroom teacher, as the best interest of the District may require.

2. Term - This contract shall be for a term of July 1, 2019 through June 30, 2020, unless shortened by a revised start or end date, above.

3. Compensation - In consideration for these services satisfactorily performed, the District agrees to pay Employee a salary amount as stated above based on placement on the currently approved Administrative Salary Schedule specified above. If there is a discrepancy between the initial salary stated in this contract and the salary for which Employee is eligible under the schedule, the schedule shall govern.

If additional revenues become available to the District through legislative appropriation, state sales tax revenues, payment of back revenue owed by the State, decrease in anticipated cuts or decrease in revenue drop, or other legal enactment and if those revenues are appropriated, authorized, and/or permitted to be used for salaries during the 2019-20 school year, Employee may be given a raise in salary, if so approved by the Governing Board in its sole discretion. Any such Salary increase shall be apportioned to Employee in a manner that will be determined by the Governing Board, unless the authorizing enactment specifies the method by which the increase is to be distributed. Employee must be currently employed by the District to receive any increase.

4. Benefits - Employee shall be entitled to those additional benefits pertaining to the position as may be annually approved by the Board and referenced in Board policy, including Policy GCCA, Policy GCD, and other official Board actions. To the extent appropriate for the occasion, the District may provide, as a de minimis fringe benefit, incidental food and beverages at mandatory staff meetings, in-service trainings, and staff development meetings to encourage staff participation and productive meetings.

5. Funding/Possible Actions - This contract and the salary above is offered by the District based on the District's preliminary assumptions concerning funding levels for fiscal year FY 2019-2020. However, future funding cuts, delays, or other occurrences beyond the District's control may cause the District to receive funding at lower levels than projected for the 2019-2020 school year. If so, one or more of the following may occur:

A. Salary reduction notice: Employee's salary may be reduced as permitted by law in order to effectuate economies or to improve the efficient conduct and administration of the District. A reduction in salary, if any, shall not exceed 10% of the base salary due under section 3 of this contract.

B. Furlough: The District may require Employee to take a furlough of up to three (3) days, unpaid, on days for which the Employee would normally receive pay. Employee will perform no duties on furlough days and may not use paid leave on furlough days. Dates of furlough days, if any, shall be designated by the District. Furloughs may or may not be required in addition to a salary reduction as described in A of this section.

C. Reduction in Force: Employee is hereby given notice that the Governing Board may determine that the District will eliminate administrators through a reduction in force.

6. Conditional Contract - This contract is contingent upon Employee furnishing and maintaining all required documentation and certification for the position as required by law and District policy, including but not limited to the following:

A. Valid Arizona certificate(s) for the position;

B. Valid fingerprint clearance card;

C. Valid permanent or provisional SEI, ESL, or bilingual endorsement, if hired as a supervisor, principal or superintendent;

D. Verification of previous employment, if applicable.

Employee shall file a timely application for renewal, if applicable. Failure of Employee to maintain required documentation during the entire term of this contract shall be grounds for dismissal. Employee expressly agrees that the District may place the Employee on an unpaid leave of absence during any time that the Employee does not hold and maintain a valid certificate or fingerprint clearance card.

7. Evaluation - The parties acknowledge and agree that the District's evaluation system may be amended prior to or during the term of this Contract. If hired as a principal, employee shall be evaluated through the use of an evaluation system and instrument adopted pursuant to A.R.S. 15-

203(A)(38) and 15-503. The evaluation system and instrument in effect as of the date of the first evaluation of the employee shall be the system and instrument that is used to evaluate the employee for the remainder of the school year, except and to the extent that a modified system or instrument is required by law.

8. Employee Resignation - Any request of resignation or request to be released from this contract by the Employee must be approved by the Board in advance. If Employee resigns or terminates employment without advance approval, this is an unprofessional act as provided by law at A.R.S. 15-545. Employee may be reported to the State Board for disciplinary action. If employee resigns without approval, Employee shall pay the District the sum of one thousand dollars (\$1,000) as liquidated damages and not as a penalty, as and for a reasonable recruitment fee. Employee authorizes this amount to be taken out of his/her final paycheck or any other amount owed to Employee by District on termination. The Board may, in its sole discretion, waive this fee if resignation is based upon circumstances beyond the control of the Employee, is a resignation in lieu of dismissal, or based on other circumstances in the Board's discretion.

9. Background/Fingerprint Check/Reporting of Arrest - This contract is conditioned upon satisfactory results of a background investigation. The District may refuse to hire or may terminate this contract if results of the investigation are not satisfactory or if statements made on the application or any other documentation is false. Employee agrees to immediately notify the Superintendent of an arrest for or a charge with any non-appealable offense listed in A.R.S. § 41-1758.03, Section B and Board Policy GBEB-E, or which may or does result in the revocation of Employee's driving privileges.

10. Governing Law - This contract shall be governed by the laws of the United States and the State of Arizona, District policies, rules, and regulations now in force or as they may be modified. Employee agrees that the Arizona State and federal courts shall exercise exclusive jurisdiction over any and all matters arising out of this contract.

11. Severability - Should any part of this agreement be rendered or declared invalid by a court of competent jurisdiction, the remaining portions of the contract shall remain in full force and effect.

12. Conflict of Interest. This contract is subject to cancellation for conflict of interest pursuant to A.R.S. §38-511.

13. Issuance/Signature - Offer of this contract was authorized at a legally convened meeting of the Governing Board. . A contract is legally considered received when 1) personally delivered, 2) placed in the certified employee's school mailbox or email, or 3) two (2) days after mailed by U.S. mail to the home address of record.

*If delivered after end of the school year, sent to both school and personal email address if provided.

This contract delivered by (check one):

____ Personal delivery on _____, 2019

____ Administrator mailbox/email on _____, 2019

____ U.W. mail sent on _____, 2019

THIS CONTRACT MUST BE SIGNED (ELECTRONICALLY OR IN WRITING) AND RECEIVED BY THE HUMAN RESOURCES DEPARTMENT, UNALTERED, WITHIN THIRTY (30) DAYS OF RECEIPT OR THIS OFFER WILL BE AUTOMATICALLY REVOKED.

EMPLOYEE:

GOVERNING BOARD

DATE: _____

DATE: _____

ACTION

Item 10C.

Salary Schedules

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 10C
FROM:	Daniel Streeter, Superintendent Cole Young, Assistant Superintendent-Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approval of Professional, Certified, Nurse, OT/PT, Salary Schedules for 2019-2020 School Year	Action X Consent
OBJECTIVE:	Board Governance	

SUPPORTING DATA

The Professional and Support Staff Meet and Confer Committee met over the school year to discuss wage and work conditions. After a review of all options, the committee, upon review of the budget projections for 2019-2020, came to agreement on their recommendations.

SUMMARY & RECOMMENDATION

The recommendation from the Professional and Support Staff Meet and Confer Committee is to approve the attached Professional Salary, Certified Salary, Nurse Salary, OT/PT Salary Schedules for the 2019-2020 school year.

Currently, there is an expectation the Arizona State Legislature will authorize a 5% increase to be applied only to teachers' salaries. In addition, the Governor has recommended an incremental increase to District Additional Assistance (DAA) over the next four years in order to fully restore this funding category.

When the dollar amounts become clear, it is the recommendation of the Meet and Confer Committee to apply these new additional dollars for 2019-2020 to Professional, Certified, Nurse, OT/PT salaries. Classified salaries are being addressed through the increase in minimum wage to be addressed at the next Governing Board meeting. Upon clarification by the legislature, administration will provide the details of the plan to the Governing Board for consideration.

