



Regular Board Meeting Agenda

Tuesday, January 9, 2024 | 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. The meeting room will be open to the public fifteen minutes prior to the beginning of the meeting.

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 December 12, 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, December 12, 2023**

Members present

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

Administrators present

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

Others present

2 community members

1. PUBLIC HEARING

1.A. FY 2023-24 Budget Revision

Eldon Larsen called the Public Hearing to order at 6:00 p.m.

2. OPENING ITEMS

2.A. Call to Order

Eldon Larsen called the meeting to order at 6:01 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 with a change to remove the resignation of Shawn Layden in Item 6.A. second by Dayton Flake

Final Resolution: Motion passed.

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

2.F. Approve Minutes of the November 14, 2023 Regular Board Meeting

Motion by Karsten Flake to approve the November 14, 2023 board meeting minutes; second by Dayton Flake

Final Resolution: Motion passed.

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

2.G. Superintendent's Report

3. CALL TO THE PUBLIC

None

4. CONSENT AGENDA

Motion to approve the Consent Agenda by Eldon Larsen; second by Dayton Flake

Final Resolution: Motion passed.

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

4.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 11/1/2023 through 11/30/2023.

General and Special Funds: #9 \$177,174.66; #10 \$177,203.46; #1018 \$67,381.51; #1019 \$36,585.81; #1020 \$71,173.85; #1021 \$47,131.98

Auxiliary Operations Funds: #1029 \$2,459.78; #1031 \$1,690.29; #1034 \$1,132.51

Student Activities Fund: #1030 \$446.70; #1032 \$408.69

4.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 11/1/2023 through 11/30/2023.

4.C. Gifts & Donations

Donor	Item	School/Program	Purpose	Amount
Joseph City Booster Club	Funds	Joseph City Jr/Sr High School	Support class activities	1830.27
Joseph City Booster Club	Funds	Joseph City Jr/Sr High School	Support class activities	2205.87

4.D. Approve the Payment of Prior Year Expenditures

5. POSSIBLE EXECUTIVE SESSION

None

6. ACTION ITEMS

6.A. Personnel Requests

Name	Assignment	Action
Beatty, Kristen	After School Tutor	Renewal
Castellano, Kory	After School Tutor	Renewal
Chapman, Sonya	After School Tutor	Renewal
Hansen, Ruth	After School Tutor	Renewal
Hardy, Desiree	After School Tutor	Renewal
Hendricks, Kourtney	Volunteer	Acceptance
Hendricks, T.J.	JH Girls Basketball Head Coach	Appointment
Hunt, Ericka	After School Tutor	Renewal
Hutchens, Seth	HS Volunteer	Appointment
James, Rosita	Tutor	Assignment
Kelley, Dayna	JH 7th Grade Girls Basketball Coach	Appointment
Randles, Chaylene	Instructional Aide II	Assignment
Rascon, Kylie	Substitute Teacher	Appointment
Saline, Brady	HS JV Boys Basketball Coach	Appointment
Smith, Deidra	After School Tutor	Renewal
Varney, Jean	JH/HS Volunteer	Renewal
Westover, McKenna	After School Tutor	Assignment

Motion by Eldon Larsen to approve the personnel requests as presented; second by Karsten Flake.

Final Resolution: Motion passes.

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

6.B. Superintendent's Annual Evaluation

Motion by Eldon Larsen to approve the Superintendent's Annual Evaluation; second by Dayton Flake.

Final Resolution: Motion passes.

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

6.C. Approve the 2023-24 Budget Revision #1 for Joseph City Schools

Motion by Eldon Larsen to approve the 2023-24 Budget revision #1 for Joseph City Schools; second by Dayton Flake.

Final Resolution: Motion passes.

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

7. INFORMATION ITEMS

7.A. Academic Calendar Options for FY 2024-25

7.B. Requests for Future Agenda Items

7.C. Upcoming Meetings and Events Calendar

- Next Regular Board Meeting - January 9, 2024; 6:00 p.m.

