



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, September 8, 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 5:01 p.m. Elementary Principal, Jeremy Clarke, was absent from the meeting. There were approximately 25 members of the public in attendance.

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.
- 4. Monthly Employee Shout Out.

Darlene McCauley said the employee being recognized is Kortney Zuk at the elementary school. She noted Miss Zuk was willing to take on a different grade level this year and enjoys her new position.

AGENDA

- 5. Consideration of approval of the September 8, 2022 LUSD9 Board Meeting agenda.

Board Member Moerman made a motion to approve the agenda, seconded by Board Member Schoppmann. The motion passed unanimously.

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

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.

6. Public Comment.

None.

INFORMATION AND DISCUSSION:

7. Mr. Boyer, Business Manager.
- a. Student Activity Balance.
 - b. Food Service Financial.
 - c. Budget Update
 - d. Student Enrollment
 - e. Other

Mr. Boyer reviewed the activity balances.

Mr. Boyer reviewed the food service financials. He noted they are still working on filing the claim. He noted that since we went to an online registration, it had to be approved for food services. The Food Service Department employees are currently working on getting the eTrition database to match our PowerSchool database. Mr. Boyer noted food Expenses are slightly up this year. We are having problems with getting supplies from commodities and we will be subsidized this year. The USDA is going to give us a grant for \$17,000 to subsidize the meal cost this year. Board Secretary Burch noted for the last two years everything was paid through the COVID grant. She said she would rather see a normal year comparison. Mr. Boyer noted in 2019-2020 the costs were significantly lower because food and labor is more. Board Member Moerman said what we paid for food is what we paid. She noted we have the labor already included in the report. Mr. Boyer said he will provide 3 years for comparison. Board Member Moerman asked when students were required to pay for meals. Mr. Boyer said fees for meals started again this school year.

Mr. Boyer reviewed the budget balance. He then showed a breakdown on the ESSER III Funds. Board President Graham asked what positions are being paid from ESSER III. Mr. Boyer noted some of our teachers are paid from the grant as well as a position for a daytime custodian. Board Secretary Burch asked what fund the liquidated damages fee goes into. Mr. Boyer said it depends on what fund the teacher is paid out of.

Mrs. McCauley advised the Governing Board about a new program for new teacher support. She noted this is a grant to support new teachers with 0-2 years of experience. Our two mentors are at the mentor institute and can include teachers up to 4 years of experience. We had to show the need for the grant and get support from the Governing Board President. The criteria for the mentors are they had to be master teachers, be effective, and they cannot be employed by the district at this time.

Mr. Boyer showed the enrollment summary. As of Tuesday, the Elementary had 7 new students enroll.

Mr. Boyer said he and Mrs. McCauley met with an architect regarding a new District Office. The cost per square foot for schools is \$375-\$450 per square foot. Mrs. McCauley noted construction costs have gone up 100% over the last 4 years. She advised both schools also have parking issues.

8. Mr. Clarke, Elementary Principal
 - a. School Update
 - b. Upcoming School Activities
 - i. September 9, 2022 – 1st & 2nd Grandparents Day program and lunch.
 - ii. September 15, 2022 – Literacy Night 5:00 pm-6:30 pm
 - iii. September 27, 2022 – Lifetouch Pictures
 - iv. October 6, 2022 – Report Cards sent home.
 - v. October 12, 2022 – Parent Teacher Conferences (Students half day)
 - vi. October 12, 2022 @ 9:00 a.m. – Fire Prevention
 - vii. October 13, 2022 – Parent Teacher Conferences (Students half day)
 - viii. October 20, 2022 – Great Shake Out
 - ix. October 24-28, 2022 – Red Ribbon Week
 - x. October 26, 2022 – Pumpkin Run
 - c. Other

9. Mrs. McCauley, Superintendent/Principal
 - a. School Update.
 - b. Upcoming School Activities
 - i. September 19-23, 2022 – Homecoming Week
 - ii. September 21, 2022 – Homecoming Carnival
 - iii. September 26-29, 2022 – ASVAB Testing – 11th Grade
 - iv. September 29, 2022 – Lifetouch Pictures

- v. October 5, 2022 – Bully Free Day
 - vi. October 6, 2022 – End of first Grading Period
 - vii. October 20, 2022 – FAFSA Night
 - viii. October 20, 2022 – Great Shake Out
 - ix. October 24-28, 2022 – Red Ribbon Week
 - x. October 31, 2022 - Halloween Assembly
- c. Other.

