



The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, January 14, 2020

**Granville Elementary School
5250 Stover Drive
Prescott Valley, AZ**

Organizational Meeting & Regular Session @ 6:30

OFFICIAL COPY

Dr. Daniel Streeter, Superintendent

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

Two of the schools
located in the area

GOVERNMENT BOARD MEETING

Tuesday, January 14, 1975

Grand is the theme of the
52nd Annual Convention
at the Grand Valley A.C.

Continued from page 1

Dr. Daniel A. Stewart, Superintendent

Mr. Gary R. Stewart, President
Richard A. Stewart, Vice President
Cory Christian, Member
Steve R. Stewart, Member
Paul R. Stewart, 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 **January 14, 2020**, at **Granville Elementary School**, located at **5250 Stover Drive, Prescott Valley, Arizona**.

- If authorized by a majority vote of the members of the Governing Board, any matter on the Open Meeting Agenda may be discussed in executive session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38-431.03 (A)(3). The Board may also vote to convene in executive session to review and discuss issues marked with an asterisk (*). These sessions are not open to the public; however, Board decisions will be made in open public assembly.
- Members of the HUSD Governing Board who are not able to attend in person may participate via an electronic medium.
- The Agenda may be revised up to twenty-four (24) hours prior to the meeting. Revisions will be posted at the HUSD District Office located at 6411 N. Robert Road, Prescott Valley, Arizona, and on the district website www.humboldtunified.com and go to the Governing Board Tab.
- Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 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
6. **BOARD ORGANIZATIONAL MEETING PURSUANT TO A.R.S. § 15-321**
 - A. Election of Governing Board President
 - B. Election of Governing Board Vice-President
 - C. Establish regular board meeting dates, times, and location(s)
 - D. Establish official location(s) for posting of board notices/agendas
 - E. Possible action regarding choice of options for student expulsion hearings

Pages 1-3

7. **CELEBRATING SUCCESSES**

Pages 4-7

- A. Recognition of Governing Board Vice President, Rich Adler, for receiving ASBA's All-Arizona Board Member Award

- B. Recognition of the Humboldt Unified School District Governing Board for receiving ASBA's Total Board Award
- C. HUSD VIPs – Christine Griffin, Granville Elementary School Principal
 - 1. Certified – Stephanie Griffin
 - 2. Classified – Jayme Tisdale
 - 3. Volunteer – Paula Stewart

8. PUBLIC PARTICIPATION

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

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

9. CONSENT ITEMS

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

Pages 8-10 **A. Personnel Recommendations**

Pages 11-14 **B. Governing Board Meeting Minutes of December 10, 2019** (audio recordings are posted on the District's website at www.humboldtunified.com)

Pages 15-158 **C. Financial/Business**

- 1. Approval of Accounts Payable voucher(s) in the amount of \$ 842,259.83
- 2. Approval of Payroll voucher(s) in the amount of \$ 5,194,947.05

Pages 159-166 **D. Monthly Budget Report**

Pages 167-171 **E. Monthly Student Activities Report**

Pages 172-173 **F. Request for ratification of expenditures for Contracts, Work Agreements and supplementals for December 2019**

Pages 174-189 **G. Request for approval of out-of-country travel for Bradshaw Mountain High School eligible students and their chaperones to Germany as part of the German Exchange Program, May 25-June 17, 2020**

Pages 190-193 **H. Request for approval of the Prescott College Student Placement Agreement**

Pages 194-196 **I. Gifts and donations**

10. DISCUSSION ITEMS (no action will be taken)

Pages 197-198 **A. School update from Granville Elementary School Principal Christine Griffin to include:**

- Successes from SY2018-19 through present
- Schoolwide focus on writing and math fact fluency
- Discipline Data trends over the past year and a half with Capturing Kids Hearts fully implemented SY 2019-20

Pages 199-200 B. Yavapai County Education Foundation Mini-Grant Recipient Presentations

- Lewis Hollander, Humboldt Elementary School
- Shannon Gansz, Mountain View Elementary School

11. PERSONNEL

Pages 201-202 A. Discussion and possible action to accept the evaluation report of the Superintendent for the 2019-20 school year

Pages 203-205 B. Discussion and possible action regarding payment of the first half of the Superintendent's performance pay for the 2019-20 school year

12. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

February 11, 2020	6:30 p.m.	Regular Meeting	@ Bradshaw Mountain High
March 17, 2020	6:30 p.m.	Regular Meeting	@ Coyote Springs Elementary
April 7, 2020	6:30 p.m.	Regular Meeting	@ Liberty Traditional

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 may be saved in multiple sections).

1. The first part of the report is a general introduction to the subject of the study. It discusses the importance of the study and the objectives of the research.

2. The second part of the report is a detailed description of the methodology used in the study. It includes information about the sample size, the data collection methods, and the statistical analysis techniques.

3. The third part of the report is a discussion of the results of the study. It presents the findings of the research and discusses their implications for the field of study.

4. The fourth part of the report is a conclusion and a list of references. The conclusion summarizes the main findings of the study, and the references list the sources of information used in the research.

5. The fifth part of the report is a list of appendices. These appendices contain additional information that is relevant to the study but is not included in the main body of the report.

6. The sixth part of the report is a list of figures and tables. These figures and tables provide a visual representation of the data and results of the study.

7. The seventh part of the report is a list of footnotes. These footnotes provide additional information about the sources of information used in the study and about the methods used in the research.

8. The eighth part of the report is a list of acknowledgments. These acknowledgments thank the individuals and organizations that provided support and assistance during the course of the study.

9. The ninth part of the report is a list of references. These references list the sources of information used in the research.

10. The tenth part of the report is a list of appendices. These appendices contain additional information that is relevant to the study but is not included in the main body of the report.

11. The eleventh part of the report is a list of figures and tables. These figures and tables provide a visual representation of the data and results of the study.

12. The twelfth part of the report is a list of footnotes. These footnotes provide additional information about the sources of information used in the study and about the methods used in the research.

13. The thirteenth part of the report is a list of acknowledgments. These acknowledgments thank the individuals and organizations that provided support and assistance during the course of the study.

14. The fourteenth part of the report is a list of references. These references list the sources of information used in the research.

15. The fifteenth part of the report is a list of appendices. These appendices contain additional information that is relevant to the study but is not included in the main body of the report.

16. The sixteenth part of the report is a list of figures and tables. These figures and tables provide a visual representation of the data and results of the study.

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BOARD ORGANIZATIONAL MEETING

Item 6

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

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board
FROM: Dr. Daniel Streeter, Superintendent
DATE: January 14, 2020
SUBJECT: Organizational Meeting of the Board for 2020

Item # **6 A-E**
Reading
Discuss
Action X

OBJECTIVE: Board Governance

SUPPORTING DATA:

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

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

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

In addition, at the time of the organizational meeting the Board may choose between two options for the hearing of student expulsion cases. Option A would be for the board to conduct expulsion hearings; Option B allows the Board to approve all expulsion hearings to be held by a hearing officer and recommendations sent to the Board for final action. The Board previously approved a list of hearing officers and may, if they desire, vote at this time to accept Option B for the 2020 calendar year, as was done for the 2019 calendar year.

SUMMARY & RECOMMENDATION:

It is recommended the Governing Board elect a president and vice president, set meeting dates, times and locations, establish an official posting place, and elect to continue the practice of a hearing officer hearing all expulsion hearings with the recommendation sent to the Board for final action.

Sample Motions:

A) I move to nominate _____ for the office of president for a one-year/two-year term (select one).

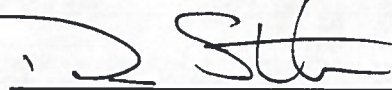
B) I move to nominate _____ for the office of vice president for a one-year term.

C) I move to approve regular governing board meetings to be held the second Tuesday of each month at 6:30p.m. at various District locations.

D) I move to approve the posting locations at the District Office and on the District website.

E) I move to approve Option B to use a Hearing Officer for student expulsion hearings.

Approved for transmittal to the Governing Board



Dr. Daniel Streeter, Superintendent

Questions should be directed to: Rebecca Cooley,
Administrative Assistant to the Superintendent & Governing Board (759-5007)



The Humboldt Schools.

Motivating achievement since 1906.

GOVERNING BOARD MEETING DATES

The following are official dates for the Board of Education open meetings to be held during 2020. Board meetings are *generally* held the second Tuesday of every month (except for March/Spring Break and October/Fall Break, or prominent religious holidays). The deadline for submitting public information to be considered as an agenda item is **15 days prior to the Board Meeting for which someone would like an item addressed.** Consideration of a public request will be given to the Superintendent and discussed with the Board President for approval. **Official agendas are posted at the District Office and on the District website (www.humboldtunified.com) no later than 24 hours prior to the Board Meeting.**

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

2020

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

Revised January 14, 2020

The Handbook

CONTENTS

The Handbook is a guide to the various services and facilities available to students at the University of Toronto. It is designed to help students make the most of their university experience. The Handbook is divided into several sections, each covering a different aspect of university life. The sections are: 1. Getting Started, 2. Academic Life, 3. Student Life, 4. Financial Aid, 5. Health and Safety, 6. Career Development, and 7. Graduation. Each section contains detailed information about the various services and facilities available to students, as well as advice on how to use them effectively. The Handbook is a valuable resource for all students at the University of Toronto, and is updated regularly to reflect changes in university life.

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Published by the University of Toronto

CELEBRATING SUCCESSES

Item 7

- A. Recognition of Governing Board Vice-President, Rich Adler, for receiving ASBA's All-Arizona Board Member Award
- B. Recognition of the HUSD Governing Board for receiving ASBA's Total Board Award.
- C. HUSD VIPs – Granville Elementary School
 - 1. Certified – Stephanie Griffin
 - 2. Classified – Jayme Tisdale
 - 3. Volunteers – Paula Stewart



Granville Elementary School

5250 Stover Drive, Prescott Valley, Arizona, 86314
(928) 759-4800
Christine Griffin, Principal

January 14, 2020

HUSD Certified Employee of the Month (VIP), Granville Elementary School- Stephanie Griffin

When students walk into Ms. Stephanie Griffin's classroom, they are greeted with a song and an objective. She'll ask a question and lead them to discover the answer. The room is filled with instruments like xylophones, tambourines, guitars, a drum set and a piano. Students learn about rhythms and how to read musical notes. Her instructional methods are steeped in the ORFF approach to teaching which includes, imitation, expression, and composition. Every lesson is designed to include all the elements of music including singing, dancing/movement, playing instruments, and learning how to read music. She teaches about famous musicians and musical history. She is compassionate with students and treats each child respectfully as an individual. She is the kind of teacher that leaves a lasting impression early on in a student's life.

Stephanie is a leader for HUSD and helps facilitate monthly district music PLC. She is trusted and valued by her colleagues. She dedicates her time to before school clubs like choir and also for after school individual music lessons. Steph makes an effort to be part of our Granville community and works collaboratively on issues such as student achievement. She pours her heart and soul into our school concerts and performances. Our most recent musical program, A Holiday Road Trip, was a delightful evening filled with songs, energetic choreography, skits and we even had a few laughs.

Ms. Griffin has a quote from Sidney Lanier in her classroom that encompasses all that she is, "Music is love in search of a word." Ms. Steph Griffin inspires the people she comes in contact with to explore music as an expression of our humanity. We are happy to honor Ms. Stephanie Griffin as our Granville Certified VIP.