8. ADJOURNMENT

Motion by Eldon Larsen to adjourn; second by Dayton Flake.

Final Resolution: Motion passes.

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

Meeting adjourned at 6:57 p.m.

APPROVED:

Board Clerk or President

1.G. Election of Board Officers for 2024

Board President; Board Clerk

1.H. Superintendent's Report

Current Events and Updates

Governing Board Report

January 9, 2024

Current Events and Updates

Prepared by: B. Fields

- The semester has come to a close and report cards have been sent out. We have been dealing with quite a bit of illness with the staff and students over the past month or so.
- I would like to implement a new policy when a complaint or dispute about controversial instructional materials (e.g. Library Book) is made by a stakeholder in the District. The book or materials, and the written complaint, will be provided and presented to the Governing Board. The Governing Board may take action on the complaint, or refer the complaint back to the Superintendent for action to be taken.
- I looked into the concerns with the Elementary Christmas Program conflicting with one of the ward parties in town. It was scheduled at the beginning of the year so I am not sure how it was missed by those who planned the ward party. Mr. Mosier was the coordinator for the concert and didn't have anyone ask him about changing the date this year. The elementary traditionally likes to schedule it on a Wednesday in December and is already looking at the 12th for next year. One issue that we are working on that should help keep this from happening again is coordinating one public calendar that is easily accessible from the JC App, and the website, that has all of the events listed. We also need to communicate any and all calendar changes out the public.
- We've been given preliminary notice that the District has been awarded funding for an electric bus through a federal grant. The exact amount has not been provided to us yet. Once we get the official notification, including the amount, we can select the option that best suits our needs. This bus award is separate from the electric bus rebate program that we are also applying for. If we receive this award it could mean partial funding for anywhere from 1 – 4 additional electric buses.
- I would like for the District to consider purchasing an additional District vehicle for staff travel. The cost for a low mileage used vehicle would potentially range from \$25,000 - \$35,000 depending on the style and make that we decide on. If the Board would like to provide any input on this, please let me know.
- We've been notified that the state Auditors will conduct a performance audit on Joseph City Unified School District "no later than the summer of 2025". This usually happens every few years, and they assess the District's efficiency and effectiveness in 4 operational areas— administration, plant operations and maintenance, food service, and transportation—and its compliance with certain State requirements.
- The elementary gym floor project has been completed and looks good. The elementary intercom work has been authorized to schedule, but I haven't received it at the time of writing this.

Heber-Overgaard Unified School District

District had lower spending in most operational areas, but lacked some required internal controls and did not comply with important IT security requirements, putting public monies and sensitive computerized data at risk

Audit purpose

To assess the District's efficiency and effectiveness in 4 operational areas—administration, plant operations and maintenance, food service, and transportation—and its compliance with certain State requirements.

Key findings

- District did not comply with important purchasing requirements, increasing its risk of unauthorized purchases and fraud.
- District did not ensure that all required personnel had fingerprint clearance cards and lacked a process to regularly confirm the validity of fingerprint clearance cards, increasing the risk to student safety.
- District did not safeguard and monitor the use of its fleet vehicles to prevent unauthorized use, theft, and damage.
- District assigned too much access to its accounting system and did not secure its information technology (IT) equipment, increasing its risk of errors, fraud, property damage, and data loss.

Key recommendations

The District should:

- Develop and implement procedures to ensure the District obtains and documents appropriate approvals in advance of making purchases, as required by the USFR and District policy.
- Develop and implement a process to ensure that all required personnel have a valid fingerprint clearance card.
- Develop and implement policies and procedures for monitoring and reviewing usage logs for all District vehicles that includes ensuring vehicles are only used for an authorized purpose.
- Limit employees' access to its accounting system to only those functions needed to perform their job duties and develop and implement written policies and procedures to limit and monitor physical access to its IT server room so that only appropriate personnel have access.



naae

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To Mr. Bryan Fields:

I am writing regarding your support for Christina Rodrigues to attend the National Agriculture Association of Educators National Convention that was held in Phoenix, AZ. Your willingness to contribute to the ongoing growth and development of teachers in our profession makes a significant contribution to individuals but also their students, the program, and your community.

