



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, May 11, 2023
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 were approximately twelve (12) members of the public in attendance.

2. ROLL CALL:

Sonny Graham, Board President
John Reyes, Board Secretary
Susan Burch, Board Member
Patricia Schoppmann, Board Member
Michael Fagnan, 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.

Mr. Clarke recognized Elaine Gasparro as the employee Shout Out for May. He said Elaine is pleasant to work with and is always signing as she walks down the halls of the elementary school.

AGENDA

- 5. Consideration of approval of the May 11, 2023 LUSD9 Board Meeting agenda.



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

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

SPECIAL ACTION ITEMS

6. Consideration of approval of a request by Dinia Rich to enroll her child in Kindergarten prior to her 5th birthday for the 2023/2024 School Year.

(The Littlefield Unified School District Governing Board may enter into executive session to discuss or consider records exempt from public inspection (A.R.S. § 38-431.03(A)(2)). The executive session documents will not be available to the public.)

Dinia Rich introduced herself and said she is Kida's mother. She said she is requesting to enroll her daughter in Kindergarten for the upcoming school year. She said her daughter has been enrolled in preschool since the age of 3 and feels she is ready for kindergarten. Mrs. Rich said Ms. Savanna and Mr. Clarke both believe she is ready for kindergarten as well. Mr. Clarke read a letter from Ms. Savanna noting without hesitation she would recommend that Kida be enrolled in Kindergarten this upcoming school year.

Board Secretary Reyes asked when Kida will turn 5. Mrs. Rich said on October 3rd. Board Secretary Reyes said he has a strong opinion on this and has been in education for many years now. He started as a Special Education Aide in Kindergarten. He said he has also had two long term kindergarten substitute positions. Also, his wife has also taught kindergarten for several years. Board Secretary Reyes said he's had this discussion with his wife regarding 4 year olds being allowed to enroll in Kindergarten. He noted that 9 times out of 10 if they are academically high achievers, most the time a 4 years old child is not emotionally ready for kindergarten. He noted there are two parts of it, they aren't only learning academically but also socially. He said it sounds like her preschool teacher is in favor of her enrolling in kindergarten which he thinks is good. He noted from his experience, he has taught several 4 year olds that struggle socially and emotionally.

Mrs. Rich said she appreciates his concern and understands what he is saying. Board Secretary Reyes said he wants what is best for her child. Mrs. Rich said her daughter has been in preschool on and off for both sessions and is here full time with Ms. Savanna. She noted that was included in the letter she provided. She said as a parent she has paid tuition to allow her daughter to come to school full-time. She and Ms. Savanna feel she is ready academically and emotionally.

Board Member Fagnan made a motion to allow Mrs. Rich to enroll her daughter into Kindergarten for the upcoming school year, seconded by Board Secretary Reyes. The motion passed unanimously.



Board Member Burch: Yes
Board Member Fagnan: Yes
Board President Graham: Yes
Board Secretary Reyes: Yes
Board Member Schoppmann: Yes

7. Presentation by Rob Robertson and approval of renewing the Professional Development Agreement with Saga Educational Consulting (Preferred Vendor) for continuity of services that aligns with the Integrated Action Plan.

Dr. Rob Robertson thanked the Governing Board for having him this evening. He said it is great to see so many community members in attendance. He said we know we are having a large turnover in administration in the coming months and he felt it was important to come in and share the services he has been providing the District the last 4 years. Dr. Robertson said it is important to have something in place when the new Superintendent comes on. He said he has been doing this since 2010 and specializes in targeted and comprehensive school improvement for Arizona schools. He said he also specializes in teacher capacity building, STEM Education, and English Language Learners. Dr. Robertson said normally in a district he is working in 1 of these areas, but in Littlefield he is working in 3 out of the 4 areas. He reviewed the services he includes. He works with teachers making sure they have all of the strategies in place that they need.

Dr. Robertson said he started a mentor program which Mrs. McCauley. He said that program brought on 2 mentor teachers. The new teacher induction training usually happens in August. Dr. Robertson said his contract includes that he will be on campus one week per month. He noted he goes through each school per month, walks through each classroom, and goes through the Danielson Framework. He then gives feedback to the teachers, the Principals, and the two mentors. Dr. Robertson said he also provides targeted professional development. He said from the strategic planning meetings, they determine professional development.

Dr. Robertson noted he also provides SEI training to our teachers. He noted most of the teachers that are hired come from out of state which has different requirements. He said he often does training for them a couple times a year.

Dr. Robertson advised that English language learners are the ones that suffer the most in this district. He said they focus on them so they can thrive. Dr. Robertson said they have been able to clean up the ELL Program.

He noted Superintendent McCauley was able to get a grant for the Mentor Program. He noted the two mentors are part-time, but do an amazing job. They were both former teachers in the district.

