

**PRESCOTT UNIFIED SCHOOL DISTRICT**

**Washington School Gym  
300 East Gurley Street  
Prescott, Arizona 86301**

**GOVERNING BOARD  
REGULAR MEETING**

**5:00PM (DOORS OPEN AT 4:30 PM)**

**JUNE 25, 2024**

This Meeting can be viewed via live stream using the following link:

<https://youtube.com/live/OncEugVLyg4?feature=share>

Members of the Governing Board will attend either in person or by telephone conference call.

The Governing Board may consider any item on this agenda in any order and at any time during the meeting.

Copies of agendas and supplementary documentation relative to public meetings are available from the Superintendent's Office during normal work hours 24 hours prior to meeting and on the evening of the meeting.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Superintendent's Office at (928) 445-5400. Requests should be made as early as possible to arrange the accommodation.



**Mission Statement**

- P**roviding extraordinary opportunities through a variety of programs and challenging curriculum.
- U**niting the PUSD family of students, staff, and community members through positive relationships.
- S**upporting exceptional staff through on-going individualized professional development.
- D**eveloping a highly educated, civic-minded, and productive community, one student at a time.

**Vision Statement**

Prescott Unified School District educates students to be confident, lifelong-learners prepared to achieve their full potential in a complex, interconnected world.

## AGENDA

### 1. STRATEGIC PLAN COLOR KEY:

STUDENT ACHIEVEMENT

CULTURE

COMMUNITY AND STAKEHOLDER RELATIONSHIPS

ENROLLMENT

RESOURCE ACCOUNTABILITY

### 2. CALL TO ORDER - Governing Board President, Stan Goligoski

### 3. OPENING CEREMONY

A. Welcome - Governing Board President, Stan Goligoski

B. Pledge of Allegiance - Governing Board President, Stan Goligoski

### 4. APPROVAL OF AGENDA - Governing Board President, Stan Goligoski

A. Consider approving the agenda, as presented.

RELEVANT INFORMATION: Board Policy requires the approval of the agenda.

### 5. APPROVAL OF MINUTES - Governing Board President, Stan Goligoski

A. Consider approving the minutes from the Study Session and Regular Study and Voting Session meetings of May 7, 2024, as presented.

RELEVANT INFORMATION: Board policy requires the approval of minutes.

### 6. INFORMATION ONLY ITEMS

A. Summary of Current Events

1. Superintendent

2. Governing Board Members

### 7. ACTION ITEMS

**A. CONSENT AGENDA** - *All those items listed below may be enacted by one motion and approved as Consent Agenda items with or without discussion. However, any item may be removed from the Consent Agenda and considered separately if a Governing Board member so requests.*

*The resolutions included in the Consent Agenda have been posted in order to waive the reading of the body of the resolutions.*

Consider approving the Consent Agenda as presented.

1. Consider approving the certified and classified personnel actions as presented.

RELEVANT INFORMATION:

A copy of the personnel report is attached for review.

Presenter: Andy Binder, Assistant Superintendent/HR Director

2. Consider approving the donations as presented.

RELEVANT INFORMATION:

Board policy requires acceptance by the Governing Board of all donations.

Presenter: Brian Moore, Chief Financial Officer

3. Consider ratifying the vouchers as presented.

RELEVANT INFORMATION:

Arizona Revised Statutes require approval/ratification of all vouchers.

Presenter: Brian Moore, Chief Financial Officer

4. Consider approving the Student Activities Fund Statement of Receipts and Disbursements for May - June 2024, as presented.

RELEVANT INFORMATION: Please see the attached reports.

Presenter: Brian Moore, Chief Financial Officer

5. Consider approving Mr. Clark Tenney, Superintendent; Mr. Andy Binder, Assistant Superintendent/Human Resources; Mrs. Kelsey Secor, Assistant Superintendent/Instruction; Mr. Brian Moore, Chief Financial Officer; and Mrs. Cathy Moody, Director of Purchasing, as designated persons authorized by the Governing Board, when competitive sealed bidding is either not practicable or not advantageous to the district, to issue written determinations to solicit competitive sealed proposals, multi-term contracts, factors for alternative project delivery methods for construction services, or non-construction contracts requiring bid or contract security for the 2024-2025 school year.

RELEVANT INFORMATION:

In order to follow the procurement rules established in the Arizona Administrative Code, the Governing Board can name those authorized to issue written determinations to initiate procurement methods other than competitive sealed bidding. Contract awards will continue to be brought to the Governing Board for approval.

Presenter: Brian Moore, Chief Financial Officer

6. Consider approving the appointment of the Chief Financial Officer as the Treasurer and Student Activities Bookkeeper as the Assistant Treasurer of Student Activities for Prescott Unified School District for the 2024-2025 school year.

