



Regular Board Meeting Agenda

Tuesday, August 8, 2023 | 6:00 PM | District Office Board Room, 8176 N. Westover, Joseph City, AZ 86032

Items on the regular meeting agenda may be discussed in executive session related to employment matters, for the purpose of obtaining legal advice thereon or other matters pursuant to A.R.S. 38-431.03(A). The Governing Board may change the order of agenda items, pursuant to Governing Board Policy BEDB.

1. OPENING ITEMS

- 1.A. Call to Order**
- 1.B. Roll Call**
- 1.C. Pledge of Allegiance**
- 1.D. Invocation**
- 1.E. Adoption of Agenda**
- 1.F. Approve Minutes of the July 11, 2023 Regular Board Meeting**



**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, July 11, 2023**

Members present

Eldon Larsen, President; Karsten Flake, Board Clerk; Andrew Bushman, Cat Hansen

Administrators present

Bryan Fields, Superintendent; Eric Miller, Principal; Steven Mills, Business Manager

Others present

4 community members

1. PUBLIC HEARING - Eldon Larsen called the hearing to open for discuss at 6:00 p.m.

1.A. FY 2023-24 Proposed Budget

No Public Comments

2. OPENING ITEMS

2.A. Call to Order

Eldon Larsen called the meeting to order at 6:02 p.m.

2.B. Roll Call

2.C. Pledge of Allegiance

2.D. Invocation

2.E. Adoption of Agenda

Motion by Eldon Larsen to adopt the Agenda as presented; Second by Andrew Bushman

Final Resolution: Motion passed

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Cat Hansen

2.F. Approve Minutes of the June 13, 2023 Regular Board Meeting

Motion by Karsten Flake to approve the minutes as presented; second by Cat Hansen

Final Resolution: Motion Passed

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Cat Hansen

2.G. Superintendent's Report

3. CALL TO THE PUBLIC

None

4. CONSENT AGENDA

NOTE: Board member, Andrew Bushman was excused at 6:27, prior to the vote on Consent Agenda.

Motion to approve all items on the Consent Agenda by Eldon Larsen; Second by Cat Hansen

Final Resolution: Motion Passed

Yes: Eldon Larsen, Karsten Flake, Cat Hansen

4.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 6/1/2023 through 6/30/2023.

General and Special Funds: #27 \$76,641.48; #28 \$37,573.22; #29 \$86,165.57; #30 76,354.60; #1060 \$50,157.38; #1061 \$61,837.85; #10625 \$41,767.48; #1063 \$63,181.48
Auxiliary Operations Funds: #1069 \$8,998.82; #1071 \$699.68; #1074 \$2,007.56; #1079 \$4,657.10; #1081 \$929.28; #1084 \$603.83
Student Activities Fund: #1068 \$3,383.76; #1070 \$307.47; #1072 \$1,845.01; #1073 \$1,039.75; #1080 \$910.06; #1082 \$5,828.62

4.B. Student Activities Fund Report

Revenues, expenditures and changes in the Student Activities Fund Report; period of 6/1/2023 through 6/30/2023.

4.C. Approve Fee Schedules for FY 2023-24

Annual Approval of Community Use of Facilities Fees, JH/HS Activity Fees, and the Elementary/Preschool Fees.

4.D. Approve School Facilities Board Building Renewal Grant for the Jr/Sr High School HVAC Boiler Replacement

Boiler for the JH-HS Campus.
 Project code BRG-004215

4.E. Approve School Facilities Board Building Renewal Grant for an HVAC unit in the Auditorium Green Room

This project is to add air conditioning to the green room in the auditorium so that it can more comfortably be used for instructional purposes.
 Project Code BRG 004523

4.F. Approve School Facilities Board Building Renewal Grant for the Jr/Sr High School Roof Design (Auditorium and Vocational Buildings)

This award is for designing the roof projects and RFPs.
 Project Code BRG 003408

4.G. Gifts & Donations

Donor	Item	School/Program	Purpose	Amount
Civil Solutions Engineering & Management	Cash	FBLA	National Competition Trip	\$150
Walmart	Cash	FBLA	National Competition Trip	\$1,000

4.H. Disposal of Surplus Property

Approve the disposal of unused surplus furniture, equipment, books, vehicles and other items in compliance with Arizona statutes and administrative code via our online auction web service.

