



## Regular Board Meeting Agenda

Tuesday, July 13, 2021 | 6:00 PM | District Office Board Room, 8176 N. Westover, Joseph City, AZ 86032

### 1. PUBLIC HEARING

#### A. FY21-22 Budget Adoption

Individuals may comment on the FY21-22 Proposed Budget. A complete copy of the Proposed Budget may be viewed at the Joseph City School District Office and online at <https://meetings.boardbook.org/Public/Organization/894> in Item 7.A. of this agenda.

### 2. OPENING ITEMS

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Invocation

E. Adoption of Agenda

F. Approve Minutes of the June 8, 2021 Regular Board Meeting

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**Minutes of Regular Board Meeting of the Governing Board  
Joseph City Unified School District  
District Office Board Room | 8176 N. Westover | Joseph City, AZ 86032  
Tuesday, June 8, 2021**

**Members present**

Eldon Larsen, President; Rhonda Roberson, Clerk; Andrew Bushman; Dayton Flake; Karsten Flake

**Administrators present**

Bryan Fields, Superintendent; Daniel Hutchens, Principal; Steve Mills, Business Manager; Darrel Mosier, Incoming Elementary Principal

**Others present**

2 Community members.

**1. OPENING ITEMS**

**A. Call to Order**

Eldon Larsen Called the meeting to order, 6:02 p.m.

**B. Roll Call**

**C. Pledge of Allegiance**

**D. Invocation**

**E. Adoption of Agenda**

Motion to adopt the agenda with a change to agenda item 5.A. *Assignments*: Kristen Beatty as Volleyball Coach, not Softball Coach.

Motion by Eldon Larson, second by Dayton Flake

Final Resolution: Motion Carries

Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**F. Approve Minutes of the May 11, 2021 Regular Board Meeting**

Motion to approve the minutes as presented.

Motion by Rhonda Roberson, second by Dayton Flake.

Final Resolution: Motion Carries

Yes: Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

Eldon Larsen abstained due to his absence from May's board meeting.

**G. Superintendent's Report**

Mr. Fields introduced the board to Leslie Brewer, recommended applicant for the elementary secretary position. He answered questions about the Youth, Faith, and Family classes, and the Grant that funds it.

**2. CALL TO THE PUBLIC**

No requests to address the board.

**3. EXECUTIVE SESSION**

None

**4. CONSENT AGENDA**

Vote on Consent Agenda. All items listed will be considered as a group and will be approved with one motion unless a Board Member requests an item be removed from the consent agenda and considered as a separate item.

**A. Approve Expense Vouchers**

Action to ratify district vouchers for period 5/6/21 through 6/1/21.

**General and Special Funds:** #24 \$126,369.88; #25 \$335,958.79; #26 \$66,087.28; #1054 \$50,954.20; #1055 \$1,720.55; #1056 \$959.42; #1057 \$88,930.95

**Auxiliary Operations Funds:** #1059 \$1,895.40; #1064 \$807.24

**Student Activities Fund:** #1060 \$5,183.44; #1061 \$259.92; #1063 \$2,217.40; #1065 \$470.30

**B. Student Activities Fund Report**

Revenues, expenditures and charges in the Student Activities Fund Report; period of May 1, 2021 through May 31, 2021.

**C. Appoint Student Activities Treasurer**

Approve annual appointment of Student Activities Treasurer.

**D. Authorization to Operate Revolving Funds**

Approval of continuing the operation of the District's revolving accounts for the coming year.

**E. Resolution to Approve Voucher Ratification**

Approve continuing resolution to approve voucher certification between Governing Board meetings.

**F. Approve Authorized Bank Account, Purchasing and Contract Signers**

Renew and approve authorized signers for bank accounts, purchasing and contracts on behalf of the District for 2021-22.

**G. Delegation of Authority to Hire**

Approve the delegation of limited authority to the Superintendent to hire temporary, student, and event workers and other critical staff between Governing Board meetings. Such hires are on an as needed basis to facilitate the continuity of operations. Appointments are conditional upon approval by the board at their next meeting. This action is a continuation of the delegation currently in place.

**H. Reimbursements for Cell Phone Use**

Approve renewal of cell phone use reimbursements for designated employees who are required to have a cell phone that is available for District business.

**I. Reimbursements for Vehicle Use**

Approval of vehicle use reimbursements for employees who use personal vehicles for authorized school business.

**J. Intergovernmental Agreement with Vail Unified School District**

Intergovernmental agreement with Vail Unified School District to provide access and support for our use of the Beyond Textbook online curriculum, assessments, lessons for teachers and related services.

**K. Intergovernmental Agreement with Queen Creek Unified School District**

Approve Intergovernmental Agreement with Queen Creek Unified School District allowing for Joseph City USD to use equipment and supplies provided by Queen Creek USD for use in summer football camps offered by our district.

**L. Approval Summer Football Camp**

Approve an additional summer 2021 football camp for Mesa Mountain View High School.

**M. Approve Volleyball Fundraisers**

Includes a summer camp for youth, and a door-to-door pledge amount for serving.

**N. Approve Basketball Fundraiser**

Basketball camp to be held June 14-17, 2021.

**O. Preschool Fee Schedule**

Requesting approval of the preschool fees for the 2022 -2022 school year.

**P. Approve Payment of Prior Year Invoice**

Motion to approve the Consent Agenda.

Motion by Eldon Larsen, second by Karsten Flake

Final Resolution: Motion Carries

Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**5. PERSONNEL REQUESTS**

**A. Employee Assignments, Employee Renewals, Volunteers, Employee Resignations**

Motion to approve employee assignments and renewals, approve volunteers and accept employee resignations, as presented.

Motion by Eldon Larsen, second by Rhonda Roberson

Final Resolution: Motion Carries

Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**ASSIGNMENTS:**

Peter Bushman - Summer Teacher

Kory Castellano - Summer Aide

Brian Colligon - Bus Driver / Custodian (FY21-22)

Daniel Hutchens - Summer Concession Manager

Theresa Holmes - Summer Teacher

Terry Johnstun - Custodial Supervisor (FY21-22)

Caleb Layden - Seasonal Skilled Worker

Lillian Neal - District Lead Special Education Teacher (Extra Duty)

Selena Nells - Indian Education Program Coordinator

Selena Nells - Wellness and Nutrition Coordinator

Julie Randall - Instructional Specialist (Yearbook)

Julie Randall - NAVIT Coordinator

Hailey Rush - Summer Aide

Ed Sorgen - Concession Coordinator

Judy Young - Seasonal Skilled Worker (Custodial)

**RENEWALS:**

Kristen Beatty - Asst Coach (JH Softball)

Dan Bushman - Head Coach (HS Girls Basketball)

Dan Bushman - JV Coach (HS Football)

Taura Dobbs - JV Coach (HS Volleyball)

Jeri Edwards - Head Coach (JH Volleyball)

Mitchell Farnes - Head Coach (JH Track)

Brad Fischer - Head Coach (HS Wrestling)

Brad Fischer - Head Coach (JH Wrestling)

Daniel Hutchens - Head Coach (HS Softball)

Daniel Hutchens - Head Coach (JH Softball)

Aaron Johnstun - Asst Coach (JH Track)

Caleb Layden - JV Coach (HS Baseball)

Caleb Layden - JV Coach (HS Girls Basketball)

Shawn Layden - Head Coach (HS Baseball)

Shawn Layden - Head Coach (HS Football)

Shawn Layden - JV Coach (HS Boys Basketball)

Charlsye Miller - Head Coach (HS Volleyball)

Charlsye Miller - JV Coach (HS Softball)

Eric Miller - Head Coach (HS Boys Basketball)  
Kay Rush - Head Coach (HS Track)  
Mary Spurlock - Asst Coach (JH Softball)  
Tim Westover - JV Coach (HS Wrestling)

**VOLUNTEERS:**

Jessi Bushman (HS Volleyball)  
Lexi DeWitt (HS Volleyball)  
T.C. Fish (JH Softball)  
Katie Frost (HS Softball)  
Trekell Hammond (HS Girls Basketball)  
Reva Haydukavich (HS Cross Country)  
Daniel Hutchens (HS Girls Basketball)  
Aaron Johnstun (HS Football / HS Boys Basketball)  
Latrell Kinlicheenie (HS Football / HS Boys Basketball)  
Kinsley Lampsas (HS Volleyball)  
Eldon Larsen (HS Football / HS Baseball)  
Caleb Layden (HS Football)  
Layne Miller (HS Boys Basketball)  
Zach Miller (HS Boys Basketball)  
Chay Randles (JH Softball)  
Amanda Sander (JH Softball)  
Ben Spurlock (JH Softball)

**RESIGNATIONS:**

Robert Pugh (Teacher)

**B. Personnel Appointments**

Motion to approve the appointment of new personnel and changes to positions of current personnel.  
Motion by Eldon Larsen, second by Dayton Flake  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

Leslie Brewer - Elementary School Secretary  
Sheryl-anne Deiparine - Teacher (Elementary)  
Bridger Fields - Seasonal Worker (as needed)  
Brooke Frost - Instructional Aide  
Peter Miller - Seasonal Worker (as needed)  
Abi Smith - Seasonal Worker (as needed)

**C. Approve Extended Contract for One Additional Hour Per Day for Jess Bushman**

Motion to add additional Science class added to the schedule as presented.  
Motion by Eldon Larsen, second by Dayton Flake  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**6. Action Items**

**A. Proposed FY2021-22 Budget**

Overview of the Joseph City Schools budget will be presented. Proposed budget will be advertised online for public review. A budget hearing will occur on July 13, 2021, to allow the public to comment on the budget.

Motion to propose the budget, as presented, until further revisions are made.

Motion by Eldon Larsen, second by Rhonda Roberson  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**B. Approve Additional Training Time and Hourly Pay Rate for Teachers and Instructional Specialists Outside Their Contract or Work Agreement Duty Schedule**

This will apply to all teachers beginning this summer.  
Motion to approve the additional training time and hourly pay rates as presented.  
Motion by Eldon Larsen, second by Karsten Flake  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**C. Discussion and Possible Approval of Base Pay Rate Adjustments and Salary Schedule Changes for Classified Staff, Substitutes and Extra Duty**

Motion to approve the base pay rate adjustments and salary schedule changes as presented.  
Motion by Eldon Larsen, second Karsten Flake  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**D. Discussion and Possible Approval of Retention Bonus for All Permanent Employees, or Another Salary Increase, to be Paid in FY 2021-22**

No action at this time, to be discussed at a later date.

**E. Discussion and Possible Action to Approve Settlement Agreement with Tonnie Pugh**

Motion to approve settlement agreement as presented.  
Motion by Eldon Larsen, second by Andrew Bushman  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

**7. DISCUSSION ITEMS**

The Governing Board will not vote on Discussion Items and any action taken as a result of this discussion will be limited to directing staff to study the matter or scheduling the matter for a future agenda.

**8. INFORMATION ITEMS**

**A. Requests for Future Agenda Items**

No action

**B. Upcoming Meetings and Events Calendar**

- Next Regular Board Meeting and FY21-22 Budget Hearing - July 13, 2021; 6:00 p.m.

**9. ADJOURNMENT**

Call to adjourn the meeting, the time being 7:58 p.m.  
Motion by Eldon Larsen, second by Karsten Flake.  
Final Resolution: Motion Carries  
Yes: Eldon Larsen, Rhonda Roberson, Andrew Bushman, Dayton Flake, Karsten Flake

APPROVED:

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Board Clerk or President



For the Meeting on July 13, 2021

JCUSD Governing Board Current Events and Updates Report

Prepared by B. Fields

- We've received a couple of quotes for an area of artificial grass at the elementary campus. One is for \$28,297.60, and the other quote is for \$26,669.72. The area quoted was 32' X 74'
- There has been a significant delay in the roof funding from the school facilities board. Upon my requests for information about the delays they have explained that it is due to the state budget delays. The state budget is now done and I expect to receive the funding soon. We cannot authorize the start of the work until we receive notice of the funding. This may cause us to have to do more patchwork to manage the leaks until the roofs are completed.
- This summer we've had 80-85 participants in swim lessons, and on the swim team.
- So far this summer our cafeteria is serving on average about 200 meals (breakfasts and lunches) a day.
- Our air conditioners have been working well and I think that this is at least partially because of Brad's work in cleaning the screens on the air handler valves. The 1<sup>st</sup> grade classroom HVAC unit needs to have the main components replaced and this should be completed soon.
- We've been notified that for the upcoming assessed valuation for FY 22 in our tax district will be \$28-million-dollar lower. This appears to be due to the power plant closing units. Basically this will shift more of our school budget to local taxpayers and what is called "state aid". This is a trend that will continue if the assessed valuation in our tax district continues to decrease.
- Maintenance is working on another wave of 15 parking lot LED replacements in part to replace some lights that have burned out.
- Like many people in town, the schools sustained some wind damage that occurred on June 16<sup>th</sup> mostly in the form of debris and branches that were blown loose. We appreciate the maintenance crew for the cleanup.
- We have our mandatory annual training for staff updated. Most of this is available to them online through a program called "Safeschools" and through our website. Some of the beginning of the year training will be done in staff meetings.
- We would like to do a short demonstration of the new interactive Promethean technology at the Board Meeting.

**ESSR Funds Summary:**

These funds are meant to be a stimulus for school systems to help recover from the pandemic by creating healthy buildings, recovering learning loss, and maintaining fiscal stability due to the loss in enrollment during the pandemic.

There have been three phases of CARES Act funding:

CARES Act Funds/ESSER I- Allocated in Summer of 2020 to be spend by September of 2022

ESSER II allocated in December of 2020 to be spent by September of 2023

ESSER III which will be allocated in Spring of 2021 to be spent by September of 2024

Issues to Consider with ESSER III Funds:

Interventions to help cover lost instructional time

Academic support that includes social and emotional plans (mental health)

Summer learning or summer enrichment

Extended day programs

Comprehensive after school programs

Using researched based or evidence based programs

Must be consistent with CDC guidance on reopening schools in order to continuously and safely open and operate schools for in-person learning

Meaningful consultation with stakeholders

A written plan that is easily understood by parents

Have our plan available to the public

Potential ESSER III Areas:

Redesigning communal/social spaces

After school programs/clubs/etc.

Curriculum

Staffing

Mental health programs

Attracting and retaining students and staff

Family/parental outreach

## Joseph City Unified School District Goals for 2021 – 2022 School Year

*Developed by Bryan Fields, Superintendent*

Vision: Administer and maintain viable educational and supportive systems for Joseph City students. Inspire, empower, and challenge staff in assisting students in developing, socially, physically, and intellectually.

Mission: Inspire a passion for learning by making education relevant and fun.

