

July Study Session and Regular Governing Board Meeting and Budget Hearing

Thursday, July 9, 2026 5:00 PM

District Office, 220 Ruger Rd., Prescott, AZ 86301

1. OPENING ITEMS

1.A. Call to Order of MICTED Governing Board Study Session

1.B. Discussion of Superintendent Search Vendor Options

1.C. *Executive Session - Pursuant to ARS 38-431-03.1 the Governing Board may vote to hold an executive session for discussion related to a superintendent search.

1.D. Study Session Roll Call

1.E. Call to Order Regular Session Mountain Institute Governing Board Meeting at 6PM

1.F. Budget Hearing for Fiscal Year 27

1.G. Roll Call

1.H. Pledge of Allegiance

1.I. Moment of Silence

1.J. Approval of Board Agenda

2. PUBLIC PARTICIPATION

3. INFORMATION/PRESENTATIONS

3.A. Ash Fork Programming

3.B. Scholarship Request

3.C. Sparklight Marketing

4. SUMMARY OF CURRENT EVENTS

4.A. Governing Board

4.B. Superintendent

5. CONSENT AGENDA

5.A. Minutes

5.B. Voucher Approval

5.C. Personnel

5.D. Posting of Veterinary Assisting TA Position

5.E. Governing Board Approval of Food Purchases for District Events

5.F. Intergovernmental Agreements, Contracts, and other Agreement Approval

5.G. Required Documents for County to Process Vouchers and Execute Warrants

5.H. Cooperative Agreement Approval

5.I. Private party donations

5.J. Approval of Consent Agenda

6. DISCUSSION ITEMS

6.A. Student Services Update

6.A.1. Enrollment Update

6.A.2. Industry Credentials/Certifications

6.A.3. Handbook Updates

6.A.4. Placement Data

6.B. Programs Update

6.B.1. FY27 Q&C Submission Requirements and Payment Schedule (draft form)

6.B.2. Instructor Pre-Service Schedule (draft form- will review August)

6.B.3. Classroom Site Fund - 301 Plans (draft form - will request Board approval after teacher/TA approval as required - August)

7. DISCUSSION/POSSIBLE ACTION ITEMS

7.A. Finance Report

7.B. Facilities and Construction Update

7.C. Education Stipend

7.D. Tuition Rates for 2026/2027

7.E. Empowerment Scholarship Account (ESA) Tuition Over/Under Payment

7.F. Budget Approval for the 2026/2027 Fiscal Year

7.G. Yavapai College Concurrent Enrollment IGA

7.H. Scholarship Approval Consideration

7.I. Ash Fork Programming

7.J. Sparklight Marketing

7.K. Superintendent Search

7.L. Professional Development and Registration
Stipends

7.M. Arizona School Boards Association (ASBA)
Delegate Selection

8. **CLOSING ITEMS**

9. **Announcements**

10. **Next Scheduled Board Meeting**

11. **Adjournment**

12. **Legislative Update**

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2701

Voucher Date: 07/01/2026

Prepared By:

Printed: 07/01/2026 09:50:45 AM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$33,976.85 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2026 to June 30, 2027 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$14,646.98
610	UNRESTRICTED CAPITAL OUTLAY	\$18,952.65
855	EMPLOYEE INSURANCE WITHHOLDINGS	\$377.22
		\$33,976.85

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

ASBAIT

Check Group:

Voucher Batch Number: 2701

07/01/2026

Amount

Data Coordinator-Life	1	42	07012026	001.300.2580.6213.500	\$4.50
			7/1/2026	LIFE INSURANCE	
Data Coordinator-Vision	1	42	07012026	001.300.2580.6212.500	\$10.46
			7/1/2026	VISION INSURANCE	
Data Coordinator-Dental	1	42	07012026	001.300.2580.6211.500	\$46.10
			7/1/2026	DENTAL INSURANCE	
Superintendent-Life	1	42	07012026	001.300.2320.6213.500	\$11.70
			7/1/2026	LIFE INSURANCE	
Superintendent-Medical-Base	1	42	07012026	001.300.2320.6210.500	\$1,388.00
			7/1/2026	EMPLOYEE INSURANCE	
Superintendent-Medical-Buy Up	1	42	07012026	855.300.2320.6210.500	\$41.00
			7/1/2026	EMPLOYEE INSURANCE	
Superintendent-Vision-Self	1	42	07012026	001.300.2320.6212.500	\$10.46
			7/1/2026	VISION INSURANCE	
Superintendent-Vision-Spouse	1	42	07012026	855.300.2320.6212.500	\$10.48
			7/1/2026	VISION INSURANCE - DEPENDENT	
Superintendent-Dental-Self	1	42	07012026	001.300.2320.6211.500	\$46.10
			7/1/2026	DENTAL INSURANCE	
Superintendent-Dental-Spouse	1	42	07012026	855.300.2320.6211.500	\$46.50
			7/1/2026	DENTAL INSURANCE	
Fire-Life	0.84	42	07012026	001.336.1000.6213.606	\$3.78
			7/1/2026	LIFE INSURANCE	
Fire-Life	0.16	42	07012026	001.384.1000.6213.606	\$0.72
			7/1/2026	LIFE INSURANCE	
Fire-Medical	0.84	42	07012026	001.336.1000.6210.606	\$1,165.92
			7/1/2026	EMPLOYEE INSURANCE	
Fire-Medical	0.16	42	07012026	001.384.1000.6210.606	\$222.08
			7/1/2026	EMPLOYEE INSURANCE	

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

Voucher Batch Number: 2701

07/01/2026

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Fire-Vision	0.84 42		07/01/2026 7/1/2026	001.336.1000.6212.606 VISION INSURANCE	\$8.79
Fire-Vision	0.16 42		07/01/2026 7/1/2026	001.384.1000.6212.606 VISION INSURANCE	\$1.67
Fire-Dental-Self	0.84 42		07/01/2026 7/1/2026	001.336.1000.6211.606 DENTAL INSURANCE	\$38.72
Fire-Dental-Self	0.16 42		07/01/2026 7/1/2026	001.384.1000.6211.606 DENTAL INSURANCE	\$7.38
Fire-Dental-Spouse	0.84 42		07/01/2026 7/1/2026	855.336.1000.6211.606 DENTAL INSURANCE	\$39.06
Fire-Dental-Spouse	0.16 42		07/01/2026 7/1/2026	855.384.1000.6211.606 DENTAL INSURANCE	\$7.44
Program Director-Life	1 42		07/01/2026 7/1/2026	001.300.2490.6213.500 LIFE INSURANCE	\$4.50
Program Director-Medical	1 42		07/01/2026 7/1/2026	001.300.2490.6210.500 EMPLOYEE INSURANCE	\$1,388.00
Program Director-Vision-Self	1 42		07/01/2026 7/1/2026	001.300.2490.6212.500 VISION INSURANCE	\$10.46
Program Director-Vision-Spouse	1 42		07/01/2026 7/1/2026	855.300.2490.6212.500 VISION INSURANCE	\$10.48
Program Director-Dental-Self	1 42		07/01/2026 7/1/2026	001.300.2490.6211.500 DENTAL INSURANCE	\$46.10
Program Director-Dental-Spouse	1 42		07/01/2026 7/1/2026	855.300.2490.6211.500 DENTAL INSURANCE	\$46.50
Admin Assistant II-Life	0.5 42		07/01/2026 7/1/2026	001.300.2320.6213.500 LIFE INSURANCE	\$2.25
Admin Assistant II-Life	0.5 42		07/01/2026 7/1/2026	001.300.2570.6213.500 LIFE INSURANCE	\$2.25
Admin Assistant II-Medical	0.5 42		07/01/2026 7/1/2026	001.300.2320.6210.500 EMPLOYEE INSURANCE	\$694.00

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

Voucher Batch Number: 2701

07/01/2026

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Admin Assistant II-Medical	0.5	42	07012026 7/1/2026	001.300.2570.6210.500 EMPLOYEE INSURANCE	\$694.00
Admin Assistant II-Medical-Buy Up	0.5	42	07012026 7/1/2026	001.300.2320.6210.500 EMPLOYEE INSURANCE	\$20.50
Admin Assistant II-Medical-Buy Up	0.5	42	07012026 7/1/2026	001.300.2570.6210.500 EMPLOYEE INSURANCE	\$20.50
Admin Assistant II-Vision-Self	0.5	42	07012026 7/1/2026	001.300.2320.6212.500 VISION INSURANCE	\$5.23
Admin Assistant II-Vision-Self	0.5	42	07012026 7/1/2026	001.300.2570.6212.500 VISION INSURANCE	\$5.23
Admin Assistant II-Vision-Dependent	0.5	42	07012026 7/1/2026	855.300.2320.6212.500 VISION INSURANCE - DEPENDENT	\$5.97
Admin Assistant II-Vision-Dependent	0.5	42	07012026 7/1/2026	855.300.2570.6212.500 VISION INSURANCE	\$5.97
Admin Assistant II-Dental-Self	0.5	42	07012026 7/1/2026	001.300.2320.6211.500 DENTAL INSURANCE	\$23.05
Admin Assistant II-Dental-Self	0.5	42	07012026 7/1/2026	001.300.2570.6211.500 DENTAL INSURANCE	\$23.05
Admin Assistant II-Dental-Dependent	0.5	42	07012026 7/1/2026	855.300.2320.6211.500 DENTAL INSURANCE	\$25.10
Admin Assistant II-Dental-Dependent	0.5	42	07012026 7/1/2026	855.300.2570.6211.500 DENTAL INSURANCE	\$25.10
CTE Specialist-Life	1	42	07012026 7/1/2026	001.300.2590.6213.500 LIFE INSURANCE	\$4.50
CTE Specialist-Medical	1	42	07012026 7/1/2026	001.300.2590.6210.500 EMPLOYEE INSURANCE	\$1,131.50
CTE Specialist-Vision-Self	1	42	07012026 7/1/2026	001.300.2320.6212.500 VISION INSURANCE	\$10.46
CTE Specialist-Vision-Dependent	1	42	07012026 7/1/2026	855.300.2320.6212.500 VISION INSURANCE - DEPENDENT	\$11.94

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

Voucher Batch Number: 2701

07/01/2026

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CTE Specialist-Dental Self	1	42	07012026 7/1/2026	001.300.2590.6211.500 DENTAL INSURANCE	\$46.10
CTE Specialist-Dental-Dependent	1	42	07012026 7/1/2026	855.300.2590.6211.500 DENTAL INSURANCE	\$50.20
Student Services Director-Life	1	42	07012026 7/1/2026	001.300.2490.6213.500 LIFE INSURANCE	\$4.50
Student Services Director	1	42	07012026 7/1/2026	001.300.2490.6210.500 EMPLOYEE INSURANCE	\$1,131.50
Student Services Director-Vision	1	42	07012026 7/1/2026	001.300.2490.6212.500 VISION INSURANCE	\$10.46
Student Services Director-Dental	1	42	07012026 7/1/2026	001.300.2490.6211.500 DENTAL INSURANCE	\$46.10
Admin Assistant I-Life	1	42	07012026 7/1/2026	001.300.2490.6213.500 LIFE INSURANCE	\$4.50
Cosmetology Instructor-Life	1	42	07012026 7/1/2026	001.319.1000.6213.607 LIFE INSURANCE	\$4.50
Cosmetology Instructor-Medical	1	42	07012026 7/1/2026	001.319.1000.6210.607 MEDICAL INSURANCE	\$1,388.00
MA Natalie-Medical	1	42	07012026 7/1/2026	001.300.2490.6210.500 EMPLOYEE INSURANCE	\$1,131.50
MA Natalie-Vision-Self	1	42	07012026 7/1/2026	001.349.1000.6212.602 VISION INSURANCE	\$10.46
MA Natalie-Vision-Spouse	1	42	07012026 7/1/2026	855.349.1000.6212.602 VISION INSURANCE	\$10.48
MA Natalie-Dental	1	42	07012026 7/1/2026	001.349.1000.6211.602 DENTAL INSURANCE	\$46.10
MA Natalie-Life	1	42	07012026 7/1/2026	001.349.1000.6213.602 LIFE INSURANCE	\$4.50
Dental-Medical	1	42	07012026 7/1/2026	001.321.1000.6210.607 EMPLOYEE INSURANCE	\$1,388.00

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

Voucher Batch Number: 2701

07/01/2026

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Dental-Dental	1	42	07012026 7/1/2026	001.321.1000.6211.607 DENTAL INSURANCE	\$46.10
Dental-Vision	1	42	07012026 7/1/2026	001.321.1000.6212.607 VISION INSURANCE	\$10.46
Dental-Life	1	42	07012026 7/1/2026	001.321.1000.6213.607 LIFE INSURANCE	\$4.50
Vet-Medical	1	42	07012026 7/1/2026	001.366.1000.6210.607 EMPLOYEE INSURANCE	\$1,388.00
Vet-Medical-Buy Up	1	42	07012026 7/1/2026	855.366.1000.6210.607 EMPLOYEE INSURANCE	\$41.00
Vet-Dental	1	42	07012026 7/1/2026	001.366.1000.6211.607 DENTAL INSURANCE	\$46.10
Vet-Vision	1	42	07012026 7/1/2026	001.366.1000.6212.607 VISION INSURANCE	\$10.46
Vet-Life	1	42	07012026 7/1/2026	001.366.1000.6213.607 LIFE INSURANCE	\$4.50

Check #: 0

PO/Invoice Total: \$14,155.52 ✓
Vendor Total: \$14,155.52

CENTERPOINTE EAST COMMERCIAL OWNERS
ASSO

Check Group:

HOA Dues2989 Centerpointe

HOA Dues for 2993 Centerpointe E

HOA Dues for 3001 Centerpointe East

1	32	2087	001.300.2630.6810.500 DUES AND FEES	\$230.00
1	32	2088	001.300.2630.6810.500 DUES AND FEES	\$230.00
1	32	2089	001.300.2630.6810.500 DUES AND FEES	\$230.00

Check #: 0

PO/Invoice Total: \$690.00 ✓
Vendor Total: \$690.00

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

Voucher Batch Number: 2701

07/01/2026

Amount

DYNAMITE INC

Check Group:

Cosmetology Cabinetry

610.319.4700.6731.607

\$6,589.00

Undesignated

Pick Up and Delivery from Warehouse-Cabinetry

610.319.4700.6731.607

\$275.00

Undesignated

Cabinetry Assembly, Prep & Install

610.319.4700.6731.607

\$2,915.00

Undesignated

Fabricate and Install Shelves-Cabinetry-Cosmo

610.319.4700.6731.607

\$3,300.00

Undesignated

Tax-Cabinetry-Cosmo

610.319.4700.6731.607

\$566.65

Undesignated

P&O

610.319.4700.6731.607

\$1,307.00

Undesignated

Check #: 0

PO/InvoiceTotal:

\$14,952.65

Vendor Total:

\$14,952.65

ISOLVED-OPERATING CASH

38-2976613

Check Group:

Premium Only-Core Service

1 33

143419-2

\$178.68

HEALTH BENEFITS

7/1/2026

Check #: 0

PO/InvoiceTotal:

\$178.68

Vendor Total:

\$178.68

VECTOR SOLUTIONS

Check Group:

Vector Pathways Subscription FY27

1 40

inv143481

610.300.2230.6655.500

\$4,000.00

SHORT-TERM NONINSTRUCTIONAL SOFTWARE
SUBSCRIPTION

7/1/2026

Check #: 0

PO/InvoiceTotal:

\$4,000.00

Printed: 07/01/2026 9:50:55 AM CST Report: rptAPVoucherDetail

2026.2.06

Page:

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MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

Voucher Batch Number: 2701

07/01/2026

Amount

Vendor Total: \$4,000.00

Grand Total: \$33,976.85

End of Report

ASBAIT
DEPT CODE 42266
PO BOX 650823
DALLAS TX 75265-0823

CENTERPOINTE EAST COMMERCIAL

4700 N STILLWELL PARKWAY
SUITE B
PRESCOTT VALLEY AZ 86314

DYNAMITE INC
7230 W CIELO GRANDE
PEORIA AZ 85383

ISOLVED-OPERATING CASH
PO BOX 737928
DALLAS TX 75373-7928

VECTOR SOLUTIONS
4890 W KENNEDY BLVD
STE 300
TAMPA FL 33609

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2026 - 2027

Bank Account: Treasurer YAVAPAI

From Date: 07/01/2026 To Date: 07/01/2026
From Check: 958470 To Check: 958474
From Voucher: 2701 To Voucher: 2701

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
958470	07/01/2026	ASBAIT	\$14,155.52	2701	Printed	Expense	☐		
958471	07/01/2026	CENTERPOINTE EAST COMMERCIAL O	\$690.00	2701	Printed	Expense	☐		
958472	07/01/2026	DYNAMITE INC	\$14,952.65	2701	Printed	Expense	☐		
958473	07/01/2026	ISOLVED-OPERATING CASH	\$178.68	2701	Printed	Expense	☐		
958474	07/01/2026	VECTOR SOLUTIONS	\$4,000.00	2701	Printed	Expense	☐		

Total Amount: \$33,976.85

End of Report

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2664

Voucher Date: 06/08/2026

Prepared By: 

Printed: 06/09/2026 10:47:19 AM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$40,692.67 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

DISTRICT COPY

DAVID KLEVER BOARD MEMBER -
PRESCOTT

THOMAS THURMAN BOARD MEMBER - MAYER

BETH CUMMINS BOARD CHAIR - BAGDAD

MICHELLE GRONEK BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN BOARD MEMBER -
HUMBOLDT

EDEE SPAIN BOARD MEMBER - SELIGMAN

KURTIS KEELE BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$39,506.30
010	CLASSROOM SITE FUND	\$0.00
400	CTE PRIORITY	\$1,186.37
		\$40,692.67

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2664

Voucher Date: 06/08/2026

Prepared By:



Printed: 06/08/2026 04:03:37 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$40,692.67 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

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DAVID KLEVER

BOARD MEMBER -
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BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$39,506.30
010	CLASSROOM SITE FUND	\$0.00
400	CTE PRIORITY	\$1,186.37
		\$40,692.67