Board Member Burch asked Dr. Robertson what his fee is. Dr. Robertson said it is \$40,000 for the year.

Mrs. McCauley reviewed the New Teacher Induction and Mentoring Program. She noted it is a grant funded program through the AZ K-12 Center that focuses on teacher retention and support. The program ensures every student has an effective and qualified teacher. It is a two



year grant and we just completed our first year. You can reapply for it at the end of year 2. Our goal is to increase our capacity in our new and continuing teachers by providing them with guided instructional support in the classroom. Mrs. McCauley reviewed the standards. She noted they have been able to expand to our elementary school as well. She noted we want teachers to come here and we want them to stay. Mrs. McCauley then reviewed the statistics that the ASPAA put out regarding the Arizona Teacher shortage. She noted that historically, Littlefield has had some problems with teacher turnover. She then reviewed the site team, the driving data, and teacher quotes regarding the mentoring program. Dr. Robertson said each school chose 3 strategies that they wanted to do. Mrs. McCauley said the next step will be to replace the Program Manager and Site Administrator. She noted they also need to review the new hires and place them with a mentor. She also noted they will need an organizational meeting with the new team and remain in compliance with the grant requirements, as well as goals for year 2. She said they will further build the support framework for teachers for a sustainable system of mentor support after the program ends.

Board Secretary Reyes said he remembers Dr. Robertson from when he worked for the District. He noted that sometimes professional development can be a little daunting, especially when you feel it is not pertinent to what you and your students are doing. With Dr. Robertson the professional development was very informative and they were able to apply those strategies. He noted his instruction style is very engaging. Dr. Robertson said this is very vital to our incoming Superintendent to have that continuity.

Board Member Schoppmann said this mentoring program is very important and important to continue.

Board President Graham made a motion to renew the Professional Development Agreement with Saga Educational Consulting (Preferred Vendor) for continuity of services that aligns with the Integrated Action Plan, seconded by Board Member Schoppmann. The motion passed unanimously.

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

8. Presentation by Hafen Buckner and approval of the FY 2021/2022 Audited Financial Statements.

Mr. Boyer introduced Kevin Jones from Hafen Buckner. Mr. Jones thanked the Governing Board for allowing him to present the results of the financial audit. He said he has been doing the Littlefield audit for a number of years now. He noted weeks and weeks of audit work gets boiled down into two paragraphs. Mr. Jones reviewed the audit information. He said in their opinion everything is materially correct and they consider this a clean audit. He said they did a single audit and tested the federal programs. Board Secretary Reyes asked about accumulated depreciation and asked how that is calculated. Mr. Jones said each year that number gets rolled forward. Mr. Jones said two of the federal programs they looked at were the ESSER Funds and Food Service. He then reviewed the audit exceptions. 1) Capital



Assets – it was noted that the District has developed written physical inventory instructions; however, it does not require an employee who is independent of capital asset purchasing, custodial, and recordkeeping responsibilities to oversee it. Board Secretary Reyes said sometimes that has been very challenging. He noted the District receives quite a few personal items and some have been donated. Mr. Jones said not only do you have to inventory items, but need to tag it as district property. 2) Financial Reporting – It was noted that the Annual Financial Report (AFR), Food Service AFR, and School Level Reporting were all submitted late (after the October 15th deadline). Mr. Jones noted AFR was submitted late and rejected with errors. He said they just need to focus on timeliness. 3) Student Attendance – For 1 of 8 student entries examined there was no proof of Arizona residency on file. For this exception, the form stated that an affidavit was on file but this form could not be located by the District. Mr. Jones noted that every student that is registered for school is required to show proof that they are Arizona residents.

Board Secretary Reyes said this is his first audit on a school board. He said with the Co-Op Board he sites on, they typically move into executive session for the audit presentation. Rena Moerman noted this is public information because it is public funds. Board Secretary Reyes said he has a question and said he doesn't want anyone to this this is a personal issue. Mrs. Moerman asked Board Secretary Reyes if his comment is employee specific and reminded him if it is then it cannot be done in a public meeting. Board Secretary Reyes said he understands he can only discuss if it's a general question. He asked Mr. Jones if he felt the staff was cooperative with him and his office. Mr. Jones said yes. Board Secretary Reyes asked if the district had everything in order. Mr. Jones said yes. Board Secretary Reyes asked if there was any fraud or misdoings. Mr. Jones said no they do not feel that there was. He noted most of the things they look at are based on materiality.

Board Secretary Reyes made a motion to approve the audit as presented, seconded by Board Member Burch. The motion passed unanimously.

Board Member Burch: Yes
Board Member Fagnan: Yes
Board President Graham: Yes
Board Secretary Reyes: Yes
Board Member Schoppmann: 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.