Granville Elementary School

5250 Stover Drive, Prescott Valley, Arizona, 86314

(928) 759-4800

Christine Griffin, Principal

January 14, 2020

HUSD Classified Employee of the Month (VIP), Granville Elementary School- Jayme Tisdale

Our Granville Elementary Classified VIP is Jayme Tisdale. Jayme is new to her position this year but not new to Granville. After much persuasion, we were able to convince her to leave her position as Title I Reading Aide. She has completely embraced her role as our GES art teacher. Her creativity and artistic ability go beyond the walls of her classroom transforming not only the art room, but also leaves her mark throughout the entire school, creating a vibrant and joyful environment for learning.

Teaching students grades K-6 takes a certain skill set and level of experience (and patience). Jayme carries out the daily task of managing 7 different art classes, each grade level working on different projects, each requiring different materials. Every project that she assigns has clear guidelines, directions, vocabulary, and an example that she has created. She has arranged her room for maximum efficiency so that student get supplies from different stations without distracting other students at work. Her classroom is has a peaceful atmosphere for students who are developing critical thinking, communication, problem solving and individual responsibility. She takes great care in managing the curriculum assigned to her and follows the HUSD strategic arts school plan including teaching students how to draw simple shapes, mix and incorporate colors, and working on different crafting projects. She leads students to use a variety of mediums and techniques in innovative ways to make art. Her enthusiasm for teaching is refreshing. Staff members describe Jayme as dedicated, a team player, and someone who has a passion for art. Mrs. Tisdale cultivates creativity in her students and gives them a safe space to express their individuality.

We truly appreciate Jayme's positive attitude and genuine love for teaching art to our students.



Granville Elementary School

5250 Stover Drive, Prescott Valley, Arizona, 86314
(928) 759-4800
Christine Griffin, Principal

January 14, 2020

HUSD Volunteer of the Month (VIP), Granville Elementary School-Paula Stewart

Granville's Volunteer VIP is Orchestra Director Paula Stewart. Paula has over 20 years of experience in teaching string students. Last year, she started volunteering her time beginning a before school pilot stings program here at Granville. In a short amount of time she has developed an orchestra program at several schools including Lake Valley and Liberty Traditional with little to no budget and through recruitment and help of other volunteers. Orchestra students are making great progress in our district. Students can choose to play violin, viola or cello. Beginning students learn the basics of holding, playing and caring for their instruments and experienced players improve their note reading skills, learn new music and develop their sense of ensemble - playing as one - under a conductor. If you stop by Granville, you might be lucky enough to be entertained by one of the orchestra's performances like our recent HUSD first combined holiday concert with students from Granville, Lake Valley, Liberty Traditional, and guests from Glassford Hill Middle and Bradshaw Mountain High School.

Paula is reliable, conscientious, kind and dedicated. She shows genuine concern for our students and their needs. Her morning rehearsal classes are well prepared, developmentally appropriate, and organized. Students respond very well and have fun learning to become excellent musicians. They especially appreciate her teaching techniques, relating to each child on a personal level, with warmth and sincerity that shines through her presence.

I believe that Mrs. Stewart has a calling, and that calling is teaching her students to strive for excellence, to discipline themselves to accomplish goals, and to respect each other. She is a dedicated instructor that motivates students to want to excel and takes a genuine interest in their lives. She has said that music is both a beautiful art and a way to help kids grow up to be capable adults with wonderful hearts and minds. She believes she is giving back to our wonderful community through the orchestra program. She is a VIP treasure for Granville Elementary, our district, and our community.

CONSENT

Item 9A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT
Personnel Consent Agenda for Board Meeting on January 14, 2020

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

Certified Staff

1. Jean Rodriguez - Extended Resource Teacher @ MVES (12/20/2019)

Classified Staff

1. Amanda Cueva - Mod/Sev/Pro Aide @ GHMS (12/23/2019)
2. Crystal Latta - Mod/Sev/Pro Aide @ BMHS (12/13/2019)
3. Noel Metzler - Mod/Sev/Pro Aide @ GVES (12/10/2019)
4. Eual Williamson - Lead Maintenance/Custodian @ CSES (12/2/2019)

Substitute + Staff

1. NONE

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

Certified Staff

1. Erin Comprosky - Special Education Teacher @ CSES (open position - currently filled by long-term sub)

Classified Staff

1. Rafael Cueva - 8 Hrs/Day Custodian @ (.5) MVES & (.5) GVES (replaces James Manker)
2. Arthur Studley - Executive Director/ Chief Financial Officer (replaces Cynthia Windham)

Substitute + Staff

1. NONE

C. SUPPLEMENTAL CONTRACTS

Overloads

1. NONE

Certified Stipends Specifically Listed on Board-approved 2019-2020 Stipend Schedule

(M&O-\$0; Tax Credit-\$612.50; General Tax Credit- \$0.00; SPED-\$0.00; Other- \$11,000.00)

1. Darlene Carino - Catch Up After School Tutor @ CSES
2. Jeannie Clark - Catch Up After School Tutor @ LVES
3. Tammy Davis - Catch Up After School Tutor @ LVES
4. Allison Fitterer - Catch Up After School Tutor @ GES
5. Shannon Gansz - Catch Up After School Tutor @ MVES
6. Lewis Hollander - Catch Up After School Tutor @ HES
7. Katie MacGregor - Catch Up After School Tutor @ GES
8. Jack Perkins - Assistant Middle School Wrestling Coach
9. Mary Reeves - Catch Up After School Tutor @ LTS
10. Karen Spencer - Catch Up After School Tutor @ HES
11. Tammy Turner - Catch Up After School Tutor @ CSES
12. Al Zalfini - Catch Up After School Tutor @ LTS

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on January 14, 2020

Other Stipends

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

1. NONE

D. IN-DISTRICT TRANSFERS

Certified

1. NONE

Classified

1. Randy Gansz Jr - From 6 Hrs/Day Bus Aide To 8 Hrs/Day Custodian @ (.5) LVES and (.5) GHMS (replaces Tammy Thie)
2. Harold Hunt - From 8 Hrs/Day Custodian @ LTS to 8 Hrs/Day Lead Custodian @ CSES (replaces Eual Williamson)
3. Tammy Thie - From 8 Hrs/Day Custodian @ LVES/GHMS To 8 Hrs/Day Lead Night Custodian @ LVES (replaces Patricia Peters)

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

Certified

1. Svetlana Bell - From 5 Hrs/Day to 5.5Hrs/Day - F&N Worker @ GVES (half hour used from F&N Clerk position @ MVES)
2. Norma Jones - From 8 Hrs/ Day to 6 Hrs/ Day - F&N Clerk @ MVES
3. Jessica Nobre - From 7 Hrs/ Day to 8 Hrs/Day - F&N Manager @ GVES (hour used from F&N clerk position @ MVES)

Classified

1. Tracy Degeer - From 7 Hrs/Day Bus Driver To 8 Hrs/Day Bus Driver
2. Desarae Martin - From 7 Hrs/Day Bus Driver To 6 Hrs/Day Bus Driver

F. CLASSIFIED STAFF – VOLUNTEER AGREEMENT FORM STIPENDS

1. NONE

G. DISTRICT PROFESSIONAL DEVELOPMENT – TRAVEL (IN and OUT OF STATE)

1. Ember Larson
American Music Educators Association (AMEA) Conference
Location: Mesa, AZ
Date(s): January 31- February 1, 2020
Purpose: To attend the AMEA 2020 Conference for developing programmatic expertise
Funding Source: Medicaid

PERSONNEL CONSULT AGENDA FOR BOARD MEETING ON JANUARY 14, 2020
PERSONNEL DEPARTMENT
14 MARSHALL STREET SCHOOL DISTRICT

7:30-8:00 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

8:00 AM

8:15 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

8:30 AM

8:45 AM

9:00 AM

9:15 AM: Board Meeting - 2020-2021 School Budget - 2020-2021
9:30 AM: Board Meeting - 2020-2021 School Budget - 2020-2021
9:45 AM: Board Meeting - 2020-2021 School Budget - 2020-2021
10:00 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

10:15 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

10:30 AM

10:45 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

11:00 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

11:15 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

11:30 AM

11:45 AM: Board Meeting - 2020-2021 School Budget - 2020-2021

12:00 PM: Board Meeting - 2020-2021 School Budget - 2020-2021

12:15 PM: Board Meeting - 2020-2021 School Budget - 2020-2021

12:30 PM

12:45 PM: Board Meeting - 2020-2021 School Budget - 2020-2021

1:00 PM

1:15 PM: Board Meeting - 2020-2021 School Budget - 2020-2021

1:30 PM

1:45 PM: Board Meeting - 2020-2021 School Budget - 2020-2021

2:00 PM: Board Meeting - 2020-2021 School Budget - 2020-2021

2:15 PM

CONSENT Item 9B.

Minutes

December 10, 2019

(audio minutes are available on the district website)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
"To provide a comprehensive, world-class education for all students"

Audio Minutes Table of Contents (with markers) – 12-10-2019

The Governing Board of the Humboldt Unified School District #22 convened during a meeting open to the public on **December 10, 2019, at Mountain View Elementary School** located at **8601 E. Loos Drive, Prescott Valley, Arizona.**

To get to the audio minutes on our website, please go to 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

- | | | |
|-------|----|---|
| 00:07 | 1. | WELCOME AND CALL TO ORDER |
| 00:28 | 2. | PLEDGE OF ALLEGIANCE/FLAG CEREMONY |
| 00:54 | 3. | ROLL CALL
(ALL PRESENT) |
| 01:11 | 4. | AGENDA REVIEW/ACCEPT
ACCEPTED UNANIMOUSLY |
| 01:31 | 5. | CURRENT EVENTS |
| 07:51 | | A. Board
B. Superintendent |
| 13:06 | 6. | CELEBRATING SUCCESSES |
| | | A. HUSD VIPs – Kim Grant, Mountain View Elementary School Principal |
| | | 1. Certified – Krista Bell |
| | | 2. Classified – Jona Loughmiller |
| | | 3. Volunteer – Delbert John |
| 23:47 | 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. |
| 24:06 | 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 November 12, 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 \$ 1,068,189.61
 - 2. Approval of Payroll voucher(s) in the amount of \$ 2,975,003.70
 - D. Monthly Budget Report
 - E. Monthly Student Activities Report
 - F. Request for ratification of expenditures for Contracts, Work Agreements and supplementals from the 2013-2019 school years and November 2019-20 school year
 - G. Annual approval of Parent/Citizen/Booster organizations
 - H. Request for approval of out-of-state/overnight travel for GHMS Student Council students to participate in Youth Education Series Program at Disneyland in Anaheim, California, April 22-24, 2020.
 - I. Request for approval of out-of-state/overnight travel for GHMS students to participate in the Catalina Environmental Leadership Program Camp in Howlands Landing, Catalina, California, April 26-29, 2019
 - J. Request for approval of the Revised 2019-2020 Bradshaw Mountain High School Course Description Guide
 - K. Request for approval of the revised 2019-20 Stipend Schedule
 - L. Request for approval of the Rio Salado College Student Placement Agreement
 - M. Gifts and donations
- PASSED UNANIMOUSLY - ALL**

9. DISCUSSION ITEMS (no action will be taken)

- 26:39 A. Report from Mountain View Elementary School Principal Kim Grant to include:
- Trend Data
 - Mountain View Focus
 - Happenings at Mountain View
 - Partnerships

- 45:00 B. Report from ADM Group regarding 2019 District Facilities Assessment

- 1:12:28 C. Proposed CPR plan for Bradshaw Mountain High School

- 1:20:52 D. Proposed Testing Incentive Plan for Bradshaw Mountain High School

10. ACTION

- 1:34:15 A. Request for approval of the YUEBT Trust Termination Agreement
- PASSED UNANIMOUSLY**

- 1:45:57 B. Request for approval of the proposed 2020-21, 2021-22 and 2022-23 District Calendars
- PASSED UNANIMOUSLY**

11. PERSONNEL

- 2:00:06 A. Request for approval to hire Arthur Studley as the Director of Finance/ Chief Financial Officer
- PASSED UNANIMOUSLY**

2:05:47 – Motion to go into Executive Session for Items 11B and 11C

2:06:28 – Motion to Adjourn Executive Session

2:06:50

- *B.** Discussion and possible action to approve the termination of classified employee Maria Chacon effective November 22, 2019
[Possible executive session pursuant to A.R.S. § 38- 431.03 (A)(1) (Personnel)]
TERMINATION APPROVED UNANIMOUSLY

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

2:07:15

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

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

2:05:18 12.