- Maintain financial accountability with District funds
- Outline, implement, and evaluate instructional programs that help students recover from the COVID-19 pandemic
- Support the principals and staff in achieving their site and individual goals
- Promote student academic achievement and yearly improvement
- Recruit, train, and retain the best staff for Joseph City Students



**Summary of Financial Operations (Unaudited)**  
**June 30, 2021**

Fund		Budget	YTD Expenses	Balance	Encumbrances	Budget Balance
001	Maintenance & Operation	\$4,915,376	\$4,021,121	\$ 894,255	\$ 228,085	\$ 666,171
010-013	Classroom Site Funds	\$ 458,581	\$ 176,310	\$ 282,271	\$ 392	\$ 281,879
100-130	Title I	\$ 260,000	\$ 154,055	\$ 105,945	\$ 22,475	\$ 83,470
140-150	Title II - Professional Development	\$ 50,000	\$ 7,889	\$ 42,111	\$ -	\$ 42,111
200-209	Title VII - Indian Education	\$ 15,000	\$ 8,000	\$ 7,000	\$ -	\$ 7,000
220-229	IDEA/Special Education Grants	\$ 175,000	\$ 78,950	\$ 172,833	\$ 2,950	\$ 169,883
230	Johnson-O'Malley (JOM)	\$ 4,500	\$ 2,167	\$ 2,333	\$ 30	\$ 2,303
260-270	Career & Technical Ed (CTE) - Federal	\$ 13,000	\$ 12,662	\$ 338	\$ -	\$ 338
290-291	Medicare Reimbursement	\$ 18,000	\$ 12,044	\$ 5,956	\$ 142	\$ 5,814
326-346	ESSER / CARES / ESG	\$ 887,677	\$ 293,952	\$ 593,725	\$ 147,513	\$ 446,212
374	E-Rate	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -
390-396	REAP (Federal Rural Assistance)	\$ 50,336	\$ 34,403	\$ 15,933	\$ 7,428	\$ 8,505
400	Career & Technical Ed (CTE) - State	\$ 10,000	\$ 2,612	\$ 7,388	\$ 6	\$ 7,382
466	Healthy Drug-Free Community	\$ 185,000	\$ 87,814	\$ 97,186	\$ 801	\$ 96,384
506	School Plant (Sale)	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
510	Food Service	\$ 300,000	\$ 174,194	\$ 125,806	\$ 36,093	\$ 89,713
515	Civic Center	\$ 10,000	\$ 788	\$ 9,213	\$ -	\$ 9,213
520	Preschool Tuition	\$ 12,000	\$ 7,044	\$ 4,956	\$ -	\$ 4,956
525	Auxiliary Operations	\$ 80,000	\$ 19,836	\$ 60,164	\$ 1,722	\$ 58,442
526	Extracurricular Activities Tax Credit	\$ 20,000	\$ 12,985	\$ 7,015	\$ 5,058	\$ 1,957
530	Gifts & Donations	\$ 50,000	\$ 9,428	\$ 40,572	\$ 4,182	\$ 36,390
535-539	CTE & Vocational Education Projects	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
565	Litigation Recovery	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000
570	Indirect Costs	\$ 40,000	\$ 33,298	\$ 6,702	\$ 45	\$ 6,657
596	NAVIT	\$ 45,000	\$ 34,212	\$ 10,788	\$ 2,246	\$ 8,542
610	Capital Outlay	\$ 356,366	\$ 255,229	\$ 101,137	\$ 7,379	\$ 93,758
620	Adjacent Ways	\$ 75,000	\$ 47,863	\$ 27,137	\$ -	\$ 27,137
665	Energy and Water Savings	\$ 48,110	\$ -	\$ 48,110	\$ -	\$ 48,110
686	SFB Emergency Deficiency Correction	\$ 140,000	\$ 136,148	\$ 3,852	\$ -	\$ 3,852
691	SFB Building Renewal Grant	\$ 600,000	\$ 415,299	\$ 184,701	\$ 18,074	\$ 166,627
850	Student Activities	\$ 60,000	\$ 35,479	\$ 24,521	\$ 937	\$ 23,584

**3. CALL TO THE PUBLIC**

Individuals who wish to address the Board are requested to complete the appropriate form prior to the meeting and give the form to the Board Secretary. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for a future agenda. The Board requests that all comments be limited to five minutes or less, that speakers refrain from the use of speech or language that is offensive or inappropriate, pursuant to Board policy KFA and that speakers refrain from voicing complaints against school personnel or any person connected with the District, as it may impact due process rights. Policies KE, KEB, and KED are provided by the Board for disposition of legitimate complaints, including those involving individuals. Forms required for use of these policies can be obtained from the Joseph City Schools website. The President will limit discussion whenever he deems such action appropriate to the proper conduct of the meeting.

**4. POSSIBLE EXECUTIVE SESSION (\*)**

For any agenda item indicated with an asterisk (\*), the Board may vote to convene in Executive Session pursuant to A.R.S. 38-431.03 (A) (1) for personnel matters when notified; (2) discussion or consideration of records exempt by law from public inspection; (3) for consultation with attorney; (4) for consultation with attorney when in pending or contemplated litigation. Discussion or consideration of personnel matters may include employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee.

**5. CONSENT AGENDA**

Vote on Consent Agenda. All items listed will be considered as a group and will be approved with one motion unless a Board Member requests an item be removed from the consent agenda and considered as a separate item.

**A. Approve Expense Vouchers**

Action to ratify district vouchers for period 6/2/2021 through 7/6/2021.

**General and Special Funds:** #1 \$22,220.83; #27 \$71,281.03; #28 \$71,212.34; #29 \$70,893.98; #30 \$40,263.12; #1000 \$83,302.70; #1058 \$48,408.22; #1059 \$34,574.73; #1060 \$24,548.35; #1061 \$24,137.95; #1062 \$36,642.94

**Auxiliary Operations Funds:** #1066 \$7,344.58; #1069 \$786.32; #1071 \$60.00; #1073 \$5,181.65

**Student Activities Fund:** #1067 \$2,167.61; #1068 \$33.67; #1070 \$8,277.24; #1072 \$315.87

**B. Student Activities Fund Report**

Revenues, expenditures and charges in the Student Activities Fund Report; period of 6/1/2021 through 6/30/2021.

## Joseph City USD External Funds

### Revenue Report

 Summary Only

From Date: 6/1/2021

To Date: 6/30/2021

**Fiscal Year: 2020-2021**

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
<b>Fund: 850</b> <b>STUDENT ACTIVITIES</b>					
850.000.0000.1510.500.300 UNDESIGNATED DIST Interest Revenue	\$0.00	\$0.00	\$0.34	(\$0.34)	0.00%
850.000.0000.1510.500.600 UNDESIGNATED DIST Interest Revenue	\$0.00	\$0.00	\$3.29	(\$3.29)	0.00%
850.000.0000.1760.102.610 JH STUDENT COUNCIL Student Club Revenue	\$0.00	\$0.00	\$20.00	(\$20.00)	0.00%
850.000.0000.1760.102.619 HS VOLLEYBALL Student Club Revenue	\$0.00	\$0.00	\$100.00	(\$100.00)	0.00%
850.000.0000.1760.203.602 HS BASEBALL Student Club Revenue	\$0.00	\$0.00	\$420.00	(\$420.00)	0.00%
850.000.0000.1760.203.610 HS STUDENT COUNCIL Student Club Revenue	\$0.00	\$0.00	\$575.00	(\$575.00)	0.00%
850.000.0000.1760.203.614 HS WRESTLING Student Club Revenue	\$0.00	\$0.00	\$1,052.00	(\$1,052.00)	0.00%
850.000.0000.1760.203.618 HS BOYS BASKETBALL Student Club Revenue	\$0.00	\$1,000.00	\$5,018.05	(\$5,018.05)	0.00%
850.000.0000.1760.203.619 HS VOLLEYBALL Student Club Revenue	\$0.00	\$164.00	\$5,203.00	(\$5,203.00)	0.00%
850.000.0000.1760.203.628 HS CROSS COUNTRY Student Club Revenue	\$0.00	\$0.00	\$2,250.00	(\$2,250.00)	0.00%
850.000.0000.1760.203.629 HS TRACK Student Club Revenue	\$0.00	\$0.00	\$3.00	(\$3.00)	0.00%
850.000.0000.1760.203.634 CLASS OF 2021 Student Club Revenue	\$0.00	\$0.00	\$4,492.00	(\$4,492.00)	0.00%
850.000.0000.1760.203.635 CLASS OF 2022 Student Club Revenue	\$0.00	\$3.66	\$1,284.66	(\$1,284.66)	0.00%
850.000.0000.1760.203.636 CLASS OF 2023 Student Club Revenue	\$0.00	\$0.00	\$4,689.00	(\$4,689.00)	0.00%
<b>Fund 850 Total:</b>	\$0.00	\$1,167.66	\$25,110.34	(\$25,110.34)	0.00%
<b>Grand Total:</b>	\$0.00	\$1,167.66	\$25,110.34	(\$25,110.34)	0.00%

End of Report

## Joseph City USD External Funds

### Expenditure Budget Balance Report

 Summary Only

From Date: 6/1/2021

To Date: 6/30/2021

Fiscal Year: 2020-2021

Budget Balance

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
<b>Fund: 850</b> <b>STUDENT ACTIVITIES</b>						
850.000.0000.6810.500.300	\$0.00	\$0.00	\$125.42	(\$125.42)	\$0.00	(\$125.42)
DIST UNDESIGNATED Dues and Fees						0.00%
850.100.2100.6320.203.634	\$0.00	\$297.63	\$297.63	(\$297.63)	\$0.00	(\$297.63)
Undesignated						0.00%
850.100.2100.6330.203.634	\$0.00	\$90.99	\$90.99	(\$90.99)	\$0.00	(\$90.99)
Undesignated						0.00%
850.100.2100.6610.203.610	\$0.00	\$0.00	\$195.81	(\$195.81)	\$0.00	(\$195.81)
HS STUDENT COUNCIL Instructional Support Supplies						0.00%
850.100.2100.6610.203.635	\$0.00	\$64.85	\$278.45	(\$278.45)	\$11.96	(\$290.41)
Undesignated						0.00%
850.100.2100.6610.203.636	\$0.00	\$0.00	\$3,039.00	(\$3,039.00)	\$0.00	(\$3,039.00)
Undesignated						0.00%
850.100.2100.6731.203.613	\$0.00	\$0.00	\$0.00	\$0.00	\$316.80	(\$316.80)
Undesignated						0.00%
850.100.2100.6810.203.610	\$0.00	\$0.00	\$213.69	(\$213.69)	\$0.00	(\$213.69)
Undesignated						0.00%
850.100.2100.6810.203.611	\$0.00	\$385.00	\$385.00	(\$385.00)	\$0.00	(\$385.00)
Undesignated						0.00%
850.100.2100.6810.203.633	\$0.00	\$0.00	\$586.31	(\$586.31)	\$0.00	(\$586.31)
CLASS OF 2020 Dues and Fees						0.00%
850.100.2100.6810.203.634	\$0.00	\$37.33	\$557.33	(\$557.33)	\$0.00	(\$557.33)
Undesignated						0.00%
850.100.2100.6890.203.634	\$0.00	\$764.13	\$2,461.53	(\$2,461.53)	\$0.00	(\$2,461.53)
Undesignated						0.00%
850.100.2510.6810.500.600	\$0.00	\$0.00	(\$79.24)	\$79.24	\$0.00	\$79.24
UNDESIGNATED DIST Dues and Fees						0.00%
850.610.1000.6330.102.610	\$0.00	\$75.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)
Undesignated						0.00%
850.610.1000.6610.102.610	\$0.00	\$0.00	\$220.30	(\$220.30)	\$0.00	(\$220.30)
JH STUDENT COUNCIL Instructional Supply						0.00%
850.610.1000.6610.203.610	\$0.00	\$327.58	\$938.47	(\$938.47)	\$63.36	(\$1,001.83)
HS STUDENT COUNCIL Instructional Supply						0.00%
850.610.1000.6610.203.611	\$0.00	\$0.00	\$176.02	(\$176.02)	\$0.00	(\$176.02)
HS NATIONAL HONOR SOCIETY Instructional Supply						0.00%
850.610.1000.6610.203.634	\$0.00	\$0.00	\$2,496.07	(\$2,496.07)	\$0.00	(\$2,496.07)

## Joseph City USD External Funds

### Expenditure Budget Balance Report

 Summary Only

From Date: 6/1/2021

To Date: 6/30/2021

**Fiscal Year: 2020-2021**

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
CLASS OF 2021 Instructional Supply						0.00%
850.610.1000.6610.203.635	\$0.00	\$108.42	\$108.42	(\$108.42)	\$0.00	(\$108.42)
CLASS OF 2022 Instructional Supply						0.00%
850.610.1000.6810.102.610	\$0.00	\$0.00	\$259.92	(\$259.92)	\$0.00	(\$259.92)
JH STUDENT COUNCIL Instructional Dues and Fees						0.00%
850.610.1000.6890.203.634	\$0.00	\$0.00	\$3,774.72	(\$3,774.72)	\$0.00	(\$3,774.72)
CLASS OF 2021 Instructional Admissions						0.00%
850.610.2100.6610.203.615	\$0.00	\$0.00	\$131.84	(\$131.84)	\$0.00	(\$131.84)
Undesignated						0.00%
850.620.1000.6330.203.619	\$0.00	\$5,734.25	\$5,734.25	(\$5,734.25)	\$0.00	(\$5,734.25)
Undesignated						0.00%
850.620.1000.6610.102.619	\$0.00	\$0.00	\$808.87	(\$808.87)	\$0.00	(\$808.87)
HS VOLLEYBALL Instructional Supply						0.00%
850.620.1000.6610.203.602	\$0.00	\$0.00	\$479.60	(\$479.60)	\$0.00	(\$479.60)
HS BASEBALL Instructional Supply						0.00%
850.620.1000.6610.203.618	\$0.00	\$691.11	\$2,361.11	(\$2,361.11)	\$0.00	(\$2,361.11)
HS BOYS BASKETBALL Instructional Supply						0.00%
850.620.1000.6610.203.619	\$0.00	\$97.18	\$495.22	(\$495.22)	\$0.00	(\$495.22)
HS VOLLEYBALL Instructional Supply						0.00%
850.620.1000.6610.203.628	\$0.00	\$0.00	\$865.28	(\$865.28)	\$0.00	(\$865.28)
HS CROSS COUNTRY Instructional Supply						0.00%
850.620.1000.6610.203.629	\$0.00	\$0.00	\$1,213.30	(\$1,213.30)	\$0.00	(\$1,213.30)
HS TRACK Instructional Supply						0.00%
850.620.1000.6810.203.618	\$0.00	\$657.70	\$1,034.20	(\$1,034.20)	\$0.00	(\$1,034.20)
HS BOYS BASKETBALL Instructional Dues and Fees						0.00%
850.620.1000.6810.203.619	\$0.00	\$0.00	\$4,410.00	(\$4,410.00)	\$0.00	(\$4,410.00)
HS VOLLEYBALL Instructional Dues and Fees						0.00%
850.620.1000.6810.203.628	\$0.00	\$0.00	\$30.00	(\$30.00)	\$0.00	(\$30.00)
HS CROSS COUNTRY Instructional Dues and Fees						0.00%
850.620.1000.6890.203.602	\$0.00	\$0.00	\$862.53	(\$862.53)	\$0.00	(\$862.53)
HS BASEBALL Instructional Admissions						0.00%
850.620.1000.6890.203.614	\$0.00	\$0.00	\$646.10	(\$646.10)	\$0.00	(\$646.10)
HS WRESTLING Instructional Admissions						0.00%
850.620.1000.6890.203.618	\$0.00	\$0.00	\$0.00	\$0.00	\$545.19	(\$545.19)
HS BOYS BASKETBALL Instructional Admissions						0.00%
850.620.1000.6890.203.628	\$0.00	\$0.00	\$206.00	(\$206.00)	\$0.00	(\$206.00)

## Joseph City USD External Funds

### Expenditure Budget Balance Report

 Summary Only

From Date: 6/1/2021

To Date: 6/30/2021

Fiscal Year: 2020-2021

Budget Balance

Account Number / Description

Budget

Range To Date

YTD

Balance

Encumbrance

% Remaining Bud

HS CROSS COUNTRY Instructional Admissions						0.00%
<b>Fund 850 Total:</b>	\$0.00	\$9,331.17	\$35,479.14	(\$35,479.14)	\$937.31	(\$36,416.45) 0.00%
<b>Grand Total:</b>	\$0.00	\$9,331.17	\$35,479.14	(\$35,479.14)	\$937.31	(\$36,416.45) 0.00%

End of Report

**C. Approve Intergovernmental Agreement With the Navajo County Community College District**  
Continuation of the TALON video concurrent enrollment classes offered to Joseph City High School students by Northland Pioneer College

**D. Approval of Joseph City Unified School District 4-day week calendar statement** 18  
Districts on a 4-day week calendar have been asked to do this by ADE. See the attached letter. Signatures of GB members will need to be collected.



Bryan Fields  
Superintendent

July 13, 2021

To Whom It May Concern:

The Joseph City Unified School District Governing Board has approved the statement listed below, at an official school board meeting, for the purpose of being in compliance with the Arizona Department of Education and HB 2862.

“Joseph City Unified School District is planning to operate on a ‘4-day week calendar’ going forward into FY 2022 and has previously held two public meetings prior to adopt this calendar.”

Respectfully,

Bryan Fields  
Superintendent

Governing Board Members

Eldon Larson-

Rhonda Roberson-

Karsten Flake-

Andrew Bushman-

Dayton Flake-

### **Request from ADE**

... Schools that previously approved and intend to operate on a 4-day week in FY 2022 without any other changes to the instructional model may provide the Department with a governing board-approved statement indicating that the governing board previously held two public meetings to adopt the 4-day week and plans to use a 4-day week as an instructional model going forward. The statement should be uploaded through [Help Desk](#) using the Account Analyst Support Request template (please select subcategory "Other").

E. Approve the Official Governing Board Agenda Posting Location as the District Office Front Window

F. Approve New High School Geometry, Algebra I and Algebra II Textbooks

Textbooks have been available for public review at the Joseph City Unified School District Office for 60 days.