5. POSSIBLE EXECUTIVE SESSION

None

6. ACTION ITEMS

6.A. Personnel Requests

Name	Assignment	Action
Beatty, Kristen	JH 7th Grade Head Softball Coach	Renewal
Beatty, Kristen	JH 7th Grade Head Volleyball Coach	Renewal
Berge, Aidan	Student Concession Stand Worker	Renewal
Brawley, Micah	Teacher (Jr/Sr High School)	Appointment
Brawley, Micah	Head Coach - 8th Grade Girls Basketball	Appointment
Buckley, Shealyn	Event Worker	Renewal
Bushman, Dan	HS Girls Varsity Head Basketball Coach	Renewal

Name	Assignment	Action
Bushman, Jessi	HS JV Volleyball Coach	Renewal
Case, Emily	Instructional Aide	Appointment
Colligon, Drew	Substitute Custodian	Renewal
Cooksey, Jim	Volunteer Coach	Renewal
DeWitt, Lexi	Volunteer Coach	Renewal
Edwards, Jeri	JH 8th Grade Head Volleyball Coach	Renewal
Fast, Kristina	Student Concession Stand Worker	Renewal
Fischer, Brad	HS Head Wrestling Coach	Renewal
Fischer, Jennifer	Substitute Teacher	Appointment
Fischer, Joseph	Student Concession Stand Worker	Appointment
Frost, Brooke	Event Worker	Renewal
Frost, Katie	Volunteer Coach	Renewal
Gayer, Lisa	Library Aide	Renewal
Gayer, Lisa	Event Worker	Renewal
Hancock, Roland	Summer Concession Coordinator	Assignment
Holmes, Theresa	Teacher (Preschool)	Resignation
Howerton, Jeffrey	Student Concession Stand Worker	Appointment
Hutchens, Dan	HS Softball Varsity Head Coach	Renewal
Hutchens, Jorja	Student Concession Stand Worker	Renewal
Hutchens, Neleigha	Volunteer Coach	Renewal
Johnstun, Aaron	Volunteer Coach	Renewal
Johnstun, Dana	Event Worker	Renewal
Johnstun, Kimberlin	Substitute Custodian	Renewal
Johnstun, Sam	Event Worker	Renewal
Keams, Margaret	Substitute Custodian	Renewal
James, Kayle	Event Worker	Renewal
Kinlicheenie, Latrell	HS Boys JV Basketball Coach	Renewal
Larsen, Eldon	Volunteer Coach	Renewal
Larsen, Robert	Volunteer Coach	Approval
Layden, Caleb	HS Assistant Football Coach	Appointment
Layden, Caleb	HS JV Baseball Coach	Renewal
Layden, Shawn	HS Head Football Coach	Renewal
Layden, Shawn	HS Varsity Head Baseball Coach	Renewal
Lucero, Barbara	Event Worker	Appointment
Miller, Charlsye	HS Head Varsity Volleyball Coach	Renewal
Miller, Eric	HS Head Varsity Basketball Coach	Renewal
Miller, Klydie	Instructional Aide	Appointment
Miller, Layne	Volunteer Coach	Renewal
Miller, Luke	Student Concession Stand Worker	Renewal

Name	Assignment	Action
Morris, Charmayne	Substitute Custodian	Renewal
Neill, Aaron	Volunteer Coach	Renewal
Nells, Selena	Indian Education Coordinator (Extra Duty)	Ratification
Nells, Selena	Wellness Coordinator for grant compliance (Extra Duty)	Ratification
Redfearn, Traci	Preschool Teacher Assistant	Appointment
Rush, Hailey	Substitute Custodian	Renewal
Rush, Kay	HS Track Head Coach	Renewal
Rush, Taura	Volunteer Coach	Renewal
Saline, Brady	Volunteer Coach	Renewal
Salley, Erik	Skilled Seasonal Worker	Renewal
Salley, Holli	JH/HS Choir Teacher	Appointment
Sander, Jorge	Volunteer Coach	Renewal
Smith, Gayla	HS Head Cross Country Coach	Renewal
Smith, Gayla	HS JV Track Coach	Renewal
Smith, Gayla	Event Worker	Renewal
Smith, Jim	Event Worker	Renewal
Smith, Talon	Volunteer Coach	Renewal
Sorgen, Ed	Summer Concession Coordinator	Assignment
Spurlock, Ann	Student Concession Stand Workers	Renewal
Spurlock, Mary	JH 8th Grade Head Softball Coach	Renewal
Spurlock, Mary	JV Softball Coach	Renewal
Spurlock, Sharon	Instructional Aide	Resignation
Strong, Julie	Special Education Coordinator (additional assignment)	Ratification
Westover, Jennifer	HS Cheer Coach	Renewal
Westover, McKenna	Instructional Aide	Appointment