ANNOUNCEMENTS

- A.** Next Scheduled Board Meetings are:

January 14, 2020	6:30 p.m.	Organizational & Regular Meeting	@ Granville Elem. School
February 11, 2020	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. High School
March 17, 2020	6:30 p.m.	Regular Meeting	@ Coyote Springs Elem. School

2:07:20 13.

ADJOURNMENT

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

CONSENT

Item 9D.

Monthly Budget Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # **9D**
FROM: Cynthia Windham Reading
Finance Director
DATE: Jan. 14, 2020 Discuss
SUBJECT: Monthly Budgets - Board Report Action
Consent X

OBJECTIVE: Goal # Planning for Future Student Needs

SUPPORTING DATA:

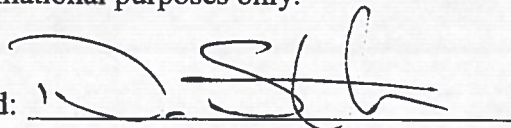
Attached is the monthly Expenditure Budget Balance Report.

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:


Dr. Daniel Streeter, Superintendent

Questions should be directed to: Cynthia Windham, Finance Director 928-759-4000

Humboldt Unified School District No. 22

Expense Budget Balance Report

Fiscal Year: 2019-2020

Account Number / Description

☒ Summary Only From Date: 7/1/2019 To Date: 8/30/2020

Fund:	001	MAINT & OPER FUNDS	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
		Fund 001 Total:	\$35,292,511.00	\$14,052,385.63	\$14,052,385.63	\$21,240,125.37	\$18,228,774.43	\$3,011,350.94 8.53%
Fund:	011	CLASSROOM-BASE SAL						
		Fund 011 Total:	\$677,139.98	\$344,588.76	\$344,588.76	\$332,551.22	\$0.00	\$332,551.22 49.11%
Fund:	012	CLASSROOM-PERF PAY						
		Fund 012 Total:	\$1,476,645.64	\$0.00	\$0.00	\$1,476,645.64	\$0.00	\$1,476,645.64 100.00%
Fund:	013	CLASSROOM-OTHER						
		Fund 013 Total:	\$1,954,068.38	\$448,326.85	\$448,326.85	\$1,505,741.53	\$0.00	\$1,505,741.53 77.06%
Fund:	021	INDIAN GAMING-INSTRUCTION IMPROV						
		Fund 021 Total:	\$64,608.12	\$0.00	\$0.00	\$64,608.12	\$0.00	\$64,608.12 100.00%
Fund:	022	INDIAN GAMING-INSTRUCTIONAL IMPROV						
		Fund 022 Total:	\$271.00	\$0.00	\$0.00	\$271.00	\$0.00	\$271.00 100.00%
Fund:	024	INDIAN GAMING - INSTRUCTIONAL IMPROV						
		Fund 024 Total:	\$435,190.25	\$81,661.38	\$81,661.38	\$353,528.87	\$122,845.27	\$230,683.60 53.01%
Fund:	071	SEI - STRUCTURED ENGLISH IMMERSION						
		Fund 071 Total:	\$157,842.52	\$66,800.51	\$66,800.51	\$91,042.01	\$92,561.80	(\$1,519.79) -0.96%
Fund:	110	TITLE 1 LEA						
		Fund 110 Total:	\$395,370.35	\$154,269.84	\$154,269.84	\$241,100.51	\$0.00	\$241,100.51 60.98%
Fund:	111	TITLE 1 LEA						
		Fund 111 Total:	\$1,412,334.50	\$518,181.07	\$518,181.07	\$894,153.43	\$717,212.65	\$176,940.78 12.53%
Fund:	112	TITLE 1-D NEGLECT/DELINQUENT(14/15)						
		Fund 112 Total:	\$3,834.35	\$0.00	\$0.00	\$3,834.35	\$0.00	\$3,834.35 100.00%
Fund:	140	TITLE II-IMPROV TEACHER QUAL(14/15)						

Account Number / Description

Printed: 12/30/2019 9:34:07 AM Report: rpt/GLExpenditureBudBal 2019.3.12 Page 2

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2019-2020

Account Number / Description

☒ Summary Only

From Date: 7/1/2019

To Date:

8/30/2020

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Remaining Bud
Fund: 291							85.94%
MEDICAID DIRECT							
Fund 291 Total:	\$1,273,895.22	\$214,527.26	\$214,527.26	\$1,059,367.96	\$363,813.33	\$695,554.63	54.60%
Fund: 349							
NAT'L FOREST FEES							
Fund 349 Total:	\$1,088,884.80	\$266,047.90	\$266,047.90	\$822,836.90	\$372,572.53	\$450,264.37	41.35%
Fund: 353							
TAYLOR GRAZING							
Fund 353 Total:	\$87,713.00	\$13,931.86	\$13,931.86	\$73,781.14	\$18,087.97	\$55,693.17	63.49%
Fund: 354							
LEADERS FOR SCHOOL WELLNESS SUBGRA							
Fund 354 Total:	\$55,750.00	\$22,771.35	\$22,771.35	\$32,978.65	\$34,206.29	JE (\$1,227.64) -2.20%	
Fund: 374							
E-RATE							
Fund 374 Total:	\$101,097.91	\$0.00	\$0.00	\$101,097.91	\$0.00	\$101,097.91	100.00%
Fund: 400							
CTE PRIORITY PROGRAM							
Fund 400 Total:	\$44,421.31	\$7,310.92	\$7,310.92	\$37,110.39	\$6,309.78	\$30,800.61	69.34%
Fund: 435							
ACADEMIC CONTESTS							
Fund 435 Total:	\$1,134.04	\$0.00	\$0.00	\$1,134.04	\$0.00	\$1,134.04	100.00%
Fund: 450							
GIFTED							
Fund 450 Total:	\$4,116.46	\$1,351.34	\$1,351.34	\$2,765.12	\$2,637.05	\$128.07	3.11%
Fund: 456							
COLLEGE CREDIT BY EXAMINATION INCENTIV							
Fund 456 Total:	\$21,596.43	\$0.00	\$0.00	\$21,596.43	\$0.00	\$21,596.43	100.00%
Fund: 457							
RESULTS - BASED FUNDING							
Fund 457 Total:	\$86,960.74	\$35,073.56	\$35,073.56	\$51,887.18	\$12,438.21	\$39,448.97	45.36%
Fund: 485							
WRP							
Fund 485 Total:	\$233,491.64	\$94,261.25	\$94,261.25	\$139,230.39	\$117,956.54	\$21,273.85	9.11%

Humboldt Unified School District No. 22

Expenditure Budget Balance Report

Fiscal Year: 2019-2020

Account Number / Description

Expenditure Budget Balance Report										
Fiscal Year: 2019-2020			Summary Only		From Date: 7/1/2019		To Date:		8/30/2020	
Account Number / Description			Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance		
Fund:	499	RURAL ASSISTANCE								% Remaining Budget
		Fund 499 Total:	\$4,068.54	\$0.00	\$0.00	\$4,068.54	\$0.00		\$4,068.54	100.00%
Fund:	500	SCH PLANT- > 1 YR								
		Fund 500 Total:	\$128,246.14	\$9,243.35	\$9,243.35	\$119,002.79	\$40,028.85		\$78,973.94	61.58%
Fund:	510	FOOD SERVICE								
		Fund 510 Total:	\$2,785,287.54	\$1,177,663.52	\$1,177,663.52	\$1,607,624.02	\$1,607,624.02		\$0.00	0.00%
Fund:	515	CIVIC CENTER								
		Fund 515 Total:	\$215,057.09	\$41,563.54	\$41,563.54	\$173,493.55	\$8,745.54		\$164,748.00	76.61%
Fund:	517	BUS RENTAL								
		Fund 517 Total:	\$365,348.72	\$0.00	\$0.00	\$365,348.72	\$0.00		\$365,348.72	100.00%
Fund:	522	BEFORE/AFTER SCHOOL PROGRAM								
		Fund 522 Total:	\$173,261.25	\$37,931.86	\$37,931.86	\$135,329.39	\$47,979.45		\$87,349.90	50.42%
Fund:	523	BRIGHT FUTURES PRESCHOOL								
		Fund 523 Total:	\$157,423.14	\$69,568.07	\$69,568.07	\$87,855.07	\$76,703.00		\$11,152.07	7.08%
Fund:	525	AUX OPERATIONS								
		Fund 525 Total:	\$730,518.26	\$152,943.07	\$152,943.07	\$577,575.19	\$96,100.79		\$481,474.47	65.91%
Fund:	526	ACT FEES TAX CRED								
		Fund 526 Total:	\$652,221.56	\$69,749.37	\$69,749.37	\$582,472.19	\$71,347.81		\$511,124.33	78.37%
Fund:	530	GIFTS & DONATIONS								
		Fund 530 Total:	\$166,322.87	\$13,516.76	\$13,516.76	\$152,806.11	\$13,013.36		\$139,792.75	84.05%
Fund:	540	FINGERPRINT								
		Fund 540 Total:	\$5,661.43	\$0.00	\$0.00	\$5,661.43	\$0.00		\$5,661.43	100.00%
Fund:	550	INSURANCE PROCEEDS								

Expenditure Budget Balance Report

Account Number / Description

From Date: 7/1/2019

To Date:

8/3u/2020

Fiscal Year: 2019-2020		Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund:	551	INSURANCE - AEI	\$315,648.28	\$1,000.00	\$1,000.00	\$314,648.28	\$4,227.78	\$310,420.50 98.34%
Fund:	555	TEXTBOOKS	\$50,250.14	\$2,708.16	\$2,708.16	\$47,541.98	\$4,514.69	\$43,027.29 85.63%
Fund:	565	LITIGATION RECOVERY	\$21,246.01	\$0.00	\$0.00	\$21,246.01	\$0.00	\$21,246.01 100.00%
Fund:	570	INDIRECT COSTS	\$26,154.34	\$0.00	\$0.00	\$26,154.34	\$0.00	\$26,154.34 100.00%
Fund:	575	UNEMPLOYMENT INSURANCE	\$1,496,778.86	\$322,944.44	\$322,944.44	\$1,173,834.42	\$471,124.20	\$702,710.22 46.95%
Fund:	590	GRANT/GIFT TEACHER	\$108,840.32	\$0.00	\$0.00	\$108,840.32	\$0.00	\$108,840.32 100.00%
Fund:	595	SCHOOL BUS ADVERTISEMENT	\$21,928.90	\$0.00	\$0.00	\$21,928.90	\$0.00	\$21,928.90 100.00%
Fund:	596	JTED - MTN. INSTITUTE	\$5,810.91	\$0.00	\$0.00	\$5,810.91	\$0.00	\$5,810.91 100.00%
Fund:	610	CAPITAL OUTLAY	\$1,049,455.60	\$104,827.24	\$104,827.24	\$944,628.36	\$132,976.52	\$811,651.84 77.34%
Fund:	630	BOND BUILDING	\$3,202,243.00	\$1,002,700.66	\$1,002,700.66	\$2,199,542.34	\$642,558.55	\$1,556,983.79 48.62%
Fund:	650	GIFTS & DONATIONS	\$317,148.64	\$296,953.86	\$296,953.86	\$20,194.78	\$0.00	\$20,194.78 6.37%
Fund:	650	GIFTS & DONATIONS	\$13,737.85	\$0.00	\$0.00	\$13,737.85	\$0.00	\$13,737.85
Printed: 12/30/2019 9:34:07 AM		Report: rptGLExpnditureBudBal		2019.3.12		Page: 5		

Expenditure Budget Balance Report

Account Number / Description

☒ Summary Only

To Date:

8/30/2020

End of Report

CONSENT

Item 9E.