9. Public Comment.

Board Secretary Reyes said he would like to share some procedural comments. He noted under public comment, there are some procedural ways public comment is held. The board welcomes and wants the public to comment. He noted this is an official meeting and reminded



the audience to make sure they adhere to the rules the board has presented. He noted it is a privilege and not a right. He said the Governing Board is not required to have public comment and asked the public to be respectful.

Nicole Frisby, PTO President, said she has lived in the community for a year and a half. She noted her husband grew up here. Mrs. Frisby said she was recently elected at the PTO President and has been involved for 4 months. She said one of the goals the PTO has is to fund a new playground at Beaver Dam Elementary. She noted they are also trying to facilitate a good relationship between the older families and younger families. She said they are also interested in doing an after school program, which she noted there are grants and funds available for. Mrs. Frisby asked who they would ask about having an after school program offered. She noted a community member also wants to start a soccer program here. She noted the PTO is also working at the local food pantry and are working to have an easier and assessable food pantry for the elementary school. She said they also have concerns over the teacher turnover. She said she understands it though between the salaries and health insurance costs. Mrs. Frisby said the PTO is working with the Governing Board and is here to support them.

Bob Frisby said he appreciates the fact that it's a privilege to have public comment and not a right to speak. He noted he was involved with the Littlefield District Board 30 years ago. He said there were more people attending the school board meetings 30 years ago then now and he sees that as a problem. Mr. Frisby said he thinks the things Nicole is talking would get the community more involved and he said he would really like to see the school board meetings be simulcast. He noted many residents want to be involved when they can't be here. He said he will do what he can to make sure more people attend the school board meetings.

INFORMATION AND DISCUSSION:

10. Mr. Boyer, Business Manager.
 - a. Budget Update
 - b. Student Activity Balance.
 - c. Food Service Financial.
 - d. Transportation Update
 - e. Student Membership Update.
 - f. Summer Food Delivery
 - g. Fines and Collections
 - h. Other

Mr. Boyer asked that the budget update be included with the budget item on the agenda.

Mr. Boyer reviewed the student activities and the Food Service Financial. He noted the Food Service financial has a budget balance of \$13,000 through the month of April. He noted there are no commodities anymore so they are paying us money instead of the food. Mr. Boyer said they applied for the fresh fruit grant and were awarded that for next year. He noted they are now in the process of applying for the summer food program. The USDA changed our designation between rural and non-rural. The USDA shows we are in a non-rural community. If we are non-rural then we have to follow the old USDA summer food programs where we



have to provide a place to eat. Board Secretary Reyes asked Mr. Boyer to email him this information and he will reach out to our Congressman for this district. Board Member Burch said she has been asking for the fresh fruit costs for the last 5 months. She said they only approved \$11,000 and wanted to see where they are with the cost. Mr. Boyer noted that last month he provided that information which state they only used a couple thousand dollars. Board Member Burch said she would like that figure put on the spreadsheet that is presented each month.

Mr. Boyer noted we are in need of bus drivers. He said if we do not have bus drivers by next fall it could get interesting for us with regards to bussing kids.

Mr. Boyer reviewed the student membership. He said right now there are 381 students pre-k through 12. The state only funds us for special need pre-k students and we currently only have 1 student. He noted we also only get funded for half day kindergarten. Board Secretary Reyes asked if kindergarten is required in the State of Arizona. Mr. Boyer said half day of kindergarten is required and that is what we are funded for.

Mr. Boyer reviewed the collection company that was recently hired for fines. He noted they will start sending letters out to individuals for collections. One thing they do request is if the board is okay with receiving a discounted rate to get the money collected. Board Member Burch said she would like to discuss this. She noted she is amazed by the student food balances. She noted they have not been negative like this for 15 years. She said they may be able to collect \$500-\$600 of the \$4,000 balance. She said she doesn't know where we fell through the cracks. Board Member Burch said they worked hard to collect money when she was over the kitchen. Mr. Boyer said one of the biggest problems we had is because of COVID when the families didn't have to pay for lunches. He noted this is the first year they are charging for lunches again. Board Member Burch said she believes the Food Service Director is cooking at both schools and said she would be amazed if she hasn't approached Mr. Boyer regarding this. Mr. Boyer the District has been making calls and trying to collect on these balances. Board Member Burch noted when you let it get this far there is no way they can make up a \$1,000 if they have 3 students owing money. She expressed her opinion that even if we go with this collection company they aren't going to collect this money. She said she was impressed when there was a lot of money owed several years ago and Riley Frei wrote letters. She said she thinks we are setting these families up for failure. She asked what the plan is to cover this amount. Mr. Boyer said our collection process is the balances are brought to the district office and phone calls are sent weekly. Students that had high balances were sent a letter. Board Member Burch asked what happens when the food service brings the letter to the district. Mr. Boyer advised we have been making calls and doing collections on these accounts all year. Board Secretary Reyes said every district in the country is facing this. This is not an isolated thing and is just a situation our country is at this time. The hands are completely tied with how funds are collected. Board Member Burch asked if it's fair if someone comes in and wipes these accounts off. She said she knows it's a problem and is shocked with the amount. She noted the food service account has to be at \$0 at the beginning of each year. Board President Graham asked if that is true. Mr. Boyer said he will have to look into that. Mr. Boyer again noted the District Office has been contacting these families every week including a letter that was sent to people with high balances. Board Secretary Reyes said the fact that it's only \$3,000 isn't a big deal because it could be a lot more. Mrs. McCauley said for the high school list, she makes calls personally to find out what the problem is. She noted if a



