



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, February 9, 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 four (4) members of the public in attendance. Elementary Principal, Jeremy Clarke, and Board Member Mike Fagnan were absent from the meeting.

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.

Mrs. McCauley said the shout out goes to Jana Knowlden from Elementary. She said Jana has been teaching 2nd grade at Beaver Dam Elementary for the last 4 years. Her class has a reading level of almost one grade level ahead. She noted Jana goes out of her way to help students and is always engaging and challenging students for a higher level of thinking.

AGENDA

5. Consideration of approval of the February 9, 2023 LUSD9 Board Meeting agenda.

Board Member Burch made a motion to approve the agenda, seconded by Board



Secretary Reyes. The motion passed unanimously.

Board Member Burch: Yes
Board Member Fagnan: Absent
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.

6. Public Comment.

Christi Lindberg, Dean of Students, said she would like to make a public apology. She said she inadvertently said something to a couple former students and they asked that she make a public apology to their mothers. She said she is here to do that and apologize for any problem she has caused. She was given direction from her supervisor and it was completed as given.

Jose Avila said he would like board members to be aware of an incident that occurred on January 18th. He said he and his nephew went to the high school to give his mother flowers for her birthday. He said they were approached by Mrs. Lindberg and was told they were good to go into the school. He noted Mrs. Lindberg then asked if they were child molesters. He said he laughed and replied no. She then said at least not yet. Mr. Avila said his nephew questioned Mrs. Lindberg's response. He said this is embarrassing and outright humiliating for the both of them. He said he decided to not engage in her tactics because he was there to deliver flowers for his mother's birthday and there were students nearby. Mr. Avila said he emailed the Superintendent requesting an apology to himself and his nephew. The Superintendent scheduled a meeting on January 20th. He and his nephew attended the meeting and declined the apology. He said Mrs. Lindberg's behavior is not acceptable. Mr. Avila said Mrs. Lindberg said that once she made the comment she realized it was wrong. He felt the explanation sounded very stereo typical. He further noted the apology was not sincere and sounded sarcastic.

Lulu Avila said her son was insulted and degraded. She said this has happened multiple times in the past and said she feels they were stereo typed. She asked why Mrs. Lindberg would do this to somebody and asked if it was because of her son's race. She said her son is an American just like all of us here. He's not even enrolled in this school because of that exact reason. Mrs. Avila said she sent a letter to the Governing Board last April stating why Mrs. Lindberg should not be promoted to Dean of Students and noted it was because of incidents like this. Mrs. Avila said her children are always attacked. She noted she has one



child at the Elementary School and said she is surprised she hasn't been attacked. Her daughter Shyanne graduated from Beaver Dam High School and she had a death threat. She noted Neri was being harassed by another student last year and noted the problem was never fixed. Neri was then being investigated for being a bully. Mrs. Avila said the Superintendent yelled at her son in front of her. She questioned what is being done to these kids when parents aren't present. Mrs. Avila said Mrs. Lindberg should not have asked if they were sex offenders or said not yet. She asked for an investigation of Administration.

SPECIAL ITEMS / EXECUTIVE SESSION

(Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Littlefield Unified School District and to the general public that the Littlefield Unified School District Governing Board will hold a meeting open to the public on February 9, 2023 at 5 p.m. As indicated in the agenda, pursuant to A.R.S. § 38-431.03(A)(2), the Littlefield Unified School District Governing Board may vote to go into executive session, which will not be open to the public, to discuss certain matters.)

7. 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)) and pursuant to A.R.S. § 15-843 to consider the potential expulsion of Student #A. The executive session documents will not be available to the public.

The Governing Board adjourned to Executive Session at 5:10 p.m.

The Governing Board returned to the Regular Meeting at 5:36 p.m.

INFORMATION AND DISCUSSION:

8. Mr. Boyer, Business Manager.
 - a. Budget Update
 - b. Student Activity Balance.
 - c. Food Service Financial.
 - d. Arizona School District Financial Risk Analysis
 - e. Transportation Update.
 - f. Other

Mr. Boyer reviewed the budget update and student activity balance.