Sample Motion

I move to approve the attached 2019-2020 Professional Salary Schedule, Certified Salary Schedules, Nurse Salary Schedules, OT/PT Salary Schedule and to approve contracts to be issued for staff members in these categories.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, 759-5016

HUMBOLDT UNIFIED SCHOOL DISTRICT

Daniel Streeter, Superintendent

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

PROFESSIONAL SALARY SCHEDULE

Board Approved:

ASSISTANT SPECIAL EDUCATION DIRECTOR (195 DAYS)

CURRICULUM COORDINATOR (203 DAYS)

FAMILY COMMUNITY ENGAGEMENT COORDINATOR (260 DAYS)

HIGH SCHOOL COUNSELOR (203 DAYS)

ICHOOSE ACADEMY COORDINATOR (203 DAYS)

INSTRUCTIONAL SPECIALIST (197 DAYS)

NETWORK ADMINISTRATOR (260 DAYS)

ONLINE ACADEMY COORDINATOR (203 DAYS)

OT /COTA / PT / PTA (185 DAYS)

PRESCHOOL COORDINATOR (203 DAYS)

PSYCHOLOGIST (195 DAYS)

SPECIAL SERVICES COUNSELOR (185 DAYS)

SPEECH LANGUAGE PATHOLOGIST (185 DAYS)

2019 - 2020

				Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Step	SLPA	COTA Wage	COTA PTA Hourly	BA	BA+30	MA	MA+12	MA+24	MA+36	MA +48	MA +60	Ed. D. Ph.D.
1	\$33,503	\$39,128	\$23.50	51,311	53,561	55,811	56,936	58,061	59,186	60,311	61,436	62,561
2	\$34,628	\$40,253	\$27.20	52,436	54,686	56,936	58,061	59,186	60,311	61,436	62,561	63,686
3	\$35,753	\$41,378	\$27.96	53,561	55,811	58,061	59,186	60,311	61,436	62,561	63,686	64,811
4	\$36,878	\$42,503	\$28.72	54,686	56,936	59,186	60,311	61,436	62,561	63,686	64,811	65,936
5	\$38,003	\$43,628	\$29.48	55,811	58,061	60,311	61,436	62,561	63,686	64,811	65,936	67,061
6	\$39,128	\$44,753	\$30.24	56,936	59,186	61,436	62,561	63,686	64,811	65,936	67,061	68,186
7	\$40,253	\$45,878	\$31.00	58,061	60,311	62,561	63,686	64,811	65,936	67,061	68,186	69,311
8	\$41,378	\$47,003	\$31.00		61,436	63,686	64,811	65,936	67,061	68,186	69,311	70,436
9	\$42,503	\$48,128	\$32.52		62,561	64,811	65,936	67,061	68,186	69,311	70,436	71,561
10	\$43,628	\$49,253	\$33.28			65,936	67,061	68,186	69,311	70,436	71,561	72,686
11						67,061	68,186	69,311	70,436	71,561	72,686	73,811
12							69,311	70,436	71,561	72,686	73,811	74,936
13							70,436	71,561	72,686	73,811	74,936	76,061
14								72,686	73,811	74,936	76,061	77,186
15								73,811	74,936	76,061	77,186	78,311

Note: For 2019-2020, a new employee to the District with 0-3 years of prior experience will be placed on Step 1, the first step on the schedule, in the appropriate education column. A new employee with 4 years will be placed on Step 2. A new employee with 5+ years will be placed on Step 3.

Current HUSD employees new to the position will be placed at a step that ensures a one step increase from their current salary. Employees new to HUSD will have 2 days added to their work calendar in their first year of employment.

An employee on the last step of a column is eligible for a longevity increase equal to one step on the salary schedule, the year following placement on the last step. After five years the employee will be eligible for an additional longevity increase equal to one step on the salary schedule.

HUMBOLDT UNIFIED SCHOOL DISTRICT

Daniel Streeter, Superintendent

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

CERTIFIED SALARY SCHEDULE

Board approved:

2019-2020

		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10
2017-2018 NEW HIRE PLACEMENT YEARS EXPERIENCE	Bachelor's →	BA or 1st Certificate	BA +12	BA +24	BA +40	BA +52	BA +64	BA +76	—	—	—
	Master's →	—	—	—	MA	MA +12	MA +24	MA +36	MA +48	MA +60	Ed. D. Ph.D.
0-3	Step 2	35,561	36,686	37,811	38,936	40,061	41,186	42,311	43,436	44,561	45,686
4	Step 3	36,686	37,811	38,936	40,061	41,186	42,311	43,436	44,561	45,686	46,811
5+	Step 4	37,811	38,936	40,061	41,186	42,311	43,436	44,561	45,686	46,811	47,936
Note: For 2019-2020, a new employee to the District with 0-3 years of prior experience will be placed on Step 2, the first step on the schedule, in the appropriate education column. A new employee with 4 years will be placed on Step 3. A new employee with 5+ years will be placed on Step 4.	Step 5	38,936	40,061	41,186	42,311	43,436	44,561	45,686	46,811	47,936	49,061
	Step 6	40,061	41,186	42,311	43,436	44,561	45,686	46,811	47,936	49,061	50,186
	Step 7	41,186	42,311	43,436	44,561	45,686	46,811	47,936	49,061	50,186	51,311
	Step 8	42,311	43,436	44,561	45,686	46,811	47,936	49,061	50,186	51,311	52,436
	Step 9		44,561	45,686	46,811	47,936	49,061	50,186	51,311	52,436	53,561
	Step 10		45,686	46,811	47,936	49,061	50,186	51,311	52,436	53,561	54,686
	Step 11		46,811	47,936	49,061	50,186	51,311	52,436	53,561	54,686	55,811
	Step 12			49,061	50,186	51,311	52,436	53,561	54,686	55,811	56,936
	Step 13			50,186	51,311	52,436	53,561	54,686	55,811	56,936	58,061
	Step 14				52,436	53,561	54,686	55,811	56,936	58,061	59,186
	Step 15				53,561	54,686	55,811	56,936	58,061	59,186	60,311
	Step 16				54,686	55,811	56,936	58,061	59,186	60,311	61,436
	Step 17				55,811	56,936	58,061	59,186	60,311	61,436	62,561
	Step 18				56,936	58,061	59,186	60,311	61,436	62,561	63,686
	Step 19				58,061	59,186	60,311	61,436	62,561	63,686	64,811
	Step 20					60,311	61,436	62,561	63,686	64,811	65,936
	Step 21						62,561	63,686	64,811	65,936	67,061
	Step 22						63,686	64,811	65,936	67,061	68,186
	Step 23							65,936	67,061	68,186	69,311
	Step 24								68,186	69,311	70,436
	Step 25									70,436	71,561

In addition to the salary from the above schedule, which is paid bi-weekly, teachers are eligible to receive additional 2019-2020 income from Prop 301 funds. Humboldt Unified School District pays more Prop 301 dollars to teachers than most other districts in Arizona. The amount for the 2019-2020 school year will be determined when established by the State.

An employee on the last step of a column is eligible for a longevity increase equal to one step on the salary schedule the year following placement on the last step. After five years the employee will be eligible for an additional longevity increase equal to one step on the salary schedule.

