



Regular Board Meeting Agenda

Tuesday, June 11, 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 May 14, 2024 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, May 14, 2024**

Members present

Andrew Bushman; Dayton Flake, Clerk; Karsten Flake

Administrators present

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

Others present

2 community members

1. PUBLIC HEARING

Karsten Flake called the Public Hearing to order at 6:00 p.m.

1.A FY 2023-24 Budget Revision

2. OPENING ITEMS

2.A. Call to Order

Karsten Flake 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 to adopt the agenda by Karsten Flake; second by Andrew Bushman

Final Resolution: Motion passed.

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

2.F. Approve Minutes of the April 9, 2024 Regular Board Meeting

Motion to Approve April Board Meeting minutes by Karsten Flake; second by Andrew Bushman

Final Resolution: Motion passed.

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

2.G. Superintendent's Report

3. CALL TO THE PUBLIC

None

4. CONSENT AGENDA

Motion by Karsten Flake to approve the consent agenda; second by Dayton Flake

Final Resolution: Motion passed.

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

4.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 4/1/2025 through 4/30/2025.

General and Special Funds: #21 \$171,130.89; #22 \$174,901.21; #1036 \$57,795.93; #1037 \$39,661.03; #1038 \$62,645.49; #10369 \$10,302.24; #1040 \$20,394.77

Auxiliary Operations Funds: #1062 \$1,575.00; #1065 \$2,553.00; #1067 \$699.36; #1068 \$633.97
Student Activities Fund: #1064 \$2,301.40; #1069 \$300.00; #1070 \$1,246.00

4.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 4/1/2025 through 4/30/2025.

4.C. Approve Intergovernmental Agreement with Vail Unified School District

For the Beyond Textbooks Program

4.D. Approve Board Member to Attend the 2024 Annual Career & Technical Education (CTE) Summer Conference in Tucson, Arizona

4.E. Approve Admission of Kindergarten Students Who Will Reach Five Years of Age Between September 1, 2024 and January 1, 2025

4.F. Approve Adjusting the 2024-25 Academic Calendar to Move Enrichment Days from January 24, 2025 to January 17, 2025 and from April 11, 2025 to April 4, 2025

4.G. Gifts & Donations

Donor	Item	School/Program	Purpose	Amount
APS	Laptop computer	Senior Grad Night	Prize for graduating senior	\$500 (estimated)

5. POSSIBLE EXECUTIVE SESSION

None

6. ACTION ITEMS

6.A. Personnel Requests

Name	Assignment	Action
Barton, Aylissa	Bus Monitor	Resignation
Berge, Aidan	Event Worker	Approval
Bushman, Lauren (Farr)	Seasonal Worker	Renewal
Bushman, Peter	Certified Tutor (Summer School)	Assignment
Case, Greg	Certified Tutor (Summer School)	Assignment
Colligon, Drew	Non-certified Tutor (Summer School)	Assignment
DeWitt, Alexis	Volunteer (Summer Youth Baseball)	Acceptance
DeWitt, Joel	Volunteer (Summer Youth Baseball)	Acceptance
Fast, Kristina	Student Worker	Renewal
Fischer, Brad	Certified Tutor (Summer School)	Assignment
Fischer, Joseph	Student Worker	Renewal
Fischer, Rosemary	Lifeguard	Appointment
Fischer, Rosemary	Student Worker	Renewal
Frost, Brooke	Event Worker	Renewal
Frost, Ryah	Lifeguard	Appointment
Frost, Ryah	Student Worker	Renewal
Gayer, Michael	Certified Tutor (Summer School)	Assignment
Gilson, Meghan	Volunteer (Summer Youth Baseball)	Acceptance
Golding, Tori	Volunteer (Summer Youth Baseball)	Acceptance

Name	Assignment	Action
Goodman, Tanya	Substitute Teacher	Resignation
Hansen, Ruth	Certified Tutor (Summer School)	Assignment
Hardy, Desiree	Non-certified Tutor (Summer School)	Assignment
Hill, Randall	Maintenance Tech	Appointment
Howerton, Jeffrey	Student Worker	Renewal
Hutchens, Jorja	Student Worker	Renewal
Jesmer, Gabby	Student Worker	Renewal
Johnstun, Aaron	Certified Tutor (Summer School)	Assignment
Kelley, Dayna	Volunteer (Summer Youth Baseball)	Acceptance
Kinlicheenie, Jaydiana	Student Worker	Renewal
Lampsa, Kamryn	Event Worker	Renewal
Larsen, Kyan	Lifeguard	Appointment
Larsen, Robert	Volunteer (Summer Youth Baseball)	Acceptance
Layden, Caleb	Teacher	Resignation
Layden, Shawn	Head Coach - HS Baseball	Resignation
Lucero, Barbara	Event Worker	Renewal
McLaws, Jimmy	Student Worker	Renewal
McLaws, Mattie	Volunteer (Summer Youth Baseball)	Acceptance
Metzger, Kelly	Certified Tutor (Summer School)	Assignment
Miller, Amy	Certified Tutor (Summer School)	Assignment
Miller, Cambria	Seasonal Worker	Appointment
Miller, Cambria	Event Worker	Renewal
Miller, Luke	Student Worker	Renewal
Miller, Mariah	Student Worker	Renewal
Morris, Kylee	Non-certified Tutor (Summer School)	Assignment
Neill, Audrey	Student Worker	Renewal
Penrod, Tyler	Maintenance Tech	Appointment
Player, Laura	Seasonal Worker	Appointment
Randall, Julie	NAVIT Coordinator	Assignment
Randles, Chalene	Volunteer (Summer Youth Baseball)	Acceptance
Rascon, Kylie	Seasonal Worker	Appointment
Redfearn, Traci	Non-certified Tutor (Summer School)	Assignment
Redfearn, Traci	Volunteer (Summer Youth Baseball)	Acceptance
Richards, Jacquelynn	Lifeguard	Appointment
Rindlisbacher, John	Seasonal Worker	Appointment
Roes, Martin	Volunteer (Summer Youth Baseball)	Acceptance
Rush, Hailley	Seasonal Worker	Appointment
Saline, Brady	Maintenance Tech	Resignation
Schoby, Sahzira	Lifeguard	Appointment

Name	Assignment	Action
Smith, Abi	Lifeguard	Renewal
Smith, Cheyenne	Volunteer (Summer Youth Baseball)	Acceptance
Smith, Deidra	Certified Tutor (Summer School)	Assignment
Spurlock, Ann	Student Worker	Renewal
Tavesi, Kika	Tutor (Summer School)	Assignment
Whetten, Anthony	Certified Tutor (Summer School)	Assignment
Whipple, Kourtney	Volunteer (Summer Youth Baseball)	Acceptance
Wilson, Rebekah	Seasonal Worker	Appointment

Motion to approve the Personnel Requests as presented by Karsten Flake; second by Andrew Bushman
Final Resolution: Motion passed.

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

6.B. Approve Out-of-State Student Travel

Future Business Leaders of America (FBLA) national competition in Orlando, Florida June 6 through July 3, 2024

Motion by Karsten Flake to approve out of state student travel; second by Dayton Flake

Final Resolution: Motion passed.

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

6.C. TO CONSIDER, DISCUSS, AMEND IF DESIRED, AND, IF DEEMED ADVISABLE, TO ADOPT A RESOLUTION ORDERING AND CALLING A SPECIAL BUDGET OVERRIDE ELECTION TO BE HELD IN AND FOR THE DISTRICT AND DECLARING THE DEADLINE FOR SUBMITTING ARGUMENTS “FOR” AND “AGAINST” THE ELECTION TO THE NAVAJO COUNTY SCHOOL SUPERINTENDENT AS AUGUST 9, 2024 AT 5:00 P.M. AND APPROVING THE GOVERNING BOARD’S ARGUMENT IN SUPPORT OF THE SPECIAL MAINTENANCE AND OPERATION BUDGET OVERRIDE ELECTION.

Motion to call for a special budget override election to be held in and for the district by Karsten Flake, Second by Dayton Flake

Final Resolution: Motion Passed

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

No: None

Absent: Eldon Larsen, Cat Hansen

6.D. Approve the 2023-24 Budget Revision #2 for Joseph City Schools

Motion by Karsten Flake; second by Dayton Flake

Final Resolution: Motion passed.