Individuals that attended this conference participated in a variety of workshops that will help enhance their classroom and ability to continually teach the next generation of students. In addition to that, conference attendees met with industry, networked with peers, and developed a community of support that will help to ensure their continued success.

Again, thank you for your willingness to invest in the future of your teacher.

Sincerely,

A handwritten signature in black ink that reads "Sharon Metzger". The signature is written in a cursive, flowing style.

Sharon Metzger
NAAE Region 1 Secretary



**Summary of Financial Operations (Unaudited)
December 31, 2023**

Fund		Budget	YTD Expenses	Encumbrances	Budget Balance
001	Maintenance & Operation	\$5,610,600	\$2,842,446	\$2,415,556	\$ 352,598
010-013	Classroom Site Funds	\$1,251,538	\$ 122,099	\$ 138,038	\$ 991,401
100-130	Title I	\$ 180,000	\$ 70,667	\$ 63,582	\$ 45,752
140-150	Title II - Profesional Development	\$ 40,000	\$ 2,107	\$ 450	\$ 37,443
200-209	Title VII - Indian Education	\$ 15,000	\$ 10,520	\$ -	\$ 4,480
220-229	IDEA/Special Education Grants	\$ 230,000	\$ 70,707	\$ 67,149	\$ 162,838
230	Johnson-O'Malley (JOM) - Indian Ed.	\$ 4,500	\$ 13	\$ 329	\$ 4,158
260-270	Career & Technical Ed (CTE) - Federal	\$ 16,000	\$ 13,758	\$ 1,562	\$ 680
290-291	Medicare Reimbursement (Spec Ed services)	\$ 60,000	\$ 111	\$ 426	\$ 59,464
301	Az School Nurse Access Program	\$ 78,000	\$ 36,142	\$ 41,081	\$ 777
326-346	ESSER / CARES / ESG	\$ 836,646	\$ 251,482	\$ -	\$ 585,164
374	E-Rate	\$ 75,000	\$ 18,904	\$ 35,096	\$ 21,000
390-396	REAP (Federal rural assistance grant)	\$ 45,000	\$ 5,375	\$ -	\$ 39,625
400	Career & Technical Ed (CTE) - State	\$ 5,000	\$ 1,521	\$ 1,754	\$ 1,726
467	DES Childcare Stabilization Grant	\$ 14,406	\$ 14,266	\$ -	\$ 140
500	School Plant (Proceeds from surplus equip sales)	\$ 40,000	\$ -	\$ 17,192	\$ 22,808
510	Food Service	\$ 300,000	\$ 92,187	\$ 203,393	\$ 4,420
515	Civic Center (Swimming pool community use)	\$ 60,000	\$ 617	\$ -	\$ 59,383
520	Preschool Tuition	\$ 15,000	\$ 3,695	\$ 3,345	\$ 7,960
525	Auxiliary Operations (Bookstore, athletics, fees)	\$ 125,000	\$ 72,377	\$ 9,846	\$ 42,778
526	Extracurricular Activities Tax Credit	\$ 50,000	\$ 1,927	\$ 287	\$ 47,786
530	Gifts & Donations	\$ 550,000	\$ 1,847	\$ -	\$ 548,153
535-539	CTE & Vocational Education Projects	\$ 15,000	\$ 6,926	\$ 269	\$ 7,805
550	Insurance Proceeds (from claims)	\$ 60,000	\$ 1,132	\$ 12,640	\$ 46,228
565	Litigation Recovery	\$ 35,000	\$ -	\$ -	\$ 35,000
570	Indirect Costs (Grant administration costs)	\$ 75,000	\$ 3,532	\$ 8,198	\$ 63,271
585	Insurance Refunds (premium discounts)	\$ 10,000	\$ 500	\$ -	\$ 9,500
596	NAVIT	\$ 45,000	\$ 6,662	\$ 7,658	\$ 30,680
597	CTE Credentials	\$ 1,149	\$ -	\$ -	\$ 1,149
610	Capital Outlay	\$ 353,911	\$ 329,479	\$ 13,288	\$ 11,144
620	Adjacent Ways	\$ 50,000	\$ 21,764	\$ 1,945	\$ 26,291
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	\$ 27,482	\$ 540,564	\$1,431,954
850	Student Activities (clubs and classes)	\$ 60,000	\$ 15,112	\$ 6,707	\$ 38,180
TOTAL		\$ 12,444,750	\$ 4,045,357	\$ 3,590,355	\$ 4,879,732