senior owes money then they will not be allowed to walk during graduation. Mr. Clarke said he has gone to people's homes and work to try and collect the money. He said he talks to the parents about doing a payment plan and the response is you are right we will make payments. He noted the balance was very low when he started doing this. Board Member Burch said she worked very hard and had a manager over her that said you can't be in the hole. Mr. Boyer said we do have the collection company. He noted the Food Service Director requested we contact a local vendor to see if they will make a donation to help pay these off. They will be coming in and volunteering one day next week. Board Member Burch noted that Coyote Willows use to make a donation and it was divided equally amongst all accounts that owed money. Board Member Burch asked why we didn't do the collection agency earlier. Board Member Fagnan said he thought the intent of the collection agency was to collect the liquidated damages. Board Member Burch said that is what she thought. She said she understands the problem and understands the parents. Board Secretary Reyes noted things are different now. Board Member Burch said they can't depend on wealthy people to pay these balances. She thinks some of the families were so use to getting the meals free and noted free and reduced application are due 30 days from the start of school. She said she just wants a solution. She said she knows the district helps and hopes we don't ever get into this situation again. Board Member Schopppmann noted quite a bit of time is spent on food services each meeting and said there are other important issues they need to address. Board Member Burch said food services is important to her. She said she hopes they can come up with a solution to this. Board President Graham said he thinks Mrs. Burch is passionate about this. Mr. Boyer said yes we will be using the collection agency for teachers for liquidated damages. We have two teachers and 1 has come in and started making payments. Board Member Fagnan said he doesn't care about a discounted rate for the teachers. Board Member Burch asked if the money collected for liquidated damages could be used for lunch balances. Mr. Boyer said no. Board Member Fagnan suggested the Governing Board do an annual fundraiser to help pay for lunches that don't get paid. He noted there are ways to raise money to do that. Board Member Burch said maybe they need to look at that and thinks board members shouldn't judge. Board Member Fagnan said they need to talk about a solution. Board Secretary Reyes said they need to recognize this isn't going away. Board Member Fagnan said he will raise some money and asked Mr. Feick if he wants to get together to do a poker run. Mr. Boyer asked if they want to pursue the food services amounts through collections. Board Member Fagnan said if they can't afford to pay now then they still won't be able to pay with collections.

11. Mr. Clarke, Elementary Principal
 - a. School Update
 - b. Upcoming School Activities
 - i. May 5, 2023 – Kindergarten Roundup
 - ii. May 18, 2023 – Student Bowling at Virgin River
 - iii. May 22, 2023 – Field Day
 - iv. May 23, 2023 – Kindergarten Graduation
 - v. May 24, 2023 – Last Day of School
 - vi. May 31, 2023 – Book Mobile
 - c. Other

Mr. Clarke advised they are completing dibbles testing. He noted approximately 50% of students are scoring at trigger or above. The 6th graders went to the high school for a walk



through and were nervous. He noted they had the kindergarten roundup and are looking at 16 new kindergarteners for the fall. He said that is the figure they had for the start of this year and ended up with 28 kindergarteners. They have a field day scheduled for May 22nd from 12:15 to 2:30. Kindergarten graduation will be on May 23rd and 6th grade promotion on May 19th. Mr. Clarke said summer school will start on June 5th and there will be bus routes.

Mr. Clarke noted Teacher Appreciation Week was this week. He noted the PTO brought things every day and noted in his 28 years in education he has never seen something so extravagant. He noted this was all done with the PTO going out and getting donations. He then gave props to the PTO.

Board Secretary Reyes thanked Mrs. Frisby and said he is speechless and said this is the most amazing efforts he's ever seen in this district. He thanked her from the bottom of his heart.

Board Member Burch asked if the elementary school is having a yearend luncheon. Mr. Clarke said they will be doing it on June 23rd.