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

7. INFORMATION ITEMS

7.A. Requests for Future Agenda Items

7.B. Upcoming Meetings and Events Calendar

- Kindergarten Graduation - May 21, 2024; 6:00 p.m.; High School Auditorium
- 8th Grade Promotion - May 22, 2024; 7:00 p.m.; High School Auditorium,
- High School Graduation - May 23, 2024; 7:00 p.m.; High School Auditorium
- Next Regular Board Meeting - June 11, 2024; 6:00 p.m.

8. ADJOURNMENT

Motion to adjourn by Karsten Flake; second by Andrew Bushman

Final Resolution: Motion passed

Yes: Andrew Bushman, Dayton Flake, Karsten Flake

Time: 6:34 p.m.

APPROVED:

Board Clerk or President

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

Joseph City Governing Board Report

Updates and Current Events

Meeting Date: June 11, 2024

Prepared by: B. Fields, Superintendent

- State testing results have been released to school districts throughout the state. I've looked them over and will have a summary prepared for you by the July meeting. Individual results will be mailed out to students soon.
- Temporary repairs have been made to the elementary cafeteria. An entire roof repair project for the elementary cafeteria is in process as an SFB grant. The assessment has been completed. The temporary repairs were an insurance claim.
- One project that is being worked on this summer is the addition to carpet in the JH Science classroom. The carpet that we are using is material that was left over from a previous project.
- Our application for Renewing America's Schools has been submitted. We collaborated with Holbrook Unified on this project to increase our odds of being awarded the funds. If awarded these funds will help us with replacing parts of our HVAC system.
- Another project that we've been working on is the trial of some keyless entry door hardware/software. This project will potentially make entry more convenient for employees but also safer. The first trials of this system was placed on the racquetball court door and with a door that connects the elementary hallway with the district hallway. Installation and usage has gone well so we would like to install the system on the vocational building, auditorium, weight room/wrestling room and exterior doors. The existing keys are still usable with this new system.
- Work continues on the Override election. I will attach the ballot language to my report for you all to review. This has been reviewed by the District attorney and been submitted to the county for approval.
- The two buses that we plan on selling that will be replaced by the new electric buses that we should be receiving soon are Bluebirds and are models (route buses) from 2007 and 2008.
- We have been notified that the District will receive an E-Rate increase, due to free and reduced lunch rate calculation will be about \$10,000 a year to the District. This is a grant that helps us support technology in the District.
- We are currently working on a project that would place a plaque outside of the auditorium with a summary of who Mr. Bennett is. We would like to put it by the entrance and have a bench by it. I've been in contact with his family and they have approved of the plan. The school can contribute to the plaque but I would like to do a fundraiser that would accept contributions through the JC Foundation to help with the cost.
- You will notice that our Preschool teacher has resigned. The plan is to have Mrs. Dewitt teach the preschool and just have one 1st grade teacher, essentially reducing our staff at the elementary by 1. This was decided because the numbers of students entering into 1st grade has declined.
- I am looking into adding two more electric charging stations for potential electric buses that we may be awarded. I have a meeting with engineers to discuss the design of them today. The

meeting will also be to discuss the viability and cost of having solar power being the energy source for the charging stations. This may also provide shading for the buses when they are parked and charging.

- Summer programs have started and are going well.
- We did receive the audit reports that were late and we submitted them to the state as required by law.
- The end of the fiscal year for schools is June 30th. Preparations are being made for the return of staff and students in August.

**JOSEPH CITY UNIFIED SCHOOL DISTRICT NO. 2
OF NAVAJO COUNTY, ARIZONA
15% MAINTENANCE AND OPERATION BUDGET OVERRIDE
NOVEMBER 5, 2024**

Shall the Governing Board of Joseph City Unified School District No. 2 of Navajo County, Arizona (the “*District*”), adopt a General Maintenance and Operation Budget that includes an amount that exceeds the revenue control limit specified by statute by 15% for fiscal year 2025/2026 and for six subsequent years as described below? The fiscal year 2025/2026 budget override authority represents an extension of the existing budget override authority which is scheduled to phase down by one-third for fiscal year 2025/2026, by another one-third for fiscal year 2026/2027, and will terminate for fiscal year 2027/2028 if the voters do not approve the override.

The amount of the proposed continuation of the budget increase of the proposed budget over the alternate budget for fiscal year 2025/2026 is estimated to be \$232,532. In fiscal years 2025/2026 through 2029/2030 the amount of the proposed increase will be 15% of the District’s revenue control limit in each of such years, as provided in Section 15-481(P) of the Arizona Revised Statutes. In fiscal years 2030/2031 and 2031/2032, the amount of the proposed increase will be 10% and 5%, respectively, of the District’s revenue control limit in each of such years, as provided in Section 15-481(P) of the Arizona Revised Statutes.

Any budget increase continuation authorized by this election shall be entirely funded by a levy of taxes on the taxable property in this school district for the year for which adopted and for six (6) subsequent years, shall not be realized from monies furnished by the state and shall not be subject to the limitation on taxes specified in Article IX, Section 18, Constitution of Arizona. Based on the current net assessed valuation used for secondary property tax purposes, to fund the proposed continuation of the increase in the school district’s budget would require an estimated continuation of a tax rate of \$0.75 per one hundred dollars of assessed valuation used for secondary property tax purposes and is in addition to the school district’s tax rate that will be levied to fund the school district’s revenue control limit allowed by law.

BUDGET OVERRIDE CONTINUATION, YES	<input type="checkbox"/>
BUDGET OVERRIDE CONTINUATION, NO	<input type="checkbox"/>

[At the discretion of the County elections department, the question set forth above may be presented on the actual ballot in summary form, reading substantially as follows:]

A “yes” vote shall authorize the Joseph City Unified School District Governing Board to continue the existing maintenance and operation budget override authority and resulting tax, which includes an amount that exceeds the District’s revenue control limit.

A “no” vote shall not authorize the Joseph City Unified School District Governing Board to extend the existing maintenance and operation budget override authority and resulting tax.

**DISTRITO ESCOLAR UNIFICADO NÚM. 2 DE JOSEPH CITY
DEL CONDADO DE NAVAJO, ARIZONA
15% DE AUMENTO AL PRESUPUESTO DE MANTENIMIENTO Y OPERACIONES
5 DE NOVIEMBRE DE 2024**

¿Debe la Junta Directiva del Distrito Escolar Unificado Núm. 2 de Joseph City del Condado de Navajo, Arizona (el “*Distrito*”), adoptar un Presupuesto General de Mantenimiento y Operaciones que incluye un importe que excede el límite de control de ingresos especificado por estatuto en un 15% para el año fiscal 2025/2026 y por los seis años subsiguientes, como se describe a continuación? La autorización de aumento al presupuesto del año fiscal 2025/2026 representa una extensión de la existente autorización de aumento al presupuesto, que está programado para ser reducido gradualmente en un tercio en el año fiscal 2025/2026, en otro tercio en el año fiscal 2026/2027 y terminar el año fiscal 2027/2028 si los electores no aprueban el aumento.

El monto de la continuación propuesta de aumento al presupuesto del presupuesto propuesto por sobre el presupuesto alterno para el año fiscal 2025/2026 se estima que será de \$232,532. En los años fiscales 2025/2026 al 2029/2030 el importe del aumento propuesto será 15% del límite de control de ingresos del Distrito en cada uno de esos años, como está dispuesto en la sección 15-481(P) de los Estatutos Revisados de Arizona. En los años fiscales 2030/2031 y 2031/2032 el importe del aumento propuesto será de 10% y 5%, respectivamente, del límite de control de ingresos del Distrito en cada uno de esos años, como está dispuesto en la sección 15-481(P) de los Estatutos Revisados de Arizona.

Cualquier continuación del aumento al presupuesto autorizado por esta elección será totalmente financiada por una imposición de impuestos sobre la propiedad gravada de este distrito escolar en el año en que se adopta y por los seis (6) años subsiguientes, no se realizará con dinero proporcionado por el estado, y no estará sujeta a las limitaciones de impuestos especificadas en la sección 18 del artículo IX de la Constitución de Arizona. Con base en la actual valoración tasada neta que se utiliza para propósitos de impuestos secundarios sobre la propiedad, para financiar la continuación propuesta del aumento en el presupuesto del distrito escolar se requerirá una continuación estimada de una tasa de impuesto de \$0.75 por cada cien dólares de la valoración tasada que se utiliza para propósitos de impuestos secundarios sobre la propiedad y es en adición a la tasa de impuestos del distrito escolar que será impuesta para financiar el límite del control de ingresos del distrito escolar permitido por la ley.