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 12/1/2023 through 12/31/2023.

General and Special Funds: #11 \$164,302.19; #12 \$23,084.90; #13 \$190,1925.78; #14 \$172,652.24; #1022 \$328.282.41; #1023 \$50,336.55; #1024 \$87,035.66; #1025 \$5,814.84

Auxiliary Operations Funds: #1036 \$15,980.00; #1037 \$767.28

Student Activities Fund: #1035 \$4,350.59; #1038 \$2,516.84; #1040 \$506.88

3.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 12/1/2023 through 12/31/2023.

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 12/1/2023 To: 12/31/2023

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	.00	.00	.00	.00	.00	.00
102.612 Joseph City Jr High School Softball	.00	.00	.00	.00	.00	.00
102.619 Joseph City Jr High School Volleyball	.00	.00	.00	.00	.00	.00
102.629 Joseph City Jr High School Track	.00	.00	.00	.00	.00	.00
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	.00	.00	.00	.00	.00	.00
102.639 Joseph City Jr High School Class of 2026	.00	.00	.00	.00	.00	.00
102.640 Joseph City Jr High School Class of 2027	.00	.00	.00	.00	.00	.00
102.641 Joseph City Jr High School Class of 2028	.00	367.64	.00	367.64	.00	367.64
102.642 Joseph City Jr High School Class of 2029	.00	367.64	.00	367.64	.00	367.64
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	.00	.00	.00	.00	.00	.00
203.602 Joseph City High School Baseball	.00	.00	.00	.00	.00	.00
203.605 Joseph City High School Chess Club	.00	.00	.00	.00	.00	.00
203.606 Joseph City High School Card and Game Club	.00	.00	.00	.00	.00	.00
203.607 Joseph City High School Drama	.00	.00	.00	.00	.00	.00
203.608 Joseph City High School Future Business Leaders of America	8.68	11.23	.00	19.91	.00	19.91
203.609 Joseph City High School Girls Basketball	2,614.00	800.00	(2,722.09)	691.91	1,562.63	2,254.54
203.610 Joseph City High School Student Council	1,069.97	.00	.00	1,069.97	.00	1,069.97
203.611 Joseph City High School National Honor Society	.00	.00	(128.80)	(128.80)	200.00	71.20
203.612 Joseph City High School Softball	.00	.00	.00	.00	.00	.00