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2664

06/08/2026

Vendor # QTY PO No. Invoice Invoice Date Account Amount

AMAZON CAPITAL SERVICES

Check Group:

Book Repair Tape

2 452 1hjh-nhpf-ctgt 001.300.1000.6610.500 \$23.28
6/8/2026 GENERAL SUPPLIES

Tax

1 452 1hjh-nhpf-ctgt 001.300.1000.6610.500 \$2.16
6/8/2026 GENERAL SUPPLIES

Check #: 0

PO/Invoice Total: \$25.44

Vendor Total: \$25.44

ASH FORK USD #31

Check Group:

Bus Driver Reimbursement

1 466 161224 001.400.2710.6511.501 \$7,696.71
6/8/2026 Undesignated

Check #: 0

PO/Invoice Total: \$7,696.71

Check Group:

Priority Reimbursement

1 467 161226 400.368.2500.6221.501 \$53.79
6/8/2026 Undesignated

Priority Reimbursement

1 467 161226 400.368.2500.6222.501 \$12.58
6/8/2026 Undesignated

Priority Reimbursement

1 467 161226 400.368.2500.6231.501 \$118.60
6/8/2026 Undesignated

Priority Reimbursement

1 467 161226 400.368.2500.6232.501 \$1.40
6/8/2026 Undesignated

Priority Reimbursement

1 467 161226 400.368.2500.6150.501 \$1,000.00
6/8/2026 Undesignated

Check #: 0

PO/Invoice Total: \$1,186.37

Vendor Total: \$8,883.08

CASTLE BRANCH-A DISA COMPANY

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2664

06/08/2026

Vendor # QTY PO No. Invoice Date Account Amount

Check Group:

CNA (compliance tracker, background check, drug test and fees)	4	92	10/19819-in	001.354.1000.6810.602	\$284.00
			6/8/2026	DUES AND FEES	
MA (compliance tracker, background check, drug test and fees)	8	92	10/19819-in	001.349.1000.6810.602	\$568.00
			6/8/2026	DUES AND FEES	
Dental (compliance tracker, background check, drug test and fees)	1	92	10/19819-in	001.321.1000.6810.607	\$80.49
			6/8/2026	DUES AND FEES	

Check #: 0

PO/InvoiceTotal: \$932.49

Vendor Total: \$932.49

GRANITE DELLS PORTABLE MINIS STORAGE LLC

Check Group:

Monthly Storage	1	393	1191	001.321.2610.6441.607	\$72.67
			6/8/2026	RENTING LAND AND BUILDINGS	
Monthly Storage	1	393	1191	001.366.2610.6441.607	\$72.67
			6/8/2026	Undesignated	
Monthly Storage	1	393	1191	001.319.2610.6441.607	\$72.66
			6/8/2026	Undesignated	

Check #: 0

PO/InvoiceTotal: \$218.00

Vendor Total: \$218.00

MAYER USD #43

Check Group:

596 Estimated Passthrough	1	119	06082026	001.300.1000.6870.505	\$25,369.08
			6/8/2026	PASS-THRU PAYMENTS-SATELLITE ALLOCATIONS	

Check #: 0

PO/InvoiceTotal: \$25,369.08

Check Group:

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2664

06/08/2026

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Welding Certification Reimbursement					
1	468		06082026a 6/8/2026	001.368.2213.6810.505 Undesignated	\$4,562.00
Check #: 0					
PO/Invoice Total:					\$4,562.00
Vendor Total:					\$29,931.08
MICHELLE PEREY					
Check Group:					
1	469		06082026 6/8/2026	001.300.2490.6810.500 DUES AND FEES	\$90.00
Check #: 0					
PO/Invoice Total:					\$90.00
Vendor Total:					\$90.00
Shred-It USA					
Check Group:					
1	63		8014475979 6/8/2026	001.300.2510.6810.500 DUES AND FEES	\$188.94
Check #: 0					
PO/Invoice Total:					\$188.94
Vendor Total:					\$188.94
Xerox Business Solutions					
Check Group:					
1	91		in6190960 6/8/2026	001.300.2580.6432.500 TECHNOLOGY-RELATED REPAIRS AND MAINTENANCE	\$204.64
Check #: 0					
PO/Invoice Total:					\$204.64
Vendor Total:					\$204.64
YAVAPAI COLLEGE					
Check Group:					

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name	Description

Vendor #

Cybersecurity Tution

001.353.1000.6564.610

s0062333a

1 115

Check #: 0

PO/InvoiceTotal:

\$219.00

Vendor Total:

\$219.00

Grand Total.	\$40,692.67
--------------	-------------

End of Report

AMAZON CAPITAL SERVICES
PO BOX 035184
SEATTLE WA 98124-5184

ASH FORK USD #31
PO BOX 247
ASH FORK AZ 86320

CASTLE BRANCH-A DISA COMPANY
PO BOX 737769
DALAS TX 75373-7769

GRANITE DELLS PORTABLE MINIS

3255 N ROUTE STATE 89
PRESCOTT AZ 86323

MAYER USD #43
PO BOX 1059
MAYER AZ 86333

MICHELLE PEREY
1675 N SAN ANTONIO RD
CHINO VALLEY AZ 86323

Shred-It USA
28883 Network Place
Chicago IL 60673-1288

Xerox Business Solutions
PO BOX 674911
DALLAS TX 75267-4911

YAVAPAI COLLEGE
ATTN: BUSINESS OFFICE
1100 E. SHELDON ST.
PRESCOTT AZ 86301

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2025 - 2026

Bank Account: Treasurer YAVAPAI

From Date: 06/09/2026

To Date: 06/09/2026

From Check: 956625

To Check: 956633

From Voucher: 2664

To Voucher: 2664

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
956625	06/09/2026	AMAZON CAPITAL SERVICES	\$25.44	2664	Printed	Expense	☐		
956626	06/09/2026	ASH FORK USD #31	\$8,883.08	2664	Printed	Expense	☐		
956627	06/09/2026	CASTLE BRANCH-A DISA COMPANY	\$932.49	2664	Printed	Expense	☐		
956628	06/09/2026	GRANITE DELLS PORTABLE MINIS S	\$218.00	2664	Printed	Expense	☐		
956629	06/09/2026	MAYER USD #43	\$29,931.08	2664	Printed	Expense	☐		
956630	06/09/2026	MICHELLE PEREY	\$90.00	2664	Printed	Expense	☐		
956631	06/09/2026	Shred-It USA	\$188.94	2664	Printed	Expense	☐		
956632	06/09/2026	Xerox Business Solutions	\$204.64	2664	Printed	Expense	☐		
956633	06/09/2026	YAVAPAI COLLEGE	\$219.00	2664	Printed	Expense	☐		

Total Amount: \$40,692.67

End of Report

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2665

Voucher Date: 06/09/2026

Prepared By: 

Printed: 06/09/2026 03:44:12 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$69,808.70 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

DISTRICT COPY

DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
475	JTED SOFT CAPITAL	\$0.00
610	UNRESTRICTED CAPITAL OUTLAY	\$69,808.70
		\$69,808.70

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2665

Voucher Date: 06/09/2026

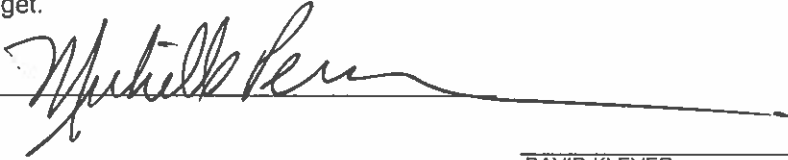
Prepared By:



Printed: 06/09/2026 03:05:25 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$69,808.70 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

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DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
475	JTED SOFT CAPITAL	\$0.00
610	UNRESTRICTED CAPITAL OUTLAY	\$69,808.70
		\$69,808.70

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2665

06/09/2026

Amount

Vendor # QTY PO No. Invoice
Invoice Date

Account

DYNAMITE INC

Check Group:

Renovations for 2989 Centerpointe E Unites A, B, and C

1

352

06092026

6/9/2026

610 319.4700 6450.607

Undesignated

\$69,808.70

Check #: 0

PO/Invoice Total: \$69,808.70

Vendor Total: \$69,808.70

Grand Total: \$69,808.70

End of Report

DYNAMITE INC
7230 W CIELO GRANDE
PEORIA AZ 85383

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2025 - 2026

Bank Account: Treasurer YAVAPAI

From Date: 06/09/2026 To Date: 06/09/2026
From Check: 956718 To Check: 956718
From Voucher: 2665 To Voucher: 2665

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
956718	06/09/2026	DYNAMITE INC	\$69,808.70	2665	Printed	Expense	☐		

Total Amount: \$69,808.70

End of Report

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2666

Voucher Date: 06/15/2026

Prepared By:

Printed: 06/16/2026 02:25:32 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$85,272.01 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

DISTRICT COPY

DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$14,571.20
010	CLASSROOM SITE FUND	\$0.00
374	E-RATE TELE-COMMUNICATIONS	\$2,229.00
400	CTE PRIORITY	\$1,493.10
515	CIVIC CENTER	(\$200.00)
610	UNRESTRICTED CAPITAL OUTLAY	\$67,178.71
		\$85,272.01

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2666

Voucher Date: 06/15/2026

Prepared By:



Printed: 06/15/2026 06:12:51 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$85,272.01 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$14,571.20
010	CLASSROOM SITE FUND	\$0.00
374	E-RATE TELE-COMMUNICATIONS	\$2,229.00
400	CTE PRIORITY	\$1,493.10
515	CIVIC CENTER	(\$200.00)
610	UNRESTRICTED CAPITAL OUTLAY	\$67,178.71
		\$85,272.01

MOUNTAIN INSTITUTE

Voucher Detail Listing

Voucher Batch Number: 2666

06/15/2026

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

AMAZON CAPITAL SERVICES

Check Group:

Liquid Nails

1 470

117H-1KHV-ycrd
6/15/2026

001.300.2510.6610.500
GENERAL SUPPLIES

\$13.65

Check #: 0

PO/Invoice Total:

\$13.65

Check Group:

Office Supplies

1 471

11q7-1vkh-cny3
6/15/2026

001.300.2510.6610.500
GENERAL SUPPLIES

\$27.55

Check #: 0

PO/Invoice Total:

\$27.55

Vendor Total:

\$41.20

BANKCARD CENTER

Check Group:

Staff Training Fees

5 473

06152026
6/15/2026

001.300.2213.6360.500
EMPLOYEE TRAINING & PROFESSIONAL
DEVELOPMENT

\$500.00

Ramada Credit

1 473

06152026
6/15/2026

001.300.2490.6810.500
DUES AND FEES

(\$200.00)

Dental Testing

1 473

06152026
6/15/2026

001.321.2260.6320.607
PROF-EDU SERVICES

\$270.00

Dental Testing

1 473

06152026
6/15/2026

001.321.2260.6320.607
PROF-EDU SERVICES

\$180.00

Vistaprint

1 473

06152026
6/15/2026

001.300.2560.6610.500
GENERAL SUPPLIES

\$28.20

Board Mtg Food

1 473

06152026
6/15/2026

001.300.2310.6610.500
GENERAL SUPPLIES

\$264.89

Board Mtg Food

1 473

06152026
6/15/2026

001.300.2310.6610.500
GENERAL SUPPLIES

\$10.30

Dental Testing

1 473

06152026
6/15/2026

001.321.2260.6320.607
PROF-EDU SERVICES

\$180.00

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2666

06/15/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Board Mtg. Food		1	473	06/15/2026	001.300.2310.6610.500 GENERAL SUPPLIES	\$24.97
				6/15/2026		
Home Depot		0.5	473	06/15/2026	001.321.1000.6610.607 GENERAL SUPPLIES	\$169.73
				6/15/2026		
Home Depot		0.5	473	06/15/2026	001.366.1000.6610.607 SUPPLIES AND MATERIALS	\$169.73
				6/15/2026		
TrainingLunch		0.610010 47	473	06/15/2026	001.300.2190.6890.500 MISC EXPENDITURES	\$302.98
				6/15/2026		
TrainingLunch		0.38989 53	473	06/15/2026	001.300.2570.6580.500 TRAVEL	\$193.70
				6/15/2026		
Norms Lock		0.333333 333	473	06/15/2026	001.319.2620.6810.607 Undesignated	\$8.32
				6/15/2026		
Norms Lock		0.333333 333	473	06/15/2026	001.366.2620.6810.607 Undesignated	\$8.32
				6/15/2026		
Norms Lock		0.333333 334	473	06/15/2026	001.321.2620.6810.607 DUES AND FEES	\$8.32
				6/15/2026		
Zoom		1	473	06/15/2026	610.300.2310.6655.500 SHORT-TERM NONINSTRUCTIONAL SOFTWARE SUBSCRIPTION	\$67.96
				6/15/2026		
Centerpointe Supply		0.333333 333	473	06/15/2026	001.319.2620.6610.607 GENERAL SUPPLIES	\$12.14
				6/15/2026		
Centerpointe Supply		0.333333 334	473	06/15/2026	001.366.2620.6610.607 GENERAL SUPPLIES	\$12.14
				6/15/2026		
Centerpointe Supply		0.333333 532	473	06/15/2026	001.321.2620.6610.607 GENERAL SUPPLIES	\$12.14
				6/15/2026		
Centerpointe Supply		0.333280 532	473	06/15/2026	001.319.2620.6610.607 GENERAL SUPPLIES	\$42.08
				6/15/2026		

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2666

06/15/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Centerpointe Supply		0.333359 734	473	06/15/2026	001.366.2620.6610.607	\$42.09
				6/15/2026	GENERAL SUPPLIES	
Centerpointe Supply		0.333359 734	473	06/15/2026	001.321.2620.6610.607	\$42.09
				6/15/2026	GENERAL SUPPLIES	
Hole-Training		1	473	06/15/2026	001.300.2570.6580.500	\$129.13
				6/15/2026	TRAVEL	
EMT Testing		1	473	06/15/2026	001.329.2260.6320.602	\$104.00
				6/15/2026	PROF-EDU SERVICES	
Opus for Marketing		1	473	06/15/2026	001.300.2560.6810.500	\$190.18
				6/15/2026	DUES AND FEES	
MA Testing		1	473	06/15/2026	001.349.2260.6320.602	\$165.00
				6/15/2026	PROF-EDU SERVICES	
Vet Testing		1	473	06/15/2026	001.366.2260.6320.607	\$306.00
				6/15/2026	PROF-EDU SERVICES	
Priority-Seligman Supply		1	473	06/15/2026	400.300.1000.6610.507	\$1,493.10
				6/15/2026	Undesignated	
Supply for Vet		1	473	06/15/2026	001.366.2620.6610.607	\$38.24
				6/15/2026	GENERAL SUPPLIES	
Refund for Ramada		1	473	06/15/2026	515.300.2490.6810.500	(\$200.00)
				6/15/2026	Undesignated	
Unisource		0.333336 055	473	06/15/2026	001.321.2610.6810.607	\$408.18
				6/15/2026	Undesignated	
Unisource		0.333336 055	473	06/15/2026	001.366.2610.6810.607	\$408.18
				6/15/2026	Undesignated	
Unisource		0.333327 89	473	06/15/2026	001.319.2610.6810.607	\$408.17
				6/15/2026	Undesignated	
AED for Cosmetology		1	473	06/15/2026	610.319.2670.6731.607	\$1,817.13
				6/15/2026	Undesignated	

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2666

06/15/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Board Mtg: Food		1	473	06152026 6/15/2026	001.300.2310.6610.500 GENERAL SUPPLIES	\$15.41
Check #: 0						
PO/Invoice Total:						\$7,632.82
Vendor Total:						\$7,632.82
Budget Storage						
Check Group:						
Storage Unit Rental		1	62	0192760 6/15/2026	001.300.2610.6441.500 RENTING LAND AND BUILDINGS	\$300.00
Check #: 0						
PO/Invoice Total:						\$300.00
Vendor Total:						\$300.00
CASTLE BRANCH-A DISA COMPANY						
Check Group:						
CNA (compliance tracker, background check, drug test and fees)		10	92	1031593-in 6/15/2026	001.354.1000.6810.602 DUES AND FEES	\$1,813.31
MA (compliance tracker, background check, drug test and fees)		10	92	1031593-in 6/15/2026	001.349.1000.6810.602 DUES AND FEES	\$454.45
Check #: 0						
PO/Invoice Total:						\$2,267.76
Vendor Total:						\$2,267.76
CITY OF PRESCOTT						
Check Group:						
Water/Sewer		1	146	4761207 6/15/2026	001.300.2610.6810.607 DUES AND FEES	\$68.73
Check #: 0						
PO/Invoice Total:						\$68.73
Vendor Total:						\$68.73
CREXENDO BUSINESS SOLUTIONS INC						
	27-0369194					

MOUNTAIN INSTITUTE

Voucher Detail Listing

Voucher Batch Number: 2666

06/15/2026

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

Check Group:

Monthly Phone Charges

1 90

351607
6/15/2026

001.300.2610.6531.500
TELEPHONE

\$267.66

Check #: 0

PO/Invoice Total: \$267.66

Vendor Total: \$267.66

DEER VALLEY USD ATTN: Print Services

Check Group:

CTE Book 28 page gloss full color printed

100 334

107105
6/15/2026

001.300.2560.6540.500
ADVERTISING

\$4,457.07

Check #: 0

PO/Invoice Total: \$4,457.07

Vendor Total: \$4,457.07

DYNAMITE INC

Check Group:

Under Mount Sinks-Cosmetology

4 474

0029-26
6/15/2026

610.319.4700.6731.607
Undesignated

\$800.00

Countertops: Fabrication and Installation

1 474

0029-26
6/15/2026

610.319.4700.6733.607
Undesignated

\$14,580.00

Cabinetry: Cosmetology

14 474

0029-26
6/15/2026

610.319.4700.6731.607
Undesignated

\$8,386.00

Fees and Assembly

14 474

0029-26
6/15/2026

610.319.4700.6731.607
Undesignated

\$3,985.00

Taxes and Fees for Cabinets and
Countertops-Cosmetology

1 474

0029-26
6/15/2026

610.319.4700.6731.607
Undesignated

\$3,846.99

Check #: 0

PO/Invoice Total: \$31,597.99

Check Group:

Assembly of Cabinetry and Chairs-Cosmetology

1 475

0030-26
6/15/2026

610.319.4700.6733.607
Undesignated

\$15,400.00

MOUNTAIN INSTITUTE

Voucher Detail Listing

Voucher Batch Number: 2666

06/15/2026

Fiscal Year: 2025-2026

Vendor Remit Name

Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

Exterior Store Front Single Door-Cosmetology	1	475	0030-26	6/15/2026	610.319.4700.6731.607	Undesignated	\$426.90
Exterior Store Front Double Door-Cosmetology	1	475	0030-26	6/15/2026	610.319.4700.6731.607	Undesignated	\$2,869.13
Interior Doors-Cosmetology	1	475	0030-26	6/15/2026	610.319.4700.6731.607	Undesignated	\$5,500.00
Taxes and Fees	1	475	0030-26	6/15/2026	610.319.4700.6731.607	Undesignated	\$2,199.60
Framing, Stucco Repair	1	475	0030-26	6/15/2026	610.319.4700.6810.607	Undesignated	\$7,300.00

Check #: 0

PO/InvoiceTotal: \$33,695.63

Vendor Total: \$65,293.62

GRANITE DELLS PORTABLE MINIS STORAGE LLC

Check Group:

Monthly Storage	2	393	1200	6/15/2026	001.321.2610.6441.607	RENTING LAND AND BUILDINGS	\$400.00
Monthly Storage	2	393	1200	6/15/2026	001.366.2610.6441.607	Undesignated	\$400.00
Monthly Storage	1	393	1200	6/15/2026	001.319.2610.6441.607	Undesignated	\$564.27

Check #: 0

PO/InvoiceTotal: \$1,364.27

Vendor Total: \$1,364.27

HEINFELD, MEECH & CO., P.C.