CONTINUACIÓN DEL AUMENTO AL PRESUPUESTO, SÍ	<input type="checkbox"/>
CONTINUACIÓN DEL AUMENTO AL PRESUPUESTO, NO	<input type="checkbox"/>

[A discreción del departamento de elecciones del Condado, la pregunta antes mencionada puede ser presentada en la boleta electoral en forma abreviada, y se leerá sustancialmente como sigue:]

Un voto “sí” autorizará a la Junta Directiva del Distrito Escolar Unificado de Joseph City a que continúe la autorización existente de aumento al presupuesto de mantenimiento y operación y el impuesto resultante, que incluye un monto que excede el límite de control de ingresos del Distrito.

Un voto “no” no autorizará a la Junta Directiva del Distrito Escolar Unificado de Joseph City a que extienda la autorización de aumento al presupuesto existente de mantenimiento y operación y el impuesto resultante.



Summary of Financial Operations (Unaudited)
May 31, 2024

Fund		Budget	YTD Expenses	Encumbrances	Budget Balance
001	Maintenance & Operation	\$5,910,156	\$5,355,323	\$ 503,434	\$ 51,400
010-013	Classroom Site Funds	\$1,282,491	\$ 228,455	\$ 54,329	\$ 999,706
100-130	Title I	\$ 180,000	\$ 174,610	\$ 1,412	\$ 3,979
140-150	Title II - Profesional Development	\$ 40,000	\$ 4,026	\$ -	\$ 35,974
200-209	Title VII - Indian Education	\$ 15,000	\$ 10,520	\$ -	\$ 4,480
220-229	IDEA/Special Education Grants	\$ 230,000	\$ 132,887	\$ 20,941	\$ 209,046
230	Johnson-O'Malley (JOM) - Indian Ed.	\$ 4,500	\$ 13	\$ 33	\$ 4,453
260-270	Career & Technical Ed (CTE) - Federal	\$ 16,000	\$ 14,312	\$ 1,510	\$ 179
290-291	Medicare Reimbursement (Spec Ed services)	\$ 60,000	\$ 205	\$ 295	\$ 59,500
301	Az School Nurse Access Program	\$ 85,000	\$ 83,419	\$ 631	\$ 950
326-346	ESSER / CARES / ESG	\$ 836,646	\$ 457,684	\$ 8,628	\$ 370,334
374	E-Rate	\$ 75,000	\$ 25,927	\$ 28,073	\$ 21,000
390-396	REAP (Federal rural assistance grant)	\$ 45,000	\$ 5,375	\$ 30,050	\$ 9,575
400	Career & Technical Ed (CTE) - State	\$ 5,000	\$ 4,844	\$ -	\$ 156
467	DES Childcare Stabilization Grant	\$ 14,406	\$ 14,266	\$ -	\$ 140
469	First Things First	\$ 1,940	\$ 1,940	\$ -	\$ -
500	School Plant (Proceeds from surplus equip sales)	\$ 45,000	\$ 31,311	\$ 5,773	\$ 7,916
510	Food Service	\$ 350,000	\$ 180,483	\$ 157,263	\$ 12,254
515	Civic Center (Swimming pool community use)	\$ 60,000	\$ 2,667	\$ -	\$ 57,333
520	Preschool Tuition	\$ 15,000	\$ 6,880	\$ 939	\$ 7,181
525	Auxiliary Operations (Bookstore, athletics, fees)	\$ 125,000	\$ 114,531	\$ 5,634	\$ 4,835
526	Extracurricular Activities Tax Credit	\$ 50,000	\$ 5,627	\$ 1,401	\$ 42,972
530	Gifts & Donations	\$ 550,000	\$ 4,828	\$ 99	\$ 545,073
535-539	CTE & Vocational Education Projects	\$ 15,000	\$ 10,079	\$ -	\$ 4,921
550	Insurance Proceeds (from claims)	\$ 60,000	\$ 19,068	\$ 1,266	\$ 39,666
565	Litigation Recovery	\$ 35,000	\$ -	\$ -	\$ 35,000
570	Indirect Costs (Grant administration costs)	\$ 75,000	\$ 6,491	\$ 5,701	\$ 62,808
585	Insurance Refunds (premium discounts)	\$ 10,000	\$ -	\$ -	\$ 10,000
596	NAVIT	\$ 45,000	\$ 14,648	\$ 562	\$ 29,790
597	CTE Credentials	\$ 1,149	\$ -	\$ -	\$ 1,149
610	Capital Outlay	\$ 435,215	\$ 345,286	\$ 58,997	\$ 30,931
620	Adjacent Ways	\$ 50,000	\$ 23,612	\$ 377	\$ 26,012
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	\$ 560,235	\$ 7,991	\$1,431,774
850	Student Activities (clubs and classes)	\$ 60,000	\$ 30,786	\$ 4,873	\$ 24,341
TOTAL		\$ 12,920,502	\$ 7,870,340	\$ 900,211	\$ 4,282,826

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 5/1/2024 through 5/31/2024.

General and Special Funds: ##23 \$176,470.16; #24 \$171,706.7; #25 \$373,352.78; #26 \$103,445.90; #1041 \$48,799.82; #1042 \$31,192.27; #1043 \$75,182.53

Auxiliary Operations Funds: #1073 \$153.61; #1077 \$10,399.74; #1080 \$2,061.02

Student Activities Fund: #1074 \$3,092.86; #1075 \$869.71; #1076 \$750.00; #1078 \$706.70; #1081 \$827.29

3.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 5/1/2024 through 5/31/2024.

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 5/1/2024

To: 5/31/2024

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	847.23	.00	.00	847.23	(421.50)	425.73
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	.00	.00	.00	.00	.00
102.639 Joseph City Jr High School Class of 2026	1,237.79	.00	.00	1,237.79	.00	1,237.79
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	499.64	.00	.00	499.64	.00	499.64
102.642 Joseph City Jr High School Class of 2029	477.74	.00	.00	477.74	.00	477.74
102.643 Joseph City Jr High School Class of 2030	205.20	.00	(31.70)	173.50	33.48	206.98
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	896.94	.00	.00	896.94	.00	896.94
203.604 Joseph City High School Disc Golf Club	485.50	.00	.00	485.50	.00	485.50
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	91.56	.00	.00	91.56	.00	91.56
203.609 Joseph City High School Girls Basketball	2,140.68	.00	(375.00)	1,765.68	(563.50)	1,202.18
203.610 Joseph City High School Student Council	5,626.57	.00	(153.92)	5,472.65	(85.12)	5,387.53
203.611 Joseph City High School National Honor Society	462.88	105.00	.00	567.88	.00	567.88

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 5/1/2024

To: 5/31/2024

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
203.612 Joseph City High School Softball	1,701.50	.00	.00	1,701.50	.00	1,701.50
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	3,652.01	.00	.00	3,652.01	.00	3,652.01
203.615 Joseph City High School Cheerleaders	1,556.53	770.00	.00	2,326.53	(650.00)	1,676.53
203.616 Joseph City High School Welding	136.33	.00	.00	136.33	.00	136.33
203.617 Joseph City High School Woods	104.72	.00	.00	104.72	.00	104.72
203.618 Joseph City High School Boys Basketball	1,048.49	.00	(575.00)	473.49	.00	473.49
203.619 Joseph City High School Volleyball	8,686.28	4,571.00	(300.00)	12,957.28	.00	12,957.28
203.620 Joseph City High School FACS	35.74	.00	.00	35.74	.00	35.74
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	753.77	308.00	(396.70)	665.07	435.00	1,100.07
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	515.69	.00	.00	515.69	.00	515.69
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

Joseph City USD External Funds

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 5/1/2024

To: 5/31/2024

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
203.636 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	6,263.49	(856.00)	(2,447.00)	2,960.49	(2,838.22)	122.27
203.638 Joseph City High School Class of 2025	2,239.66	.00	(351.24)	1,888.42	400.00	2,288.42
203.639 Joseph City High School Class of 2026	1,296.15	.00	.00	1,296.15	.00	1,296.15
203.640 Joseph City High School Class of 2027	367.64	.00	.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	(17.28)	.38	(8.44)	(25.34)	.00	(25.34)
GRAND TOTALS	47,690.00	4,898.38	(4,639.00)	47,949.38	(3,689.86)	44,259.52

End of Report

3.C. Approve Intergovernmental Agreement With Holbrook Unified School District

Renewal of agreement for shared services

3.D. Appoint Student Activities Treasurer

Approve annual appointment of Student Activities Treasurer and Assistant Student Activities Treasurer

3.E. Authorization to Operate Revolving Funds

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

3.F. Resolution to Approve Voucher Ratification

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

3.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.