Motion: To remove Eldon Larsen, renewal, as a Volunteer Coach and add to August Board meeting, and approve all other Personnel Requests by Karsten Flake; Second by Cat Hansen

Final Resolution: Motion Passed

Yes: Eldon Larsen, Karsten Flake, Cat Hansen

6.B. Adopt the Joseph City Schools FY 2023-24 Budget

Adopt the Joseph City Unified School District fiscal year 2023-24 Budget as proposed at the June 13, 2023 board meeting.

Motion to Adopt the Joseph City Schools FY 2023-24 Budget by Eldon Larsen; Second by Cat Hansen

Final Resolution: Motion passed

Yes: Eldon Larsen, Karsten Flake, Cat Hansen

6.C. Approve Pay Increase for Returning Bus Drivers

Motion to approve pay increase for returning bus drivers by Eldon Larsen; Second by Cat Hansen

Final Resolution: Motion passed

Yes: Eldon Larsen, Karsten Flake, Cat Hansen

7. INFORMATION ITEMS

7.A. Requests for Future Agenda Items

7.B. Upcoming Meetings and Events Calendar

- Next Regular Board Meeting - August 8, 2023
- ASBA Annual Law Conference - Sep 6, 2023 through Sep 8, 2023

8. ADJOURNMENT

Motion to adjourn by Eldon Larsen; Second by Cat Hanse

Final Resolution: Motion passed

Yes: Eldon Larsen, Karsten Flake, Cat Hansen

Meeting adjourned at 6:35 pm

APPROVED:

Board Clerk or President

1.G. Superintendent's Report
Updates and Current Events

August 7, 2023

To: Joseph City Governing Board

From: B. Fields, Superintendent

Re: Current Events and Updates

- The schools are off to a good start and things are going well. The back to school meetings and training have started and going good. Our first enrichment day is August 18th.
- The ACC rate case hearings have started and my participation is scheduled to take place the same week as the ASBS law conference, September 6th.
- Our roof projects (Auditorium and Vocational Buildings) are currently being designed, engineered, and prepared to go out for proposals. I expect this to be completed this month. Following this, we will then need to apply for the construction funding through the SFB.
- We have a conflict with the vendor (Trane) who quoted us the air conditioning for the green room. This is also an SFB project. We are looking for a resolution to the conflict so that this work can be scheduled.
- The high school gymnasium bleachers have been removed and the new bleachers should be installed later this month.
- Lightening hit close to our elementary campus and caused damage to our Elementary PA system. This will be an insurance claim and we have a temporary system in place to accommodate the campus. The current PA systems, at both campuses, are outdated analogue programs that we would like to upgrade to digital systems. I will submit an SFB application to apply for funding for these.
- Our parking lot projects have been completed. The next time that they are addressed they should probably be completely torn down and replaced. I estimate that the cost of this will be approximately \$150,000
- We've had the anodes replaced on the hot water tank at the high school campus. This will hopefully address the odor that was coming out during hot water usage, such as the showers.
- Card reader door hardware has been purchased for the door that provides access to the racquetball courts. This may be a good test for us to see if this technology is a good fit for other doors on campus.
- Pueblo mechanical has the work order to replace the high school campus boiler and should have it operational before the winter season.
- Our FFA program has received an award for their efforts last year. This is a "Superior" rating award. I would like to commend Ms. Rodrigues and all of those who've supported our FFA program.
- District enrollment as of 8/3/23 is 452. This appears to be higher (+9) from last year if the numbers stay the same. Here's a breakdown of the schools that does not include the preschool: Elementary- 206; Junior High- 114; High School- 132
- Revenue from the FB camps, before expenses have been paid, is \$43,200
- At the last meeting the question of auction proceeds came up. We currently have \$8,310 in this account.



