

Minutes of the Study and Voting Session of December 1, 2009

Prescott Unified School District Governing Board

A Regular Study and Voting Session meeting of the Governing Board of Prescott Unified School District was held Tuesday, December 1, 2009, beginning at 5:30 p.m. in the Board Room located at the District Office, 146 South Granite Street, Prescott, Arizona.

Board Members Present:

Andy Newton
Dee Navarro
Joan Fleming
Steve Campbell
Tina Seeley

Others Present:

Kevin Kapp, Superintendent
Chris Reynolds, Assistant Superintendent
Renee Raskin, Chief Financial Officer
Taylor Robbins, Student Representative
Andrea Mayer, Adm. Asst. to the Governing Board

District Personnel and Members of the Public Present:

Paula Rhoden	Bob Toomer	Brian Moore
Nicole McNally	Bill Colwell	Jeff Lane
Brad Royce	Carol Yetman	Shari Bayomi
Joe Howard	Paul Manz	Jim Cowan
Marianne Brooks	Totsy McCraley	Harold Tenney
Mike McCrady	Stephanie Hillig	Helen Vick
David Martin	Julie Kotke	Tim Wiederaenders
Larry Peterson	Arn Lavington	Heidi Atkinson
Bill Monroe	Jay Collier	Carolyn Minks
Jenny Phelps	Dawn Hriljac	Shelly Brinkenhoff

CALL TO ORDER

President Andy Newton called the meeting to order at 5:32 p.m.

WELCOME AND INTRODUCTION

President Newton welcomed everyone in attendance and Mr. Taylor Robbin led the audience in the Pledge of Allegiance.

APPROVAL OF AGENDA

President Newton asked Mr. Kapp if the agenda was in order. Mr. Kapp responded that the agenda was in order, with the exception of Item E that should be deleted from the agenda.

Dr. Joan Fleming moved that the Governing Board approve the agenda as amended. Mrs. Dee Navarro seconded the motion.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

PRESENTATIONS

Mrs. Stephanie Hillig reported that GMMS, PHS and PMHMS had all received grants from the POPS Symphony. She introduced Ms. Shelly Brinkenhoff and Mr. Paul Manz from the POP Symphony and Mr. Howard read and presented them with a certificate of recognition for their support of music in our schools. Ms. Brinkenhoff noted that this was their first year of having a scholarship/application process and that it was their pleasure to award that money to our schools. She stated that she looked forward to wonderful concerts in the future.

Mr. Kapp stated that the Governing Board wanted to recognize the PHS Varsity Volleyball team for their season and for making it to the final four. Mrs. Totsy McCraley noted that these ladies were superb, played as a team and supported each other. She added that although the team is going to be losing three seniors this year, the team should be just as exciting to watch next year. She then introduced Ms. Christa Stehower, Head Varsity Coach, who stated that it was her privilege and honor to come back to the high school to coach a sport that she used to play and that this team pursued victory with honor. She then introduced the team and Mrs. McCraley read and presented the team a certificate of recognition.

Mr. Kapp introduced Mr. Tim Wiederaenders, managing editor of *The Daily Courier* and thanked him for his support of this program.

Mr. Wiederaenders noted that he was the President of the SAVE (Students Against Violence Everyday) Board and explained that the board provides a bridge between at-risk students and professional in the community who are willing to donate their time or services. He stated that he was thankful for the community support, the district support and the board's support. He added that with all of that coming together, SAVE has reached a milestone by surpassing a half-million dollars in free health care for our students. He then introduced Julie Kotke, the district coordinator for SAVE.

Mrs. Kotke reported that she has been on the job for about four months and that she connects students in need that don't qualify for AHCESS or health insurance, with professionals in the community who have donated clothing, installed hot water heaters, etc., in an attempt to catch students before they reach their breaking point so they deal with things in a better way than violence. She added that it's rewarding to see these children thriving and is what makes her job so fantastic. She stated that this program is one of a kind and is nowhere else in the U.S. She reported that they meet once a month and that it takes a lot of work. She noted that teachers fill out a one-page form and then give it to the school coordinator who in turn faxes the form to her

and she then matches up the student with the best professional in the area. She added that the program has served 19 students in four months and that a lot of the work done has been dental. She ended by saying that the community has been fantastic and the kids are the ones who benefit from the program.

