

**NOTICE OF REGULAR BOARD MEETING
KINGMAN UNIFIED SCHOOL DISTRICT #20 GOVERNING BOARD**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Governing Board of Kingman Unified School District #20 and to the general public that the Governing Board of Kingman Unified School District #20 will hold a meeting open to the public at **4:30 PM, Tuesday, March 10, 2026**. The meeting will be held in the **Kingman Unified School District Office, 3033 MacDonald Avenue, Kingman, AZ 86401**. Agenda is subject to revision 24 hours prior to meeting. A copy of the agenda background material provided to KUSD Board members (with exception of material relating to possible executive sessions) is available for public inspection 24 hours before the meeting at our district office, 3033 MacDonald Avenue, Kingman, AZ. When necessary, the Board may vote to go into Executive Session, which will not be open to the public, for discussion and consultation for legal advice regarding any of the agenda items (A.R.S. § 38-431.03 (A)(3)), to discuss personnel matters (A.R.S. § 38-431.03 (A)(1)), records exempt by law from public inspection (A.R.S. § 38-431.03 (A)(2)), or for legal advice and consultation regarding pending or contemplated litigation (A.R.S. § 38-431.03 (A)(4)).

The agenda for the meeting, posted on March 5, 2026, is as follows.

Agenda of the Governing Board; Dr. Gretchen Dorner, Superintendent

Members of the Kingman School District Governing Board will attend in person, by telephone, video or internet conferencing. Agenda is subject to revision 24 hours prior to meeting.

To watch the School Board meeting via computer or a smartphone with a data plan:

<https://www.youtube.com/c/KUSD20>

Regular Board Meeting

Tuesday, March 10, 2026

4:30 PM

Kingman Unified School District Office, 3033 MacDonald Avenue, Kingman, AZ 86401

1. Call to Order
Agenda Item Type: Procedural
2. Pledge of Allegiance
Agenda Item Type: Procedural
3. Roll Call
Agenda Item Type: Procedural
4. Call to the Audience (The Board will listen to any comment from the public but will not respond except as permitted by A.R.S. § 38-431.01 (G). The Board may refer the item to the administration or request to have it placed on a future agenda.)
Agenda Item Type: Procedural
5. Reports:

Superintendent:

Board Reports:
Agenda Item Type: Informational
6. Consent Agenda
Approval of Routine Orders of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at the Kingman Unified District Office, 3033 MacDonald Ave. Any Board member may request an item be pulled off the agenda for further discussion.
Agenda Item Type: Discussion/Action
 - A. Approve Minutes:
February 10, 2026 Regular Board Meeting

- B. Approve Vouchers:
 - 1. Payroll Vouchers: 34-35, 1034-1035
 - 2. KUSD Vouchers: 2039-2043
 - C. Approve Personnel Hire Ratification List:
 - D. Approve Personnel Term/Leave Ratification List
 - E. Approve or ratify the requests for employee contract/work agreement adjustments for changes in position
 - F. Approve February 2026 Financials
 - G. Approve School Fundraisers
 - H. Approve out of state travel for Victoria Trujillo, Special Education Director, to attend the Spring Special Education Conference from March 22-24, 2026 in Carlsbad, California
 - I. Ratify coach/advisor stipend agreements issued in the 3rd quarter of the school year
 - J. Approve TCP Software (formerly TimeClock Plus) to continue as a Sole Source vendor for time tracking software and support
 - K. Approve 2026-27 Staff and Academic Calendars
 - L. Approve the 2026 MOU between KUSD and Southwest Behavioral Health Services to provide mental health services to the district
7. Second reading of changes in policy as recommended by ASBA:
- Policy Advisory No. 960.....Policy DIE — Audits/Financial Monitoring
 Regulation DIE-R — Audits/Financial Monitoring
Agenda Item Type: Discussion/Action
8. Possible action to approve the renaming of 4 CTE courses in the AgriScience pathway
Agenda Item Type: Discussion/Action
9. Curriculum to be displayed for the required sixty (60) days starting March 10, 2026:
- This curriculum will be used at the Middle School level.
- Title: Overcoming Obstacles
- Website: <https://www.overcomingobstacles.org/portal/en/grade-level/middle-school>
Agenda Item Type: Informational
10. Curriculum to be displayed for the required sixty (60) days starting March 10, 2026:
- This curriculum will be used with Special Education LINKS & SOAR programs in grades 6-12.
- Publisher: TeachTown
 enCORE Middle School, units 37-63
 enCORE High School, units 64-99
Agenda Item Type: Informational
11. Possible action to approve ASBAIT insurance rates for FY27 school year
Agenda Item Type: Discussion/Action
12. Possible action to approve staff (certified and classified exempt) raises for the FY27 school year
Agenda Item Type: Discussion/Action
13. Approve Listed Donations:
Agenda Item Type: Discussion/Action
14. Possible action to authorize a reduction in force and to non-renew the employment of staff in affected positions for the 2026-27 school year
Agenda Item Type: Discussion/Action

15. Possible motion to move into Executive Session per A.R.S. §38-431.03(A)(1) to discuss request to be released from employment contract by Zebbie Mitchell
Agenda Item Type: Discussion/Action
16. Possible motion to reconvene into Regular Session for any action resulting from Executive Session
Agenda Item Type: Discussion/Action
17. Possible action upon request for Zebbie Mitchell to be released from his FY25-26 pro-rated employment contract
Agenda Item Type: Discussion/Action
18. Possible motion to move into Executive Session per A.R.S. § 38-431.03(A)(1), to discuss non-renewal of Camille Houston
Agenda Item Type: Discussion/Action
19. Possible motion to reconvene into Regular Session for any action resulting from Executive Session
Agenda Item Type: Discussion/Action
20. Possible action on a recommendation to non-renew the employment of Camille Houston for the 2026-27 school year for reasons stated in a letter to the teacher and authorize Human Resources Director to sign the letter on behalf of the Governing Board
Agenda Item Type: Discussion/Action
21. Board Comments:
Agenda Item Type: Discussion
22. Adjourn
Agenda Item Type: Action

Pursuant to the Americans with Disabilities Act (ADA), Kingman Unified School District #20 endeavors to ensure the accessibility of all its programs, facilities and services to all persons with disabilities. If you need an accommodation for this meeting, please contact the Kingman Unified School District Office at (928) 753-5678 or email vportillo@kUSD.org.

Requests should be made as early as possible to allow time to arrange accommodation.

C. Approve Personnel Hire Ratification List:

LAST NAME	FIRST NAME	SITE	POSITION	DATE
Aguilar	Victoria	Cerbat	Paraeducator I	01/26/2026
Arellano	Eric	Mt. Tipton	Licensed Aide	02/17/2026
Burge	Daniel	District Office	Substitute Teacher	02/09/2026
Darling	Daniell	Cerbat	Clerk	02/17/2026
Dzieglo	Isabella	District Office	Substitute Teacher	02/18/2026
Glad	Christa	Little Explorers	CDC Caregiver	02/02/2026
Hanks	Linda	Little Explorers	SPED Teacher	02/09/2026
Jones	Bambie	Desert Willow	Paraeducator IV/V	02/02/2026
Katz	Randi	Transportation	Bus Driver	02/11/2026
Kazlaskia	Sarah	District Office	Nurse	02/23/2026
Kenaston	Jessica	Manzanita	Paraeducator II	02/02/2026
Kittelson	Marley	Kingman Middle School	Paraeducator II	02/02/2026
Ramsey	Joanie	District Office	Substitute Teacher	02/23/2026
Smith	Gayle	District Office	Substitute Teacher	02/09/2026
St. Amand	Aspen	Cerbat	Clerk	02/23/2026
Wagner	Matthew	District Office	Attendance Officer	02/18/2026
White	Reginald	Transportation	Bus Driver	02/18/2026