G. Approval of Joseph City Football Summer Camp and Fundraiser

21

This is a request for our team to have a 3-day camp in July to prepare for the upcoming season. The fundraiser is to sell t-shirts with advertisements on the back. See the attached requests

# Request for Fundraiser

POLICY MANUAL EXHIBIT JJE-EA: STUDENT FUNDRAISING ACTIVITIES



To request a fundraiser student clubs, organizations and groups must first

1. Fill out this form
2. Sign the form
3. Attach minutes from the meeting in which the fundraising activity was approved. Minutes must include the signature of the class/organization sponsor and class/organization student leader.
4. Submit request for fundraiser to your school principal.

Class/Organization: **HS Football Team**

Begin Date of Fundraiser: <b>7/14/21</b>	End Date of Fundraiser: <b>7/24/2021</b>
Type of Fundraiser: <input type="checkbox"/> In School <input type="checkbox"/> Off Campus door to door <input type="checkbox"/> Local Businesses <input type="checkbox"/> Family Members Only	
Reason/justification of need: <i>Football camp/team equipment</i>	
How will the funds be raised? <i>(Include a description of what will be sold and the approximate price.)</i> Selling advertisements.	

### Cost and Profit

	<b>Total anticipated sales/funds collected:</b>	<b>\$ 2,250.00</b>
	<b>Minus cost of fundraiser</b>	
<i>It is recommended that classes / organizations look for fundraisers that provide at least a fifty percent (50%) profit back to the class/organization.</i>	Advertising:	\$ 0.00
	Supplies :	\$ 750.00
	Cost of items to be sold:	\$ 150.00
	<b>Total anticipated profit</b>	<b>\$ 1,350.00</b>

Describe in detail how the funds will be used. Board Policy JJE states that "The aim of the activity shall benefit the youth in educational, civic, social and ethical development."

### Fundraising in Action

When will the fundraising activity occur?	<input type="checkbox"/> Before school	<input type="checkbox"/> After school
<i>Board Policy JJE states, "The activity shall not be detrimental to the regularly planned instruction."</i>	<input type="checkbox"/> During lunch	<input type="checkbox"/> Weekends
	<input checked="" type="checkbox"/> Other Summer	
Will the product be shipped/delivered to the District? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If no, what are the arrangements and costs related to picking up the product?		



# Use of District Facility Request Form

FOR SCHOOL RELATED ACTIVITIES\*

Event Information	
Name of Event <i>(If your event does not have an official title, please describe briefly.)</i> <b>HS Football Camp/Practice</b>	
Organization, group or class <b>HS Football</b>	Sponsor/Teacher <b>Shawn Layden</b>
Name(s) of Student Group Officer(s) if appropriate	

Event Location	
What is the location of your intended facility? <input type="checkbox"/> District Office <input type="checkbox"/> Elementary School <input checked="" type="checkbox"/> High School	
Which District Facility do you wish to use? <input type="checkbox"/> Auditorium <input checked="" type="checkbox"/> Cafeteria <input type="checkbox"/> Classroom <input checked="" type="checkbox"/> Computer Lab <input type="checkbox"/> District Board Room <input type="checkbox"/> FACS Room <input checked="" type="checkbox"/> Gym <input type="checkbox"/> Gym, Old <input type="checkbox"/> Library <input type="checkbox"/> Playground <input checked="" type="checkbox"/> Swimming Pool <input checked="" type="checkbox"/> Wrestling Room	
If an <i>Athletic Field/Court</i> is being requested specify which one: <b>Football field</b>	
If a <i>Classroom</i> is being requested, specify name of room or room number: <b>Lab by library</b>	

Scheduling: Setup & Cleanup			
Event Date <b>07/26/2021</b>	Event Start Time <b>8:00 am</b>	Event End Time <b>11:00 am</b>	
Event Setup Date	Event Setup Time	Event Cleanup Date <b>07/29/2021</b>	Event Cleanup Time <b>10:00 am</b>
Please note any unique arrangements regarding the set-up for your event. <i>(For example, do you need bleachers set up in the gym you've requested?)</i> <b>Pool use on Tuesday 7/27 and Wednesday 7/28 from 8:30-9:30 pm</b>			

Authorizations	
<b>Instructions: Deliver this form to the head of the location you are requesting.</b>	
<ul style="list-style-type: none"> <li><input type="radio"/> District Office = Superintendent</li> <li><input type="radio"/> Elementary School = Elementary Principal</li> <li><input type="radio"/> High School = High School Principal</li> </ul>	
1. Head of Location	_____
	<i>Signature</i> <span style="float: right;"><i>Date</i></span>
2. Superintendent <i>(If applicable)</i>	_____
	<i>Signature</i> <span style="float: right;"><i>Date</i></span>
Head of Location	
1. Upon approval send one copy each to District Secretary, Lead Custodian & Location Secretary	
2. Send additional copies to the following as needed:	
<ul style="list-style-type: none"> <li><input type="radio"/> Athletic Director      <input type="radio"/> Auditorium Coordinator      <input type="radio"/> Maintenance Coordinator</li> <li><input type="radio"/> Swimming Pool Manager      <input type="radio"/> Technology Coordinator</li> </ul>	

\*Such as concerts, tournaments or fundraisers. For Community Use see [KE-RBO EXHIBIT](#): Community Use of School Facilities: Request for Use of School Facilities.

**H. Approval of Joseph City Volleyball Fundraiser**

24

Request to sell pizza and ice cream at the summer football camp concessions to raise money for the Volleyball program.

# Request for Fundraiser

POLICY MANUAL EXHIBIT JJE-EA: STUDENT FUNDRAISING ACTIVITIES



To request a fundraiser student clubs, organizations and groups must first

1. Fill out this form
2. Sign the form
3. Attach minutes from the meeting in which the fundraising activity was approved. Minutes must include the signature of the class/organization sponsor and class/organization student leader.
4. Submit request for fundraiser to your school principal.

## Class/Organization:

Begin Date of Fundraiser: <b>7/12/21</b>	End Date of Fundraiser: <b>7/19/2021</b>
Type of Fundraiser: <input checked="" type="checkbox"/> In School <input type="checkbox"/> Off Campus door to door <input type="checkbox"/> Local Businesses <input type="checkbox"/> Family Members Only	
Reason/justification of need: <i>Athletic equipment and help pay for costs of tournaments.</i>	
How will the funds be raised? (Include a description of what will be sold and the approximate price.) <b>Selling pizza and ice cream at the concessions for the football camps.</b>	

*(each session)*

Cost and Profit	
<p><i>It is recommended that classes / organizations look for fundraisers that provide at least a fifty percent (50%) profit back to the class/organization.</i></p>	<p><b>Total anticipated sales/funds collected:</b> <u>\$ 672.00</u> <i>x 2 = 1344</i></p> <p><b>Minus cost of fundraiser</b></p> <p style="text-align: right;">Advertising: _____</p> <p style="text-align: right;">Supplies : <u>\$ 198.00</u> <i>x 2 = 396</i></p> <p style="text-align: right;">Cost of items to be sold: _____</p> <p style="text-align: right;"><b>Total anticipated profit</b> <span style="border: 1px solid black; padding: 2px;"><b>\$ 474.00</b></span> <i>x 2 = \$948.00</i></p>

Describe in detail how the funds will be used. Board Policy JJE states that "The aim of the activity shall benefit the youth in educational, civic, social and ethical development."

**Funds will be used to purchase athletic equipment for volleyball and entry fees into volleyball tournaments.**

*cm*

Fundraising in Action	
When will the fundraising activity occur?	<input type="checkbox"/> Before school <input type="checkbox"/> After school <input type="checkbox"/> During lunch <input type="checkbox"/> Weekends <input checked="" type="checkbox"/> <b>Other Football Camps</b>
<p><i>Board Policy JJE states, "The activity shall not be detrimental to the regularly planned instruction."</i></p>	
Will the product be shipped/delivered to the District?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If no, what are the arrangements and costs related to picking up the product?	

**Fundraising: Past and Future**

List all other fundraisers your class/organization has had this school year:  
**Serve-a-thon and Youth Volleyball Camp**

Will you need to have additional fundraisers in order to address your needs for this year?  Yes  No

I understand that, in accordance with Board Policy JJE, no arrangements for fundraising products can be made without a purchase order in place to pay for the product. I further understand that I am not to phone directly to the company.

Sponsor Charles V. M. O'Leary 7/9/21  
Signature Date

Student Leader Brenlee Hotchkiss 7/9/21  
Signature Date

**Approvals**

Principal \_\_\_\_\_  
Signature Date

Governing Board Chair \_\_\_\_\_  
Signature Date



## VB concessions for Football Camps External Inbox

**Charlsye Miller**

to me

We have arranged with Little Ceasars to purchase 30 pizzas for the football Camp. They are giving us a discounted rate of \$5 per pizza. We plan to sell them for \$1 per slice, earni

I have it arranged to pick up 10 pizzas every 2 hours to ensure they are fresh for our customers.

I've also lined it up with Robert Pugh, to use his food warmers, which he uses for his restaurant. These warmers will ensure that our food is kept at safe temperature for serving foc

We also have a food warmers at the elementary and high school that we could use, if needed.

We also plan to sell ice cream sandwiches for \$1 each, helping us earn \$9 per box of ice cream sandwiches.

These will be kept in the freezer in the FACS room and the freezer in the concession room. As needed, we will run to the freezers and warmers and grab food to replenish our supp

Please let me know if you have any other questions or concerns. Thank you

Charlsye Miller

7/12/21 - 9/27 am

- I have talked to Josh & Coach Charlsye. Here is the plan

① - on site they will have a warmer on site (@ H.S.) and will also use the warmer in the Elem. Kitchen. 3-4 pizzas in warmer at H.S. 3-4 pizzas in warmer at Elem.

② Pizzas will not all be purchased at once. Sk will purchase 8-10 pizzas at a time. ~~DD~~ only those pizzas needed will be purchased.

Daniel Hoke

## 6. PERSONNEL REQUESTS (\*)

Discussion and possible action to approve employee assignments, approve volunteers and accept employee resignations.

### A. Employee Assignments, Employee Renewals, Volunteers, Employee Resignations

Discussion and possible action to approve employee assignments and renewals, approve volunteers and accept employee resignations.

#### ASSIGNMENTS:

Laurie Bowler - National Honor Society Sponsor  
Dustin Fish - Agriculture Club Sponsor  
Andy Foree - Choral Director  
Danny Hutchens - Band Director  
Robert Pugh - Substitute Teacher  
Julie Randall - Yearbook Advisor

#### RENEWALS:

Greg Case - Substitute Teacher  
Roland Hancock - Assistant Cross Country Coach  
Kylie Miller - Substitute Teacher  
Nichole Neat - Substitute Teacher  
Gayla Smith - Substitute Teacher and Head Cross Country Coach  
Mary Spurlock - Substitute Teacher

#### ASSIGNMENTS:

Jennifer Westover - HS Cheer Coach

### B. Personnel Appointments

Discussion and possible action to approve the appointment of new personnel and changes to positions of current personnel.

Coretta Agnew - Instructional Aide  
Desiree Hardy - Instructional Aide  
Aaron Johnstun - JH Assistant FB Coach  
Caleb Layden - JH Head Football Coach  
Jennifer Oldham - Substitute Teacher  
Tim Taranto - Instructional Aide

### C. Other Personnel Appointments

Discussion and possible action to ratify the appointment of new personnel.

Kelbie Flake - Seasonal Worker (Ratification)

## 7. ACTION ITEMS

### A. Adoption of the Joseph City Unified School District 2021-22 Proposed Budget

Adopt the Joseph City Unified School District 2021-22 Budget as proposed at the June 9, 2020 board meeting.

28



FY 2022  
STATE OF ARIZONA  
SCHOOL DISTRICT ANNUAL EXPENDITURE BUDGET  
DISTRICTWIDE BUDGET

Adopted  
Version

BY THE GOVERNING BOARD

We hereby certify that the Budget for the Fiscal Year 2022 was  
Proposed June 8, 2021  
Adopted July 13, 2021  
Revised \_\_\_\_\_  
Date

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SIGNED SIGNED

The FY 2022 budget file for the version described above will be uploaded via  
the Common Logon on ADE's website by July 14, 2021  
Type the Date as MM/DD/YYYY

\_\_\_\_\_  
Superintendent Signature Business Manager Signature  
Bryan Fields Steven Mills  
Superintendent Name (Typed Name) Business Manager Name (Typed Name)

District Contact Employee: Steven Mills  
Telephone: 928-288-3307 Email: stevnm@jcsud.org

REVENUES AND PROPERTY TAXATION

1. Total Budgeted Revenues for Fiscal Year 2021	\$	<u>1,555,000</u>
2. Estimated Revenues by Source for Fiscal Year 2022 (excluding property taxes)		
Local	1000 \$	<u>300,000</u>
Intermediate	2000 \$	<u>0</u>
State	3000 \$	<u>600,000</u>
Federal	4000 \$	<u>1,000,000</u>
TOTAL	\$	<u>1,900,000</u>

3. District Tax Rates for Prior and Budget Fiscal Years (A.R.S. §15-903.D.4)

	Prior FY 2021	Est. Budget FY 2022
Primary Tax Rate:	<u>3.4794</u>	<u>3.3590</u>
Secondary Tax Rates:		
M&O Override	<u>0.2175</u>	<u>0.5224</u>
Special Program Override		
Capital Override		
Class A Bonds		
Class B Bonds		
CTED		
Desegregation		
Total Secondary Tax Rate	<u>0.2175</u>	<u>0.5224</u>

TOTAL BUDGETED EXPENDITURES AND AGGREGATE SCHOOL DISTRICT BUDGET LIMIT (A.R.S. §15-905.H)

	Budgeted Expenditures	Budget Limit
1. Maintenance and Operation Fund (from pages 1, line 30 and 7, line 11)	\$ <u>4,836,067</u>	\$ <u>4,836,067</u>
2. Unrestricted Capital Fund (from pages 4, line 10 and 8, line A.12)	\$ <u>404,120</u>	\$ <u>404,120</u>
3. Federal Projects Other Than Impact Aid (from Budget, page 6, Federal Projects, line 18 minus line 16)	\$ <u>1,847,500</u>	\$ <u>1,847,500</u>
4. Total Aggregate School District Budget Limit (sum of lines 1 through 3)	\$ <u>7,087,687</u>	\$ <u>7,087,687</u>

AVERAGE TEACHER SALARIES (A.R.S. §15-903.E)

1. Average salary of all teachers employed in FY 2022 (budget year)	\$ <u>55,473</u>
2. Average salary of all teachers employed in FY 2021 (prior year)	\$ <u>51,553</u>
3. Increase in average teacher salary from the prior year	\$ <u>3,920</u>
4. Percentage increase	<u>8%</u>

Comments on average salary calculation (Optional): FY22 Average Teacher Pay is an estimate and will be finalized once the Board determines final pay.

