



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, January 20, 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 were (2) members of the public in attendance and Board Member Moerman was absent from the meeting.

2. ROLL CALL:

Sonny Graham, Board President
Patricia Schoppmann, Board Member
Susan Burch, Board Secretary
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. Recognition of Employee of the Month.

Mr. Boyer recognized Sandy Jenkins, Custodian, as the Employee of the Month. He said Sandy works the evening shift and cleans both schools. He said Sandy is a very reliable and dependable employee.

AGENDA

- 5. Consideration of approval of the January 13, 2022 LUSD9 Board Meeting agenda.

Board Member Fagnan 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: Absent
Board Member Schoppmann: Yes
Board Secretary Burch: Yes**

6. Election of Governing Board Officers:
 - a. Governing Board President.
 - b. Governing Board Secretary.

Board Secretary Burch made a statement that each of the Board Members has different views on issues and they should respect each other's opinions.

Board Member Fagnan made a motion to nominate Sonny Graham as the Governing Board President, seconded by Board Secretary Burch. The motion passed unanimously.

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

Board Secretary Burch nominated Board Member Fagnan as the Board Secretary. Board Member Fagnan declined.

Board Secretary Burch nominated Board Member Schoppmann as the Board Secretary. Board Member Schoppmann declined.

Board President Graham made a motion to nominate Board Secretary Burch as the Board Secretary, seconded by Board Member Fagnan. The motion passed unanimously.

**Board Member Fagnan: Yes
Board President Graham: Yes
Board Member Moerman: Absent
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.

7. Public Comment.

Christy Lindberg said this is her third year working at Beaver Dam Jr/Sr High School. She said as she was reading through the minutes from last month, she was struck from a question. She noted at the last meeting Board Secretary Burch said she didn't understand if a teacher could make an additional \$13,000 a year then why can't we get more teachers. Mrs. Lindberg said many teachers do not know about the additional money. She noted she is still unclear how this money is given. Mrs. Lindberg said if her family relied on money received from the district they would not be able to pay their bills. She said the only way they could is because she draws a retirement from Clark County.

INFORMATION AND DISCUSSION:

8. Mr. Boyer, Business Manager.
- a. Budget Update
 - b. Student Activity Balance.
 - c. Food Service Financial.
 - d. Quarterly Maintenance Report.
 - e. AZ School District Spending FY2020
 - f. Student Count Projections
 - g. Other

Mr. Boyer reviewed the budget update. He noted there are plans to spend some of the DAA funds for a new bus.

He then reviewed the Student Activity Balance.

Mr. Boyer reviewed the Food Service Financial. Board Secretary Burch asked if everyone can still eat free. Mr. Boyer said yes for this year everyone can still eat free.

Mr. Boyer reviewed the quarterly maintenance report and 2020 AZ School spending report.

Mr. Boyer reviewed the student count projections. Board President Graham asked if any of the construction crews have families that have moved here. Mrs. McCauley said she hasn't heard of any that have moved here with their families.

9. Mr. Jeremy Clarke, Elementary Principal
- a. School Updates
 - b. Upcoming Dates
 - i. January 14, 2022 - Extracurricular Friday – No School
 - ii. January 17, 2022 – Human Right's Day – No School
 - iii. January 20, 2022 – Awards Celebration



- iv. January 21, 2022 – Spelling Bee
 - v. January 28, 2022 – Hot Cocoa Hike
 - vi. February 2, 2022 – Progress Reports
 - vii. February 4, 2022 – Staff Development – No School
 - viii. February 7-16, 2022 – Azella Testing
 - ix. February 17, 2022 – Taco Night @ 5:00 p.m.
 - x. February 18, 2022 – Extracurricular Friday – No School
 - xi. February 21, 2022 – President’s Day – No School
 - xii. February 23, 2022 Dental Presentation
- c. Other

Jeremy Clarke advised the spelling bee is tomorrow at 9:00 a.m. On January 28th, the hot cocoa hike has been cancelled. He then reviewed the upcoming events. Mr. Clarke said they are looking at doing a bullying assembly at the Elementary School.

Through PBIS they’ve been highlighting students that have been trustworthy, respectful, responsible, fair, caring, and good citizenship. He noted they are looking to get the 6 pillars of characters going in the school.

Mr. Clarke said they will have an ELL night the first part of March.

Mr. Clarke advised the majority of the Elementary Staff are coming back next year.