D. Approve Personnel Term/Leave Ratification List:

LAST NAME	FIRST NAME	SITE	POSITION	DATE
Arellano	Eric	Districtwide	Substitute Nurse	02/12/2026
Bryson	Angela	Little Explorers	Paraeducator IV/V	03/03/2026
Hagadorn	Jeffrey	Transportation	Bus Driver	02/24/2026
Howard	Vadra	Cerbat	Coordinator Classified	02/19/2026
LaFirenza	Connor	Transportation	Bus Monitor	02/24/2026
Lofaro	Jackie	Little Explorers	Coordinator Classified	02/19/2026
Presnal	Samantha	White Cliffs Middle School	Clerk	02/24/2026
Rather	Brenda	Districtwide	Substitute Teacher	02/03/2026
Regan	John	Districtwide	Attendance Officer	03/02/2026
Testerman	Julie	Transportation	Bus Driver	02/05/2026
Vucicevic	Danijel	Transportation	Bus Driver	02/26/2026
Wagner	Matthew	Districtwide	Substitute Teacher	02/17/2026
Wilson	Alyce	Transportation	Bus Monitor	02/17/2026
Zirker	Miriam	Little Explorers	Paraeducator IV/V	01/06/2026

E. Approve or ratify the requests for employee contract/work agreement adjustments for changes in position:

LAST NAME	FIRST NAME	SITE FROM	POSITION FROM	SITE TO	POSITION TO	DATE
McGarvey	Melissa	Cerbat	Opportunity Room Intervener	Cerbat	Paraeducator IV/V	02/23/2026
Wilder- Singer	Deena	District Office	Psychologist Intern	District Office	Psychologist	02/03/2026

School Fundraisers

School Name: Mt. Tipton Elementary School

For Board Agenda Month: March 2026

Group Name
*NO acronyms only-
Spell Out name of
group!*

Fundraiser Type:

Date(s)
of Fundraiser

Location
of Fundraiser

Purpose of fundraiser

Student Council

Spring Grams

April 1 - April 20, 2026

Mt. Tipton Elementary

Raise funds for student council

School Fundraisers

School Name: Black Mountain School

For Board Agenda Month: March 2026

Group Name
*NO acronyms only-
Spell Out name of group!*

Fundraiser Type:

Date(s)
of Fundraiser

Location
of Fundraiser

Purpose of fundraiser

Student Council

**Boba Juice at school
dance**

April 2026

BMS

Raise funds for student council

School Fundraisers

2025 - 2026

School Name: Kingman High School

For Board Agenda Month: March 2026

Group Name
NO acronyms only

Fundraiser Type:	Date(s) of Fundraiser	Location of Fundraiser	Purpose of fundraiser
Student Council Prom	5/1/2026	Hualapai Mtn. Lodge	Raise funds for activities
French Club Spring Fling Dance	3/27/2026	KHS	Raise funds and moral.
Chef's Club Car Show & BBQ Competition	3/28/2026	KHS	CTE Promotion, participation and helping Future Farmers of America Club

Blank rows for additional fundraiser entries.

School Fundraisers

School Name: Kingman Middle School

For Board Agenda Month: March 2026

Group Name
*NO acronyms only-
Spell Out name of group!*

Fundraiser Type:

Date(s)
of Fundraiser

Location
of Fundraiser

Purpose of fundraiser

KMS Student Council

Lucky charms sales

4/16/26

KMS

**Raise money for student
council**

School Fundraisers

School Name: Lee Williams High School

For Board Agenda Month: March 2026

Group Name
*NO acronyms only-
Spell Out name of group!*

Fundraiser Type:

**Date(s)
of Fundraiser**

**Location
of Fundraiser**

Purpose of fundraiser

Girls Golf Club

Spring Cakes

**March 30 - April 6,
2026**

Lee Williams High School

**Raise money for Girls golf
club/team**

HOSA

Desert Dress Up Fun Run

March 28, 2026

White Cliffs Middle School

Raise money for HOSA

I am requesting approval to attend the **2026 RTM Spring Education Conference (Spring Special Education Congress)** in San Diego this March. This conference is specifically designed for superintendents, district leaders, and special education and student services administrators — making it directly aligned to my role and responsibilities. There is no cost to the district.

The RTM Spring Special Education Congress gathers district leaders from across the nation who are actively building what's next for special education. This is not a vendor-driven event, but a strategic leadership forum focused on real district challenges and actionable solutions.

Over three days, the focus is on:

- Using student-centered data to drive meaningful, compliant IEPs and instruction
- Turning data into measurable student growth outcomes
- Navigating budget reductions through strategic decision-making and resource reallocation
- Redesigning programs to maximize impact while maintaining compliance
- Building stronger staffing pipelines for specialized programs
- Addressing staffing shortages creatively while meeting diverse student needs

As we continue to evaluate our service delivery models, staffing structures, compliance practices, and fiscal efficiency, this conference provides direct access to innovative district leaders who are successfully navigating the same challenges we are facing.

In previous RTM attendance, I was able to identify high-impact resources such as The Goalbook Toolkit, e-therapy partnerships, and Mindset training supports — all of which strengthened our district programming. The return on investment has been tangible.

The return on investment has been tangible. The opportunity to bring back strategies related to data-driven IEP development, creative budgeting, staffing solutions, and program redesign aligns directly with our district priorities and long-term sustainability goals.

Attending this conference ensures we remain proactive rather than reactive in special education leadership. It supports our mission of improving outcomes for students with disabilities while maintaining fiscal responsibility and compliance.

Thank you for considering this request. I am happy to provide additional information if needed.

Respectfully,
Vicki Trujillo

Please click on this link to learn more about the itinerary:
<https://spring2026.glide.page/dl/731856>

3rd Quarter Stipend Agreements:

Last	First	Position	Location	Stipend For:	Total Amount	Start Date	End Date
Baitinger	Chad	Teacher	Manzanita	Chess Club	\$875.00	09/01/2025	05/21/2026
Cole	Kristine	School Counselor	District Office	Musical Theater Club	\$250.00	09/01/2025	05/21/2026
Collier	Kassandra	Teacher	Manzanita	Drawmathics Club	\$550.00	09/01/2025	05/21/2026
Firestone	Stephanie	Teacher	Kingman High School	Spring Marching Band	\$3,388.00	01/05/2026	05/20/2026
Robinson	Nicole	Paraeducator II	Mt. Tipton School	Student Council	\$1,500.00	08/14/2025	05/20/2026

To: KUSD Governing Board

From: Donette Piccinetti, Finance Manager

RE: Request to Continue Sole Source Declaration of TCP Software (formerly TimeClock Plus)

FOR AGENDA

Approve TCP Software (formerly TimeClock Plus) to continue as a Sole Source vendor for time tracking software and support.

FOR PACKET

The district requests the board to approve TCP Software (formerly TimeClock Plus) as a sole source vendor providing time tracking software and support.

Employees utilize the TCP software to clock in/out daily, request time off and monitor hours worked. Missed punches can be requested by the employee, or adjusted by the classified coordinator before weekly approval by the principal. TCP is integrated with Visions to run payroll for the district.

Kingman Unified started using TimeClock Plus back in 2015. Customer support is included in annual renewal. Payroll likes the TCP software, and would like to continue with this option.

Annually the district spends \$28,000 for TCP Software.