5. Average salary of all teachers employed in FY 2018	\$ <u>44,657</u>
6. Total percentage increase in average teacher salary since FY 2018	\$ <u>24%</u>

**DISTRICT CONTACT INFORMATION**

Prefix	First Name	Last Name	Email Address	Telephone Number	Extension
Superintendent	Bryan	<b>Fields</b>	bryanf@jcusd.org	928-288-3307	
Executive Assistant to Superintendent	Julie	Strong	julies@jcusd.org	928-288-3307	
Chief Financial Officer	Steven	Mills	stevenm@jcusd.org	928-288-3307	
Business Manager 1	Steven	Mills	stevenm@jcusd.org	928-288-3307	
Business Manager 2					
Business Consultant	Melanie	Askew	melanie.askew@heinfeldmecc	928-556-5270	
School District Employee Report (SDER) Coordinator	Stephanie	Farr	stephanief@jcusd.org	928-288-3307	
SPED Data Reporting Coordinator	Julie	Strong	julies@jcusd.org	928-288-3307	
AzEDS/ADM Data Coordinator	Julie	Mills	juliem@jcusd.org	928-288-3307	
Transportation Data Reporting Coordinator	Deo	Diaz	deod@jcsud.org	928-288-3307	
CTE Coordinator	Dan	Bushman	francm@jcusd.org	928-288-3307	
Poverty Coordinator	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
Assessments Coordinator	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
Curriculum Coordinator	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
Information Technology (IT) Director	Jason	Gardner	jasong@jcusd.org	928-288-3307	
Bookstore Manager					
Governing Board Member	Eldon	Larsen	eldon.larsen@aps.com	928-288-3307	
Governing Board Member	Andrew	Bushman	andrew@bushmanconstruction	928-288-3307	
Governing Board Member	Karsten	Flake	jchswoodsman@yahoo.com	928-288-3307	
Governing Board Member	Rhonda	Roberson	rhondar@jcusd.org	928-288-3307	
Governing Board Member	Dayton	Flake	dayton_flake@yahoo.com	928-288-3307	
Governing Board Member					
Governing Board Member					
Governing Board Member					
Governing Board Member					

SELECT from Dropdown

Student Information Systems (SIS) Vendor

Accounting Information System



Bookstore Cash Receipting System

District's website home page address

**FUND 001 (M&O)**

**MAINTENANCE AND OPERATION (M&O) FUND**

Expenditures		FTE		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ Decrease
		Prior FY	Budget FY						Prior FY 2021	Budget FY 2022	
100 Regular Education											
1000 Instruction	1.	22.00	22.00	1,030,000	186,000	92,724	28,000	12,500	1,390,921	1,349,224	-3.0%
2000 Support Services											
2100 Students	2.	1.50	1.50	175,000	35,000	1,580	4,500	20,000	238,951	236,080	-1.2%
2200 Instructional Staff	3.	2.50	2.50	121,000	24,200	8,800	3,300	6,100	189,629	163,400	-13.8%
2300 General Administration	4.	1.80	1.80	117,000	23,400	38,500	1,200	12,500	220,307	192,600	-12.6%
2400 School Administration	5.	1.75	1.75	96,000	19,200	600	7,600	2,000	134,926	125,400	-7.1%
2500 Central Services	6.	3.50	3.50	185,000	37,000	96,923	4,500	32,300	346,758	355,723	2.6%
2600 Operation & Maintenance of Plant	7.	8.00	8.00	305,000	61,000	562,146	175,000	1,900	1,095,748	1,105,046	0.8%
2900 Other	8.	0.00	0.00		0				0	0	0.0%
3000 Operation of Noninstructional Services	9.	0.25	0.25	25,000	5,000		1,900	1,750	29,546	33,650	13.9%
610 School-Sponsored Cocurricular Activities	10.	0.00	0.00	23,000	4,600	1,000		4,200	31,050	32,800	5.6%
620 School-Sponsored Athletics	11.	0.00	0.00	100,000	20,000	24,000	8,500	18,000	167,598	170,500	1.7%
630 Other Instructional Programs	12.	0.00	0.00						0	0	0.0%
700, 800, 900 Other Programs	13.	0.00	0.00						0	0	0.0%
Regular Education Subsection Subtotal (lines 1-13)	14.	41.30	41.30	2,177,000	415,400	826,273	234,500	111,250	3,845,434	3,764,423	-2.1%
200 and 300 Special Education											
1000 Instruction	15.	7.70	7.70	317,644	52,000	150	2,500	300	334,676	372,594	11.3%
2000 Support Services											
2100 Students	16.	0.36	0.36	67,000	13,400	142,000	1,900	1,100	247,209	225,400	-8.8%
2200 Instructional Staff	17.	0.10	0.10	67,000	13,400	3,000	1,100	2,300	85,843	86,800	1.1%
2300 General Administration	18.	0.00	0.00						0	0	0.0%
2400 School Administration	19.	0.00	0.00						0	0	0.0%
2500 Central Services	20.	0.00	0.00						0	0	0.0%
2600 Operation & Maintenance of Plant	21.	0.00	0.00						0	0	0.0%
2900 Other	22.	0.00	0.00						0	0	0.0%
3000 Operation of Noninstructional Services	23.	0.00	0.00						0	0	0.0%
Subtotal (lines 15-23)	24.	8.16	8.16	451,644	78,800	145,150	5,500	3,700	667,728	684,794	2.6%
400 Pupil Transportation	25.	3.50	3.52	136,000	27,200	106,000	87,000	3,750	375,342	359,950	-4.1%
510 Desegregation (from Districtwide Desegregation Budget, page 2, line 44)	26.	0.00	0.00	0	0	0	0	0	0	0	0.0%
530 Dropout Prevention Programs	27.	0.00	0.00						0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center	28.	0.00	0.00	0	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	29.	0.33	0.33	22,400	4,500				26,872	26,900	0.1%
Total Expenditures (lines 14, and 24-29) (Cannot exceed page 7, line 11)	30.	53.29	53.31	2,787,044	525,900	1,077,423	327,000	118,700	4,915,376	4,836,067	-1.6%

The district has budgeted an amount in the M&O Fund equal to the General Budget Limit as calculated on page 7 of 8.

**SPECIAL EDUCATION PROGRAMS BY TYPE (M&O Fund Programs 200 and 300)**

(A.R.S. §§ 15-761 and 15-903)

	Prior FY	Budget FY	
1. Total All Disability Classifications	582,728	599,794	1.
2. Gifted Education	0		2.
3. Remedial Education	0		3.
4. ELL Incremental Costs	0		4.
5. ELL Compensatory Instruction	0		5.
6. Vocational and Technical Education (non-CTED)	0		6.
7. Career Education (non-CTED)	0		7.
8. Career Technical Education (CTED)	85,000	85,000	8.
9. Total (lines 1 through 8. Must equal total of line 24, page 1)	667,728	684,794	9.

10. IEP required pupil transportation costs coded within Program 400

			10.
--	--	--	-----

**Proposed Ratios for Special Education**

(A.R.S. §§15-903.E.1 and 15-764.A.5)

Teacher-Pupil 1 to 22  
 Staff-Pupil 1 to 17

**Estimated FTE Certified Employees**

**Expenditures Budgeted for Audit Services**

M&O Fund - Nonfederal	6350	26000
All Funds - Federal	6330	

**FY 2022 Performance Pay (A.R.S. §15-920)**

Amount Budgeted in M&O Fund for a Performance Pay Component \_\_\_\_\_

Do not report budgeted amounts for the Performance Pay Component of the Classroom Site Fund on this line.

**Expenditures Budgeted in the M&O Fund for Food Service**

Amount budgeted in M&O for Food Service (Fund 001, Function 3100) \$ 6,500  
 (This amount will be used to determine district compliance with state matching requirements pursuant to Code of Federal Regulations (CFR) Title 7, §210.17(a)]

**FUND 010 (CSF)**

**CLASSROOM SITE FUND (CSF)**

Expenditures		Salaries 6100	Employee Benefits 6200	Purchased Services 6300, 6400, 6500	Supplies 6600	Property 6700	Debt Service and Miscellaneous 6800	Totals		% Increase/ Decrease
								Prior FY 2021	Budget FY 2022	
1000 Instruction	1.	627,280	160,000					458,581	787,280	71.7%
2100 Support Services - Students	2.							0	0	0.0%
2200 Support Services - Instructional Staff	3.							0	0	0.0%
2300 Support Services - General Administration	4.							0	0	0.0%
2500 Central Services	5.							0	0	0.0%
3300 Community Services Operations	6.							0	0	0.0%
4000 Facilities Acquisition and Construction	7.								0	
5000 Debt Service	8.								0	
Total Expenditures (lines 1-8)	9.	627,280	160,000	0	0	0	0	458,581	787,280	71.7%

The district has budgeted an amount in Fund 010 equal to the Classroom Site Fund Budget Limit as calculated below.

**Classroom Site Fund Budget Limit Calculation**

FY 2021 Classroom Site Fund Budget Limit (from FY 2021 latest revised Budget, page 8, line B.7)	10.	458,581
FY 2021 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	11.	107341
Unexpended Budget Balance (line 8 minus 9)	12.	351,240
Interest Earned in the Classroom Site Fund in FY 2021	13.	
FY 2022 Classroom Site Fund Allocation (provided by ADE, based on \$733)	14.	436040
Adjustments to FY 2022 Classroom Site Fund Budget Limit (1)	15.	
FY 2022 Classroom Site Fund Budget Limit (Sum of lines 10 through 14) (2)	16.	787280

- (1) This line may be used to recapture lost CSF budget capacity that resulted from underbudgeting in prior fiscal years.
- (2) The amounts budgeted on line 7 cannot exceed the respective amounts on this line.

**FUND 610 (UCO)**

**UNRESTRICTED CAPITAL OUTLAY (UCO) FUND**

Expenditures	Rentals 6440	Library Books, Textbooks, & Instructional Aids (2) 6641-6643	Property (2) 6700	Redemption of Principal (3) 6831, 6832	Interest (4) 6841, 6842, 6850	All Other Object Codes (excluding 6900)	Totals		% Increase/ Decrease
							Prior FY 2021	Budget FY 2022	
<b>Unrestricted Capital Outlay Override (1)</b>							0	0	0.0%
<b>Unrestricted Capital Outlay Fund 610 (6)</b>									
1000 Instruction		145,000	25,000				159,642	170,000	6.5%
2000 Support Services									
2100, 2200 Students and Instructional Staff		18,000	3,000				6,500	21,000	223.1%
2300, 2400, 2500, 2900 Administration			15,000				12,000	15,000	25.0%
2600 Operation & Maintenance of Plant			20,000				3,000	20,000	566.7%
2700 Student Transportation			30,000				12,000	30,000	150.0%
3000 Operation of Noninstructional Services (5)							0	0	0.0%
4000 Facilities Acquisition and Construction							0	0	0.0%
5000 Debt Service				111,842	36,278		163,224	148,120	-9.3%
<b>Total Unrestricted Capital Outlay Fund (lines 2-9)</b>	<b>0</b>	<b>163,000</b>	<b>93,000</b>	<b>111,842</b>	<b>36,278</b>	<b>0</b>	<b>356,366</b>	<b>404,120</b>	<b>13.4%</b>

The district has budgeted an amount in the UCO Fund equal to the Unrestricted Capital Budget Limit as calculated on Page 8 of 8.

(1) Amounts in the Unrestricted Capital Outlay Override line 1 above must be included in the appropriate individual line items for Fund 610 and in the Budget Year Total Column.

(5) Expenditures Budgeted in Unrestricted Capital Outlay (UCO) Fund for Food Service

Enter the amount budgeted in UCO for Food Service [Amount will be used to determine district compliance with state matching requirements pursuant to CFR Title 7, §210.17(a)]

(2) Detail by object code:

	Unrestricted Capital Outlay
6641 Library Books	\$ 12,000
6642 Textbooks	14,000
6643 Instructional Aids	81,000
673X Furniture and Equipment	33,000
673X Vehicles	30,000
673X Tech Hardware & Software	16,000

(6) Expenditures, if any, budgeted in the Unrestricted Capital Outlay Fund on lines 2-9 for the K-3 Reading Program as described in A R S § 15-211

(3) Includes principal on Capital Equity Fund loans of \_\_\_\_\_, principal on capital leases of \$ 111,842, and principal on bonds of \_\_\_\_\_.

(4) Includes interest on Capital Equity Fund loans of \_\_\_\_\_, interest on capital leases of \$ 36,278, and interest on bonds of \_\_\_\_\_.

OTHER FUNDS—REQUIRED CAPITAL EXPENDITURE DETAIL [(A.R.S. §15-904.(B))]

Expenditures		UNRESTRICTED CAPITAL OUTLAY		BOND BUILDING		NEW SCHOOL FACILITIES		ADJACENT WAYS		
		Fund 610		Fund 630		Fund 695		Fund 620 (2)		
		Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY	
<b>Total Fund Expenditures</b>	1.	356,366	404,120	0		0		75,000	75,000	1.
<b>Select Object Codes Detail (1)</b>										
6150 Classified Salaries	2.	0		0		0		20,000	20,000	2.
6200 Employee Benefits	3.	0		0		0		10,000	10,000	3.
6450 Construction Services	4.	0		0		0		0	0	4.
6710 Land and Improvements	5.	0		0		0		45,000	45,000	5.
6720 Buildings and Improvements	6.	0		0		0		0	0	6.
673X Furniture and Equipment	7.	4,089	33,000	0		0		0	0	7.
673X Vehicles	8.	12,000	30,000	0		0		0	0	8.
673X Technology Hardware & Software	9.	97,118	16,000	0		0		0	0	9.
6831, 6832 Redemption of Principal	10.	0	111,842	0		0		0	0	10.
6841, 6842, 6850, 6860 Interest and Debt-Issuance Costs	11.	0	36,278	0		0		0	0	11.
Total (lines 2-11)	12.	113,207	227,120	0	0	0	0	75,000	75,000	12.
Total amounts reported on lines 2-11 above for:										
Renovation	13.	0		0				0	0	13.
New Construction	14.	0		0		0		0	0	14.
Other	15.	50,000	227,120	0		0		75,000	75,000	15.
Total (lines 13-15, must equal line 12)	16.	50,000	227,120	0	0	0	0	75,000	75,000	16.

(1) Lines 2-11 may not include all budgeted expenditures of the fund. Total budgeted expenditures for each fund should be included on Line 1.

(2) Amount budgeted on line 1 for the Adjacent Ways Fund that will result in a tax levy in FY 2022 \$ 50,000

**SPECIAL PROJECTS**

**FEDERAL PROJECTS**

	FTE		TOTAL ALL FUNCTIONS	
	Prior FY	Budget FY	Prior FY	Budget FY
1. 100-130 ESEA Title I - Helping Disadvantaged Children	6000	2.50	260,000	260,000
2. 140-150 ESEA Title II - Prof. Dev. and Technology	6000	0.20	50,000	40,000
3. 160 ESEA Title IV - 21st Century Schools	6000	0.00	15,000	10,000
4. 170-180 ESEA Title V - Promote Informed Parent Choice	6000	0.00	0	0
5. 190 ESEA Title III - Limited Eng. & Immigrant Students	6000	0.00	0	0
6. 200 ESEA Title VII - Indian Education	6000	0.00	15,000	15,000
7. 210 ESEA Title VI - Flexibility and Accountability	6000	0.00	0	0
8. 220 IDEA Part B	6000	1.80	175,000	175,000
9. 230 Johnson-O'Malley	6000	0.00	4,500	4,500
10. 240 Workforce Investment Act	6000	0.00	0	0
11. 250 AEA - Adult Education	6000	0.00	0	0
12. 260-270 Vocational Education - Basic Grants	6000	0.00	12,000	16,000
13. 280 ESEA Title X - Homeless Education	6000	0.00	0	0
14. 290 Medicaid Reimbursement	6000	0.00	30,000	25,000
15. 374 E-Rate	6000	0.00	1,500	2,000
16. 378 Impact Aid	6000	0.00	0	0
17. 300-399 Other Federal Projects (Besides E-Rate & Impact Aid)	6000	0.00	347,995	1,300,000
18. Total Federal Project Funds (lines 1-17)		4.50	910,995	1,847,500

**STATE PROJECTS**

	FTE		TOTAL ALL FUNCTIONS	
	Prior FY	Budget FY	Prior FY	Budget FY
19. 400 Vocational Education	6000	0.25	10,000	10,000
20. 410 Early Childhood Block Grant	6000	0.00	0	0
21. 420 Ext. School Yr. - Pupils with Disabilities	6000	0.00	0	0
22. 425 Adult Basic Education	6000	0.00	0	0
23. 430 Chemical Abuse Prevention Programs	6000	0.00	0	0
24. 435 Academic Contests	6000	0.00	0	0
25. 450 Gifted Education	6000	0.00	0	0
26. 456 College Credit Exam Incentives	6000	0.00	0	0
27. 457 Results-based Funding	6000	0.00	0	0
28. 460 Environmental Special Plate	6000	0.00	0	0
29. 465-499 Other State Projects	6000	1.00	185,000	150,000
30. Total State Project Funds (lines 19-29)		1.25	195,000	160,000
31. Total Special Projects (lines 18 and 30)		5.75	1,105,995	2,007,500

**INSTRUCTIONAL IMPROVEMENT FUND (020)**

	Prior FY	Budget FY
1. Teacher Compensation Increases	6000	25,000
2. Class Size Reduction	6000	0
3. Dropout Prevention Programs (M&O purposes)	6000	0
4. Instructional Improvement Programs (M&O purposes)	6000	0
5. Total Instructional Improvement Fund (lines 1-4)		25,000

**OTHER FUNDS**

		OTHER FUNDS	
		Prior FY	Budget FY
1. 050 County, City, and Town Grants	6000	0	0
2. 071 English Language Learner (1)	6000	0	0
3. 072 Compensatory Instruction (1)	6000	0	0
4. 500 School Plant (2)	6000	1,000	5,000
5. 510 Food Service	6000	300,000	300,000
6. 515 Civic Center	6000	10,000	10,000
7. 520 Community School	6000	12,000	12,000
8. 525 Auxiliary Operations	6000	80,000	80,000
9. 526 Extracurricular Activities Fees Tax Credit	6000	20,000	20,000
10. 530 Gifts and Donations	6000	50,000	50,000
11. 535 Career & Technical Education Projects	6000	5,000	5,000
12. 540 Fingerprint	6000	0	0
13. 545 School Opening	6000	0	0
14. 550 Insurance Proceeds	6000	60,000	60,000
15. 555 Textbooks	6000	500	500
16. 565 Litigation Recovery	6000	35,000	35,000
17. 570 Indirect Costs	6000	30,000	30,000
18. 575 Unemployment Insurance	6000	0	0
19. 580 Teacherage	6000	0	0
20. 585 Insurance Refund	6000	10,000	10,000
21. 590 Grants and Gifts to Teachers	6000	0	0
22. 595 Advertisement	6000	0	0
23. 596 Career Technical Education	6000	45,000	45,000
24. 597 Arizona Industry Credentials Incentive	6000	0	0
25. 639 Impact Aid Revenue Bond Building	6000	0	0
26. 650 Gifts and Donations-Capital	6000	0	0
27. 660 Condemnation	6000	0	0
28. 665 Energy and Water Savings	6000	48,110	49,000
29. 686 Emergency Deficiencies Correction	6000	140,000	140,000
30. 691 Building Renewal Grant	6000	600,000	900,000
31. 700 Debt Service	6000	0	0
32. 720 Impact Aid Revenue Bond Debt Service	6000	0	0
33. 850 Student Activities	6000	60,000	60,000
34. Other	6000	0	0

**INTERNAL SERVICE FUNDS 950-989**

1. 9__ Self-Insurance	6000	0	0
2. 955 Intergovernmental Agreements	6000	0	0
3. 9__ OPEB	6000	0	0
4. 9__	6000	0	0

(1) From Supplement, line 10 and line 20, respectively.

