



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9  
GOVERNING BOARD MEETING  
Administrative Services Site  
3490 East Rio Virgin Road  
Thursday, June 8, 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 six (6) members of the public in attendance. Board Secretary Reyes and Elementary Principal Clarke 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  
Kevin Boyer, Business Manager  
Sheree Goessman, District Secretary

**CEREMONIAL ITEMS**

3. Pledge of Allegiance: By invitation of Board President.

**AGENDA**

4. Consideration of approval of the June 8, 2023 LUSD9 Board Meeting agenda.

**Board Member Fagnan made a motion to approve the agenda, seconded by Board Member Burch. The motion passed unanimously.**

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

**PUBLIC COMMENT**



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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.

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5. Public Comment.

Colleen Garlick said our town is going to miss Mrs. McCauley. She noted the kids like Mrs. McCauley and said she did a very good job at improving our schools. She also noted Mrs. Lindberg will be missed because she was dedicated. Mrs. Garlick said she's glad Mr. Boyer and Mr. Clarke are still part of the District.

Sean Hogan said he has children in our schools. He said he has donated his time working in the library and food services. Mr. Hogan said the PTO is new and said he would like a meeting between the Governing Board and the PTO so they can work together and see where the PTO can help. He said he appreciates what the Governing Board does and wants to be an asset to the Governing Board. Mr. Hogan said he sees some things maintenance wise that could use some improvements. He said he is thankful for Mr. Clarke and said he is doing a really good job.

Nichole Frisby, PTO President, said she is representing the PTO and concerned parents. She said she heard the Governing Board was considering a bond. She advised the PTO and concerned parents will not support a bond if it is just for the district and governing board room. She said they would like to see a community center built and the playground at the Elementary School replaced. She said with a community center they could host the blood drive and craft fair. She said there are so many opportunities this community really needs. She noted a community center could also be a place that Dixie Power and Election Department could use. She advised that without a form of government, it would fall on the schools to do this. She said the schools could hire some part time employees to run the community center. She advised if the Governing Board includes this with the bond then they would have more people to support it. She said they are also concerned over high teacher turnover rates and felt the Governing Board needed to look at salaries again. Mrs. Frisby said students need to rely on having their teachers here every year. She noted the Governing Board is relying on a few district employees and things are probably falling through the cracks.

## **INFORMATION AND DISCUSSION:**

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

Mr. Boyer reviewed the budget update. He then reviewed the student activity balance. He noted the Interact Club put the word D-Backs on the wall between the library and commons area. He said Ms. Reynolds shop class cut out the letters.



Mr. Boyer reviewed the Food Service Financial Update. He noted the Food Service account has a positive balance of \$23,000 at the end of the year. He noted the report has the fresh fruit broken out and has reports from prior years in the backup.

Mr. Boyer advised the Food Service Department did get approved to do the summer feed program. Food will be delivered Monday through Thursday. On Thursday's, four days' worth of food will be delivered and the deliveries may be a little late because of this. Mr. Boyer advised the Food Service Department is serving 70-80 meals a day plus feeding the kids that attend summer school. Board Member Burch said a parent contacted her and said she doesn't have enough room in her refrigerator for Thursday's delivery of 4 days' worth of food. She said she went online and saw other school districts are only delivering 5 days of food and not 7 days. She asked Mr. Boyer what made him decide to do it for 7 days. Mr. Boyer advised they felt the community would benefit with receiving 7 days of food. He noted the Food Service Director received requests from people wanting meals over the weekend. Mr. Boyer noted each person can choose how many meals they want. Board Member Burch asked where the food that is returned would go. Mr. Boyer said it would go back in the refrigerator if it needs refrigerated. He advised he will work with the Food Service Director and see what kind of feedback she's receiving.

Mr. Boyer said we are still looking for bus drivers. He advised we are in need of 2-3 bus drivers.

Mr. Boyer noted we received our insurance rates for next year for The Trust and The Alliance. Our Workers Compensation insurance is increasing by \$400 and The Trust is going up \$2,500 for general liability.

7. Mrs. McCauley, Superintendent/Principal
  - a. School Update.
    - i. June 5-29, 2023 – Summer School
    - ii. June 5, 2023 – August 3, 2023 – Summer Food Delivery
  - b. Other.

Darlene McCauley said we are in full swing with summer school and have approximately 55 children in summer school. That will run until the end of this month.

8. 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 Burch made a motion to approve the consent agenda, seconded by Board Member Fagnan. The motion passed unanimously.**

**Board Member Burch: Yes**



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

- 9. Consideration of approval of the May 11, 2023 Regular Governing Board Meeting Minutes.
- 10. Consideration of approval of Vouchers and Stipends:
  - a. LUSD9 Payroll Vouchers: 26/2326, 27/2327, and 28/2328.
  - b. LUSD9 Vouchers: 1020 and 1021.
  - c. Stipends
    - i. Classroom Site Fund payments.
    - ii. Accumulated Leave Payout.
    - iii. SEI Class Stipend.