Kingman Unified School District No. 20 2026-27 Calendar - Transportation 9-Month and 11-Month Staff

July							August							September							October						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
				1	2	3	4						1						4	5					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
							30	31																			

November							December							January							February						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2		1	2	3	4	5	6
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28						
														31													

March							April							May							June						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
														30	31												

Start Date
 9 Month
 11 Month
 End Date
 9 Month
 11 Month

- Paid Holidays
- 1st Week of Intersession
11-Mo: Paid Work Day
9-Mo: Non-Paid/Non-Work Day
- Non-Paid/Non-Work Day
- Minimum Attendance Day
- Additional Holiday for 11-Month Employees
- 2nd Week of Intersession
Non-Paid/Non-Work Day
- Non-Paid/Non-Work Day for 9-Month Employees

- | | | |
|---|---|--|
| July 6 First Day for 11-Month Employees | Jan 18 Martin Luther King Jr./Civil Rights Day (No School) | |
| July 10 First Day for 9-Month Employees | Feb 3-4 Parent/Teacher Conferences (Minimum Attendance) | |
| July 15 First Day for Students | Feb 15 Presidents' Day (No School) | |
| Aug 26-27 Parent/Teacher Conferences (Minimum Attendance) | Mar 4 Third Quarter Ends | |
| Sept 7 Labor Day (No School) | Mar 8-19 Intersession Week/ Spring Break | |
| Oct 1 First Quarter Ends | Mar 29 Spring Holiday (No School) | |
| Sept 28-Oct 9 Intersession Week/Fall Break | May 17 - 19 Semester Finals (Minimum Attendance) | |
| Nov 11 Veterans Day (No School, Paid Holiday) | May 17 KHS Graduation | |
| Nov 23 - 26 Thanksgiving Break | May 18 LWHS Graduation | |
| Dec 16 - 17 Semester Finals: 9-12 (Minimum Attendance) | May 19 4th Quarter Ends: Last Day for Students & 9-Mo Employees | |
| Dec 17 Second Quarter/First Semester Ends | May 31 Memorial Day | |
| Dec 21 - Dec 31 Winter Break | June 11 Last Day for 11-Month Employees | |
| Jan 4 First day of 2nd Semester/3rd Quarter | | |

9 Month (4-Days Per Week)

Working Days: 147
 Paid Holidays: 7
Total Paid Days: 154

11 Month (5-Days Per Week)

Working Days: 214
 Paid Holidays: 11
Total Paid Days: 225

Kingman Unified School District No. 20 2026-27 Calendar - Certified Staff/ Academic

July

S	M	T	W	Th	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		
Student Days				Teacher Days			14

August

S	M	T	W	Th	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						
Student Days				Teacher Days			17

September

S	M	T	W	Th	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				
Student Days				Teacher Days			14

October

S	M	T	W	Th	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
Student Days				Teacher Days			12

Start Date

MS/HS Counselors
New Teachers/IC/TOA/SLP
Returning Teachers
Elementary Counselors

November

S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						
Student Days				Teacher Days			12

December

S	M	T	W	Th	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			
Student Days				Teacher Days			11

January

S	M	T	W	Th	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							
Student Days				Teacher Days			15

February

S	M	T	W	Th	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28							
Student Days				Teacher Days			15

March

S	M	T	W	Th	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				
Student Days				Teacher Days			11

April

S	M	T	W	Th	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		
Student Days				Teacher Days			16

May

S	M	T	W	Th	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						
Student Days				Teacher Days			11

June

S	M	T	W	Th	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				
Student Days				Teacher Days			0

End Date

All Teachers/IC/TOA/SLP
Elementary Counselors
MS/HS Counselors

- Minimum Attendance Day
- Intersession: Non-Paid/Non-Work Day
- Non-Paid/Non-Work Day
- Half Day For New Teachers, ICs, TOAs (PD)
- New Teacher Academy (Stipend)
- Paid/Non-Work Day

- July 4 July 4th Holiday
- July 6 First Day for New Teachers, IC, TOA, SLP, MS/HS Counselors, 10 & 11 Mo Class. EE's
- July 8 First Day for Returning Teachers, Elem. Counselors
- July 15 First Day for Students
- Week of Aug 24 Q1: Progress Reports
- Aug 26-27 Parent/Teacher Conferences (Minimum Attendance)
- Sept 7 Labor Day (No School)
- Sept 11 New Teachers, ICs, TOAs Work 1/2 Day
- Sept 24 First Quarter Ends
- Sept 28-Oct 8 Intersession/Fall Break
- Week of Oct 19 Q1: Report Cards Go Home
- Week of Nov 9 Q2: Progress Reports
- Nov 11 Veterans Day (No school)
- Nov 23-26 Thanksgiving Break
- Dec 16-17 Semester Finals: 9-12 (Minimum Attendance)
- Dec 17 Second Quarter/First Semester Ends
- Dec 21-31 Winter Break
- Jan 4 First day of 2nd Semester/3rd Quarter
- Week of Jan 11 Q2: Report Cards Go Home
- Jan 18 Martin Luther King Jr./Civil Rights Day (No School)
- Week of Feb 1 Q3: Progress Reports
- Feb 3-4 Parent/Teacher Conferences (Minimum Attendance)
- Feb 15 Presidents' Day (No School)
- Feb 19 New Teachers, ICs, TOAs Work 1/2 Day
- Mar 4 Third Quarter Ends
- Mar 8-18 Intersession Week/ Spring Break
- Week of Mar 29 Q3: Report Cards Go Home
- Mar 29 Spring Holiday (No School)
- Week of April 19 Q4: Progress Reports
- Week of May 17 Q4: Report Cards Go Home
- May 17-19 Semester Finals (Minimum Attendance)
- May 17 KHS Graduation
- May 18 LWHS Graduation
- May 19 Fourth Quarter Ends/Last Day for Students, Teachers, Elem. Counselors, TOA, IC, SLP
- May 31 Memorial Day
- June 10 Last Day for MS/HS Counselors

STUDENT DAYS:

1st Grading Period	41
2nd Grading Period	35
3rd Grading Period	34
4th Grading Period	34
Total Days	144

COUNSELOR DAYS (MS/HS):

1st Semester	82
2nd Semester	80
Total	162

TEACHER AND ELEMENTARY COUNSELOR DAYS:

1st Semester	80
2nd Semester	68
Total	148
148 Returning Teachers & Elementary Counselors	
151 New Teachers, Instructional Coaches, TOAs, SLPs	
166 Psychologists (7/1-5/20)	

Kingman Unified School District No. 20 2026-27 Calendar - 12-Month Employees 4 and 5-Day Per Week Work Schedules

Start Date: 7/1/2026
End Date: 6/30/2027

July							August							September							October						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4							1			1	2	3	4	5					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
							30	31																			

November							December							January							February						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7			1	2	3	4	5							2		1	2	3	4	5	6
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28						
														31													

March							April							May							June						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
														30	31												

- Paid Holiday Observed for Employees Working a 4-Day Schedule
- Additional Paid Holiday for Employees Working a 5-Day Schedule
- Juneteenth Observed for Employees Working 4 & 5 day Schedule
- Non-Work Day for Employees Working a 4-Day Schedule
- Paid Holiday Observed for Employees Working a 5-Day Schedule
- Paid Holidays