Summary of Financial Operations (Unaudited)
July 31, 2023

Fund		Budget	YTD Expenses	Encumbrances	Budget Balance
001	Maintenance & Operation	\$5,610,600	\$ 365,118	\$3,750,966	\$1,494,516
010-013	Classroom Site Funds	\$1,251,538	\$ -	\$ 180,450	\$1,071,088
100-130	Title I	\$ 180,000	\$ 750	\$ 111,103	\$ 68,147
140-150	Title II - Profesional Development	\$ 40,000	\$ -	\$ 359	\$ 39,641
200-209	Title VII - Indian Education	\$ 15,000	\$ -	\$ 9,600	\$ 5,400
220-229	IDEA/Special Education Grants	\$ 230,000	\$ -	\$ 120,688	\$ 109,299
230	Johnson-O'Malley (JOM)	\$ 4,500	\$ 13	\$ 619	\$ 3,868
260-270	Career & Technical Ed (CTE) - Federal	\$ 16,000	\$ 465	\$ -	\$ 15,535
290-291	Medicare Reimbursement	\$ 60,000	\$ -	\$ -	\$ 60,000
301	Az School Nurse Access Program	\$ 65,000	\$ -	\$ 64,288	\$ 712
326-346	ESSER / CARES / ESG	\$ 988,459	\$ -	\$ -	\$ 988,459
374	E-Rate	\$ 75,000	\$ -	\$ -	\$ 75,000
390-396	REAP (Federal Rural Assistance)	\$ 45,000	\$ -	\$ -	\$ 45,000
400	Career & Technical Ed (CTE) - State	\$ 5,000	\$ -	\$ 3,023	\$ 1,977
500	School Plant (Sale)	\$ 40,000	\$ -	\$ 15,183	\$ 24,817
510	Food Service	\$ 300,000	\$ 185	\$ 1,861	\$ 297,954
515	Civic Center	\$ 60,000	\$ -	\$ -	\$ 60,000
520	Preschool Tuition	\$ 15,000	\$ -	\$ 3,513	\$ 11,487
525	Auxiliary Operations	\$ 125,000	\$ 3,436	\$ 10,006	\$ 111,558
526	Extracurricular Activities Tax Credit	\$ 50,000	\$ 22	\$ -	\$ 49,978
530	Gifts & Donations	\$ 550,000	\$ -	\$ -	\$ 550,000
535-539	CTE & Vocational Education Projects	\$ 15,000	\$ 1,648	\$ 1,191	\$ 12,161
550	Insurance Proceeds	\$ 60,000	\$ -	\$ -	\$ 60,000
565	Litigation Recovery	\$ 35,000	\$ -	\$ -	\$ 35,000
570	Indirect Costs	\$ 75,000	\$ 509	\$ 5,145	\$ 69,345
585	Insurance Refunds	\$ 10,000	\$ -	\$ -	\$ 10,000
596	NAVIT	\$ 45,000	\$ -	\$ 10,475	\$ 34,525
597	CTE Credentials	\$ 1,149	\$ -	\$ -	\$ 1,149
610	Capital Outlay	\$ 303,911	\$ 91,856	\$ 52,819	\$ 159,236
620	Adjacent Ways	\$ 50,000	\$ 307	\$ 20,440	\$ 29,253
665	Energy and Water Savings	\$ 48,000	\$ -	\$ -	\$ 48,000
686	SFB Emergency Deficiency Correction	\$ 90,000	\$ -	\$ -	\$ 90,000
691	SFB Building Renewal Grant	\$2,000,000	\$ -	\$ 171,500	\$1,828,500
850	Student Activities	\$ 60,000	\$ -	\$ 884	\$ 59,116
TOTAL		\$ 12,519,157	\$ 464,310	\$ 4,534,113	\$ 7,520,721

2. CALL TO THE PUBLIC

The procedure for addressing the Board in a public meeting may be viewed here: <https://josephcityaz.sites.thrillshare.com/page/public-comments>

3. 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.

3.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 7/1/2023 through 7/31/2023.

General and Special Funds: #31 \$26,207.11 (encumbered); #1064 \$90,598.19 (encumbered); #1065 \$84,598.55 (encumbered); #1066 \$19,231.36 (encumbered); #1 \$45,084.52; #2 \$69,872.92; #1000 \$21,000.00; #1001 \$40,267.59; #1002 \$191,821.47; #1003 \$60,142.84; #1004 \$28,226.76

Auxiliary Operations Funds: #1086 \$2,329.36 (encumbered); #1001 \$420.52; #1003 \$50.00

Student Activities Fund: #1085 \$466.28 (encumbered)

3.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; 2022-23 encumbered period 7/1/2023 through 7/31/2023.