Check Group:

Review/Train/Consult - Inventory and School ERP Pro	1	142	110039	6/15/2026	001.300.2510.6310.500	OFFICIAL/ADMINISTRATIVE SERVICES	\$587.50
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Check #: 0

PO/InvoiceTotal: \$587.50

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2666

06/15/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HENRY SCHEIN-ONE						
Check Group:						
Dentrix Support Contracted		1	81	V7244886 6/15/2026	001.321.2230.6810.607 DUES AND FEES	\$256.86
				Check #: 0		
Vendor Total:						\$587.50
PO/Invoice Total:						\$256.86
Vendor Total:						\$256.86
L C DISTRIBUTION LLC						
Check Group:						
Office Water		1	145	204981 6/15/2026	001.300.2510.6610.500 GENERAL SUPPLIES	\$44.50
				Check #: 0		
Vendor Total:						\$44.50
PO/Invoice Total:						\$44.50
Vendor Total:						\$44.50
OFFICE DEPOT						
Check Group:						
Vet Assisting Supplies		0.5	58	469553938001 6/15/2026	001.366.1000.6610.607 SUPPLIES AND MATERIALS	\$230.51
Dental Assisting Supplies		0.5	58	469553938001 6/15/2026	001.321.1000.6610.607 GENERAL SUPPLIES	\$230.51
				Check #: 0		
Vendor Total:						\$461.02
PO/Invoice Total:						\$461.02
Vendor Total:						\$461.02
YCETC						
Check Group:						
Internet Access @77%		3000	89	25-1390 6/15/2026	374.300.2610.6531.500 Telephone	\$420.00
Administrative Fee		3000	89	25-1390 6/15/2026	374.300.2610.6531.500 Telephone	\$300.00

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2666

06/15/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Internet Service-Not Eligible for E-Rate		1000	89	25-1390 6/15/2026	374.300.2610.6531.500 Telephone	\$1,409.00
Administrative Fee		1000	89	25-1390 6/15/2026	374.300.2610.6531.500 Telephone	\$100.00

Check #: 0

PO/Invoice Total: \$2,229.00

Vendor Total: \$2,229.00

Grand Total: \$85,272.01

End of Report

AMAZON CAPITAL SERVICES
PO BOX 035184
SEATTLE WA 98124-5184

HENRY SCHEIN-ONE
DEPT. CH 14200
PALATINE IL 60055-4200

BANKCARD CENTER
PO BOX 30833
SALT LAKE CITY UT 84130-0833

L C DISTRIBUTION LLC
1030 SANDRETTO DR STE C
PRESCOTT AZ 86305

Budget Storage
9101 East Valley Rd
Prescott Valley AZ 86314

OFFICE DEPOT
PO BOX 633211
CINCINNATI OH 45263-3211

CASTLE BRANCH-A DISA COMPANY
PO BOX 737769
DALAS TX 75373-7769

YCETC
ATTENTION: RACHEL FISHER
4745 ALDRICH DRIVE S.
PRESCOTT AZ 86305

CITY OF PRESCOTT
UTILITY BILLING
201 N MONTEZUMA ST.
PRESCOTT AZ 86301

CREXENDO BUSINESS SOLUTIONS INC
PO Box
Dallas TX 75320-0969

DEER VALLEY USD ATTN: Print Services
20402 N 15TH AVE
PHOENIX AZ 85027

DYNAMITE INC
7230 W CIELO GRANDE
PEORIA AZ 85383

GRANITE DELLS PORTABLE MINIS

3255 N ROUTE STATE 89
PRESCOTT AZ 86323

HEINFELD, MEECH & CO., P.C.
10120 N ORACLE RD
TUCSON AZ 85704

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2025 - 2026

Bank Account: Treasurer YAVAPAI

From Date: 06/16/2026 To Date: 06/16/2026
 From Check: 957150 To Check: 957163
 From Voucher: 2666 To Voucher: 2666

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
957150	06/16/2026	AMAZON CAPITAL SERVICES	\$41.20	2666	Printed	Expense	☐		
957151	06/16/2026	BANKCARD CENTER	\$7,632.82	2666	Printed	Expense	☐		
957152	06/16/2026	Budget Storage	\$300.00	2666	Printed	Expense	☐		
957153	06/16/2026	CASTLE BRANCH-A DISA COMPANY	\$2,267.76	2666	Printed	Expense	☐		
957154	06/16/2026	CITY OF PRESCOTT	\$68.73	2666	Printed	Expense	☐		
957155	06/16/2026	CREXENDO BUSINESS SOLUTIONS IN	\$267.66	2666	Printed	Expense	☐		
957156	06/16/2026	DEER VALLEY USD ATTN: Print Se	\$4,457.07	2666	Printed	Expense	☐		
957157	06/16/2026	DYNAMITE INC	\$65,293.62	2666	Printed	Expense	☐		
957158	06/16/2026	GRANITE DELLS PORTABLE MINIS S	\$1,364.27	2666	Printed	Expense	☐		
957159	06/16/2026	HEINFELD, MEECH & CO., P.C.	\$587.50	2666	Printed	Expense	☐		
957160	06/16/2026	HENRY SCHEIN-ONE	\$256.86	2666	Printed	Expense	☐		
957161	06/16/2026	L C DISTRIBUTION LLC	\$44.50	2666	Printed	Expense	☐		
957162	06/16/2026	OFFICE DEPOT	\$461.02	2666	Printed	Expense	☐		
957163	06/16/2026	YCETC	\$2,229.00	2666	Printed	Expense	☐		

Total Amount: \$85,272.01

End of Report

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2667

Voucher Date: 06/22/2026

Prepared By: 

Printed: 06/23/2026 02:06:49 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$27,610.82 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

DISTRICT COPY

DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

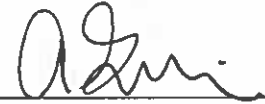
Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$16,678.25
610	UNRESTRICTED CAPITAL OUTLAY	\$10,932.57
		\$27,610.82

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2667

Voucher Date: 06/22/2026

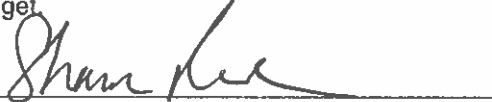
Prepared By:



Printed: 06/22/2026 04:39:08 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$27,610.82 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$16,678.25
610	UNRESTRICTED CAPITAL OUTLAY	\$10,932.57
		\$27,610.82

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2667

06/22/2026

Vendor Remit Name Description

Vendor #

QTY

PO No.

Invoice Invoice Date

Account

Amount

CHRISTOPHER CARRIZOSA

Check Group:

CNA Reimbursement

1 478

06222026 6/22/2026

001.354.2260.6320.602 PROFESSIONAL - EDUC SERVICES

\$130.00

Check #: 0

PO/Invoice Total: \$130.00

Vendor Total: \$130.00

LAUNDRY & CLEANERS EQUIPMENT

Check Group:

Speed Queen Commercial Gas Laundry Tower

0.5 400

124307 6/22/2026

610.366.4700.6731.607 Undesignated

\$2,016.40

Speed Queen Commercial Gas Laundry Tower

0.5 400

124307 6/22/2026

610.319.4700.6731.607 Undesignated

\$2,016.40

Tax and Shipping

0.25 400

124307 6/22/2026

610.366.4700.6731.607 Undesignated

\$561.01

Tax and Shipping

1 400

124307 6/22/2026

610.319.4700.6731.607 Undesignated

\$561.00

Check #: 0

PO/Invoice Total: \$5,154.81

Vendor Total: \$5,154.81

MOUNTAIN INSTITUTE 02

Check Group:

FY27 Clearing of Bank Account

1 477

06222026 6/22/2026

001.300.2510.6810.500 DUES AND FEES

\$1,000.00

Check #: 0

PO/Invoice Total: \$1,000.00

Vendor Total: \$1,000.00

PRAYING MANTIS PEST & WEED CONTROL INC

Check Group:

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2667

06/22/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Weed and Pest Control		0.5	168	13989 6/22/2026	001.366.2630.6810.607 Undesignated	\$47.50
Weed and Pest Control		0.5	168	13989 6/22/2026	001.321.2630.6810.607 Undesignated	\$47.50
Check #: 0						
PO/Invoice Total:						\$95.00
Vendor Total:						\$95.00
THE BURMAX COMPANY., INC						
Check Group:						
Cosmetology Foundations Textbook		25	425	1241434-00 6/22/2026	610.319.1000.6642.607 Undesignated	\$5,013.25
Tax & Shipping		1	425	1241434-00 6/22/2026	610.319.1000.6642.607 Undesignated	\$764.51
Check #: 0						
PO/Invoice Total:						\$5,777.76
Vendor Total:						\$5,777.76
YAVAPAI COLLEGE						
Check Group:						
Auto Technology Tuition		1	115	06222026 6/22/2026	001.311.1000.6564.603 TUITION - ED SVC AGENCY, COMMUNITY COLLEGE, IGA	\$1,168.00
CNA Tuition		1	115	06222026 6/22/2026	001.354.1000.6564.602 TUITION - ED SVC AGENCY, COMMUNITY COLLEGE, IGA	\$3,730.50
Deisel Tuition		1	115	06222026 6/22/2026	001.322.1000.6564.603 TUITION - ED SVC AGENCY, COMMUNITY COLLEGE, IGA	\$8,760.00
Legal Office Clerk		1	115	06222026 6/22/2026	001.385.1000.6564.610 TUITION - ED SVC AGENCY, COMMUNITY COLLEGE, IGA	\$68.00
3D Printing Tuition		1	115	06222026 6/22/2026	001.386.1000.6564.603 Undesignated	\$1,726.75
Check #: 0						

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 2667

06/22/2026

Vendor Remit Name
Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

PO/Invoice Total: \$15,453.25

Vendor Total: \$15,453.25

Grand Total: \$27,610.82

End of Report

CHRISTOPHER CARRIZOSA
16032 S PAPAGO DR
MAYER AZ 86333

LAUNDRY & CLEANERS EQUIPMENT
320 S 25th Street
Phoenix AZ 85034

MOUNTAIN INSTITUTE 02
220 RUGER RD STE 2
PRESCOTT AZ 86301

PRAYING MANTIS PEST & WEED CONTROL

6392 LEAR LANE
PRESCOTT AZ 86301

THE BURMAX COMPANY, INC
28 BARRETTS AVENUE
HOLTSVILLE NY 11742

YAVAPAI COLLEGE
ATTN: BUSINESS OFFICE
1100 E. SHELDON ST.
PRESCOTT AZ 86301

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2025 - 2026

Bank Account: Treasurer YAVAPAI

From Date: 06/23/2026 To Date: 06/23/2026
 From Check: 957741 To Check: 957746
 From Voucher: 2667 To Voucher: 2667

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
957741	06/23/2026	CHRISTOPHER CARRIZOSA	\$130.00	2667	Printed	Expense	☐		
957742	06/23/2026	LAUNDRY & CLEANERS EQUIPMENT	\$5,154.81	2667	Printed	Expense	☐		
957743	06/23/2026	MOUNTAIN INSTITUTE 02	\$1,000.00	2667	Printed	Expense	☐		
957744	06/23/2026	PRAYING MANTIS PEST & WEED CON	\$95.00	2667	Printed	Expense	☐		
957745	06/23/2026	THE BURMAX COMPANY., INC	\$5,777.76	2667	Printed	Expense	☐		
957746	06/23/2026	YAVAPAI COLLEGE	\$15,453.25	2667	Printed	Expense	☐		

Total Amount: \$27,610.82

End of Report

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2668

Voucher Date: 06/29/2026

Prepared By:

as

Printed: 06/30/2026 09:48:45 AM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$6,692.39 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

DISTRICT COPY

DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONÉK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$2,592.39
610	UNRESTRICTED CAPITAL OUTLAY	\$4,100.00
		\$6,692.39

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2668

Voucher Date: 06/29/2026

Prepared By:

Printed: 06/29/2026 04:13:34 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$6,692.39 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
001	MAINTENANCE AND OPERATION FUND	\$2,592.39
610	UNRESTRICTED CAPITAL OUTLAY	\$4,100.00
		\$6,692.39

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2668

06/29/2026

ARIZONA SCHOOL PERSONNEL ADMINISTRATORS

Check Group:

Conference Registration

QTY	PO No.	Invoice Date	Account	Amount
1	479	200008873 6/29/2026	001.300.2570.6360.500 EMPLOYEE TRAINING & PROFESSIONAL DEVELOPMENT	\$495.00

Check #: 0

PO/Invoice Total: \$495.00 ✓
Vendor Total: \$495.00

B&W FIRE SECURITY SYSTEMS LLC

Check Group:

Equipment and Install of Fire Alarm System for Centerpointe Building

0.33	464	100196	610.319.4700.6450.607	\$1,353.00
		6/29/2026	Undesignated	

Equipment and Install of Fire Alarm System for Centerpointe Building

0.33	464	100196	610.321.4700.6450.607	\$1,353.00
		6/29/2026	Undesignated	

Equipment and Install of Fire Alarm System for Centerpointe Building

0.34	464	100196	610.366.4700.6450.607	\$1,394.00
		6/29/2026	Undesignated	

Check #: 0

PO/Invoice Total: \$4,100.00 ✓
Vendor Total: \$4,100.00

BETH CUMMINS

Check Group:

Travel Reimbursement

1	189	06292026 6/29/2026	001.300.2310.6580.500 TRAVEL	\$376.27
---	-----	-----------------------	---------------------------------	----------

Check #: 0

PO/Invoice Total: \$376.27 ✓
Vendor Total: \$376.27

CASTLE BRANCH-A DISA COMPANY

Check Group:

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2668

06/29/2026

Amount

Account

Invoice Date

PO No.