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 12/1/2023 To: 12/31/2023

Print Detail

Page Break by Activity

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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	.00	.00	.00	.00	.00	.00
203.614 Joseph City High School Wrestling	4,377.86	.00	.00	4,377.86	(5,507.94)	(1,130.08)
203.615 Joseph City High School Cheerleaders	(2,616.86)	.00	(276.71)	(2,893.57)	.00	(2,893.57)
203.616 Joseph City High School Welding	.00	.00	.00	.00	.00	.00
203.617 Joseph City High School Woods	.00	.00	.00	.00	.00	.00
203.618 Joseph City High School Boys Basketball	1,786.55	65.00	(2,123.06)	(271.51)	2,210.49	1,938.98
203.619 Joseph City High School Volleyball	2,700.65	.00	(1,049.00)	1,651.65	1,102.14	2,753.79
203.620 Joseph City High School FACS	.00	.00	.00	.00	.00	.00
203.621 Joseph City High School Hotrod Club	24.00	.00	.00	24.00	.00	24.00
203.624 Joseph City High School Basketball Cheerleaders	.00	.00	.00	.00	.00	.00
203.625 Joseph City High School FFA	580.00	80.00	(1,073.85)	(413.85)	864.99	451.14
203.626 Joseph City High School Happy Club	.00	.00	.00	.00	.00	.00
203.627 Joseph City High School Robotics	.00	.00	.00	.00	.00	.00
203.628 Joseph City High School Cross Country	.00	.00	.00	.00	.00	.00
203.629 Joseph City High School Track	.00	.00	.00	.00	.00	.00
203.630 Joseph City High School Football	(722.51)	.00	.00	(722.51)	.00	(722.51)
203.631 Joseph City High School Technology Club	.00	.00	.00	.00	.00	.00
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	.00	.00	.00	.00	.00	.00
203.636 Joseph City High School Class of 2023	.00	.00	.00	.00	.00	.00

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 12/1/2023 To: 12/31/2023

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
203.637 Joseph City High School Class of 2024	.00	1,042.65	.00	1,042.65	.00	1,042.65
203.638 Joseph City High School Class of 2025	.00	367.65	.00	367.65	.00	367.65
203.639 Joseph City High School Class of 2026	.00	367.65	.00	367.65	.00	367.65
203.640 Joseph City High School Class of 2027	.00	367.64	.00	367.64	.00	367.64
203.641 Joseph City High School Class of 2028	.00	.00	.00	.00	.00	.00
500.300 Districtwide UNDESIGNATED	.00	.00	.00	.00	.00	.00
500.600 Districtwide UNDESIGNATED	.00	.00	.00	.00	.00	.00
GRAND TOTALS	9,822.34	3,837.10	(7,373.51)	6,285.93	432.31	6,718.24

End of Report

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2022 To: 10/31/2023

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	608.63	1,502.25	(1,553.77)	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	.00	339.69	.00	339.69	.00	339.69
102.639 Joseph City Jr High School Class of 2026	188.93	113.86	.00	302.79	.00	302.79
102.640 Joseph City Jr High School Class of 2027	1,160.99	128.89	.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	.00	110.10	.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	3,494.01	2,664.35	(4,065.25)	2,093.11	.00	2,093.11
203.610 Joseph City High School Student Council	4,311.06	1,706.00	(1,444.86)	4,572.20	.00	4,572.20
203.611 Joseph City High School National Honor Society	549.96	150.00	(108.28)	591.68	.00	591.68
203.612 Joseph City High School Softball	4,142.78	250.00	(1,895.34)	2,497.44	.00	2,497.44

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2022

To: 10/31/2023

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	2,675.13	2,484.73	(4,029.78)	1,130.08	.00	1,130.08
203.615 Joseph City High School Cheerleaders	341.51	8,647.00	(4,573.41)	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	699.58	3,185.50	(2,576.40)	1,308.68	.00	1,308.68
203.619 Joseph City High School Volleyball	6,921.73	6,831.00	(7,868.10)	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	(292.52)	2,919.87	(1,683.73)	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	191.04	130.00	.00	321.04	.00	321.04
203.630 Joseph City High School Football	1,400.26	3,375.00	(3,537.06)	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	7,566.20	1,243.54	(8,029.26)	780.48	.00	780.48
203.637 Joseph City High School Class of 2024	388.76	2,131.71	(452.07)	2,068.40	.00	2,068.40

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2022

To: 10/31/2023

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	.00	935.00	.00	935.00	.00	935.00
203.640 Joseph City High School Class of 2027	.00	.00	.00	.00	.00	.00
500.300 Districtwide UNDESIGNATED	.00	.00	(.06)	(.06)	.00	(.06)
500.600 Districtwide UNDESIGNATED	(301.75)	4.25	301.75	4.25	.00	4.25
GRAND TOTALS	38,881.55	38,852.74	(41,515.62)	36,218.67	.00	36,218.67