RELEVANT INFORMATION:

In accordance with the Uniform System of Financial Records for Arizona School Districts (USFR) a Governing Board of a school district having student activities monies shall appoint a

student activities treasurer. The student activities treasurer shall oversee the deposit of the student activities monies in a bank account designated as the student activities account. Any disbursement shall be authorized by or on behalf of the student members of the particular club or organization as provided in the USFR.

Presenter: Brian Moore, Chief Financial Officer

7. Consider approving the following: Arizona State Procurement, Mohave Educational Services, Government Procurement Alliance (1GPA), TCPN, U.S. Communities, Strategic Alliance of Volume Expenditures (SAVE), OMNIA Partners, BuyBoard National Purchasing Cooperative, NCPA, Sourcewell, Choice Partners, GSA, Equalis, The Greater Phoenix Purchasing Consortium (GPPCS), TIPS, contracts, and their awarded vendors for the 2024-2025 school year.

**RELEVANT INFORMATION:**

According to R7-2-1191 of the Arizona Department of Education School District Procurement Rules, school districts can enter into agreements to participate in cooperative purchasing of materials, services, or construction. Cooperative purchasing is described in the procurement rules as "procurement conducted by, or on behalf of, more than one public procurement unit." Prescott Unified School District utilizes one or more of these contracts and pricing to procure goods and services yearly. Annual Governing Board approval is required.

Prescott Unified School District uses the cooperative agreements (see attachment) to purchase supplies, equipment, services, and construction that are advantageous to the district. The Procurement Office will review all consortium contracts for compliance with the School District Procurement Rules before that contract is utilized.

Presenter: Brian Moore, Chief Financial Officer

8. Consider approving the use of the list of vendors as Sole Source procurement for the 2024-2025 school year as presented.

**RELEVANT INFORMATION:**

Procurement guidelines require the Governing Board to approve the listing of vendors that are utilized as "Sole Source." Sole Source is when no reasonable alternative exists.

Attached please find a listing of vendors used to meet the needs of Prescott Unified School District.

Note: Not all vendors listed will be used each year. However, vendors from the Sole Source listing are used as required, highlighting the necessity of your approval for their use.

Presenter: Brian Moore, Chief Financial Officer

9. Consider approving the District's current bank accounts and authorized signers for the 2024-2025 school year as presented.

**RELEVANT INFORMATION:**

Pursuant to A.R.S. 15-321, 15-1122, and 15-1126, the Governing Board should approve the bank accounts and authorized signers on a yearly basis.

Please see the attached list.

Presenter: Brian Moore, Chief Financial Officer

10. Consider the Approval of a Resolution authorizing the execution of warrants between board meetings, as presented.

RELEVANT INFORMATION: This resolution would make it possible where an order for salary or other expenses may be signed between board meetings if a resolution to that effect has been passed prior to the signing and that order is ratified by the Board at the next regular or special meeting of the Governing Board.

Presenter: Brian Moore, Chief Financial Officer

11. Consider approving Mr. Clark Tenney, Superintendent; Mr. Andy Binder, Assistant Superintendent/Human Resources; Mrs. Kelsey Secor, Assistant Superintendent/Instruction, and Mr. Brian Moore, Chief Financial Officer, as designated persons authorized by the Governing Board to use "emergency procurement" for goods and services when an emergency condition exists for the 2024-2025 school year.

RELEVANT INFORMATION:

In order to follow correct "emergency procurement" procedures, the Governing Board must name those authorized to utilize emergency procurement on behalf of Prescott Unified School District. Every year, emergency procurement is used to remedy everything from lightning-damaged fire alarms and telephone systems to a bus breaking down out of town. Health and safety issues also call for immediate correction, such as mold or asbestos concerns. These are examples where emergency procurement has been used to solve problems. Sometimes insurance covers the cost of the problem and sometimes the problem has to be taken care of within the district budget. If the problem requiring emergency procurement is above a normal maintenance budget, the Superintendent advises the Governing Board of the corrective action. Coordination among the Business Office, Facilities Department, Transportation Department, Purchasing Department, and Administration assists in the resolution of any problems.

Presenter: Brian Moore, Chief Financial Officer

12. Consider approving the authorization of line item Maintenance and Operation (M&O) expenditures in excess of the budget but within the total M&O budget for fiscal year 2024-2025 as presented.

RELEVANT INFORMATION: Per A.R.S. 15-605(G), this resolution allows the District to exceed budget line items within the Maintenance and Operations, with the understanding that the District does not exceed the total Maintenance and Operations budget in total. Please see the attached formal resolution.