HUMBOLDT UNIFIED SCHOOL DISTRICT

Daniel Streeter, Superintendent

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

NURSE SALARY SCHEDULE

Board Approved:

2019-2020

		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
2016-2017 NEW HIRE PLACEMENT YRS. EXP.	Step	LPN- No Degree	AA / RN	BSN	BSN +12	BSN +24	BSN +40 MSN	BSN +52 MSN +12	BSN +64 MSN +24	BSN +76 MSN +36	MSN +48	MSN +60	Ed.D Ph.D
0-3	2	29936.25	34436.25	35561.25	36686.25	37811.25	38936.25	40061.25	41186.25	42311.25	43436.25	44561.25	45686.25
4	3	30936.25	35561.25	36686.25	37811.25	38936.25	40061.25	41186.25	42311.25	43436.25	44561.25	45686.25	46811.25
5+	4	31936.25	36686.25	37811.25	38936.25	40061.25	41186.25	42311.25	43436.25	44561.25	45686.25	46811.25	47936.25
Note: For 2019-2020, a new employee to the District with 0-3 years of prior experience will be placed on Step 2, the first step on the schedule, in the appropriate education column. A new employee with 4 years will be placed on Step 3. A new employee with 5+ years will be placed on Step 4.	5	32936.25	37811.25	38936.25	40061.25	41186.25	42311.25	43436.25	44561.25	45686.25	46811.25	47936.25	49061.25
	6	33936.25	38936.25	40061.25	41186.25	42311.25	43436.25	44561.25	45686.25	46811.25	47936.25	49061.25	50186.25
	7	34936.25	40061.25	41186.25	42311.25	43436.25	44561.25	45686.25	46811.25	47936.25	49061.25	50186.25	51311.25
	8	35936.25	41186.25	42311.25	43436.25	44561.25	45686.25	46811.25	47936.25	49061.25	50186.25	51311.25	52436.25
	9			43436.25	44561.25	45686.25	46811.25	47936.25	49061.25	50186.25	51311.25	52436.25	53561.25
	10				45686.25	46811.25	47936.25	49061.25	50186.25	51311.25	52436.25	53561.25	54686.25
	11				46811.25	47936.25	49061.25	50186.25	51311.25	52436.25	53561.25	54686.25	55811.25
	12					49061.25	50186.25	51311.25	52436.25	53561.25	54686.25	55811.25	56936.25
	13					50186.25	51311.25	52436.25	53561.25	54686.25	55811.25	56936.25	58061.25
	14						52436.25	53561.25	54686.25	55811.25	56936.25	58061.25	59186.25
	15						53561.25	54686.25	55811.25	56936.25	58061.25	59186.25	60311.25
	16						54686.25	55811.25	56936.25	58061.25	59186.25	60311.25	61436.25
	17						55811.25	56936.25	58061.25	59186.25	60311.25	61436.25	62561.25
	18						56936.25	58061.25	59186.25	60311.25	61436.25	62561.25	63686.25
	19						58061.25	59186.25	60311.25	61436.25	62561.25	63686.25	64811.25
	20							60311.25	61436.25	62561.25	63686.25	64811.25	65936.25
	21								62561.25	63686.25	64811.25	65936.25	67061.25
	22								63686.25	64811.25	65936.25	67061.25	68186.25
	23									65936.25	67061.25	68186.25	69311.25
	24										68186.25	69311.25	70436.25
	25											70436.25	71561.25

An employee on the last step of a column is eligible for a longevity increase equal to one step on the salary schedule the year following placement on the last step. After five years the employee will be eligible for an additional longevity increase equal to one step on the salary schedule.

HUMBOLDT UNIFIED SCHOOL DISTRICT

Daniel Streeter, Superintendent

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

OT/PT SALARY SCHEDULE

2019 - 2020

Board Approved:

When OT's PT's, and COTA's are placed on a salary schedule, the following conditions apply:

1. They are placed on the Teacher Work Year calendar (187 for new employees, 185 for continuing).
2. The salary has no extra pay for the two (2) extra days worked during the first year.
3. Three (3) "personal days" are available, with an additional two (2) "personal from sick" possible.
4. Sick leave accrues at a rate of one (1) per month.
5. There are no paid vacation days...payment is for days worked only.
6. Each horizontal or vertical step, when given, is worth \$1,000.
7. They are not eligible for Prop 301 funds.
8. A new hire is placed on Step 1 in the appropriate education column.

Step	Grade 2		Grade 3		Grade 4		Grade 5	
	BA	OT/PT Hourly	MA	OT/PT Hourly	MA60	OT/PT Hourly	Ed. D. Ph.D.	OT/PT Hourly
1	68,565	41	69,690	47	70,815	48	71,940	49
2	69,690	47	70,815	48	71,940	49	73,065	49
3	70,815	48	71,940	49	73,065	49	74,190	50
4	71,940	49	73,065	49	74,190	50	75,315	51
5	73,065	49	74,190	50	75,315	51	76,440	52
6	74,190	50	75,315	51	76,440	52	77,565	52
7	75,315	51	76,440	52	77,565	52	78,690	53
8	76,440	52	77,565	52	78,690	53	79,815	54
9	77,565	52	78,690	53	79,815	54	80,940	55
10	78,690	53	79,815	54	80,940	55	82,065	55

This salary schedule will remain in effect for all Occupational Therapists and Physical Therapists hired prior to 4/13/16.

An employee on the last step of a column is eligible for a longevity increase equal to one step on the salary schedule the year following placement on the last step. After five years the employee will be eligible for an additional longevity increase equal to one step on the salary schedule.

ACTION

Item 10D.

Army JROTC Program

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 10D
FROM: Kort Miner, Principal, Bradshaw Mountain HS Reading
DATE: April 9, 2019 Discuss
SUBJECT: JROTC Action X

Consent

OBJECTIVE: Goal #1 – Raise the level of student achievement
Goal #2 – Focus on planning for future student needs

SUPPORTING DATA:

Bradshaw Mountain High School would like to offer Army JROTC program for the 2019-20 school year.

BMHS teachers have surveyed current freshman, sophomores and juniors with the following results:

Class	Yes
Fr	122
So	55
Jr	19
TOTAL	196

Currently, we have 196 students interested in taking JROTC. In our experience 50% of the students will follow through with registration. So, BMHS should have roughly 70-80 students in the first year of the JROTC program at BMHS.

BMHS was awarded the fully funded JROTC program from the Army. All supplies, uniforms, manipulatives, etc. will be funded by the Army, including half of the JROTC instructor salaries. Army JROTC falls under CTE guidelines for the state. Therefore, BMHS will be able to use CTE and CTED funds to support the Army JROTC program at BMHS with no cost to the district. Currently BMHS has a CTE budget of \$593,293.00 for this project. BMHS will use CTE funding to purchase portables/modular buildings to house the JROTC program. The cost for the portables/modular buildings including design, delivery, permits, and installation is right around \$341,854. BMHS will also use the CTE funds to pay for half of the 2 JROTC instructor's salaries for the first two years of the inception of the program, roughly right around \$60,000 for both.

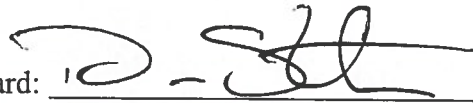
However, in year 3 the District will be responsible in absorbing the salary cost (roughly \$60,000 = \$30,000 for each instructor).

SUMMARY & RECOMMENDATION:

Sample Motion:

I move to approve the Army JROTC program at BMHS for the 2019-2020 school year.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Kort Miner 928-759-4104

ACTION

Item 10E.

Amend YUEBT Agreement

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item	10 E
FROM:	Cynthia Windham, Finance Director	Reading	
DATE:	April 9, 2019	Discuss	
SUBJECT:	Amendment of the YUEBT Declaration of Trust Agreement	Action	X
<hr/>			
OBJECTIVE:	Goal # 4: Attract & retain highly effective employees		
<hr/>			

SUMMARY & RECOMMENDATION:

Possible action to amend the Yavapai Unified Employee Benefit Trust (YUEBT) Declaration of Trust Agreement to change the termination notification provision in Paragraph 11.01 from ninety days to sixty days.

Sample Motion:

I move to amend the Yavapai Unified Employee Benefit Trust and Declaration of Trust Agreement to change the termination notification provision in Paragraph 11.01 from ninety days to sixty days.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director, (928)759-4027

ACTION

Item 10F.

