



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, September 14, 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 forty (40) members of the public in attendance. Board Member Burch was absent when the meeting started.

2. ROLL CALL:

Sonny Graham, Board President
John Reyes, Board Secretary
Susan Burch, Board Member
Sean Hogan, Board Member
Patricia Schoppmann, Board Member

Troy Heaton, Superintendent/Secondary Principal
Jeremy Clarke, Elementary 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 September 14, 2023 LUSD9 Board Meeting agenda.

Board Member Burch arrived at the meeting at 5:02 p.m.

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

Board Member Burch: Yes



Board President Graham: Yes
Board Member Hogan: 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.

5. Public Comment.

Mike Fagnan noted the school lunch balances were \$5,000 in the hole at the end of last school year and Ford came in and paid most of it. He said at that time the Governing Board got into a heated discussion regarding collecting the money. Mr. Fagnan said he approached Mr. Boyer at the start of this school year and asked him what the cost is per student for breakfast and lunch. He contributed a year's worth for 1 student. He went to a community member and she also contributed to a student. He noted the Food Service Department now has \$2,000 of the \$5,000. He noted the Governing Board talked about how they are in it for the kids. He encouraged them to support this effort and donate to the Food Service Department. He said if they cannot afford it, then they probably know somebody that can. He asked the Governing Board to step up and care for the kids by contributing or finding someone to contribute. Mr. Fagnan read a quote: Ask not what you can do for your district, do it and help out.

He said to not count on Ford to come back and bail the food balances out.

INFORMATION AND DISCUSSION:

6. Kevin 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 and noted this is the last year for the ESSER III Grant. He advised that the classroom site funds will be spend out in December and June. Financially we are sitting pretty flush with everything. Board Secretary Reyes asked if the \$6 million is our entire budget. Mr. Boyer said yes. Mr. Heaton said school finance is kind of weird. He noted if you don't spend a lot of those funds then you don't receive it next year. Board President Graham asked about the Fresh Fruit Period 1 and Period 2. Mr. Boyer said period 1 is July-September and Period 2 is October to December.



Mr. Boyer reviewed the student activity funds. Mr. Heaton said they made \$1800 at the carnival last night. Mr. Boyer noted that due to the weather they closed it down early.

Mr. Boyer reviewed the food service financial. He noted the beginning of the year you will always see a negative balance but it's not too bad. He advised he did not include the previous year's report, but can if the Governing Board so wishes. Board Member Hogan asked if that has something to do with what Mr. Fagnan discussed. Mr. Boyer noted during COVID, meals were free and starting last year they started charging again. St. George Ford came in last year to help pay the deficit. Board Member Hogan asked if it would be in their best interest to try and reach out to some local businesses. Mr. Boyer said yes, it would be very helpful. Mr. Heaton said around December-January we will know where we are with the balance. Board Member Burch said she is fine with just having the current year report. She said she emailed the Superintendent and requested a report on enrollment and class size. Mr. Boyer said he did not get that message, but will get that to the Governing Board.

Board Member Hogan said with the enrollment there are many children in this district that go out of this district for school. Mr. Boyer said he can send the report out and then go over the enrollment issue in more detail at the next meeting.

Mr. Boyer said we now have a Bus Driver/Mechanic that has worked on pickup trucks and motorcycles. He noted big repairs will go to Mesquite. Mr. Boyer noted two years ago the law changed where we can use Utah and Nevada CDL drivers. He advised we have a Utah CDL Driver that student transportation is declining to license unless he get an Arizona License. They are saying Arizona Administrative Code still refers to an Arizona CDL and endorsements.

Mr. Heaton said he spoke with two different lawyers at the Law Conference regarding this issue and was told ARS trumps Administrative Code. The attorney said to just let the Utah CDL Driver go ahead and drive the bus without student transportation licensing him. They said if the bus driver is cited then ARS could be brought up and he would not have to pay the fine. Mr. Boyer said when all the drivers are licensed; we will have 3 routes again. Board Secretary Reyes asked if we have any routes that go on to BLM Land. Mr. Boyer said he doesn't believe so.

7. Jeremy Clarke, Elementary Principal
 - a. School Update.
 - i. September 13, 2023 -Homecoming Parade @ 1:00 p.m.
 - ii. September 13, 2023 – Homecoming Carnival @ 3:00 p.m. – 6:00 p.m.
 - iii. September 18-29, 2023 – PTO Craze/kindness fundraiser
 - iv. September 26, 2023 – Picture Retakes
 - b. Other.

Mr. Clarke said it's great to have a bunch of elementary students in attendance at the Board Meeting. He then reviewed the upcoming events.

Mr. Clarke said he invited the 6th Graders to talk about some of the plans they have to beautify our campus and the involvement of 4H.