3.H. Approve Authorized Bank Account, Purchasing and Contract Signers

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

3.I. Approve Sole Source Vendors for FY 2024-25

**Sole Source Vendors
FY 2024-25**

Sole Source Vendor	Basis for Sole Source
AIA (Az Interscholastic Association)	Only provider of high school conference officials, including Ref-Pay
Amplify	Adopted curriculum materials
Arizona School Boards Association	Maintains and holds copyrights to district policies
ASU Prep Global Academy	District provider for programs and training to support adopted curriculum,
Follett School Solutions	District provider for library and inventory systems
Illuminate Education	Sole provider for software used to support adopted curriculum
In-Touch Receipting	District provider for receivables accounting system
Infinite Campus, Inc.	District provider for student information systems
IXL Learning	Sole provider for software used to support adopted curriculum
GoTo Communications, Inc.	Sole provider for software supporting District phone system
McGraw-Hill Companies	Adopted curriculum materials
National Bank of Arizona	Lease payments for previously financed purchase of solar power plant
Perfect Printz	Sole regional authorized maintenance and support provider for Kyocera copier/printers
PowerSchool	District provider for human resources software - continuation of hosting and support services
Renaissance Learning, Inc.	Sole provider for software used to support adopted curriculum
Robert Martineau	Sole local maintenance and support for Allen-Bradley HVAC control systems
Tyler Technologies	District provider for accounting and related systems - continuation of hosting and support services

3.J. Approve Fee Schedule for 2024-25

COMMUNITY USE OF SCHOOL FACILITIES

USER FEES

Class I	Fees	No charge for District Mission related use.
	School-sponsored activities	Teacher Organizations
	School Clubs	P.T.A. / Organizations
	Boy Scouts	Booster clubs
	Girl Scouts	Arizona Youth Soccer Organization
	Little League Program	

Class II	Fees	See below
	Community college	Civic organizations
	Community-sponsored concerts	Educational organizations
	Churches	Government organizations
	Recitals	Service organizations
	Cultural organizations	Extended day resource programs
	Other nonprofit groups	

Class III **Individual User Fees** See below

Class IV **Fees** See below

Commercial or profit-making organizations

Facility Class	II/III	Class IV
Classroom-Standard	\$ 15.00 per hour	\$ 20.00 per hour
Board room	\$ 20.00 per hour	\$ 25.00 per hour
Computer lab	\$ 30.00 per hour	\$ 60.00 per hour
Specialized classroom	\$ 25.00 per hour	\$ 50.00 per hour
Auditorium*	\$ 50.00 per hour 2 hour minimum	\$ 100.00 per hour 2 hour minimum
Gymnasium		
High school and elementary	\$45.00 per hour	\$ 70.00 per hour
Gymnasium - Old	\$ 20.00 per hour	\$ 40.00per hour
High school/elementary	\$ 30.00 per hour	\$ 70.00 per hour
Cafeteria and kitchen*	2 hour minimum	2 hour minimum
High school/elementary	\$ 20.00 per hour	\$ 60.00 per hour
Cafeteria only	2 hour minimum	2 hour minimum

Football stadium	w/o lights \$ 40.00 per hour 2 hour minimum	\$ 70.00 per hour 2 hour minimum
Football stadium with lights	\$ 70.00 per hour 2 hour minimum	\$ 100.00 per hour 2 hour minimum
Outdoor playfield	w/o lights \$ 40.00 per hour 2 hour minimum	\$ 70.00 per hour 2 hour minimum
Pool*	\$ 60.00 per hour 2 hour minimum	\$ 100.00 per hour 2 hour minimum
Activity/Multipurpose room	\$ 45.00 per hour	\$ 60.00 per hour

* Requires personnel on-site - extra charges apply.

Pool Rates:

Lessons- \$25.00 a session per student

Lap Swim and Special Classes- \$35.00 per person per month

Open Swim Sessions- \$2.00 per person per entry

Family Pass- \$100 per year for one household pass into all open swim sessions held on afternoons and nights.

Racquetball:

\$15 per person a month and must be paid thru December 31 each year. This will be prorated down each month according to the time of the year that the payment is made.

Fitness Club:

\$160 per person per year and goes through December 31. This will be prorated down to \$80.00 starting July 1. Fitness club membership provides access to the racquetball courts, lap swim/special classes, morning basketball, and the weight room (when available). Facilities will only be opened at designated times and when they do not conflict with school activities. Facility times and dates are subject to change no refunds are allowed.

Goods and Services Contributed

A person, group or organization may contribute goods or render services as full or partial payment of the user fee. The value of the goods will be determined by the District based upon established market price, trade in value, posted prices or where these methods prove impractical, appraisal or barter may be employed so long as the procedure is advantageous to the District. The value of services rendered shall be based upon the hourly wages of a beginning employee of this or another Arizona School District performing similar functions as determined by the District. Should disagreement between the contributor disagreement between the contributor and the District occur as to the value of the goods or services offered, the District reserves the right to refuse to accept the offer.

3.K. Reimbursements for Vehicle Use

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

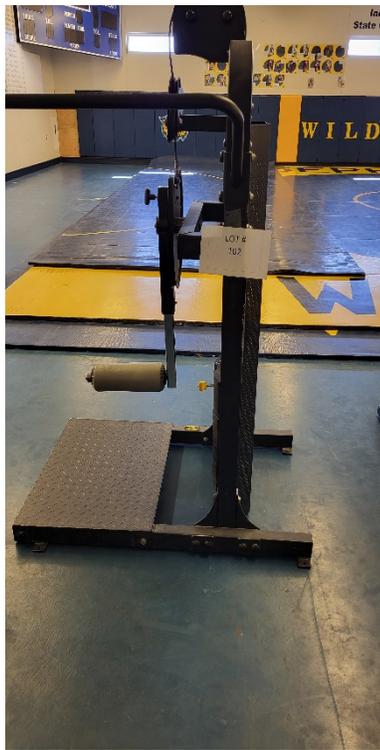
3.L. Accept U.S. Environmental Protection Agency (EPA) Bus Grant and Approve Purchase of School Bus Utilizing Grant Funds

Grant awarded in the amount of \$395,000

3.M. Disposal of Surplus Property

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

AUCTION JUNE 2024



AUCTION JUNE 2024



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
Beatty, Kristen	Coach II (Asst) - HS Volleyball	Appointment
Bowler, Felicia	Tutor - Summer School (Noncertified)	Assignment
Case, Melanie	Tutor - Summer School (Noncertified)	Assignment
Chapman, Sonya	Instructional Aide	Resignation
Fischer, Brad	Seasonal Worker	Assignment
Fish, T.C.	Coach (Head) - HS Varsity Baseball	Appointment
Grant, Ashley	Instructional Aide	Resignation
Hutchens, Brenlee	Seasonal Worker	Appointment
Jensen, Loucinda	Seasonal Worker	Ratification
Johnstun, Anna	Seasonal Worker	Renewal
Johnstun, Spencer	Transportation Coordinator	Appointment
Kinlicheenie, Tawnya	Instructional Assistant - Elementary PE	Appointment
Miller, Ammon	Student Worker	Appointment
Price, Andrea	Instructional Aide	Resignation
Randles, Chalene	Instructional Aide	Resignation
Redfearn, Traci	Instructional Aide	Appointment
Redfearn, Traci	Preschool Teacher	Resignation
Smith, Tyson	Skilled Seasonal Worker	Assignment
Taylor, Dallasandra	Substitute Teacher	Appointment

5.B. Possible Approval of Increase in Beginning Base Pay for Transportation Coordinator Position

5.C. Approve the Proposed Fiscal Year 2024-25 Budget

Overview of the Joseph City Schools budget will be presented. If approved, the proposed budget will be advertised online for public review and a budget hearing will occur on July 9, 2024 at 6:00 p.m. in the District Office Board Room, to allow the public to comment on the budget.