10. Mrs. McCauley, Superintendent/Principal

a. School Update.

b. Upcoming Dates

- i. January 12, 2022 – Dixie Tech Field Trip (12th Graders) 9:30 am
- ii. January 13, 2022 – JV & Varsity Basketball vs. Indian Springs @ Home 3:00 pm
- iii. January 14, 2022 - Extracurricular Friday – No School
- iv. January 17, 2022 – Human Right’s Day – No School
- v. January 18, 2022 – Varsity Basketball @ Mtn. View 3:30 pm
- vi. January 21, 2022 – Varsity Boys Basketball @ Home 6:00 pm
- vii. January 22, 2022 – JV & Varsity Basketball vs. Alamo @ Home 1:00 pm
- viii. January 26, 2022 – MS Basketball @ Indian Springs 4:00 pm
- ix. January 28, 2022 – MS Basketball @ Moapa Valley 5:00 pm
- x. January 28, 2022 – JV & Varsity Basketball vs. Sandy Valley @ Home 1:00 pm
- xi. February 1, 2022 – JV & Varsity Basketball @ Liberty Baptist 3:30 pm
- xii. February 4, 2022 – JV & Varsity Basketball @ Green Valley 5:00 pm
- xiii. February 4, 2022 – Staff Development – No School



- xiv. February 8, 2022 – MS Basketball vs. Indian Springs @ Home 3:00 pm
 - xv. February 8, 2022 – Varsity Boys Basketball @ Indian Springs 7:00 pm
 - xvi. February 10, 2022 – MS Basketball @ Green Valley 6:00 pm
 - xvii. February 10, 2022 – JV & Varsity Basketball vs. Adelson (Senior Night) @ Home 3:30 pm
 - xviii. February 15, 2022 – MS Basketball vs. Sandy Valley @ Home 4:30 pm
 - xix. February 17, 2022 – MS Basketball vs. Moapa Valley @ Home 5:00 pm
 - xx. February 18, 2022 – Extracurricular Friday – No School
 - xxi. February 21, 2022 – President’s Day – No School
 - xxii. February 23, 2022 – MS Basketball @ Moapa Valley 5:00 p.m.
- c. New phone system
 - d. COVID Communication Update.
 - e. Other.

Mrs. McCauley said they are closing in on benchmark reports at the end of this month.

She noted Dr. Robertson was at the elementary yesterday and at the high school today.

Mrs. McCauley advised she has been working with Mohave County Sheriff on when we are going to schedule the next safety visit.

The Senior Class had a fieldtrip to the Dixie Tech Campus last week. Mrs. McCauley noted they always do such a thorough and great job of these tours. She advised she is continuing conversations with Dixie Tech on how we can partner with them to get some of our high school students trained.

Mrs. McCauley advised we recently purchased a new phone system. They could not order new phones with the current system nor could we add new phone lines. She noted staff also looked for a new phone system that could handle all of our new technology. The new phone system will deploy next week. Mrs. McCauley said the new phone system will also benefit the teachers when they are trying to work with the online curriculum program.

There are new CDC guidelines with regard to quarantine. She then showed the new guidelines and noted the information will be distributed as we receive it. Mrs. McCauley said we do have the benefit of using the SMS system to send a phone message to each students home and that we need to emphasize parents keeping their information up to date.

Mrs. McCauley advised we recently learned of a COVID test kit shortage. This information changes by the moment. We thought we would need to purchase some kits and then we learned we were receiving more kits. We do have a plan if we have to purchase the kits we will.

11. 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 Fagnan made a motion to approve the consent agenda, seconded by Board President Graham. The motion passed unanimously.

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

12. Consideration of approval of the December 9, 2021 Regular Governing Board Meeting Minutes.
13. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 13/2213, 14/2214, and 15/2215.
 - b. LUSD9 Vouchers: 1011 and 1012.
 - c. Stipends

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

14. Consideration of approval of FY 2021/2022 Certified and Classified Personnel, Substitute Personnel, and Coaches per the attached list, including the following:

Name	Position	Effective Date
Monk, Cheyanne	Classified Substitute	01/05/2022
Oster, Kortney	SPED Aide (6 hours to 8 hours)	01/04/2022
Siglin, Debra	Classified Substitute	01/04/2022
Snell, Angie	Classified Substitute	01/04/2022
Tausinga, Kristi	Classified Substitute	01/04/2022

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

Name	Position	Effective Date
Quezada, Alma	Food Service Worker	12/17/2021

ACTION ITEMS AND/OR DISCUSSION

16. Discussion and possible action regarding creating a policy setting a maximum time an employee can take non-paid leave before he/she is terminated.