End of Report

3.C. Student Fundraisers

Organization	Description	Action
HS Baseball Club	Selling Breakfast items at the Wrestling Invitational	Ratify
HS Softball Club	Advertising Banners for field	Approval
Senior Class	Winter In-Formal	Ratify
Senior Class	BB Halftime activities	Approval

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
Bushman, Peter	Science Fair Coordinator	Approve
Fischer, Brad	Wrestling Tournament Coordinator	Ratify
Johnstun, Steven	Maintenance; Coach	Resignation
Metzger, Kelley	Elementary Red Ribbon Coordinator	Approve
Miller, Jerry	Athletic Volunteer	Approve
Morris, Kylee	Special Education Instructional Aide	Approve
Moss, Chris	Athletic Volunteer	Approve

5.B. Approve the Academic Calendar (K-12) for 2024-2023

This agenda item is presented for the purpose of adopting the instructional calendar for JCUSD for the 2024-2025 School Year.

ACADEMIC CALENDAR (K-12) | 2024-2025 | Joseph City Schools

DRAFT A – 148 Days

JULY 2024						
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 (Hol.)
25-26 New Teacher Days
29 First Day for Returning Teachers
30 Teacher/Staff Prep Day
31 First Day for Students
1 day in session

AUGUST 2024						
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 Enrichment Day (Staff professional development – no students)
23 Enrichment Day
17 days in session

SEPTEMBER 2024						
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					

2 Labor Day (Holiday)
13 Enrichment Day
16 days in session

OCTOBER 2024						
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 Enrichment Day
9 End of Quarter (40 days)
10 Fall Break
17 Early Release Parent/Teacher Conferences
25 Enrichment Day
18 days in session

NOVEMBER 2024						
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 (Holiday)
15 Enrichment Day
25-28 Thanksgiving Break
27 Thanksgiving Eve (Hol.)
28 Thanksgiving Day (Hol.)
11 days in session

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13 Enrichment Day
19 End of Semester (75 days)
23-31 Winter Break
24 Christmas Eve (Holiday)
25 Christmas Day (Holiday)
12 days in session

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 New Year's Day (Holiday)
1-2 Winter Break
6 Teacher Prep Day
7 Students Return
20 Civil Rights Day (Holiday)
24 Enrichment Day
14 days in session

FEBRUARY 2025						
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	

7 Enrichment Day
17 Presidents' Day (Holiday)
20 100th day in session
28 Enrichment Day
15 days in session

MARCH 2025						
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					

6 End of Quarter (33 days)
10-13 Spring Break
20 Early Release Parent/Teacher Conferences
13 days in session

APRIL 2025						
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 Enrichment Day
25 Enrichment Day
18 days in session

MAY 2025						
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

16 Enrichment Day
22 Last Day
22 End of Semester (73 days)
26 Memorial Day (Holiday)
13 days in session

JUNE 2025						
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					

148 School Days

13 Enrichment Days / Staff Professional Development Days

3 Staff Prep Days

2 New Teacher Prep Days

2 Teacher Flex Days

See **STAFF DUTY CALENDARS** for staff holidays and paid days

	School Day
	Enrichment Day
	Staff Prep Day (no school)
	School Closed

ACADEMIC CALENDAR (K-12) | 2024-2025 | Joseph City Schools

DRAFT B – 147 days

JULY 2024						
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 (Hol.)
25-26 New Teacher Days
29 First Day for Returning Teachers
30 Teacher/Staff Prep Day
31 First Day for Students
1 day in session

AUGUST 2024						
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 Enrichment Day (Staff only – no students)
23 Enrichment Day
17 days in session

SEPTEMBER 2024						
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					

2 Labor Day (Holiday)
13 Enrichment Day
16 days in session

OCTOBER 2024						
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 Enrichment Day
9 End of Quarter (40 days)
10 Fall Break
17 Early Release Parent/Teacher Conferences
25 Enrichment Day
18 days in session