July 4	July 4th Holiday	Jan 18	Martin Luther King Jr./Civil Rights Day (No School)
July 6	First Day for New Teachers, IC, TOA, SLP, MS/HS Counselors, 10 & 11 Mo Class. EE's	Week of Feb 1	Q3: Progress Reports
July 8	First Day for Returning Teachers, Elem. Counselors	Feb 3-4	Parent/Teacher Conferences (Minimum Attendance)
July 15	First Day for Students	Feb 15	Presidents' Day (No School)
Week of Aug 24	Q1: Progress Reports	Feb 19	New Teachers, ICs, TOAs Work 1/2 Day
Aug 26-27	Parent/Teacher Conferences (Minimum Attendance)	Mar 4	Third Quarter Ends
Sept 7	Labor Day (No School)	Mar 8-18	Intersession Week/Spring Break
Sept 11	New Teachers, ICs, TOAs Work 1/2 Day	Week of Mar 29	Q3: Report Cards Go Home
Sept 24	First Quarter Ends	March 29	Spring Holiday (No School)
Sept 28-Oct 8	Intersession Week/Fall Break	Week of April 19	Q4: Progress Reports
Week of Oct 19	Q1: Report Cards Go Home	Week of May 17	Q4: Report Cards Go Home
Week of Nov 9	Q2: Progress Reports	May 17 - 19	Semester Finals (Minimum Attendance)
Nov 11	Veterans Day (No School)	May 17	KHS Graduation
Nov 23 - 26	Thanksgiving Break	May 18	LWHS Graduation
Dec 16 - 17	Semester Finals: 9-12 (Minimum Attendance)	May 19	Fourth Quarter Ends/Last Day for Students, Teachers, Elem. Counselors, TOA, IC, SLP, 9 Mo Class. EE's
Dec 17	Second Quarter/First Semester Ends	May 31	Memorial Day
Dec 21 - Dec 31	Winter Break	June 7	Last Day for 10 Mo Classified Employees
Jan 4	First day of 2nd Semester/3rd Quarter	June 15	Last Day for MS/HS Counselors
Week of Jan 11	Q2: Report Cards Go Home	June 19	Juneteenth (Observed on June 21st)
		June 22	Last Day for 11 Mo Classified Employees

12-Month Employees (4-Day Per Week Schedule)

Working Days: 199
Paid Holidays: 10
Total Paid Days: 209

12-Month Employees (5-Day Per Week Schedule)

Working Days: 250
Paid Holidays: 11
Total Paid Days: 261

Kingman Unified School District No. 20 2026-27 Calendar - Certified Staff

July							August							September							October							Start Date	
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S		
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	MS/HS Counselors	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	New Teachers/IC/TOA/SLP	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	Returning Teachers	
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	Elementary Counselors	
Student Days						14	Student Days						17	Student Days						14	Student Days						12		
Teacher Days						14	Teacher Days						17	Teacher Days						14	Teacher Days						12		

November							December							January							February								
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S		
1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13		
8	9	10	11	12	13	14	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20		
15	16	17	18	19	20	21	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27		
22	23	24	25	26	27	28	27	28	29	30	31			24	25	26	27	28	29	30	28								
29	30						Student Days						11	Student Days						15	Student Days						15		
Student Days						12	Teacher Days						11	Teacher Days						15	Teacher Days						15		

March							April							May							June							End Date	
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S		
	1	2	3	4	5	6					1	2	3						1	2			1	2	3	4	5	All Teachers/IC/TOA/SLP	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	Elementary Counselors	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	MS/HS Counselors	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26		
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30					
Student Days						11	Student Days						16	Student Days						11	Student Days						0		
Teacher Days						11	Teacher Days						16	Teacher Days						11	Teacher Days						0		

- Minimum Attendance Day
- Interession: Non-Paid/Non-Work Day
- Non-Paid/Non-Work Day
- Half Day For New Teachers, ICs, TOAs (PD)
- New Teacher Academy (Stipend)
- Paid/Non-Work Day

- | | | |
|---|---|--|
| <ul style="list-style-type: none"> July 4 July 4th Holiday July 6 First Day for New Teachers, IC, TOA, SLP, MS/HS Counselors, 10 & 11 Mo Class. EE's July 8 First Day for Returning Teachers, Elem. Counselors July 15 First Day for Students Week of Aug 24 Q1: Progress Reports Aug 26-27 Parent/Teacher Conferences (Minimum Attendance) Sept 7 Labor Day (No School) Sept 11 New Teachers, ICs, TOAs Work 1/2 Day Sept 24 First Quarter Ends Sept 28-Oct 8 Interession/Fall Break Week of Oct 19 Q1: Report Cards Go Home Week of Nov 9 Q2: Progress Reports Nov 11 Veterans Day (No school) Nov 23-26 Thanksgiving Break Dec 16-17 Semester Finals: 9-12 (Minimum Attendance) Dec 17 Second Quarter/First Semester Ends Dec 21-31 Winter Break Jan 4 First day of 2nd Semester/3rd Quarter | <ul style="list-style-type: none"> Week of Jan 11 Jan 18 Week of Feb 1 Feb 3-4 Feb 15 Feb 19 Mar 4 Mar 8-18 Week of Mar 29 Mar 29 Week of April 19 Week of May 17 May 17-19 May 17 May 18 May 19 May 31 June 10 | <ul style="list-style-type: none"> Q2: Report Cards Go Home Martin Luther King Jr./Civil Rights Day (No School) Q3: Progress Reports Parent/Teacher Conferences (Minimum Attendance) Presidents' Day (No School) New Teachers, ICs, TOAs Work 1/2 Day Third Quarter Ends Interession Week/ Spring Break Q3: Report Cards Go Home Spring Holiday (No School) Q4: Progress Reports Q4: Report Cards Go Home Semester Finals (Minimum Attendance) KHS Graduation LWHS Graduation Fourth Quarter Ends/Last Day for Students, Teachers, Elem. Counselors, TOA, IC, SLP Memorial Day Last Day for MS/HS Counselors |
|---|---|--|

STUDENT DAYS:		COUNSELOR DAYS (MS/HS):		TEACHER AND ELEMENTARY COUNSELOR DAYS:	
1st Grading Period	41	1st Semester	82	1st Semester	80
2nd Grading Period	35	2nd Semester	80	2nd Semester	68
3rd Grading Period	34		162		148
4th Grading Period	34				148
Total Days	144				148
					148 Returning Teachers & Elementary Counselors
					151 New Teachers, Instructional Coaches, TOAs, SLPs
					166 Psychologists (7/1-5/20)

Kingman Unified School District No. 20 2026-27 Calendar - Classified Staff 9, 10, 11-Month, 4-Day Per Week Schedule

July							August							September							October						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4						1			1	2	3	4	5					1	2	3	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
							30	31																			

November							December							January							February							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
1	2	3	4	5	6	7			1	2	3	4	5						1	2			1	2	3	4	5	6
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28							
														31														

March							April							May							June						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
														30	31												

Start Date

9 Month

10 & 11 Month

End Date

9 Month

10 Month

11 Month

 Paid Holidays 9, 10, 11 Mo
 Intersession: Non-Paid/Non-Work Day
 Non-Paid/Non-Work Day
 Additional Paid Holiday 10 & 11 Mo
 Minimum Attendance Day

- | | | | |
|----------------|---|----------------|---|
| July 4 | July 4th Holiday; Non-Paid/Non-Work Day | Week of Jan 11 | Q2: Report Cards Go Home |
| July 6 | First Day for 10 & 11 Mo Classified Employees | Jan 18 | Martin Luther King Jr./Civil Rights Day (No School, Paid Holiday) |
| July 13 | First Day for 9 Mo Employees | Week of Feb 1 | Q3: Progress Reports |
| July 15 | First Day for Students | Feb 3-4 | Parent/Teacher Conferences (Minimum Attendance) |
| Week of Aug 24 | Q1: Progress Reports | Feb 15 | Presidents' Day (No School, Paid Holiday) |
| Aug 26-27 | Parent/Teacher Conferences (Minimum Attendance) | Mar 4 | Third Quarter Ends |
| Sept 7 | Labor Day (No School, Paid Holiday) | Mar 8-18 | Intersession Week/Spring Break |
| Sept 24 | First Quarter Ends | Week of Mar 29 | Q3: Report Cards Go Home |
| Sept 28-Oct 8 | Intersession/Fall Break | Mar 29 | Spring Holiday (No School) |
| Week of Oct 19 | Q1: Report Cards Go Home | Week of Apr 19 | Q4: Progress Reports |
| Week of Nov 9 | Q2: Progress Reports | Week of May 17 | Q4: Report Cards Go Home |
| Nov 11 | Veterans Day (No School, Paid Holiday) | May 17-19 | Semester Finals (Minimum Attendance) |
| Nov 23-26 | Thanksgiving Break | May 17 | KHS Graduation |
| Dec 16-17 | Semester Finals: 9-12 (Minimum Attendance) | May 18 | LWHS Graduation |
| Dec 17 | Second Quarter/First Semester Ends | May 19 | Fourth Quarter Ends; Last Day for Students, 9 Mo Employees |
| Dec 21-Dec 31 | Winter Break | May 31 | Memorial Day |
| Dec 25 | Christmas Day | June 7 | Last Day for 10 Mo Classified Employees |
| Jan 1 | New Year's Day | June 19 | Juneteenth |
| Jan 4 | First day of 2nd Semester/3rd Quarter | June 22 | Last day for 11 Mo Classified Employees |

