



**The Humboldt Schools.**  
*Motivating achievement since 1906.*

## GOVERNING BOARD MEETING

Tuesday, October 26, 2021

HUSD Transportation Training Facility  
6411 N Robert Road (bldg. 500)  
Prescott Valley, AZ

**Special Meeting @ 6:30**

### **OFFICIAL COPY**

Mr. John Pothast, Superintendent

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

## HUMBOLDT UNIFIED SCHOOL DISTRICT #22

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

### 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 **October 26, 2021**, at the **Transportation Training Facility Bldg 500**, located at **6411 N. Robert Road, Prescott Valley, Arizona**.

**\*\* ATTENDEES ARE ENCOURAGED TO WEAR A FACEMASK \*\***

- 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](http://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 Samantha Bartmus at (928)759-5007 or [samantha.bartmus@humboldtunified.com](mailto:samantha.bartmus@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.

**\*\* ATTENDEES ARE ENCOURAGED TO WEAR A FACEMASK \*\***

#### AGENDA

#### 6:30 PM SPECIALSESSION

1. **WELCOME AND CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
3. **ROLL CALL**
4. **AGENDA REVIEW/ACCEPT**
5. **ACTION**  
Pages 1-2      A. Discussion and possible action for BoardDocs and Governance Software.  
Pages 3-5      B. Discussion and possible action to approve the hiring of new Director of Technology.
6. **DISCUSSION**  
Pages 6-8      A. Discussion regarding Meet and Confer committee work update for Prop 301.
7. **PERSONNEL**  
Pages 9-10      \*A. Annual goals of the Superintendent, John Pothast [Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]
8. **ANNOUNCEMENTS**

**A. Next Scheduled Board Meetings are:**

November 9, 2021	6:30 PM	Regular Meeting	@ TBD
December 14, 2021	6:30 PM	Regular Meeting	@ TBD
January 11, 2022	6:30 PM	Regular Meeting	@ TBD

**9. ADJOURNMENT**

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*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](http://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).*

**ACTION**

**Item 5A.**

**BoardDocs & Governance Software**

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 5A
FROM:	John Pothast, Superintendent	Reading
DATE:	October 26, 2021	Discuss
SUBJECT:	BoardDocs Meeting & Governance Software	Action X
		Consent

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OBJECTIVE: Board Governance

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### **SUPPORTING DATA**

BoardDocs, from Diligent Corporation, is software for School Boards to track and manage Board business, such as organizing and managing meetings, as well as organizing and tracking agendas, minutes, policies, and other written and paper-based information utilized for all Governing Board meetings. BoardDocs would move most of these management functions to an electronic format. Doing so would make materials more accessible to staff, board members, and the public, and the district would also realize some efficiencies, in both time and money, by using technology such as this.

A representative from BoardDocs will give a short presentation to the Governing Board about the functions and features of BoardDocs, as well as answer any questions Board members may have.

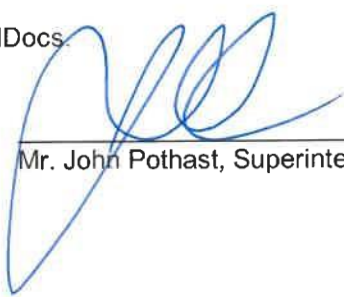
### **SUMMARY & RECOMMENDATION**

The administration recommends the HUSD Governing Board approve the purchase and use of BoardDocs to help track and manage the Governing Board business.

### **Sample Motion**

I move to approve the purchase and use of BoardDocs.

Approved for transmittal to the Governing Board:

  
Mr. John Pothast, Superintendent

**ACTION**

**Item 5B.**

**New Director of Technology**

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 5B
FROM:	Kort Miner, Executive Director of Operations	Reading
DATE:	October 26, 2021	Discuss
SUBJECT:	Approval of Mr. Mark Mo as the 2021-22 Director of Technology	Action X
		Consent

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OBJECTIVE:	Goal #1: To Raise the Level of Student Achievement
	Goal #2: To Focus on Planning for Future Student Needs
	Goal #4: To Attract and Retain Highly Effective Employees

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### **SUPPORTING DATA**

After reviewing and paper-screening all applications, a Search Committee was convened to interview four (4) highly qualified candidates for the Director of Technology position.

The committee had certified staff, classified staff, and administrative representation. Members included: Mr. John Pothast, Superintendent; Aimee Fleming, Lake Valley Principal; Ashley Tetreault, Bradshaw Mountain Middle School Instructional Specialist, Tech Tools Team, and Synergy Primary Team member; Bob Terry, IT Director; Robin Berardi, Help Desk Technician; Corey Christens, Governing Board Member. Upon completion of the interviews, the committee's choice for the position was Mr. Mark Mo, and the committee's recommendation to the Governing Board is to name Mr. Mark Mo as the Director of Technology.

Mark brings with him over 21 years of IT leadership, architectural, and engineering experience from some of the most respected Healthcare IT and Aerospace Fortune 500 organizations. Since 2019, Mark successfully built and led Honeywell's IT Engineered Systems department at the National Nuclear Security Administration. His teams were tasked with developing, maintaining, and securing highly sensitive and mission critical networks for the Department of Energy. Prior to joining Honeywell, Mark served as the Global Technology Architect at Cerner Corporation with responsibility over the entire organization's strategic datacenter design and tactical operations decisions which spanned across North America, Europe, the Baltics, Middle East, Southeast Asia, and Australia for over 5 years. Mark also had the privilege of serving as a Network Systems Manager at a Fortune 7 company, McKesson Corporation, over their Pharmacy Benefits Management service offering which processed from just several million real time sub-second adjudications per year in 2005 to well over 100 million per year by 2011.