Gareth McMillan said the students will present first and then the 4H representative will present afterwards. He said for the last month they have been working on chicken coop essays which were consolidated into one big essay. Each student read a portion of the essay and noted this project will help educate the younger students. Rocky Shaner, 4H Representative, said she has been coming to the school and helping the kids with all of this. Mrs. Shaner said they incubated chicks in the classroom last year and she took them home during the summer. She noted their plans to do a garden this year and distributed a sketch for the Governing Board to see. She noted 4H will purchase everything. She



noted 4H is very hands on and have lots of curriculum which will also be available for the teachers to use.

Mr. Clarke noted Mrs. Shaner also has a daughter in 6th grade. He said they are also trying to make the school look prettier from the outside.

Board Secretary Reyes said this area has always been an issue with flooding and is a wonderful use of this area. Board Member Burch asked what happens with the chickens when school is out. Mrs. Shaner said they are at her house right now. Mr. Clarke said the garden boxes that are located next to the kindergarten class were a 4H project. Mrs. Shaner said they have hydroponics going right now and hope to take them outside. Board Member Hogan said he thinks this is a great idea. He said he thinks it's a great way to help with responsibility. He noted this is something many of the youth do not get the opportunity to experience. Board President Graham asked how they will be protected on the weekends. Mr. Clarke said that is part of the design of the chicken coop.

8. Troy Heaton, Superintendent/Secondary Principal
 - a. School Update.
 - i. September 11-15, 2023 - Homecoming Week
 - ii. September 13, 2023 - Homecoming Parade 1:00 pm
 - iii. September 13, 2023 - Homecoming Carnival @ BDES 3:00 pm - 6:00 pm
 - iv. September 14, 2023 - Homecoming Games - volleyball and football
 - v. September 15, 2023 - Junior and Senior Class Bonfire
 - vi. September 26, 2023- picture re-take day
 - vii. September 27, 2023 - bookmobile
 - b. Other.

Mr. Heaton said this is a busy week and reviewed the upcoming events. He said he had a discussion with the Student Council about the possibility of moving the Homecoming Parade to the evening. He noted they did do the carnival for the community. He noted the Student Council is looking at different possibilities for next year.

Mr. Heaton noted the bonfire is on Friday and is only for Juniors and Seniors. One question that did come to the administration is the Homecoming Dance. Some people wanted junior high kids to attend the dance and Administration said no. Mr. Heaton noted the Homecoming Dance is on Saturday night at the Beaver Dam Lodge. There will be two teacher chaperones and Mr. Boyer.

Mr. Heaton noted he and Mr. Clarke attended the ASBA Law Conference. He said he would recommend Board Members to attend this conference in the future. Mr. Heaton said they spent quite a bit of time on Legislative updates. They also talked about issues that are becoming issues with schools right now. They also talk a lot about board issues.

Mr. Heaton noted Mr. Feick's last day will be October 13th. He said he has done a wonderful job with the Athletic Director position. He will work with Mr. Briggs to take over as Athletic Director.

Mr. Heaton said the 301 Committee has been formed. He noted the Classroom Site Fund Plan has to be board approved. He said he does have some ideas and once the plan is in place, it will be brought to the Governing Board for approval. Mr. Heaton said he will have an Admin Meeting in the next couple of weeks to work on the 301 plan.

Board Member Burch asked if we still invite the Fire Department and EMT's to attend the football



games. Mr. Heaton said yes and noted the Athletic Director is usually the one that asks them.

9. Board Reports.
 - a. Other

Board Secretary Reyes said the ASBA Law Conference was an accumulation of what Mr. Heaton was talking about. On Saturday, ASBA had the Delegate Assembly with delegates from all School Districts to review and vote on issues. Board Secretary Reyes noted it was not a public meeting and they were approving platforms, not policies. There were some serious decorum issues throughout the meeting. They spent the first 50 minutes of the meeting trying to resolve issues with their voting system. There was coffee and snacks and no lunch. People were talking to each other from different microphones across the room. He expressed his opinion that it was a disaster; however, they did get through all of the items.

Board Secretary Reyes said one item they discussed was covering the gaps in food service. He said the districts want ASBA to support legislation to offer school meals to all students free of charge.

Board Secretary Reyes said they made a new section 7 which is federal advocacy for bus driving. He said the language advocated for federal and tribal assistance on tribal land. Board Secretary Reyes said he submitted an amendment to the language on tribal land to say on tribal and federal land. He noted the amendment was approved.

Board Secretary Reyes said there was also an item for full funding of the IDEA Act. A lot of this requires a lot of documentation to get the 40%. There's a program called the secure school rural program and they wanted to secure funding for that.

Board Secretary Reyes noted one thing in the future he thinks he can help pursue is the school safety grant. He said when it expires he thinks he can advocate for it to continue.

Mr. Heaton said his last district was \$108,000 in the hole in food services after COVID. Board Member Burch asked how many students there were at his last district. Mr. Heaton said there were approximately 3,000 students.

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 President Graham.

Board Secretary Reyes said he would like to personally thank the two donors listed on item #15.

The motion passed unanimously.