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

- 11. Consideration of approval of FY2023/2024 Certified Personnel, Classified Personnel, Substitute Personnel, and Coaches per the attached list, including the following.

Name	Position	Effective Date
Coleman, Jaede	Elementary Teacher	08/01/2023
Fink, Jacob	Jr/Sr High School Science Teacher	08/01/2023
Hoggard, Celia	Assistant Athletic Director	08/03/2023
Marsh, Paul	Elementary Teacher	08/01/2023

- 12. Consideration of approval of donations received by the District per Policy KCD.
  - a. Ken Garff Ford - \$4,100 donation to Food Services
  - b. American Legion - \$1,000 Scholarship
  - c. Dan & Christine Reber - \$500 Scholarship
  - d. Peggy Owens - \$500 Scholarship
  - e. Ann Rice Trust / Rotary Club – (5) \$1,000 Scholarships
- 13. Consideration of hiring Kelsea Beig as our Physical Therapist for the 2023/2024 School Year.

## **ACTION ITEMS AND/OR DISCUSSION**

- 14. Presentation from Electric Bus Committee and possible action regarding moving forward with the grant funded electric buses.

Board Member Fagnan said the committee had a meeting with the EPA and the National Renewable Energy Laboratory. He noted there is a lot to consider with the electric buses such as the battery size. Board Member Fagnan said there are AC and DC buses and the buses will be able to go 200 miles on one charge. He noted it was recommended that we hang on to conventional buses for athletic trips. Board Member Fagnan noted the lead time on getting an electric bus is 12 months. He noted we are past due on the grant and were told we could file an extension. Board Member Fagnan said the buses will need 3 phase electric. He said the representatives did say this is new technology and they didn't know the answer to some of the questions. They said life of the bus is approximately 10 years.



Board Member Fagnan said the committee recommends that the school district proceed with the 3 electric buses. He noted the district was allotted \$170,000 and asked if the grant money could be used for the charging stations. Mr. Boyer said we can use \$60,000 toward the charging station only. Board Member Fagnan said his understanding was \$50,000 was for site prep. He said the shade structures he suggested are the ones people are putting up for their RV's.

Nichole Frisby said they did say this grant will not come back around and the district will lose it. Board Member Fagnan suggested we do get the DC charging bus because it charges the fastest. Mr. Boyer said he contacted Washington County School District and they use propane buses. Clark County School District has 2 electric buses now and will be purchasing more. He said he also contacted Dixie Power and requested their engineer come and talk to him. Board Member Fagnan told Mr. Boyer to make sure he tells Dixie Power this is 3 phase/220. Board Member Fagnan said he viewed a video by the NRECA and they recommended getting in touch with an electric bus vendor to see if they can bring a bus to the district to try-out. Sean Hogan said he's had an electric car for 2 years. He noted they have regenerative braking and expressed his opinion that electric buses will serve the district amazingly. Mr. Hogan said it will also save the District with maintenance and gas. Board Member Burch asked when the grant will be submitted. Mr. Boyer said everything has to be turned in by August 15<sup>th</sup>. Board Member Burch said she likes the idea and wishes she could see an electric bus so she can understand what it is like. She asked if we have time to set something up. Mr. Boyer said it may take a while to get a bus up here. Board Member Fagnan said the EPA also said emissions are non-existent on the electric buses so it will not affect the kids.

**Board Member Burch made a motion to approve moving forward with the grant funded electric school buses, seconded by Board Member Fagnan. The motion passed unanimously.**

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

15. Consideration of approval of proposed budget for the 2023/2024 School Year.

Mr. Boyer reviewed the budget cover page. He noted the budget is based on student enrollment and staff projected enrollment would stay flat this next year. Board Member Burch asked if they could do a fundraiser for the playground equipment or possibly apply for a grant. Mr. Boyer said there is a USDA grant and is only 50% funded.

**Board Member Fagnan made a motion to approve the proposed budget for the 2023/2024 School Year, seconded by Board President Graham. The motion passed unanimously.**

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

16. Consideration of approval of performance pay to Mrs. McCauley, Mrs. Lindberg, Mr. Clarke, and Mr. Boyer for FY 2022/2023.



**Board Member Fagnan made a motion to approve the performance pay, seconded by Board Member Schoppmann. The motion was 2 ayes and 2 nays and died.**

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

17. Consideration of approval of an increase to the paid price for school breakfast and lunch by \$0.10 for school year 2023-2024. Current prices are Breakfast: Student \$2.00 & Adult: \$2.50. Lunch: Student \$3.00 & Adult \$4.00. Proposed prices are Breakfast: Student \$2.10 & Adult: \$2.60. Lunch: Student \$3.10 & Adult \$4.10.