NOVEMBER 2024						
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 (Holiday)
15 Enrichment Day
25-28 Thanksgiving Break
27 Thanksgiving Eve (Hol.)
28 Thanksgiving Day (Hol.)
11 days in session

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13 Enrichment Day
19 End of Semester (75 days)
23-31 Winter Break
24 Christmas Eve (Holiday)
25 Christmas Day (Holiday)
12 days in session

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 New Year's Day (Holiday)
1-2 Winter Break
6 Teacher Prep Day
10 Enrichment Day (staff only)
20 Civil Rights Day (Holiday)
24 Enrichment Day
14 days in session

FEBRUARY 2025						
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	

7 Enrichment Day
17 Presidents' Day (Holiday)
20 100th day in session
28 Enrichment Day
15 days in session

MARCH 2025						
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					

6 End of Quarter (33 days)
10-13 Spring Break
20 Early Release Parent/Teacher Conferences
13 days in session

APRIL 2025						
S	M	T	W	Th	F	S
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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 Enrichment Day
17 Mid-Quarter Break
25 Enrichment Day
17 days in session

MAY 2025						
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

16 Enrichment Day
22 Last Day
22 End of Semester (72 days)
26 Memorial Day (Holiday)
13 days in session

JUNE 2025						
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					

147 School Days

14 Enrichment Days / Staff Professional Development Days

3 Staff Prep Days

2 New Teacher Prep Days

2 Teacher Flex Days

See **STAFF DUTY CALENDARS** for staff holidays and paid days

	School Day
	Enrichment Day
	Staff Prep Day (no school)
	School Closed

JULY 2024						
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 (Hol.)
29-30 New Teacher Days
31 First Day for Returning Teachers
31 First Day for Students

AUGUST 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1 Teacher/Staff Prep Day
5 First Day for Students
9 Enrichment Day (Staff only – no students)
23 Enrichment Day

16 days in session

SEPTEMBER 2024						
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					

2 Labor Day (Holiday)
13 Enrichment Day

16 days in session

OCTOBER 2024						
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 Enrichment Day
9 End of Quarter (40 days)
10 Fall Break
17 Early Release Parent/Teacher Conferences
25 Enrichment Day

18 days in session

NOVEMBER 2024						
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 (Holiday)
15 Enrichment Day
25-28 Thanksgiving Break
27 Thanksgiving Eve (Hol.)
28 Thanksgiving Day (Hol.)

11 days in session

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13 Enrichment Day
19 End of Semester (75 days)
23-31 Winter Break
24 Christmas Eve (Holiday)
25 Christmas Day (Holiday)

12 days in session

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 New Year's Day (Holiday)
1-2 Winter Break
6 Teacher/Staff Prep Day
10 Enrichment Day (staff only)
20 Civil Rights Day (Holiday)
24 Enrichment Day

14 days in session

FEBRUARY 2025						
S	M	T	W	Th	F	S
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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	

7 Enrichment Day
17 Presidents' Day (Holiday)
20 100th day in session
28 Enrichment Day

15 days in session

MARCH 2025						
S	M	T	W	Th	F	S
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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					

6 End of Quarter (33 days)
10-13 Spring Break
20 Early Release Parent/Teacher Conferences
28 Enrichment Day

13 days in session

APRIL 2025						
S	M	T	W	Th	F	S
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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 Enrichment Day
25 Enrichment Day

18 days in session

MAY 2025						
S	M	T	W	Th	F	S
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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

16 Enrichment Day
22 Last Day
22 End of Semester (72 days)
26 Memorial Day (Holiday)

13 days in session

JUNE 2025						
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					

146 School Days

15 Enrichment Days / Staff Professional Development Days

3 Staff Prep Days

2 New Teacher Prep Days

2 Teacher Flex Days

See **STAFF DUTY CALENDARS** for staff holidays and paid days

	School Day
	Enrichment Day
	Staff Prep Day (no school)
	School Closed

ACADEMIC CALENDAR (K-12) | 2024-2025 | Joseph City Schools

DRAFT D – 146 days

JULY 2024						
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 (Hol.)
30-31 New Teacher Days