Mrs. McCauley reviewed the upcoming events. She noted the Interact Club is participating in the Community Day of Service this Saturday.

- 10. 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 Member Fagnan. The motion passed unanimously.

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

- 11. Consideration of approval of the August 11, 2022 Regular Governing Board Meeting Minutes.
- 12. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 05/2305 and 06/2306.
 - b. LUSD9 Vouchers: 1003.
 - c. Stipends - None

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

- 13. 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
Durrant, John	Elementary Teacher	08/22/2022



Hickman, Moria	Elementary Office Manager	08/29/2022
Johnson, Donna	Classified Substitute	09/06/2022
Rowley, Bonnie	Classified Substitute	08/24/2022

14. Consideration of approval of annual \$600 phone allowance for the 2022/2023 School year for Chandler Ruth, Accounting Specialist. The phone allowance will be prorated for this school year.
15. Consideration of approval of a revised FY 2022/2023 Stipend List.

ACTION ITEMS AND/OR DISCUSSION

16. Consideration of approval of a request by Kimberly Wright (Leoni) to waive the liquidated damages fee of \$2500 per the Certified Teacher Contract.
*The Employee may request this item be discussed in Executive Session pursuant to ARS § 38-431.03 (A)(1).

Mrs. McCauley said Mrs. Wright did not indicate if she wanted the item heard in executive session or regular session. She also did not indicate whether she would be in attendance. Board Secretary Burch said she feels Mrs. Wright was well aware of the policy when she resigned.

Board Member Fagnan made a motion to deny the request to waive the liquidated damages fee of \$2500, seconded by Board Member Moerman. The motion passed unanimously.

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

17. Consideration of approval of donations received by the District per Policy KCD.
 - a. Dollar General – School Supplies
 - b. Glen & Debra Burton - \$50 to BDES
 - c. Adonai Landscaping– \$1,000 Athletic Sponsorship
 - d. Reliance Connects – \$500 Athletic Sponsorship
 - e. Jackson Contracting - \$1,500 Athletic Sponsorship
 - f. Dixie Tech - \$1,500 Athletic Sponsorship
 - g. Desert Springs - \$1,000 Athletic Sponsorship
 - h. Geri Chasko – Books to 3rd grade class.
 - i. Virgin Valley High School – School Supplies.

Darlene McCauley reviewed the list of donations.

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

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

18. Review of Littlefield Unified School District Organizational Chart.

Darlene McCauley reviewed the organizational chart.

19. Discussion regarding parent survey.

Darlene McCauley said there were questions regarding school safety. Board Member Fagnan said he would like a question to the parents regarding their opinion with removing the gun free zone. He said he's not suggesting we arm teachers. He simply wants to be able to carry while on school grounds since he has a concealed to carry permit. He said he wants to know what the parents think. Mrs. McCauley said her district team was able to find statutes from the State of Arizona regarding what we can and can't do on school campus. ARS 13-3102 says a person commits misconduct involving weapons by knowingly possessing a deadly weapon on school grounds. Board Member Moerman said she thinks it is allowed with administration approval. She said she would also like to submit the survey to staff. She further suggested staff ask the attorney if the Superintendent can designate someone to carry on campus. Mrs. McCauley also suggested getting some clarification from the attorney on the law with regard to public schools.

