



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, July 14, 2022
5:00 P.M.**

Mission Statement

The Littlefield Unified School District is committed to excellence. Therefore, we are committed to providing opportunities for all students to learn and develop socially, emotionally, and academically. We are committed to providing resources to our students, parents and teachers in an ongoing effort to help students transition from childhood to adulthood.

1. CALL TO ORDER:

Board President Graham called the meeting to order at 5:00 p.m. There was one member of the public in attendance. Board Member Fagnan was absent from the meeting and Board Secretary Burch was late to the meeting.

2. ROLL CALL:

Sonny Graham, Board President
Susan Burch, Board Secretary
Patricia Schoppmann, Board Member
Michael Fagnan, Board Member
Rena Moerman, Board Member

Darlene McCauley, Superintendent/Principal
Jeremy Clarke, Elementary Principal
Kevin Boyer, Business Manager
Sheree Goessman, District Secretary

CEREMONIAL ITEMS

3. Pledge of Allegiance: By invitation of Board President.

AGENDA

4. Consideration of approval of the July 14, 2022 LUSD9 Board Meeting agenda.

Mrs. Goessman asked the Mrs. Passero be removed from the new hire list.

Board Member Moerman made a motion to approve the agenda as amended, seconded by Board Member Schoppmann.

Board Member Fagnan: Absent

Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Absent

PUBLIC COMMENT

At this time, the public may speak to the Governing Board on topics of concern with the public body's jurisdiction, even if the topic is not specifically included on the agenda. The public must state their full name for the record and will be allowed up to three minutes to address the Governing Board. No action will be taken as a result of public comments. The Board expects that citizens who address the board will present concerns regarding the activities in question rather than make personal attacks upon Board Members, District Personnel or other persons in attendance or absent. In addition, questions or comments on matters that are currently under legal review will not be accepted.

5. Public Comment.

None

INFORMATION AND DISCUSSION:

6. Mr. Boyer, Business Manager.
- a. Student Activity Balance.
 - b. Food Service Financial.
 - c. NSLP/SFSP
 - d. Maintenance Report
 - e. Other

Mr. Boyer reviewed the student activity balance and Food Service Financial. He noted we applied for a grant to pay for extra items that cannot be received from commodities.

Mr. Boyer said we were approved for meal delivery through the month of July. The lowest daily meal delivery has been 30 and the highest was 75. It sounds like the meal delivery extension may go through June 30, 2023. Starting in August, we do need to go through the NSLP. The concern right now is the collection process for meal payments. Board Member Moerman asked how we are asking people to fill out the applications. Mr. Boyer said we are having the families that do not want to apply, draw a line through the application and sign it. He noted more people would qualify if they understood the McKinney Vento Homeless Act. Board Member Moerman said she would like to be able to offer free meals because it makes a big difference with kids being able to focus. Board President Graham asked what the cost would be to not be part of NSLP. Mr. Boyer said it would cost the School District over \$200,000 to feed all of the students.

Mr. Boyer reviewed the maintenance report. Board President Graham asked how much longer are we going to continue paying both Reliance Connects and Crexendo. Mr. Boyer noted Reliance also provides our internet service. He noted we need to decide at what point people will quit calling the old phone number. Board President Graham said his only

concern with the new phones are the lines aren't local and not everyone has a cell phone.

Board Secretary Burch arrived at the meeting at 5:15 p.m.

Mr. Boyer said when we went with Crexendo they do not have portable lines. The old system started to fail and we needed to replace it with a new system. Mrs. McCauley said the new system supports our technological infrastructure. Board Member Moerman asked if we know how many folks still have a landline. Board Member Schoppmann said she doesn't have a cell phone. Board President Graham advised his parents do not have a cell phone. He then expressed his opinion that without having local numbers it is a safety issue. Board President Graham asked for a breakdown for telecommunication services.

7. Mrs. McCauley, Superintendent/Principal
 - a. School Update.
 - b. Upcoming Dates
 - i. July 18 – 29, 2022 – School Registration
 - ii. August 4-5, 2022 – Staff Professional Development
 - iii. August 8, 2022 – 1st day of school
 - iv. August 19, 2022 – Extracurricular Friday – No School
 - c. Other.