Termination of YUEBT Participation

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 10 F

FROM: Cynthia Windham, Finance Director Reading

DATE: April 9, 2019 Discuss

SUBJECT: Termination of Participation in Yavapai Unified Employee Benefit Trust (YUEBT) Action X

OBJECTIVE: Goal # 4: Attract & retain highly effective employees

BACKGROUND INFORMATION:

Since 2007 the Humboldt Unified School District has belonged to the Yavapai Unified Employee Benefit Trust (YUEBT) with Prescott Unified for the districts' health insurance coverage.

The membership in this Trust is approximately 950 between the two districts.

Over the years, the Trust has experienced solid performance when compared to the national insurance premium averages. However over the last two years, the Trust has had several "large" claims that have adversely affected our insurance ratings.

Although the number of claims themselves have been "few" in numbers, the impact on our rates has been significant due to the small size of our insurance pool.

During a recent YUEBT meeting, a 28.5% increase to the premium was discussed to fully-fund the Trust due to these large claims; the size of our Trust is simply too small to absorb, (or minimize) the effect it will continue to have on our rates.

SUMMARY & RECOMMENDATION:

It is recommended that the District terminate the Yavapai Unified Employee Benefit Trust (YUEBT) and notify the YUEBT trustees of the termination.

Sample Motion:

I move to terminate the Yavapai Unified Employee Benefit Trust (YUEBT) and to notify the YUEBT trustees in writing of the termination.

Approved for transmittal to the Governing Board:



Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director, (928)759-4027

ACTION

Item 10G.

Kairos Health Arizona, Inc.

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	106
FROM:	Cynthia Windham, Finance Director	Reading	
DATE:	April 9, 2019	Discuss	
SUBJECT:	Proposal to become member of Kairos Health Arizona	Action	X

OBJECTIVE: Goal #4: Attract & retain highly effective employees

BACKGROUND INFORMATION:

- Our current health insurance is provided through the Yavapai Unified Employee Benefit Trust (YUEBT), with the BCBSAZ network. We are 1 of 2 school districts that receive our health insurance through YUEBT—the other being Prescott Unified School District.
- Due to historic underfunding and recent high medical claims, we have received a significant increase in our health insurance costs. YUEBT has recommended a 28.5% increase in rates.
- Because there are only 2 school districts in YUEBT, a few claims have impacted the rates tremendously. Both Humboldt and Prescott looked at other options in order to avoid these rate hikes in the future.
- Both Prescott and Humboldt are recommending Kairos Health for next year's health insurance provider.
- Kairos, which was launched by The Trust, is a statewide public entity health pool. It has over 11,300 covered employees compared to YUEBT's 950 employees. The "strength of numbers" will help mitigate future increases because the risk is spread amongst more individuals, and we significantly improve our collective purchasing power.
- Kairos' proposal is a 22% increase rather than a 28% increase. As stated earlier, we are significantly underfunded on our insurance premiums.
- Moving to Kairos will help stabilize our program. Existing Kairos members had minor rate increases of 3% and 5% the last two years.
- We believe this move to Kairos will save the district, and our employees, a substantial amount of money over the next 5 years.
- Kairos uses the BCBSAZ PPO network. This is a much more comprehensive network than our current BCBSAZ network through YUEBT.
 - Mayo Clinic is in-network
 - We have access to the BCBS national network—meaning, if an employee or their dependents receive care from a BCBS provider in another state, it will be billed as in-network.
- Kairos will offer 5 plans compared to YUEBT's 3 plans.

- HUSD will continue to pay 100% of the base plan for employees, including absorbing the 22% increase.
- For employee + spouse, the rates will dramatically decrease because they will no longer be paying the family plan rates.
- Employee + Children and Employee + Family rates will increase.
 - In the past, the other two tiers (employee only and employee plus spouse) have been subsidizing these plans.
 - We recognize employees with children and employees with families cannot absorb a significant increase in one year.
 - We will gradually raise the rates for these employees, but the district is going to offset some of the increase until the employee plus children and employees plus family rates are appropriately funded.
- Kairos staff will be assisting with open enrollment and are available to answer employee questions.
- Kairos will offer \$50k of basic life insurance for each employee compared to the current \$20k.
- There will be additional details on ancillary products (dental, vision, life insurance, pet insurance, etc.) over the next couple of weeks.

SUMMARY & RECOMMENDATION:

It is recommended that HUSD accept the proposal to become a member of Kairos Health Arizona, Inc. effective July 1, 2019, for employee benefit services.

Sample Motion: Move to approve

I move to accept a proposal to become a member of Kairos Health Arizona, Inc. effective July 1, 2019, for employee benefit services.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director, (928)759-4027

PERSONNEL

Item 11A.

Asst. Principal of Operations & Resources/Athletic Director- BMHS

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 11A
FROM:	Mr. Cole Young, Assistant Superintendent - Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approval of the hiring of the Assistant Principal of Operations and Resources / Athletic Director at BMHS	Action X
		Consent
<hr/>		
OBJECTIVE:	Focus on Planning for Future Student Needs	

SUPPORTING DATA

The Athletic Director Selection Committee is pleased to present our recommendation for Assistant Principal of Operations and Resources. The committee was comprised of the following members of the Bradshaw Mountain High School staff:

BMHS Principal: Kort Miner
BMHS Assistant Principal: Rick Bradshaw
BMHS Assistant Principal: Laura Goligoski
BMHS Teacher/Sponsor: Tracy Madler
BMHS Teacher/Head Coach: Chuck Moller
BMHS Staff: Melinda Clifford
Community Member: Matt Showalter

There were twelve submitted completed applications to review, with five candidates to proceed to the interview phase. There was one internal candidate and four outside candidates interviewed. It is with great pleasure that the Selection Committee presents Mrs. Clairinda Weatherwax to the Governing Board for consideration as Assistant Principal of Operations and Resources/AD. Mrs. Weatherwax brings 15 years of teaching experience and 5 years of administrative experience with an array of differing responsibilities and oversight of staff and coaches throughout her experience.

SUMMARY & RECOMMENDATION

It is recommended that the Governing Board approve the recommendation as presented.

Sample Motion

Move to approve the hiring of Clairinda Weatherwax as the Assistant Principal of Operations and Resources as recommended by the Athletic Director Selection Committee.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Mr. Kort Miner, Principal, 759-4105

PERSONNEL

Item 11B.

Asst. Principal - LTS

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 11 B
FROM:	Mr. Cole Young - Assistant Superintendent - Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approval of the hiring of the Assistant Principal at Liberty Traditional School	Action X
		Consent

OBJECTIVE: Focus on Planning for Future Student Needs

SUPPORTING DATA

The Liberty Traditional School Hiring Committee is pleased to present our recommendation for Assistant Principal. The committee was comprised of the following members of the LTS hiring team:

LTS Principal- Danette Derickson
LTS Instructional Specialist- Elizabeth Rushton
LTS Administrative Secretary- Teresa Herman
LTS 3rd Grade Teacher- Lydia Cademartori
LTS 7th Grade Math teacher- Justin Adair
LTS PTO Representative- Jenna Jackson

There were fifteen completed applications submitted for review, with six candidates proceeding to the interview phase. It is with great pleasure that the hiring team presents Mr. Charles Johnston to the Governing Board for consideration as Assistant Principal of Liberty-Traditional School. Mr. Johnston brings 21 years of educational experience to Liberty Traditional which includes teaching in grades 3rd -8th, and experience with teacher on assignment responsibilities. His areas of expertise will be an asset to the students and staff at Liberty Traditional School.

SUMMARY & RECOMMENDATION

It is recommended that the Governing Board approve the recommendation as presented.

Sample Motion

I move to approve the hiring of Mr. Charles Johnston as the Assistant Principal at Liberty Traditional School as recommended by the hiring committee of Liberty Traditional School.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Mrs. Danette Derickson, Principal of Liberty Traditional School, 928-759-4505

PERSONNEL

Item 11C.