12. Mrs. McCauley, Superintendent/Principal
 - a. School Update.
 - b. Upcoming School Activities.
 - i. May 4, 2023 @3:30 p.m. – EL Family Night
 - ii. May 9, 2023 – Diamondback Day
 - iii. May 10, 2023 @5:30 p.m. – Spring Awards Banquet
 - iv. May 11, 2023 – Beaver Dam Day
 - v. May 16, 2023 @5:30 p.m. – Senior Dinner
 - vi. May 16, 2023 – Class Meetings & Voting
 - vii. May 18, 2023 – Awards Assembly
 - viii. May 19, 2023 – Final Exams begin.
 - ix. May 19-22 – Senior Trip to California
 - x. May 22-23, 2023 – Final Exams
 - xi. May 24, 2023 – Last Day of School
 - c. Report on Teacher Mentoring Program
 - d. Wellness Fair
 - e. Graduation
 - f. Other.

Mrs. McCauley said the high school is getting ready to go into final exams. She noted the benchmarks note that they are improving greatly. She said she is hoping to see the high school come out of ATSI. Mrs. McCauley said the results of testing will be released to the administrator sometime in mid-July.

Mrs. McCauley also thanked the PTO for their assistance for EL Family night. She noted they hosted a salsa contest. She said she had some of the mango habanero salsa and said it was



the hottest salsa she's ever had. She noted this year they combined the high school and elementary school EL Programs. Board Secretary Reyes said he asked Mrs. Lindberg about it and said the results of attendance pretty much doubled.

Mrs. McCauley said they loved seeing the 6th graders in the building for diamondback day. They were provided a t-shirt with a diamondback logo. Student council visited with them and they toured every classroom. It was a busy day and they were getting ready for student elections. It was a great day and had a lot of fun.

Mrs. McCauley said the Spring Sports Banquet was held last night. She said it was a great way to round out the year and said she appreciates Mr. Feick and all of the coaches. She said she wasn't able to attend because she got sick at the last minute.

Mrs. McCauley said they had a water day for students earlier. The students pelted staff with water balloons and water. It was a lot of fun and they had a great time.

Next week is the senior dinner in the commons area. The same day they have an awards assembly. Mrs. McCauley said they will also have the underclassman do their student council voting. They will then round out the year with final exams. The 21st and 22nd are half days. On the 23rd they will have the staff luncheon starting at noon. On the 24th, graduation will begin at 5:00 p.m. and she asked that the Governing Board be there by 4:30 p.m.

Mrs. McCauley noted the Wellness Fair has been slated for October 27th. When the Red Cross had to cancel the blood drive recently, they asked if they could do something in the fall. She noted the Wellness Fair will include a blood drive, flu shot clinic, and a craft fair. A letter will go out to all of our partners in the community. Mrs. McCauley noted it will take place at the high school. She said she will have Ms. Okylberry in charge of the craft fair, Mr. Leavitt in charge of the blood drive, and Mrs. Goessman in charge of the Wellness Fair. She said she has two teachers putting together a strengthening class for next year and they will be at the wellness fair.

Board Member Burch asked if the Student Council has council decided where the Governing Board will sit at graduation. Mrs. McCauley said they are looking to see how that will work.

13. 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 Secretary Reyes said he has a housekeeping item for item #17. He said last month we had an employee that resigned at the last meeting that is listed on item #17. He said he would like Mrs. McCauley and Mrs. Goessman to explain the proper protocol for a resignation to this employee.



Board Member Graham made a motion to approve the consent agenda which included the comment on item #17 from Board Secretary Reyes, seconded by Board Member Burch. The motion passed with 4 ayes and 1 nay.

**Board Member Burch: Yes
Board Member Fagnan: Yes
Board President Graham: Yes
Board Secretary Reyes: Yes
Board Member Schoppmann: No**

- 14. Consideration of approval of the April 12, 2023 Governing Board Work Session Meeting Minutes, April 13, 2023 Regular Governing Board Meeting Minutes, and April 25, 2023 Special Meeting Minutes.
- 15. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 24/2324 and 25/2325.
 - b. LUSD9 Vouchers: 1018 and 1019.
 - c. Stipends
 - i. Summer School - 1 High School Teacher at \$35 per hour.

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

- 16. Consideration of approval of FY2022/2023 Certified Personnel, Classified Personnel, Substitute Personnel, and Coaches per the attached list, including the following.

Name	Position	Effective Date
Hayzlett, Skipper	Custodian	04/24/2023

- 17. Consideration of approval of the following staff resignations/retirements/terminations:

Name	Position	Effective Date
Cowley, Ryan	Jr/Sr High School Teacher	05/24/2023
Deaver, James	Bus Driver/Mechanic	04/10/2023
Hershberger, Kacy	Custodian (Grant funded)	05/10/2023
Lindberg, Christy	Dean of Students	05/24/2023

- 18. Consideration of approval of FY 2023/2024 Certified Personnel as per the attached list, including the following:

Na me	Position	Effective Date
Reynolds, Jami	Jr/Sr High School Teacher (Revised)	08/02/2023

- 19. Consideration of approval of FY 2023/2024 Classified Personnel as per the attached list, including the following:



Name	Position	Effective Date
Barber, Wendy	Bus Driver	08/03/2023
Broadhead, Val	Bus Driver	08/03/2023
Call, Patricia	School Aide	08/03/2023
Carlson, Laura	Food Service Lead	08/01/2023
Colburn, Eli	Custodian	07/01/2023
DeLong, Aya	School Aide	08/03/2023
Fourman, Christine	School Aide	08/03/2023
Garcia, Vicente	Maintenance	07/01/2023
Gasparro, Elaine	School Aide	08/03/2023
Goessman, Sheree	Human Resources & District Secretary	07/01/2023
Gutierrez, Stephanie	Accounting Specialist	07/01/2023
Hayzlett, Skipper	Custodian	07/01/2023
Hermosillo, Janet	Preschool Aide	08/03/2023
Hoggard, Celia	Attendance Clerk	08/03/2023
Jenkins, Sandy	Custodian	07/01/2023
Johnson, Donna	School Aide	08/03/2023
Jorgenson, D'Ann	School Aide	08/03/2023
King, Beth	Jr/Sr High School Office Manager	07/10/2023
Lindberg, Gary	Custodian	07/01/2023
Martinez, Maria Salud	Elementary Office Manager	07/10/2023
Ortega, Maria	Food Service Worker	08/03/2023
Peacock, Linda	School Aide	08/03/2023
Rauterkus, Jeane	School Aide	08/03/2023
Reyes, Vasquez, Isabel	School Aide	08/03/2023
Rosales, Emily	Food Service Worker	08/03/2023
Ruiz, Alvaro	Maintenance	07/01/2023
Tsinnijinnie, Beverly	Bus Driver	08/03/2023

20. Consideration of approval of donations received by the District per Policy KCD.
- a. Anonymous – 1 Samsung 43-inch Smart TV – Jr/Sr High School Testing Incentives.
 - b. Dorothea Garlick – (4) \$25 Walmart gift cards – Jr/Sr High School Testing Incentives.
 - c. Virgin River Bowling Center – Bowling for 50-60 students for testing incentive.
 - d. Beltran Construction – Baseball dugouts.
 - e. Rotary/Ann Rice Trust - \$5,000 Scholarships.
 - f. Christy Lindberg - \$500 Scholarship.
 - g. Keith Reber - \$500 Scholarship.
 - h. Soon Hwa Reber - \$500 Scholarship.
 - i. Kelly Reber - \$500 Scholarship.
 - j. Kroger - \$201.86 Inspiring Donations.
 - k. Mike Fagnan - \$1,000 Donation for hat rack and ball rack for baseball dugouts.
 - l. Dwayne Lefler - \$200 donation to Senior Trip.

ACTION ITEMS AND/OR DISCUSSION

21. Consideration of approval of a list of employees to receive a company cellphone.



Mr. Boyer said at the last meeting we spoke about employees that had cellphones as part of their contract and we opted to purchase company provided cellphones instead. The list of employees to receive company phones are: Superintendent/Secondary Principal, Elementary Principal, Business Manager, HR Director & District Secretary, Facility and Maintenance Director, Food Services Director, and Athletic Director. Mr. Boyer noted the new phone numbers will be listed on the business cards.

Board Member Fagnan made a motion to approve the list of employees to receive a company cellphone, seconded by Board Member Burch. The motion passed unanimously.

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

22. Consideration of approval of revisions to the Board/Superintendent Communication Protocol.

Mrs. Goessman advised the revisions were provided by ASBA from the Work Session. The additions are blue and the deletions are red in the document.

Board Secretary Reyes made a motion to approve the revisions to the Board/Superintendent Communication Protocol, seconded by Board Member Fagnan. The motion passed unanimously.

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

23. Discussion and possible action regarding Governing Board Room Improvements.

Mrs. McCauley said this summer, the room will be carpeted, painted, and tiles replaced. MR. Boyer said we did have a carpet person do measurements and they said the sub floor could have gone bad and that is the reason for the ripples in the carpet. He noted the carpeting and fixing of the sub floor could cost around \$10,000. Mr. Boyer then reviewed some possible furniture upgrades to the Governing Board Room. Board Secretary Reyes asked if it's inevitable that we will have to replace this facility. Mr. Boyer said that is part of the Bond Override discussion. Board Secretary Reyes asked the justification with replacing the carpet. Mrs. McCauley said the carpet is old and the carpet is replaced with rotation schedule. Board Secretary Reyes asked what the point is with replacing the carpet for \$10,000 when they are just going to tear down the building. Board President Graham said that is the administrations call. Mrs. McCauley said she was requested to do upgrades to the board room so that is what they are doing. Mr. Boyer said the maintenance crew did a great job on the window tinting. Board Member Fagnan asked if they can discuss item #24 before #23. Mrs. Goessman said



the Board President can request that the Governing Board discuss both items together. Board President Graham suggested that be done.