Mr. Jeff Lane, Principal of Miller Valley Elementary School, reported that SAVE has had a positive impact on his school through dental, medical and counseling services and that students in the program come back to school with positive self-esteem and improvement in their peer relationships – all of which impacts the student’s learning. He stated that academics at MV are going up. She introduced Ann Chavez, the school coordinator, and thanked the SAVE Board for these services for his students.

Mr. Kapp asked, what is the total number of students that have been assisted to date? Mrs. Kotke responded, 118 students. Mr. Kapp noted that Mrs. Kotke works 8 hours a week and that her salary is paid through grant funding. Mr. Wiederaenders noted that they have a golf tournament each June that pays for their liability insurance.

CURRENT EVENTS

Mr. Kapp reported that the December calendar is full of concerts, choir shows, and other fun things and encouraged people to attend as many as possible.

He have an update on the budget reporting that we know soft capital will be cut by about two-thirds and that our district has been very frugal with these funds knowing that a cut was likely. He noted that our district will lose about \$700,000-\$750,000 and leaving around \$400,000 in soft capital. He stated that it’s critical that we do a K-5 math book adoption because our current books do not have the new standards and this will cost approximately \$140,000. He also stated that we may not have soft capital again, because usually when the state takes something away they don’t replace it. He ended by saying that this is just the first wave of cuts and the state deficit is getting worse. He noted that our district has contingency plans in place and that the DLT had spent two hours in their meeting today working on cuts for next year.

Mr. Kapp announced that Dr. Chris Reynolds was awarded the Arizona Personnel Administrator of the Year Award and that it was well deserved and the district is proud of him.

Dr. Reynolds thanked Mr. Kapp for the nomination and for the support he has received from Mr. Kapp and Mrs. Raskin, along with all of his staff in Human Resources. He stated that it really should be a team award and that he was honored to receive it.

Mr. Kapp noted that this was Mr. Lavington’s last board meeting since he will be retiring at the end of December. He added that HR is in the process of attempting to find a suitable replacement and that there is a good applicant pool.

He noted that this meeting is the only regular session for the Board and that the winter break is right around the corner. He explained that most of the schools would be closed with the exception of the district office, the high schools and middle schools, which should be open two days a week as noted on the calendar.

Mrs. Navarro noted that January 7th will be the next Superintendent's Award Ceremony for students at Hendrix Auditorium. She also stated that Beth Sowers from ASBA would be coming up to do advocacy training in the near future.

Dr. Fleming mentioned that she had seen the show choir today and that they were fantastic. She noted that they have 35 performances over the holiday season.

Mr. Taylor Robbins thanked the board on behalf of Mr. Goligoski's AP class for helping them to prepare for their competition this weekend.

PUBLIC HEARING

Mr. Steve Campbell moved that the Governing Board recess the regular meeting to hold a public hearing to discuss Budget Revisions for 2009-2010 and the Acceptable Use Policy. Dr. Joan Fleming seconded the motion.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

No members of the public had any questions.

Mrs. Dee Navarro moved that the Governing Board adjourn the Public Hearing and reconvene back to the regular session. Mr. Steve Campbell seconded the motion.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

STUDY AND VOTING SESSION:

CONSIDER THE APPROVAL OF A REVISED EXPENDITURE BUDGET FOR 2009-2010

Mrs. Dee Navarro moved that the Governing Board approve the Revised Expenditure Budget for 2009-2010. Dr. Joan Fleming seconded the motion.

Mrs. Raskin noted that this was the first budget revision for 2009-10. She reported that the M & O budget had an increase of \$281,333 and then reviewed the increases and decreases with the board and answered questions.

