



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, December 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 5:00 p.m. Board Member Moerman was absent from the meeting and 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.

Mrs. McCauley recognized Rebel Rauterkus as the Employee Shout Out. She noted Miss Rauterkus is a first year teacher and teaches the CTE Class, senior post high school prep, and a keyboarding class. She's the sponsor of Interact, senior class sponsor, and assistant volleyball coach.

AGENDA

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

Board Member Fagnan asked that item #16 be moved up on the agenda.



Board Secretary Burch made a motion to approve the agenda as amended, seconded by Board Member Fagnan.

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.

6. Public Comment.

Courtney Northington said she's been a certified teacher for 3 years and an emergency teacher for 2 years before that. She thanked the Governing Board for the opportunity to teach in the district. She noted she fell in love with teaching. Miss Northington said she read last month's Board Meeting minutes and there was an item regarding paying teachers a retention bonus. She expressed her opinion that a retention stipend may not be the way to go to retain teachers. She said there needs to be a difference in salaries. She noted in her first year of teaching, she was making \$727 each paycheck, the 2nd year \$906, the 3rd year \$993, and this year \$1,053. She noted how much local rent is and said you need to be able to prove you have three times the rental cost to be considered for some of these homes and apartments. Miss Northington advised she is currently working on Master's Degree and will have it finished in March of 2023. She noted a Master's Degree pays \$44,900 a year on the district's salary schedule. In Washington County they pay \$56,000 and in Clark County \$58,000. She said she loves this district and grateful to this district. As she looks toward the future she's not sure she can afford to stay with this district any longer.

INFORMATION AND DISCUSSION:

7. Mr. Boyer, Business Manager.
- a. Student Activity Balance.
 - b. Food Service Financial.
 - c. Other

Mr. Boyer reviewed his department report section.

He then reviewed the Food Service Financial and noted commodities are hard to come by



right now. They are not having the surplus they have had in the past. He said he is hoping they can get commodities in January. He said they are trying to convince the students to eat more meals at school. Board Member Burch asked if any of the golf courses donated to the lunch account yet. Mr. Boyer said we have not seen any funds yet, but they have talked to us.

8. Mr. Clarke, Elementary Principal
 - a. School Update
 - b. Upcoming School Activities
 - i. December 16, 2022 – Christmas Program (Released at 12:25 p.m.)
 - ii. December 16, 2022 – End of 1st Semester
 - iii. December 16, 2022 – January 2, 2023 – Winter Break
 - c. Other

Mr. Clarke said he thinks everyone is excited for winter break. He noted they had donuts for dads and muffins for moms. He said it was spectacular and they did over \$6,000 in sales at the book fair.

Mr. Clarke reviewed the upcoming events.

9. Mrs. McCauley, Superintendent/Principal
 - a. School Update.
 - b. Upcoming School Activities
 - i. December 1, 2022 – Senior Class Interview Practice
 - ii. December 7, 2022 – Senior Class to VVHS for Career Day.
 - iii. December 8 & 9, 2022 – Senior Fundraiser-Lock-n for students in grades 7th through 12th. 8:00 p.m.-8:00 a.m.
 - iv. December 14th & 15th, 2022 – Final Exams (Released at 12:25 p.m.)
 - v. December 16, 2022 – End of 1st Semester (Released at 11:20 a.m.)
 - vi. December 16, 2022 – Polar Express incentive activity for students who follow cell phone rules.
 - vii. December 16, 2022 – January 2, 2023 – Winter Break
 - c. Other.

Mrs. McCauley said the high school recently had a craft fair to raise money for student scholarships. She then reviewed the upcoming school activities.

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 Fagnan made a motion to approve the consent agenda, seconded by Board Secretary Burch.