QTY

Vendor #

MA (compliance tracker, background check, drug test and fees)

8

92

1033563-in

001.349.1000.6810.602

\$691.22

DUES AND FEES

6/29/2026

1

92

1033563-in

001.321.1000.6810.607

\$74.40

Dental (compliance tracker, background check, drug test and fees)

6/29/2026

DUES AND FEES

Check #: 0

PO/InvoiceTotal: \$765.62

Vendor Total: \$765.62

HOSA NATIONAL

Check Group:

HOSA Chapter Dues

1

480

99683863

001.366.1000.6810.607

\$480.00

DUES AND FEES

6/29/2026

Check #: 0

PO/InvoiceTotal: \$480.00

Vendor Total: \$480.00

WEX BANK

Check Group:

Student Fuel Reimbursement

1

107

113311708

001.400.2710.6626.500

\$313.86

GASOLINE

6/29/2026

1

107

113311708

001.300.2650.6626.500

\$153.64

Non Student Fuel Reimbursement

6/29/2026

GASOLINE

2

107

113311708

001.400.2710.6810.500

\$4.00

DUES AND FEES

6/29/2026

2

107

113311708

001.300.2650.6810.500

\$4.00

Non Student Monthly Card Charge

6/29/2026

DUES AND FEES

Check #: 0

PO/InvoiceTotal: \$475.50

Vendor Total: \$475.50

Grand Total: \$6,692.39

End of Report

2026.2.06

Printed: 06/29/2026

4:13:45 PM CST

Report: rptAPVoucherDetail

Page: 2

ARIZONA SCHOOL PERSONNEL

c/o DVUSD,
P.O. BOX 8016
GLENDALE AZ 86312

B&W FIRE SECURITY SYSTEMS LLC
8544 E Eastridge Rd
Prescott Valley AZ 86314

BETH CUMMINS
PO BOX 995
BAGDAD AZ 86321

CASTLE BRANCH-A DISA COMPANY
PO BOX 737769
DALAS TX 75373-7769

HOSA NATIONAL
548 SILICON DRIVE, SUITE 101
SOUTHLAKE TX 76092

WEX BANK
PO BOX 6293
CAROL STREAM IL 60197-6293

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2025 - 2026

Bank Account: Treasurer YAVAPAI

From Date: 06/30/2026 To Date: 06/30/2026
 From Check: 958259 To Check: 958264
 From Voucher: 2668 To Voucher: 2668

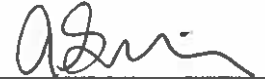
Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
958259	06/30/2026	ARIZONA SCHOOL PERSONNEL ADMIN	\$495.00	2668	Printed	Expense	☐		
958260	06/30/2026	B&W FIRE SECURITY SYSTEMS LLC	\$4,100.00	2668	Printed	Expense	☐		
958261	06/30/2026	BETH CUMMINS	\$376.27	2668	Printed	Expense	☐		
958262	06/30/2026	CASTLE BRANCH-A DISA COMPANY	\$765.62	2668	Printed	Expense	☐		
958263	06/30/2026	HOSA NATIONAL	\$480.00	2668	Printed	Expense	☐		
958264	06/30/2026	WEX BANK	\$475.50	2668	Printed	Expense	☐		
Total Amount:			\$6,692.39						
End of Report									

MOUNTAIN INSTITUTE VOUCHER

Voucher No: 2670

Voucher Date: 07/01/2026

Prepared By:



Printed: 07/01/2026 10:30:12 AM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MOUNTAIN INSTITUTE funds for the sum of \$249.92 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



DAVID KLEVER

BOARD MEMBER -
PRESCOTT

THOMAS THURMAN

BOARD MEMBER - MAYER

BETH CUMMINS

BOARD CHAIR - BAGDAD

MICHELLE GRONEK

BOARD MEMBER - CHINO
VALLEY

MARTIN GROSSMAN

BOARD MEMBER -
HUMBOLDT

EDEE SPAIN

BOARD MEMBER - SELIGMAN

KURTIS KEELE

BOARD MEMBER - ASH FORK

MOUNTAIN INSTITUTE

Fund		Amount
400	CTE PRIORITY	\$249.92
		\$249.92

MOUNTAIN INSTITUTE

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 2670

07/01/2026

Amount

MAYER USD #43

Check Group:

Priority Reimbursement-Supplies

\$149.92

400.368.1000.6610.505

GENERAL SUPPLIES

07/01/2026

7/1/2026

1 481

Check #: 0

PO/Invoice Total: \$149.92

Vendor Total: \$149.92

SELIGMAN USD # 40

Check Group:

Priority Reimbursement

\$100.00

400.376.2213.6810.507

Undesignated

36444

7/1/2026

1 482

Check #: 0

PO/Invoice Total: \$100.00

Vendor Total: \$100.00

Grand Total: \$249.92

End of Report

MAYER USD #43
PO BOX 1059
MAYER AZ 86333

SELIGMAN USD # 40
PO BOX 650
SELIGMAN AZ 86337

MOUNTAIN INSTITUTE

Check Listing

Fiscal Year: 2025 - 2026

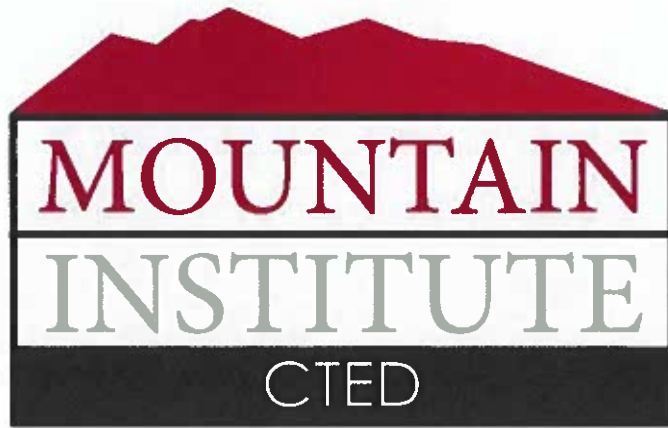
Bank Account: Treasurer YAVAPAI

From Date: 07/01/2026 To Date: 07/01/2026
From Check: 958468 To Check: 958469
From Voucher: 2670 To Voucher: 2670

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared	Clear Date	Void Date
958468	07/01/2026	MAYER USD #43	\$149.92	2670	Printed	Expense	☒		
958469	07/01/2026	SELIGMAN USD # 40	\$100.00	2670	Printed	Expense	☒		

Total Amount: \$249.92

End of Report



GET TRAINED. GET CERTIFIED. GET HIRED.



2026-2027 Student Handbook

Dear Mountain Institute Students and Parents,

I want to personally welcome you to the Mountain Institute Career and Technical Education District (MICTED)! I congratulate you on making the choice to pursue your future career through one of our outstanding Career Preparation Programs. We are excited to have you as part of this year's class, whether you are attending one of our Satellite Campuses or traveling to one of our Central Campuses, our staff is committed to providing you a High Quality Career and Technical Education Experience!

MICTED is beginning its seventeenth year of serving students in Western Yavapai County, and Mountain Institute CTED students continue to grow and perform at the highest levels! Over the past fifteen years we have seen our students achieve and pursue their individual paths of success in each of our program areas. Mountain Institute CTED's motto is "Get Trained, Get Certified, and Get Hired!" Mountain Institute leads in student pass percentage and overall program performance for the Arizona CTE Technical Skills Assessment. Each of our programs provide Industry Certifications that can lead directly to employment in industry and college credits directly related to their chosen career path!

MICTED students return to share their success stories and highlight the positive impact of their CTED program and Industry certifications. CTED programming can further their education beyond high school and make them more competitive and employable in their chosen career path!

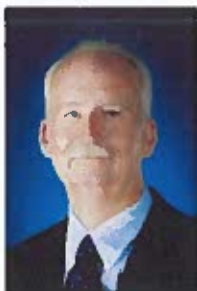
Mountain Institute's vision is to be "The Leader in Career and Technical Education!". It is our role to ensure that MICTED is continually providing programming that ensures career readiness for our students. We invite teachers, parents, and communities to join our business and industry partners in providing high quality educational opportunities that allow our students to "Get Trained, Get Certified, and Get Hired."

Thank you for being part of the Mountain Institute CTED family. We are pleased you have chosen to take an active role in shaping your future through industry training and post-secondary education as you successfully begin your future career!

Sincerely,

William "Bill" Stiteler

Superintendent



WELCOME TO MOUNTAIN INSTITUTE CTED

Mountain Institute CTED offers opportunities in Career and Technical Education (CTE) programs to students while they concurrently attend their home high school for graduation. Last year over 2,200 students were enrolled in CTED courses from Ash Fork, Bagdad, Chino Valley, Humboldt, Mayer, Prescott, and the Seligman communities.

Students attended courses in Automotive Technologies (Automotive), Automotive Collision Repair, Aviation, Culinary Arts, Agriculture, Electrical Line Worker, Nursing Services, Multi-Media Technologies, Business Management, Information Technologies, Marketing, Architectural Drafting, Welding Technologies, Bio Science Technologies, Pre-Engineering, Sports Medicine, Certified Nursing Assistant and Medical Assisting, Digital Communications, Film, TV and Software Development, Construction and Fire Science .

MISSION STATEMENT

Engaging students through industry-current instruction and leadership development to “Get Trained, Get Certified, and Get Hired”

VISION STATEMENT

The Leader in Premier Career and Technical Education!

MOUNTAIN INSTITUTE GOVERNING BOARD

The Mountain Institute Governing Board consists of members representing each of the seven school districts:

Marty Frossman - Board Chair.....Humboldt USD			
Kurtis Keele	Ash Fork USD	Thomas Thurman..(Chair Elect).. <td>Mayer USD</td>	Mayer USD
Beth Cummins.....	Bagdad USD	David Klever.....	Prescott USD
Vacant.....	Chino Valley USD	Vacant	Seligman USD

DISTRICT OFFICE STAFF

William Stiteler	Superintendent
Shaun Rose	Associate Superintendent Student Services
Michelle Perey	Associate Superintendent Programs
Amanda Graybill	Administrative Assistant II/Board Secretary/Human Resources
Edith Hulbard	District Data Coordinator
Heather Workman	Administrative Assistant I
Amanda Moses	CTE Specialist / Castle Branch Coordinator
Bonnie Vergalla	Transportation Coordinator

MOUNTAIN INSTITUTE INSTRUCTIONAL STAFF

Natalie Ortiz Nuno	Medical Assisting Services	Lisa French	Cosmetology
Tracy Hamm	Medical Assisting Services	Eryn Lu	Teacher Assistant- Dental
Michael Dougherty	Fire Science	Cash O'Brien	Teacher Assistant- Welding
Donna Shepard	Veterinary Assisting		
Constant Lu	Dental Assisting		
Denise Cartier	Dental Assisting		

YAVAPAI COLLEGE - MICTED INSTRUCTIONAL STAFF BY PROGRAM

Automotive Collision Repair

Amanda Beland
William Hamm
Jerad King

Automotive Technologies

Bill Hamm
Robert Moon
Bill O'Connell
Richard Krone

Aviation Technology

Spencer Coffin
David Smith

Behavioral Health Technician

Kassondra Corona

Business Management

Lee Guillory
Eric Hall
Brenda Lee

Construction Technologies

Brian Magarrell
Robert Cummins

Culinary Arts

Deborah Snyder
Justin Chalk

Cyber Security

Jennifer Riley
Sean Holmes

Diesel Engine Repair

Jerrad Smith

Early Childhood Education

Heather Leavitt
Tammy Lee
Sarah Maresciallo,
Tara O'Neill
Mark Whiteley

Education Profession

Tara O'Neil
Heather Leavitt

Electrical Lineman

Kirk LaPlace

Emergency Medical Services

Danny Avelar
Alexander Lewis

Engineering and Robotics

Cassi Gibson
Elizabeth Peters
Michael Schaible
Mark Lee

Fire Science

James Bushman
Michael Dougherty

Graphic Design

Kat Brink
Maureen Costa
Lindsay Masten
Nicholas Nihira

HVAC Installation

James Morales

Legal Office Clerk

Ruth Szanto
Tiffany Kragnes

Manufacturing & Machining

Michael Schaible
Mark Lee
Elijah Humes
Elizabeth Peters

Medical Assisting Services

Sonya Ayala
Amanda Kelsey

Medical Records Technician

Shauna Manning
Geanyra Sanchez

Nursing Services

Sonia Ayala
Amanda Kelsey
Ashley Picard,
Megan Stelter

Robotics

Quinton Voss

Software and App Design

Mike Holmes
Philip Reid

Welding Technologies

Aaron Rotteger
Robert Smith
Andrew Lamar

HIGH DEMAND—ATTENTION SENIORS!

**Mountain Institute is offering the following programs to seniors upon high school graduation in May of 2026.
See staff for more information.**

3-D Printing • Advanced Bookkeeping • Air Traffic Control • Automated Industrial Technology • Auto Body Paint and Collision Technology • Automotive Technician • Aviation • Basic Carpentry • Behavioral Health Technician • CNA • Cybersecurity Specialist • Diesel Technician • Early Childhood Education • Education Professions • Electrical Line Worker • EMT • Fire Academy • HVAC Technician • Justice Studies • Retail Management • Organizational Management • Medical Assisting • Medical Records Technician • Plumbing Technician • Wildland

HISTORY OF ARIZONA CAREER TECHNICAL EDUCATION DISTRICTS

In 1990, the Arizona Legislature approved the formation of Joint Technical Education Districts. Later that year the East Valley Institute of Technology (EVIT) was the first JTED created following a general election. In 2009 Mountain Institute JTED was formed to serve Western Yavapai County. Today there are 14 CTED's in Arizona, covering 99% of Arizona School Districts.

Mountain Institute CTED serves high school students who reside within the boundaries of the following school districts: Ash Fork, Bagdad, Chino Valley, Humboldt, Mayer, Prescott, and Seligman, as well as, all Charter Schools, homeschools and other non-public school students. Mountain Institute "Central " programs are occupationally specific and taught by qualified professionals, using state-of-the-art equipment. Our instructors are also caring individuals, who have the vision and skills to train students appropriately to compete in an ever-changing economy.

JTED Programs are comprehensive in nature, requiring two, or three years of study that leads to single or stackable industry credentials or post-secondary credit. Programs are open to students in grades 10-12. Central Campus CTED programs may require prerequisites or special approval prior to admission. Students enrolled in JTED programs earn high school credit and graduate from their home high school. In addition, students will earn **industry certifications** and may earn community college credit from Yavapai Community College.

In 2018 the Arizona Legislature made a change from JTED to CTED. CTED stands for Career Technical Education District.

STATUTORY REQUIREMENTS FOR CTED PROGRAMS

"Career Technical Education District Program" means a sequence of courses that is offered by a joint technical education district and that meets all of the following requirements:

- ✓ Is taught by an instructor who is certified to teach career and technical education by the state board of education or by a postsecondary educational institution.
- ✓ Requires Business/Industry
- ✓ connection in an advisory, financial, internship or other relationship.
- ✓ Requires an assessment that demonstrates a level of skill or competency, with a passing rate of 60%, in a vocation or industry or that leads to certification in and acceptance by that vocation or industry.
- ✓ Requires specialized equipment or instructional materials that exceed the scope and cost of a standard educational course.
- ✓ Requires work-based learning components, career and technical student organization participation and laboratory experience as determined by the Career and Technical Education Division of the Department of Education.
- ✓ Requires a majority (over 50%) of instructional time to be conducted in a laboratory environment, field based environment or work based learning environment.
- ✓ Requires a single or stackable credential or a skill that will allow a student to obtain work on graduation before receiving an associate's degree or baccalaureate degree.
- ✓ Requires a Career and Technical Education Student Organization to be organized for the CTE secondary programmatic area
- ✓ Meets the standards of a career and technical education preparatory program as determined by the Career and Technical Education Division of the Department of Education.
- ✓ Has a defined pathway to career and postsecondary education for high school students
- ✓ Is approved by the Career and Technical Education Division of the Department of Education based on the requirements prescribed in this paragraph within one hundred twenty days after the submission of all required documentation.
- ✓ Is certified by the Career Technical Education District Governing Board to have met all the requirements prescribed in this article.
- ✓ Is offered only to students in grades ten, eleven and twelve.

PROGRAMS

Central Campus Mountain Institute Programs are open to all students.

Accounting	Electrical Line Worker
Air traffic Control	Emergency Medical Technician (EMT)
Automotive Collision Repair Program	Fire Science
Automotive Repair	Graphic Design
Aviation Technology	Justice Studies
Behavioral Health Technician	Legal Office Clerk
Business Management	Manufacturing &
Certified Nursing Assistant	Machining
Computer Programming	Medical Assisting
Construction Technology	Medical Records Technician
Culinary Arts	Phlebotomy
Cybersecurity	Robotics
Dental Assisting	Vet Assisting
Diesel Technician	Welding
Early Childhood Education	Wildland Fire
Education Professions	3-D Printing

Satellite Programs are offered at our seven-member district high schools. Contact your local high school to learn more.

Seligman - AgriScience

<https://www.seligmanschools.org/page/high-school>

Ash Fork - Auto, Film & TV, and Welding

<https://www.afjUSD.org/>

Mayer - AgriScience, Welding, and Business Management

<https://mayerhs.mayerschools.org/>

Bagdad- Construction, Culinary, Welding, and Business Management

<https://www.bagdadschools.org/schools/bagdad-middle-and-high-school>

Chino Valley - AgriScience, Bio Science, Culinary, Digital Animation, Sports Medicine, and Welding

<https://cvhs.chinovalleyschools.com/>

Bradshaw- CNA, Business Management, Digital Communications, Sports Medicine, Law & Public Safety, JROTC, Carpentry, Finance, and Stagecraft <https://hs.humboldtunified.com/>

Prescott- Auto Tech, Business Management, Computer Programming, Early Childhood Education, Fashion Design, Film & TV, JROTC, Law & Public Safety, Sports Medicine, Coding, and Stagecraft <https://www.prescottschools.com/Domain>

Member District Partner Schools: ASPIRE, Ed Options, ESA, Homeschooling, Northpoint Academy, Pace Academy, PV Charter, All About Kids and Tri-City Prep

GRADING SYSTEM

Individual teachers may assign different grade values in order to emphasize the importance they attach to each area of the course. Students are awarded credits for participation in MICTED programs by their home school. MICTED credits are applied towards the student's home school graduation requirements. MICTED awards certificates of completion to students who successfully complete Mountain Institute CTED programs.

Grading Requirements

The following grading system will be used in all Programs unless otherwise indicated in the YC course syllabus.

A: 90-100	Exceeds skill requirements
B: 80-89.99	Meets & often exceeds skill requirements
C: 70-79.99	Meets minimum skill requirements
D: 60-69.99	Below minimum skill requirements
F: 0-59.99	Failure

********* *Students receiving a failing grade (D or F) for the fall semester might not be enrolled in the spring semester class.*

********* 75% meets the Arizona State Board of Allied Health criteria for passing; **therefore, a grade of 74% or lower in Allied Health Courses is considered "failing".**

EXAMS / FINALS

All students must take semester final exams and ADE End of Program CTE Assessments to successfully complete their CTED program. Assessments will contain criterion-referenced and written performance items, based on the industry validated standards and measurements. Information about what items were missed, how well the student completed the assessment and other information will be available "real time" for the teachers and the students taking the assessment. Also, this information will be provided to the instructor in the same fashion.

Industry Certification Exams

All students must sit for and attempt to pass the industry certification at the completion of their CTED program. Students are required to furnish all paperwork prior to taking the industry assessment. MICTED will provide application fees for recommended students to take their programs industry assessment **ONLY IF THE STUDENT HAS COMPLETED THE ENTIRE PROGRAM OF STUDY.**

All students must score at least 60% on certification assessments, unless the pass rate for the industry assessment is higher.

ATTENDANCE POLICY

As MICTED attempts to create an "on-the-job" environment with related performance expectations, our courses are designed to provide students with interactive laboratory experiences that are difficult to recreate in a written or online environment. Therefore, it is crucial that students attend class regularly in order to meet many of the course standards and learning objectives.

Regular attendance is essential for success in MICTED programs. Absences will be recorded by MICTED instructors. Absences shall be excused only for necessary and important reasons, such as illness, bereavement, family emergencies, field trips, or school functions required by the student's home school.