(2) Indicate amount budgeted in Fund 500 for M&O purposes \$ 5,000

**CALCULATION OF FY 2022 GENERAL BUDGET LIMIT  
(A.R.S. §15-947.C)**

		<u>A.</u> <u>Maintenance</u> <u>and Operation</u>	<u>B.</u> <u>Unrestricted</u> <u>Capital Outlay</u>
*1. FY 2022 Revenue Control Limit (RCL) (from APOR55 tab, page 4)	\$ <u>4,234,379</u>	\$ <u>4,207,579</u>	\$ <u>26,800</u>
*2. (a) FY 2022 District Additional Assistance (DAA) (from APOR55 tab, page 5)	\$ <u>244,208</u>		
(b) DAA Adjustment (from APOR55 tab, page 5)	\$ <u>0</u>		
(c) Total DAA (line 2.a plus 2.b)	\$ <u>244,208</u>		<u>244,208</u>
*3. FY 2022 Override Authorization (A.R.S. §§15-481 and 15-482 or 15-949 if small school adjustment phase down applies, see Calculations page, Calculation of Maximum Override for a District No Longer Eligible for a Small School Adjustment, line 6 and Calculation of Small School Adjustment Phase Down Limit, line 6)			
(a) Maintenance and Operation		<u>628,488</u>	
(b) Unrestricted Capital Outlay			
(c) Special Program			
*4. Small School Adjustment for Districts with a Student Count of 125 or less in K-8 or 100 or less in 9-12 (A.R.S. §15-949) (Up to \$50,000 if no election is chosen for phase down, see Calculations page, Calculation of Small School Adjustment Phase Down Limit, line 6)			
*5. Tuition Revenue (A.R.S. §§15-823 and 15-824) Local (Do <b>not</b> include full-day kindergarten or summer school tuition)			
(a) Individuals and Other Private Sources			
(b) Other Arizona Districts			
(c) Out-of-State Districts and Other Governments			
State			
(d) Certificates of Educational Convenience (A.R.S. §§15-825, 15-825.01, and 15-825.02)			
*6. State Assistance (A.R.S. §15-976) and Special Ed. Voucher Payments Received (A.R.S. §15-1204)			
*7. Increase Authorized by County School Superintendent for Accommodation Schools [not to exceed amount on Calculations page, Calculation of M&O Fund Budget Balance Carryforward, line 15(e)] (A.R.S. §15-974.B)			
8. Budget Increase for:			
(a) Desegregation Expenditures (A.R.S. §15-910.G-K)			
* (b) Tuition Out Debt Service (from Calculations page, Calculation of Tuition Out for High School Students, line 5) (A.R.S. §15-910.M)		<u>0</u>	
* (c) Budget Balance Carryforward (from Calculations page, Calculation of M&O Fund Budget Balance Carryforward, line 13) (A.R.S. §15-943.01)		<u>0</u>	
(d) Dropout Prevention Programs (Laws 1992, Ch. 305, §32 and Laws 2000, Ch. 398, §2)			
(e) Registered Warrant or Tax Anticipation Note Interest Expense Incurred in FY 2020 (A.R.S. §15-910.N)			
* (f) Joint Career and Technical Education and Vocational Education Center (A.R.S. §15-910.01)			
* (g) FY 2021 Performance Pay Unexpended Budget Carryforward (from Calculation page, Calculation of M&O Fund Budget Balance Carryforward, line 10.f) (A.R.S. §15-920)		<u>0</u>	
(h) Excessive Property Tax Assessed Valuation Judgments (A.R.S. §§42-16213 and 42-16214)			
* (i) Transportation Revenues for Attendance of Nonresident Pupils (A.R.S. §§15-923 and 15-947)			
*9. Adjustment to the General Budget Limit (A.R.S. §§15-272, 15-905.M, 15-910.02, and 15-915) Include year(s) and descriptions, as applicable.			
(a) Prior Year Over Expenditures/Resolutions:			
(b) Decrease for Transfer from M&O to Energy and Water Savings Fund			
(c) Increase for Energy and Water Savings Fund Transfer to M&O			
(d) Noncompliance Adjustment			
(e) ADM/Transportation Audit Adjustment			
(f) Other:			
*10. Estimated Allocation of Additional Funding (2016 Prop 123 & Laws 2015, 1st S.S., Ch. 1, §6)			<u>34,000</u>
11. FY 2022 General Budget Limit (column A, lines 1 through 10) (A.R.S. §15-905.F) (page 1, line 30 cannot exceed this amount)		\$ <u>4,836,067</u>	
12. Total Amount to be Used for Capital Expenditures (column B, lines 1 through 10) (A.R.S. §15-905.F) (to page 8, line A.11)			\$ <u>305,008</u>

\* Subject to adjustment prior to May 15 as allowed by A.R.S. Revisions are described in the instructions for these lines, as needed.

**CALCULATION OF FY 2022 UNRESTRICTED CAPITAL BUDGET LIMIT AND CLASSROOM SITE FUND BUDGET LIMIT  
 (A.R.S. §15-947.D and A.R.S. §15-978)**

**UNRESTRICTED CAPITAL BUDGET LIMIT**

1. FY 2021 Unrestricted Capital Budget Limit (UCBL) (from FY 2021 latest revised Budget, page 8, line A.12)	\$	<u>356,366</u>
2. Total UCBL Adjustment for prior years as notified by ADE on BUDG75 report (For budget adoption, use zero.)	\$	<u>                    </u>
3. Adjusted Amount Available for FY 2021 Capital Expenditures (line A.1 + A.2)	\$	<u>356,366</u>
4. Amount Budgeted in Fund 610 in FY 2021 (from FY 2021 latest revised Budget, page 4, line 10)	\$	<u>356,366</u>
5. Lesser of line A.3 or the sum of line A.4 and any positive adjustment on line A.2	\$	<u>356,366</u>
6. FY 2021 Fund 610 Actual Expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	\$	<u>257,254</u>
7. Unexpended Budget Balance in Fund 610 (line A.5 minus A.6) If negative, use zero in calculation, but show negative amount here in parentheses.	\$	<u>          99,112</u>
8. Interest Earned in Fund 610 in FY 2021	\$	<u>                    </u>
9. Monies deposited in Fund 610 from School Facilities Board for donated land (A.R.S. §15-2041.F)	\$	<u>                    </u>
10. Adjustment to UCBL for FY 2022 (A.R.S. §15-905.M) Include year(s) and descriptions, as applicable. (a) Prior Year Over Expenditures/Resolutions:	\$	<u>                    </u>
(b) ADM/Transportation Audit Adjustment	\$	<u>                    </u>
(c) Other:	\$	<u>                    </u>
11. Amount to be Used for Capital Expenditures (from page 7, line 12)	\$	<u>305,008</u>
12. FY 2022 Unrestricted Capital Budget Limit (lines A.7 through A.11) (1)	\$	<u><u>404,120</u></u>

(1) The amount budgeted on page 4, line 10 cannot exceed this amount.

**SUPPLEMENT TO SCHOOL DISTRICT ANNUAL EXPENDITURE BUDGET FOR DISTRICTS THAT BUDGET FOR ENGLISH LANGUAGE LEARNERS (A.R.S. §§15-756.04 and 15-756.11)**

English Language Learners Supplement	FTE		Salaries	Employee Benefits	Purchased Services 6300, 6400, 6500	Supplies	Property	Other	Totals		% Increase/ Decrease
	Prior FY	Budget FY							Prior FY 2021	Budget FY 2022	
<b>Expenditures</b>			6100	6200		6600	6700	6800			
<b>English Language Learner Fund 071 (A.R.S. §15-756.04)</b>											
1000 Instruction	1.	0.00							0	0	0.0%
2000 Support Services											
2100 Students	2.	0.00							0	0	0.0%
2200 Instructional Staff	3.	0.00							0	0	0.0%
2300 General Administration	4.	0.00							0	0	0.0%
2400 School Administration	5.	0.00							0	0	0.0%
2500 Central Services	6.	0.00							0	0	0.0%
2600 Operation & Maintenance of Plant	7.	0.00							0	0	0.0%
2700 Student Transportation	8.	0.00							0	0	0.0%
2900 Other	9.	0.00							0	0	0.0%
<b>Total (lines 1-9) (to Budget, page 6, Other Funds, line 2)</b>	10.	0.00	0.00	0	0	0	0	0	0	0	0.0%
<b>Compensatory Instruction Fund 072 (A.R.S. §15-756.11)</b>											
1000 Instruction	11.	0.00							0	0	0.0%
2000 Support Services											
2100 Students	12.	0.00							0	0	0.0%
2200 Instructional Staff	13.	0.00							0	0	0.0%
2300 General Administration	14.	0.00							0	0	0.0%
2400 School Administration	15.	0.00							0	0	0.0%
2500 Central Services	16.	0.00							0	0	0.0%
2600 Operation & Maintenance of Plant	17.	0.00							0	0	0.0%
2700 Student Transportation	18.	0.00							0	0	0.0%
2900 Other	19.	0.00							0	0	0.0%
<b>Total (lines 11-19) (to Budget, page 6, Other Funds, line 3)</b>	20.	0.00	0.00	0	0	0	0	0	0	0	0.0%

I certify that the Budget of Joseph City Unified School District, Navajo County for fiscal year 2022 was officially proposed by the Governing Board on, June 8, 2021, and that the complete Proposed Expenditure Budget may be reviewed by contacting Steven Mills at the District Office, telephone 928-288-3307 during normal business hours.

President of the Governing Board

<b>1. Average Daily Membership:</b>		Prior Year	Budget Year	<b>4. Average Teacher Salaries (A.R.S. §15-903.E)</b>	
	2020 ADM	2021 ADM	2022 ADM	1. Average salary of all teachers employed in FY 2022 (budget year)	55,473
Attending	438,315	422,024	422,500	2. Average salary of all teachers employed in FY 2021 (prior year)	51,553
				3. Increase in average teacher salary from the prior year	3,920
				4. Percentage increase	8%
<b>2. Tax Rates:</b>		Prior FY	Est. Budget FY	Comments on average salary calculation (Optional): FY22 Average Teacher Pay is an estimate and will be finalized once the Board determines final pay.	
Primary Rate (equalization formula funding and budget add-ons not required to be in secondary rate)		3.4794	3.3590		
Secondary Rate (voter-approved overrides, bonds, and Career Technical Education Districts, and desegregation, if applicable)		0.2175	0.5224		
<b>3. Budgeted Expenditures and Budget Limits:</b>		Budgeted Expenditures	Budget Limit	5. Average salary of all teachers employed in FY 2018	
Maintenance & Operation Fund		4,836,067	4,836,067	44,657	
Classroom Site Fund		787,280	787,280	6. Total percentage increase in average teacher salary since FY 2018	
Unrestricted Capital Outlay Fund		404,120	404,120	24%	

	MAINTENANCE AND OPERATION EXPENDITURES						% Inc./(Decr.) from Prior FY
	Salaries and Benefits		Other		TOTAL		
	Prior FY	Budget FY	Prior FY	Budget FY	Prior FY	Budget FY	
<b>100 Regular Education</b>							
1000 Instruction	1,281,107	1,216,000	109,814	133,224	1,390,921	1,349,224	-3.0%
<b>2000 Support Services</b>							
2100 Students	212,935	210,000	26,016	26,080	238,951	236,080	-1.2%
2200 Instructional Staff	171,444	145,200	18,185	18,200	189,629	163,400	-13.8%
2300, 2400, 2500 Administration	543,106	477,600	158,885	196,123	701,991	673,723	-4.0%
2600 Oper./Maint. of Plant	388,986	366,000	706,762	739,046	1,095,748	1,105,046	0.8%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	25,919	30,000	3,627	3,650	29,546	33,650	13.9%
610 School-Sponsored Curric. Activities	25,995	27,600	5,055	5,200	31,050	32,800	5.6%
620 School-Sponsored Athletics	117,753	120,000	49,845	50,500	167,598	170,500	1.7%
630, 700, 800, 900 Other Programs	0	0	0	0	0	0	0.0%
Regular Education Subsection Subtotal	2,767,245	2,592,400	1,078,189	1,172,023	3,845,434	3,764,423	-2.1%
<b>200 and 300 Special Education</b>							
1000 Instruction	331,715	369,644	2,961	2,950	334,676	372,594	11.3%
<b>2000 Support Services</b>							
2100 Students	102,557	80,400	144,652	145,000	247,209	225,400	-8.8%
2200 Instructional Staff	79,499	80,400	6,344	6,400	85,843	86,800	1.1%
2300, 2400, 2500 Administration	0	0	0	0	0	0	0.0%
2600 Oper./Maint. of Plant	0	0	0	0	0	0	0.0%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of Noninstructional Services	0	0	0	0	0	0	0.0%
Special Education Subsection Subtotal	513,771	530,444	153,957	154,350	667,728	684,794	2.6%
400 Pupil Transportation	179,333	163,200	196,009	196,750	375,342	359,950	-4.1%
510 Desegregation	0	0	0	0	0	0	0.0%
530 Dropout Prevention Programs	0	0	0	0	0	0	0.0%
540 Joint Career and Technical Education and Vocational Education Center	0	0	0	0	0	0	0.0%
550 K-3 Reading Program	26,872	26,900	0	0	26,872	26,900	0.1%
<b>TOTAL EXPENDITURES</b>	<b>3,487,221</b>	<b>3,312,944</b>	<b>1,428,155</b>	<b>1,523,123</b>	<b>4,915,376</b>	<b>4,836,067</b>	<b>-1.6%</b>

SUMMARY OF SCHOOL DISTRICT PROPOSED EXPENDITURE BUDGET (Concl'd)

CTD NUMBER 090202000  
 VERSION Adopted

TOTAL EXPENDITURES BY FUND				
Fund	Budgeted Expenditures		\$ Increase/(Decrease) from Prior FY	% Increase/(Decrease) from Prior FY
	Prior FY	Budget FY		
Maintenance & Operation	4,915,376	4,836,067	(79,309)	-1.6%
Instructional Improvement	25,000	25,000	0	0.0%
English Language Learner	0	0	0	0.0%
Compensatory Instruction	0	0	0	0.0%
Classroom Site	458,581	787,280	328,699	71.7%
Federal Projects	910,995	1,847,500	936,505	102.8%
State Projects	195,000	160,000	(35,000)	-17.9%
Unrestricted Capital Outlay	356,366	404,120	47,754	13.4%
New School Facilities	0	0	0	0.0%
Adjacent Ways	75,000	75,000	0	0.0%
Debt Service	0	0	0	0.0%
School Plant Fund	1,000	5,000	4,000	400.0%
Auxiliary Operations	80,000	80,000	0	0.0%
Bond Building	0	0	0	0.0%
Food Service	300,000	300,000	0	0.0%
Other	1,125,610	1,426,500	300,890	26.7%