Student Activities Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board
FROM: Cynthia Windham, Executive Director of Finance
DATE: January 14, 2020
SUBJECT: Student Activities - Board Report

Item # **9 E**

Reading

Discuss

Action

Consent ☒

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

SUPPORTING DATA:

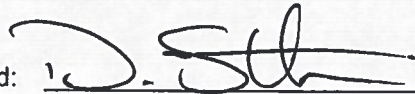
Attached is the monthly Student Activities Report.

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

SUMMARY & RECOMMENDATION:

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

Approved for transmittal to the Governing Board:



Dr. 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: 2019-2020

☐ Subtotal by Collapse Mask

☒ Include pre encumbrance

☐ Print accounts with zero balance

To Date: 9/30/2020

From Date: 7/1/2019

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.110.1319	GENERIC EXPENSE	\$6,152.94	\$0.00	\$0.00	\$6,152.94	\$0.00	\$6,152.94	100.00%
850.610.1000.6610.110.1319	GENERAL SUPPLIES	\$0.00	\$411.54	\$411.54	(\$411.54)	\$0.00	(\$411.54)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$6,152.94	\$411.54	\$411.54	\$5,741.40	\$0.00	\$5,741.40	93.31%
	UNIT: LVES - 110	\$6,152.94	\$411.54	\$411.54	\$5,741.40	\$0.00	\$5,741.40	93.31%
850.100.1000.6000.120.1319	GENERIC EXPENSE	\$2,823.59	\$0.00	\$0.00	\$2,823.59	\$0.00	\$2,823.59	100.00%
850.610.1000.6610.120.1319	GENERAL SUPPLIES	\$0.00	\$192.61	\$192.61	(\$192.61)	\$307.39	(\$500.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,823.59	\$192.61	\$192.61	\$2,630.98	\$307.39	\$2,323.59	82.29%
850.100.1000.6000.120.1362	GENERIC EXPENSE	\$1,896.61	\$0.00	\$0.00	\$1,896.61	\$0.00	\$1,896.61	100.00%
	COURSE: NATIONAL HONOR SOCIETY - 1362	\$1,896.61	\$0.00	\$0.00	\$1,896.61	\$0.00	\$1,896.61	100.00%
850.100.1000.6000.120.1385	GENERIC EXPENSE	\$376.29	\$0.00	\$0.00	\$376.29	\$0.00	\$376.29	100.00%
	COURSE: SCIENCE - 1385	\$376.29	\$0.00	\$0.00	\$376.29	\$0.00	\$376.29	100.00%
	UNIT: BMMS - 120	\$5,096.49	\$192.61	\$192.61	\$4,903.88	\$307.39	\$4,596.49	90.19%
850.100.1000.6000.125.1319	GENERIC EXPENSE	\$9,166.93	\$0.00	\$0.00	\$9,166.93	\$0.00	\$9,166.93	100.00%
850.100.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$1,130.40	\$1,130.40	(\$1,130.40)	\$469.60	(\$1,600.00)	0.00%
850.610.1000.6610.125.1319	GENERAL SUPPLIES	\$0.00	\$2,599.00	\$2,599.00	(\$2,599.00)	\$0.00	(\$2,599.00)	0.00%
850.610.1000.6890.125.1319	MISC EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$2,375.00	(\$2,375.00)	0.00%
850.610.2790.6519.125.1319	TRANSP - PRIVATE	\$0.00	\$0.00	\$0.00	\$0.00	\$4,313.00	(\$4,313.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$9,166.93	\$3,729.40	\$3,729.40	\$5,437.53	\$7,157.60	(\$1,720.07)	-18.76%
850.100.1000.6000.125.1362	GENERIC EXPENSE	\$414.49	\$0.00	\$0.00	\$414.49	\$0.00	\$414.49	100.00%
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	\$414.49	\$385.00	\$385.00	\$29.49	\$0.00	\$29.49	7.11%
	UNIT: GHMS - 125	\$9,581.42	\$4,114.40	\$4,114.40	\$5,467.02	\$7,157.60	(\$1,690.58)	-17.64%
850.100.1000.6000.131.1319	GENERIC EXPENSE	\$5,025.02	\$0.00	\$0.00	\$5,025.02	\$0.00	\$5,025.02	100.00%
850.100.1000.6610.131.1319	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	(\$500.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$5,025.02	\$0.00	\$0.00	\$5,025.02	\$500.00	\$4,525.02	90.05%
	UNIT: HES - 131	\$5,025.02	\$0.00	\$0.00	\$5,025.02	\$500.00	\$4,525.02	90.05%
850.100.1000.6000.132.1319	GENERIC EXPENSE	\$2,288.56	\$0.00	\$0.00	\$2,288.56	\$0.00	\$2,288.56	100.00%
850.610.2630.6431.132.1319	REPAIRS/MAINT - NON-TECH	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	(\$250.00)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$2,288.56	\$0.00	\$0.00	\$2,288.56	\$250.00	\$2,038.56	89.08%
	UNIT: MVES - 132	\$2,288.56	\$0.00	\$0.00	\$2,288.56	\$250.00	\$2,038.56	89.08%
850.100.1000.6000.133.1319	GENERIC EXPENSE	\$1,545.08	\$0.00	\$0.00	\$1,545.08	\$0.00	\$1,545.08	100.00%
850.610.1000.6610.133.1319	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$62.18	(\$62.18)	0.00%
	COURSE: STUDENT COUNCIL - 1319	\$1,545.08	\$0.00	\$0.00	\$1,545.08	\$62.18	\$1,482.90	95.98%
	UNIT: CSES - 133	\$1,545.08	\$0.00	\$0.00	\$1,545.08	\$62.18	\$1,482.90	95.98%
850.100.1000.6000.134.1319	GENERIC EXPENSE	\$4,151.68	\$0.00	\$0.00	\$4,151.68	\$0.00	\$4,151.68	100.00%
850.100.1000.6610.134.1319	GENERAL SUPPLIES	\$0.00	\$367.89	\$367.89	(\$367.89)	\$0.00	(\$367.89)	0.00%
850.610.1000.6610.134.1319	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$285.00	(\$285.00)	0.00%

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2019-2020

☐ 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: 7/1/2019 To Date: 9/30/2020

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.134.2203	COURSE: STUDENT COUNCIL - 1319	\$4,151.68	\$367.89	\$367.89	\$3,783.79	\$285.00	\$3,498.79	84.27%
	GENERIC EXPENSE	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	100.00%
	COURSE: CLUB-JOI-JUNIOR OPTIMISTS - 2203	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	100.00%
	UNIT: LTS - 134	\$4,301.68	\$367.89	\$367.89	\$3,933.79	\$285.00	\$3,648.79	84.82%
850.100.1000.6000.135.1319	COURSE: STUDENT COUNCIL - 1319	\$1,056.51	\$0.00	\$0.00	\$1,056.51	\$0.00	\$1,056.51	100.00%
	GENERIC EXPENSE	\$1,056.51	\$0.00	\$0.00	\$1,056.51	\$0.00	\$1,056.51	100.00%
	COURSE: CHORUS/CHOIR - 1355	\$306.00	\$0.00	\$0.00	\$306.00	\$0.00	\$306.00	100.00%
850.100.1000.6000.135.1355	UNIT: GRANVILLE ELEMENTARY SCHOOL - 135	\$1,362.51	\$0.00	\$0.00	\$1,362.51	\$0.00	\$1,362.51	100.00%
850.100.1000.6000.230.1311	COURSE: STUDENT COUNCIL - 1311	\$2,223.52	\$0.00	\$0.00	\$2,223.52	\$0.00	\$2,223.52	100.00%
	GENERIC EXPENSE	\$2,223.52	\$0.00	\$0.00	\$2,223.52	\$0.00	\$2,223.52	100.00%
	COURSE: HOSA/SPORTS MEDICINE - 1311	\$0.00	\$999.19	\$999.19	(\$999.19)	\$0.00	(\$999.19)	0.00%
	GENERAL SUPPLIES	\$0.00	\$999.19	\$999.19	\$1,224.33	\$0.00	\$1,224.33	55.06%
850.100.1000.6000.230.1316	COURSE: HOSANURSING - 1316	\$6,464.19	\$0.00	\$0.00	\$6,464.19	\$0.00	\$6,464.19	100.00%
	GENERIC EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	(\$25.00)	0.00%
	GENERAL SUPPLIES	\$0.00	\$675.00	\$675.00	(\$675.00)	\$25.00	(\$700.00)	0.00%
	MISC EXPENDITURES	\$0.00	\$675.00	\$675.00	\$5,789.19	\$50.00	\$5,739.19	88.78%
850.100.1000.6000.230.1319	COURSE: STUDENT COUNCIL - 1319	\$28,421.72	\$0.00	\$0.00	\$28,421.72	\$0.00	\$28,421.72	100.00%
	GENERIC EXPENSE	\$0.00	\$414.34	\$414.34	(\$414.34)	\$0.00	(\$414.34)	0.00%
	DIESEL FUEL	\$0.00	\$144.61	\$144.61	(\$144.61)	\$0.00	(\$144.61)	0.00%
	TRAVEL	\$0.00	\$1,775.26	\$1,775.26	(\$1,775.26)	\$1,274.55	(\$3,049.81)	0.00%
	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$5,932.10	(\$5,932.10)	0.00%
	FF&E \$1000 - \$4999	\$0.00	\$0.00	\$0.00	\$0.00	\$8,265.13	(\$8,265.13)	0.00%
	FF&E > \$5,000	\$0.00	\$250.00	\$250.00	(\$250.00)	\$10.92	(\$260.92)	0.00%
	DUES AND FEES	\$0.00	\$2,236.50	\$2,236.50	(\$2,236.50)	\$0.00	(\$2,236.50)	0.00%
	MISC EXPENDITURES	\$0.00	\$4,695.00	\$4,695.00	(\$4,695.00)	\$0.00	(\$4,695.00)	0.00%
	TECHNICAL SERVICES	\$0.00	\$630.00	\$630.00	(\$630.00)	\$0.00	(\$630.00)	0.00%
	TECHNICAL SERVICES	\$0.00	\$10,145.71	\$10,145.71	\$18,276.01	\$15,482.70	\$2,793.31	9.83%
850.100.1000.6000.230.1320	COURSE: UPWARD BOUND WARRIORS - 1320	\$37.29	\$0.00	\$0.00	\$37.29	\$0.00	\$37.29	100.00%
	GENERIC EXPENSE	\$37.29	\$0.00	\$0.00	\$37.29	\$0.00	\$37.29	100.00%
850.100.1000.6000.230.1361	COURSE: MU ALPHA THETA - 1361	\$3,282.43	\$0.00	\$0.00	\$3,282.43	\$0.00	\$3,282.43	100.00%
	GENERIC EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$198.64	(\$198.64)	0.00%
	DIESEL FUEL	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00	(\$550.00)	0.00%
	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$3,282.43	\$748.64	\$2,533.79	77.19%
850.100.1000.6000.230.1362	COURSE: NATIONAL HONOR SOCIETY - 1362	\$2,132.32	\$0.00	\$0.00	\$2,132.32	\$0.00	\$2,132.32	100.00%
	GENERIC EXPENSE	\$0.00	\$385.00	\$385.00	(\$385.00)	\$0.00	(\$385.00)	0.00%
	DUES AND FEES	\$0.00	\$385.00	\$385.00	\$1,747.32	\$0.00	\$1,747.32	81.94%
850.100.1000.6000.230.1363	COURSE: ART - 1363	\$351.86	\$0.00	\$0.00	\$351.86	\$0.00	\$351.86	100.00%
	GENERIC EXPENSE	\$351.86	\$0.00	\$0.00	\$351.86	\$0.00	\$351.86	100.00%
850.100.1000.6000.230.1364	COURSE: NATIONAL HONOR SOCIETY - 1364	\$1,490.43	\$0.00	\$0.00	\$1,490.43	\$0.00	\$1,490.43	100.00%
	GENERIC EXPENSE	\$1,490.43	\$0.00	\$0.00	\$1,490.43	\$0.00	\$1,490.43	100.00%