Attendance expectations, guidelines, and any credit-related requirements for each Career and Technical Education (CTE) program are outlined in the individual course syllabus. While MICTED establishes attendance expectations for its programs, Yavapai College maintains their own policies and procedures, which operate independently from MICTED policies.

ABSENCES

Mountain Institute CTED students are expected to attend school every day their class is scheduled to be in session. Absences from class make skill acquisition difficult and incomplete; therefore, absences can be detrimental to success in any Mountain Institute CTED program.

MICTED uses Safe Arrival as an attendance tracking system to notify parents/guardians when a student has not arrived at their assigned campus (see attached flyer for more information). Instructors may also monitor and/or take attendance

again at the end of each class period. *Every student is required to be in class at the proper time and must stay for the entire class period, or be excused by a parent/ guardian and sign out before leaving.*

Students enrolled in the Certified Nurse's Assistant (CNA) program MUST contact the instructor of the course if he/she will be unable to attend a clinical assignment.

CONSEQUENCES OF ABSENCES

Excessive absences can lead to missed learning opportunities, and in many cases, lab experiences cannot be fully made up. Each program syllabus outlines attendance expectations and the consequences of absences. Students are responsible for understanding and adhering to the attendance policy for their program. Excessive attendance may result in the student being placed on an attendance contract and/or withdrawn from the program.

As part of attendance monitoring, if a student is not present at the end of the daily class period, and has not been excused in advance, appropriate disciplinary action may be taken by MICTED administration. Continued attendance violations may result in the student being placed on an attendance contract and/or withdrawn from the program.

Students who participate in CTSO events must be present in class the day before a field trip or attending may be revoked.

NOTE: Parents and students are responsible for notifying MICTED of address/telephone changes.

Students attending Mountain Institute CTED Central Campus programs at Yavapai College's CTEC Campus, Chino Valley Campus, Main Campus, Prescott Valley Allied Health Campus, MICTED's Centerpointe Campus, or any other MICTED Central Campus location must follow the attendance policies outlined in the program or course syllabus provided at that specific site. Students enrolled in MICTED programs at Ash Fork, Bagdad, Bradshaw Mountain, Chino Valley, Mayer, Prescott, and Seligman high school campuses must adhere to the attendance policies of their respective school or district. Students taking courses through Yavapai College must also comply with Yavapai College policies, as communicated during registration and outlined in the course syllabus.

LATE WORK DUE TO ABSENCES

Students are responsible for initiating contact with each of their teachers to obtain appropriate make-up work for any excused absences prior to the absence. For pre-planned absences, such as field trips, students must notify each teacher in advance of the scheduled event. Students will be allowed the number of days missed plus one additional day to complete any make-up work, unless otherwise stated in the program or course syllabus.

Work missed due to suspension may be made up for credit at the teacher's discretion. Extended assignments, such as term papers or major projects, are still due on the assigned date unless prior arrangements have been made with the instructor.

Students will receive a copy of each teacher's syllabus, which outlines the specific make-up policy for that course. It is the student's responsibility to know and follow the expectations in the syllabus and communicate with the instructor. **Please note: some labs or hands-on activities may not be able to be recreated or made up if missed.**

EARLY / ACTIVITY RELEASE

Parents and guardians must follow the procedures outlined below for the early release of Mountain Institute CTED students: For pre-planned early releases, students are required to notify each of their teachers in advance of the scheduled absence. In addition, the student's parent or guardian must contact the Mountain Institute CTED Office to inform staff of the planned early release.

Parents or guardians must be listed on the student's official records with Mountain Institute CTED in order to authorize a release. If a parent or guardian arrives in person to pick up a student, CTED staff will verify the individual's identity using the student's

records on file. The student will be required to sign out before leaving campus, and the CTED employee may request photo identification and obtain a signature from the parent or guardian before releasing the student.

Students must have prior approval from Mountain Institute CTED to leave campus during scheduled class periods. If a student arrives late due to a personal appointment or other reason, parental or guardian notification must be submitted in advance to the MICTED Central Campus. Failure to follow these procedures may result in disciplinary action in accordance with Mountain Institute CTED's attendance policies.

Students participating in CTSO events or field trips must be present in class on the scheduled class day immediately preceding the activity. Students must also have a passing grade to register for an event and must maintain a passing grade to remain eligible to attend. Eligibility will be determined based on grades as of the Friday prior to the week of the event. Students who are not passing by this deadline may be removed from the event roster and will not be permitted to attend.

STUDENT CLINICAL EXPERIANCES, EXTERNSHIPS, INTERNSHIPS

Students participating in clinical placements, externships, internships, or other work-based learning experiences are expected to represent MICTED in a professional manner at all times. This includes adhering to all dress code requirements, wearing the appropriate program uniform, maintaining professional behavior, and following the policies and expectations of the clinical or worksite partner. Many clinical and internship sites also require students to successfully complete background checks and/or drug screening as a condition of placement. Students who fail to meet these requirements may be denied participation by the clinical site. In addition, any student who fails a required drug Screening at any time during the program will be immediately withdrawn from the program, which may result in a failing grade, as placement opportunities are contingent upon maintaining eligibility and compliance with industry standards.

STUDENT WITHDRAWAL/DROP

Any student who wishes to add or drop a Mountain Institute CTED Central Program after the first day of scheduled classes must complete the Withdrawal Form found on our website under *Students and Parents*. It is the student's responsibility to communicate their intent to add or drop with their parent or guardian and their school district's CTE Director. Home School, ESA, and online students must notify and work directly with Shaun Rose, Associate Superintendent of Student Services, or Edie Hulbard, MICTED Data Coordinator, to begin the withdrawal process.

Students are only allowed to add or drop a program within the timeframe published by MICTED. If a student stops attending and fails to complete the required withdrawal form with all necessary signatures, they will be automatically dropped after 10 consecutive days of absence.

Withdrawal Responsibilities

When withdrawing, whether voluntary or due to absenteeism, students must:

Return all materials provided by MICTED, including textbooks, uniforms, tools, and supplies, to the program instructor, the MICTED District Office, or their high school CTE Director.

Have a parent or guardian contact the MICTED District Office at (928) 771-0791 for information about completing any required Arizona Department of Education paperwork.

If concurrently enrolled in a Yavapai College (YC) class, the student must log into their YC account and officially withdraw. Failure to do so may result in academic and financial consequences.

Important Withdrawal Consequences

Withdrawing from a CTED program after the official drop period may result in:

Receiving a failing grade, or a "W" or "Y" on both the high school and college transcript

Loss of college and/or federal financial aid eligibility, which may affect future university admissions

Impact on re-admission eligibility for future MICTED programs or services

CLASS ID / BADGES

All students are required to carry their Mountain Institute CTED student ID and must be able to present it upon request. Some campuses, particularly those located at Yavapai College require an additional YC badge for entry and attendance. Students assigned to these campuses are responsible for badging in and signing in each day as part of campus policy. If a student loses their YC badge, they must sign in at the MICTED District Office until a replacement is issued. However, if a student loses their badge or signs in manually for two weeks, they will be required to pay for a replacement badge.

It is the student's responsibility to:

- Keep their ID and YC badge secure and in good condition
- Follow all campus check-in procedures
- Promptly report a lost badge and follow the appropriate sign-in protocol
- Cover the cost of a replacement if the badge is not recovered within the allowed grace period

CLASS SUPPLIES / EQUIPMENT

Students are required to have the necessary materials to work with as prescribed by the teacher. Students should bring to class each day pencil, paper, pen and class textbooks. Students who attend class without the necessary supplies are subject to disciplinary action. Additional items may be required for specific MICTED program areas and will be outlined in the program / course syllabus.

EQUIPMENT / SUPPLY CHECKOUT PROCEDURES

Some MICTED programs require a specific set of specialized equipment that each student must have to successfully complete the CTED program. **Prior to the first day of scheduled classes, each student must either furnish their own specialized equipment as outlined in the program/course syllabus, or may check out a complete "KIT" from the MICTED Office.** Students who choose to check out a "KIT" provided by MICTED must return the complete kit in good working condition at the end of the program. Students who are missing parts of their kit or return damaged items will be held accountable for the cost of replacing those items. Students will not be accountable for normal wear and tear.

SAFETY EQUIPMENT / UNIFORMS

Where applicable, MICTED will furnish students with all **required** safety equipment and uniforms. Students will be responsible for safe storage / care of all furnished safety equipment and uniforms. Students who lose or misplace their furnished equipment will be held accountable for replacement at their own expense. **Students will not be allowed to work in laboratory areas without approved safety apparel and uniforms.** Students who attend class unprepared may lose credit for work assigned on that day.

TEXTBOOKS

The Mountain Institute CTED Governing Board furnishes all necessary textbooks. For identification, each book is numbered. In addition to textbooks, students may be furnished with additional materials or equipment necessary for the course.

Each student is expected to return all books, materials, and equipment at the end of his/her participation in the course or will be held accountable for any lost, destroyed, stolen or mutilated books/material.

PROFESSIONAL EXPECTATIONS/ DISCIPLINE

Mountain Institute's Professional Expectations/Discipline policies are based upon industry-generated employability skills. Employability skills are crucial for a student to become employed and stay employed. MICTED programs incorporate these skills in our course requirements and expectations. In the area of professional expectations and employability skills, it is the mission of Mountain Institute:

- To provide quality education and training programs.

- To provide each student with the opportunity to develop entry-level employment skills.
- To provide an atmosphere of professionalism conducive to learning through the use of highly motivated staff, up-to-date equipment and student support.
- To promote growth of the whole person

CODE OF CONDUCT

Mountain Institute CTED classes are organized to replicate the work environment. Students are required to conduct themselves in the same manner that is required by professional employees.

- Students are expected to arrive to class on time, prepared to engage in active learning with the appropriate homework assignments and materials, including textbooks, paper, pencil or pen, technology, and project materials. Students are also expected to remain in class until the end of the class.
- Cheating will not be tolerated. Students are expected to do their own work.
- Students are expected to follow directions given by any CTED/YC staff member.
- Students are expected to demonstrate courtesy and respect toward themselves, other students, guests, staff members, and substitute teachers as well as respect for school property and equipment.
- Students are expected to refrain from using inappropriate language, including profanity, both in and out of the classroom. Inappropriate displays of affection will not be tolerated.

RESPECT CODE

Every person has the right to learn in a comfortable and safe environment. At Mountain Institute CTED, we expect all staff members, students and visitors to encourage positive self-esteem by:

- Practicing courtesy and friendliness at all times.
- Being cooperative, attentive and supportive in class, and in all school related activities.
- Being supportive of one another in the pursuit of academic, activities, and personal goals.
- Not disturbing others in the classroom or during school related activities

DRESS CODE

As a member of a career and technical education program, each student is expected to meet the program standards to be career ready. Employability standards such as dress and behavior are equally important in acquiring and maintaining employment. Therefore, a student's dress and appearance shall not present health or safety problems or cause disruption of educational activities. Items of attire with obscene language, slogans, graphics or symbols, or symbols of sex, drugs or alcohol shall not be worn or displayed. Immodest or indecent attire is not acceptable. Appropriate designated footwear for each program must be worn at all times. Hooded and zip up sweatshirts are acceptable at some campuses but wearing the hood or a beanie that covers a student's face is not acceptable.

Mountain Institute CTED is committed to providing a safe, friendly learning environment for its students. Attire is not only a reflection of the individual student, but also of the general learning environment. Therefore, students are required to wear appropriate, comfortable and safe clothing that is neat, clean and in good taste. No article of clothing shall be worn that distracts from the educational process. **Specific courses may have assigned uniforms and students are expected to wear said attire as per the teacher's instructions.**

PROHIBITED STUDENT CONDUCT-DISRUPTIVE CONDUCT

A student shall not engage, or attempt to engage, in any conduct that is reasonably likely to disrupt, or that does disrupt, any school function, process or activity. A student shall not violate any federal, state or local law. A student shall not violate any Governing Board policy, administrative regulation or school rules.

DEFIANCE OF AUTHORITY – TRUTHFULNESS

A student shall obey the reasonable instructions of teachers, administrators, and other CTED district employees and shall respond to requests for information from these persons in a truthful manner. A student shall not speak or refer to teachers, administrators, and other school district employees in a vulgar or profane manner. (Student Policy J-2300 © JIC)

POSSESSION OF WEAPONS / DANGEROUS ITEMS IN SCHOOL

No student shall carry or possess a weapon or simulated weapon on school premises.

VANDALISM, LITTERING AND DESTRUCTION OF PROPERTY

A student shall not damage, destroy or deface any school property or property belonging to any other person and shall not litter on school property or at a school event.

DRUGS /ALCOHOL / TOBACCO /MEDICAL MARIJUANA

A student shall not possess, sell, offer to sell, use and transfer or be under the influence of alcohol, drugs, or medication (the use of medication is allowed if it is prescribed by a physician and used in accordance with the Governing Board policies). Drugs include any narcotic or dangerous drug, vapor releasing toxic substance, as well as any imitation controlled substance. The term medication means patent or proprietary medicines available legally by prescription only. A student shall not possess, sell, offer to sell, transfer or use drug paraphernalia. To insure the safety of our students and staff MICTED reserves the right to regularly have local law enforcement utilize canines trained to detect illegal drugs at the discretion of the school administration.

A student medical marijuana cardholder shall not possess or engage in the use of marijuana on MI CTED property, in a CTED vehicle, or at a CTED sponsored event.

An MICTED student is not permitted to possess or use tobacco products, tobacco substitutes, electronic cigarettes, other chemical inhalation devices, or vapor products while participating in class or at any function sponsored or otherwise authorized by MI CTED regardless of age. This includes all Central Campus students, whether at Yavapai College, a business, agency or a local high school, regardless of age.

HAZING

There shall be no hazing, solicitation to engage in hazing, or aiding and abetting another who is engaged in hazing of any person enrolled, accepted for or promoted to enrollment, or intending to enroll or be promoted to schools within twelve (12) calendar months. For purposes of this policy a person as specified above shall be considered a "student" until graduation, transfer, promotion or withdrawal from the school.

Definitions

"Hazing" means any intentional, knowing or reckless act committed by a student whether individually or in concert with other persons, against another student and in which both of the following apply:

- The act was committed in connection with an initiation into, an affiliation with or the maintenance of membership in any organization that is affiliated with an educational institution.
- The act contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation.

"Organization" means an athletic team, association, order, society, corps, cooperative club, or similar group that is affiliated with an educational institution and whose membership consists primarily of students enrolled in that educational institution. It is no defense to a violation of the policy if the victim consented or acquiesced to hazing. In accord with statute, violations of the policy do not include either of the following:

- Customary athletic events, contests or competitions that are sponsored by an educational institution.
- Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program or a legitimate military training program

All students, teachers, and staff are expected to take reasonable steps within their role to prevent violations of this policy.

Reporting/Complaint Procedure

Students and others may report hazing to any professional staff member. Professional staff members must report the incident to the school administrator or next higher administrative supervisor, in writing, with such details as may have been provided. A failure by a staff member to timely inform the school administrator or next higher administrative supervisor of a hazing allegation or their observation of an incident of hazing may subject the staff member to disciplinary action in accord with School policies. The staff member shall preserve the confidentiality of those involved, disclosing the incident only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law. Any instance of reported or observed hazing shall be treated in accord with statutory requirements and be reported to a law enforcement agency.

A person who complains, or reports hazing, may report directly to the school administrator or to a professional staff member. The professional staff member receiving the report/complaint shall obtain sufficient detail from the person to complete the form designated for such purpose. At a minimum the report/complaint shall be put in writing containing the identifying information on the complainant and such specificity of names, places and times as to permit an investigation to be carried out. When a professional staff member receives the information, the staff member will transmit a report to the school administrator or supervising administrator no later than the next school day following the day the staff member receives the report/complaint.

The report/complaint will be investigated by the school administrator or a supervising administrator. The procedures to be followed are:

- An investigation of the reported incident or activity shall be made within ten (10) school days when school is in session or within fifteen (15) days during which the school offices are open for business when school is not in session. Extension of the timeline may only be by necessity as determined by the Superintendent.
- The investigator shall meet with the person who reported the incident at or before the end of the time period and shall discuss the conclusions and actions to be taken as a result of the investigation. Confidentiality of records and student information shall be observed in the process of making such a report.
- The investigator shall prepare a written report of the findings and a copy of the report shall be provided to the Superintendent.

All violations of this policy shall be treated in accord with the appropriate procedures and penalties provided for in School policies related to the conduct and discipline of students, staff, and others.

STUDENT VIOLENCE/HARASSMENT/INTIMIDATION/BULLYING

The Governing Board of Mountain Institute CTED believes it is the right of every student to be educated in a positive, safe, caring and respectful environment that maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation of citizens in society.

To assist in achieving a Program environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated.

Bullying: Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- occurs when there is a real or perceived imbalance of power or strength, or

- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, oral, physical, or emotional means and may occur in a variety of forms including, but not limited to

- oral, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyber bullying,
- exposure to social exclusion or ostracism,
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- damage to or theft of personal property.

Cyber bullying: Cyber bullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other Internet communications, on school computers, networks, forums and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

Harassment: Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome oral or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

Intimidation: Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm to person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim, while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of the law will be reported to local law enforcement. Students who believe they are experiencing being bullied or suspect another student is bullied should report their concern to any staff member. Program personnel are to maintain appropriate confidentiality of the reported information. Reprisal by any student directed toward a student or employee related to the reporting of the case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable program policies and administrative regulations

Students found to be bullying others will be disciplined up to and including suspension or expulsion from the program.

Knowingly submitting a false report under Policy JICK or this exhibit shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant program policies shall be followed. Law Enforcement Authorities shall be notified any time Program officials have a reasonable belief that an incidence of bullying is a violation of the law.

ENDANGERING THE HEALTH AND SAFETY OF OTHERS

A student shall not engage in conduct that endangers, or reasonably appears to endanger, the health or safety of other students, school employees, or other persons.

THREATS, ASSAULTS, AND FIGHTING

A student shall not verbally or physically threaten, abuse, assault or engage in a fight with any student, school employee or any other person.