District contact information

Superintendent
 Executive Assistant to Superintendent
 Chief Financial Officer
 Business Manager 1
 Business Manager 2
 Business Consultant
 School District Employee Report (SDER) Coordinator
 SPED Data Reporting Coordinator
 AzEDS/ADM Data Coordinator
 Transportation Data Reporting Coordinator
 CTE Coordinator
 Poverty Coordinator
 Assessments Coordinator
 Curriculum Coordinator
 Information Technology (IT) Director
 Bookstore Manager
 Governing Board Member
 Governing Board Member

Prefix	First name	Last name	Email address	Telephone number	Extension
	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
	Julie	Strong	julies@jcusd.org	928-288-3307	
	Steven	Mills	stevenm@jcusd.org	928-288-3307	
	Steven	Mills	stevenm@jcusd.org	928-288-3307	
	Sarah	Jacobs	sarah.jacobs@hm.cpa	623-237-7957	
	Sarah	Hancock	sarahhancock@jcusd.org	928-288-3307	
	Julie	Strong	julies@jcusd.org	928-288-3307	
	Julie	Mills	juliem@jcusd.org	928-288-3307	
	Deo	Diaz	deod@jcsud.org	928-288-3307	
	Dan	Bushman	franem@jcusd.org	928-288-3307	
	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
	Bryan	Fields	bryanf@jcusd.org	928-288-3307	
	Jason	Gardner	jasong@jcusd.org	928-288-3307	
	Eldon	Larsen	eldon.larsen@aps.com	928-288-3307	
	Andrew	Bushman	andrew@bushmanconstruction	928-288-3307	
	Karsten	Flake	jehswoodsman@yahoo.com	928-288-3307	
	Dayton	Flake	dayton_flake@yahoo.com	928-288-3307	
	Cat	Hansen	cath@jcusd.org	928-288-3307	

SELECT from Dropdown

Student Information Systems (SIS) Vendor
 Accounting Information System
 Bookstore Cash Receipting System
 District's website home page address

InfiniteCampus (InfiniteCampus)
Infinite Visions
InTouch
www.jcusd.org

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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 2024	Budget FY 2025	
100 Regular education											
1000 Instruction	1.	23.86	25.18	1,323,073	371,652	11,545	27,825	5,567	1,864,339	1,739,662	-6.7%
2000 Support services											
2100 Students	2.	3.58	3.15	188,792	42,458	958	8,604	756	232,161	241,568	4.1%
2200 Instructional staff	3.	3.64	2.81	137,700	42,156	18,116	4,608	1,716	229,769	204,296	-11.1%
2300 General administration	4.	1.27	1.30	70,657	59,851	23,635	0	9,007	209,248	163,150	-22.0%
2400 School administration	5.	3.48	3.48	199,424	44,832	802	15,962	2,070	280,634	263,090	-6.3%
2500 Central services	6.	3.90	4.90	209,489	53,556	63,655	7,147	28,381	442,894	362,228	-18.2%
2600 Operation & maintenance of plant	7.	7.74	11.98	275,274	71,500	446,076	250,062	559	1,288,277	1,043,471	-19.0%
2900 Other	8.	0.00	0.00	0	0	0	0	0	0	0	0.0%
3000 Operation of noninstructional services	9.	0.19	0.19	10,000	2,000	0	84	0	11,079	12,084	9.1%
610 School-sponsored cocurricular activities	10.	0.00	0.00	24,144	3,814	0	720	4,219	32,208	32,897	2.1%
620 School-sponsored athletics	11.	0.00	0.00	89,577	13,520	18,099	9,322	21,640	178,242	152,158	-14.6%
630 Other instructional programs	12.	0.00	0.00	0	0	0	0	0	0	0	0.0%
700, 800, 900 Other programs	13.	0.00	0.00	19,217	1,032	0	194	0	22,119	20,443	-7.6%
Regular education subsection subtotal (lines 1-13)	14.	47.66	52.99	2,547,347	706,371	582,886	324,528	73,915	4,790,970	4,235,047	-11.6%
200 and 300 Special education											
1000 Instruction	15.	9.68	12.57	318,509	40,599	0	1,316	0	396,132	360,424	-9.0%
2000 Support services											
2100 Students	16.	2.32	2.12	105,873	15,165	154,768	811	0	276,617	276,617	0.0%
2200 Instructional staff	17.	0.50	0.50	24,617	813	785	1,190	97	27,502	27,502	0.0%
2300 General administration	18.	0.00	0.00	0	0	0	0	0	0	0	0.0%
2400 School administration	19.	0.00	0.00	0	0	0	0	0	0	0.0%	
2500 Central services	20.	0.00	0.00	0	0	1,058	0	0	1,058	1,058	0.0%
2600 Operation & maintenance of plant	21.	0.00	0.00	0	0	0	0	0	0	0	0.0%
2900 Other	22.	0.00	0.00	0	0	0	0	0	0	0	0.0%
3000 Operation of noninstructional services	23.	0.00	0.00	0	0	0	0	0	0	0	0.0%
Subtotal (lines 15-23)	24.	12.50	15.19	448,999	56,577	156,611	3,317	97	701,309	665,601	-5.1%
400 Pupil transportation	25.	4.78	6.75	156,997	37,122	41,257	86,110	0	398,575	321,486	-19.3%
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	0	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	0.00	14,709	3,678	0	0	0	19,302	18,387	-4.7%
Total expenditures (lines 14, and 24-29) (Cannot exceed page 7, line 11)	30.	65.27	74.93	3,168,052	803,748	780,754	413,955	74,012	5,910,156	5,240,521	-11.3%

The district has budgeted an amount in the M and 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	629,309	570,752	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)	72,000	94,849	8.
9. Total (lines 1 through 8. Must equal total of line 24, page 1)	701,309	665,601	9.
10. IEP required pupil transportation costs coded within Program 400	0		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

Expenditures budgeted for audit services

M&O Fund - Nonfederal	6350	22000
All funds - Federal	6330	0

FY 2025 performance pay (A.R.S. Section 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) \$ 10,500
 (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) and CSF Budget Limit (A.R.S. §§ 15-977 and 15-978)

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 2024	Budget FY 2025	
1000 Instruction	1.	998,074	151,250					1,272,196	1,149,324	-9.7%
2100 Support services - students	2.	30,964	6,000	228,081				10,295	265,045	2474.5%
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 Ooerations	6.							0	0	0.0%
4000 Facilities acquisition and construction	7.							0	0	
5000 Debt service	8.							0	0	
Total Expenditures (lines 1-8)	9.	1,029,038	157,250	228,081	0	0	0	1,282,491	1,414,369	10.3%

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 2024 Classroom Site Fund Budget Limit (from FY 2024 latest revised Budget, page 3, line 16)	10.	1,282,491
FY 2024 Actual expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	11.	324068
Unexpended Budget Balance (line 10 minus 11)	12.	958,423
Interest earned in the Classroom Site Fund in FY 2024	13.	2000
FY 2025 Classroom Site Fund allocation (provided by ADE, based on \$792)	14.	453946
Adjustments to FY 2025 Classroom Site Fund Budget Limit (1)	15.	
FY 2025 Classroom Site Fund Budget Limit (Sum of lines 10 through 15) (2)	16.	1414369

(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	Library books, textbooks, & instructional aids (2)	Short-term noninstructional software subscription	Property (2)	Redemption of principal (3)	Interest (4)	All other object codes (excluding 6900)	Totals		% Increase/Decrease
								Prior FY	Budget FY	
Unrestricted Capital Outlay Override (1)	6440	6641-6643	6655	6700	6831, 6832, 6833	6841, 6842, 6843, 6850		2024	2025	
								0	0	0.0%
Unrestricted Capital Outlay Fund 610 (6)										
1000 Instruction		20,481		16,662				102,879	37,143	-63.9%
2000 Support services										
2100, 2200 Students and instructional staff		1,613	20,000	17,154				77,957	38,767	-50.3%
2300, 2400, 2500, 2900 Administration			0	8,926				62,754	8,926	-85.8%
2600 Operation & maintenance of plant			20,000	11,684				21,539	31,684	47.1%
2700 Student transportation			20,000	101,069				0	121,069	
3000 Operation of noninstructional services (5)				0				292	0	-100.0%
4000 Facilities acquisition and construction				0				3,090	0	-100.0%
5000 Debt service					37,737	9,972		66,634	47,709	-28.4%
Total unrestricted capital outlay fund (lines 2-9)	0	22,094	60,000	155,495	37,737	9,972	0	335,145	285,298	-14.9%

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	\$ 2,000
6642 Textbooks	2,000
6643 Instructional Aids	18,094
673X Furniture and Equipment	70,000
673X Vehicles	50,000
675X Tech Hardware & Software	35,495

(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. 815-211

(3) Includes principal on Capital Equity Fund loans of _____, principal on leases of \$ 37,737, and principal on bonds of _____.