Mrs. Goessman noted this current policy is an ASBA recommended policy which allows up to one year of unpaid leave. Superintendent McCauley said policy allows her to grant up to 12 weeks of leave and then it goes the Governing Board if it exceeds that amount of time. Board Member Fagnan said he's had to let several people go in private enterprise if an employee did not return after a year. Mrs. McCauley said the Governing Board might instruct District Staff to look at other districts to see if they have other policies.

Board Member Fagnan made a motion to table this item to the March meeting to allow sufficient time for staff to check other school district policies, seconded by Board Secretary Burch. The motion passed unanimously.

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

17. Discussion and possible action on setting a date for a Governing Board Retreat and possible agenda items for said retreat.

Board Member Fagnan said he will be gone until February 20th. Mr. Boyer noted Spring Break is March 14-18, 2022. Board Member Schoppmann advised Friday's are bad for her. Board President Graham asked about agenda items for the Retreat. Board Secretary Burch said she would like to discuss employee awards.

Board Member Fagnan made a motion to direct the Board President and Superintendent to meet and come up with the agenda, seconded by Board Secretary Burch. The motion passed unanimously.

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

18. Discussion and possible action on creating a new clerk position to assist the Dean of Students.

Board Member Fagnan said it's his understanding that we don't have a Dean of Students yet and he thinks creating the new clerk position would depend upon what the workload looks like when a new Dean is hired.

19. Consideration of approval of Governing Board Meeting Date and Times for the 2022 Calendar Year.

Mrs. McCauley said we've stuck with the second Thursday of the month except for the June meeting. She said staff feels if we wait to have the meeting later in June we would have the formula for the budget.

Board Member Fagnan made a motion to approve the Governing Board Meeting Dates and Times for the 2022 Calendar Year, seconded by Board President Graham. The motion passed unanimously.

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

20. Consideration of approval of the FY 2020/2021 Preventive Maintenance Program.

Mr. Boyer noted the School Facilities Board dictates what tasks need to be completed throughout the year. Most things have been completed.

Board Secretary Burch made a motion to approve the FY 2020/2021 Preventive Maintenance Program, seconded by Board Member Fagnan. The motion passed unanimously.

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

21. Discussion and possible action regarding the ADOT Water User Amendment that the Governing Board approved on 02/11/2021.

Darlene McCauley noted ADOT signed the water user agreement that all the other entities signed stating they would share in the repair costs. However, when we did the addendum stating the amount, they refused to sign. She said she thinks it warrants some further investigation to get some clarification. Board Member Fagnan expressed his opinion that 2% isn't much. Board Secretary Burch said she would like someone to reach out to them. Board President Graham asked how this would affect our bus storage. Mr. Boyer said they have not made reference to that at all. Board Member Fagnan said he would like staff to meet with ADOT in person.

Board Secretary Burch made a motion to have the Board President Graham and Mrs. McCauley meet and find out why ADOT wouldn't sign the addendum, seconded by

Board Member Fagnan. The motion passed unanimously.

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

22. Consideration of approval of Intergovernmental agreement for the following Water Users:
- a. ADOT
 - b. Canyonlands
 - c. Beaver Dam/Littlefield Fire District

Board Member Fagnan made a motion to approve #b and #c, seconded by Board President Graham. The motion passed with 3 ayes and 1 abstain (item c)

Board Member Fagnan: Yes
Board President Graham: Yes
Board Member Moerman: Absent
Board Member Schoppmann: Yes
Board Secretary Burch: Yes (abstain from item #c)

23. February Agenda Items.

1) Board Retreat. 2) Staff resignations. 3) New Maintenance Worker. 4) New Technology position. 4) Guideline for approving appeal of certified fee. 5) Employee Recognition when an employee leaves mid-year. 6) History of Athletic Fridays and funding.

INFORMATION ITEMS

24. News articles about the schools.
25. Upcoming Governing Board Conferences:
- a. ASBA Equity in a divided community Webinar – January 12, 2022 @ 4:00 p.m.
 - b. Board Operations & Leadership Training Seminar 2022 – Phoenix January 28, 2022; Flagstaff February 4, 2022; and Tucson February 9, 2022.
 - c. ASBA Building Strong Teams: Common Expectation for Communication Webinar – January 26, 2022 @ 4:00 p.m.
 - d. ASBA The Board Member as an Advocate Webinar – February 9, 2022 @ 4:00 p.m.

ADJOURNMENT

Board Member Fagnan made a motion to adjourn the meeting, seconded by Board Member Burch.

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

The meeting was adjourned at 6:12 p.m.

Sonny Graham, Board President

Darlene McCauley, Superintendent

Respectfully Submitted by:

Sheree Goessman, District Secretary