Mr. Boyer reviewed the food service report. He noted the Elementary is about \$2000 higher than the high school, most of that coming from the fresh fruit. The salaries are so low this month because part of it was during Christmas break. Mr. Boyer noted the Food Service Department is back to four employees. Board Member Burch asked if the fresh fruit money wasn't put into the account when the Governing Board agreed to give \$17,000 for fresh fruit. Mr. Boyer said no it is based on the cost and noted it will be fixed at the end of the school year. Board Member Burch asked how much money the Food Service Department received during both years of COVID. Mr. Boyer said we received a flat rate for the number of meals served.

Mr. Boyer reviewed the Arizona School District financial risk analysis. He noted overall we



are doing fairly well financially.

Mr. Boyer said we hired a bus driver and he's already licensed in Utah. He noted Mrs. Goessman is working with the new driver to get him licensed by Arizona Student Transportation. Once he is ready, we will go back to the 3 routes. Mr. Boyer said we have a 2nd applicant that is interested in driving for us and he is a former diesel mechanic. He does not have a CDL. Once he gets his permit he will have to do training. The driver we have right now is a snowbird and is willing to help out. Mr. Boyer advised we will still be looking to hire another bus driver.

9. Mr. Clarke, Elementary Principal
 - a. School Update
 - b. Upcoming School Activities
 - i. February 13-16, 2023 - Azella Reassessment
 - ii. February 27- March 3, 2023 – Reading Week
 1. Monday - Show your socks day
 2. Tuesday – Stripes Day
 3. Wednesday – Read my shirt Day
 4. Thursday – Wacky Hair Day
 5. Friday – PJ Day
 - iii. March 3, 2023 – Read-a-thon
 - c. Other

10. Mrs. McCauley, Superintendent/Principal
 - a. School Update.
 - b. Upcoming School Activities
 - i. February 2-3, 2023 – Dr. Robertson Visit.
 - ii. February 2, 2023 @ 5:30 p.m. – Worldstrides Parent Meeting
 - iii. February 13-16, 2023 – Azella Reassessment
 - iv. February 13, 2023 @ 2:30 p.m. – Middle School Valentine Dance
 - v. February 14, 2023 @ 1:30 p.m. – Valentine Assembly
 - vi. February 15, 2023 @ 5:30 p.m. – Winter Sports Banquet
 - vii. February 28, 2023 @ 12:30 p.m. – Career Fair
 - viii. March 1, 2023 – AZ Leader Site Visit
 - c. Other.

Board Member Burch said she heard the doorbell at the elementary isn't working. They said it's been down for quite some time. Mrs. McCauley said she heard it was messing up one day and she thinks the problem there is the lapse with not having an office manager. Board Member Burch said when you push the button it doesn't do anything. Mr. Boyer said it could be the battery needs changed.



Mrs. McCauley said Mr. Clarke is at Utah Tech representing us at the Teacher Job Fair. We hope to pick up a few new teachers, but a lot of people aren't going into education.

Mrs. McCauley said the Elementary is having a music and dance event tomorrow morning at 7:55 a.m. in the back of the school.

Mrs. McCauley noted the Jr/Sr High School will have another red day tomorrow. She advised that Mrs. Goessman is going to speak to the Seniors tomorrow regarding Health Insurance and Taxes.

Mrs. McCauley advised that staff had a very productive professional development day with Dr. Robertson.

Mrs. McCauley reviewed the upcoming activities. She noted the Worldstrides fieldtrip will be on the next agenda for approval for the next year. She noted AZELLA testing has been rescheduled to February 21st. There will be a Career Fair on February 28th. There will be an AZ Leader site visit on March 2nd.

Board Secretary Reyes said in the past the seniors have attended the Clark County Job Fair in Las Vegas.

- 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 President Graham made a motion to approve the consent agenda, seconded by Board Member Burch. The motion passed unanimously.

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

- 12. Consideration of approval of the January 12, 2023 Regular Governing Board Meeting Minutes.
- 13. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 16/2316 and 17/2317.