AUGUST 2024						
S	M	T	W	Th	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1 First Day for Returning Teachers
2 Staff Day
5 Staff Day
6 First Day for Students
23 Enrichment Day
 15 days in session

SEPTEMBER 2024						
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					

2 Labor Day (Holiday)
13 Enrichment Day
 16 days in session

OCTOBER 2024						
S	M	T	W	Th	F	S
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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 Enrichment Day
10 End of Quarter (38 days)
17 Early Release Parent/Teacher Conferences
25 Enrichment Day
 19 days in session

NOVEMBER 2024						
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 (Holiday)
15 Enrichment Day
25-28 Thanksgiving Break
27 Thanksgiving Eve (Hol.)
28 Thanksgiving Day (Hol.)
 11 days in session

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13 Enrichment Day
19 End of Semester (73 days)
23-31 Winter Break
24 Christmas Eve (Holiday)
25 Christmas Day (Holiday)
 12 days in session

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 New Year's Day (Holiday)
1-2 Winter Break
6 Teacher Prep Day
10 Enrichment Day (staff only)
20 Civil Rights Day (Holiday)
24 Enrichment Day
 14 days in session

FEBRUARY 2025						
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	

7 Enrichment Day
17 Presidents' Day (Holiday)
25 100th day in session
28 Enrichment Day
 15 days in session

MARCH 2025						
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					

6 End of Quarter (33 days)
10-13 Spring Break
20 Early Release Parent/Teacher Conferences
28 Enrichment Day
 13 days in session

APRIL 2025						
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 Enrichment Day
25 Enrichment Day
 18 days in session

MAY 2025						
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

16 Enrichment Day
22 Last Day
22 End of Semester (73 days)
26 Memorial Day (Holiday)
 13 days in session

JUNE 2025						
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					

146 School Days

14 Enrichment Days / Staff Professional Development Days

4 Staff Prep Days

2 New Teacher Prep Days

2 Teacher Flex Days

See **STAFF DUTY CALENDARS** for staff holidays and paid days

	School Day
	Enrichment Day
	Staff Prep Day (no school)
	School Closed

5.C. Set Day and Time for Regular Board Meetings and Official Posting Place for Meeting Notifications in 2024

6. 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.

6.A. Board Conflict of Interest Training

BCB-E ©

EXHIBIT

**BOARD MEMBER CONFLICT
OF INTEREST**

I, _____, do hereby indicate:

- 1. That I am presently an officer/employee of the Joseph City Unified School District;
- 2. That I (or my relative[s]: _____) have a substantial interest in the contract, sale, purchase, decision, investigation, or other matter by the Joseph City Unified School District No. 2 Governing Board as described below.

Identify the contract, sale, purchase, service, decision, investigation, or other matter in which you or your relative may have a "substantial interest" under A.R.S. §§ [38-501](#) to [511](#). (Use as much space as necessary)

Describe the "substantial interest" referred to above. (Use as much space as necessary.)

STATEMENT OF DISQUALIFICATION
To be completed if you have a conflict as identified above.

To avoid any possible conflict of interest under A.R.S. §§ [38-501](#) to [511](#), I will refrain from participating in any manner in the matter identified above.

Date
Signature

STATEMENT OF NO CONFLICT
To be completed only if you do not or your relative does not have a conflict of interest.

I, _____, do hereby indicate that I do not have, and none of my relatives has, a substantial interest in any contract, sale, purchase, service, decision, investigation, or other matter of the Joseph City Unified School District.

Date

Signature

The District will investigate allegations of inadequate disclosure of substantial interests and/or inappropriate participation when a substantial interest may exist.

7. INFORMATION ITEMS

7.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.

7.B. Upcoming Meetings and Events Calendar

- Next Regular Board Meeting - February 13, 2024; 6:00 p.m. (contingent upon board approval in the ACTION ITEMS section of this agenda)

8. ADJOURNMENT