(4) Includes interest on Capital Equity Fund loans of _____, interest on leases of \$ 9,972, 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	
Total Fund Expenditures	1.	335,145	285,298	0		0		50,000	178,368	1.
Select Object Codes Detail (1)										
6150 Classified Salaries	2.	0		0		0		0	0	2.
6200 Employee Benefits	3.	0		0		0		0	0	3.
6450 Construction Services	4.	0		0		0		50,000	178,368	4.
6710 Land and Improvements	5.	0		0		0		0	0	5.
6720 Buildings and Improvements	6.	0		0		0		0	0	6.
673X Furniture and Equipment	7.	27,000	70,000	0		0		0	0	7.
673X Vehicles	8.	27,000	50,000	0		0		0	0	8.
673X Technology Hardware & Software	9.	61,624	35,495	0		0		0	0	9.
6831, 6832, 6833 Redemption of Principal	10.	0		0		0		0	0	10.
6841, 6842, 6843, 6850, 6860 Interest and Debt-Issuance Costs	11.	0		0		0		0	0	11.
Total (lines 2-11)	12.	115,624	155,495	0	0	0	0	50,000	178,368	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.	115,624	155,495	0		0		50,000	178,368	15.
Total (lines 13-15, must equal line 12)	16.	115,624	155,495	0	0	0	0	50,000	178,368	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 2025 \$ 50,000

Districts that are levying any amount for adjacent ways must fill in the Truth in Taxation Worksheet and follow the requirements of A.R.S. Sec. 15-905.01. The amount reported in footnote 2 above pulls to the Truth in Taxation Worksheet, Line 12.

Special projects

Federal projects FTE & expenditures

1.	100-130 ESEA Title I - Helping Disadvantaged Children	2.50	2.57	215,000	215,000
2.	140-150 ESEA Title II - Prof. Dev. and Technology	0.20	0.00	73,000	73,000
3.	160 ESEA Title IV - 21st Century Schools	0.00	0.00	1,000	1,000
4.	170-180 ESEA Title V - Promote Informed Parent Choice	0.00	0.00	0	0
5.	190 ESEA Title III - Limited Eng. & Immigrant Students	0.00	0.00	0	0
6.	200 ESEA Title VII - Indian Education	0.00	0.00	0	0
7.	210 ESEA Title VI - Flexibility and Accountability	0.00	0.00	0	0
8.	220 IDEA Part B	1.80	2.80	229,000	229,000
9.	230 Johnson-O'Malley	0.00	0.02	4,500	4,500
10.	240 Workforce Investment Act	0.00	0.00	0	0
11.	250 AEA - Adult Education	0.00	0.00	0	0
12.	260-270 Vocational Education - Basic Grants	0.00	0.00	16,000	16,000
13.	280 ESEA Title X - Homeless Education	0.00	0.00	0	0
14.	290 Medicaid Reimbursement	0.00	0.00	125,000	125,000
15.	349 National Forest Fees		0		0
16.	353 Taylor Grazing Fees		0		0
17.	374 E-Rate	0.00	0.00	75,000	75,000
18.	378 Impact Aid	0.00	0.00	0	0
19.	300-399 Other Federal Projects	0.00	1.95	800,000	500,000
20.	699 Federal Impact Aid (Construction)		0		0
21.	Total Federal Project Funds (lines 1-20)	4.50	7.34	1,538,500	1,238,500

State projects FTE & expenditures

22.	400 Vocational Education	0.00	0.05	6,000	6,000
23.	410 Early Childhood Block Grant	0.00	0.00	0	0
24.	420 Ext. School Yr. - Pupils with Disabilities	0.00	0.00	0	0
25.	425 Adult Basic Education	0.00	0.00	0	0
26.	430 Chemical Abuse Prevention Programs	0.00	0.00	0	0
27.	435 Academic Contests	0.00	0.00	0	0
28.	450 Gifted Education	0.00	0.00	0	0
29.	456 College Credit Exam Incentives	0.00	0.00	0	0
30.	460 Environmental Special Plate	0.00	0.00	0	0
31.	Other State Projects	0.00	0.00	60,000	60,000
32.	Total State Project Funds (lines 22-31)	0.00	0.05	66,000	66,000
33.	Total Special Projects (lines 21 and 32)	4.50	7.39	1,604,500	1,304,500

Instructional Improvement Fund Expenditures (020)

1.	Teacher compensation increases	90,000	130,000
2.	Class size reduction	0	0
3.	Dropout prevention programs (M&O purposes)	0	0
4.	Instructional improvement programs (M&O purposes)	0	0
5.	Total instructional improvement Fund (lines 1-4)	90,000	130,000

	Prior FY	Budget FY
1.	90,000	130,000
2.	0	0
3.	0	0
4.	0	0
5.	90,000	130,000

Other funds expenditures

1.	050 County, City, and Town Grants	
2.	071 English Language Learner (1)	
3.	072 Compensatory Instruction (1)	
4.	500 School Plant (2)	40,000
5.	510 Food Service	300,000
6.	515 Civic Center	80,000
7.	520 Community School	35,000
8.	525 Auxiliary Operations	100,000
9.	526 Extracurricular Activities Fees Tax Credit	50,000
10.	530 Gifts and Donations	550,000
11.	535 Career & Technical Education Projects	20,000
12.	540 Fingerprint	0
13.	545 School Opening	0
14.	550 Insurance Proceeds	75,000
15.	555 Textbooks	3,000
16.	565 Litigation Recovery	30,000
17.	570 Indirect Costs	90,000
18.	575 Unemployment Insurance	0
19.	580 Teacherage	0
20.	585 Insurance Refund	10,000
21.	590 Grants and Gifts to Teachers	0
22.	595 Advertisement	0
23.	596 Career Technical Education	190,000
24.	597 Arizona Industry Credentials Incentive	500
25.	639 Impact Aid Revenue Bond Building	0
26.	650 Gifts and Donations-Capital	0
27.	660 Condemnation	0
28.	665 Energy and Water Savings	48,000
29.	686 Emergency Deficiencies Correction	90,000
30.	691 Building Renewal Grant	2,000,000
31.	700 Debt Service	1,000
32.	720 Impact Aid Revenue Bond Debt Service	0
33.	850 Student Activities	60,000
34.	Other	0

Internal Service Funds 950-989

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

	Prior FY	Budget FY
1.	0	0
2.	0	0
3.	0	0
4.	40,000	40,000
5.	300,000	300,000
6.	80,000	80,000
7.	35,000	35,000
8.	100,000	100,000
9.	50,000	50,000
10.	550,000	550,000
11.	20,000	30,000
12.	0	0
13.	0	0
14.	75,000	75,000
15.	3,000	3,000
16.	30,000	30,000
17.	90,000	90,000
18.	0	0
19.	0	0
20.	10,000	10,000
21.	0	0
22.	0	0
23.	190,000	200,000
24.	500	0
25.	0	0
26.	0	0
27.	0	0
28.	48,000	48,000
29.	90,000	60,000
30.	2,000,000	2,000,000
31.	1,000	1,000
32.	0	0
33.	60,000	60,000
34.	0	0

(1) From Supplement, line 10 and line 20, respectively.
 (2) Indicate amount budgeted in Fund 500 for M&O purposes

Calculation of FY2025 General Budget Limit
(A.R.S. §15-947.C)