Certified Contracts

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 11C
FROM:	Cole Young, Assistant Superintendent, Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approval to Rehire Current 2018-19 Certified Employees for 2019-20	Action X
		Consent
<hr/>		
OBJECTIVE:	Board Governance	

SUPPORTING DATA

In preparation for the 2019-2020 school year all current certified staff positions were reviewed to determine whether they were needed to support District programs and student needs next year.

SUMMARY & RECOMMENDATION

The 2018-2019 certified employees on the attached list are recommended to be rehired for the 2019-2020 school year. Please note that a small number of additional certified recommendations will be brought to the Board at a later meeting once various certification, evaluation, and/or highly qualified issues are addressed.

Sample Motion

I move to approve the issuance of 2019-2020 contracts to the certified employees listed on the attached document, Recommend to Rehire Certified Employees for 2019-2020.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, 759-5016

BRADSHAW MT. HIGH SCHOOL

ADAMS, KIM E
 BECKER, RACHEL C
 BEILFUSS, DOUGLAS R
 BENNETT, LINDA M
 BLAKE, DARRIN A
 BOOHER, STACY M
 BOWIE, ARIANA D
 BROWN, JEFFERY L
 BUCKLE, LINDSEY D
 BUTCHER, JESSICA A
 CAPKA, DAVID
 CHRISTERSON, KAREN L
 CHURCH, TIFFANY L
 CLARK, SANDRA K
 COOK, GARY L
 DALPIAZ, CHRIS A
 DAMKO, KRISTOPHER J
 DEHERRERA, KERI M
 DURON, JACQUELYN CHRISTINE
 FECHNER, DUSTIN R
 FIELDS, JACK R
 FOLEY, JOHN A
 FOLK, REBECCA
 GILES, BRUCE A
 GOODMAN, JEFF A
 GRISKOWITZ, KATHY L
 GROVENSTEIN, GLENN L
 GRUVER, TRUDY S
 HAESE, LAWRENCE N
 HAESE, SHARON B
 HATFIELD, GENA D
 HILER, AMANDA R
 HILLIG, BLAIR
 HYATT, HELEN
 ISENBERG, DAVINA S
 JOHNSON, SEAN P
 KILLEN, HOWARD RON
 KLEIN, KRISTY L
 LARSON, DANIELLE R
 LEVERON, DENISE L
 LOHMAN, BARBARITA
 LUNDQUIST, DENISE C
 MADLER, TRACY
 MALDINI, DANIELA

MARSHALL, NICOLE M
 MILLER BALSIGER, SANDRA J
 MINARIK, SHERYL L
 MOLLER, CHARLES L
 MOORE, KYMOTHY K
 MORRISON, RUSSELL C
 MOSER, LISA
 O NEILL, RANDI K
 OLSON, SABRINA M
 ORTIZ Y DAVIS, FRANCISCO N
 PONTE, GEORGE N
 ROSS, STEPHEN F
 RUSSELL, JANITA R
 RUSSO, RICHARD T
 SAARI, ELIZABETH J
 SCHAETZLE, LINDA
 SIMON, MICHAEL J
 SMITH, JEREMY E
 SOBO, CYNTHIA
 STALEY, GREGORY J
 SUPERGAN, ROBERT E
 TANNEHILL, MICHAEL R
 VALLELY, NANCY C
 VAN OSS, BETH H
 VAN WINKLE, AMY E
 VICK, JONATHAN W
 WISELL, JANICE L
 YOUNG, VALERIE J
 ZADOW, ELLIOT L

BRADSHAW MT. MIDDLE SCHOOL

BINDELL, JOANNE
 BROWN, CHARLES D
 HALL, ERIC W
 HAMILTON, DIANE R
 HERSCHELMAN, SARAH Y
 JOHNSON, CARISSA E
 KIDD, AMY G
 MAXWELL, AMANDA R
 MORENO, PAULA L
 OHM-MOSER, ARDETH I
 PEREIRA, GAIL B
 ROWADER, DARRELL
 STEPHENS, PAUL H
 TETREAULT, ASHLEY H

TUBERA, BRYAN A
 ULRICH, LINDA T
 VISITACION, ASHLEY R

BRIGHT FUTURES PRESCHOOL

GRELL, LISA
 LOURENCO, JONA R
 PADILLA-MELTON, TANYA M
 ROWE, STEPHANIE J
 TASS, MARGARET E

COYOTE SPRINGS ELEMENTARY SCHOOL

AUSTIN, KATHRYN M
 BERRY, YVONNE M
 BESELER, DUSTIN M
 CARINO, DARLENE M
 CLARK, DESIREE J
 CLARK, PAMELA
 DAVIS, KAREN L
 DUPUIS, AUGUSTINE P
 EICHENBERGER, KRISTEN L
 FLICK, SARA L
 GASTINEAU, KAMI M
 HAMMOND, LANI E
 HAY, RACHAEL B
 HOUSTON, ADRIENNE R
 JACKSON, JENISE M
 JOHNSON, DAVID E
 JOHNSON, NICAH M
 KEEGAN, POPPY I
 KISSINGER, JESSICA L
 KISSINGER, SAMUEL J
 LEUSCHNER, RACHEL L
 MACY, HALEY R
 MALDONADO, MARISELA
 MC CABE, MICHELLE L
 NIECE, LUANNE M
 O CONNELL, BONNIE S
 OLSON, MARLEY M
 PITTMAN, KIMBERLY A
 ROGGE, KATHERINE A
 ROSANSKY, MORGAN E
 RUIZ, JENNIFER L
 SHIDELER, DUSTIN L



**COYOTE SPRINGS ELEMENTARY
SCHOOL (CONTINUED)**

SMITH, STACY M
STUKENBERG-MILLER, JULIE P
TORP, JENNIFER L
TURNER, TAMMY L
WOODRUFF, HEIDI R

DISTRICT OFFICE

MEDINA, JENNIFER
SALLINGER, DIANE
TERRY, SCOTT

**GLASSFORD HILL MIDDLE
SCHOOL**

ARNONE, PAUL C
BOLES, MARTY L
DAHM, ERICKA
DAVIS, MARY S
DERICKSON, TIMOTHY J
EDMUNDSON, DONTE J
FRIEDRICH, JARED A
HAYES, JAMES E
HOULT, KELSEY S
INGERSON, KARI A
INGERSON, MICHAEL D
MCKEEHAN, NANCY L
MRAZ, ANDREW J
MRAZ, MATTHEW S
NAVARRO, JASMINE E
PACHECO, NATASHA M
PETERS, DIANE N
RHONE, SUNSHINE
ROBERTS, NATHAN D
SEGARRA, MARK
STEVENSON, SHARON D
STRAUS, SARAH B
STREETER, EMILY A
SUPERGAN, MARY M
VICK, STEVEN G

**GRANVILLE ELEMENTARY
SCHOOL**

BOWSER, AMY E
CLINCH, TERESA J

CORONA, BETHANY
ELLIOTT, NANCY L
ERICKSON, VICKI L
FITTERER, ALLISON M
FULFER, MELINDA
GORDON, ASHLEY
GRIFFIN, STEPHANIE L
HARDESTY, SETH
JACK, LEANN B
JOHNSON, CORTNI H
KELLEY, SANDRA R
MAC GREGOR, KATIE B
MALDONADO, MARISELA
MC FARLAND, MICHELLE L
MRAZ, JENNIFER E
PFEIL, RACHEL L
PLATT, KARRIE G
POLAND, GUY P
SANFORD, ELLEN K
SCAIFE, JENICA
SCARPA, PATRICIA
SCHREINER, JOSHUA W
SHAVER, SANDRA L
SHIDELER, DUSTIN L
ST CLAIR, DENISE E
TAYLOR, KATRINA
TICER, MARY E
ZEMAN, AMANDA R