9 Month

Working Days: 146

Paid Holidays: 7

Total Paid Days: 153

10 Month

Working Days: 159

Paid Holidays: 8

Total Paid Days: 167

11 Month

Working Days: 168

Paid Holidays: 8

Total Paid Days: 176

Positions Include:

- ASL Specialist
- Behavior Coach
- CTE Career Center Assistant
- Clerk-Occupational Therapy, Title I
- Health Office Staff
- Opportunity Room Intervener
- Paraeducator
- SLPA

Positions Include:

- Administrative Asst. (10 Mo)
- Clerk-General, Attendance
- ELL Specialist
- Paraeducator -Specialist, Student Outreach
- School-based Receptionist
- School Resource Officer
- Secretary-SPED, Guidance
- SPED/Psychologist Secretary

Positions Include:

- Administrative Asst. (11 Mo)
- Administrative Asst.-Discipline/AD, AP/AD
- Attendance Officer
- Bus/Classroom Monitor
- Registrar
- Student Accounts/Bookstore

Kingman Unified School District No. 20 2026-27 Calendar - CDC Caregivers

Start Date: 7/1/2026
End Date: 6/30/2027

July							August							September							October						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4						1			1	2	3	4	5					1	2	3	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
							30	31																			

November							December							January							February						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2		1	2	3	4	5	6
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28						
														31													

March							April							May							June						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
														30	31												

Paid Holidays - All
 Non-Paid/Non-Work Day
 Non-Work Day: May use accrued personal leave or take unpaid

Juneteenth Observed
 Fourth of July Paid Holiday Observed

- | | | | |
|---------------|--------------------------|----------|---|
| July 4 | July 4th Holiday | Jan 18 | Martin Luther King Jr./Civil Rights Day (No School) |
| Sept 7 | Labor Day (No School) | Feb 15 | Presidents' Day (No School) |
| Nov 11 | Veterans Day (No School) | March 29 | Spring Holiday (No School) |
| Nov 25-27 | Thanksgiving Break | May 31 | Memorial Day |
| Dec 21- Jan 1 | Winter Break | June 19 | Juneteenth |
| | | June 21 | Juneteenth Observed (No School) |

Working Days: 240
 Paid Holidays: 11
Total Paid Days: 251





MEMORANDUM OF UNDERSTANDING

Contract # 2690

Kingman Unified School District (herein “District”) and **Southwest Behavioral Health Services, Inc. dba Southwest Behavioral & Health Services**, an Arizona nonprofit corporation (herein “SBH”) hereby agree to the following Terms and Conditions:

1. **PURPOSE.** This Agreement supports SBH’s desire to provide mental health services, substance abuse counseling, and parenting skills training, including individual, group, and family counseling services (herein “Services”) to students and families within the District.
2. **SBH AGREES TO:**
 - A. Make Services available on school campuses for students who are enrolled in SBH Services.
 - B. Support the school’s Success Team in identifying students and families who are in need of behavioral health services.
 - C. Provide Services to students and families who are either eligible or ineligible for Arizona Health Care Cost Containment System (herein “AHCCCS”) coverage.
 - D. Assist families with enrollment for AHCCCS.
 - E. Provide Services to students and families who will pay for Services out-of-pocket (herein “Private Pay”). Students and families receiving Private Pay Services will sign a Private Pay Agreement with SBH. The Rate Schedule for Private Pay is outlined in Exhibit A.
 - F. Work in collaboration with families, teachers, and school personnel to aid students and families in reaching their service plan goals.
 - G. Provide clinician with a laptop and cell phone for contact purposes.
 - H. Upon request, provide updates to School Administration and Board regarding the progress and impact of programs and Services.
3. **DISTRICT AGREES TO:**
 - A. Provide adequate office and classroom space in order for SBH to effectively administer programs and Services. District will provide a school email and access to the internet.
 - B. Work in collaboration with SBH to aid students and families in reaching their service plan goals.
 - C. Include SBH’s clinician in Success Team meetings and school events designated to build communication and collaboration among stakeholders.
4. **TERM.** The term of this Agreement shall be from **January 1, 2026** through **December 31, 2027**. This Agreement is not subject to automatic renewal.
5. **TERMINATION.** Either party may, at any time and without defaulting on this Agreement, terminate in whole, or any part, this Agreement for convenience by providing a thirty (30) day written notice to the other party.
6. **RELATIONSHIP BETWEEN PARTIES.** SBH and District are independent entities. No relationship of employer-employee exists between SBH, District, and their agents. The Parties understand and agree that they shall not in any manner represent or hold out as acting or being authorized to act on behalf of the other Party. SBH and District will retain exclusive control of their respective employees.

7. **CONFIDENTIALITY.** During the execution of this Agreement, the Parties may gain access, gain exposure, or acquire confidential information of clients (herein referred to as “Confidential Information”).
- A. **Confidentiality Obligations.** The Parties, including their employees, agents, or representatives shall (i) not disclose to any third party the Confidential Information acquired during the execution of this Agreement, unless otherwise permitted by this Agreement, (ii) only permit use of the Confidential Information by employees, agents, and representatives who need the Confidential Information to complete performance under this Agreement, and (iii) advise each of their employees, agents, and representatives of their obligations to keep the Confidential Information private. The Parties agree that they shall be bound by and shall abide by all applicable Federal and State statutes and regulations pertaining to the confidentiality of client records or information.
 - B. **Confidentiality Exception.** The Parties shall not use or disclose any Confidential Information for any purpose not associated with the Parties’ responsibilities under this Agreement, unless the Party receives written consent from the client, client’s attorney, or legal guardian.
 - C. **Release of Information.** The records obtained during sessions with SBH are considered medical records and are not part of the student’s educational records. SBH will release all records according to Arizona Law.
8. **INDEMNIFICATION.** Each Party to this Agreement shall hold harmless, and indemnify the other Party and its directors, officers, agents, sub-contractors, employees and volunteers against any and all losses, liabilities, damages, injuries, claims, suits, demands and legal proceedings including any direct, indirect or consequential loss, liability, damage, or expense, but not including attorneys’ fees, unless awarded by a court of competent jurisdiction, arising out of or in connection with the intentional, willful, wanton, reckless or negligent conduct arising from or to the extent alleged to be in connection with the Services to any Indemnified Party and any third party. However, neither Party shall be indemnified hereunder for any loss, liability, damage, or expense resulting from its sole negligence or willful misconduct. Any claim involving contributory negligence shall be handled so that each party is responsible and liable for its share of the damages and defense cost associated therewith, in proportion to its share of negligence.
9. **NOTICES.** Unless otherwise provided for in this Agreement, notices shall be provided in writing. Notices may be made in electronic or hard copy format, so long as the specified guidelines are followed.
- A. **Electronic Notices.** Electronic notices must be sent via electronic mail. Notice is deemed given when the notice is sent. Electronic notices to SBH shall be sent to: contracts@sbhservices.org. Electronic notices to District shall be sent to: gdoner@kUSD.org.
 - B. **Hard Copy Notices.** Hard copies notices must be sent by registered or certified mail with delivery confirmation. Notice is deemed given upon confirmed delivery. Notices to SBH shall be sent to: Southwest Behavioral Health Services, Inc.; 3450 North 3rd Street, Phoenix, AZ 85012; Attention: Contracts Department. Notice to District shall be sent to: Kingman Unified School District; 3033 MacDonald Avenue, Kingman, AZ 86401; Attention: Dr. Gretchen Dorner.
10. **INSURANCE.** District and SBH shall maintain insurance to cover its operations and properties throughout the term of this Agreement. Any insurance maintained by SBH will apply in excess of, and not contribute to, insurance maintained by the District. SBH shall provide District with proof of liability insurance.
11. **GOVERNING LAW AND VENUE.** The validity, interpretation, and performance of this Agreement shall be governed by the laws of the State of Arizona. The venue for any legal action arising out of this Agreement shall be held in a court of competent jurisdiction in Mohave County in the State of Arizona.
12. **COMPLIANCE WITH LAW.** The Parties agree that this Agreement shall, at all times, comply with applicable local, State, and Federal law.