2019.3.12

Report: rptGLGenRpt

Printed: 2019 9:47:52 AM

Humboldt Unified School District No. 22

850 STUDENT ACTIVITIES BOARD REPORT

Fiscal Year: 2019-2020

☐ Subtotal by Collapse Mask

☒ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 7/1/2019

To Date: 9/30/2020

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	COURSE	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
850.100.1000.6000.230.1368	GENERIC EXPENSE	COURSE: AVID - 1364	\$1,490.43	\$0.00	\$0.00	\$1,490.43	\$0.00	\$1,490.43	100.00%
850.610.1000.6610.230.1368	GENERAL SUPPLIES		\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
850.610.1000.6890.230.1368	MISC EXPENDITURES		\$0.00	\$457.44	\$457.44	(\$457.44)	\$0.00	(\$457.44)	0.00%
	COURSE: DECA - 1368		\$0.00	\$1,210.00	\$1,210.00	(\$1,210.00)	\$3,000.00	(\$4,210.00)	0.00%
			\$2,500.00	\$1,667.44	\$1,667.44	\$832.56	\$3,000.00	(\$2,167.44)	-86.70%
850.100.1000.6000.230.1375	GENERIC EXPENSE		\$4,395.03	\$0.00	\$0.00	\$4,395.03	\$0.00	\$4,395.03	100.00%
850.400.2710.6627.230.1375	DIESEL FUEL		\$0.00	\$69.40	\$69.40	(\$69.40)	\$0.00	(\$69.40)	0.00%
850.610.1000.6610.230.1375	GENERAL SUPPLIES		\$0.00	\$135.07	\$135.07	(\$135.07)	\$519.50	(\$654.57)	0.00%
850.610.1000.6890.230.1375	MISC EXPENDITURES		\$0.00	\$0.00	\$0.00	\$0.00	\$225.00	(\$225.00)	0.00%
	COURSE: INTERACT - 1375		\$4,395.03	\$204.47	\$204.47	\$4,190.56	\$744.50	\$3,446.06	78.41%
850.100.1000.6000.230.1378	GENERIC EXPENSE		\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%
	COURSE: FRENCH CLUB - 1378		\$33.48	\$0.00	\$0.00	\$33.48	\$0.00	\$33.48	100.00%
850.100.1000.6000.230.1383	GENERIC EXPENSE		\$525.27	\$0.00	\$0.00	\$525.27	\$0.00	\$525.27	100.00%
850.610.1000.6610.230.1383	GENERAL SUPPLIES		\$0.00	\$159.06	\$159.06	(\$159.06)	\$115.94	(\$275.00)	0.00%
850.610.1000.6810.230.1383	DUES AND FEES		\$0.00	\$105.00	\$105.00	(\$105.00)	\$0.00	(\$105.00)	0.00%
	COURSE: NATIONAL ART HONOR SOCIETY - 1383		\$525.27	\$264.06	\$264.06	\$261.21	\$115.94	\$145.27	27.66%
850.100.1000.6000.230.1398	GENERIC EXPENSE		\$180.97	\$0.00	\$0.00	\$180.97	\$0.00	\$180.97	100.00%
	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		\$2,817.66	\$0.00	\$0.00	\$2,817.66	\$0.00	\$2,817.66	100.00%
850.610.1000.6610.230.1403	GENERAL SUPPLIES		\$0.00	\$1,069.77	\$1,069.77	(\$1,069.77)	\$680.23	(\$1,750.00)	0.00%
	COURSE: P.A.L.S. - 1403		\$2,817.66	\$1,069.77	\$1,069.77	\$1,747.89	\$680.23	\$1,067.66	37.89%
850.100.1000.6000.230.1405	GENERIC EXPENSE		\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
	COURSE: BASEBALL - 1405		\$20.11	\$0.00	\$0.00	\$20.11	\$0.00	\$20.11	100.00%
850.100.1000.6000.230.1432	GENERIC EXPENSE		\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
	COURSE: GIRLS BASKETBALL - 1432		\$215.67	\$0.00	\$0.00	\$215.67	\$0.00	\$215.67	100.00%
850.100.1000.6000.230.1469	GENERIC EXPENSE		\$60.69	\$0.00	\$0.00	\$60.69	\$0.00	\$60.69	100.00%
	COURSE: G.O.A.L.S. CLUB - 1469		\$60.69	\$0.00	\$0.00	\$60.69	\$0.00	\$60.69	100.00%
	UNIT: BMHS - 230		\$55,152.64	\$15,410.64	\$15,410.64	\$39,742.00	\$20,822.01	\$18,919.99	34.30%
Grand Total:			\$90,506.34	\$20,497.08	\$20,497.08	\$70,009.26	\$29,384.18	\$40,625.08	44.89%

End of Report



CONSENT

Item 9F.

Ratification of Expenditures

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 9F
FROM:	Cole Young, Assistant Superintendent-Operations	Reading
DATE:	January 14, 2020	Discuss
SUBJECT:	Ratifications of Expenditures for Contracts/Work Agreements & Supplementals	Action
		Consent X
<hr/>		
OBJECTIVE:	Board Governance	

SUPPORTING DATA:

This is the approval of ratifications of all Contracts, Work Agreements and supplementals from December during the 2019-2020 school year.

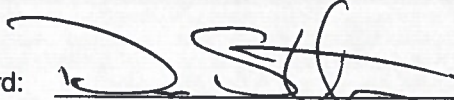
Information related to Contract, Work Agreements and Supplementals are matters of public record and available at the District Office upon request.

SUMMARY & RECOMMENDATION

Sample Motion:

I move to approve the ratification of all Contracts, Work Agreements and Supplementals from December during the 2019-2020 school year.

Approved for transmittal to the Governing Board:


Dr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, Assistant Superintendent (759-5016)

CONSENT

Item 9G.

Student Travel

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 9G
FROM: Kort Miner Reading
DATE: January 14, 2020 Discuss
SUBJECT: German Exchange Program Action
Consent X

OBJECTIVE: Goal #1. Raise the Level of Student Achievement in
HUSD
#3. Increase Parental/Community Involvement

SUPPORTING DATA:

BMHS has partnered with the Prescott-Zeitz Sister City group since 2015-16 in the German Exchange program. For the past several years we have sent our students over in the summer and they have sent their students to us in the fall. We have used host families to help with language, cultural experiences and technically as tour guides. All host families receive a background check. In 2017-18 BMHS partnered with PHS to provide PHS students the same opportunity as BMHS students. In 2017-18 both schools were represented in Zeitz's 1,050 year town parade. The idea of the Sister Cities organization is for each country to reciprocate what the following country has done for its students. In 2018-19 BMHS and PHS sent the most students we have since the inception of the program, six BMHS students and six PHS students. Currently, the plan for 2019-20 is to have 10 students return to Zeitz, The two chaperones that came to the US would also host the two American chaperones. The current dates for travel would be May 25 – June 17, depending on the travel agency getting us the best price. Our students would attend school in Germany, prepare a presentation on Prescott Valley and BMHS, and learn the culture of Germany while living with the host family. When they return, I would expect them to give a presentation to the board on their educational experience just like they have done in the past.

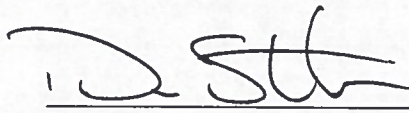
SUMMARY & RECOMMENDATION:

It is the recommendation of the administration that the travel request be approved.

Sample Motion:

I move to approve the request for eligible Bradshaw Mountain High School students and their chaperones to travel to Germany, May 25 – June 17, 2020, as presented.

Approved for transmittal to the Governing Board:


Dr. Daniel Streeter, Superintendent

Questions should be directed to: Kort Miner 928-759-4100

REQUEST FOR BOARD AGENDA ITEM

Requested Meeting Date: January 14, 2020 _____

Person / Organization Submitting Request: Gena Hatfield, German Exchange Program _____

Date Submitted: December 30, 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: _____

Discussion Items: _____

Action Items: Germany Exchange Trip _____

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: Kirsta Minis Date: 12-30-19

Education Services Administrative Approval: [Signature] Date: 1/6/20

Finance Administrative Approval: _____ Date: _____

☒ Accepted for placement on agenda for: 1-14-20

☐ Denied _____

Superintendent's Office: [Signature]

REQUEST TO BOARD FOR STUDENT OUT-OF-STATE TRAVEL

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

Organization taking field trip BMHS students

Date of field trip May 25th – June 17th

Place of field trip Zeitz, Germany

Approximately how many students 10 Students, 2 chaperones

Where are you staying? Students stay with German host family. What is the cost of hotel/lodging? There is no cost for hotel or lodging. Is there security at the hotel/lodging? If not, how are the students going to be supervised? The students are supervised by the host family while with the host family and by the chaperones when they are at school. One chaperone is always available 24 hours a day.

How is the trip being funded?

By fundraising, corporate sponsorship, tax credit, and student/parent contributions.

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

\$27,876.00

What is the cost for each student?

Students are responsible for their plane ticket and \$200-\$300 in spending money.

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

2 chaperones for every 10 students.

What determines the student's eligibility for attending?

Currently in a foreign language course, GPA, behavior, and parental approval.

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

Arizona State Standards for Foreign and Native Language

Standard 4 Culture 4FL-P1, P3, P4, D1

Standard 7 Communities 7FL-P1, P2, P3

Student outcomes:

Students will give a presentation on their high school experience at BMHS to the German English classes in Germany.

When the students return they will give a presentation on what they learned, compare/contrast the differences between cultures and the high schools. They would give this presentation to the Prescott-Zeitz Sister City group and to our school board.