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2023

To: 7/31/2023

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000.000 Undesignated DO NOT USE	.00	.00	.00	.00	.00	.00
102.610 Joseph City Jr High School Student Council	557.11	.00	.00	557.11	.00	557.11
102.612 Joseph City Jr High School Softball	(11.39)	.00	.00	(11.39)	.00	(11.39)
102.619 Joseph City Jr High School Volleyball	507.27	.00	.00	507.27	.00	507.27
102.629 Joseph City Jr High School Track	260.11	.00	.00	260.11	.00	260.11
102.637 Joseph City Jr High School Class of 2024	.00	.00	.00	.00	.00	.00
102.638 Joseph City Jr High School Class of 2025	339.69	.00	.00	339.69	.00	339.69
102.639 Joseph City Jr High School Class of 2026	302.79	.00	.00	302.79	.00	302.79
102.640 Joseph City Jr High School Class of 2027	1,289.88	.00	.00	1,289.88	.00	1,289.88
102.641 Joseph City Jr High School Class of 2028	132.00	.00	.00	132.00	.00	132.00
102.642 Joseph City Jr High School Class of 2029	110.10	.00	.00	110.10	.00	110.10
102.643 Joseph City Jr High School Class of 2030	.00	.00	.00	.00	.00	.00
102.644 Joseph City Jr High School Class of 2031	.00	.00	.00	.00	.00	.00
203.601 Joseph City High School Band	218.26	.00	.00	218.26	.00	218.26
203.602 Joseph City High School Baseball	155.40	.00	.00	155.40	.00	155.40
203.605 Joseph City High School Chess Club	.00	.00	.00	.00	.00	.00
203.606 Joseph City High School Card and Game Club	146.14	.00	.00	146.14	.00	146.14
203.607 Joseph City High School Drama	725.11	.00	.00	725.11	.00	725.11
203.608 Joseph City High School Future Business Leaders of America	12.59	.00	.00	12.59	.00	12.59
203.609 Joseph City High School Girls Basketball	2,559.39	.00	(466.28)	2,093.11	.00	2,093.11
203.610 Joseph City High School Student Council	4,572.20	.00	.00	4,572.20	.00	4,572.20
203.611 Joseph City High School National Honor Society	591.68	.00	.00	591.68	.00	591.68
203.612 Joseph City High School Softball	2,497.44	.00	.00	2,497.44	.00	2,497.44

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2023

To: 7/31/2023

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
203.613 Joseph City High School Momentum Club/Audition Choir	409.15	.00	.00	409.15	.00	409.15
203.614 Joseph City High School Wrestling	1,130.08	.00	.00	1,130.08	.00	1,130.08
203.615 Joseph City High School Cheerleaders	4,415.10	.00	.00	4,415.10	.00	4,415.10
203.616 Joseph City High School Welding	106.33	.00	.00	106.33	.00	106.33
203.617 Joseph City High School Woods	104.72	.00	.00	104.72	.00	104.72
203.618 Joseph City High School Boys Basketball	1,308.68	.00	.00	1,308.68	.00	1,308.68
203.619 Joseph City High School Volleyball	5,884.63	.00	.00	5,884.63	.00	5,884.63
203.620 Joseph City High School FACS	35.74	.00	.00	35.74	.00	35.74
203.624 Joseph City High School Basketball Cheerleaders	.00	.00	.00	.00	.00	.00
203.625 Joseph City High School FFA	943.62	.00	.00	943.62	.00	943.62
203.626 Joseph City High School Happy Club	880.07	.00	.00	880.07	.00	880.07
203.627 Joseph City High School Robotics	359.85	.00	.00	359.85	.00	359.85
203.628 Joseph City High School Cross Country	220.60	.00	.00	220.60	.00	220.60
203.629 Joseph City High School Track	321.04	.00	.00	321.04	.00	321.04
203.630 Joseph City High School Football	1,238.20	.00	.00	1,238.20	.00	1,238.20
203.631 Joseph City High School Technology Club	109.95	.00	.00	109.95	.00	109.95
203.632 Joseph City High School Class of 2019	.00	.00	.00	.00	.00	.00
203.633 Joseph City High School Class of 2020	.00	.00	.00	.00	.00	.00
203.634 Joseph City High School Class of 2021	.00	.00	.00	.00	.00	.00
203.635 Joseph City High School Class of 2022	137.03	.00	.00	137.03	.00	137.03
203.636 Joseph City High School Class of 2023	780.48	.00	.00	780.48	.00	780.48
203.637 Joseph City High School Class of 2024	2,068.40	.00	.00	2,068.40	.00	2,068.40