- b. LUSD9 Vouchers: 1013.
- c. Stipends
 - i. Christy Lindberg – New Teacher Induction Training

(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 2022/2023 Certified and Classified Personnel, Substitute Personnel, and Coaches per the attached list, including the following:

Name	Position	Effective Date
Broadhead, Val	Bus Driver	01/31/2023
Hershberger, Kacy	Transferred from Kitchen to Custodial	01/17/2023
Hickman, Moria	Classified Substitute	02/06/2023

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

Name	Position	Effective Date
Clark, Tracy	Bus Driver	01/26/2023
Hickman, Moria	Elementary Office Manager	02/03/2023

ACTION ITEMS AND/OR DISCUSSION

- 16. Consideration of approval of donations received by the District per Policy KCD.
 - a. Smiths Inspiring Donations - \$226.04
 - b. Greg Deges - \$200 for Lunch Accounts

Mrs. McCauley reviewed the donations.

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

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

- 17. Consideration of approval of the 2023-2024 Master Calendar.

Mrs. McCauley reviewed each of the two calendars that were provided in the backup material. Darlene reviewed each of the calendars. She noted Option #1 has the entire week of Thanksgiving off. She said it is very difficult to teach during those days because of people travelling outside of town. Mrs. McCauley asked the Governing Board's thoughts with having



the entire week of Thanksgiving off. Mrs. McCauley said she did an informational pull of her staff. She noted 50% said it didn't matter which calendar is chose and the other 50% said they liked Thanksgiving week off. Board Secretary Reyes said he's in agreement calendar option 1. He said from his experience Monday and Tuesday prior to Thanksgiving are a wash. He noted from a morale standpoint, it's nice to give our staff this entire week off. Board Member Burch said she has a problem with that and said she is looking at it as a past director. She said any time they are off hurts the kitchen. She expressed her opinion that kids should be in school. Mrs. McCauley advised those two days are not extra days off and instead staff is taking two of the extracurricular days and moving them to that week. Mrs. McCauley said the calendar will still have the same number of school days. Board President Graham asked if all of staff would be off that week. Mrs. McCauley noted the 12 month employees would still work on those days. Board President Graham read Policy GCD and noted the policy states they can give a winter break of two school weeks. Mr. Boyer noted Winter Break is on the calendar for December 18th-29th and New Year's day is a holiday. Board Member Schoppmann expressed her opinion that the extra days at Thanksgiving would be very nice. Board President Graham said he would like to see the teachers have a day to them at the beginning of the year to get their classroom set up and also January 2nd for the 2nd semester. Board Secretary Reyes said Clark County teachers come back the day after the last day of school to clean out their classrooms. He also agreed with Mr. Graham regarding the extra day at the beginning of the year to setup their classroom. Board President Graham said he doesn't know what it would cost the district to add the additional days. Board Secretary Reyes asked Mrs. Lindberg regarding an extra day at the beginning of the year to setup her classroom. Mrs. Lindberg said it was quite a culture shock to come to this district and not have that day to setup her classroom. She noted a lot of the last day of school is used to clean up the room and it is a non-productive day with students. Mrs. McCauley said the final exams start on May 17th. She noted May 21st and May 22nd are half days. She noted there are students that come in on the last day of school. She suggested instead of adding an entire day, that they remove the students from the last day of school and only have graduation. Mr. Boyer said you would have to add a day back in somewhere on the calendar. Mr. Boyer said we could have option 1 and can give the teachers the option to come in August 1st and get \$200 for the day and pay them the 22nd of May. Mrs. McCauley noted the teacher induction day is August 2nd. She said maybe they can change the teacher induction day to August 1st and possibly have the extra day for the teachers to get their classrooms ready on August 2nd.

Mr. Boyer reviewed the changes: Add August 2nd for teacher prep day, add another school day during the year (maybe September 22nd), add May 22nd as no school and use it as a teacher prep day to clean their classrooms. Board Member Burch said if they are giving November 20th and 21st then is should be district wide. Mr. Boyer said work calendars will be on the agenda for April.

Board Secretary Reyes made a motion to accept Option #1 as amended, seconded by Board Member Graham. The motion passed unanimously.