DEFAMATION

A student shall not use defamatory words or phrases or distribute defamatory materials. Defamatory words or materials are those that are false and expose a person to hatred, contempt, ridicule, disgust or an equivalent reaction or are false and have a tendency to impugn a person's occupation, business or office.

OBSCENITY AND VULGARITY

A student shall not use obscene or vulgar language or gestures or distribute obscene or vulgar materials. Obscene materials, language or gestures are those that an average person, applying contemporary standards of the school community, would find; taken as a whole, appeal to prurient interests and lack serious literary, artistic, political or scientific value. The standard to be used is that of the school community, in recognition of the fact the students are, as a group, younger and more sensitive than the general adult population. Vulgar language, materials or gestures include language, materials or gestures that depict sexual and/or excretory activities in a patently offensive manner.

FORGERY, CHEATING, AND PLAGIARISM

A student shall not use, or attempt to use, the identity, signature, academic work or research of another person and represent that it is his or her own. A student shall not share his or her knowledge or work with another student during an examination. A student shall not bring into an examination any materials or notes unless approved by the teacher.

GAMBLING

A student shall not engage in any game or activity that involves the element of risk or chance with the intention that property will be exchanged based on the outcome of the game or activity.

EMERGENCY ALARMS AND FIRE CONTROL DEVICES

A student shall not activate or use any fire alarm or emergency control device unless the student reasonably believes that an emergency exists, justifying use of the device.

ARSON

A student shall not start, attempt to start, or promote the continuation of any fire or explosion. This does not preclude teacher approved class activities such as an approved and supervised experiment in a science class.

UNAUTHORIZED ENTRY

A student shall not gain, or attempt to gain, forceful or unauthorized entry to, or occupation of, school buildings or grounds.

MISREPRESENTATION, EXTORTION, AND THEFT

A student shall not take, use or borrow any property by misrepresentation, deception or by expressed or implied threat. A student shall not take, use or borrow property belonging to another person without that person's permission to use or take the property.

GANG ACTIVITY AND ASSOCIATION

A student shall not wear, carry, or display gang paraphernalia and/or exhibit behavior or gestures that symbolize gang membership or cause and participate in activities that intimidate or adversely affect the educational activities of another student or the orderly operation of the school. A student shall not engage in any activity involving an initiation, hazing, intimidation, assault, or other activity related to group affiliation that is likely to cause or does cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students or others. Gangs that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of dress or grooming that by virtue of its color, arrangement, trademark, symbol, or any other attribute indicates or implies membership or affiliation, in such a group, is prohibited because of the disruption to the educational activities that result from such activities addressed. It is the District position that such activities and dress also present a clear and present danger to other district students, to district staff members and to the community.

For this purpose, a “gang” is defined as a group of individuals (1) who refer to themselves as a group by a group name or moniker and (2) whose primary group activities, whether conducted individually or in a group setting, involve activities that are unlawful or contrary to Governing Board Policy, including, but not limited to, the following: intimidation of others, acts of assault and similar acts of unjustified physical violence against others, and/or activities that damage real property such as graffiti. Gangs also often claim a territory or area and have similar groups that are deemed rivals or enemies.

SEARCHES

School officials have the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to the health, safety, and welfare of the student(s) exists. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District counsel.

Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectation of privacy, and lockers, desks, storage areas, et cetera, may be inspected at any time with or without reason, or with or without notice, by school personnel.

To insure the safety of our students and staff MICTED reserves the right to regularly have local law enforcement utilize canines trained to detect illegal drugs at the discretion of the school administration.

DISCIPLINARY ACTION

Discipline for Mountain Institute CTED students shall be in accordance with the Mountain Institute CTED policies when the student is present in a CTED Central Campus Course/Activity. **Discipline issues will be reported to the Mountain Institute CTED Superintendent or Superintendent designee, who will also notify the student’s home school of said disciplinary action/infraction.** Concurrently, when a student is present at his/her home school campus, student discipline is then in accordance with the home school’s established policies. All disciplinary actions taken at either Mountain Institute CTED or the home schools may be enforced by the home school and the CTED for the same infraction.

CLASSROOM DISCIPLINE PLANS/COURSE EXPECTANCY

At the beginning of each new term and with each new student, teachers will take time to explain their individual classroom rules and the progressive consequences for violating rules. A copy of this plan will be available to each student (course syllabus), and he/she will be expected to adhere to all classroom rules and regulations. Students who refuse to accept the teacher’s consequences for violations will be subject to immediate referral to the Superintendent or designee.

DISTRICT STUDENT DISCIPLINE RULES AND DUE PROCESS PROCEDURES

Purpose of Policy

The purpose of this policy is to: (1) define conduct that may result in discipline of a student and (2) set forth due process procedures for various types of discipline.

APPLICATION OF POLICY

A student who engages in conduct prohibited by this policy may be disciplined. Discipline may include, but is not limited to, any one or any combination of the following: oral reprimand, parent conferences, temporary exclusion from the classroom, loss of privileges, loss of credit, withdrawal from class, **student being placed on a discipline contract**, suspension or expulsion.

This policy is intended to regulate conduct of a student when the student is: (1) on school grounds or at a school sponsored event; (2) traveling to or from school or a school sponsored event; or (3) is under a suspension or expulsion from another school district/member school district or has engaged in misconduct while attending another school district/member school district; or has (4) engaged in misconduct that is in any other manner school related or affects the operation of any school. For the purpose of this paragraph, the term “school grounds” includes all property owned or controlled by the school district and all property reasonably adjacent thereto where students congregate during or immediately before or after school.

MICTED DISCIPLINARY ACTIONS – ALL CAMPUSES

MICTED staff and instructors strive to see ALL students be successful. When disciplinary action becomes necessary the following consequences may be enforced:

- Behavioral/Academic Contracts,
- Suspension from the class or program, or
- Police Referral (when required by statute).

The following is a list of behaviors which may result in disciplinary action (this list is not exhaustive):

Aggression

- Verbal Provocation
- Minor Aggressive Act
- Disorderly Conduct
- Recklessness
Endangerment
- Fighting
- Assault
- Aggravated Assault

Alcohol, Tobacco and Other Drugs

(sale/distribution or intent to sell/distribute;
use; possession; or share)

- Alcohol Violation
- Tobacco Violation
- E-Cigarettes/vape
- Drug Violation Medical Marijuana

Arson

Attendance Policy Violation

- Tardy
- Leaving School Grounds without Permission
Unexcused Absence
- Truancy

Harassment, Threat and Intimidation

- Harassment, Nonsexual
- Bullying
- Threat or Intimidation Hazing

Lying or Forgery

- Cheating, Plagiarism – See Ethics Policy

School Policies, Other Violations

- Combustible Contraband
- Defiance
- Disrespect towards Authority
- Dress Code
Violation
- Gambling

- Language,
Inappropriate
Negative Group
Affiliation
- Parking Lot
Violation
- Profanity
- Public Display of
Affection
- No Student ID
Card

School Threat

- Bomb Threat
- Chemical or Biological Threat
- Fire Alarm Misuse

Theft

Trespassing

Sexual Offenses

- Pornography
- Indecent Exposure or Public Sexual Indecency
Harassment
- Sexual Harassment,
- Sexual with Contact

Technology, Improper Use/Possession

- Computer
- Network infraction Electronics

Vandalism or Criminal Damage

- Graffiti or Tagging
- Vandalism of Personal Property
- Vandalism of School Property

Weapons and Dangerous Items

- Firearms
- Other Destructive Device
- Other Weapons Dangerous
- Simulated Weapons

Offenses may be reported to AZ Department of Education and/or law enforcement. Be aware of the following:

1. The administration reserves the right to circumvent the discipline matrix when deemed necessary.
2. Frequency and/or severity of any act will lead to immediate reclassification of the consequence.
3. Any continuing offense may be considered incorrigible behavior and will be taken to a discipline hearing.
4. Life Coaching can be used as an intervention.
5. Referrals will be sent home with the student and placed in student discipline file; parent will be contacted by phone or in person when a student is found to be in violation of an offense that merits Suspension.
6. Discipline hearings could result in Long-Term Suspension, Expulsion, Alternative to Suspension, or an Alternative Placement.
7. Students reasonably suspected of being under the influence of alcohol and/or drugs are subject to passive alcohol sensors, screening and/or wellness checks. Law enforcement may be notified.
8. Any violation of local, state, or federal law could result in a discipline hearing with a recommendation for Long-Term Suspension, Expulsion, or an Alternative Placement.

GENERAL STUDENT INFORMATION

CONTESTS FOR STUDENTS

Student participation in contests sanctioned or promoted by the CTED shall be limited to activities that relate to the educational needs and interests of students and do not promote private or commercial interests. **(Student Policy J-4150 © JJG)**

EMPLOYMENT OF STUDENTS

The CTED is aware that many students, for various reasons, seek employment during the school year. These students are reminded that school work and activities must not be neglected, nor shall such employment conflict with the school schedule. **(Student Policy J-6800 © JO)**

STUDENT ACTIVITIES FUNDS

Mountain Institute will adhere to Student Policy J-4100 © JJF regarding "Student Activity Fund" as defined in A.R.S 15- 1121 through A.R.S. 15-1124.

GOVERNING BOARD POLICIES

Student policies, approved by the Governing Board, are available for viewing at <http://lp.ctspublish.com/asba>. All Mountain Institute JTED students and parents are encouraged to familiarize themselves with the content therein.

TELEPHONE CALLS AND MESSAGES TO STUDENTS

Students will not be excused from class to make or accept telephone calls except in the case of an emergency. Telephones in classrooms are not to be used by students for personal calls.

RELEASE OF STUDENT PHOTOS

During the year, Mountain Institute CTED often has the opportunity to photograph students in a variety of learning experiences. Student recognition, contests, and work experiences are a few examples of these activities. Upon registration students and parents/guardians will be given a "Permission for Photo Release" which must be completed. These personally identifiable photographs may be used in the district newsletter, local newspaper, district website, social media and awards banquet presentations. Highlighting school achievement is an integral part of reporting responsibly to our community and is a way of sharing in the success of our school and students.

OPEN/CLOSED CAMPUS/LEAVING CAMPUS

Because MICTED courses are part of intensive industry-based programs, timely arrival and departure and attendance are essential. Therefore, students do not have permission to arrive late or leave early from CTED programs except for pre-approved or emergency situations. Students are expected to remain on campus as long as class is in session. A student with a medical or dental appointment may leave in time to meet such an appointment but must sign-out and

sign in upon return. A class or group of students may leave campus when they are scheduled to participate in a school-sponsored and chaperoned activity. An early release request must be signed by the parent and submitted to MICTED or the teacher before the student leaves class. Early release requests can be found in SafeArrival (see attached).

MAKE-UP WORK

Assignments missed due to absences are the responsibility of the student. It is the **student's responsibility** to ask his or her teacher for make-up work prior to leaving unless otherwise allowed by the instructor upon returning from an absence. The student will adhere to the rules and expectations of the individual teacher concerning time frame for due dates concerning make-up work.

APPRENTICESHIPS/CLINICALS

CTED Skills Labs are carefully monitored work/service experiences in which a student has intentional learning goals and reflects actively on what she or he is learning throughout the experience. This is an opportunity for students to gain valuable industry hands-on training within the local business community in support of their classroom instruction/standards. Uniforms and PPE may be required and will be discussed through course syllabus and classroom instructor. Students shall wear CTED provided ID and behave in a professional manner while participating in any Skills Lab/Clinical experience.

TRANSPORTATION

Though we do our best to facilitate and support transportation, MICTED does not provide transportation to and from classes. TRANSPORTATION IS THE RESPONSIBILITY OF THE HOME SCHOOL DISTRICT.

Students are responsible for arranging their own transportation to and from MICTED programs that operate outside the traditional high school schedule or are located off their home campus. This includes programs such as Cosmetology and other designated programs where district transportation may not be available. Students who drive must possess a valid driver's license, current vehicle registration, and insurance coverage and are expected to operate their vehicles safely and in accordance with all applicable laws and school regulations.

MICTED students need follow the parking guidelines for their campus. Students may not park in any staff, visitor, reserved space, or in a designated No Parking Area. Vehicle speed on campus is restricted to 5 miles per hour (5 mph) regardless of location. **(Student Policy J- 6650)**

COMPUTER & INTERNET USAGE

The use of the computer and internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges or disciplinary action by school officials. Any use of the computer or Internet for illegal, inappropriate or obscene purposes, or in support of such activities is prohibited. Illegal activities shall be defined as a violation of local, state, or federal laws. As users of technology for MICTED courses, students agree to:

1. Use school facilities and equipment only for school-related education activities.
2. Be responsible for the monitoring and if necessary rejection of inappropriate or unlawful materials.
3. Only use the internet for activities related to curriculum expectations. District resources will not be used for commercial purposes or sending unauthorized or personal electronic messages; this includes visits to social media sites.
4. Adhere to all copyright laws. School facilities and equipment will not be used to download games, music, graphics, videos, or test materials.
5. Not use school technology to plagiarize material. Plagiarism of another's work is a serious academic violation and students may lose credit in a course, or be expelled from college coursework as a result.
6. Not transmit material that is in violation of local or federal laws.
7. Report all security problems to system administrators and not demonstrate the problem to others.
8. Access only personal files or those files to which access has been granted by an authorized staff member.

9. Not purchase any online goods or services without authorized staff's permission. Students are financially responsible for all such purchases.
10. Use only school-approved software in school facilities on school equipment.
11. Avoid monopolizing systems, overloading networks, or printing excessively.
12. Not harm, modify, or destroy hardware on any school equipment.

ELECTRONIC DEVICES AND CELLPHONES

Students may possess cell phones and other personal electronic devices while attending MICTED programs. In accordance with Arizona law (A.R.S. § 15-120.05), the use of cell phones and other wireless communication devices during instructional time is prohibited unless specifically authorized by the instructor for an educational purpose, required by an IEP, 504 Plan, medical accommodation, or in an emergency.

During class, electronic devices must be silenced and kept out of sight unless directed by the instructor. Unauthorized use may result in disciplinary action and/or confiscation of the device. The use of cameras or recording devices in restrooms, locker rooms, clinical settings, or in any manner that violates the privacy of others is strictly prohibited and may result in disciplinary action. Electronic devices may be used during field trips or school-sponsored activities only when permitted by school personnel.

NON-DISCRIMINATION POLICY

Prohibited Discrimination - The Board is committed to a policy of nondiscrimination in relation to race, color, religion, sex, age, national origin, language of origin, disability, sexual orientation, gender identity or expression, or marital status. In addition, Section 504 of the Rehabilitation Act (29 U.S.C. 794, et seq) requires, and it is the policy of the District, that otherwise qualified handicapped persons must not be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination solely on the basis of handicap, under any district program or activity that receives federal financial assistance. The District expressly prohibits all such unlawful discrimination by its agents and employees.

Compliance Officer — any person who believes he or she has been the victim of unlawful discrimination by an agent or employee of the district or who knows of such discrimination against another person should file a complaint with the Superintendent designee (the Compliance Officer). If the Compliance Officer is the one alleged to have unlawfully discriminated, a complaint against the Compliance Officer should be filed with the Superintendent who, for all other purposes of this policy, shall act as the Compliance Officer.

Complaint Investigation Procedure—The District is committed to investigating each complaint thoroughly and to taking immediate and appropriate corrective action on all confirmed violations of this policy, as is reasonably practical after a complaint is filed. In investigating the complaint, the Compliance Officer will maintain confidentiality to the extent reasonably possible.

If the initial investigation discloses reasonable cause to believe that a violation of this policy has occurred, the Compliance Officer shall advise the Superintendent, who shall determine whether to hold an administrative hearing and/or whether to bring the matter before the Governing Board. The determination of "reasonable cause" is not a determination that discrimination actually has occurred. It means only that there is a reasonable basis to the allegations such that the matter should proceed to a hearing on the allegations. If the person alleged to have violated this policy is a teacher or administrator, the due process provisions of the District's rules for Disciplinary Action against a Teacher, or rules for Disciplinary Action against an Administrator, whichever is applicable, shall apply. In cases of serious misconduct, dismissal proceedings in accordance with A.R.S. 15-531, et seq., may be initiated. If the person alleged to have violated this policy is a classified employee, the Compliance Officer, Superintendent or the Superintendent's designee shall hold a hearing on the allegations and may impose discipline, short of a suspension without pay, if the evidence at the hearing so warrants. The Superintendent also may recommend that the Governing Board impose a suspension without pay, dismissal, or other appropriate discipline. If the Compliance Officer's investigation reveals no reasonable cause to believe that this policy has been violated, the Compliance Officer shall inform the complaining party in writing.

Handbook Acknowledgement Form

Please take a moment to fill out this form after you have read the Mountain Institute Student Handbook.

Student First and Last Name

Today's Date

I have read and understand the contents of the 2026-2027 Mountain Institute CTED Handbook, and understand it is my responsibility to adhere to the rules and regulations contained therein. I also understand that the Handbook is subject to change at any time when it is deemed in the best interest of students and the school community. By completing this Form, I acknowledge that I am bound by the policies, guidelines and expectations contained in the Student Handbook.