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2023

To: 7/31/2023

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
203.638 Joseph City High School Class of 2025	326.32	.00	.00	326.32	.00	326.32
203.639 Joseph City High School Class of 2026	935.00	.00	.00	935.00	.00	935.00
500.300 Districtwide UNDESIGNATED	(.06)	.00	.00	(.06)	.00	(.06)
500.600 Districtwide UNDESIGNATED	4.25	.00	.00	4.25	.00	4.25
GRAND TOTALS	36,684.95	.00	(466.28)	36,218.67	.00	36,218.67

End of Report

3.C. Approve Qualified Evaluators for Certified Staff

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. ACTION ITEMS

5.A. Personnel Requests (*)

Name	Assignment	Action
Barton, Aylissa	Bus Monitor	Approval
Beatty, Owen	Volunteer - HS Campus	Approval
Bowler, Laurie	Class Sponsor	Assignment
Bowler, Laurie	NCA (Cognia) Chairperson	Assignment
Bowler, Laurie	National Honor Society	Assignment
Bowler, Laurie	Tutor (Certified)	Assignment
Brawley, Micah	Class Sponsor	Assignment
Brawley, Micah	Skills USA	Assignment
Bushman, Adriane	Hospitality Coordinator	Renewal
Bushman, Jess	Class Sponsor	Assignment
Case, Greg	Class Sponsor	Assignment
Deiparine, Sheryl-ann	Event Worker	Appointment
Edwards, Jeri	Class Sponsor	Assignment
Fischer, Brad	Class Sponsor	Assignment
Fish, Dustin	Asst. Coach - JH Football	Appointment
Fish, Dustin	Head Coach - 8th Grade Boys Basketball	Appointment
Fish, T.C.	Head Coach - 7th Grade Boys Basketball	Appointment
Fish, T.C.	Head Coach - JH Football	Appointment
Gayer, Michael	Class Sponsor	Assignment
Gayer, Michael	Tutor (Certified)	Assignment
Hancock, Roland	Class Sponsor	Assignment
Hancock, Roland	FBLA Advisor	Assignment
Henrie, Bevan	Bus Driver	Appointment
Hutchens, Dan	Band Director	Assignment
Hutchens, Neleigha	Event Worker	Renewal
Johnstun, Aaron	Class Sponsor	Assignment
Kinlicheenie, Latrell	Asst. Coach - HS Football	Appointment
Kinlicheenie, Tawnya	Substitute Teacher	Appointment
Krebs, Gerard	Herd Coach - JH Wrestling	Renewal
Lampsa, Kamryn	Event Worker	Appointment
Larsen, Eldon	Volunteer Coach	Acceptance
Layden, Shawn	Class Sponsor	Assignment
Miller, Kylie	Class Sponsor	Assignment
Mosier, Jo Ann	Volunteer	Appointment
Murdock, Staisha	Bus Monitor	Approval

Name	Assignment	Action
Neal, Lillian	HS Student Council	Assignment
Peterson, Amy	Class Sponsor	Assignment
Powers, Megan	Athletic Volunteer	Acceptance
Powers, Megan	Event Worker	Appointment
Randall, Julie	Instructional Specialist (Yearbook)	Renewal
Randall, Julie	Red Ribbon Coordinator	Assignment
Randall, Julie	Yearbook Advisor	Assignment
Rindlisbacher, John	Bus Driver	Appointment
Rodrigues, Christina	Class Sponsor	Assignment
Rodrigues, Christina	FFA/AG Club Advisor	Assignment
Rush, Kay	Class Sponsor	Assignment
Rush, Kay	JH Student Council	Assignment
Salley, Holli	Choir Director	Assignment
Salley, Holli	Event Worker	Appointment
Smith, Tyson	Classs Sponsor	Assignment
Smith, Tyson	Hot Rod Club Sponsor	Assignment
Smith, Tyson	Skills USA	Assignment
Spurlock, Sharon	Substitute Teacher	Appointment
Thiel, Maureen	Instructional Aide	Ratification
Tenney, Britney	Assistant Cross Country Coach	Appointment
Whetten, Anthony	Assistant Drama Coach	Renewal
Whetten, Jason	Class Sponsor	Assignment
Whetten, Jason	Drama Coach	Renewal