Mr. Kapp noted that it may seem wonderful that we have \$281,333 in M & O, but we are very concerned that sometime this school year we may be forced to return this money to the state.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

CONSIDER APPROVING THE CURRENT ACCEPTABLE USE POLICY RELATING TO GOVERNING BOARD POLICY IJNDB AS PRESENTED

Mr. Steve Campbell moved that the Governing Board approve the current Acceptable Use Policy relating to Governing Board Policy IJNDB as presented. Dr. Joan Fleming seconded the motion.

Mr. Bill Colwell noted that approval by the Governing Board is a new requirement for our e-rate that we are CIPA compliant and that we are filtering our internet and protecting our children the best we can. He then reviewed and explained the policy to board members and answered questions.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

CONSIDER SUPPORTING A PUBLIC FORUM ON SCHOOL FINANCE AND BUDGET ON THURSDAY, JANUARY 21, 2010, BEGINNING AT 5:30 P.M. TO BE HELD AT HENDRIX AUDITORIUM AT PRESCOTT MILE HIGH MIDDLE SCHOOL

Mr. Steve Campbell moved that the Governing Board support the public forum on School Finance and Budget on Thursday, January 21, 2010, beginning at 5:30 p.m. to be held at Hendrix Auditorium at Prescott Mile High Middle School. Dr. Joan Fleming seconded the motion.

Dr. Fleming reported that Mr. Chuck Essigs, the guru of school finance, will be the featured speaker to explain why we're in such dire straits and what we can expect in the future. She noted that the forum will be publicized to the community as well as outlying school districts.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

CONSIDER APPROVING A DELEGATE AND ALTERNATE DELEGATE TO REPRESENT THE GOVERNING BOARD FOR THE 2009 ASBA ANNUAL CONFERENCE IN DECEMBER

Mrs. Dee Navarro moved that the Governing Board approve Dr. Joan Fleming as the Delegate and Mr. Steve Campbell as the Alternate Delegate. Dr. Joan Fleming seconded the motion.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

CONSIDER APPROVING AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN PRESCOTT UNIFIED SCHOOL DISTRICT AND THE UNITED STATES FOREST SERVICE FOR PRESCOTT UNIFIED SCHOOL DISTRICT TO ACT AS THE FISCAL AND PROGRAM MANAGER OF A YOUTH CONSERVATION CORPS PROGRAM IN THE PRESCOTT AREA DURING THE SUMMER OF 2010

This item was removed from agenda.

CONSENT AGENDA

Dr. Newton asked if the donation from Prescott POPS was the same one the organization was honored for tonight. Mrs. Raskin responded, yes.

Mr. Campbell asked how it was split out. Mrs. Hillig responded, we had to apply for scholarships and it was broken out that way, depending on how much you asked for.

Dr. Newton stated that he had noticed a nurse resignation and asked how that was working out. Dr. Reynolds responded that we will have two resignations after the break and that HR will try to fill those positions.

Mr. Campbell stated that he had noticed in the auxiliary accounts that GMMS football is \$3,000 negative and asked how that was determined at the school level. Mrs. Raskin responded, the principal has that discretion.

Mrs. Hillig added that they had done their funding differently this year and followed the procedure used by PMHMS with all pay to play money going into the athletic fund and then the money being transferred to the individual accounts.

Mr. Campbell clarified, so we're not over-spending because we will be getting more tax credit money. Mrs. Raskin responded, Janice Snyder monitors those accounts.

Mrs. Dee Navarro moved that the Governing Board approve the Consent Agenda as presented. Dr. Joan Fleming seconded the motion.

Dr. Joan Fleming voted aye, Mr. Steve Campbell voted aye, Mrs. Dee Navarro voted aye, Mrs. Tina Seeley voted aye, and President Newton voted aye. The motion carried 5-0.