20. Consideration of approval of LUSD/Beaver Dam Title I Parent & Family Engagement Policy.

Darlene McCauley said this is our annual approval. She noted this policy states what we do and is required for Title I.

Board Member Moerman made a motion to approve the LUSD/Beaver Dam Title I Parent & Family Engagement Policy, seconded by Board President Graham. The motion passed unanimously.

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

21. Consideration of approval of the LEA Family and Community Engagement Policy.

Mrs. McCauley said this document is identical to the last document.

Board Member Moerman made a motion to approve the LEA Family and Community Engagement Policy, seconded by Board President Graham. The motion passed unanimously.

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

22. Consideration of first reading of the following policies:

- a. JRR – Student Surveys
- b. KI – Visitors to Schools
- c. KB - Parental Involvement in Education
- d. IHAMB – Family Life Education
- e. JLCB – Immunization of Students
- f. JLCC – Communicable Infectious Diseases
- g. GBGCB – Staff Health and Safety
- h. DIA – Accounting System
- i. IHA – Basic Instructional Program
- j. JLDA – School Counselors and Psychologists
- k. JICFA – Hazing
- l. IKF – Graduation Requirements
- m. JJIA – Intramural Sports
- n. JJIB – Interscholastic Sports
- o. EE – Transportation Services
- p. EEAEA – Bus Driver Requirements, Training, and Responsibilities
- q. JF – Student Admissions
- r. IJL – Library Materials Selection and Adoption
- s. IJNC – Resource Centers/Media Centers/School Libraries
- t. IMD – School Ceremonies and Observances
- u. IMB – Teaching About Controversial/Sensitive Issues.

Darlene McCauley said the Arizona Legislature was extremely busy this year. She noted these policies are a lot of reading and there are some things that would cause us to revise some of our current policies. Board Member Moerman said this has come out of the legislature and we don't have a whole lot of choice.

Board Member Moerman made a motion to approve the first reading of the policies, seconded by Board Member Fagnan. The motion passed unanimously.

**Board Member Fagnan: Yes
Board President Graham: Yes**

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

23. October Agenda Items.

1) Science curriculum approval. 2) Comparison on stipends for cell phone usage vs. a plan if we supply a cell phone. 3) Wellness Fair.

INFORMATION ITEMS

24. News articles about the schools.

25. 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.

26. Volleyball Game Schedule

27. Football Game Schedule

28. Master School Calendar

29. Notification of Regulation and Exhibit Changes:

- a. Regulation JRR-R: Student Surveys
- b. Regulation KI-R: Visitors in Schools
- c. Exhibit KI-E: Visitors in Schools
- d. Regulation KB-R: Parental Involvement in Education
- e. Exhibit KB-EB: Parental Involvement in Education
- f. Regulation IHAMB-R: Family Life Education
- g. Regulation JLCB-R: Immunizations of Students.
- h. Exhibit JLCB-E: Immunizations of Students.
- i. Exhibit JICFA-EB: Hazing
- j. Regulation JJIB-R: Interscholastic Sports
- k. Regulation IJL-R: Library Materials Selection and Adoption.
- l. Regulation IJNC-R: Resource Centers/Media Centers/School Libraries.
- m. Exhibit IJNC-E: Resource Centers/Media Centers/School Libraries.

EXECUTIVE SESSION



The Board may move to discuss items in an Executive Session pursuant to ARS §38-431.03 (A)(1), (3) and (4), which authorizes discussion and consideration of employment, assignment, appointment, promotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the District.

1. Motion to adjourn to executive session.
2. Motion to return to open meeting to vote on items discussed in Executive Session, as needed.

ADJOURNMENT

Board Member Fagnan made a motion to adjourn the meeting, seconded by Board Secretary Burch. The motion passed unanimously.

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

The meeting was adjourned at 6:02 p.m.

Sonny Graham, Board President

Darlene McCauley, Superintendent

Respectfully Submitted by:

Sheree Goessman, District Secretary