6. INFORMATION ITEMS

6.A. Review of Possible Policy Changes to be Considered for Adoption at a Future Meeting

No policy changes will be adopted at this meeting. Policies affected:

IGA-Curriculum Development

IGD-Curriculum Adoption

IFF-Textbook/Supplementary Materials Selection and Adoption

POLICY SERVICES

ALERT

Volume 35, Number 2

July 2023

Policy Advisory No. 744 Policy IGA — Curriculum Development

Policy Advisory No. 745 Policy IGD — Curriculum Adoption

Policy Advisory No. 746 Policy IJJ — Textbook/Supplementary Materials
Selection and Adoption

Summary

In May 2023, ASBA amended policies IGA, IGD, and IJJ to comply with open meeting law requirements for curriculum development/adoption and textbook/materials selection/adoption. The May advisory stated that all **board-authorized** policies shall be subject to open meeting law. The statute, §15-721/722, simply says “authorized.” Thus, the policy is amended to delete the word “board.” While it is true that all superintendent committees are technically “board-authorized” by policy, it is unnecessarily confusing to add the word board to authorized because it creates the misconception that superintendent created committees do not need to follow open meeting law, which they may under §15-721/15-722. Thanks to school attorneys Chris Thomas and Carrie O’Brien at Gust Rosenfeld for bringing this issue to our attention.

Policy Alert Discussion

**Policy Advisory No. 744, 745, 746 Policy IGA — Curriculum Development
Policy IGD- Curriculum Adoption
Policy IJJ – Textbook/Supplementary
Materials Selection and Adoption**

The word **board** has been deleted from the sentence reading “Board-authorized textbook selection committees shall comply with open meeting law requirements (A.R.S. 15-721(F) or 15-722(B)).” The deletion of board is intended to conform the policy more closely to statute. Open meeting law questions should be referred directly to district legal counsel and or policy services.

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If you have any questions, call Policy Services at (602) 254-1100. Ask for Nick Buzan, Director of Legal and Policy Services; Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst; or Renae Watson, Policy Services Technician/Editor/Publisher. Our e-mail addresses are, respectively, [nbuzan@azsba.org], [cpatterson@azsba.org], [lbondi@azsba.org], and [rwatson@azsba.org]. You may also fax information to (602) 254-1177.

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

**IGA ©
CURRICULUM DEVELOPMENT**

The need and value of a systematic, ongoing program of curriculum development and evaluation involving students, parents, teachers, and administrators are recognized. It is essential that the school system continually develop and modify its curriculum to meet changing needs. The Board authorizes the Superintendent to develop the curriculum for the school system and to organize committees to review the curriculum. Meetings of Board-authorized textbook selection committees shall comply with open meeting law requirements (A.R.S. 15-721(F) or 15-722(B)). All curriculum changes shall be approved by the Governing Board.

It shall be the responsibility of the Superintendent to develop proposals relating to curriculum modifications and additions that, in the opinion of the professional staff and consultants, are essential to the maintenance of a high-quality program of education from prekindergarten (PK) through grade twelve (12).

All certificated personnel have professional obligations to the school program beyond regular classroom duties, and these obligations will include work on curriculum committees.

Adopted: _____

LEGAL REF.:

A.R.S.
15-203
15-341
15-701
15-701.01
15-721
15-722
38-431-
38-431.09

**IGD ©
CURRICULUM ADOPTION**

Board Approval

All new programs and courses of study will be subject to Board approval, as will elimination of programs and courses and extensive alteration in their content. Curricular proposals from the professional staff may be presented to the Superintendent, who will be responsible for making recommendations to the Board on such matters. Meetings of Board-authorized textbook selection committees shall comply with open meeting law requirements. A.R.S. 15-721(F) or 15-722(B).