Type and cost of transportation:

Plane ticket, approximately \$2,323.00

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

STUDENT OVERNIGHT TRIP

FINANCIAL INFORMATION

School: BMHS Organization/Group: German Exchange Program

Sponsor's Name: Gena Hatfield/Kort Miner Phone: 928-759-4104

Trip Date: May 25 – June 13 Trip Location: Zeitz, Germany

Trip Title: German Exchange

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

Cost of Trip: (Total Costs, NOT Per Participant Costs)	
Event Registration	\$0
Transportation	\$27,876.00
Lodging (lodging is covered by the host family)	\$0
Meals (meals are covered by the host family)	\$0
Per Diem	\$0
WILL SUBSTITUTE(S) BE REQUIRED NO – Summer time FOR CLASS COVERAGE? (specify)	\$
Other (specify) Spending money (optional)	\$
Other (specify)	\$
Total Cost	\$27,876.00
Funding for Trip:	
Auxiliary	\$
Student Club	\$
Tax Credit German Tax Credit Account	\$25,376.00
Booster Club Prescott-Zeitz Sister City fundraiser - donation	\$2,500.00
Grant	\$
Other (specify)	\$
Other (specify)	\$
Total Funding	\$27,876.00

Name of *Chaperone(s): _____

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

This document must accompany the Request for Trip Approval Packet

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: 12/30/19

<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Student Activities (Include signed & dated minutes)
<input checked="" type="checkbox"/> Tax Credit	<input type="checkbox"/> M&O

VENDOR INFORMATION

SHIPPING INFORMATION

Name: Terra Travel

Name: Melissa Helmick

Address: 13466 N 7th Street

Address: 6000 E. Long Look Dr.

Phoenix, AZ 85022

Prescott Valley, AZ 86314

Phone: 602-375-1707

Phone: 928-759-4195

Email: _____

Fax: 928-759-4120

Fax: _____

Attn: **Melissa Helmick**

Requisitioned By: Kort Miner

Admin. Approval: _____

Department: Germany Exchange Program

District Approval: _____

Budget Code(s): 526.100.2790.6519.230.1080

Qty	Unit	Product Code		Unit Price	Ext. Price
			FY 19-20 OPEN PURCHASE ORDER FOR		\$ 1,000.00
			AIRLINE TICKES FOR FIELD TRIP TO BERLIN		
			MAY 25 TO JUNE 13 2020		
			WILL INCREASE FOR DEPOSIT / FINAL AMOUNT		
			APPROX \$2238 PER PERSON - NOT TO		
			EXCEED \$25,000		

Sub-total	\$ 1,000.00
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Tax	
-----	--

Shipping	
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TOTAL	\$ 1,000.00
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PLEASE NOTE:

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.

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

Faxed:	Mailed:	E-Mailed:	Phone:	By:
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☐ Yes

		Other Info:
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RFP:

Requisition Rec'd Date: 2-3

2-3

BRADSHAW MOUNTAIN HIGH SCHOOL

STUDENT EXCHANGE PROGRAM

BERLIN, GERMANY

MAY 26 – JUNE 18, 2020

MELISSA SANFORD, School Contact Ph: 928-759-4104

GINA HATFIELD, Director Cell: 928-848-4679

PROPOSAL (12/3/2019)

TRANSPORTATION Delta Airlines

MAY 26 #819 Depart Phoenix 6:00am Arrive JFK 1:52pm

#92 Depart JFK 8:42pm Arrive Berlin 11:00am MAY 27

JUNE 18 #93 Depart Berlin 12:55pm Arrive JFK 4:09pm

#2209 Depart JFK 7:30pm Arrive Phoenix 10:13pm 12 Tickets @ \$2,283.00 per ticket \$27,396.00

Fare is per inquiry on date of Proposal. Subject to change until contracted.

Tickets are non-refundable.

No Name Changes once Ticketed.

Not all tickets may be available at same fare.

Agency may opt to book tickets with a group contract.

1 - Terra Travel Professional Fee \$ 480.00

TOTAL this PROPOSAL \$27,876.00

Thank you! Catherine Musa Terra Travel Group Coordinator

13466 N. 7th Street Ph: 602-375-1707

Phoenix, AZ 85022 Fax: 602-375-2715

Catherine@terratravel.com

Corp. Branch: 1914 S. Power Rd., #109

Mesa, AZ 85206

2 – Class Travel LLC – Janine Rickborn 480-861-1526

Phone conversation with Melissa Sanford - NO QUOTE!

3 – EXP Trips Inc. – Jacob Pfeiffer 602-999-8426

Phone conversation with Melissa Sanford – NO QUOTE!

Itinerary
Student Exchange Prescott- Zeitz
 (8 students, 2 chaperones)

Sample

Date	Time	event	comment	in charge
Day 1	8.30 am	arrive Frankfurt Airport transfer to Zeitz	Friedenssaal	SWZ Herr Schmidt Frau Fischer
	ca. 1.00 pm	welcome by host families at City Hall		
Day 2	7.30 am	attend classes at host student's school	regular school day	4 schools
Day 3		host families meet for group activities		Frau Langenberg
Day 4	7.30 am	group visit Sekundarschule III		Frau Born Herr Thieme, SSE Frau Born Frau Groschel Max Fuchs Tourist Info
	2.30 pm	official welcome by Mayor Thieme, Sister City Committee, school representatives sightseeing Zeitz I City Hall Tower & Gardens medieval city wall subterranean Zeitz Michaelis church		
Day 5	7.30 am	attend classes at host student's school	regular school day	4 schools
	afternoon.	host families		
Day 6	8.00 am	field trip to Dresden	sightseeing	Frau LOffel Herr Zeier
Day 7	7.30am	attend classes at host student's school	regular school day	4 schools

Day 8	8.00 am	group visit Schwanenteich School	visit Rehmsdorf outpost of Buchen- wald Concentration Camp	Herr Iser Max Fuchs
	2.30- 4.30 pm	potluck	students, chaperones host families, Sister City Committee	Schwanenteich School
Day 9		host families	recommendation: meet for Zeitz Schwarzbiemacht	free entry for students / chaperones
Day 10	7.30 am	attend classes at host student's school	regular school day	4 schools
	3-5pm	visit strip coal mine		Herr Iser/Herr Eberhardt Max Fuchs Herr Ecker
Day 11	8.00 am	attend Geschwister Scholl High School		Frau Leffel
	2pm	sightseeing Zeitz II Moritzburg Castle Cathedral Castle Gardens Japanese Gardens	meet host students/families	Frau Leffel Frau Groschel
Day 12	8.00 am	overnight trip to Berlin (German capital) sightseeing tour: Brandenburg Gate, German Parliament, Checkpoint Charlie Museum Humboldtforum Museum Island etc.		SWZ, Herr Huke Frau Bam/Frau Jager
Day 13	7.30 am	attend classes at host student's school	regular school day	4 schools
	afternoon	host families		
Day 14		host families		
Day 15	7.30 am	attend classes at host student's school	regular school day	4 schools
	3.00 pm	rafting on the Weiße Elster River from Haynsburg to Zeitz		Herr Schmidt/ Herr Pickert

Day 16	8.00 am	Christophorusschule DroyBig	Historic tour of DroyBig: castle, castle tower bears' den, Templer's Gate etc.	Herr Ecker
	afternoon	farewell party / pot luck host families, Sister City Committee	SSE, representatives City of Zeitz, school representatives	
Day 17	9.00 am	transfer to Frankfurt, sightseeing hotel (4 double rooms with breakfast)	hotel and transfer arranged	SWZ N.N.
Donnerstag		transfer Frankfurt Airport	Airport transfer arranged	
	9.20 am	return flight		

INTERNATIONAL COUNTRY CALLING CODES

Argentina	54	Italy	39*
Aruba	297	Jamaica	876
Australia	61	Japan	81*
Austria	43	Luxembourg	352
Bahamas	242	Mexico	52*
Belgium	32*	Netherlands	31*
Belize	501	New Zealand	64
Brazil	55	Norway	47
Canada	1*	Philippines	63
Cayman Islands	345	Poland	48
Chile	56	Portugal	351
China	86*	Puerto Rico	787
Costa Rica	508	Russia	7*
Czech Republic	420	Singapore	65
Denmark	45	South Africa	27
Egypt	20	Spain	34
Finland	358	Sweden	46
France	33*	Switzerland	41
Germany	49*	Taiwan	886
Greece	30	Thailand	66
Guatemala	502	Turkey	90
Hungary	36	Ukraine	380
Iran	98	United Kingdom	44*
Ireland	353	USA	1*

*Yes, time, or city code also required

TRAVEL TIPS

- Always trust your instincts. If something does not look or feel right, it probably isn't. Avoid alone and until areas, and avoid walking alone.
- Before you depart, make at least two copies of your passport. Leave one with a friend, relative, or co-worker. Take the second copy with you, but store it separately from your passport.
- Unnecessary labels, business cards, or corporate identification should be removed from luggage.
- Stay clear of abandoned luggage, and never leave yours unattended.
- Divide your money among several pockets.
- Be careful of "friendly conversations" with those seated near you. Do not give out details of your travel plans.
- Understand the local currency and exchange rate. Obtain local currency and traveler's checks ahead of time. Carry small bills.
- Determine whether public transportation (including taxis) is safe to use, and only choose marked transportation. Never use gypsy cabs.
- Minimize night travel as much as possible.
- Know how to use local phones, and carry the necessary coins.
- Walk and act with confidence and purpose. Do not leave your hotel unless you know where you are going. Know your surroundings at all times.
- Avoid sitting at a sidewalk café table or by a window.
- Avoid public demonstrations, accidents, and other civil disturbances. Ignore tourists and obscene gestures.
- Dress in a casual style that is accepted in the country you visit. Avoid wearing obviously "American" fashions. Avoid "tourist indicators" such as cameras and open maps.
- If you get into trouble, contact the nearest U.S. Embassy.

TRAVEL ASSISTANCE PROGRAM

AIG Travel Assistance Services - Travel Guard Worldwide

If you are traveling anywhere in the world, 100 miles or more from your home, you have complete access to the services of Travel Guard Worldwide. When you call their toll-free number on the reverse side of this brochure, you will speak with a professional staff member who can assist you with emergencies or other unanticipated problems. The phone lines are staffed around the clock, year-round, by personnel capable of conversing in over 140 languages. They are prepared to help you with medical problems, personal matters, and travel requirements. Specific Travel Guard Worldwide services include:

Pre-Departure Assistance Service

- Immunization requirements
- Appropriate medical exams and treatments
- Passport and visa requirements
- Weather updates
- Travel and political warnings
- Health hazards

Travel Medical Emergency Assistance

- Recommend or secure the services of a local physician
- Contact a medical facility to determine the best course of action
- Arrange hospital and confinement for medical emergencies
- Maintain contact between patient, family, and physician
- Monitor the quality and cost of hospital treatment, confirm travel medical expense insurance, and arrange or guarantee payment of medical expenses using your insurance or other financial resources
- Coordinate family, companion, and minor child travel arrangements

Should you require prescription drugs, medication, medical equipment, or prescription lenses that are not available locally, Travel Guard Worldwide will coordinate the delivery of such items (when possible and legally permissible).