M&O FUND SPECIAL EDUCATION PROGRAMS BY TYPE		
Program (A.R.S. §§15-761 and 15-903)	Prior FY	Budget FY
Total All Disability Classifications	582,728	599,794
Gifted Education	0	0
Remedial Education	0	0
ELL Incremental Costs	0	0
ELL Compensatory Instruction	0	0
Vocational and Technical Education (non-CTED)	0	0
Career Education (non-CTED)	0	0
Career Technical Education (CTED)	85,000	85,000
<b>TOTAL</b>	<b>667,728</b>	<b>684,794</b>

PROPOSED STAFFING SUMMARY				
Staff Type	Purchased Services Personnel FTE	Employee FTE	Total FTE	Staff-Pupil Ratio
Certified --				
Superintendent, Principals, Other Administrators		3	3	1 to 140.8
Teachers		30	30	1 to 14.1
Other	2	1	3	1 to 140.8
Subtotal	2	34	36	1 to 11.7
Classified --				
Managers, Supervisors, Directors		4	4	1 to 105.6
Teachers Aides		8	8	1 to 52.8
Other		1,627	1,627	1 to 0.3
Subtotal	0	1,639	1,639	1 to 0.3
<b>TOTAL</b>	<b>2</b>	<b>1,673</b>	<b>1,675</b>	<b>1 to 0.3</b>
Special Education --				
Teacher		3	3	1 to 22.0
Staff		4	4	1 to 16.5

FY 2022 Truth in Taxation Work Sheet (A.R.S. §15-905.01)

1.	FY 2022 Truth in Taxation Base Limit (from FY 2021 TNT work sheet, line 3 + line 11)	\$ <u>0</u>
2.	Deduction for discontinued programs	<u>0</u>
3.	Adjusted FY 2022 TNT Base Limit	\$ <u><u>0</u></u>

primary property tax rate  
Related to Budgeted  
Expenditures

FY 2022 Budgeted Expenditures

4.	Desegregation (no longer a primary levy, must be zero)	\$ <u>0</u>	<u>0.0000</u>
5.	Dropout Prevention (from page 1, line 27)	<u>0</u>	<u>0.0000</u>
6.	Joint Career and Technical Education and Vocational Education Center	<u>0</u>	<u>0.0000</u>
7.	Small School Adjustment (from page 7, line 4, columns A and B)	\$ <u>0</u>	<u>0.0000</u>

Adjustments for FY 2021 Expenditures

8.	Desegregation, Dropout Prevention, and Joint Career and Technical Education and Vocational Education Center	
a.	FY 2021 Total Actual Expenditures for programs above	\$ _____
b.	Sum of FY 2021 original budget amounts for programs above (from FY 2021 TNT work sheet, sum of lines 4, 5, and 6)	<u>0</u>
c.	Expenditures over/(under) original budget (line 8.a minus line 8.b)	\$ <u>0</u>
9.	Small School Adjustment	
a.	FY 2021 final budget for Small School Adjustment	\$ _____
b.	FY 2021 original budget for Small School Adjustment (from FY 2021 TNT work sheet, line 7)	\$ <u>0</u>
c.	Amount over/(under) budget for Small School Adjustment (line 9.a minus line 9.b)	\$ <u>0</u>
10.	Total (add lines 4 through 7 and line 8.c. and line 9.c.)	\$ <u><u>0</u></u>
11.	Excess over Truth in Taxation Limit (1) (Line 10 minus line 3. If negative, enter zero.)	\$ <u><u>0</u></u>

12.	Amount to be Levied in FY 2022 for Adjacent Ways pursuant to A.R.S. §15-995 (from page 5, footnote 2) (1)	\$ <u>50,000</u>	<u>0.0004</u>
13.	Amount to be Levied in FY 2022 for Liabilities in Excess of the Budget pursuant to A.R.S. §15-907 (1)	\$ _____	<u>0.0000</u>

Calculations for Truth in Taxation Notice

A.	Sum of lines 11, 12, and 13	\$ <u>50,000</u>
B.1.	Current Assessed Value	\$ <u>120,131,968</u>
B.2.	(Line 3 divided by line B.1) x \$10,000	\$ <u>0.0000</u> (2)
C.1.	Sum of lines 3, 11, 12, and 13	\$ <u>50,000</u>
C.2.	(Line C.1 divided by line B.1) x \$10,000	\$ <u>4.1621</u> (2)

- (1) If an amount on line 11, 12, or 13 is greater than zero, the district must publish a Truth in Taxation Hearing Notice as described in A.R.S. §15-905.01.
- (2) \$10,000 is used in these calculations to determine the amounts to include on the truth in taxation hearing notice for a \$100,000 home, as property taxes on residential properties are levied at 10% of the assessed valuation per A.R.S. §42-15003.

B. Approve Referee Pay Rate Increase for Junior High School Game Officials  
Increase pay rate to \$30 per game for non-certified officials and \$40 for AIA certified officials.

C. Approval of the 2021-2022 Junior/Senior High School Student Handbooks and Discipline Plan 43



# JOSEPH CITY JR/SR HIGH SCHOOL

STUDENT HANDBOOK 2021-22

ERIC MILLER  
PRINCIPAL

BRYAN FIELDS  
SUPERINTENDENT

DANIEL HUTCHENS  
DEAN OF STUDENTS/ACTIVITIES DIRECTOR

4629 2<sup>ND</sup> NORTH  
P. O. BOX 8  
JOSEPH CITY, AZ 86032

PHONE: 928-288-3361 FAX: 928-288-3825

[www.jcusd.org](http://www.jcusd.org)

FACEBOOK PAGE: Joseph City Schools  
ATHLETICS FACEBOOK PAGE: Joseph City Jr/Sr High School Athletics  
TWITTER: [wildcats@joecityschools](mailto:wildcats@joecityschools)

# JOSEPH CITY SCHOOLS | 2021-2022 CALENDAR

JULY 2021						
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

- 4 Independence Day (5 Holiday for All)
- 28 New Teacher Day
- 29 New Teacher Day

- 1 New Year's Day
- 3 Students Return
- 17 Civil Rights Day
- 28 Enrichment Day

JANUARY 2022						
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					

AUGUST 2021						
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				

- 2 1<sup>st</sup> Day for Teachers
- 2 Staff Day
- 3 Staff Day
- 4 1<sup>st</sup> Day for Students
- 13 Staff Day
- 27 Enrichment Day

- 18 Enrichment Day
- 21 Presidents' Day

FEBRUARY 2022						
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					

SEPTEMBER 2021						
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		

- 6 Labor Day
- 17 Enrichment Day

- 10 End of Quarter (37 Days)
- 11 Enrichment Day
- 14-17 Spring Break
- 24 Early Release Parent/Teacher Conferences

MARCH 2022						
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		

OCTOBER 2021						
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						

- 7 End of Quarter (37 Days)
- 8 Enrichment Day
- 14 Early Release Parent/Teacher Conferences
- 29 Enrichment Day

- 8 Enrichment Day
- 29 Enrichment Day

APRIL 2022						
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

NOVEMBER 2021						
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				

- 11 Veterans Day
- 19 Enrichment Day
- 24-25 Thanksgiving Holiday (25-26 Holiday for All)

- 13 Enrichment Day
- 17 Kindergarten Promotion
- 18 8th Grade Promotion
- 19 Early Release Day
- 19 HS Commencement
- 19 End of Quarter (36 Days)
- 30 Memorial Day

MAY 2022						
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				

DECEMBER 2021						
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	

- 10 Enrichment Day
- 16 End of Quarter (37 Days)
- 20 Begin Christmas Break
- 25 Christmas Day (24-25 Holiday for All)
- 31 Holiday for All (New Year's Eve)

JUNE 2022						
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		

Sem 1 = 74 Days Sem 2 = 74 Days Total School Days = 148, 3 Staff Days, 2 New Teacher Days, 2 Flex Days, 12 Enrichment Days

**GOLD** - Holidays/No School    **BLUE** - Enrichment Days    **GREEN** - Early Release Days    **BROWN** - Staff Prep Days

## REGULAR SCHOOL DAY SCHEDULE

PERIOD	START TIME	END TIME
Teacher Start Time		7:30 AM
1ST	8:00 AM	8:55 AM
2ND	9:00 AM	9:55 AM
3RD	10:00 AM	10:55 AM
4TH	11:00 AM	12:05 PM
LUNCH	12:05 PM	12:40 PM
5TH	12:40 PM	1:35 PM
6TH	1:40 PM	2:35 PM
7TH	2:40 PM	3:35 PM
Teacher End Time		3:45 PM

## HALF DAY SCHEDULE

PERIOD	START TIME	END TIME
1ST	8:00 AM	8:30 AM
2ND	8:35 AM	9:05 AM
3RD	9:10 AM	9:40 AM
4TH	9:45 AM	10:15 AM
5TH	10:20 AM	10:50 AM
6TH	10:55 AM	11:25 AM
7TH	11:30 AM	12:00 PM

## ENRICHMENT DAYS

Activity	Start	End	Description
<b>Tutorial</b>	10:00 am	12:00 pm	This block is dedicated to students who need help to attain proficiency in their academic courses. Students may be assigned by their teacher to attend. Students who are interested in strengthening their mastery or pursue other supplemental studies may also attend. Tutorials will be led by teachers and other qualified staff. Students who have a failing grade in a core class will be required to attend until the failing grades have been improved to passing.
<b>Enrichment Activities</b>	8:00 am	12:00 pm	Other supervised enrichment activities may be planned for this day depending on needs and interests. They could include community service, athletics, field trips, club activities, research projects, school garden, swim lessons, fitness activities, art, music, etc.

## THE STUDENT

Welcome to the 2021-22 school year. We are expecting another great year for Joseph City Schools. It is our plan to provide you with a variety of opportunities to grow and develop. It is my belief that our small school can serve you well and give you an advantage in your post high school college and career readiness. This handbook is provided to you as a guide and a resource on making the most out of your time. In the following pages you will find the school rules. Please familiarize yourself with them so that you can fully enjoy all of the opportunities that Joseph City Jr/Sr High School has to offer. Make this year meaningful and relevant for yourself. Work on your self-discipline and strive for excellence in everything that you do. The choices that you make now, in these formative years, will set the trajectory for your life.

Sincerely,

Eric Miller  
Principal

## MISSION STATEMENT

Challenge and empower all students to be independent thinkers, lifelong learners, and responsible citizens.

## VISION STATEMENT

Inspire a passion for learning by making education relevant and fun.

## DISCLAIMER

All rules, regulations and procedures stated in this handbook are superseded by current school policy.

## GRADES

The school year is divided into two semesters. Each semester is divided into two terms. The grade received for semester work is the only grade recorded on the permanent record card. The semester grade is a cumulative grade from the first of the semester until the end including the midterm or final exam. If you are earning a grade of a D or F in a class, deficiency letters will be sent to alert you and your parents to the fact that you are having trouble in a class at three week intervals.

<b>A -</b>	<b>EXCELLENT</b>	(Consistently exceptional work)
<b>B -</b>	<b>VERY GOOD</b>	(Above average work)
<b>C -</b>	<b>AVERAGE</b>	
<b>D -</b>	<b>BELOW AVERAGE</b>	(Only minimum work or work of poor quality.)
<b>F -</b>	<b>NOT PASSING</b>	(Work falls below required minimum) No credit.
<b>I -</b>	<b>INCOMPLETE</b>	In rare cases an incomplete will be given. An Incomplete must be changed to a grade within two weeks of the end of the semester or it automatically changes to an F. It is the students' responsibility to check with the teacher to make certain the incomplete is changed to a grade within the two-week period.

## MODIFIED G.P.A.

Grade point averages will be used to determine those on the honor roll and for most other purposes. The standard 4.0 G.P.A. system has been modified to award 5 points in College Algebra/Pre-Calculus/Advanced English/Physics and Human Anatomy; 4 points for a B; 3 points for a C; 2 points for a D and no points for an F. Thus students in advanced classes may have G.P.A. greater than 4.0. If you have any questions about your own G.P.A., please check in the office. Students who are teacher assistants will receive a grade of pass or fail. This grade will not be figured into their GPA.

<b>Level I:</b>	<b>Level II:</b>	<b>Level III:</b>	
A = 5 points Physics	A = 4 points	All classes that	A=3 points Remedial
B = 4 points Human Anatomy	B = 3 points	are not Level I	B=2 points & Special
C = 3 points Advanced Math	C = 2 points	or Level III	C=1point Education
D = 2 points Advanced English	D = 1 point	Classes	D=0 points Classes
F = 0 points	F = 0 points		F =0 points

## G.P.A. REQUIRED FOR STUDENT BODY OFFICES

A student must carry a 2.7 G.P.A. to be a Student Council officer. To run for a class office a student must carry a 2.5 G.P.A.

## PARENT/TEACHER CONFERENCES

At the end of the first and third nine week grading periods report cards will be given to parents during parent/teacher conferences. All parents are urged to come in and visit with the students' teachers during parent/teacher conferences at the end of the 1st and 3rd quarters. These conferences will be held in the evening from 1:00 – 4:30 p.m. and from 5:00 p.m. to 7:00 p.m.

## REPORT CARDS

Report cards are given to the parents as they come to parent/teacher conferences on the 1<sup>st</sup> and 3<sup>rd</sup> nine week quarters. The report cards will be mailed the 2<sup>nd</sup> and 4<sup>th</sup> nine week quarters. In order to receive credit for any subject, all work must be completed and all tests must be taken.

## CLASSIFICATION OF HIGH SCHOOL STUDENTS

9<sup>th</sup> Grade= 0-5 credits 10<sup>th</sup> Grade = 6-11 credits 11<sup>th</sup> Grade = 12-17 credits 12<sup>th</sup> Grade =18+credits

## HONOR ROLL

At the end of each nine-week period, students who have a “B” grade average or better; with at least one “A” and a maximum of one “C” and no “D’s” or “F’s” or incompletes in any subject are placed on the honor roll. If a student has straight “A’s”, they will be on the superintendent’s list.

**Academic Letters:** Students in the High School who earn a G.P.A. of 3.5 or higher for both semesters during the school year will be awarded an academic letter.

**Valedictorian and Salutatorian:** The valedictorian will be the student with the highest grade point average as computed by using core curriculum classes only at the end of the third quarter of the students’ senior year. The salutatorian will be the student with the second highest grade point average. The grade point average will be carried to the third decimal place or the 1000<sup>th</sup> place, for example: 3.405. In computing the average, Level 1 courses will be given a greater weight than other courses. Classes taken from colleges or correspondence courses that are not needed to meet graduation requirements will not be counted in the final GPA. Foreign exchange students will not be considered in computing class rank, and therefore, will not be eligible for valedictorian or salutatorian honors. To be eligible for these two honors, a student must be enrolled continuously the last three semesters at Joseph City High School. Junior High valedictorian and salutatorian will be figured using grades from all classes taken at JCJHS. There are no weighted classes at the Junior High level. To be eligible for 8<sup>th</sup> grade valedictorian and salutatorian a student must be enrolled for 1 full year at JCJHS. Students grades from their previous school will be used to calculate the GPA.

**Other Awards:** The following awards are based upon criteria set by the faculty:

Outstanding students in the following classes – Music, Science, Math, F.A.C.S., Wood Shop, Autos, Business, English, Art, Social Studies, Spanish, Physical Education and Technology.

Information concerning scholarships is available from the Guidance office. **You should inquire about scholarships no later than the end of the first nine weeks of your senior year.** In order to qualify for a scholarship, you should do your school work well, take part in extracurricular activities, and be a good citizen of your school. What you do each year in high school counts – not just what you did the previous year.

## COLLEGE CLASSES FOR HIGH SCHOOL CREDIT

Interested students please contact the counselor’s office. Courses a student passes at a community college or university may be used as graduation requirements if the courses are at a higher level than the course taught in the high school. High school credit shall be accepted at the rate of ½ Carnegie unit for each three semester hours of credit the pupil earns in the appropriate college or university course. **ARS 15-701.01.**

## EXAMS

**Final examinations** will be given in all high school courses at the end of the first and second semesters and will be included in the semester grade.