CONSIDER APPROVING THE CERTIFIED AND CLASSIFIED PERSONNEL ACTIONS AS PRESENTED

PERSONNEL CONSENT AGENDA ITEMS

PRESCOTT UNIFIED SCHOOL DISTRICT NO. 1
CERTIFIED STAFF
December 1, 2009
Personnel Report

EMPLOYMENT

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>STATUS</u>
Tracy Courson Holt	6 th Grade Math	PMHMS	New*
Robert Swan	Counselor	PHS	New**

*Title I funding

**Pending receipt of federal funding and the release of this candidate from current contract with another district.

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>STATUS</u>
Amy Batcheler	School Nurse (.2 fte)	NELA	Resignation

NEW SUBSTITUTE TEACHERS

Total Substitutes: 181

Susan Bouquet
Matthew Fiori
Bonnie Gross
Lynn Purkey

PRESCOTT UNIFIED SCHOOL DISTRICT No. 1
CLASSIFIED
PERSONNEL REPORT
December 1, 2009

EMPLOYMENT

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>STATUS</u>
Diana Fulford	Custodian	GMM5	Replacement

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>STATUS</u>
Cynthia Furlong	Custodian	LN	Resignation

NEW VOLUNTEERS

Samantha Straus Discovery Gardens

CONSIDER APPROVING THE DONATIONS AS PRESENTED

Donations:

One thousand dollars from Coldwater Creek, Inc. Adopt a School Program to Miller Valley Elementary School to be used for a worthy cause yet to be determined.

A Dell computer and monitor valued at \$150 from Robin Andre to Prescott Mile High Middle School.

A set of World Book Encyclopedias valued at \$499 from Ms. Jody Weber to Taylor Hicks Elementary School.

Three thousand dollars from Prescott POPS Symphony to the band program at Granite Mountain Middle School.

A cello and violin valued at \$885 from Mr. Hugh Johnson to Prescott High School.

Miscellaneous art supplies valued at \$100 from Ms. Elaine McDonald to Granite Mountain Middle School.

Fabric valued at \$50 from Ms. Diane Reker to the art program at Granite Mountain Middle School.

A telescope valued at \$260 from Mary and Robin Hansen to Prescott High School.

CONSIDER RATIFYING THE VOUCHERS AS PRESENTED

Vouchers:

<u>Voucher #</u>	<u>Amount</u>
Payroll Voucher #9	\$1,075,942.59
Payroll Voucher #10	\$1,092,220.49
Expenditure Voucher #1028	\$117,905.59
Expenditure Voucher #1029	\$11,682.01
Expenditure Voucher #1030	\$110,429.33
Expenditure Voucher #1031	\$201,765.44
Expenditure Voucher #1032	\$90,641.17
Expenditure Voucher #1033	\$600.00
Expenditure Voucher #1034	\$108,168.64
Expenditure Voucher #1035	\$3,426.48

Documentation for warrants is available for inspection from Business Services, located at 146 South Granite Street, Prescott, AZ 86303.

CONSIDER APPROVING THE AUXILIARY OPERATIONS AND STUDENT ACTIVITIES FUND STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE MONTH OF OCTOBER, 2009

CONSIDER APPROVING THE MINUTES FROM THE GOVERNING BOARD SPECIAL WORK/STUDY SESSION OF NOVEMBER 10, 2009, AND THE STUDY AND VOTING SESSION OF NOVEMBER 10, 2009

ADJOURNMENT

Mr. Kapp reported that two wonderful district programs had been nominated for the Golden Bell Award (NELA and ASLA), but unfortunately they did not win. He noted that he wanted to publicly acknowledge those excellent programs.

He also reminded the Board that the meetings in January were scheduled for January 12 and January 19 and that there would not be a meeting held on January 5.

Mr. Campbell noted that there would be a special meeting on December 15th regarding the superintendent search.

Dr. Chris Reynolds announced that he has tendered his resignation and will be moving to Costa Rica at the end of this contract year. He stated that it has been an honor and a privilege to serve the district and that he has appreciated all of the support.

Hearing no objection, President Newton adjourned the meeting at 6:27 p.m.