Medical Evacuation & Repatriation Assistance

- Provide emergency medical evacuation assistance
- Make necessary arrangements for the return of remains to the country of domicile, should a death occur

Insurance Assistance

- Assist in the coordination and completion of claim forms
- Verify insurance coverage
- Arrange for payment of medical funds upon request
- Guarantee payment to a medical provider based on confirmation of insurance coverage or traveler's credit card

Personal Assistance

- Consulate advice
- Lost document and emergency ticket replacement
- Emergency message transmission
- Emergency personal cash arrangements
- Lost traveler's check replacement
- Legal counsel and attorney assistance
- Legal expatriation payment assistance
- Emergency airline and hotel travel agent service
- Lost or delayed baggage advice

TRAVEL ASSISTANCE SERVICES AND PROCEDURES

for

INTERNATIONAL TRAVEL

by

STUDENTS AND STAFF

The Trust

in partnership with the Alliance and SCIP

Arizona School Risk Retention Trust, Inc.

333 E. Osborn Rd, Suite 300
Phoenix, AZ 85012-2360
Tel: (800) 266-4911
Fax: (602) 266-7754

July 1, 2015 to July 1, 2016

WHAT TO DO IN THE EVENT OF AN ACCIDENT OR CLAIM

Medical Emergencies

- Secure immediate medical attention and other necessary services for any injured parties.
- Without delay, contact AIG Travel Guard Worldwide and the Arizona School Risk Retention Trust, Inc., to report the accident and discuss next steps.

*For medical claim and referral services,
please call, toll-free:*

1-800-626-2427

*Outside the United States, direct dial
or call collect:*

001-713-267-2525

Or fax information to:

001-713-781-7075

Policy No. GLB 0009021071-AA

Automobile Claims, Other Than Mexico

- In the event of an accident, claim, suit, or loss, you must give prompt notice to ACE USA and the Trust.
- Describe how, when, and where the accident or loss occurred.
- Include the insured driver's name and address.
- To the extent possible, include the name and address of any injured person(s) and any witness(es) to the accident or loss.
- Cooperate with local authorities.

*For automobile claim reporting,
please call ACE USA, toll-free:*

1-866-809-0396, ext. 6400

*For after-hours emergency claim reporting,
please call ACE USA, toll-free:*

1-800-623-9254

Policy No. PHFD37295504

Automobile Claims, Mexico Only

- Keep calm, and do not leave the scene of the accident.
- Do not admit liability. Do not sign personal agreements or other papers. Let the insurance company handle the claim.
- Report the accident to the insurance company, AXA Seguros, as soon as possible. AXA has a toll-free number listed below, and has Mexican service centers that are open 24 hours a day, 7 days a week.
- IMPORTANT:** Please keep the Tourist Vehicle Identification Card with you at all times while driving in Mexico. This card, provided by AXA, identifies the policy number, the covered vehicle, the policy coverage, and the toll-free number to use in case of an accident.

*For automobile claim reporting in Mexico,
please call, toll-free:*

01-800-911-1292

Policy No. HLN046130000

CALLING THE USA: HELPFUL HINTS

- Make sure you have an outside line. (From a hotel room, follow the hotel's instructions to get an outside line, as if you were placing a local call.)
- If calling from a pay phone or other public phone, note that some phones will require local coin payment, a local phone card, or a credit card deposit. In Mexico, when calling from public phones, use phones marked "Ladatel."
- Ask for operator assistance or dial "00" to reach the AT&T international operator.
- To place a call to the US from anywhere outside the US, dial 00 + 1 + Area Code + Seven Digit Phone Number.

CONTACT INFORMATION

ARIZONA SCHOOL RISK RETENTION TRUST, INC.
For Member Services, call toll-free
1-800-266-4911 (within the United States)
001-800-266-4911 (outside the United States)

AIG Travel Guard Worldwide
Medical

For medical claim and referral services, call toll-free
1-800-626-2427 (within the United States)

Outside the United States, direct dial or call collect
001-715-345-0505 or 001-713-267-2525
Fax No.: **001-262-364-2203**

Refer to Policy No. GLB 0009021071-AA

Verification: Claims Benefits Office
For verification of coverage, call toll-free
1-800-551-0824

Refer to Policy No. GLB 0009021071-AA

ACE USA

For general liability & automobile claims (other than Mexico), call toll-free
1-800-433-0396 or 1-866-809-0396, ext. 6400

Refer to Policy No. PHFD37295504

AXA SEGUROS, S.A. de C.V.

For automobile claims (Mexico only), call toll-free
001-800-017-8300

Refer to Policy No. HLN046130000

ARIZONA SCHOOL RISK RETENTION TRUST, INC.
INTERNATIONAL TRAVEL FORM
FOR
MEMBERS' TRIPS OUTSIDE OF THE U.S.
FORM No. 700

1. Name of district: _____
2. Destination of trip outside of the U.S.: _____
3. Description of activities (use the following: athletic, conference or field trip):

4. Method of transportation: _____
5. Number of supervising adults: _____
6. Begin date: _____ End date: _____ Number of days: _____
7. Name and ages of students:

	Name	Age		Name	Age
1		21			
2		22			
3		23			
4		24			
5		25			
6		26			
7		27			
8		28			
9		29			
10		30			
11		31			
12		32			
13		33			
14		34			
15		35			
16		36			
17		37			
18		38			
19		39			
20		40			

8. Names of volunteers traveling with the group outside of the U.S.:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

9. Names of teachers/employees traveling with the group outside of the U.S.:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

10. If travel includes overnight stay, please indicate lodging name, address & phone:

If traveling into Mexico by bus or vehicle, Mexican tourist automobile liability insurance is required. Please complete the following if you are taking a bus or vehicle into Mexico:

Vehicle Year/Make/Model	VIN Number	Capacity	Vehicle Value

Upon completion, please return this form to:

Arizona School Risk Retention Trust, Inc.
Attn: International Verifications
1112 West Camelback Road
Phoenix, Arizona 85013
Fax: (602) 266-7754

HUMBOLDT UNIFIED SCHOOL DISTRICT NO. 22

GERMAN EXCHANGE TRIP

INFORMED CONSENT, ASSUMPTION OF RISK, LIABILITY RELEASE AND INDEMNITY AGREEMENT

Student Name: _____

Parent/Legal Guardian Name: _____

As the parent or legal guardian of the above-named student, I give permission for my child to participate on the GERMAN EXCHANGE trip (the "trip") and all activities associated with the trip. If I do not want my child to participate in any particular activity, I will inform the trip coordinator in writing.

I realize that my child will be residing with hosts where District staff will not be present. I accept responsibility for my child's safety and welfare while the child is under such arrangement.

During the trip, my child is still obligated to comply with all of the rules, regulations and procedures related to the participation of the trip. I agree that Humboldt Unified School District No. 22 may immediately remove my child from participating in the remainder of the trip for any failure to comply with the event's rules, regulations or procedures, even if such rules, regulations, or procedures are not in writing. The District policies concerning student behavior and conduct will also apply during the duration of the trip. If my child is sent home due to a rules or policy violation, I am responsible for all costs associated with the return travel.

The District will attempt to adhere to the field trip itinerary as best as possible, but circumstances may cause it to alter the itinerary. In some circumstances, the District will not be able to notify parents and guardians immediately or at all.

I hereby release, waive, discharge, and hold harmless the District and its employees, agents, representatives, and volunteers, past or present, from any claims, suits, liabilities, judgment, costs, and expenses for any property damage, property loss or theft, personal injury or illness, death, or other loss arising from or relating to my decision to allow my child to participate in the trip.

I agree to defend and indemnify the District and its employees, agents, representatives, and volunteers from and against any claims arising from or related to my or my child's acts or omissions while participating in the field trip and during my child's leave from the field trip. I also agree to pay for any and all property damage caused by my child negligently, willfully, or otherwise.

In the event of an emergency, I authorize the District and its employees and agents to seek medical treatment for my child.

If any term or provision of this Informed Consent, Assumption of Risk, Liability Release and Indemnity Agreement is held to be illegal, invalid, or unenforceable, or the application thereof to any person or circumstance shall to any extent be illegal, invalid, or unenforceable, then it is the express intention of the parties that the remainder of this agreement, or the application of such term or provision other than to those as to which is held illegal, invalid, or unenforceable, shall not be affected thereby and shall remain in full force and effect.

I have read this agreement and understand that it relates to surrendering and releasing valuable legal rights. I do so freely and voluntarily.

Parent/Legal Guardian Signature

Date

EMERGENCY CONTACT AND OTHER SPECIAL INFORMATION

Student Name: _____

Parent/Guardian Name: _____

Emergency Phone No.: _____

Allergies: _____

Health Insurance Company: _____

Nationality: _____

Country of Passport Issue: _____

Passport No.: _____

Parent/Legal Guardian Signature

Date

CONSENT

Item 9H.

Prescott College Agreement

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 9 H
FROM:	Cole Young, Assistant Superintendent	Reading
DATE:	January 14, 2020	Discuss
SUBJECT:	Prescott College Student Placement Agreement	Action
		Consent X

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

SUPPORTING DATA:

This student placement agreement allows for Prescott College students to partner with Humboldt Unified to assist in completing their course of study/ field experience as required by the college. Either party is eligible to terminate this contract at any time with thirty day written notice. It shall continue in force for one year. This agreement allows access of HUSD teachers to provide mentorship to Prescott College aspiring educators.

SUMMARY & RECOMMENDATION

This Agreement has been vetted by our District's legal counsel and is true to form, if the governing board should so move to approve. This agreement will be brought forward in the consent agenda on an annual basis for the board to consider.

Sample Motion:

I move to approve the Prescott College Student Placement Agreement.

Approved for transmittal to the Governing Board:


Dr. Daniel Streeter, Superintendent

Questions should be directed to: Cole Young, Assistant Superintendent (759-5016)

**Clinical Student Experience Affiliation Agreement
Between
Prescott College
and
Humboldt Unified School District**

1. **Parties:** This agreement is entered into on January 1, 2020 by and between Prescott College, located at 220 Grove Street, Prescott, AZ 86301 and Humboldt Unified School District located at 6411 N. Robert Road, Prescott Valley, AZ 86314, hereafter referred to as "District."
2. **Purpose:** The purpose of this Agreement is to establish the terms and conditions under which students of Prescott College may participate in clinical experiences, including Student Teaching Internships, Practicum experiences and Observations at schools located within the District.
3. **Term:** The term of this Agreement begins: *January 1, 2020* and ends *December 30, 2020*. The Supervising Practitioner will receive a \$300 stipend.
4. **Compliance with Handbook and Policy:** Prescott College and Prescott College's participating students shall comply with all policies of the District. Students accepted into the District for clinical training shall be subject to all applicable policies and regulations of the District and Prescott College. Prior to assignment of students to the District, Prescott College will advise students of any specific requirements that must be met to participate in the clinical experiences. Failure to meet requirements will result in non-placement of the student.
5. **Confidentiality:** Prescott College shall inform each participating student of the Federal law governing the confidentiality of District student information, including FERPA. The District shall inform each participating student of any applicable state law governing the confidentiality of student information. Any breach of confidentiality by a participating student shall be grounds for immediate termination of the clinical experience.
6. **Indemnification and Hold Harmless:** Neither party shall be responsible for personal injury, property damage or other loss, claims, debts, demands, and damages (including direct, liquidated, consequential, incidental or other damages), judgments, awards, losses, liabilities, interest, attorney's fees, costs and expenses of whatsoever kind or nature except that resulting from its own sole negligence or willful misconduct, or the sole negligence or willful misconduct of its employees or agents, or others for whom the party is legally responsible.
7. **Assignment:** The provisions of this agreement shall insure to the benefit of, and shall be binding upon the successor of the parties hereto. Neither this agreement nor any of the rights or obligations here under may be transferred or assigned without prior written consent of the other party.
8. **Modification of Agreement:** This agreement may be modified only by written amendment executed by all parties.
9. **Termination:** Either party, upon thirty (30) days' written notice to the other party, may terminate this agreement.
10. **Partnership/Joint Venture/Employment:** Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties to create the relationship of principal and agent between or among any of the parties.