Mrs. McCauley said we are preparing for our registration and for our students to come back. Our student council will be having a retreat on July 19th. They are working on a welcome back event for students at the Mesquite Recreation Center.

Mrs. McCauley then reviewed the upcoming dates.

8. Board Reports.
 - a. Other

CONSENT AGENDA

Approval of Routine Orders of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at the Littlefield Unified School District Office, located at 3490 East Rio Virgin Road, Beaver Dam, Arizona. Any Board Member may request an item be pulled off the agenda for further discussion.

Board Member Moerman made a motion to approve the consent agenda, seconded by Board President Graham.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**



9. Consideration of approval of the June 23, 2022 Work Session and June 23, 2022 Regular Governing Board Meeting Minutes.
10. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 29/2229, 01/2301, and 02/2302.
 - b. LUSD9 Vouchers: 1024 & 1001
 - c. Stipends
 - i. Summer Meal Delivery Stipends
 - a) 1 Director, 1 Lead, 1 Worker \$14.00-\$20.00 an hour.
 - ii. Cheryl Edwards – 3 days of training at \$200 each day

(Members of the public may view the content of the vouchers 24 hours prior to the board meeting in the district office.)

11. Consideration of approval of FY 2022/2023 Certified and Classified Personnel, Substitute Personnel, and Coaches per the attached list, including the following:

Name	Position	Effective Date
Cheney, Pam	Elementary Office Manager	07/11/2022
Davis, Rachel	Elementary Library Para	08/04/2022
Passero, Renee	ELA Teacher	08/04/2022

12. Consideration of approval of the following staff resignations/terminations:

Name	Position	Effective Date
Justin Leavitt	ELA Teacher/ELL Director	07/05/2022

ACTION ITEMS AND/OR DISCUSSION

13. Consideration of approval of donations received by the District per Policy KCD.
 - a. Eureka Casino - \$5,000 to Summer Program

Board President Graham made a motion to approve the donations, seconded by Board Secretary Burch.

Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes

14. Consideration of approval of FY 2023 LUSD Annual Expenditure Budget:
 - a. Public Hearing.
 - b. Consideration of adoption of FY 2023 LUSD Annual Expenditure Budget.

Board President Graham opened the public hearing at 5:25 p.m. and without any comment closed the public hearing.

Board Member Moerman made a motion to approve the FY 2023 LUSD Annual Expenditure Budget, seconded by Board Member Schoppmann.

Board Member Moerman asked if this is the same budget they reviewed at the work session. Mr. Boyer said no. **Board Member Moerman rescinded her motion.**

Mr. Boyer said because the state legislature was so late in approving their state budget we are allowed to revise the budget by August 1st. We were allocated a little extra money for weighted student count. The only thing that changed is the M & O numbers because of the increase in per student funding from the state. Also, DAA received a small increase. Everything else is the same.

Board Member Moerman made a motion to approve the FY 2023 LUSD Annual Expenditure Budget, seconded by Board Member Schoppmann.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

15. Consideration of approval of Advice of encumbrances Form – ARS 15-906.

Mr. Boyer said every year we have to list everything we have bought, but have not paid for yet. These numbers are exaggerated a little bit because he doesn't want to have to come back in August to change it.

Board Member Moerman made a motion to approve the Advice of Encumbrance, seconded by Board Secretary Burch.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

16. Consideration of approval of Preschool fee of \$608 for full-time students or \$304 for part-time students. Also, allow the Superintendent to waive the fees as deemed fit.

Mrs. McCauley said we have to get the fees approved every year.

Board President Graham made a motion to approve the Preschool Fee of \$608 for

Full-Time students and \$304 for Part-time students and allow the Superintendent to waive the fees as deemed fit, seconded by Board Member Moerman.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

17. Consideration of approval of the following bank accounts and signers:
- a. Revolving Bank Account with America First Credit Union (impress of \$5000).
 - b. Elementary School Food Service Bank Account with America First Credit Union.
 - c. Jr./Sr. High School Food Service Bank Account with America First Credit Union.
 - d. Auxiliary Bank Account with America First Credit Union.
 - e. Student Activities Bank Account with America First Credit Union.
 - f. Depository Bank Account with America First Credit Union.
 - g. Authorized Signers List: Kevin Boyer, Darlene McCauley, and Sheree Goessman on all accounts with America First Credit Union.