		A. Maintenance and Operation	B. Unrestricted Capital Outlay
*1. FY 2025 Revenue Control Limit (RCL) (from BSA55 tab, page 3)	\$ 4,460,674	\$ 4,460,674	\$ 0
*2. (a) FY 2025 District Additional Assistance (DAA) (from BSA55 tab, page 4)	\$ 285,298		
(b) DAA Adjustment (from BSA55 tab, page 4)	\$ 0		
(c) Total DAA (line 2.a plus 2.b)	\$ 285,298		285,298
*3. FY 2025 Override Authorization (A.R.S. Sections 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)		690,428	
(a) Maintenance and Operation			
(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) (Do not 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			
(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)			
* Budget Balance Carryforward (from Calculations page, Calculation of M&O Fund Budget Balance Carryforward, line 13) (A.R.S. §15-943.01)		54,833	
(c) Dropout prevention programs (Laws 1992, Ch. 305, §32 and Laws 2000, Ch. 398, §2)			
(d) Registered warrant or tax anticipation note interest expense incurred in FY 2023 (A.R.S. Section 15-910.N, as amended by Laws 2022, Ch. 285, §3)			
* (e) Joint Career and Technical Education and Vocational Education Center (A.R.S. §15-910.01)			
* (f) FY 2024 Performance pay unexpended budget carryforward (from Calculation page, Calculation of M&O Fund Budget Balance Carryforward, line 10.f) (A.R.S. §15-920)		0	
(g) Excessive property tax assessed valuation judgments (A.R.S. §§42-16213 and 42-16214)			
* (h) 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)		34,586	
11. FY 2025 General Budget Limit (column A, lines 1 through 10) (A.R.S. §15-905.F) (page 1, line 30 cannot exceed this amount)		\$ 5,240,521	
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 11)			\$ 285,298

* 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 2025 Unrestricted Capital Budget Limit
(A.R.S. Section 15-947.D)**

Unrestricted Capital Budget Limit

1. FY 2024 Unrestricted Capital Budget Limit (UCBL) (from FY 2024 latest revised Budget, page 8, line 12)	\$ <u>335,145</u>
2. Total UCBL adjustment for prior years as notified by ADE on BUDG75 report (For budget adoption, use zero.)	\$ _____
3. Adjusted amount available for FY 2024 Capital expenditures (line 1 + 2)	\$ <u>335,145</u>
4. Amount budgeted in Fund 610 in FY 2024 (from FY 2024 latest revised Budget, page 4, line 10)	\$ <u>335,145</u>
5. Lesser of line 3 or the sum of line 4 and any positive adjustment on line 2	\$ <u>335,145</u>
6. FY 2024 Fund 610 actual expenditures (For budget adoption use actual expenditures to date plus estimated expenditures through fiscal year-end.)	\$ <u>335,145</u>
7. Unexpended budget balance in Fund 610 (line 5 minus 6) If negative, use zero in calculation, but show negative amount here in parentheses.	\$ <u>0</u>
8. Interest earned in Fund 610 in FY 2024	\$ _____
9. Monies deposited in Fund 610 from Division of School Facilities for donated land (A.R.S. §41-5741.F)	\$ _____
10. Adjustment to UCBL for FY 2025 (A.R.S. Section 15-905.M) Include year(s) and descriptions, as applicable.	
(a) Prior year over expenditures/resolutions:	\$ _____
(b) ADM/Transportation audit adjustment	\$ _____
(c) Other:	\$ _____
11. Amount to be used for capital expenditures (from page 7, line 12)	\$ <u>285,298</u>
12. FY 2025 Unrestricted Capital Budget Limit (lines 7 through 11) (1)	\$ <u><u>285,298</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 2024	Budget FY 2025	
Expenditures			6100	6200		6600	6700	6800			
English Language Learner Fund 071 (A.R.S. §15-756.04)											
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%
Total (lines 1-9) (to Budget, page 6, Other Funds, line 2)	10.	0.00	0.00	0	0	0	0	0	0	0	0.0%
Compensatory Instruction Fund 072 (A.R.S. §15-756.11)											
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%
Total (lines 11-19) (to Budget, page 6, Other Funds, line 3)	20.	0.00	0.00	0	0	0	0	0	0	0	0.0%

Summary of School District Proposed Expenditure Budget

CTD number 090202000
Version Proposed

I certify that the budget of Joseph City Unified School District, Navajo County for fiscal year 2025 was officially proposed by the Governing Board on, June 13, 2024, 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

1. Average Daily Membership:		Prior year	Budget year	4. Average teacher salaries (A.R.S. §15-903.E) 1. Average salary of all teachers employed in FY 2025 (budget year) 59,445 2. Average salary of all teachers employed in FY 2024 (prior year) 58,279 3. Increase in average teacher salary from the prior year 1,166 4. Percentage increase 2%
Attending	2023 ADM	2024 ADM	2025 ADM	
	426.1048	407.3951	395.5450	
2. Tax Rates:		Prior FY	Est. Budget FY	Comments on average salary calculation (Optional): FY25 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)		4.5502	4.3101	
Secondary rate (voter-approved overrides, bonds, and Career Technical Education Districts, and desegregation, if applicable)		0.7494	0.7392	
3. Budgeted expenditures and budget limits:		Budgeted Expenditures	Budget Limit	
Maintenance & Operation Fund		5,240,521	5,240,521	
Classroom Site Fund		1,414,369	1,414,369	
Unrestricted Capital Outlay Fund		285,298	285,298	

	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	
100 Regular education							
1000 Instruction	1,827,342	1,694,725	36,997	44,937	1,864,339	1,739,662	-6.7%
2000 Support services							
2100 Students	219,751	231,250	12,410	10,318	232,161	241,568	4.1%
2200 Instructional staff	205,694	179,856	24,075	24,440	229,769	204,296	-11.1%
2300, 2400, 2500 Administration	765,890	637,809	166,886	150,659	932,776	788,468	-15.5%
2600 Oper./Maint. of plant	486,020	346,774	802,257	696,697	1,288,277	1,043,471	-19.0%
2900 Other	0	0	0	0	0	0	0.0%
3000 Oper. of noninstructional services	10,675	12,000	404	84	11,079	12,084	9.1%
610 School-sponsored cocurric. activities	30,828	27,958	1,380	4,939	32,208	32,897	2.1%
620 School-sponsored athletics	115,024	103,097	63,218	49,061	178,242	152,158	-14.6%
630, 700, 800, 900 Other programs	22,119	20,249	0	194	22,119	20,443	-7.6%
Regular education subsection subtotal	3,683,343	3,253,718	1,107,627	981,329	4,790,970	4,235,047	-11.6%
200 and 300 Special education							
1000 Instruction	394,816	359,108	1,316	1,316	396,132	360,424	-9.0%
2000 Support services							
2100 Students	121,038	121,038	155,579	155,579	276,617	276,617	0.0%
2200 Instructional staff	25,430	25,430	2,072	2,072	27,502	27,502	0.0%
2300, 2400, 2500 Administration	0	0	1,058	1,058	1,058	1,058	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	541,284	505,576	160,025	160,025	701,309	665,601	-5.1%
400 Pupil transportation	220,273	194,119	178,302	127,367	398,575	321,486	-19.3%
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	19,302	18,387	0	0	19,302	18,387	-4.7%
Total Expenditures	4,464,202	3,971,800	1,445,954	1,268,721	5,910,156	5,240,521	-11.3%

Summary of School District Proposed Expenditure Budget (Concl'd)

CTD number 090202000
Version Proposed

Total expenditures by fund				
Fund	Budgeted Expenditures		\$ Increase/(Decrease) from Prior FY	% Increase/(Decrease) from Prior FY
	Prior FY	Budget FY		
Maintenance & Operation	5,910,156	5,240,521	(669,635)	-11.3%
Instructional Improvement	0	0	0	0.0%
English Language Learner	0	0	0	0.0%
Compensatory Instruction	0	0	0	0.0%
Classroom Site	1,282,491	1,414,369	131,878	10.3%
Federal Projects	1,538,500	1,238,500	(300,000)	-19.5%
State Projects	66,000	66,000	0	0.0%
Unrestricted Capital Outlay	335,145	285,298	(49,847)	-14.9%
New School Facilities	0	0	0	0.0%
Adjacent Ways	50,000	178,368	128,368	256.7%
Debt Service	1,000	1,000	0	0.0%
School Plant Fund	40,000	40,000	0	0.0%
Auxiliary Operations	100,000	100,000	0	0.0%
Bond Building	0	0	0	0.0%
Food Service	300,000	300,000	0	0.0%
Other	3,331,500	3,321,000	(10,500)	-0.3%