Presenter: Brian Moore, Chief Financial Officer

13. Consider approving renewal of membership with The Arizona School Alliance for Workers' Compensation, Inc. through June 30, 2025, as presented.

RELEVANT INFORMATION:

It is required by law that the district carry workers' compensation coverage.

Presenter: Brian Moore, Chief Financial Officer

14. Consider approving the Arizona Department of Education Food Program Permanent Service Agreement, as presented.

RELEVANT INFORMATION:

In order for districts to participate in the National School Lunch Program, School Breakfast Program, Special Milk Program, Summer Food Service Program, and/or At-Risk, After-school Meals component of the Child and Adult Care Food Programs, the district's Governing Board needs to approve the execution of ADE's Food Program Permanent Service Agreement.

Presenter: Brian Moore, Chief Financial Officer

15. Consider approving the designation of the Chief Financial Officer, Brian Moore, to be the primary signer on the Food Program Permanent Service Agreement and the food service liaison, Amy Seigler, to be an alternate signer.

RELEVANT INFORMATION:

On ADE's Food Program Permanent Service Agreement, the Governing Board must designate the district's primary and alternate signers.

Presenter: Brian Moore, Chief Financial Officer

16. Consider approving the Amendment to the Employee Staffing Agreement for Employee Staffing Services with Educational Services, LLC, as presented.

RELEVANT INFORMATION: This is an annual renewal of the original IGA dated July 1, 2022. This amendment extends the agreement to July 1, 2025.

Presenter: Andy Binder, Assistant Superintendent /HR Director

17. Consider approving an amendment to the Intergovernmental Agreement between the Arizona Department of Economic Security Rehabilitation Service Administration and Prescott Unified School District, as presented

RELEVANT INFORMATION:

This is an amendment to an agreement executed July 1, 2022, with a five-year term, ending on June 30, 2027. The original agreement is a third-party cooperative arrangement for the purpose of facilitating a seamless transition of students with disabilities from high school to the world of work in order to maximize their employability and integration into the workforce and community.

Presenter: Clark Tenney, Superintendent

18. Consider approving the renewal of an Intergovernmental Agreement between Vail Unified School District No. 20 and Prescott Unified School District, as presented.

RELEVANT INFORMATION:

This IGA was originally approved at the November 7, 2023, Governing Board Meeting. This is a one-year renewal of that agreement.

Over the past decade, educators in the Vail School District have and continue to develop a

philosophy of teaching and learning to strengthen support for communities of teachers, facilitate teaching and learning, and improve student achievement. Beyond Textbooks is a comprehensive program of instruction support, student assessment, interventions, and enrichment.

Presenter: Brian Moore, Chief Financial Officer

**B. PUBLIC HEARING** - If a member of the public wishes to speak regarding the Proposed Budget for 2024-2025, please complete and return the attached exhibit BEDH-E, Request for Public Participation in Governing Board Meeting to Sarah Torres, Administrative Assistant to the Governing Board prior to the public hearing portion of the agenda. This document can also be found under the Governing Board tab on the PUSD website: <https://www.prescottschools.com>.

For items with the potential to have many speakers, the overall speaking time may be adjusted by the Governing Board. Speakers will be called to speak in the order in which they signed up, first come, first served.

Requests to speak that are emailed will also be first come, first served. Email requests can be sent to [sarah.torres@prescottschools.com](mailto:sarah.torres@prescottschools.com) at any time prior to the public hearing of the agenda.

1. Consider recessing the regular meeting to hold a Public Hearing to discuss the Proposed Budget for 2024-2025.
2. Consider adjourning the Public Hearing and reconvening to Regular Session.

**C. STUDY AND VOTING SESSION** - If a member of the public wishes to speak to one of the following voting items, please complete and return exhibit BEDH-E, Request for Public Participation in Governing Board Meeting to Sarah Torres, Administrative Assistant to the Governing Board prior to the study and voting session of the agenda. This document can also be found under the Governing Board tab on the PUSD website: <https://www.prescottschools.com>.

For items with the potential to have many speakers, the overall speaking time may be adjusted by the Governing Board. Speakers will be called to speak in the order in which they signed up, first come, first served.

Requests to speak that are emailed will also be first come, first served. Email requests can be sent to [sarah.torres@prescottschools.com](mailto:sarah.torres@prescottschools.com) at any time prior to the study and voting session of the agenda.

1. **Consider approving the Prescott Unified School District Governing Board Resolution, as presented.**

**RELEVANT INFORMATION:**

In light of recent community feedback and media inquiries about recent actions of one PUSD Board member, Board members have requested that the full Board consider the attached Resolution statement about the District and Board's responsibility to be welcoming and respectful to all members of the public.