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



18. Discussion and possible action on putting a maximum amount for Employee recognition.

Mrs. McCauley noted the background material has the Littlefield Unified School District Service Award Recognition. She noted that depending upon the number of years the awards were either a certificate, engraved plaque, or engraved clock. In 2018 we had a lot of people exiting the district and she wanted something more personalized that would have more sentiment. In 2022, it was a very difficult year and just coming out of the pandemic. We went away with the luncheon on the last day because it was so chaotic. In 2022 we decided to do something a little more sentimental. We tried to keep the cost within the neighborhood with what was happening before. We tried to keep them in the ballpark cost wise and thought a gift should be a nice reminder of the district. Mrs. McCauley asked Board Member Burch if the vase she received from the district is more meaningful to her. Board Member Burch said she has the vase in her den and has all her plaques from Marriott. Mrs. McCauley said if the Board wants to set a monetary amount we will work with that. Board Member Burch said she thinks people enjoyed having the dinner.

Board Secretary Reyes said he would like to set a cap of \$100 for the highest level. Board President Graham said he thinks anything over \$50 is asinine because it is tax dollars. Board Secretary Reyes said he is suggesting \$100 because that is what the camping chair costs. He noted many of these employees that are here that long have spent many hours for the district. There was a discussion regarding changing the levels to: 1) 1st level – 1 to 4 years receive a candy bouquet. 2) 2nd level – 5-9 years receive a tumbler with school logo. 3) 3rd level – 10+ years received a camp chair with school logo.

Board Member Reyes made a motion to approve the cap of \$100 for the highest level award and years of service. The motion dies for lack of a second.

Board Member Burch made a motion to approve the cap of \$75, seconded by Board Secretary Reyes. The motion passed with 3 ayes and 1 nay.

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

19. Discussion regarding Policy KCD – Public Gifts/Donations to Schools.

Board Secretary Reyes said he spoke with staff regarding this policy. He said now that he has familiarized himself with the policy and understanding he is fine with it. He noted as soon as they get the donation they can use it and the board approving the donations is just a formality. He noted if they have any questions regarding the donations they can ask Mrs. McCauley. Board Secretary Reyes said they just need to educate themselves on some of the policies to understand it. He noted this is a common practice with all the districts in the



state.

20. Consideration of First Reading of Policy JFABDA – Admission of Student in Foster Care.

Mrs. McCauley said this is a policy advisory from ASBA.

Board President Graham made a motion to approve the first reading of Policy JFABDA, seconded by Board Member Burch. The motion passed unanimously.

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

21. Update regarding ESSER III Grant.

Mr. Boyer said the revision to the grant was denied and has been resubmitted. He said staff is hoping to have the revision accepted and will bring details of the stipend to the March meeting. Mrs. McCauley advised she just attended the ESSA conference. She noted this is a normal practice of the state where they request revisions.

22. Suggestions for Future Board Meetings.

1) Salary Schedules. 2) Certified & Classified Employment Templates. 3) Health Insurance Rates. 4) Worldstrides. 5) Ryla. 6) Transportation discussion. 7) Aggregate expenditure limit update.

Board Secretary Reyes said he will not be able to be here in person at the March meeting, but can call in.

INFORMATION ITEMS

23. News articles about the schools.

24. Upcoming Governing Board Conferences:

- a. ASBA Board Operations & Leadership Training Seminar 2023 – February 8, 2023 (Flagstaff), and February 10, 2023 (Phoenix).
- b. ASBA Understanding Employee Compensation & Benefits (Virtual) – February 22, 4:00 p.m. – 5:00 p.m.
- c. ASBA Decision Making with an Equity Lens (Virtual) – March 22, 4:00 p.m.-5:00 p.m.



25. School Calendar 2022/2023
26. Notification of the following Regulations and Exhibits:
 - a. Exhibit IHAMB-EA – Family Life Education.
 - b. Exhibit IHAMB-EB – Family Life Education.
 - c. Exhibit IJL-E – Library Material Selection and Adoption.
 - d. Regulation JFABDA – Admission of Students in Foster Care.
 - e. Exhibit JHD-EB – Exclusions and Exemptions from School Attendance.
 - f. Exhibit KB-EC – Parental Involvement in Education.

ADJOURNMENT

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

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

The meeting was adjourned at 6:55 p.m.

Sonny Graham, Board President

Darlene McCauley, Superintendent

Respectfully Submitted by:

Sheree Goessman, District Secretary