**HUMBOLDT ELEMENTARY
SCHOOL**

BUDD, TRISHA L
ETCHEVERRY, PATRICIA L
GALLIERS, DEBORAH J
HOLLANDER, LEWIS E
JOHNSON, ELIZABETH R
JOHNSON, FAWN J
LONON, LAURINDA M
MUNCHINSKY, KRISTEN M
MYRMEL, JAMY L
PEMBERTON, TERRI J
PRITSOS, MICHAEL S H
SCHREFFLER, LAURIE L
SMILEY, MELINDA R
SPENCER, KAREN

WALKER, MELISSA A
WALTON, GWENDOLYNN
WYLIE, RACHEL
ZIMNY, CORI B

**LAKE VALLEY ELEMENTARY
SCHOOL**

APALATEGUI, MONIQUE Y
BENWARE, KELLIE A
BOWSER, AMY E
BRANTLEY, ANASTASIA M
BUSK, ANDREW M
BUSK, LISA C
BUSK, MARISSA S
CARNES, KRISTINE N
CHILICKY, GAYLEE
COOK, JORDAN Y
CZEREPAK, CHRISTINE A
DAVIS, TAMMY L
EVANS, DEREK F
GILLIAM, BRITTANY N
JANOWSKI, MICAELA D
JOHNSON, ELIZABETH R
KADAH, KATRINA T
KING, CRYSTAL L
LINCOLN-MOUSSEAU, AMY L
MC KNIGHT, VALTIE C
PAFFUMI, RONALD SCOTT
PETERSEN, MORGAN
QUESENBERRY, HOLLY S
ROMNEY, CRYSTAL D
VAN DYKE, LEIGHANN
VAN KIRK, KELLY A
WAGNER, KAREN M
WAGTER, JANI L

LIBERTY TRADITIONAL SCHOOL

ADAIR, JUSTIN P
ANDREWS, JUDITH
ARMSTRONG, MEAGAN J
ARNONE, PAUL C
BEILFUSS, JACLYN
BLACK, MELODY L
BOGDOVITZ, BETH ANNE
BRAMBILA, LEONE J



LIBERTY TRADITIONAL SCHOOL*(CONTINUED)*

CADEMARTORI, LYDIA H
CARRERAS, TROY P
CLOUD, MERCEDES O
CORRADI, ROSAMARIA C
DAVIS, KATHERINE D
HIATT, JULIE L
JENSEN, VIOLA D
KAWABATA, CHRISTOPHER R S K
KOLL, CYNTHIA D
KUBALL, CONNIE J
LARSON, EMBER L
LONON, KYLE S
MARTIN, SARAH B
MAYER, RONALD G
MEDINA, ANA B
MORRELL, STACI L
PERCIVAL, PAMELA J
PEREZ BADILLO, JUDITH
REDMON, JASON W
REEVES, MARY Y
RENFROE, JULIE M
ROBERTS, LINDA R
RUSHTON, ELIZABETH D
SCISSONS, SHELBY M
STOLZ, SALLY
TAGHON, RHEA N
WYLY, KATHERINE M
ZALFINI, ALBERT F

**MT. VIEW ELEMENTARY
SCHOOL**

ALLARD, LOUISA A
ANTONIO, DENISE N
BAILEY SMITH, SUSAN
BELL, KRISTA M
BOONE, DAVID H
BUSKIRK, LYNETTE R
CASTILLO, KEVIN B
DEASO, ANTHONY
DEASO, ROBERTA R
FEENEY, SARAH A
FUNSTON, SUSAN K
GANSZ, SHANNON M

HEWSTON, TAMMY T
HODES, PEGGY M
HUIBREGTSE, KORI M
JACKSON, JENENE M
JOHNSON, DAVID E
KLEM, CAITLIN E
KNOTEK, STACIA T
KRISMER, COURTNEY N
LERETTE, DIANE L
LEWIS, MICHAEL
MC ELWEE, ALLISON S
MRAZ, MICHELE L
MUNCHINSKY, KRISTEN M
OWENS, HEIDI M
ROBERTS, KIMBERLY K
ROBERTSON, RACHEL E
ROSS, REBECCA J
SCHUHMACHER, KATHLEEN L
SWENSON, KENDRA N
WILLIS, KAREN S
WOOD, LAURA

SPECIAL SERVICES

ADAMS, VALERIE S
BALZARINI, NICOLE
BOUTIN, CYNTHIA D
DARLEY, APRIL L
DINGEE, TERESA M
GAMBLE, JARED E
HARRIS, CHRISTINE J
HIGGS, REBECCA C
JAMES, VALERIE A
MONREAL, TONI L
MYERS, DARCY D
OTT, KRISTIN L
PAFFUMI, AMANDA A
POWERS, ANNA D
RUSCH REVERDIAU, THEA S
TENNANT-RUCKER, DIANNE M
TORP, JEFFREY N
ZINZILIETA, SUZANN J



PERSONNEL

Item 11D.

Admin/Director Contracts & Admin Salary Schedule

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 11D
FROM:	Cole Young, Assistant Superintendent - Operations	Reading
DATE:	April 9, 2019	Discuss
SUBJECT:	Approve 2019-2020 Administrator / Director Contracts, and 2019-2020 Administrative Salary Schedules	Action X Consent
<hr/>		
OBJECTIVE:	Board Governance	

SUPPORTING DATA

During the 2018-2019 school year, all Administrators and Directors were evaluated by the Superintendent or Assistant Superintendent. Based on both formal and informal evaluation components, the following Administrators and Directors have been performing their duties successfully.

SUMMARY & RECOMMENDATION

Looking ahead, the following professionals are needed next year to effectively accomplish the District's goals on behalf of the community and students we serve. It is recommended, therefore, that 2019-2020 contracts be offered to the following individuals. Further, it is recommended that the Governing Board approve the attached 2019-2020 Administrative Salary Schedules.

Currently, there is an expectation the Arizona State Legislature will authorize a 5% increase to be applied only to teachers' salaries. In addition, the Governor has recommended an incremental increase to District Additional Assistance (DAA) over the next four years in order to fully restore this funding category.

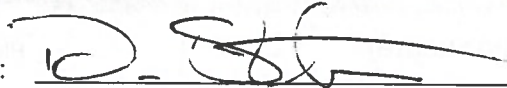
When the dollar amounts become clear, it is the recommendation of the Meet and Confer team to apply these new additional dollars in the amount of 2% for 2019-2020 administrative salaries. Upon clarification by the legislature, administration will provide the details of the plan to the Governing Board for consideration.

Cynthia Windham, Executive Director of Finance
Mary Kaye Schrenk, Internal Audit Manager
Robert Bueche, Executive Director of Federal Programs/Special Programs
Cole Young, Assistant Superintendent of Operations
Patricia Bitsilly, Executive Director of Special Education Services
Deborah Kincaid, Assistant Director of Special Education Services
Jody Buckle, Director of Food and Nutrition
Patrick Keeling, Director of Information Technology
Ramon Rosario, Director of Maintenance
Kenneth Fox, Director of Transportation
Jessica Bennett, Bradshaw Mountain Middle School Principal
Kort Miner, Bradshaw Mountain High School Principal
Richard Bradshaw, Bradshaw Mountain High School Assistant Principal
Laura Goligoski, Bradshaw Mountain High School Assistant Principal
Melissa Tannehill, Glassford Hill Middle School Principal
Beth Denman, Glassford Hill Middle School Assistant Principal
Danette Derickson, Liberty Traditional School Principal
Candice Blakely-Stump, Coyote Springs Elementary School Principal
Christine Griffin, Granville Elementary School Principal
Aimee Fleming, Lake Valley Elementary School Principal
Stacy Brush, Humboldt Elementary School Principal
Kimberly Grant, Mountain View Elementary School Principal

Sample Motion

I move to approve the issuance of 2019-2020 administrative contracts for the Administrators and Directors as presented and approve the attached 2019-2020 Administrative Salary Schedule.