**Presenter:** Stan Goligoski, Governing Board President

2. **Consider approving the School Facilities Division's "Terms and Conditions for Acceptance of Monies from the Building Renewal Grant Fund", for PUSD school sites, as presented.**

**RELEVANT INFORMATION:**

Governing Board approval is required for the School Facilities Division to distribute any monies for projects from the Building Renewal Grant fund and to comply with state law.

- BRG-005777 - Mile High Middle School - Upper Gym & Main Gym Bleacher Replacement
- BRG-006017 - Granite Mountain School - 7.5 ton HVAC Replacement
- BRG-006090 - Abia Judd - Truss Repair
- BRG-006020 - Abia Judd - 10 ton HVAC Unit Replacement
- BRG-006018 - Prescott Mile High Middle School - 15 ton HVAC Replacement

**Presenter:** Brian Moore, Chief Financial Officer

**3. Consider approving AZ Administrative Code R7-2-1005 Emergency Purchase for the truss job at Abia Judd Elementary School, as presented.**

**RELEVANT INFORMATION:**

In November 2023, Abia Judd Elementary School's library ceiling and ceiling in the corridors adjacent to the library were noticeably sagging. The signs included fire sprinkler pendants that were no longer visible, loose ceiling tiles, out-of-level ceiling grids and gaps between the ceiling tiles and adjacent walls.

Through emergency procurement procedures, Prescott Unified School District, No. 1 was able to find a contractor, with a large enough bond, that could do the truss work at Abia Judd Elementary School on short notice.

The nature of the emergency requires that the procurement be made prior to governing board approval. The emergency procurement is being presented at this governing board meeting.

Please see the attached document for a description of the Emergency Purchase process and remediation.

**Presenter:** Brian Moore, Chief Financial Officer

**4. Consider approving the Proposed Budget for 2024/2025, as presented.**

**RELEVANT INFORMATION:**

According to Arizona Revised Statutes, each district is required to annually prepare a Proposed Budget no later than July 5th but at least 10 days prior to the board adopting the proposed expenditure budget. The district must provide a link on our website to the Arizona Department of Education's website where the district's Proposed Budget can be viewed. The district must also publish a copy of the proposed Budget/Summary and a notice of the public hearing and board meeting no later than ten days prior to the meeting. We will post to ADE's website the hearing notification and a link to the proposed Budget/Summary.

**Presenter:** Brian Moore, Chief Financial Officer

**5. Consider approving the list of student fees and extracurricular fees for the 2024-2025 school year, as presented.**

**RELEVANT INFORMATION:** School District Governing Boards are required to adopt student fees annually at a public meeting.



Please see the attached list of fees.

**Presenter:** Brian Moore, Chief Financial Officer

**6. Consider adopting the 5th - 8th Grade Math Curriculum, as presented.**

**RELEVANT INFORMATION:**

A committee of K-12 teachers, administrators, district staff, instructional coaches, parents, and community members was created to review the curriculum. There were a total of 31 Committee members. They developed criteria for evaluating math curriculum based on state expectations, research, experience, and our current instructional framework. The committee explored seven math curriculum programs, identified their strengths and weaknesses based on our developed criteria, and came to a consensus on a recommendation for a 5th-8th Grade Math curriculum adoption.

The 5th-8th Grade Math committee determined they would like to use i-Ready Classroom Mathematics as the Math curriculum.

**Presenter:** Kelsey Secor, Director of Instructional Support

**7. Consider adopting the proposed changes in Governing Board Policies, BEDB - Agenda, and BEDB-E Agenda Exhibit, as presented.**

**RELEVANT INFORMATION:**

Governing Board BGB requires first and second readings of all proposed policy adoptions and approval by the Governing Board. **This is the second reading** of the proposed policy changes. The Board will be asked to adopt the policies after the second reading. Any Regulations and/or Exhibits have been attached for review and do not require Governing Board approval.

**Presenter:** Andy Binder, Assistant Superintendent/Human Resources Director

**D. INFORMATION AND DISCUSSION ITEMS**

1. Brian Moore, Chief Financial Officer, has prepared the School Board Summary Budget Report for your review.

2. Emergency Procurement Discussion

**Presenter:** Brian Moore, Chief Financial Officer

3. Community Comments shared with the Governing Board (what comments/concerns are Board Members hearing from the public in general).

**Presenter:** Governing Board President, Stan Goligoski

**4. Meeting Dates:**

**Study Session:** Tuesday, July 9, 2024, at 5:00 pm in the PUSD District Office Boardroom. Chapter 10 of "How Not to Be a Terrible School Board Member" will be discussed at this study session.

**Regular Study and Voting Session/Executive Session:** Tuesday, July 9, 2024, at 5:15 pm in the PUSD District Office Boardroom.

**8. ADJOURNMENT**