Circle only one

- Yes
- No

By signing below student acknowledges they received information on where to access the student and reference the Mountain Institute CTED Student Handbook and it they can find it at www.micted.net/lapps/pages/handbook

Student Signature: _____

MITED CAMPUS INFORMATION

Mountain Institute CTED District Office

Address

220 Ruger Road
Prescott, AZ 86301

Phone

(928) 771-0791 (Office)

(210) 889-1052 (Superintendent cell)

Website:

www.micted.net

Office Hours

Monday-Thursday 7:00 am – 4:30 pm

Friday 7:00 am - 1:30 pm

Email

miinfo@micted.net

Facebook

www.facebook.com/MICTED

Instagram

[www.instagram.com/mountaininstitute
cted](http://www.instagram.com/mountaininstitutected)

MITED Centerpointe Campus

Address

2989 Centerpointe E Dr.
Prescott, AZ 86301

Phone

(928) 771-0791 (Office)

(210) 889-1052 (Superintendent cell)

(520) 696-9398 (Student Services cell)

MITED Central Campus Locations

MITED – Yavapai College Main

Address

1100 E Sheldon St
Prescott, AZ 86301

Phone

928-771-0791 (CTED office)

210-988-1052 (Superintendent cell)

Website

www.micted.net

MITED – Yavapai College CTEC

Address

220 Ruger Road
Prescott, AZ 86301

Phone

928-771-0791 (CTED Office)

210-889-1052 (Superintendent cell)

Website

www.vc.edu/v4content/campuses-and-sites/ctec

MITED – Yavapai College Glassford Hill

Address

3800 N. Glassford Hill Rd.
Prescott Valley, AZ 86314

Phone

928-771-0791 (CTED Office)

210-988-1052 (Superintendent cell)

YC Location Website

www.vc.edu/v4content/campuses-and-sites/prescott

MITED - AgriBusiness & Science Technology Center, Chino Valley

Address

2275 Old Home Manor Dr
Chino Valley, AZ 86323

Phone

928-771-0791 (CTED Office)

210-988-1052 (Superintendent cell)

MEMBER DISTRICT HIGH SCHOOLS (SATELLITE OFFICES)

Ash Fork High School Address 46999 N 5th Street Ash Fork, AZ 86320 Phone 928) 637-2561 Website www.afiusd.org	Chino Valley High School Address 760 East Center Street Chino Valley, AZ 86323 Phone (928) 636-2298 Website www.chinovalleyschools.com
Bagdad High School Address 515 Breezy Court Bagdad, AZ 86321 Phone 928-633-2201 Website www.bagdadshools.com	Mayer High School Address 12606 E. Main Street Mayer, AZ 86333 Phone 928-642-1000 Website www.maverschools.org
Bradshaw Mountain High school Address 6000 East Long Look Drive Prescott Valley, AZ 86314 Phone 928-759-4100 Website www.humboldtunified.com	Prescott High School Address 1050 N. Ruth Street Prescott, AZ 86301 Phone 928-445-2322 Website www.prescottschools.com/phs
Seligman High School Address 325 Main Street Seligman, AZ 86337 Phone 928-422-3233 Website www.seligmanschools.org	MICTED is also proud to serve our area charter schools, private schools and homeschool students. Please call or email for more information. 927-771-0791. miinfo@micted.net

CAREER TECHNICAL EDUCATION GLOSSARY

CTE Programs

An organized set of specialized courses which directly relates to the preparation of persons for occupations that normally do not require a baccalaureate or advanced degree for paid or unpaid employment, or advancement, and which is designed in total to provide a student with sufficient skills for entry into an occupation.

Centralized Program

A CTED program that is held "off homeschool campus" during or after regular school hours, and students travel to the program from other high schools.

Dual Credit

Students may receive both high school and college credit for a particular course or program.

CTED

Joint Technical Education District

Satellite Program

A CTED program held during regular school hours on a home high school campus.

Mountain Institute CTED | 2026-2027 CALENDAR

JULY '26						
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	

3 Office Closed
 4 Independence Day
 6 Observed -Office closed
 9-15 Connections Conf.
 10 Office Closed
 17 Office Closed
 24 Office Closed
 31 Office Closed

JANUARY '27						
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						

1 New Year's Day-School/Office Closed
 4-8 Instructor PD
 11-15 Instructor PD
 11 M-F Cosmetology Begins
 18 ML King Jr Day - School/Office Closed
 19 M-Th Classes Begin
 22 Friday Classes Begin

AUGUST '26						
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					

3-7 Instructor PD
 10-14 Instructor PD
 10 M-F Cosmetology Classes Begin & Welcome Week!
 17 M - Th Classes Begin
 21 Friday Classes Begin

FEBRUARY '27						
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						

11 Academic Alerts
 25 Academic Alerts

SEPTEMBER '26						
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			

7 Labor Day-School/Office Closed
 10 Academic Alerts

MARCH '27						
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			

12 Quarter 3 Ends
 15-19 Spring Break- School/Office Closed

OCTOBER '26						
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

1 Academic Alerts
 9 End of Quarter 1
 12-16 Fall Break- School/Office Closed
 21 Academic Alerts

APRIL '27						
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	

8 Academic Alerts
 29 Academic Alerts

NOVEMBER '26						
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					

5 Academic Alerts
 11 Veterans Day- School/Office Closed
 25-27 Thanksgiving Break - School/Office Closed

MAY '27						
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					

13 M-Th Classes End
 14 Fri. Classes End
 21 Cosmetology Classes End
 17-21 Instructor Pd
 28 Office Closed
 31 Memorial Day-Office Closed

DECEMBER '26						
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		

3 Academic Alerts
 11 Last Day Fri. Classes
 14 Last Day M-Th Classes
 17-18 Instructor PD
 18 Last Day Cosmetology
 21-Jan. 1 Winter Break-Office Closed

JUNE '27						
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			

4 Office Closed
 11 Office Closed
 18 Office Closed
 19 Juneteenth
 25 Office Closed



Frequently Asked Questions

SafeArrival for Families FAQ

What is SafeArrival?

SafeArrival is an absence management system that improves student safety and makes it easy for you to let the school know about your child's absence.

You are asked to report your child's absence in advance whenever possible using one of these convenient methods:

SchoolMessenger app (free)

1. Provide your email address used when you enrolled your student in MICTED.
2. Get the app from the Apple App Store or the Google Play Store (or from the links at <https://go.schoolmessenger.com>).
3. Tap **Sign Up** to create your account.
4. Select **Attendance** from the menu, and then select **Report an Absence**.

Web and Mobile Web: go.schoolmessenger.com

1. Provide your email address used when you enrolled your student in MICTED.
2. Go to the website.
3. Click **Sign Up** to create your account.
4. Select **Attendance** from the menu, then select **Report an Absence**.

Interactive Toll-free Phone: 1-833-919-2209

1. Call the toll-free, interactive telephone system.
2. Follow the instructions to report an absence.
3. A SchoolMessenger App account is not required to use the toll-free number to report an absence.

Absences can be reported in advance:

- 24 hours/day
- 7 days a week
- For any school day in the school term
- Up to the cut-off time on the day of the absence.

Whenever an absence is reported or updated, you will receive a confirmation notice by email and/or text message (assuming you have provided your contact information to the school).

If you don't report your child's absence in advance, the automated notification system will try to contact you (using your communication preferences if you have set them up in the SchoolMessenger app). This may include push notifications to the app, email, SMS text messages, or phone calls. You will be asked to provide the reason for your child's absence immediately. You may do so using the phone line, website or mobile app.

If an absence is not explained within approximately 20 minutes of the time that the school starts the notification process, school staff will follow up to make sure that your child is safe. If you try to explain an absence using SafeArrival but are then told that it is past the cut-off time, please contact the school directly.

if you don't want to receive notifications when your child is absent, be sure to report your child's absence in advance.

if you do receive notifications of your child's absence, be sure to provide the reason as quickly as possible, using one of the methods listed above or during the phone call notification itself.



SCHOOLMESSENGER®

Why do I need a SchoolMessenger app account?

A SchoolMessenger app account is not required to use the toll-free phone line to report absences. However, we strongly recommend that you provide your email address to the school and set up your SchoolMessenger app account. This allows you to review and update absences, review your contact information and communication preferences and more.

Please see related SchoolMessenger app documentation for setting up your account, resetting your password, reviewing contact information, and specifying communication preferences. Once you have set up your account, choose ATTENDANCE from the menu.

If you cannot set up your account, you do not see the ATTENDANCE option, or you do not see your child(ren) listed in your account, please contact the school directly to check that your correct email address is associated with your child(ren).

How do I use the toll-free phone line?

When you call the toll-free phone line, follow the instructions for reporting an absence.

If the phone number you are calling from matches a phone number on file with the school for your student(s), you will hear your student's name(s). If the system doesn't recognize your caller ID, you will be asked to enter the student's home phone number.

If you have difficulty using the toll-free phone line, please consider using the SchoolMessenger mobile app or website. Otherwise, contact the school directly.



School News App

QUICK START GUIDE

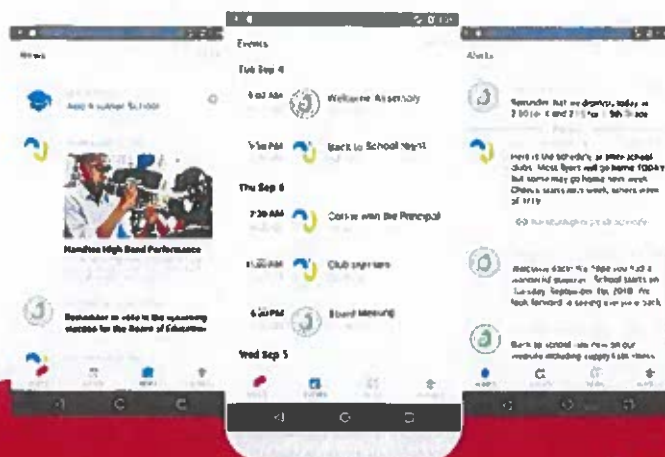
Hello families! Your school has been added to the School News app by Edlio. It's a simple way to view your school's news feeds and calendars, and also receive push notifications directly from the school.



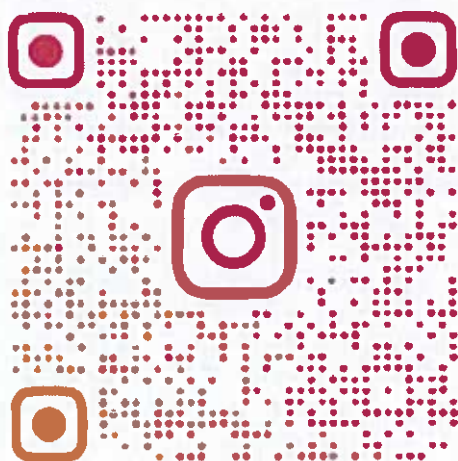
Install in minutes:

SCAN ME

- 1** Download the app from the App Store or Google Play (scan the QR code above or search "School News by Edlio").
- 2** Search for your school and add it to the app. (Mountain Institute CTED)
- 3** Enable push notifications and filter news and event categories.



Powered by
edlio



MOUNTAININSTITUTECTED



FACEBOOK

YAVAPAI COLLEGE **EARLY COLLEGE** *programs*

DIRECTIONS: How to Withdraw a YC Course

To Access the Student Menu

As an Early College student, you can access the menu through your Yavapai College account at www.yc.edu.

1. Go to www.yc.edu and click on the yellow MyYC button in the top right to login.
2. Enter your username and password then click on the green "LOGIN" button.

Drop the Course in YC System

1. In the YC Portal – Click **Register/Drop Classes**
2. Click **Register/Drop Classes** again in the next menu.
3. If you see an **Accept Terms and Conditions** page, please click through it.



[Check Registration Eligibility](#)
View registration eligibility and pre-registration requirements.



[Register/Drop Classes](#)
Search and register for classes. Drop classes. View and manage your schedule. NOTE: Payment is expected at the time of registration. Payment information can be found at www.yc.edu/payments



[Browse Credit Classes](#)
Looking for classes? Browse credit classes offered this semester (not a registration area)

4. Select the Term and click Continue.
5. In the Registration Summary window (lower right side), find the class that you want to drop.
 - a. Using the drop down menu, select:
 - i. "Web drop - 100% refund" – *this option is only available with the add/drop deadline.*
 - ii. "Withdraw Initiated by Student"
 - b. Click "Submit" to make the change to your schedule

Registration Summary - Enrollment Questions? Call 928.776.2149 [CLICK HERE TO PAY](#)

CRN	Subject/Course Title	Cred	Enrollment Status	Charge Enrollment Status
33365	MUS 190, 701 <i>Orchestra: Gems of the</i>	*	Registered	None
33304	SPA 098, 701 <i>Spanish in Daily Life I</i>	*	Registered	None
33305	SPA 099, 701 <i>Spanish in Daily Life I</i>	*	Registered	None

Total Hours: Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 16

Mountain Institute CTED

FY 27 Q&C Submission Requirements and Payment Schedule

Requirement Due Date and CTED ADM Pull Date	Submission Requirement	Final Pull and Payment Date
9/21/2026	1. Member District Budgets - budget worksheets (District Level- Due September 1st) 2. Program Curriculum Map with WBL, CTSO Int., and Standards (Technical, Professional, and AZ Academic). 3. Teacher Certification - Spreadsheet Verified and new staff Certs uploaded. 4. Reminder: Data Portal - FY26 Credentials edits/adds & Coherent Sequence Built FY27	9/28/2026
11/23/2026	1. CTSO Chapter confirmation (Report) 2. Supplanting Worksheet (district level) 3. Spotlight photos - for each Program 4. Reminder: Data Portal - CTSO & WBL	11/30/2026
2/22/2027	1. Updated Inventory by Program (ADE Template) 2. Work Based Learning Narrative 3. FY25 Credentials Verification 4. Reminder: Data Portal - Fall Enrollment & Placement	3/1/2027
5/10/2027	1. Teacher Certificates (Final Review) 2. Professional Development Logs 3. Advisory Council Meeting (Agenda/Minutes, Sign In, and Recommendations) 4. TSA Results 5. Program Enrollment Numbers 6. Reminder: Data Portal - Spring Enrollment, WBL, & Credentials	5/17/2027

Monday 8/3	Tuesday 8/4	Wednesday 8/5	Thursday 8/6	Friday 8/7
<u>Welcome Breakfast 8am</u> Summer Conf Review Instructor Google Classroom Credentials Folder DLP ADE Q&C Docs 301 Plan Review Review of State Standards Lunch on your own Effective/Essential Questions (DOK)	WW Cosmetology 7-10 & 1-4 Syllabus & Curriculum /Calendar Mapping Clinical Planning Vector Pathway Set Up Lunch on your own & Planning Time	EOP Review Centerpointe Rules/Expect. CTSO/WBL -Data Portal Google Educator Cert Lunch on your own SWOT with Goal Setting (Casey)	HR-All Staff (Amanda and Heather) <u>Lunch Provided</u> Reverse Curriculum Mapping Power Teacher (Edie) PD Logs Vote 301 (Erlyn)	Cosmetology & MA-Program Pulse Mtgs Planning
Monday 8/10	Tuesday 8/11	Wednesday 8/12	Thursday 8/13	Friday 8/14
WW Vet/Dental 7-9:30 & 1:15-3:45 Curr. Connections Teacher Eval - What's your 10%? -Self Review/Goal Setting <u>Lunch Provided</u> & Planning	Planning & Set Up WW - Fire, Ed Prof. 1:15-3:45 Ed Professions-Program Pulse Mtg (Casey)	Dental & Vet-Program Pulse Mtgs zSpace all Medical (noon-1) zSpace MA (1-2 pm) Mike - TransfrTrek	Planning Fire -Program Pulse Mtg zSpace Dental (1-2 pm) zSpace Vet (2-3 pm) WW- MA 1:15-3:45 (Erlyn)	WW Fire & MA Friday Programs Planning Due to Instructor Folder: 1st Sem Syllabus 1st Sem Curr Calendar Eval Goal Setting-Self Rev. PD Logs
PreService schedule 8 am - 4 pm M-Th and 8 am -1 pm Friday. A Lunch Break (on your own) of 1 hour will be provided unless otherwise specified. All other available contracted hours are for set-up and planning time within your program. Natalie 1.0 Traci .7 Lisa 1.0 Mike 1.0 Donna 1.0 Denise .8 Constant .4				

Mountain Institute CTED

301 Plan – Classroom Site Fund (Teaching Assistant)

2026–2027 School Year

Background

In 2000, Arizona voters approved Proposition 301, establishing a 0.06% sales tax to support educators. This rate was later increased by the Arizona Legislature to 0.1%. These funds are distributed to certified (non-administrative) and instructional staff based on performance.

Teaching Assistant (TA) staff at Mountain Institute whose positions require direct student contact are eligible for 301 funds. To utilize these funds, a performance plan must be developed and approved by the Governing Board. The following plan, proposed for the 2025–2026 school year, is subject to a vote by MICTED TA staff.

Plan Outcomes

- Enhance the learning environment for students.
- Encourage positive school and community relations.

Plan Goals

- Improve and maintain a school performance label and academic environment that reflects high-quality achievement.
- Measure and strengthen positive relationships among instructors, students, and parents.

Compensation Overview

Base Pay Increases

- **Estimated Amount:** \$1,000 per TA contract
- **Distribution:** 50% paid in December, 50% paid in May
- 100% of allocated funds will supplement teacher and TA salaries, reflected in the salary budget line.

Performance Goal – Teaching Assistant Evaluation

- **Requirement:** Minimum evaluation rating of **"Effective"**
- **Award:** \$1,000
- **Disbursement:** 50% paid in December, 50% paid in May

Evaluation Process:

Completed collaboratively by MICTED staff and the class instructor, focusing on the following areas:

- **Technical Knowledge and Clinical Skills**
- **Instructional Support**
- **Professionalism and Communication**
- **Overall Performance**

Additional Approved Fund Menu

Professional Development Participation

- **Maximum Reimbursement:** Up to \$500 per year (paid as hourly wages for time spent in attendance)
- **Requirements:**
 - Participation in a **workshop, conference, or class** during each semester
 - The experience must impact the TA's instructional or support role
 - Dates of attendance: **August 1, 2026 – May 31, 2027**
 - **Pre-approval** by MICTED and/or instructor required
 - **Evidence of registration and session agenda** must be submitted to the MICTED Program Director **before submitting timesheet for payment**

Other

- **Placement Surveys complete (\$25 per student)**

Program Administration

- Must be employed as a **Teaching Assistant in the Mountain Institute School District** during the 2026–2027 school year (or semester if applicable).
- Teaching Assistants who do not complete the school year (or applicable semester) will be **ineligible** for performance-based funds.