- A. **Equal Opportunity Affirmative Action.** SBH shall not maintain or provide racially segregated facilities at any establishment under its control. SBH agrees to comply with all applicable State and Federal Equal Opportunity, immigration, and affirmative action requirements.
- B. **Nondiscrimination.** The Parties shall comply with Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, and State Executive Order No. 99-4 and 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin, or political affiliation, shall have equal access to employment opportunities. The Parties shall comply with the Rehabilitation Act of 1973, as amended, which prohibits discrimination in the employment or advancement of employment of qualified persons because of physical or mental handicap, and the Americans with Disabilities Act.
- C. **Fingerprinting.** District will have, at all times, a complete and accurate written list of all employees and agents of SBH who will be provided access to District sites on a regular basis under this Agreement; SBH will be required to have a completed IVP fingerprint clearance card in accordance with A.R.S. § 15-512(H), and a criminal background check for each person granted access to District sites on an intermittent basis; and SBH will ensure that its employees and agents follow guest or visitor rules at District sites
- D. **Workers' Compensation.** An employee of either Party shall be deemed an "employee" of both Parties while performing pursuant to this Agreement, for purposes of A.R.S. § 23-1022 and the Arizona Workers' Compensation laws. The primary employer shall be solely liable for any worker's compensation benefits which may accrue. Each Party shall post a notice pursuant to the provisions of A.R.S. § 23-906 in substantially the following form: All employees are hereby further notified that they may be required to work under the jurisdiction or control or within the jurisdictional boundaries of another public agency pursuant to an intergovernmental agreement or Contract, and under such circumstances they are deemed by the laws of Arizona to be employees of both public agencies for the purposes of workers' compensation.
- E. **Changes in Law.** If prior to the expiration of the term of this Agreement, applicable Federal, State, or local laws are enacted and affect either Party's performance or ability to perform under this Agreement, then the Parties may modify this Agreement within thirty (30) days after the legislation is effective.
- F. **Appropriations.** If during the term of this Agreement, a regulatory body, including the Arizona Department of Behavioral Health Services and/or Human Services, Arizona Health Care Cost Containment System (AHCCCS), Regional Behavioral Health Authority, other funding sources, or the Internal Revenue Service determines that this Agreement is illegal, jeopardizes SBH's tax exempt status, or otherwise materially affects SBH's business, the applicable provisions of this Agreement shall be deemed null and void.
- G. **Severability.** If any of the provisions contained in this Agreement are deemed invalid, illegal, or unenforceable in any respect under any applicable statute or rule of law, then such provisions shall be deemed inoperative to the extent that it is invalid, illegal, or unenforceable, and the remainder of this Agreement shall continue in full force and effect.

13. **DISPUTE RESOLUTION:** Any claim or controversy arising out of this Agreement will be resolved, to the fullest extent possible and in accordance with the law through informal meetings and discussions held in good faith between appropriate representatives of the parties. Any remaining claim or controversy will be resolved through mediation. Either party may initiate mediation by providing the other party a written request for mediation, setting forth the subject of the dispute and the relief requested. The parties will cooperate with one another in selecting a mediator. The parties agree they will participate in the mediation in good faith. Each party will bear its own costs and expenses, including its own attorneys' fees. Each party will bear an equal share of the mediator's fees and any administrative mediation costs. All offers, promises, conduct, and statements, whether oral or written, made in the course of the mediation by any of the parties, their agents, employees, experts and attorneys, and by the mediator made during mediation, are confidential, privileged, and inadmissible for any purpose, including impeachment, in any other proceeding involving the parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

- 14. **WAIVER.** No delay or failure to exercise any right, power, or privilege under this Agreement shall impair any such right, power, or privilege or be construed as a waiver of any default.
- 15. **NO PUBLICITY.** The Parties shall not advertise, publish or disclose to any third party or use any trademarks or trade names in any press release, promotional materials, advertisements, without a written consent signed by all Parties
- 16. **ASSIGNMENT.** This Agreement shall not be assigned in whole or in part by any of the Parties without the express, written consent of all Parties.
- 17. **ENTIRETY.** This Agreement contains the entire contract between the Parties. All prior negotiations between the Parties are merged into this Agreement. There are no understandings or agreements other than those incorporated herein. This Agreement may not be modified except by written instrument signed by all Parties.
- 18. **SIGNATURE AUTHORITY.** Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement.

Southwest Behavioral Health Services, Inc.

Kingman Unified School District

Signature

Signature

Printed Name

Printed Name

Title

Date

Title

Date



EXHIBIT A

Southwest Behavioral Health Services, Inc. SELF PAY FEE AGREEMENT

Member Name: _____

I understand that my full fee payment is due and payable at the time of service, even if I have insurance, and acknowledge that I am responsible for any and all charges for services received. I understand that I am responsible for any cost incurred from services not provided by Southwest Behavioral & Health Services. I understand that by choosing to self-pay for services, I have waived my right to have the services billed to my insurance company and Southwest Behavioral & Health Services will not provide me with a superbill of self-pay services rendered. **I further agree to pay a \$25 fee FOR APPOINTMENTS MISSED OR CANCELLED WITHOUT A 24-HOUR NOTICE.** I understand that payments are **due at time of service** with cash, credit/debit card, cashier's check or money order (NO personal checks will be accepted). I also understand that any medications that may be prescribed are my full financial responsibility.

Behavioral Health Services- Self-Pay Rates

*To include Medical visits provided in-office, by phone or via telemed.

Description	Billing Frequency	Private Pay Rate
Initial Intake/Assessment	Per visit	\$200.00
Individual Counseling	Per hour	\$100.00
Family Counseling/Family Coaching	Per hour	\$100.00
Group Counseling	Per hour	\$25.00
Skills Training	Per 15 min	\$25.00
Psychological Testing/Evaluation: Face-to-Face Evaluation	Per hour	\$150.00
Psychologist Testing/Evaluation: Non-Face-to-Face post-evaluation Test Administration & Scoring.	Per 30 minutes	\$60.00

Description	Billing Frequency	Private Pay Rate
Psychiatric Evaluation	Per visit (1 hours)	\$250.00
Medication Monitoring	Per visit (20 to 30 min)	\$100.00
Case Management	Per 30 min	\$25.00
Health Promotion	Per 30 min	\$25.00
Peer Support	Per 15 min	\$20.00
Vocational Services (on site)	Per hour	\$25.00

Physical Health Services - Self-Pay Rates

*To include Medical visits provided in-office, by phone or via telemed.