## STANDARDIZED TESTS

Certain standardized tests are administered to students who are part of the general program. The counselor is available to interpret these tests to the students and parents. These test results will aid the students in understanding themselves and their abilities and can help the school to analyze and revise its curriculum.

1. PARCC State mandated test.
2. HS AIMS State mandated test for Biology Classes.
2. STANFORD 10 State mandated achievement test for 9<sup>th</sup> grade
3. ASVAB Armed services vocational aptitude test. Taken during junior year.
4. PSAT Practice test for SAT. Used for determination of merit scholarship. Taken 10<sup>th</sup> and 11<sup>th</sup> grade years.
5. AZMerit State mandated test for math and English.
6. ACT College entrance exam. Taken junior and senior years.
7. CTE End of Program Given to students completing a CTE program

## SCHOOL CANCELLATION/EARLY DISMISSAL

In the case of school closures due to weather or emergencies we will attempt to call primary contacts to notify you of the cancellation/early dismissal and send our texts and emails through our messaging program. Official radio announcements about school delays or cancellations are made on radio station 88.7 NPR and the Joseph City Schools Facebook page and web page.

## STUDENT ATTENDANCE

The parent or guardian is charged by law with responsibility for the student's consistent school attendance. The Superintendent will enforce the laws regarding attendance with consideration for the variables that affect children and families. The Superintendent will place emphasis on the prevention and correction of the causes of absenteeism. High School students must be enrolled in at least five classes per day.

**Student Absences and Excuses:** According to Arizona's compulsory attendance law, students must be in school until they reach the age of 16 or successfully complete 10<sup>th</sup> grade. Regular school attendance is necessary for success in school.

**State law mandates that the school record reasons for all student absences.** In the event of a necessary absence known in advance, the parent is expected to inform the school prior to 8:00 a.m. the day of the absence. If the absence is caused by an emergency, such as illness, the parent should contact the high school office. When it is impossible to call on the day of the absence, the school should be notified on the morning the student returns. In the case of an accident or illness, students must report to the office for a permit to leave school, at which time a parent or guardian must give permission before the student will be released to leave campus.

**Type of Absences:**

**A. Excused Absences** - Absences that the parent/guardian excused by phone or note, that are necessary and important, within three days of the students return to school. Authorized school activities are not absences. Reasons for excused absences include illness, bereavement, court, family emergencies, and observance of major religious holidays of the family's faith.

**B. Unexcused Absences** Those absences that the parent does not authorize within three days of the student's return to school or absences that an administrator has confirmed as unauthorized. An absence is considered unexcused until a valid excuse is received. Students with unexcused absences will not be able to make up work.

**Excessive Absences:** In order to receive credit for the semester, attendance is required. A student may lose credit for any class when absences equal nine in a semester. Nine or more absences may result in closure from classes or audit for no credit.

**Make-Up Work for Excused and Unexcused Absences**

When a student is absent, he/she is responsible for contacting the teacher(s) immediately to receive a list of make-up assignments.

When going on a school sponsored activity, the student should contact the teacher before missing school. If the absence is an excused absence, the deadline for making the work up will be one week from the students return. When a student is absent due to suspension, all make up work will be due within one day of the student's return to the class missed. When a student has an unexcused absence from school, policy states that the student **will not** be able to make up the work that is missed.

**Audit Policy:** A student may be placed on audit when absent seven or more times in a class. Cases involving prolonged illness or unusual circumstances will be reviewed by the school administration. A student placed on audit status needs the parent to make an appointment to appeal the loss of credit with the Principal's office within five school days from the date of notification. When a student reaches seven absences he/she may:

- A. Continue to be on no credit (audit) status.
- B. Regain credit with administrative consent.
- C. Be dropped from school for any portion of the school day.
- D. Be recommended to an alternative educational program.

To prevent students from unknowingly losing credit, students and parents will be reminded of the district's attendance policy and student's status when students accumulate 5 & 7 absences in any class in any semester.

**DITCHING AND/OR LEAVING CAMPUS WITHOUT PERMISSION  
TRUANCY**

Truancy means an unexcused absence for at least one period during the day. This includes absence from any class, study hall, or activity during the school day for which the student is scheduled. It also includes any after-school special-help session or disciplinary session that the student has been directed to attend. **ANY STUDENT WHO LEAVES CAMPUS WITHOUT CHECKING OUT THROUGH THE OFFICE WILL BE CONSIDERED TRUANT.**

**ATTENDANCE THE DAY OF AN ACTIVITY**

When you are participating in any school sponsored extracurricular activity, you are expected to attend, **ALL OF YOUR CLASSES THE DAY OF THE ACTIVITY IN WHICH YOU ARE PARTICIPATING.** A student may not practice or participate in a game if any school time was missed that day for any reason other than a doctor's appointment verified with a note from the doctor. For events scheduled on Saturday, the student's Friday attendance will be the determining factor. If, for some reason, you are unable to attend all of your classes, you must receive clearance in advance from the Principal, in order to be eligible to participate in the activity. You do not need clearance for classes you are required to miss because of a school sponsored activity.

**TRAVELING PROCEDURES FOR OFF-CAMPUS NAVIT CLASSES**

Students are expected to travel in the school provided transportation to the off-campus site for their NAVIT class. If the student is not going to be using the school transportation, arrangements must be made in advance. A waiver must be signed, dated and

permission granted through the school administration for this to happen. This should be completed at least one day in advance of the request. Students will only be released to a parent or guardian. It is the student's responsibility to be on time to ride in the school transportation. If a student misses their ride, they should notify Ms. Clifford or the front office immediately. If they miss a total of 4 times in a semester they will be removed from the NAVIT program.

#### **TARDY / SWEEP POLICY**

Students who are in the halls during class time must have an official pass or they will be considered tardy. Class time starts when the tardy bell finishes ringing. Tardy students will report to the office. Any staff member who sees students in the halls during class time can question them about passes and if they don't have one, take the students to the office where they will be processed. Students who continue to be tardy will be dealt with accordingly. We believe that serious students will not have a tardiness problem.

**Definition of tardy:** A student who is not inside the classroom when the tardy bell stops ringing is tardy.

**Excused tardy:** Those students carrying a legitimate pass from a school staff member. Students will be allowed 2 parent excused tardies per semester excluding tardies between classes. All other tardies will be dealt with as per the sweep policy. Exceptions to this would require principal approval.

Purpose of tardy sweep:

- To reduce classroom interruptions.
- To reduce the number of students loitering on or near campus.
- To teach the lifelong skill of promptness.

Tardy/Sweep Procedure:

- A warning bell will ring 1 minute prior to the tardy bell.
- When the tardy bell stops ringing a student not in his/her assigned class is to proceed immediately to the sweep area.

Consequences of being swept:

The following is for occurrence within a 9 week period:

- 1<sup>st</sup> Sweep - 1 work assignment (sentences)
- 2<sup>nd</sup> Sweep - 2 work assignments
- 3<sup>rd</sup> Sweep - detention and 2 work assignments –Discipline Referral/Parent Notification

Additional tardiness will be subject to administrative disciplinary action and may include Friday School, or Off Campus Suspension. Course work missed while in sweep may be completed. It is the student's responsibility to contact the teacher for assignments and finish assignments on the teacher's timeline.

#### **ACTIVITY CARDS**

Activity cards are sold at the beginning of school and throughout the school year. Activity cards admit you to all home school athletic events with the exception of any AIA tournaments held on our campus. If you lose the card, you may be issued a duplicate card for \$5.00.

#### **INTERNET**

Students must agree to comply with the District's acceptable use policy to participate in the utilization of the Internet.

#### **LOCKERS**

Having a locker is a privilege. Anyone abusing a locker in any way will be removed and not allowed to use a locker. This school accepts no responsibility for articles in lockers. It is the student's responsibility. Keep lockers neat and orderly and do not permit anyone else to use your locker. Stickers and decals are not to be placed on or in lockers. The school has the right to inspect lockers at any time.

#### **HALL PASSES**

Any student who is out of class during class time is required to have a valid hall pass and show it to any school personnel who request to see it.

#### **AUTOMOBILES**

- Vehicles will be towed away at student expense for failure to follow policy and procedures related to motorized vehicles.
- The parking lot in front of the building is the only place where parking is permissible for students.
- All motor vehicles must be operated by a person with a valid Arizona Drivers license.
- Keep your car locked at all times.
- Do not sit in parked cars during school hours.
- Any student found violating any state, local or school regulations concerning driving on school property will receive disciplinary action.
- Students must fill out the Automobile use/parking form to park on campus.
- Speeding in the parking lot is prohibited and will result in losing the privilege to drive on campus.

#### **LOST OR STOLEN ITEMS**

Joseph City High School will not be responsible for any personal items lost or stolen on school grounds. Lockers and storage cabinets are provided for your books, PE clothes, and musical instruments, but the student is responsible for these items. It is important that you should keep your lockers locked. Lost or stolen items should be reported as soon as possible to the office. An

effort will be made by the school to locate these items. Students are expected to bring any valuable items they find immediately to the office.

### **STUDENT CONDUCT ON SCHOOL BUSES**

While on the bus, prior to boarding the bus, and subsequent to leaving the bus, students are required to conduct themselves in a manner consistent with established standards for classroom behavior. Students who become serious disciplinary problems related to school transportation may have their riding privileges suspended. In such cases, the parents of the students involved become responsible for seeing that their children get to and from school safely. The loss of bus privileges may extend to extra and co-curricular activities.

### **CARE OF SCHOOL PROPERTY BY STUDENTS**

Each student is expected to take pride in the physical appearance of the school. If any minor engages in conduct that results in damage to District property, the District may institute formal charges for the purpose of having the court order the minors, or their parents, to make full or partial restitution to the District in accordance with the law.

### **BANNED ITEMS**

Fire extinguishers, knives, guns, firecrackers, water balloons, laser pointers, water guns, snowballs, skateboards, motorized scooters, chains, Taser guns, noisemakers, paintball guns, lighters or matches, or anything that might be used as a weapon are potentially dangerous or disruptive to the educational process and are not allowed in school. Personal cell phones and tablets may be permitted during instructional time if permitted by the teacher and if used for educational purposes. These items may be confiscated by the teacher if they are being used without permission. The District is not responsible for repairing personal devices. All the above listed items are all subject to confiscation and administrative action. Confiscated items may be returned after discipline has been served.

### **STUDENT INTERROGATIONS, SEARCHES, AND ARRESTS**

**The Law:** Arizona laws are considered part of the policies of Joseph City High School. Whatever is in violation of state law is in violation of school policy.

**Interrogations:** Interviews of pupils by law enforcement officers, who show proper identification, will be permitted during the school day only when interviews during non-school hours are impossible, impractical, or would interfere with law enforcement. The District has legal custody of students during the school day and during approved curricular and extracurricular activities. It is the responsibility of the school administration to make an effort to act on behalf of parents in their absence with respect to interrogations by law enforcement officials. A parent may, and a school administrator shall be present during these interrogations, except when interviews are conducted by a child protective services worker pursuant to A.R.S. 8-224(B) and 8-546.01(C)(2). When a student is taken into custody (arrested), the arresting officer shall be requested to notify the student's parents or guardian. The arresting officer will be asked to complete and sign a "Form for Signature of Arresting Officer". School personnel shall make every reasonable effort to make sure parents have been notified that a student has been taken into custody. The personnel of the District shall cooperate fully with the police. When the arrest is formally made, the District and its employees no longer exercise jurisdiction over the student.

**Searches:** The administration has the right to search and seize property, including school property temporarily assigned to students, when there is a reason to believe that some material or matter detrimental to health, safety and welfare of student(s) exists. 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, etc., may be inspected at any time with or without reason, or with or without notice, by school personnel.)

**Automobile Searches:** Students are permitted to park on school premises as a matter of privilege, not a right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reason to believe that illegal or unauthorized materials may be contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

**Seizure of Illegal Materials:** If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

### **STUDENT CONDUCT**

(Secret Societies) - (Gang Activity or Association) It is the District's position that 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. Further, it is the District's position that the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessories, or manner of dress or grooming that, by virtue of its color, or affiliation with such a group is prohibited because of the disruption to educational activities. For these reasons, the following activities are prohibited and shall subject any student engaging in them to disciplinary action:

- Students should not engage in speech or conduct including clothing, jewelry, or hair style which is profane, indecent, lewd, vulgar, sexual, or offensive to school purposes.

- Any activity involving 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 and mental harm to students or others.
- Any student wearing, carrying, or displaying gang paraphernalia and/or exhibiting behavior or gestures that symbolize gang membership, or causing and/or participating in activities that intimidate or adversely affect the educational activities of another student or the orderly operation of the schools.

### **BULLYING**

The governing Board of the Joseph City School District believes that it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters personal growth, and helps a student build a sense of community that promotes growth, and helps a student build a sense of community that promotes positive participation as citizens in society. To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated. Everyone has the responsibility to keep our schools safe.

If you are aware of an act of violence or of a dangerous situation it is your responsibility to report it to a school employee.

**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, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to the following: verbal, 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; damage to or theft of personal property.

**Cyber bullying:** Cyber bullying is, but not limited to, any act of bullying committed through the use of electronic technology or electronic communication devices, including telephonic devices, social networking and other internet communications, on school computers, networks, forums and mailing list, 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 verbal or written comments, paragraphs 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 through the 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 or harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and through the 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 school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim physically, 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 law will be reported to law enforcement.

Students who believe they are experiencing being bullied or expect another student is bullied should report their concern to any staff member of the School District. School personnel are to maintain appropriate confidentiality of the reported information. Retaliation by any student directed toward a student or employee related to reporting of a 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 District policies and administrative regulations.

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

Knowingly submitting a false report under this policy 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 District policies shall be followed.

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying is a violation of the law.

### **STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES**

Students may present a complaint or grievance regarding one (1) or more of the following:

- Violation of the student's constitutional rights.
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies not related to the student's individual capabilities.
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.
- Concern for the student's personal safety.

Complaints and grievances related to allegations of student violence, harassment, intimidation or bullying are to be filed in accordance with Board Policy JICK.

Provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

The guidelines to be followed are:

- The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.
- The complaint/grievance shall be made only to a school administrator or school staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms within the necessary particulars as determined by the Superintendent. Forms are available in the school office.
- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

Any question concerning whether the complaint/or grievance falls within this policy shall be determined by the Superintendent.

A student or the student's parent or guardian may initiate the complaint process by completing Exhibit JII-EA.

A complaint/or grievance may be withdrawn at any time. Once withdrawn, the process cannot be reopened if the resubmission is longer than thirty (30) calendar days from the date the occurrence of the alleged incident. False or unproven complaint documentation shall not be maintained.

Retaliatory or intimidating acts against any student who has made a complaint under the District policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

Knowingly submitting a false report under this policy 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 District policies shall be followed.

When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

**A list of student rights and responsibilities are included in the registration packets and are available in the front office upon request.**

### **HAZING POLICY**

There shall be no 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 District 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 District 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 at that educational institution.

### **CONTACT POLICY**

On campus, on school buses, and other school functions, students are expected to conduct themselves in such a manner as to display the highest respect for themselves and their friends by avoiding any physical display of affection, other than the holding of hands.

### **LOITERING**

Do not loiter before, during or after school in the vicinity of the high school campus. Students are prohibited from going to non-supervised areas of the building during the lunch hour.

### **DEFINITIONS OF DISCIPLINARY ACTIONS**

**Office Conference/Counseling:** Student meets with principal to determine if there was an infraction of school rules and what course of action is to be taken.

**Parent Conference:** Parent is requested to meet with administration regarding an infraction and what corrective action is to be taken.

**Noon Detention:** May be assigned by a teacher or the principal. Students will bring a lunch and after eating will be required to do school work during the lunch period.

**Saturday Detention:** In session on designated Saturdays from 8:30 a.m. to 12:00 p.m. During detention the student must have schoolwork and stay on task.

**In School Suspension (ISS):** Student is detained at school, but is suspended from all classes and isolated from other students for a specified time. During this suspension, the student is given classroom work and/or a writing assignment to be completed.

**Off Campus Suspension (OCS):** Student is suspended from school and school activities for a specified number of days, up to ten, and is marked absent for all classes missed. The student is responsible for all work missed.

**Long Term Suspension:** Suspension beyond 10 days.

**Expulsion:** Official dismissal following due process by the governing board.

**After School Work Detail:** A student is assigned a specific number of hours to be done under the supervision of a teacher; custodian or other school personnel.