Mr. Boyer Kevin said per USDA guidelines, school lunch prices should be \$3.56 for the 2023/2024 school year. However, the PLT Tool does have a cap to increase prices at \$0.10. The PLE tool also has a caveat of not requiring an increase if the food service has a positive balance at the end of the year.

**Board President Graham made a motion to approve the \$0.10 increase for school breakfast and lunch for the 2023/2024 school year, seconded by Board Member Fagnan. The motion passed unanimously.**

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

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

Board Member Burch said she thought during the work session the Governing Board decided to hold off on this. Mr. Boyer said the Governing Board can proceed with what was discussed during the work session.

**Board Member Burch made a motion to hold off on this item until they find out about the electric buses, seconded by Board President Graham. Mrs. Goessman asked that the Governing Board include in their motion what meeting they would like this item addressed. Board Member Burch made a motion to table this item to the October Governing Board 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: Absent  
Board Member Schoppmann: Yes**

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

Staff recommendation for \$1,000 recruiting stipends for the 2023/2024 School Year for the following positions:

- Elementary Teachers – 4 positions





- Jr/Sr High School Math Teacher
- Jr/Sr High School Science Teacher

Board Member Fagnan said he would like the bus drivers included in the list of recruiting stipends. Mrs. Goessman advised the district received a grant of \$8,000 for recruiting stipends and can only be used for teachers. Mr. Boyer said the recruitment stipends would come out of M & O. Board Member Burch asked about spreading out the stipend. Mrs. Goessman advised that other districts will give a portion upfront and the rest at the beginning of the second year. Board Member Fagnan said he would like bus drivers to receive a \$500 sign-on stipend and the other \$500 at the end of the year.

**Board President Graham made a motion to approve teacher stipends of \$1,000 as recommended by staff with \$500 paid at sign on and the other \$500 paid at the beginning of the 2<sup>nd</sup> year. Also, that bus drivers will be paid a \$500 stipend with \$250 paid at sign on and the other \$250 paid at the end of the year. The motion passed unanimously.**

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

20. Consideration of approval of the EL Supplementary Curriculum, iLit, and approval of the 60 day review period.

Mrs. McCauley said the SEI teachers needed a little more than what was being provided. She noted Savvas Learning has a digital program that is supplementary and leads through intervention. She noted all of this is designed to increase proficiency in literacy. Mrs. McCauley noted one of the ideas was to use it during our intervention days. This program has been reviewed by the SEI teachers. It is a secondary program and was displayed during EL night. Mrs. McCauley said the iLit program would be put on display at the district office on a laptop to be reviewed for 60 days and will then be put before the Governing Board for approval.

**Board Member Schoppmann made a motion to approve the EL Supplementary Curriculum, iLit, and approval of the 60 day review period, seconded by Board President Graham. The motion passed unanimously.**

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

21. Suggestions for Future Board Meetings.

Board Member Graham reviewed the list of items for the next Governing Board Meeting.

- Employment Contract for new Superintendent/Secondary Principal with Executive Session.
- Approval of new hires.
- Public Hearing and Approval of FY 2024 LUSD Annual Expenditure Budget.
- Advice of encumbrances form.



- Approval of preschool fee
- Approval of bank accounts and signers
- Approval of curriculum for the 2023/2024 School Year.
- Approval of qualified evaluators for the 2023/2024 School Year.
- Approval of sole source vendor list.
- Approval of Administrator Authorization Approval forms designating who has authorization to sign vouchers and pick up warrants from the Mohave County School Superintendent’s Office.
- Bond override
- Approval of Elementary Mental Health Counselor

## **INFORMATION ITEMS**

22. News articles about the schools.
23. Upcoming Governing Board Conferences:
- a. ASBA Trauma Sensitive Schools Symposium (Virtual) – June 6, 8:00 a.m.-3:00 p.m.
  - b. ASBA Summer Leadership Institute – June 8-10, 2023 – Little America, Flagstaff.
  - c. ASBA 47<sup>th</sup> Annual Law Conference – September 6-8, 2023 – JW Marriott Camelback Inn, Scottsdale, AZ.
  - d. ASBA 2023 Delegate Assembly, September 9, 2023, 8:00 a.m.-5:00 p.m.
  - e. Mohave County Meeting, October 23, 2023.
24. School Calendar 2023/2024

## **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: Absent**  
**Board Member Schoppmann: Yes**

**The meeting was adjourned at 5:55 p.m.**

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Sonny Graham, Board President

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Darlene McCauley, Superintendent

Respectfully Submitted by:

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Sheree Goessman, District Secretary