Board Secretary said they need to bite the bullet and make a decision with the bond override. Mr. Boyer said the bond override presentation included a new district office facility which included a new governing board room. Board Secretary Reyes asked the impact on taxpayers with the bond. Mr. Boyer said it would not change too much more than they are currently paying. He noted next year's property taxes will not have the bond and the following year would include the bond override if it is approved by the community. Board Member Fagnan said he spoke with several people in the community and they were against it. Mrs. McCauley said in looking at bond overrides throughout this county, they are not popular with community members. Board President Graham said they need to be specific with what they are asking the voters for. Board Member Burch said she would like to bring this issue back and discuss what they want included in the bond override. Board Member Fagnan asked if they want to replace the Board Room or the entire district office since all of the buildings are old. He said it would be his preference to replace the entire district office building. Board Secretary Reyes said some of these buildings came from the old Littlefield site and one of the buildings came from Kingman. He said it would be a better sell if they explained how the current buildings are discrepant and need to be replaced. Board President Graham said they could probably even do the baseball and football field. Board Member Fagnan said they could have the electric bus charging station built at the same time if they end up getting electric buses. He noted at some point they will need a dollar figure for this. Mr. Boyer said an architect will need to draw up the plans first so they will know what the cost will be. Board Secretary Reyes said he has no problem knocking on doors to let people know about the bond override.

Board Member Fagnan made a motion to proceed with the bond override to replace the district office and building, seconded by Board Secretary Reyes. Mrs. Goessman asked if this included hiring an architect to draw up plans. Board Member Fagnan said yes. The motion passed with 4 ayes and 1 nay.

**Board Member Burch: No
Board Member Fagnan: Yes
Board President Graham: Yes
Board Secretary Reyes: Yes
Board Member Schoppmann: Yes**

Board Secretary Reyes said the one thing they do need is the audio system. He said he thinks the other items are not necessary right now.

Board Member Fagnan made a motion to table the Governing Board Room Improvements to the next meeting, seconded by Board Secretary Reyes. The motion passed unanimously.

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



24. Discussion and possible action regarding a bond override.

Discussed with item #23.

25. Discussion and possible revision to Policy GDJ Support Staff Assignments and Transfers.

Board Member Burch said she requested this item. She said this policy use to include a 90 day probation period where an employee could not transfer. She said she does not know when that changed. She noted that every job she has ever been to has a probation period. She said during the probation period you learn so much about a person. Mrs. Goessman said from a recruiting standpoint she would not recommend changing this policy. She said prior to COVID we would get upwards of 30 applicants for positions and now we are lucky to get 10 applicants for a position. She said sometimes someone on staff may be more qualified for a position than those that have applied.

Board Member Burch said she would not change the policy at this time.

26. Discussion and possible action on scheduling a budget work session for June 8, 2023 at 2:00 p.m.

Kevin Boyer said the budget for the state is still not approved for next year. He noted several things need to happen before the final approval. He said he is hoping the state approves the budget so he can have everything ready for the June 8th Work Session. He noted last year the budget wasn't available until July. Board Member Burch noted Mr. Boyer made a comment that we have enough money to do raises next year, but he was not sure about the following year. Mr. Boyer noted the Governing Board talked about student enrollments in December and then talked about employee salaries. He noted the budget work session has been used to discuss capital projects and note the majority of the budget is in salaries.

Board Member Burch made a motion to schedule a budget work session for June 8th at 2:00 p.m., seconded by Board Member Fagnan. The motion passed unanimously.

Board Member Burch: Yes

Board Member Fagnan: Yes

Board President Graham: Yes

Board Secretary Reyes: Yes

Board Member Schoppmann: Yes

27. Consideration of approval of revision to the Safe Return to Learning document.

Mrs. McCauley said this is a requirement by the state. They have us on a schedule to updated the safe return to school. Although the federal government is saying we are out of the pandemic we are still required by the state to do this. There will need to be another revision at the August meeting.

Board President Graham made a motion to approve the revision to the Safe Return to



Learning Document, seconded by Board Member Fagnan. The motion passed unanimously.

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

28. Consideration of submission of proposed issues for consideration for the 2024 ASBA Political Agenda and appointment of Delegate.

Mrs. Goessman said this is done annually and the backup information includes what was submitted last year.

Board President Graham said he would like to add legislation for free school lunch.

Board Secretary Reyes said he has experience as a delegate in the electrical cooperative world. He said he would volunteer for the delegate position. Mrs. Goessman asked the Governing Board if they would like to keep the previous items that were submitted part of this. Board President Graham said yes.

Board President Graham made a motion to submit the free school lunch item along with the previous items that were submitted and to appoint Board Secretary Reyes as the delegate, seconded by Board Member Fagnan. The motion passed unanimously.