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

- 11. Consideration of approval of the November 10, 2022 Regular Governing Board Meeting Minutes.
- 12. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 11/2311 and 12/2312.
 - b. LUSD9 Vouchers: 1009 and 1010.
 - c. Stipends
 - i. Classroom Site Fund Stipends.
 - ii. Wendy Barber – Bus Driving
 - iii: Christy Lindberg – Training

(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 the updated 2022/2023 Stipend List.
- 14. Consideration of approval of the following staff resignations/terminations:

Name	Position	Effective Date
Franco, Denise	Preschool Paraprofessional	12/13/2022
Granecki, Penny	1 st Grade Teacher	12/16/2022

ACTION ITEMS AND/OR DISCUSSION

- 15. Consideration of approval of Senior Trip to California on May 19-22, 2023.

Mrs. McCauley said there are some seniors in attendance at the meeting. Angie Gomez, Student Body President, presented the senior trip itinerary. Board Secretary Burch asked how many chaperones. Angie Gomez said there will be one chaperone for every 10 students. Mrs. McCauley noted testing will be done the prior week for the seniors. She said staff felt it was more beneficial for us to know who was graduating sooner.

Board Secretary Burch made a motion to approve the Senior Trip, seconded by Board Member Fagnan.

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



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

16. Consideration of approval of a request by Penny Granecki 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).

Board President Graham advised this is an executive session so the public will need to step out of the meeting.

Board President Graham made a motion to adjourn to executive session, 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

The Governing Board went into executive session at 5:08 p.m.

The Governing Board returned from executive session at 5:20 p.m.

Board Member Fagnan made a motion to reconvene the regular meeting, 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

Board Member Fagnan made a motion to waive the liquidated damages, 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

17. Consideration of approval of donations received by the District per Policy KCD.
- a. VA Landscaping - \$1500 Sports Sponsorship
 - b. Pampered Pooches - \$500 Sports Sponsorship



Mrs. McCauley reviewed the donations.

Board President Graham made a motion to approve the donations, 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. Consideration of approval of Pay for Performance Plan (301 Classroom Site Funds).

Mrs. McCauley said this plan comes before the Governing Board annually for approval. She noted the committee is comprised of certified teachers and administrators. The only change to the plan was they added the social worker position back into the plan.

Board President Graham made a motion to approve the Pay for Performance Plan, 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**

19. Consideration of approval of an increase to the base wage on the classified salary schedule and classified substitute pay from \$12.80 to \$13.85 effective January 1, 2023. Also, a new employee hired during the current fiscal year will be hired in at the new base wage. However, if they have years of experience it will be based on current column rates.

Mr. Boyer noted the State of Arizona every August determines what the new minimum wage will be effective January. He noted minimum wage will be increasing from \$12.80 to \$13.85 an hour.

Board Member Fagnan made a motion to approve the increase to the base wage on the classified salary schedule, 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 Exhibit KF-EC Community Use of School Facilities User Fees.

Board Member Fagnan said he feels the facilities user fees should be left the way it is. Board Secretary Burch said she thinks the kitchen under Class III should be increased by \$10. Board Member Schoppmann said she thinks it should be left the way it is. Board Secretary Burch noted there's an increase on all of them except the cafeteria and kitchen under Class III.

Board Member Burch made a motion to increase the cafeteria and kitchen by \$10 and the cafeteria only by \$10 under Class III, seconded by Board Member Fagnan. The motion passed with 3 ayes and 1 nay.

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

21. Consideration of approval of allocating funds to the Food Service Department to purchase fresh fruits and vegetables to serve to the students at both schools.

Board Secretary Burch said she wanted to bring this up because one year we didn't get the grant and the previous board approved funds for fresh fruit and vegetables. She said she thinks all the kids need fruit and vegetables. Board Secretary Burch asked Mr. Boyer how he came up with the amount for fresh fruits and vegetables. Mr. Boyer said it was based on the grant amount. Board Member Fagnan asked if commodities will be a problem with this. Mr. Boyer advised that commodities do not provide fresh fruit. He noted the high school has a salad bar. Mrs. McCauley noted the high school has a salad every day and has some fruit. Mr. Boyer noted the high school has never had the fresh fruit grant. It has only been for the elementary students. Board Secretary Burch said the students liked to get the snack in the afternoon at the elementary school. Mr. Boyer asked Mr. Clarke how that went last year. Mr. Clarke said it went great and that the students liked the fruit more. Board Member Schoppmann asked how it would affect our budget and asked how much waste there would be. Mr. Boyer said we would probably just do it one day a week. He's not sure how much the cost would be or the waste. Mr. Boyer said it would probably cost a few thousand dollars. Mrs. McCauley said when the high school has testing, they provide a snack and usually some fresh fruit or vegetables. Mr. Boyer advised in 2019 the cost was \$6,981 and was provided two days a week.