Mark received his Bachelor's degree in Information Technology Systems from Ottawa University and his Associate's degree in Information Technology from Johnson County Community College (JCCC). He also holds numerous industry recognized certifications such as Cloud Infrastructure and Services (EMCCIS), Information Storage and Management (EMCISMv2), CompTIA A+, Lean Six Sigma Green Belt, and Microsoft Certified Professional. His community involvement has included volunteering his time by serving as the Director of IT and Information Security for a non-profit, providing industry representation as a member of the JCCC Technology Advisory Board, and engaging in the recruitment of the next generation of IT workforce at college campus events over the past several years.

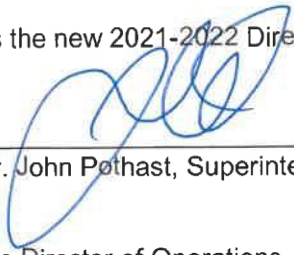
### **SUMMARY & RECOMMENDATION**

The Search Committee, Superintendent Pothast, and Mr. Christens support the recommendation that Mr. Mo be approved as the new Director of Technology for the Humboldt Unified School District.

### **Sample Motion**

I move to approve the employment of Mr. Mark Mo as the new 2021-2022 Director of Technology.

Approved for transmittal to the Governing Board:

  
\_\_\_\_\_  
Mr. John Pothast, Superintendent

*Questions should be directed to:* Kort Miner, Executive Director of Operations, 759-5016



# DISCUSSION

## Item 6A.

Prop 301 Update

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 6A
FROM:	John Pothast, Superintendent	Reading
DATE:	October 26, 2021	Discuss X
SUBJECT:	Meet and Confer Committee Work Update	Action
		Consent
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OBJECTIVE:	Board Governance	

### **SUPPORTING DATA**

The 2021-2022 Meet and Confer Committee has organized and begun meeting, including developing a sub-committee that has been working on defining the use of Prop 301 funds. Although HUSD has an established process for the use of Prop 301 funds, recent legislative action allowed school districts to reconsider the use of Prop 301 funds.

### **SUMMARY & RECOMMENDATION**

Meet and Confer's Prop 301 Sub-Committee recommends keeping HUSD's current guidelines and process for the use of Prop 301 funds, with one change: Removal of Components 2 (Classroom Level Student Achievement data) and Component 3 (School Level Student Achievement Data), leaving only Component 1 (Professional Growth) as the performance aspect for a teacher to receive the funds. There were numerous points that were considered by the sub-committee's work, conversations, and decision.

- Although the Arizona Legislature passed recent legislation that allowed school districts to reconsider the use of Prop 301 funds, the Sub-Committee was unanimous in their belief that the funds should still be used for the original intent of the funds, which was for teachers. Additionally, employment contracts were signed last spring on the understanding that current guidelines and processes would be used in determining salaries, as well as the use of any Prop 301 funds.
- At the state level, the funding source for this money comes directly from state sales taxes collected. Because of that, in years where the state collects a larger amount from sales taxes, Prop 301 funds are larger, and in years where state sales tax collection is smaller, Prop 301 funds are smaller. Historically, teachers have received as little as \$2,000, and as much as \$8,000, due to the fluctuation of sales tax collection at the state level. Prop 301 funding for the current school year is high (and estimated to be roughly \$11,000), due to a larger-than-normal year in sales tax revenues for the state. Projections for next year, and into the future, are expected to have Prop 301 funds back in the "normal" range, which has been around \$5,000-\$7,000.
- As stated earlier, Sub-Committee recommends keeping HUSD's current guidelines and process for the use of Prop 301 funds (with the removal of Components 2 & 3), which includes paying out approximately 1/3 of the funds to teachers in December, and the remainder at the end of the school year in May.
- The larger-than-normal amount in the funds for the current school year prompted a great deal of discussion about the possibility of employee groups other than teachers being able to receive some additional funding as well. Although the Sub-Committee is unanimous in their recommendation to keep our current guidelines and process for the use of Prop 301 money, the Sub-Committee also recommends that the district use ESSER funds to give a bonus to other employee groups who do not qualify for Prop 301 funds. Those bonus funds would be for the

current school year only, and would vary in amount from roughly \$400 – \$2,000, depending on current job classification and rate of pay.

- As stated, the Sub-Committee recommends keeping HUSD's current guidelines and process for the use of Prop 301 funds, with the removal of Components 2 & 3. There was discussion about other performance measures being included. With the state suspending the state's letter grade/accountability system last spring, including additional performance measures did not seem reasonable at this point. However, as HUSD move further along with its work on Personalized Learning, additional performance measures, that make sense, could be considered in the future.

Currently this is a Discussion Item intended to share the work and thinking of the Sub-Committee, but this topic will be an Action Item on the November 9, 2021 Governing Board meeting agenda.

**Sample Motion**

N/A

Approved for transmittal to the Governing Board:



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Mr. John Pothast, Superintendent

*Questions should be directed to: Superintendent John Pothast, (928)759-4000*

# PERSONNEL

## Item 7A.

Superintendent Annual Goals

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 7A
FROM:	John Pothast, Superintendent	Reading
DATE:	October 26, 2021	Discuss
SUBJECT:	Annual goals of the Superintendent	Action
		Consent

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OBJECTIVE: Board Governance

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### **SUPPORTING DATA:**

The Board will meet with Superintendent Pothast to discuss and set goals related to the Superintendent's Performance Pay for the 2021-2022 school year.

### **SUMMARY & RECOMMENDATION:**

#### **Sample Motion:**

N/A

Approved for transmittal to the Governing Board:

  
Mr. John Pothast, Superintendent

Questions should be directed to: John Pothast, Superintendent (928)759-5007