Appeal Process

Types of Appeals

- Disagreement on eligibility for participation or goals achieved

Procedure

- Submit a letter to the Superintendent detailing the concern and supporting documentation that will be presented to the Governing board for final decision.

MOUNTAIN INSTITUTE

Revenue Report



Summary Only

From Date: 7/1/2026

To Date: 7/8/2026

Fiscal Year: 2026-2027

Account Number / Description			Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund:	001	MAINTENANCE AND OPERATION FUND					
		Fund 001 Total:	\$2,110,568.00	\$0.00	\$0.00	\$2,110,568.00	100.00%
Fund:	011	CLASSROOM SITE FUND - BASE SALARY					
		Fund 011 Total:	\$21,654.00	\$0.00	\$0.00	\$21,654.00	100.00%
Fund:	012	CLASSROOM SITE FUND - PERFORMANCE PA					
		Fund 012 Total:	\$43,247.00	\$0.00	\$0.00	\$43,247.00	100.00%
Fund:	013	CLASSROOM SITE FUND - OTHER					
		Fund 013 Total:	\$43,477.00	\$0.00	\$0.00	\$43,477.00	100.00%
Fund:	021	INSTRUCTION IMPR - DROP-OUT & READING					
		Fund 021 Total:	\$8,050.00	\$0.00	\$0.00	\$8,050.00	100.00%
Fund:	024	INSTRUCTIONAL IMPROVEMENT					
		Fund 024 Total:	\$15,719.00	\$0.00	\$0.00	\$15,719.00	100.00%
Fund:	260	CTE BASIC GRANT					
		Fund 260 Total:	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%
Fund:	349	NATIONAL FOREST FEES					
		Fund 349 Total:	\$25,225.00	\$0.00	\$0.00	\$25,225.00	100.00%
Fund:	374	E-RATE TELE-COMMUNICATIONS					
		Fund 374 Total:	\$40,250.00	\$0.00	\$0.00	\$40,250.00	100.00%
Fund:	400	CTE PRIORITY					
		Fund 400 Total:	\$30,000.00	\$0.00	\$0.00	\$30,000.00	100.00%
Fund:	470	JTED PERFORMANCE PAY					
		Fund 470 Total:	\$45,000.00	\$0.00	\$0.00	\$45,000.00	100.00%
Fund:	506	School Plant (Sale)					
		Fund 506 Total:	\$40.00	\$0.00	\$0.00	\$40.00	100.00%
Fund:	525	AUXILIARY OPERATIONS					
		Fund 525 Total:	\$20.00	\$0.00	\$0.00	\$20.00	100.00%
Fund:	526	EXTRACURRICULAR ACTIVITIES FEES TAX CF					
		Fund 526 Total:	\$7,050.00	\$0.00	\$0.00	\$7,050.00	100.00%
Fund:	530	GIFTS AND DONATIONS					
		Fund 530 Total:	\$25,080.00	\$0.00	\$0.00	\$25,080.00	100.00%
Fund:	570	INDIRECT COSTS					
		Fund 570 Total:	\$10.00	\$0.00	\$0.00	\$10.00	100.00%
Fund:	590	GRANTS & GIFTS TO TEACHERS					
		Fund 590 Total:	\$2,010.00	\$0.00	\$0.00	\$2,010.00	100.00%
Fund:	610	UNRESTRICTED CAPITAL OUTLAY					
		Fund 610 Total:	\$225,673.00	\$0.00	\$0.00	\$225,673.00	100.00%

MOUNTAIN INSTITUTE

Revenue Report

☒ Summary Only From Date: 7/1/2026 To Date: 7/8/2026

Fiscal Year: 2026-2027

Account Number / Description		Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund:	855 EMPLOYEE INSURANCE WITHHOLDINGS					
	Fund 855 Total:	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%
	Grand Total:	\$2,669,073.00	\$0.00	\$0.00	\$2,669,073.00	100.00%

End of Report

MOUNTAIN INSTITUTE

Expenditure Budget Balance Report

☒ Summary Only

From Date: 7/1/2026

To Date: 7/8/2026

Fiscal Year: 2026-2027

Budget Balance

Account Number / Description			Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
Fund:	001	MAINTENANCE AND OPERATION FUND						
		Fund 001 Total:	\$5,047,741.00	\$14,646.98	\$14,646.98	\$5,033,094.02	\$3,727,838.63	\$1,305,255.39 25.86%
Fund:	010	CLASSROOM SITE FUND						
		Fund 010 Total:	\$796,728.00	\$0.00	\$0.00	\$796,728.00	\$309,882.79	\$486,845.21 61.11%
Fund:	021	INSTRUCTION IMPR - DROP-OUT & READING						
		Fund 021 Total:	\$59,128.56	\$0.00	\$0.00	\$59,128.56	\$0.00	\$59,128.56 100.00%
Fund:	024	INSTRUCTIONAL IMPROVEMENT						
		Fund 024 Total:	\$54,068.38	\$0.00	\$0.00	\$54,068.38	\$0.00	\$54,068.38 100.00%
Fund:	260	CTE BASIC GRANT						
		Fund 260 Total:	\$39,680.84	\$0.00	\$0.00	\$39,680.84	\$0.00	\$39,680.84 100.00%
Fund:	261	CTE BASIC GRANT FY15						
		Fund 261 Total:	\$17,565.09	\$0.00	\$0.00	\$17,565.09	\$0.00	\$17,565.09 100.00%
Fund:	265	CTE TECH PREP GRANT						
		Fund 265 Total:	\$210,492.50	\$0.00	\$0.00	\$210,492.50	\$0.00	\$210,492.50 100.00%
Fund:	266	CTE TECH PREP GRANT (EVEN)						
		Fund 266 Total:	\$209,240.00	\$0.00	\$0.00	\$209,240.00	\$0.00	\$209,240.00 100.00%
Fund:	349	NATIONAL FOREST FEES						
		Fund 349 Total:	\$133,579.38	\$0.00	\$0.00	\$133,579.38	\$0.00	\$133,579.38 100.00%
Fund:	374	E-RATE TELE-COMMUNICATIONS						
		Fund 374 Total:	\$28,279.46	\$0.00	\$0.00	\$28,279.46	\$24,120.00	\$4,159.46 14.71%
Fund:	400	CTE PRIORITY						
		Fund 400 Total:	\$13,345.32	\$0.00	\$0.00	\$13,345.32	\$0.00	\$13,345.32 100.00%
Fund:	475	JTED SOFT CAPITAL						

MOUNTAIN INSTITUTE

Expenditure Budget Balance Report

☒ Summary Only

From Date: 7/1/2026

To Date: 7/8/2026

Fiscal Year: 2026-2027

Budget Balance

Account Number / Description			Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
Fund 475 Total:			\$202,964.00	\$0.00	\$0.00	\$202,964.00	\$0.00	\$202,964.00 100.00%
Fund:	500	SCHOOL PLANT						
Fund 500 Total:			\$5,978.43	\$0.00	\$0.00	\$5,978.43	\$0.00	\$5,978.43 100.00%
Fund:	515	CIVIC CENTER						
Fund 515 Total:			\$19,487.72	\$0.00	\$0.00	\$19,487.72	\$0.00	\$19,487.72 100.00%
Fund:	525	AUXILIARY OPERATIONS						
Fund 525 Total:			\$3,659.37	\$0.00	\$0.00	\$3,659.37	\$0.00	\$3,659.37 100.00%
Fund:	526	EXTRACURRICULAR ACTIVITIES FEES TAX CF						
Fund 526 Total:			\$21,790.67	\$0.00	\$0.00	\$21,790.67	\$0.00	\$21,790.67 100.00%
Fund:	530	GIFTS AND DONATIONS						
Fund 530 Total:			\$37,419.00	\$0.00	\$0.00	\$37,419.00	\$0.00	\$37,419.00 100.00%
Fund:	570	INDIRECT COSTS						
Fund 570 Total:			\$375.97	\$0.00	\$0.00	\$375.97	\$0.00	\$375.97 100.00%
Fund:	590	GRANTS & GIFTS TO TEACHERS						
Fund 590 Total:			\$1,812.93	\$0.00	\$0.00	\$1,812.93	\$0.00	\$1,812.93 100.00%
Fund:	610	UNRESTRICTED CAPITAL OUTLAY						
Fund 610 Total:			\$1,612,018.00	\$18,952.65	\$18,952.65	\$1,593,065.35	\$63,857.91	\$1,529,207.44 94.86%
Fund:	855	EMPLOYEE INSURANCE WITHHOLDINGS						
Fund 855 Total:			\$44,554.24	\$377.22	\$377.22	\$44,177.02	\$4,149.42	\$40,027.60 89.84%
Grand Total:			\$8,559,908.86	\$33,976.85	\$33,976.85	\$8,525,932.01	\$4,129,848.75	\$4,396,083.26 51.36%

End of Report

MOUNTAIN INSTITUTE

Fund Balances

Fiscal Year: 2026-2027

Month: 6
Year: 2027
Fund Type:

☒ Include Cash Balance
☒ FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>	<u>Cash Balance</u>	<u>Variance</u>
000	UNDESIGNATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001	MAINTENANCE AND OPERATION FUND	\$0.00	\$0.00	(\$25,587.35)	\$0.00	(\$25,587.35)	(\$25,587.35)	\$0.00
010	CLASSROOM SITE FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
011	CLASSROOM SITE FUND - BASE SALARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
012	CLASSROOM SITE FUND - PERFORMANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
013	CLASSROOM SITE FUND - OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
021	INSTRUCTION IMPR - DROP-OUT & READ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
024	INSTRUCTIONAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
071	STRUCTURED ENGLISH IMMERSION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
080	STUDENT SUCCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
260	CTE BASIC GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
261	CTE BASIC GRANT FY15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
265	CTE TECH PREP GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
266	CTE TECH PREP GRANT (EVEN)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
315	NATIONAL FOREST FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
325	FEDERAL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
326	ESSER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
328	ENROLLMEENT STABILIZATION GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
336	ESSER II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
346	ESSER III	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
349	NATIONAL FOREST FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	E-RATE TELE-COMMUNICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400	CTE PRIORITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401	RESTRICTED GRANTS-IN-AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
465	OTHER STATE PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
466	TEACHER INCENTIVE BONUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
470	JTED PERFORMANCE PAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
475	JTED SOFT CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
489	RESTRICTED GRANTS-IN-AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
490	QUALITY JOBS STATE GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
499	RURAL ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

MOUNTAIN INSTITUTE

Fund Balances

Fiscal Year: 2026-2027

Month: 6
Year: 2027
Fund Type:

☒ Include Cash Balance
☒ FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>	<u>Cash Balance</u>	<u>Variance</u>
500	SCHOOL PLANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
506	School Plant (Sale)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
515	CIVIC CENTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
525	AUXILIARY OPERATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
526	EXTRACURRICULAR ACTIVITIES FEES T/	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
530	GIFTS AND DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
535	CAREER & TECHNICAL ED & VOC ED PRG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
565	LITIGATION RECOVERY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
570	INDIRECT COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
575	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
590	GRANTS & GIFTS TO TEACHERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
597	AZ INDUSTRY CREDENTIALS INCENTIVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610	UNRESTRICTED CAPITAL OUTLAY	\$0.00	\$0.00	(\$18,952.65)	\$0.00	(\$18,952.65)	(\$18,952.65)	\$0.00
625	SOFT CAPITAL ALLOCATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	EMPLOYEE INSURANCE WITHHOLDINGS	\$0.00	\$0.00	(\$377.22)	\$0.00	(\$377.22)	(\$377.22)	\$0.00
Grand Total:		\$0.00	\$0.00	(\$44,917.22)	\$0.00	(\$44,917.22)	(\$44,917.22)	\$0.00

End of Report



NATIONAL BANK OF ARIZONA

P.O. BOX 26547
SALT LAKE CITY, UT 84126-0546

Statement of Accounts

This Statement: June 30, 2026
Last Statement: May 29, 2026

Primary Account: 0430018294

0051279

1926-06-43000-NBA-FG0030-00001

MOUNTAIN INSTITUTE JTED NO 2
220 RUGER RD
PRESCOTT, AZ 86301-9114

Direct Inquiries to:
800-497-8168
WWW.NBARIZONA.COM

CTSO

AZ
7/8/26

Tired of all the paper? Start receiving your statements electronically and review your account notices online.
Sign up for Online Banking or login today at WWW.NBARIZONA.COM

Effective July 20, 2026, the Deposit Account Agreement will be amended. You can access the current version of the Deposit Account Agreement and a list of upcoming changes by visiting the Agreement Center at www.nbarizona.com/personal/agreement-center/.

SUMMARY OF ACCOUNT BALANCE

Account Type	Account Number	Account Ending Balance
PUBLIC FUNDS INTEREST CHECKING	0430018294	\$4,323.83

PUBLIC FUNDS INTEREST CHECKING 0430018294

0252

	Previous Balance	Deposits/Credits	Withdrawals/Debits	Checks Processed	Ending Balance
Count:		1	0	1	
Amount:	4,495.94	0.04	0.00	172.15	4,323.83

DEPOSITS/CREDITS

Posting Date	Effective Date	Amount	Description
06/30	06/30	0.04	INTEREST PAYMENT

CHARGES/DEBITS

Posting Date	Effective Date	Amount	Description
06/15	06/15	172.15	Check No: 000000005032 Donation from Dental

CHECKS PROCESSED

Number	Date	Amount
5032	06/15	\$172.15

ACTIVITY COUNT

	During this period
Total Items	2

June 30, 2026
MOUNTAIN INSTITUTE JTED NO 2
0430018294



NATIONAL BANK OF ARIZONA

June 30, 2026
MOUNTAIN INSTITUTE JTED NO 2
0430018294

P.O. BOX 26547
SALT LAKE CITY, UT 84126-0546

AGGREGATE OVERDRAFT AND RETURNED ITEM FEES

	<i>Total for This Period</i>	<i>Total Year-to-Date</i>
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

To learn more about our other products and services that may lower the cost of managing account overdrafts or to discuss removing overdraft coverage from your account, please contact Customer Service or visit your local branch.

DAILY BALANCE

<i>Date.....</i>	<i>Balance</i>	<i>Date.....</i>	<i>Balance</i>	<i>Date.....</i>	<i>Balance</i>
05/30	\$4,495.94	06/15	\$4,323.79	06/30	\$4,323.83

INTEREST

Interest Earned This Statement Period	\$0.04	Number Of Days This Statement Period	32
Interest Paid Year-To-Date 2026	\$0.23		
Interest Paid Last Year 2025	\$0.64		

Current interest rate is 0.0100% with no rate change this statement period

June 30, 2026
MOUNTAIN INSTITUTE JTED NO 2
0430018294

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This Statement
June 30, 2026

MOUNTAIN INSTITUTE JTED NO 2 220 RUCES RD PRESCOTT, AZ 86301 800 771-0701		5032
DATE <u>5/30/26</u>		VT 042/1822
PAY TO THE ORDER OF <u>SVDR District 10 Community Dental Clinic</u>	\$ <u>172.15</u>	
<u>One Hundred Seventy Two & 15/100</u>	DOLLARS	
NATIONAL BANK OF ARIZONA www.nba.com/az 1-800-771-0701		
FOR <u>Local chapter donation</u>		
⑆00005032⑆ ⑆122105320⑆ 0430018294⑆		

Processed 06/15/26 \$172.15 CH# 5032



NATIONAL BANK OF ARIZONA

P.O. BOX 26547
SALT LAKE CITY, UT 84126-0546

Statement of Accounts

This Statement: June 30, 2026
Last Statement: May 29, 2026

Primary Account: 5795697381

0037797

1928436-0000-NBA-FC0030-00002

MOUNTAIN INSTITUTE JTED NO 2
220 RUGER RD
PRESCOTT, AZ 86301-9114

Direct Inquiries to:
800-497-8168
WWW.NBARIZONA.COM

Clearing

7/18/26

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Effective July 20, 2026, the Deposit Account Agreement will be amended. You can access the current version of the Deposit Account Agreement and a list of upcoming changes by visiting the Agreement Center at www.nbarizona.com/personal/agreement-center/.

SUMMARY OF ACCOUNT BALANCE

Account Type	Account Number	Account Ending Balance
BUSINESS LAUNCH CHECKING	5795697381	\$1,000.00

BUSINESS LAUNCH CHECKING 5795697381

0151

	Previous Balance	Deposits/Credits	Withdrawals/Debits	Checks Processed	Ending Balance
Count:		1	0	1	
Amount:	6,979.41	1,000.00	0.00	6,979.41-	1,000.00

DEPOSITS/CREDITS

Posting Date	Effective Date	Amount	Description
06/24	06/24	1,000.00	DEPOSIT - To keep account open

CHARGES/DEBITS

Posting Date	Effective Date	Amount	Description
06/26	06/26	6,979.41-	Check No: 000000000130 year end clearing

CHECKS PROCESSED

Number	Date	Amount
130	06/26	\$6,979.41

ACTIVITY COUNT

	During this period
Total Items	3

June 30, 2026
MOUNTAIN INSTITUTE JTED NO 2
5795697381



June 30, 2026
MOUNTAIN INSTITUTE JTED NO 2
5795697381

P.O. BOX 26547
SALT LAKE CITY, UT 84126-0546

AGGREGATE OVERDRAFT AND RETURNED ITEM FEES

	<i>Total for This Period</i>	<i>Total Year-to-Date</i>
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

To learn more about our other products and services that may lower the cost of managing account overdrafts or to discuss removing overdraft coverage from your account, please contact Customer Service or visit your local branch.

DAILY BALANCE

<i>Date.....</i>	<i>Balance</i>	<i>Date.....</i>	<i>Balance</i>	<i>Date.....</i>	<i>Balance</i>
05/30	\$6,979.41	06/24	\$7,979.41	06/26	\$1,000.00

INTEREST

Interest Earned This Statement Period	\$0.00	Number Of Days This Statement Period	32
Interest Paid Year-To-Date 2026	\$0.00		

Current interest rate is 0.0000% with no rate change this statement period

June 30, 2026
MOUNTAIN INSTITUTE JTED NO 2
5795697381

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