Prohibited Instruction

~~The Governing Board acknowledges the legislative affirmation that Public school students should be taught to value each other as individuals and not be taught to resent or hate other races or classes of people.~~

No District school shall include in its program of instruction any courses or classes that:

- A. Promote the overthrow of the United States government.
- B. Promote resentment toward a race or class of people.
- C. Are designed primarily for students of a particular ethnic group.
- D. Advocate ethnic solidarity instead of treatment of students as individuals.

The above restrictions are not to be construed to restrict or prohibit:

- A. Courses or classes for Native American pupils that are required to comply with federal law.
- B. Grouping of students according to academic performance, including capability in the English language, that may result in a disparate impact by ethnicity.
- C. Courses or classes that include the history of any ethnic group and that are open to all students, unless the course or class is in violation of an above cited course or class restriction.
- D. Courses or classes that include the discussion of controversial aspects of history.
- E. Instruction about the Holocaust, any other instance of genocide, or the historical oppression of a particular group of people based on ethnicity, race, or class.

An alleged failure by the District to abide by the preceding conditions may subject the District to investigation by the State Board of Education (SBE) or the Superintendent of Public Instruction. Enforcement action may be instituted by the SBE or the Superintendent of Public Instruction as prescribed by A.R.S. 15-112.

Adopted: _____

LEGAL REF.:

A.R.S.

15-111

15-112

15-721

15-722

IJJ ©
TEXTBOOK / SUPPLEMENTARY
MATERIALS
SELECTION AND ADOPTION

The Board will approve and adopt all new textbooks and supplementary books. The Superintendent shall establish textbook selection procedures that shall provide for the appropriate involvement of staff members, students, and community members and follow the requirements of statute. These procedures may provide for the establishment of textbook selection committees. Recommendations from textbook selection committees will be forwarded to the Superintendent.

Public Review

Meetings of Board-authorized textbook selection committees shall comply with open meeting law requirements. A.R.S. 15-721(F) or 15-722(B).

Textbooks and supplementary books for common schools recommended by textbook selection committees will be placed on display in the District office for a period of at least sixty (60) days prior to the meeting at which the Board will consider their adoption.

Textbooks for high schools recommended by textbook selection committees will be placed on display in the District office for a period of at least sixty (60) days prior to the meeting at which the Board will consider their adoption. Information related to high school textbooks, which are proposed for approval, shall be placed on the District website.

In recommending books, the committees will strive for continuity of textbooks throughout the different grades and use the same book series in all classes of the same grade.

"Textbook" means printed instructional materials or digital content, or both, and related printed or nonprinted instructional materials, that are written and published primarily for use in school instruction and that are required by a state educational agency or a local educational agency for use by pupils in the classroom, including materials that require the availability of electronic equipment in order to be used as a learning resource.

Objectives of Selection

It is the responsibility of the school textbook committees to:

- A. Recommend resources that will support and enrich the curriculum, taking into consideration the varied interests, abilities, learning styles, and maturity levels of students served.

B. Recommend resources that will stimulate growth in factual knowledge, critical analysis of differing sides of issues, literary appreciation, aesthetic values, and recognition of various societal values.

C. Place principle above personal opinion and reason above prejudice in the recommendation of resources of the highest quality in order to assure a comprehensive collection of resources appropriate for the complete education of all students.

The Superintendent will establish procedures for the purchase and distribution of all necessary textbooks, supplemental books, and other related instructional materials from the adopted list free of cost to students.

Removal of Textbooks/Supplementary Materials

Textbook selection committees may recommend to the Superintendent that certain previously adopted textbooks or supplementary materials be deleted from the Board-approved list. Textbooks and supplementary materials will not be deleted without the approval of the Board.

Disposal of Learning Materials

The Board authorizes the Superintendent to establish regulations for the disposal of surplus or outdated learning materials when it has been determined that the cost of selling such materials equals or exceeds estimated market value of the learning materials.

Adopted: _____

LEGAL REF.:

A.R.S.
15-203
15-342
15-721
15-722
15-726

CROSS REF.:

DN - School Properties Disposition
IJL - Library Materials Selection and Adoption
KEC - Public Concerns/Complaints about Instructional Resources

6.B. 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.

6.C. Upcoming Meetings and Events Calendar

- Next Regular Board Meeting - September 12, 2023; 6:00 p.m.
- ASBA Annual Law Conference - Sep 6, 2023 through Sep 8, 2023

7. ADJOURNMENT