Description	Billing Frequency	Private Pay Rate
Initial Visit	Per visit	\$75.00
Established Member Visit	Per visit	\$75.00
Preventive Care Visit	Per visit	\$75.00

Description	Billing Frequency	Private Pay Rate

Medication Assisted Treatment Services - Self-Pay Rates

*To include Medical visits provided in-office, by phone or via telemed.

Description	Billing Frequency	Private Pay Rate
1st Appointment includes: Intake/Annual Assessment/History & Physical	Per visit	\$150.00
Methadone includes one (1) group per week and one (1) monthly clinician visit	Weekly	\$70.00
Medication Monitoring	Per visit	\$100.00

Description	Billing Frequency	Private Pay Rate
Courtesy Dosing	Per day	\$20.00
Suboxone includes one (1) monthly clinician visit, one (1) Medication Monitoring and two (2) Group sessions	Monthly	\$200.00
Psychological Testing (requires 6-98 hours)	Per hour	\$100.00

Sliding Fee Schedule

Poverty Level*	0 - 100 %		101 - 125 %		126 - 150 %		151 - 175 %		176 - 200 %	
Percent Discount	100% Discount		80% Discount		60% Discount		40% Discount		20% Discount	
Family Size	Minimum Fee		20% Pay		40% Pay		60% Pay		80% Pay	
1	\$0	\$15,650	\$15,651	\$19,410	\$19,411	\$24,070	\$24,071	\$29,850	\$29,851	\$37,020
2	\$0	\$21,150	\$21,151	\$26,230	\$26,231	\$32,530	\$32,531	\$40,340	\$40,341	\$50,020
3	\$0	\$26,650	\$26,651	\$33,050	\$33,051	\$40,980	\$40,981	\$50,820	\$50,821	\$63,020
4	\$0	\$32,150	\$32,151	\$39,870	\$39,871	\$49,440	\$49,441	\$61,310	\$61,311	\$76,030
5	\$0	\$37,650	\$37,651	\$46,690	\$46,691	\$57,900	\$57,901	\$71,800	\$71,801	\$89,030
6	\$0	\$43,150	\$43,151	\$53,510	\$53,511	\$66,350	\$66,351	\$82,280	\$82,281	\$102,030
7	\$0	\$48,650	\$48,651	\$60,330	\$60,331	\$74,810	\$74,811	\$92,770	\$92,771	\$115,040
8	\$0	\$54,150	\$54,151	\$67,150	\$67,151	\$83,270	\$83,271	\$103,260	\$103,261	\$128,040
For Each Additional person, add	\$5,500									

Based on 2025 HHS Poverty Level Guidelines ([Federal Register :: Annual Update of the HHS Poverty Guidelines](#))

Qualifying Discount (check one): <input type="checkbox"/> 100% <input type="checkbox"/> 80% <input type="checkbox"/> 60% <input type="checkbox"/> 40% <input type="checkbox"/> 20% <input type="checkbox"/> None

Member or Parent/Guardian Name (print): _____

Signature: _____ Date: _____

Witness: (Staff Name/Signature) _____ Date: _____

**DIE ©
AUDITS / FINANCIAL MONITORING**

The Governing Board directs the Superintendent to implement procedures that assure District compliance with all state and federal requirements for audits and financial monitoring. Contingent upon prescribed qualifying criteria, such requirements may include, but are not limited to, procedural reviews by the Office of the Arizona Auditor General and the federal Single Audit Act Amendments and the current U.S. Office of Management and Budget (OMB) Compliance Supplement June 2016.

Necessary Services

The procurement of the necessary services shall be consistent with the District's policy on bidding and purchasing procedures. Any allocation of costs for the services shall conform to the requirements of the Uniform System of Financial Records (USFR).

Board Presentation

A final report of each separate fiscal management review shall be presented to the Board for examination and discussion. After a report has been presented to the Board, it will become a matter of public record, and its distribution will not be limited. Copies of a final report shall be filed with appropriate state and other authorities.

The Governing Board shall publicly accept all audits and compliance questionnaires by roll call vote.

Posting

The District shall prominently post on its website home page a copy of its profile pages that displays the percentage of every dollar spent in the classroom by that school district from the most recent status report issued by the Auditor General.

Adopted: _____

LEGAL REF.:

A.R.S.
15-213
15-239
15-914
15-2111

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

41-1279.03

41-1279.04

41-1279.05

41-1279.07

41-1279.21

41-1279.22

A.A.C.

R7-2-902

USFR - Audit Requirements

2 CFR Part 200 Appendix XI, Compliance Supplement

CROSS REF.:

DB - Annual Budget: Schedule, Preparation/Planning, Format,
and Posting/Submission

DIE-R ©

REGULATION

AUDITS / FINANCIAL MONITORING

Each program, instructional unit, and department shall prepare and maintain such financial records as are directed by the Superintendent. The documents shall be accurate and of essential sufficiency to enable the District to comply with all requirements for financial monitoring and audits, both internal and external.

Requirements for Proper Management

In addition to special reviews that may be conducted as necessary, the District will comply with the following minimum requirements to demonstrate proper management of and accountability for its fiscal resources:

A. ~~Whenever the District's~~ expends less than one million dollars (\$1,000,000) in expenditure of federal grants in a fiscal year (starting with Fiscal Year 2026 audits; financial assistance is less than seven hundred fifty thousand dollars [\$7500,000] for earlier during a fiscal years), the District shall be subject to a procedural review conducted by the Office of the Auditor General at times determined by the Auditor General, subject to the following provisions:

1. Districts that have adopted a Maintenance and Operations Fund (M&O) budget of two million dollars (\$2,000,000) or more shall contract with an independent certified public accountant to conduct an annual financial statement audit in accordance with United States (U.S.) generally accepted governmental auditing standards, Government Auditing Standards issued by the U.S. Comptroller General, and Uniform Guidance (2 CFR Part 200, Subpart F), as applicable.
2. Districts that have adopted a Maintenance and Operations Fund (M&O) budget between seven hundred thousand dollars (\$700,000) and two million dollars (\$2,000,000) shall contract with an independent certified public accountant to conduct a biennial financial statement audit in accordance with United States (U.S.) generally accepted governmental auditing standards, Government Auditing Standards issued by the U.S. Comptroller General, and Uniform Guidance (2 CFR Part 200, Subpart F), as applicable.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

B. Whenever the District's expends one million dollars (\$1,000,000) or more in combined expenditure from all sources of federal financial assistance is grants in a fiscal year (starting with Fiscal Year 2026 audits; previously seven hundred and fifty thousand dollars [\$750,000]) or more during a fiscal year, the District shall contract with an ~~approved~~ independent auditor certified public accountant to conduct an annual financial and compliance (Single) audit. The audit shall be performed in accordance with generally accepted auditing standards, Government Auditing Standards issued by the U.S. Comptroller General, and Uniform Guidance (2 CFR Part 200, Subpart F), as applicable in compliance with the requirements of the federal Single Audit Act Amendments of 2003 and any implementing regulations of the Office of Management and Budget (OMB).

To the extent permitted by federal law, the District:

- A. may convert to a biennial audit schedule when the previous annual audit contained no significant negative findings, defined as the District having received a letter of noncompliance issued by the ~~a~~Auditor ~~g~~General;
- B. shall convert back to an annual audit whenever an audit produces significant negative findings;
- C. may convert back to a biennial audit schedule when the two (2) previous audits have not contained any significant negative findings.