Mr. Boyer noted we have a total of 6 accounts with America First Credit Union. He reviewed each of the accounts.

Board Member Graham made a motion to approve the bank accounts and signers, seconded by Board Secretary Burch.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

18. Consideration of approval of the following curriculum for the 2022/2023 School Year:
- a. Edgenuity – Credit Recovery/AP Classes/Elective – Jr/Sr High School
 - b. Lexia – Reading Curriculum – Both Schools
 - c. Moby Max – Reading Curriculum – Elementary School
 - d. Cengage – Reading Curriculum – Elementary School
 - e. InvestiGator Club – Preschool Curriculum
 - f. McGraw Hill Glencoe Biology – Jr/Sr High School
 - g. Power Assessment – Replaces Galileo.
 - h. Pearson My Perspective – ELA Curriculum – Jr/Sr High School
 - i. McGraw Hill Health Curriculum – Jr/Sr High School
 - j. McGraw Hill Math Curriculum – Jr/Sr High School

Mrs. McCauley said these are not new curriculum to the district, but we do seek approval each year. Each have been reviewed by a teacher group and have passed all 3 ESSA indicators.

Board Member Moerman made a motion to approve the curriculum, seconded by Board Member Schoppmann.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

19. Consideration of approval of Qualified Evaluators for the 2022/2023 School Year.

Mrs. McCauley said each year we are required to name the qualified evaluators that do the evaluations for certified teachers. Mrs. McCauley said she and Mr. Clarke are the qualified evaluators.

Board President Graham made a motion to approve Mrs. McCauley and Mr. Clarke as the qualified evaluators, seconded by Board Member Moerman.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

20. Consideration of approval of the sole source vendor list.

- a. Reliance Connects
- b. Dixie Power
- c. Virgin River Waste Water Improvement District
- d. Virgin Valley Disposal

Mr. Boyer said these vendors are the only providers in this area that provide these services.

Board Member Schoppmann made a motion to approve the sole source vendor list, seconded by Board Member Moerman.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**



- 21. Consideration of approval of Administrator Authorization Approval Forms designating who has authorization to sign vouchers and pick up warrants from the Mohave County School Superintendent’s Office.

Mrs. McCauley Darlene said this is a new requirement of the County Superintendent’s Office.

Board Secretary Burch made a motion to approve the Administrator Authorization Approval forms designating Mrs. McCauley and Mr. Boyer to sign vouchers and pick up warrants from the Mohave County School Superintendents Office. The motion was seconded by Board Member Schoppmann and passed unanimously.

**Board Member Fagnan: Absent
Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

- 22. August Agenda Items.

Board Member Moerman said she would like a report on school safety and have it on the agenda for discussion and action. Board Secretary Burch said she would like to know how many diabetic children are in the schools and asked about training. Mrs. McCauley advised that staff is already working on that and will update after the training. Mrs. Goessman said she will have more staff for approval.

INFORMATION ITEMS

- 23. News articles about the schools.
- 24. Upcoming Governing Board Conferences:
 - a. ASBA 46th Annual Law Conference – September 7-9, 2022, JW Marriott Camelback inn, Scottsdale, AZ.
 - b. ASBA 2022 Delegate Assembly, September 10, 2022, 8:00 a.m.-5:00 p.m.
 - c. Mohave County Meeting, September 29, 2022.
 - d. I was Elected...Now What? – ASBA Webinar – November 17, 2022 @ 5:00 p.m.
 - e. ASBA-ASA Annual Conference and New Board Orientation, December 14-16, 2022, JW Marriott Desert Ridge.

ADJOURNMENT

Board President Graham made a motion to adjourn the meeting, seconded by Board Member Moerman. The motion passed unanimously.

Board Member Fagnan: Absent



Board President Graham: Yes
Board Member Moerman: Yes
Board Member Schoppmann: Yes
Board Secretary Burch: Yes

The meeting was adjourned at 5:43 p.m.

Sonny Graham, Board President

Darlene McCauley, Superintendent

Respectfully Submitted by:

Sheree Goessman, District Secretary