11. **Nondiscrimination:** The parties shall comply with the Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, the Americans with Disability Act of 1990, and the regulations related thereto. The parties will not discriminate against any individual including but not limited to employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status, national origin, or sexual preference. The section shall not apply to discrimination in employment on the basis of religion that is specifically exempt under the Civil Rights Act of 1964 (42 U.S.C. 2000e).

12. **Responsibilities of Prescott College:**

- A. To promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at any District site or involving employees, agents or students of the District, to take prompt and effective remedial action when discrimination or harassment is found to have occurred, and to promptly notify the District of the existence of and outcome of any complaint of harassment by, against, or involving any participating agent or student of the District.
- B. Prescott College agrees to comply with all federal, state and local statutes and regulations applicable to the operation of the Agreement, including without limitations, laws and District policy relating to the confidentiality of student records.
- C. Prescott College will arrange, in collaboration with the District, a Program Supervisor. Such administrator will be compensated with a \$200 stipend.
- D. Prescott College will provide the District with appropriate certificates of insurance.

13. **Notices:** Notices under this agreement shall be mailed or delivered to the parties as follows:

College

Dr. Paul Burkhardt
EVPAA
Prescott College
220 Grove Avenue
Prescott, AZ 86301

District

Cole Young-Assistant Superintendent
6411 N. Robert Road
Prescott Valley, AZ 86314

Dan Streeter-Superintendent
6411 N. Robert Road
Prescott Valley, AZ 86314

IN witness whereof, the parties hereto have caused this Agreement to be duly executed and delivered by the respective officials thereunto duly authorized as of the date first above written.

Prescott College

Date

Humboldt Unified School District

Date

CONSENT

Item 9I.

Gifts & Donations

GIFTS & DONATIONS – January 14, 2020

Christina M. Armstrong
11051 E. Western Sunset Drive, Dewey 86327
Donated clothing to the Family Resource Center
With a donor's value of \$50

Steve & Brenda Bobinsky
315 Buckingham Place, Prescott 86303
Donated \$500 to Bradshaw Mountain High School to pay off negative student meal accounts

Tasia Brantley
7071 E. Pueblo Avenue, Unit B, Prescott Valley 86314
Donated 4 jackets and five shirts to Bradshaw Mountain High School
With a donor's value of \$100

Central AZ Model RR Club
514 Goshawk Way, Prescott 86301
Donated \$200 to the Liberty Traditional School National Junior Honor Society

Jeff Dougherty
7670 E. Roundup Drive, Prescott Valley 86314
Donated \$20 to the Coyote Springs Elementary School Cafeteria Angel Fund

Fenderson DDS
1052 Placer Circle, Prescott 86303
Donated \$25 to Coyote Springs Elementary School for Gift Boxes/Yvonne Berry

Donna Gosselin
19 Glen Oaks Drive, Prescott 86305
Donated clothing, shoes and blankets to the Family Resource Center
With a donor's value of \$200

Marty Grossman
5517 N. Poke Drive, Prescott Valley 86314
Donated a Fire 7 tablet 7th Generation to Coyote Springs Elementary School
With a donor's value of \$49

JT's Septic
P.O. Box 1346, Dewey 86327
Donated \$500 to the Cafeteria Angel Fund for use at all HUSD schools

Chuck Olson
7167 E. Slow Draw Drive, Prescott Valley 86314
Donated clothing to the Family Resource Center
With a donor's value of \$500

Jamie Parker
8400 E. Long Mesa, Prescott Valley 86314
Donated \$100 to the Coyote Springs Elementary School Cafeteria Angel Fund

Prescott Chorale
P.O. Box 10854, Prescott 86304
Donated \$250 to the Bradshaw Mountain High School Choir

St. Luke's Episcopal Church
2000 Shepherds Lane, Prescott 86301
Donated 100 hand knitted hats, 9 cases of copy paper and \$200 for unpaid lunch balances to Coyote Springs Elementary School
With a donor's value of \$1,500

GIFTS & DONATIONS – January 14, 2020 (continued)

John & Laura Seifried
4800 N. Calle Santa Cruz, Prescott Valley 86314
Donated \$100 to the Cafeteria Angel Fund for use at all HUSD sites

Skipper Landscaping Inc.
P.O. Box 27028, Prescott Valley 86312
Donated labor & miscellaneous materials for paver brick circle at flagpole at Coyote Springs Elementary School
With a donor's value of \$1,500

Carm Staker / American Legion Auxiliary Unit #108
4472 N. Agua Fria Drive, Prescott Valley 86314
Donated \$100 to the Yavapai County Food Bank in the name of all HUSD Staff

Villages Bingo
12200 E. State Rte. 69, Dewey 86327
Donated \$350 to be used in Ms. Buskirk's, Ms. Robertson's & Ms. McElwee's classes

Tricia Walker
12707 E. Viento Street, Dewey 86327
Donated \$216 to the Lake Valley Elementary School Cafeteria Angel Fund

OFFICE OF THE ATTORNEY GENERAL - January 14, 1953

MEMORANDUM FOR THE ATTORNEY GENERAL
SUBJECT: [Illegible]

1. [Illegible]

2. [Illegible]

3. [Illegible]

4. [Illegible]

5. [Illegible]

6. [Illegible]

7. [Illegible]

8. [Illegible]

9. [Illegible]

10. [Illegible]

11. [Illegible]

12. [Illegible]

13. [Illegible]

14. [Illegible]

DISCUSSION

Item 10A.

GES School Update

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board
FROM: Christine Griffin, Granville Elementary School Principal
DATE: January 14, 2020
SUBJECT: Granville Elementary School Board Update

Item # 10 A

Reading

Discuss X

Action

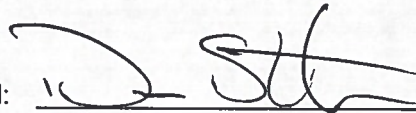
Consent

OBJECTIVE: To share the success on campus at Granville Elementary School

Principal Christine Griffin will give an update of current events at Granville Elementary School including:

- Successes from SY2018-19 through present.
- Schoolwide focus on writing and math fact fluency
- Discipline Data trends over the past year and a half with Capturing Kids Hearts fully implemented SY2019-20

Approved for transmittal to the Governing Board:



Dr. Daniel Streeter, Superintendent

Questions should be directed to: Christine Griffin, 759-4800

DISCUSSION

Item 10B.

YCEF Mini-Grant Recipient Presentations

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 10 B
FROM:	Dr. Rob Bueche, Executive Director of Federal Programs and School Innovation	Reading
DATE:	1/14/20	Discuss X
SUBJECT:	Yavapai County Education Foundation Mini-Grant Recipient Presentation	Action
		Consent

OBJECTIVE: Goal #2 – Focus on planning for future student needs

SUPPORTING DATA:

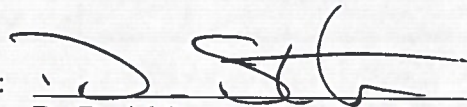
Each year, the Yavapai County Education Foundation (YCEF) puts out applications for a classroom and schoolwide mini-grant so the teachers can innovate and offer the best educational opportunities for their students. Humboldt Unified School District received a total of 10 mini-grants from the Yavapai County Education Foundation during the 2019-2020 school year grant cycle.

Humboldt Elementary School had 1 grant recipient, Lewis Hollander. Additionally, Mountain View Elementary had 1 grant recipient, Shannon Gansz. These grant recipients will give a presentation to the Governing Board outlining the grant's purpose and goal, as well as the outcome from their awards.

SUMMARY & RECOMMENDATION:

Board members will hear presentations and have an opportunity to comment on grant funds received from the Yavapai County Education Foundation mini-grant recipients, in accordance with the reporting requirements set forth in the grant terms and conditions.

Approved for transmittal to the Governing Board:


Dr. Daniel Streeter, Superintendent

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

PERSONNEL

Item 11A.

Superintendent Evaluation Report

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 11 A
FROM:	Ryan Gray, Governing Board President	Reading
DATE:	January 14, 2020	Discuss
SUBJECT:	Report of Superintendent Streeter's annual evaluation	Action X
		Consent
<hr/>		
OBJECTIVE:	Board Governance	
<hr/>		


SUPPORTING DATA:

Governing Board President Ryan Gray will present a summary of Superintendent Streeter's annual evaluation which was held in executive session at the December 10, 2019, Governing Board meeting.

Sample Motion:

I move to accept the report of Superintendent Streeter's annual evaluation for fiscal year 2019-20 as presented.

Approved for transmittal to the Governing Board:


Dr. Daniel Streeter, Superintendent

Questions should be directed to: Ryan Gray (ryan.gray@humboldtunified.com)

ACTION

Item 11B.

Superintendent Performance Pay

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item #	11B
FROM:	Ryan Gray, Governing Board President	Reading	
DATE:	January 14, 2020	Discuss	
SUBJECT:	Superintendent's Performance Pay	Action	X
		Consent	

OBJECTIVE: Board Governance

SUPPORTING DATA:

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

METHOD OF PERFORMANCE ASSESSMENT:

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

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

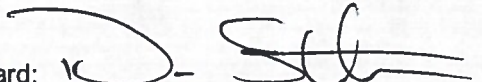
SUMMARY & RECOMMENDATION:

The Superintendent's evaluation was held December 10, 2019. It is recommended that the Board approve payment of this portion of the Superintendent's Performance Pay Plan.

Sample Motion:

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

Approved for transmittal to the Governing Board:



Dr. Daniel Streeter, Superintendent

Questions should be directed to: Ryan Gray (ryan.gray@humboldtunified.com)

The following paragraph is taken from Superintendent Streeter's most recent contract:

SUPERINTENDENT CONTRACT

For the Three (3) Year Term

July 1, 2018 to June 30, 2021

(Multi-Year Contract)

JUN 26 2018

**Humboldt Unified School District
Governing Board**

B. METHOD OF PERFORMANCE ASSESSMENT:

The Superintendent shall be deemed to have earned Performance Pay if a majority of the Governing Board members present and voting on the day of the Performance Pay Assessment agree that Superintendent has met Performance Pay criteria. The Board shall conduct its Performance Pay Assessment two times a year. There shall be two parts to the Performance Pay Plan:

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

Part Two: In addition, the remaining fifty percent (50%) of the Performance Pay amount shall be paid to the Superintendent at the end of the applicable school year, if a majority of the Governing Board finds that the Superintendent has met or exceeded the performance goals that have been mutually agreed upon by the Board and Superintendent. The Board and Superintendent shall meet on or before October 1st of each contract school year for the purpose of establishing no more than five (5) measurable and attainable goals for the current school year.

It is the policy of the Department of Health and Human Services to provide information to the public in a timely and accurate manner.

RESEARCH AND DEVELOPMENT

The Department of Health and Human Services is committed to the advancement of research and development in the field of public health.

The Department of Health and Human Services is committed to the advancement of research and development in the field of public health.

The Department of Health and Human Services is committed to the advancement of research and development in the field of public health.

Department of Health and Human Services
Washington, D.C. 20492

RESEARCH AND DEVELOPMENT

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