Board Secretary Burch made a motion to approve allocating funds to purchase fresh fruits and vegetables one day a week and the elementary school, 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**



22. Discussion regarding the staff survey.

Mrs. McCauley said the survey was done through survey monkey in order to keep the results anonymous. She expressed her opinion that this was a great survey. Mrs. McCauley said one of the things she's noticed is we have been doing a lot of planning on the integration action plans at both elementary and high school; and they have identified family engagement as a need which was also a comment on the survey. Mr. Clarke said back in September we talked with the board that we are trying to do these monthly activities where we bring in the community. We have found a way to get the community into our schools which is really exciting. Mrs. McCauley said she thinks the plan here is she will look at the trends, review with the school site leadership team, and look at areas with our admin team. Mrs. McCauley noted this is the first of 3 surveys. She noted she would also like to survey the parents and the students. Board President Graham noted it's no secret we need more wages. Mrs. McCauley said they can break down this survey even further for the next retreat in order to establish more goals. Board President Graham noted another comment was better technology is wanted. Mrs. McCauley said she thinks we have done a lot of technology upgrades and we are moving in the right direction.

23. Consideration of approval of Budget Revision for FY 2022/2023.
a. Public Hearing
b. Adoption of FY2022/2023 Budget Revision.

Mr. Boyer reviewed the budget summary. He noted the state requires budget revisions in December and May. We are increasing the budget by about \$77,000 in our overall budget. Even though we see a dollar figure in the ESSER III Grant, we have earmarked some of that money. Board Secretary Burch asked what grants expire in 2023. Mr. Boyer noted all entitlement grants are every year. He noted the ESSER II Grant money must be spent by the end of 2023 and ESSER III Grant money by the end of 2024. Mrs. McCauley said we have not heard back on the aggregate expenditure limit so the Superintendents sent in their final letter to the Governor.

Board President Graham opened the public hearing at 5:53 p.m.

Courtney Northington asked what impact the aggregate expenditure limit will have. Mr. Boyer said it's about \$648,000 in our current year budget. Mrs. McCauley said this is money that has already been budgeted but they always do this every year. Mr. Boyer noted last year they gave their approval the 11th hour. John Reyes said he attended a conference this year and was told additional funds were given to public education. Mr. Boyer noted our portion of the cap limit is based on ADM. Mrs. McCauley said she thinks we've done our part with the Governing Board taking a stance and writing a letter. Without further comment, Board President Graham closed the public hearing at 5:57 p.m.

Board Member Fagnan made a motion to approve the 2022/2023 Budget Revision, 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

24. Suggestions for Future Board Meetings.

1) Election of Governing Board President and Secretary. 2) Water User Agreements. 3) Summer School. 4) Dates and times for Governing Board Meetings. 5) Review of Communication Protocol and possible changes. 6) Discussion regarding liquidated damages. 7) Regulation to policy on purchasing limits. 8) Discussion regarding Board Room improvements.

John Reyes noted he doesn't get off work until 4:30 and asked if they could possibly move the meeting to 5:15 pm. He also advised he spoke with Mrs. Ruth and got everything lined up to attend the ASBA meetings.

INFORMATION ITEMS

25. News articles about the schools.

26. Upcoming Governing Board Conferences:

- a. ASBA-ASA Annual Conference and New Board Orientation, December 14-16, 2022, JW Marriott Desert Ridge.

27. Basketball Schedules

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, 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



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

Sonny Graham, Board President

Darlene McCauley, Superintendent

Respectfully Submitted by:

Sheree Goessman, District Secretary