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

29. Consideration of approval of 2022/2023 Budget Revision per ARS 15-903.

Mr. Boyer said there is not much change from the budget in December. He noted the ADM slightly increased and there was an increase to the DAA funds.

Board Member Fagnan made a motion to approve the 2022/2023 Budget Revision, seconded by Board President Graham. The motion passed unanimously.

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

30. Consideration of approval of the Gifted Scope and Sequence.



Mr. Clarke said this is a yearly document that comes before the board. He noted there aren't a lot of changes and advised this document describes the gifted and talented and how we recognize the students. He advised they added a phonics program and some computer programs.

Board Secretary Reyes made a motion to approve the Gifted Scope and Sequence, seconded by Board President Graham. The motion passed unanimously.

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

31. Discussion and possible direction regarding electric buses, which may include forming a committee.

Board Member Fagnan said he thinks we need a committee with a minimum of 3 people. He suggested the committee members be himself, the PTO President, and a community member. Board Secretary Reyes noted there are quite a few districts in the upper Midwest that are electrifying their buses. He noted he received a video from the electric rural co-ops and the challenges they have faced. Board Member Fagnan asked Board Secretary Reyes if he could sent him that video. Mrs. McCauley said that is why the EPA wants to entertain those questions. Board Member Fagnan said he would also like the maintenance supervisor part of this. Mr. Boyer noted we are up against a deadline and have scheduled a meeting for Tuesday May 16th at 1:00 p.m. with the EPA. Board President Graham asked if the meeting is open to the public. Mr. Boyer said yes. Board Member Fagnan suggested the President of the PTO and Rena Moerman, community member, can serve on the board as well.

Board Member Fagnan made a motion to form the committee with himself, PTO President, Rena Moerman, and the Maintenance Supervisor. The motion was seconded by Board Secretary Reyes and passed unanimously.

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

32. Consideration of approval of a recruiting stipend for positions of high need.

Mrs. McCauley said the board asked that we bring this back for hard to fill positions. Mr. Boyer said we have a grant that allows us to fund sign on bonuses for teachers. Board Secretary Reyes said he would recommend the high school science position as one of the positions. He noted we only have one science teacher position and that person has to be fully certified. Mrs. McCauley said she thinks the same is true for math in our district. Board Member Fagnan said he would like to see us come back to this subject with certain positions laid out.



Mrs. Goessman said some of the other districts that do a sign on bonus will only give the teacher a portion up front and then the remainder after their second year. Board Secretary Reyes said he thinks we give it as a sign on bonus and they would have to stay here for a certain period of time. Mrs. McCauley said staff can bring this item back and have some information on what other districts do.

Board Member Fagnan made a motion to bring this item back to include a list of hard to fill positions, seconded by Board Secretary Reyes. The motion passed unanimously.

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

33. Consideration of approval of a School Mental Health Counselor for the Jr/Sr High School and approval of the job description. This position will be paid out of the School Safety Grant which is for 3 years.

Mrs. McCauley said this is the school safety grant from the state. We reapplied for the grant for both the elementary school and high school. We have heard back that we were approved for the high school. Board Secretary Reyes said this position is imperative to have. Mrs. McCauley said since the schools have never had a Mental Health Counselor, the position and job description would need to be approved.

Board Secretary Reyes made a motion to approve the School Mental Health Counselor for the Jr/Sr High School and approve the job description. The position was seconded by Board Member Fagnan and passed unanimously.

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

34. Suggestions for Future Board Meetings.

1. Proposed budget for the 2023/2024 school year.
2. Performance pay for Administration.
3. School Breakfast and lunch increases for the 2023/2024 School Year.
4. Classroom Site Fund Stipends.
5. Food Service Fundraiser.
6. Governing Board Room Improvements.
7. Recruiting Stipends.
8. Staff look into broadcasting meetings.

Board Member Burch said she would like to see if we can at least get microphones for the Governing Board Room.



INFORMATION ITEMS

35. News articles about the schools.
36. Upcoming Governing Board Conferences:
 - a. ASBA Students Have Rights (Virtual) – May 10, 4:00 p.m. – 5:00 p.m.
 - b. ASBA Trauma Sensitive Schools Symposium (Virtual) – June 6, 8:00 a.m.-3:00 p.m.
 - c. ASBA Summer Leadership Institute – June 8-10, 2023 – Little America, Flagstaff.
37. School Calendar 2022/2023

EXECUTIVE SESSION

The Board may move to discuss items in an Executive Session pursuant to ARS §38-431.03(A)(2)), which authorizes discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

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 President Graham. The motion passed unanimously.

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

The meeting was adjourned at 7:54 p.m.

Sonny Graham, Board President

Darlene McCauley, Superintendent

Respectfully Submitted by:



Sheree Goessman, District Secretary