The Superintendent shall be promptly informed of any material deficiency that is discovered during a monitoring or auditing process.

Memorandum

To: KUSD Governing Board

From: Liz Albin, Director of Curriculum & Assessment

RE: Course Title Changes

FOR AGENDA

Possible action to rename 4 CTE courses in the AgriScience pathway.

FOR PACKET

In order to provide clarity in the sequence of AgriScience classes and better align with the ADE CTE program name, the following course title changes have been requested:

Course ID	Current Course Title	Proposed Title Change
AGR 0103/0105	Ag Biology A/B	AgriScience I A/B
AGR 1201/1202	Advanced Ag Biology A/B	AgriScience II A/B
AGR 1301/1302	AgriScience 1 A/B	AgriScience III A/B
AGR 1401/1402	AgriScience 2 A/B	AgriScience IV A/B

Memorandum

To: KUSD Governing Board

From: Liz Albin, Director of Curriculum & Assessment

RE: Curriculum to be put on display for 60 days

FOR AGENDA

Curriculum to be displayed for the required sixty (60) days starting March 10, 2026.

This curriculum will be used at the Middle School level.

Title: Overcoming Obstacles

Website: <https://www.overcomingobstacles.org/portal/en/grade-level/middle-school>

FOR PACKET

Overcoming Obstacles was presented to the KUSD Curriculum Committee on February 17, 2026. After reviewing the topics in the curriculum and hearing information about the impact the pilot has had on student behaviors at KMS, the committee voted to bring the curriculum to the KUSD Governing Board after the required 60 day public display.

Units:

Confidence Building

Communication

Decision Making

Goal Setting

Managing Personal Resources

Studying Effectively

Problem Solving

Resolving Conflicts

Looking to the Future

Service Learning

FY27 ASBAIT Rates				
Copay (Classic Silver)	EMPLOYER	EMPLOYEE	Total	HSA
Individual	\$ 1,027.00	\$ 241.00	\$ 1,268.00	
Individual + Spouse	\$ 1,143.00	\$ 1,396.00	\$ 2,539.00	
Individual + Children	\$ 1,134.00	\$ 1,278.00	\$ 2,412.00	
Individual + Family	\$ 1,198.00	\$ 2,039.00	\$ 3,237.00	
Dual Spouse	\$ 2,007.00	\$ 1,230.00	\$ 3,237.00	
2600 HDHP				
Individual	\$ 897.00	\$ 57.50	\$ 954.50	\$ 250
Individual + Spouse	\$ 1,010.00	\$ 896.50	\$ 1,906.50	\$ 250
Individual + Children	\$ 996.00	\$ 815.50	\$ 1,811.50	\$ 250
Individual + Family	\$ 1,045.00	\$ 1,384.50	\$ 2,429.50	\$ 250
Dual Spouse	\$ 1,749.00	\$ 680.50	\$ 2,429.50	\$ 250
4200 HDHP				
Individual	\$ 864.00	\$ 26.50	\$ 890.50	\$ 500
Individual + Spouse	\$ 980.00	\$ 801.50	\$ 1,781.50	\$ 500
Individual + Children	\$ 965.00	\$ 727.50	\$ 1,692.50	\$ 500
Individual + Family	\$ 1,021.00	\$ 1,248.50	\$ 2,269.50	\$ 500
Dual Spouse	\$ 1,861.00	\$ 408.50	\$ 2,269.50	\$ 500
6000 HDHP				
Individual	\$ 701.50	\$ -	\$ 701.50	\$ 2,250
Individual + Spouse	\$ 770.00	\$ 630.50	\$ 1,400.50	\$ 2,250
Individual + Children	\$ 759.00	\$ 572.50	\$ 1,331.50	\$ 2,250
Individual + Family	\$ 803.00	\$ 982.50	\$ 1,785.50	\$ 2,250
Dual Spouse	\$ 1,750.50	\$ -	\$ 1,750.50	\$ 780
Dental				
	Employer Pays	Employee Pays	Total	
Individual	\$ 46.10	\$ -	\$ 46.10	
Individual + Spouse	\$ 42.00	\$ 50.60	\$ 92.60	
Individual + Children	\$ 42.00	\$ 54.30	\$ 96.30	
Individual + Family	\$ 45.00	\$ 83.40	\$ 128.40	
Dual Spouse	\$ 101.40	\$ 27.00	\$ 128.40	
Vision				
	Employer Pays	Employee Pays	Total	
Individual	\$ 10.46	\$ -	\$ 10.46	
Individual + Spouse	\$ 11.00	\$ 9.94	\$ 20.94	
Individual + Children	\$ 12.00	\$ 10.40	\$ 22.40	
Individual + Family	\$ 13.00	\$ 22.82	\$ 35.82	
Dual Spouse	\$ 23.82	\$ 12.00	\$ 35.82	

Memorandum

To: KUSD Governing Board

From: Margot Jones, Executive Director of Business and Finance

RE: ASBAIT Insurance Rates

FOR AGENDA

- Possible action to approve ASBAIT insurance rates for FY27 school year

FOR PACKET

We have received our renewal rates from ASBAIT for the FY27 school year. Medical plans are being increased by 6% overall, with no increase to dental, vision, and basic life. While any increase is significant, most plans in Arizona and nationwide are double to triple that.

We have 676 employees enrolled in medical. 80% employees will see an average monthly rate increase of only \$6.25. More than half of our employees will not receive an increase at all as they are on the district's free plans. For our employees with more significant needs, about 3.5%, will see an average monthly increase of \$97.

This increase will cost the district about \$400,000 in FY27.

Memorandum

To: KUSD Governing Board

From: Margot Jones, Executive Director of Business and Finance

RE: Staff Raises

FOR AGENDA

- Possible action to approve staff raises for FY27 school year

FOR PACKET

In December the board approved the January 2026 minimum wage increase for all classified, hourly staff of 3.06%. We recommend extending this raise to all remaining staff (certified, classified exempt). At the board budget workshop, a raise was discussed with a cost of \$1,209,997. This amount includes the raise already given to classified staff (cost of \$390,000.) The cost for the remaining staff would be about \$819,997.

While we also discussed being deficit spending at the workshop, we feel the investment in our staff should remain a priority, while continuing to find savings in other ways.

Approve Listed Donations:

Cerbat Elementary School:

- The Cerbat Garden Club donated irrigation system supplies, a 5x3 Metal Shed, a 4-Tier Mini Green House, and two sets of grow lights to the garden club
- Kristy Oman donated 3 batter operated water times for the garden club

Desert Willow Elementary School:

- Nathan Lewis donated a Yamaha PSR-E225GM keyboard to the music program

Hualapai Elementary School:

- Mrs. Mary Reiman donated instructional materials, music curriculum books and resources valued at \$750 to the music program

Kingman High School:

- The FCCLA Early Childhood Club received a \$500 donation from Kingman Firefighters Association

Kingman Middle School:

- VFW Post 10386 in Kingman donated \$400 to the Special Olympics for travel costs to competitions
- VFW Post 10386 in Kingman donated snacks to the Special Olympics for 35 students to take and compete at competition
- Danny Flynn donated 25 custom made hats to the 2026 KMS Boys Baseball team

Little Explorers:

- KASRA – Retired Teachers Kingman Area donated 11 boxes of Kleenex

Lee Williams High School:

- KRMC donated \$1000 to the Marshall Brennan Club
- White Bluff/Abe and Tiffany Martinez donated \$1000 to the AUX Scholarship
- Vertical Rise Trust Account donated \$6,756.80 to the Band and Choir Club
- Kingman Firefighters Association donated \$500 to the Girls' Softball team

Manzanita Elementary School:

- Westside Mobil donated 23 t-shirts for the running club