### **OTHER DISCIPLINE RELATED AREAS**

**School Groups:** Violations of this section occurring on school sponsored trips will be handled on an individual basis, if possible. However, when a violation occurs during school group activities (athletics, clubs, music, field trips, etc.) and it is determined that a large number of group members were aware of and/or participated in behavior in violation of this section, the group involved will be subject to discipline by the building administrator. Such discipline may include curtailment of current or future activities and/or elimination of the group or its activities for the balance of the school year.

**School Employee Rights:** A person who knowingly abuses a teacher or other school employee on the school grounds or while the teacher or employee is engaged in the performance of his or her duties is guilty of a class 3 misdemeanor: 15-507.

### **STUDENT DRESS AND GROOMING**

The Board authorizes the administration to promulgate and enforce school regulations prohibiting student dress or grooming practices that:

1. Present a hazard to the health, safety, or general welfare of the student or others in the school.
2. Materially interfere with schoolwork or create disorder.
3. Are counterproductive to or disruptive to the learning process.

4. Clothing or apparel with inappropriate or immodest slogans or pictures (pertaining to subjects such as alcohol, tobacco, cigarettes, illegal substances, profanity, vulgarity, indecency, or gang association).
5. The administration states that clothing that sags below the point of the hip and/or exposes under clothes is not permissible. Garments, which allow the easy concealment of contraband, are not acceptable. Pants, shorts, or overalls more than one size too big is not acceptable.

Final authority and decisions about any questionable dress will be left up to the school administration.

1. Tank tops, fishnet mesh shirts without an undershirt, tight fitting tops, short mini-skirts, short dresses, bare midriffs, and backless clothing are not appropriate attire for school. Sleeveless shirts must come to tip of shoulder and cover entire shoulder and must fit tightly under arms. T-shirts with imprints are acceptable if they are in good taste. By state law, shoes must be worn at all times. Slippers and shoes with wheels are not allowed. Open toed shoes will not be allowed in some classes.
2. Wallet chains or other chains hanging exposed are not allowed.
3. Pants that have holes in them above the knee that show skin are not acceptable.
4. Hats and all other apparel generally worn on the head will not be allowed to be worn in any of the buildings by students, boys and girls included.
5. Sunglasses are not allowed in school.
6. No pajamas may be worn to school.
7. Shorts:
  - The shorts must be clean without any holes that show skin.
  - Shorts may not be shorter than 5 inches above the knee.

### DRESS CODE VIOLATIONS

1<sup>ST</sup> Offense – Warning and a notice sent home (If the student can completely correct the violation he/she will be sent back to class, otherwise, parents will be called to bring in a change of clothes or student will be sent home to make corrections).

		Minimum:	Maximum:
2 <sup>nd</sup> Offense	-	Detention or In-School Suspension	Off Campus Suspension
3 <sup>rd</sup> & 4 <sup>th</sup> Offense	-	3 Days off campus Suspension	Long term suspension

If a student continues to disobey our dress code at Joseph City Schools, it will be treated as insubordination and he/she will face long term suspension.

\*\*The dress code guidelines are not limited solely to those listed in the student handbook and will be reviewed annually.

### DISCIPLINE PLAN

The District recognizes that appropriate behavior is a necessary prerequisite to learning and that the conduct of each student must be proper and in accordance with school rules, regulations, and policies at all times. Each employee of the District is responsible for helping to enforce proper student conduct. The District further recognizes that situations may arise that, in the best interest of the majority of the students and of the District, will necessitate the removal of a student or students from the school situation. The district believes that close cooperation between parents(s)/legal guardian(s) and the school is the most effective method of preventing difficult situations from arising. The district recognizes its responsibility for helping develop closer home-school cooperation. Any incident that could potentially threaten the safety or security of pupils, teachers, or administrators will be reported to the local law enforcement. ARS 15-341 (33).

### CONSEQUENCES FOR VIOLATIONS IN DIFFERENT PROBLEM AREAS ARE CUMULATIVE AND DISCIPLINE WILL BE PROGRESSIVE.

PROBLEM AREA	OCCURRENCE	RANGE OF ACTION MINIMUM	MAXIMUM
<b>INFRACTION AGAINST PUBLIC ORDER</b>			
<b>PUBLIC NUISANCE:</b>			
Making Bomb Threat/Setting off False Alarm (Emergency Fire, Security, etc.)	First: Repeated:	Five Days Suspension Long-term Suspension	Expulsion Expulsion

Threat of Violence	First: Second:	Five Days Suspension Long-term Suspension	Expulsion Expulsion
Loitering/Trespassing	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
<b>DISORDERLY CONDUCT</b>			
Disturbing a School Activity	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Vulgar or Obscene Language/Gestures	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Disruptive Classroom Behavior	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension removal from class
Engaging in Lewd Behavior	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Ethnic Slurs	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Weapons (Other than a Firearm, Explosive Device)	First: Repeated:	Short-term Suspension Long-term Suspension	Long-term Suspension Expulsion
Possession or Transmission of Inappropriate Content or Pictures	First:  Repeated:	Short-term Suspension & contact law enforcement Long-term Suspension	Long-term Suspension  Expulsion
Firearm, Explosive Device on School Grounds	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Gambling	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Possession of Banned Items	First: Repeated:	After school detention Parental Involvement	Short-term Suspension Long-term Suspension
<b>INFRACTION AGAINST AUTHORITY</b>			
Insubordination	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Obstructing Investigation	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Not Bringing Necessary Items to Class	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Disrespectful to Staff	First: Second:	Informal Talk Parental Involvement	In-School Suspension Long-term Suspension
Absenteeism-Ditching (Absent Without Permission)	First: Repeated:	Remedial School Parental Involvement	In-School Suspension Expulsion
Insult/Verbal Abuse of Faculty/Staff Member	First: Repeated:	Short-term Suspension Long-term Suspension	Long-term Suspension Expulsion
Assault or Threat of Faculty or Staff Member	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Abuse of Teacher/School Employee While Engaged in the Performance of His or Her Duties.	First:  Repeated:	Short-term Suspension  Long-term Suspension	Long-term Suspension  Expulsion
Resisting Authority (Open Defiance)	First: Repeated:	Parental Involvement Short-term Suspension	Long-term Suspension Expulsion
Forgery	First: Repeated:	Informal Talk Short-term Suspension	Short-term Suspension Long term Suspension
<b>INFRACTION AGAINST PROPERTY</b>			
Vandalism Or Destruction of Property at School	First:	Short-term Suspension	Long-term Suspension (reimbursement to District)

	Repeated:	Short-term Suspension	Expulsion
Theft of Property	First: Repeated:	Parental Involvement Short-term Suspension	Short-term Suspension Long-term Suspension
Arson	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Malicious Mischief	First: Repeated:	Informal Talk Parental Involvement	Parental Involvement Expulsion
<b>INFRACTION AGAINST OTHERS</b>			
Endangerment	First: Repeated:	Parental Involvement Long-term Suspension	Expulsion Expulsion
Creating a Hazardous or Physically Offensive Condition	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Harassment/Threats/ Verbal Abuse	First: Repeated:	Short-term suspension Long-term Suspension	Expulsion Expulsion
Improper Contact Hugging/Kissing	First: Repeated:	After School Detention Short-term Suspension	Short-Term Suspension Long-term Suspension
Slander	First: Repeated:	Informal Talk Parental Involvement	Long-term Suspension Long-term Suspension
Extortion	First: Repeated:	Parental Involvement Short-term Suspension	Long-term Suspension Expulsion
Physical Assault	First: Repeated:	Parental Involvement Short-term Suspension	Expulsion Expulsion
Internet Violation	First: Repeated:	ISS & Privileges Revoked Short-term Suspension	Short term Suspension Expulsion
Retaliation	First: Second:	Short term Suspension Short term Suspension	Long term Suspension Expulsion
Improper Sexual Advances	First: Repeated:	Parental Involvement Short-term Suspension	Expulsion Expulsion
Bullying	First: Repeated:	Parental Involvement Long term Suspension	Expulsion Expulsion
Fighting	First: Repeated:	Parental Involvement Short-term suspension	Long-term suspension Expulsion
Hazing	First: Repeated:	Short-term Suspension Short-term Suspension	Long-term Suspension Expulsion
Obstructing Vehicular or Pedestrian Traffic	First: Repeated:	In-school Suspension Short-term Suspension	Long-term Suspension Expulsion
Tardiness	First:	See Tardy Policy	
Cheating	First:  Repeated:	Loss of Grade on assignment Parental Involvement	Failure of class  Failure of class
Plagiarism	First: Repeated:	Loss of Grade Failure of Class	Loss of Grade Failure of Class
Any Exhibition of Gang Association i.e.: Gang Writing on School Property, Clothes, Personal Property, or Gang Signing	First:  Repeated:	2 days Suspension  Short term Suspension	Long-term Suspension  Long-term Suspension
<b>SUBSTANCE ABUSE</b>			
In addition to actions listed, police will be notified of all behaviors that are drug or alcohol related. Parents will be notified in each case.			
Pushing, Selling, Giving Non- Prescribed Drugs, Alcohol, Vapes (e- cigarettes) and/or Drug Paraphernalia	First:  Repeated:	Short-term Suspension Pending Hearing on Expulsion Expulsion	Expulsion  Expulsion
Party To, Possession of, Writing about, Use of Non-Prescribed Drugs, Alcohol, Vapes (e-cigarettes), or Drug Paraphernalia.	First: Repeated:	9 Day Suspension Long-term Suspension	Long-term Suspension Expulsion

Tobacco Use or Possession	First: Repeated:	1 Day Off Campus Suspension 3 Days Off Campus Suspension	Long-term Suspension Expulsion
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### CELL PHONES

Cell phones are not allowed in classes during instructional time. Students are required to turn over cell phones to school personnel upon request. **If a student refuses they may be automatically suspended.**

### DANCES

The school dress code will be enforced at Joseph City High School dances. The following has been adopted as a standard for all formal dances. Modesty is the key. Dresses should fit so that bras can be worn and cleavage is not displayed. Strapless dresses are not allowed. Backless gowns not lower than mid back and spaghetti straps are acceptable. Dresses length must come to mid thigh in length and if they are slit may not be slit beyond mid thigh. Regular school dances end at 11:30 p.m. Homecoming and Prom may be extended to 12:00 midnight. School dances are for the benefit of Joseph City High School students.

- Students who leave the building during a dance are not permitted to return.
- Sock hop type dances (usually held after a home game) are for Joseph City High School students only.
- Out of-town guests or persons who are not students of Joseph City High School may come as a legitimate date of a J.C.H.S. student providing they are 19 years old or younger and have obtained a guest pass in advance from the Principal.
- Junior High Students are not allowed to attend high school dances and high school students are not allowed to attend Jr. High dances.
- School dropouts, expelled students or students under suspension are not allowed at our dances and will not be admitted as guests.
- We reserve the right to deny admittance to anyone who is disruptive in any way.
- Freak dancing, grinding and inappropriate dancing will not be allowed.
- Alumni may attend the Homecoming dance with prior approval from the Principal.
- To qualify for Prom or Homecoming Royalty a minimum 2.0 GPA is required as well as not having 2 or more discipline referrals. You must have attended Joseph City Schools for 3 consecutive semesters.

### PATRIOTIC ETIQUETTE

1. You should stand quietly with your hand over your heart while the flags are raised and “The Star Spangled Banner” is sung.
2. You should stand while reciting “The Pledge of Allegiance”.

### AUDITORIUM PERFORMANCE ETIQUETTE

These guidelines are provided to help create an atmosphere conducive to the enjoyment of all.

1. Quiet conversation is permissible only before the start of a performance. Talking, whispering and other distractions are not appropriate during a performance.
2. All persons are to remain seated during the entire performance (Doors will remain closed during the performance. Necessary exits/entrances may take place during applause or intermissions).
3. Applause is appropriate and welcome but whistling and shouting are not.
4. Please leave all food outside; don't wear hats and keep your feet off the chairs.
5. Please stay seated until you are dismissed.
6. Any person(s) not in conformance with the above guidelines will be asked to leave.

### VISITORS TO SCHOOLS

Parents are encouraged to visit the schools. All visitors must report to the office upon arrival. No person may enter the school premises, including visits or audits to a classroom or other school activity without the approval of the principal. Anyone who is not a student or staff member of the District schools and is in violation of this policy may be asked to leave the property of the District. Failure to comply with the lawful directions of District officials or of District security officers or any other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully

requested to do so, will be against District regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

### EXTRA-CURRICULAR ACTIVITY ELIGIBILITY

In order to emphasize academics and maintain a proper perspective relative to extra-curricular activities, we at Joseph City Junior/Senior High School will adhere to the following procedure concerning eligibility. Participants shall maintain a passing grade in all of their classes and be progressing toward graduation. Student progress will be reported at the end of three week monitoring periods. Only students earning passing marks in all classes will remain eligible.

- Any class change may affect the student eligibility. Check with the office before finalizing any class changes.
- Unique individual circumstances may be reviewed by the administration.

#### Academic Monitoring Program:

- All students' grades will be monitored every 3 weeks and students who are failing will be notified. The teacher will issue failing notices or report cards. Parents will be notified.
- Academic Assistance will be available. Students should check with their individual teachers.
- If failing at 3 weeks a student will become ineligible for a period of one week. A grade brought up to passing after this 1 week will allow the student to become eligible.
- If a student is failing at 2 consecutive 3 week grade checks in the same course, that student will become ineligible for the remainder of the season in that activity.
- Failing a class for a semester will result in one week of ineligibility at the beginning of the next semester.
- To be declared eligible, he/she must have the teacher(s) sign a note to verify passing status. This note must then be turned in to the Athletic Director who will issue clearance. The student will then take the clearance note to the appropriate coach/sponsor.
- A student who is losing credit because of excessive absences may not practice or play until the circumstances have been resolved.
- A grade of incomplete will be treated the same as an F with the exception that once the incomplete has been taken care of the student will become eligible to participate immediately. The mandatory one week waiting period does not apply.
- Extra fees for home schooled or part time students

### OTHER RULES

School rule infractions will be reported to the school administration. Letters are awarded at the discretion of the coach and in accordance with written criteria given to students at the start of a sport. There will be a one week grace period beginning with athletes' first day of practice for an athlete to quit one sport and go out for another sport. An athlete must be cleared by both coaches of both sports before a change can be made. If an athlete is dropped from a sport because of disciplinary reasons or failing grades, he/she will not be allowed to participate in another sport during the same season. After school use of the weight room will also be denied. If an athlete is participating in two sports during a season and is removed or quits a team, he or she will not be allowed to participate in the other sport for the remainder of the season. If a student is held out by a coach or parent for a medical concern, a medical release/doctor's note must be obtained for the student to once again participate.

### ATHLETIC ELIGIBILITY REQUIREMENTS

- |                              |                                  |
|------------------------------|----------------------------------|
| 1. Parent Permission         | 5. AIA Eligibility Form on File  |
| 2. Physical on file          | 6. Clearance from previous sport |
| 3. Proof of insurance        | 7. Medical consent form on file  |
| 4. Birth Certificate on file | 8. Participation fee             |
|                              | 9. Concussion course completion  |

Fees per sport: High School \$45.00 Junior High \$25.00 Manager \$10.00 Family Maximum \$180.00 per year

\*There is a financial waiver available for those who qualify.

**The use of illicit drugs, tobacco or alcohol is prohibited.** Use or possession of any of these substances will result in automatic removal from the sport in season. Any further offenses will result in being eliminated from participation for the current sport season and the following two sports seasons.

### REQUESTS TO TRAVEL WITH PARENTS

Athletes will travel to all athletic events on the bus as a team. If students wish to return to Joseph City with their parents a school release must be signed by the parent either prior to the trip or at the event site. A copy of the letter

will be given to the coach and the original will be filed in the office. **STUDENTS WILL BE RELEASED TO PARENTS OR LEGAL GUARDIAN ONLY. (School Board Policy)**

## **8. DISCUSSION ITEMS**

The Governing Board will not vote on Discussion Items and any action taken as a result of this discussion will be limited to directing staff to study the matter or scheduling the matter for a future agenda.

## **9. INFORMATION ITEMS**

### **A. Requests for Future Agenda Items**

This agenda item is for the Governing Board to have a running record of potential items to be placed on future agendas. There will be no discussion on the substance, merits, or issues relating to the proposed agenda item.

### **B. Upcoming Meetings and Events Calendar**

- Next Regular Board Meeting - August 10, 2021

## **10. ADJOURNMENT**

Call to adjourn the meeting