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	629,309	570,752
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)	72,000	94,849
TOTAL	701,309	665,601

Proposed staffing summary				
Staff Type	Purchased Services Personnel FTE	Employee FTE	Total FTE	Staff-Pupil Ratio
Certified --				
Superintendent, principals, other administrators	0	3	3	1 to 131.8
Teachers	0	25	25	1 to 15.8
Other	0	2	2	1 to 197.8
Subtotal	0	30	30	1 to 13.2
Classified --				
Managers, supervisors, directors	0	5	5	1 to 79.1
Teachers aides	0	17	17	1 to 23.3
Other	0	21	21	1 to 18.8
Subtotal	0	43	43	1 to 9.2
TOTAL	0	73	73	1 to 5.4
Special education --				
Teacher		1	1	1 to 22.0
Staff		7	7	1 to 16.5

5.D. Cell Phone Use Stipends for Supervisory Staff

5.E. Discussion and Possible Award of Food Service Management Contract

6. INFORMATION ITEMS

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

See the attached Policy Advisory for policy changes to be considered. See the Link section of this agenda item to view the current policy manual. No policy changes will be adopted at this meeting. Policies affected:

UNDB - Use of Technology Resources In Instruction

POLICY SERVICES

ADVISORY

Volume 36, Number 2

May 2024

Policy Advisory No. 787.....Policy IJNDB — Use of Technology Resources
In Instruction

Policy Advisory Discussion

Policy Advisory No. 787

Policy IJNDB — Use of Technology Resources
In Instruction

This policy update addresses technologies, including the use of generative artificial intelligence (AI) programs and/or platforms in the classroom. Districts may consider other impacts on existing policy documents regarding ethics, academic integrity, and student discipline based on their needs and expectations (e.g., GBEA/Staff Ethics, GBEP/Staff Use of Digital Communications and Electronic Devices, etc.). Districts may contact Policy Services for assistance in updating specific policy documents related to AI.

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If you have any questions, call Policy Services at (602) 254-1100. Ask for Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst or Renae Watson, Technician. Our e-mail addresses are, respectively, [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 review the policy references and consult an attorney for further explanation.

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

**IJNDB ©
USE OF TECHNOLOGY RESOURCES
IN INSTRUCTION**

**Appropriate use of Electronic
Information Services**

The District may provide electronic information services (EIS) to qualified students, teachers, and other personnel who attend or who are employed by the District. Electronic information services include networks (e.g., LAN, WAN, Internet), databases, cloud-based systems, and any computer-accessible source of information, whether from hard drives, ~~tapes, compact disks (CDs), floppy disks,~~ or other electronic sources. The use of the services shall be in support of education, research, and the educational goals of the District. To assure that the EIS is used in an appropriate manner and for the educational purposes intended, the District will require anyone who uses the EIS to follow its guidelines and procedures for appropriate use. Anyone who misuses, abuses, or chooses not to follow the EIS guidelines and procedures will be denied access to the District's EIS and may be subject to disciplinary and/or legal action.

The Superintendent shall determine steps, including the use of an Internet filtering mechanism, that must be taken to promote the safety and security of the use of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Technology protection measures shall protect against Internet access by both adults and minors to visual depictions that are obscene, child pornography or, with respect to use of computers by minors, harmful to minors. Safety and security mechanisms shall include online monitoring activities.

As required by the Children's Internet Protection Act, the prevention of inappropriate network usage includes unauthorized access, including "hacking," and other unlawful activities; unauthorized disclosure, use and dissemination of personal identification information regarding minors.

It is the policy of the Board to:

- A. prevent user access over the District's computer network, or transmissions of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications;
- B. prevent unauthorized access and other unlawful online activity;
- C. prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and
- D. comply with the Children's Internet Protection Act [P.L. No. 106-554 and 47 U.S.C. 254(h)].

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

Each user will be required to sign an EIS user's agreement. The District may log the use of all systems and monitor all system utilization. Accounts may be closed and files may be deleted at any time. The District is not responsible for any service interruptions, changes, or consequences. The District reserves the right to establish rules and regulations as necessary for the efficient operation of the electronic information services.

The District does not assume liability for information retrieved via EIS, nor does it assume any liability for any information lost, damaged, or unavailable due to technical or other difficulties.

Generative Artificial Intelligence Programs

The proper use of Artificial Intelligence (AI) programs can be effective at enhancing student learning and can prepare students with the competencies and knowledge needed in the digital age. Its use should also be guided by responsible and ethical considerations, including mitigating bias, promoting transparency, and providing AI benefits to all students. Use of AI programs in the classroom should be approved by the site or District administrator, and teachers' instructions and expectations should guide the classroom use of AI. Teachers should include relevant lessons on correct and responsible use of AI, and students should be taught standards regarding plagiarism and source citation and should use these guidelines if AI is used for a school assignment. AI use should be guided and monitored by teachers and/or administrators and should align with the District's guidelines and policies, including any relevant student rules/responsibilities. AI resources should be available to all students, including those with disabilities and English language learners. Use of an AI system should comply with the Family Educational Rights and Privacy Act (FERPA) and should support data privacy and security.

Filtering and Internet Safety

As required by the Children's Internet Protection Act, the District shall provide for technology protection measures that protect against Internet access by both adults and minors to visual depictions that are obscene, child pornography, or, with respect to use of the computers by students, harmful to students. The protective measures shall also include monitoring the online activities of students.

Limits, controls, and prohibitions shall be placed on student:

- A. Access to inappropriate matter.
- B. Safety and security in direct electronic communications.
- C. Unauthorized online access or activities.
- D. Unauthorized disclosure, use and dissemination of personal information.

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

Education, Supervision and Monitoring

It shall be the responsibility of all District employees to be knowledgeable of the Board's policies and administrative guidelines and procedures. Further, it shall be the responsibility of all employees, to the extent prudent to an individual's assignment to educate, supervise, and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

The Superintendent shall provide for appropriate training for District employees and for students who use the District's computer network and have access to the Internet. Training provided shall be designed to promote the District's commitment to:

- A. the standards and acceptable use of the District's network and Internet services as set forth in District policy;
- B. student safety in regards to use of the Internet, appropriate behavior while using, but not limited to, such things as social networking Web sites, online opportunities and chat rooms; and cyberbullying awareness and response; and compliance with E-rate requirements of the Children's Internet Protection Act.

While training will be subsequently provided to employees under this policy, the requirements of the policy are effective immediately. Employees will be held to strict compliance with the requirements of the policy and the accompanying regulation, regardless of whether training has been given.

The Superintendent is responsible for the implementation of this policy and for establishing and enforcing the District's electronic information services guidelines and procedures for appropriate technology protection measures (filters), monitoring, and use.

Parent Notification

Parents will be notified of the policies regarding the use of technology and the Internet while at school. Parents will also be notified of their ability to prohibit the student from the use of technology and the Internet while at school in which covered information may be shared with an operator pursuant to A.R.S. 15-1046. This does not apply to software or technology that is used for the daily operations or administration of a local education agency or Arizona Online instruction programs authorized pursuant to A.R.S. 15-808.

Adopted: _____

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LEGAL REF.:

A.R.S.

13-2316

13-3506.01

13-3509

15-341

15-808

15-1046

34-501

34-502

20 U.S.C. 1232g, the Family Educational Rights and Privacy Act

20 U.S.C. 1232h, the Protection of Pupil Rights Amendment

20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act

20 U.S.C. 6301 *et seq.*, Every Student Succeeds Act of 2015

20 U.S.C. 9134, The Children's Internet Protection Act

47 U.S.C. 254, Communications Act of 1934 (The Children's
Internet Protection Act)

16 CFR Part 312, Children's Online Privacy Protection Rule (COPPA)

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6.B. Joseph City Schools Audit and Compliance Reports for Fiscal Year 2022-23

6.C. 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.D. Upcoming Meetings and Events Calendar

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

7. ADJOURNMENT