Approved for transmittal to the Governing Board:


Mr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, 759-5016

Humboldt Unified School District #22
2019-2020 ADMINISTRATIVE SALARY SCHEDULE

All positions are 12 month positions, unless otherwise noted. Contracts may be pro-rated if shorter than normal.

Board Approved:

HIGH SCHOOL PRINCIPAL (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$78,555	\$87,236	\$87,786	\$88,336	\$88,886
Step 2		\$88,980	\$89,541	\$90,102	\$90,663
Step 3		\$90,725	\$91,297	\$91,869	\$92,441
Step 4		\$92,470	\$93,053	\$93,636	\$94,219
Step 5		\$94,214	\$94,808	\$95,402	\$95,996
Step 6		\$95,959	\$96,564	\$97,169	\$97,774
Step 7		\$97,704	\$98,320	\$98,936	\$99,552
Step 8		\$99,448	\$100,075	\$100,702	\$101,329
Step 9		\$101,193	\$101,831	\$102,469	\$103,107
Step 10		\$102,938	\$103,587	\$104,236	\$104,885
Step 11		\$104,683	\$105,343	\$106,003	\$106,663

HIGH SCHOOL ASSISTANT PRINCIPAL (11 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$58,155	\$64,796	\$65,346	\$65,896	\$66,446
Step 2		\$66,091	\$66,652	\$67,213	\$67,774
Step 3		\$67,387	\$67,959	\$68,531	\$69,103
Step 4		\$68,683	\$69,266	\$69,849	\$70,432
Step 5		\$69,979	\$70,573	\$71,167	\$71,761
Step 6		\$71,275	\$71,880	\$72,485	\$73,090
Step 7		\$72,571	\$73,187	\$73,803	\$74,419
Step 8		\$73,867	\$74,494	\$75,121	\$75,748
Step 9		\$75,163	\$75,801	\$76,439	\$77,077
Step 10		\$76,459	\$77,108	\$77,757	\$78,406
Step 11		\$77,755	\$78,415	\$79,075	\$79,735

MIDDLE SCHOOL PRINCIPAL (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$66,315	\$73,772	\$74,322	\$74,872	\$75,422
Step 2		\$75,247	\$75,808	\$76,369	\$76,930
Step 3		\$76,722	\$77,294	\$77,866	\$78,438
Step 4		\$78,198	\$78,781	\$79,364	\$79,947
Step 5		\$79,673	\$80,267	\$80,861	\$81,455
Step 6		\$81,149	\$81,754	\$82,359	\$82,964
Step 7		\$82,624	\$83,240	\$83,856	\$84,472
Step 8		\$84,100	\$84,727	\$85,354	\$85,981
Step 9		\$85,575	\$86,213	\$86,851	\$87,489
Step 10		\$87,050	\$87,699	\$88,348	\$88,997
Step 11		\$88,526	\$89,186	\$89,846	\$90,506

MIDDLE SCHOOL ASSISTANT PRINCIPAL (11 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$55,095	\$61,430	\$61,980	\$62,530	\$63,080
Step 2		\$62,658	\$63,219	\$63,780	\$64,341
Step 3		\$63,887	\$64,459	\$65,031	\$65,603
Step 4		\$65,115	\$65,698	\$66,281	\$66,864
Step 5		\$66,344	\$66,938	\$67,532	\$68,126
Step 6		\$67,572	\$68,177	\$68,782	\$69,387
Step 7		\$68,801	\$69,417	\$70,033	\$70,649
Step 8		\$70,030	\$70,657	\$71,284	\$71,911
Step 9		\$71,258	\$71,896	\$72,534	\$73,172
Step 10		\$72,487	\$73,136	\$73,785	\$74,434
Step 11		\$73,715	\$74,375	\$75,035	\$75,695

ELEMENTARY SCHOOL PRINCIPAL (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$63,255	\$70,406	\$70,956	\$71,506	\$72,056
Step 2		\$71,814	\$72,375	\$72,936	\$73,497
Step 3		\$73,222	\$73,794	\$74,366	\$74,938
Step 4		\$74,630	\$75,213	\$75,796	\$76,379
Step 5		\$76,038	\$76,632	\$77,226	\$77,820
Step 6		\$77,446	\$78,051	\$78,656	\$79,261
Step 7		\$78,854	\$79,470	\$80,086	\$80,702
Step 8		\$80,262	\$80,889	\$81,516	\$82,143
Step 9		\$81,670	\$82,308	\$82,946	\$83,584
Step 10		\$83,078	\$83,727	\$84,376	\$85,025
Step 11		\$84,487	\$85,147	\$85,807	\$86,467

ELEMENTARY SCHOOL PRINCIPAL (12 MONTH: <400 Students)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$61,215	\$68,162	\$68,712	\$69,262	\$69,812
Step 2		\$69,525	\$70,086	\$70,647	\$71,208
Step 3		\$70,888	\$71,460	\$72,032	\$72,604
Step 4		\$72,251	\$72,834	\$73,417	\$74,000
Step 5		\$73,614	\$74,208	\$74,802	\$75,396
Step 6		\$74,978	\$75,583	\$76,188	\$76,793
Step 7		\$76,341	\$76,957	\$77,573	\$78,189
Step 8		\$77,704	\$78,331	\$78,958	\$79,585
Step 9		\$79,067	\$79,705	\$80,343	\$80,981
Step 10		\$80,431	\$81,080	\$81,729	\$82,378
Step 11		\$81,794	\$82,454	\$83,114	\$83,774

EXECUTIVE DIRECTOR OF EDUCATIONAL SERVICES (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$69,375	\$77,138	\$77,688	\$78,238	\$78,788
Step 2		\$78,680	\$79,241	\$79,802	\$80,363
Step 3		\$80,223	\$80,795	\$81,367	\$81,939
Step 4		\$81,766	\$82,349	\$82,932	\$83,515
Step 5		\$83,309	\$83,903	\$84,497	\$85,091
Step 6		\$84,851	\$85,456	\$86,061	\$86,666
Step 7		\$86,394	\$87,010	\$87,626	\$88,242
Step 8		\$87,937	\$88,564	\$89,191	\$89,818
Step 9		\$89,480	\$90,118	\$90,756	\$91,394
Step 10		\$91,022	\$91,671	\$92,320	\$92,969
Step 11		\$92,565	\$93,225	\$93,885	\$94,545

EXECUTIVE DIRECTOR OF SPECIAL EDUCATION SERVICES (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$72,435	\$80,504	\$81,054	\$81,604	\$82,154
Step 2		\$82,114	\$82,675	\$83,236	\$83,797
Step 3		\$83,724	\$84,296	\$84,868	\$85,440
Step 4		\$85,334	\$85,917	\$86,500	\$87,083
Step 5		\$86,944	\$87,538	\$88,132	\$88,726
Step 6		\$88,554	\$89,159	\$89,764	\$90,369
Step 7		\$90,164	\$90,780	\$91,396	\$92,012
Step 8		\$91,774	\$92,401	\$93,028	\$93,655
Step 9		\$93,384	\$94,022	\$94,660	\$95,298
Step 10		\$94,994	\$95,643	\$96,292	\$96,941
Step 11		\$96,604	\$97,264	\$97,924	\$98,584

EXECUTIVE DIRECTOR OF FINANCE & OPERATIONS (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$84,167	\$84,992	\$85,542	\$86,092	\$86,642
Step 2	\$85,850	\$86,691	\$87,252	\$87,813	\$88,374
Step 3	\$87,533	\$88,391	\$88,963	\$89,535	\$90,107
Step 4	\$89,216	\$90,091	\$90,674	\$91,257	\$91,840
Step 5	\$90,900	\$91,791	\$92,385	\$92,979	\$93,573
Step 6	\$92,583	\$93,491	\$94,096	\$94,701	\$95,306
Step 7	\$94,266	\$95,190	\$95,806	\$96,422	\$97,038
Step 8	\$95,950	\$96,890	\$97,517	\$98,144	\$98,771
Step 9	\$97,633	\$98,590	\$99,228	\$99,866	\$100,504
Step 10	\$99,316	\$100,290	\$100,939	\$101,588	\$102,237
Step 11	\$101,000	\$101,990	\$102,650	\$103,310	\$103,970

INTERNAL AUDIT MANAGER (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$65,076	\$65,901	\$66,451	\$67,001	\$67,551
Step 2	\$66,378	\$67,219	\$67,780	\$68,341	\$68,902
Step 3	\$67,679	\$68,537	\$69,109	\$69,681	\$70,253
Step 4	\$68,981	\$69,855	\$70,438	\$71,021	\$71,604
Step 5	\$70,282	\$71,173	\$71,767	\$72,361	\$72,955
Step 6	\$71,584	\$72,491	\$73,096	\$73,701	\$74,306
Step 7	\$72,885	\$73,809	\$74,425	\$75,041	\$75,657
Step 8	\$74,187	\$75,127	\$75,754	\$76,381	\$77,008
Step 9	\$75,488	\$76,445	\$77,083	\$77,721	\$78,359
Step 10	\$76,790	\$77,763	\$78,412	\$79,061	\$79,710
Step 11	\$78,091	\$79,081	\$79,741	\$80,401	\$81,061

ASSISTANT SUPERINTENDENT/OPERATIONS (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$84,675	\$93,968	\$94,518	\$95,068	\$95,618
Step 2	\$86,369	\$95,847	\$96,408	\$96,969	\$97,530
Step 3	\$88,062	\$97,726	\$98,298	\$98,870	\$99,442
Step 4	\$89,756	\$99,606	\$100,189	\$100,772	\$101,355
Step 5	\$91,449	\$101,485	\$102,079	\$102,673	\$103,267
Step 6	\$93,143	\$103,364	\$103,969	\$104,574	\$105,179
Step 7	\$94,836	\$105,244	\$105,860	\$106,476	\$107,092
Step 8	\$96,530	\$107,123	\$107,750	\$108,377	\$109,004
Step 9	\$98,223	\$109,002	\$109,640	\$110,278	\$110,916
Step 10	\$99,917	\$110,882	\$111,531	\$112,180	\$112,829
Step 11	\$101,610	\$112,761	\$113,421	\$114,081	\$114,741

EXECUTIVE DIRECTOR OF FEDERAL PROGRAMS / SCHOOL IMPROVEMENT (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$66,315	\$73,772	\$74,322	\$74,872	\$75,422
Step 2		\$75,247	\$75,808	\$76,369	\$76,930
Step 3		\$76,722	\$77,294	\$77,866	\$78,438
Step 4		\$78,198	\$78,781	\$79,364	\$79,947
Step 5		\$79,673	\$80,267	\$80,861	\$81,455
Step 6		\$81,149	\$81,754	\$82,359	\$82,964
Step 7		\$82,624	\$83,240	\$83,856	\$84,472
Step 8		\$84,100	\$84,727	\$85,354	\$85,981
Step 9		\$85,575	\$86,213	\$86,851	\$87,489
Step 10		\$87,050	\$87,699	\$88,348	\$88,997
Step 11		\$88,526	\$89,186	\$89,846	\$90,506

DIRECTOR OF TRANSPORTATION (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$56,100	\$56,925	\$57,475	\$58,025	\$58,575
Step 2	\$57,222	\$58,064	\$58,625	\$59,186	\$59,747
Step 3	\$58,344	\$59,202	\$59,774	\$60,346	\$60,918
Step 4	\$59,466	\$60,341	\$60,924	\$61,507	\$62,090
Step 5	\$60,588	\$61,479	\$62,073	\$62,667	\$63,261
Step 6	\$61,710	\$62,618	\$63,223	\$63,828	\$64,433
Step 7	\$62,832	\$63,756	\$64,372	\$64,988	\$65,604
Step 8	\$63,954	\$64,895	\$65,522	\$66,149	\$66,776
Step 9	\$65,076	\$66,033	\$66,671	\$67,309	\$67,947
Step 10	\$66,198	\$67,172	\$67,821	\$68,470	\$69,119
Step 11	\$67,320	\$68,310	\$68,970	\$69,630	\$70,290

DIRECTOR OF FOOD & NUTRITION (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$56,100	\$56,925	\$57,475	\$58,025	\$58,575
Step 2	\$57,222	\$58,064	\$58,625	\$59,186	\$59,747
Step 3	\$58,344	\$59,202	\$59,774	\$60,346	\$60,918
Step 4	\$59,466	\$60,341	\$60,924	\$61,507	\$62,090
Step 5	\$60,588	\$61,479	\$62,073	\$62,667	\$63,261
Step 6	\$61,710	\$62,618	\$63,223	\$63,828	\$64,433
Step 7	\$62,832	\$63,756	\$64,372	\$64,988	\$65,604
Step 8	\$63,954	\$64,895	\$65,522	\$66,149	\$66,776
Step 9	\$65,076	\$66,033	\$66,671	\$67,309	\$67,947
Step 10	\$66,198	\$67,172	\$67,821	\$68,470	\$69,119
Step 11	\$67,320	\$68,310	\$68,970	\$69,630	\$70,290

DIRECTOR OF MAINTENANCE (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$56,100	\$56,925	\$57,475	\$58,025	\$58,575
Step 2	\$57,222	\$58,064	\$58,625	\$59,186	\$59,747
Step 3	\$58,344	\$59,202	\$59,774	\$60,346	\$60,918
Step 4	\$59,466	\$60,341	\$60,924	\$61,507	\$62,090
Step 5	\$60,588	\$61,479	\$62,073	\$62,667	\$63,261
Step 6	\$61,710	\$62,618	\$63,223	\$63,828	\$64,433
Step 7	\$62,832	\$63,756	\$64,372	\$64,988	\$65,604
Step 8	\$63,954	\$64,895	\$65,522	\$66,149	\$66,776
Step 9	\$65,076	\$66,033	\$66,671	\$67,309	\$67,947
Step 10	\$66,198	\$67,172	\$67,821	\$68,470	\$69,119
Step 11	\$67,320	\$68,310	\$68,970	\$69,630	\$70,290

DIRECTOR OF INFORMATION TECHNOLOGY (12 MONTH)

	Base	MA	MA+30	MA+60	Doctorate
Step 1	\$72,600	\$73,425	\$73,975	\$74,525	\$75,075
Step 2	\$74,052	\$74,894	\$75,455	\$76,016	\$76,577
Step 3	\$75,504	\$76,362	\$76,934	\$77,506	\$78,078
Step 4	\$76,956	\$77,831	\$78,414	\$78,997	\$79,580
Step 5	\$78,408	\$79,299	\$79,893	\$80,487	\$81,081
Step 6	\$79,860	\$80,768	\$81,373	\$81,978	\$82,583
Step 7	\$81,312	\$82,236	\$82,852	\$83,468	\$84,084
Step 8	\$82,764	\$83,705	\$84,332	\$84,959	\$85,586
Step 9	\$84,216	\$85,173	\$85,811	\$86,449	\$87,087
Step 10	\$85,668	\$86,642	\$87,291	\$87,940	\$88,589
Step 11	\$87,120	\$88,110	\$88,770	\$89,430	\$90,090

An employee on the last step of a column is eligible for a longevity increase equal to one step on the salary schedule the year following placement on the last step. After five years the employee will be eligible for an additional longevity increase equal to one step on the salary schedule.