Board Member Burch: Yes

Board President Graham: Yes

Board Member Hogan: Yes



Board Secretary Reyes: Yes
Board Member Schoppmann: Yes

- 10. Consideration of approval of the August 10, 2023 Regular Governing Board Meeting Minutes and the August 24, 2023, Special Board Meeting Minutes.
- 11. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 04/2404 and 05/2405.
 - b. LUSD9 Vouchers: 1004 and 1005.
 - c. Stipends

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

- 12. Consideration of approval of FY2023/2024 Certified Personnel, Classified Personnel, and Stipends per the attached list.

Na me	Position	Effective Date
Hershberger, Kacy	Custodian (Daytime)	08/28/2023
Jacobson, Michael	Bus Driver/Mechanic	07/17/2023
Jorgenson, D'Ann	School Aide	08/03/2023
Knudson, Marian	High School Mental Health Counselor	09/11/2023
Shuttleworth, Gina	School Aide	09/25/2023
Walker, Amanda	Bus Driver	08/17/2023

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

Name	Position	Effective Date
Lindberg, Gary	Daytime Custodian	09/01/2023

- 14. Consideration of approval of FY2023/2024 Substitute Personnel per the attached list.

Name	Position	Effective Date
McDonnell, Charyn	Certified & Classified Substitute	08/28/2023
Morrow, Gary	Certified Substitute	08/07/2023

- 15. Consideration of approval of donations received by the District per Policy KCD.
 - a) Mike Fagnan – Donation to Food Services - \$1,093.68
 - b) Jeanie Zueck – Donation to Food Services - \$1,093.68

ACTION ITEMS AND/OR DISCUSSION

- 16. Presentation and discussion regarding Mutualink.

Mr. Buller, Mutualink, introduced himself and said he's the retired captain with Arizona Department of Public Safety. He noted Mutualink is school safety communications software. In AZ, they are currently under contract with 10 of the counties. The software will cost about \$2500 if it is not



covered by the state budget in 2025. Part of Mutualink is a company called Raptor. Raptor allows for a teacher to push a button on their cellphone and it calls 911. The initiation of the 911 call is from the school. Mr. Heaton said once we initiate an emergency then they get access to our cameras and entrance points. He noted this service is free until 2025. If the state legislature does not fund it after this next legislative session it will cost \$2500, but they do have grants available.

Board Secretary Reyes asked if the Sheriff’s Department will bring us out of a hard lockdown. Mr. Buller said they work with our leadership team and the local law enforcement. He noted there will be an emergency response protocol that you will decide how it is done. Mr. Heaton said we are the ones that put ourselves in the lockdown and initiate it with Mutualink. Board Secretary Reyes asked if they can review the plan in a future board meeting. Mr. Heaton said yes and noted there are a couple things he’s working on still.

17. Discussion regarding the student athletic program.

Board Secretary Reyes said this is an initial discussion and asked to bring the item back later. He said he would like for us to consider offering a soccer program. We’ve traditionally had a large population of Latino students and a lot of our students have been involved with the Mesquite Youth Soccer Program. He noted Maria Stevens has also had a soccer program at our elementary school. He expressed his opinion that when the student gets to high school age there is a lot of talent wasted with not having a soccer program. He said he thinks there would be good support from the community for a soccer program. He said he was told in the past that in Nevada there is not a soccer program in 1A. Mr. Heaton said he’s had a few kids ask about a soccer program. He noted in the NIAA there is no soccer program in Division 1 and 2. Mr. Heaton said he will look into AYSO which is a private organization that does soccer and competes regionally. Board Secretary Reyes said maybe we could do some kind of club soccer program. He asked Mr. Heaton to look into the possibilities of starting a soccer program. He said this was an issue of his when he ran for School Board.

18. Consideration of approval of LUSD/Beaver Dam Title I Parent & Family Engagement Policy.

Mr. Heaton said he had a Title I review at Back to School night.

Board Secretary Reyes made a motion to approve the LUSD/Beaver Dam Title I Parent & Family Engagement Policy, seconded by Board Member Burch. The motion passed unanimously.

- Board Member Burch: Yes**
- Board President Graham: Yes**
- Board Member Hogan: Yes**
- Board Secretary Reyes: Yes**
- Board Member Schoppmann: Yes**

19. Consideration of approval of the LEA Family and Community Engagement Policy.

Board Secretary Reyes made a motion to approve the LEA Family and Community Engagement Policy, seconded by Board President Graham. The motion passed unanimously.

- Board Member Burch: Yes**



Board President Graham: Yes
Board Member Hogan: Yes
Board Secretary Reyes: Yes
Board Member Schoppmann: Yes

20. Consideration of second reading and adoption of Policy Advisory #744-747:
- a. Policy IGA – Curriculum Development
 - b. Policy IGD – Curriculum Adoption
 - c. Policy IJJ – Textbook/Supplementary Materials Selection and Adoption
 - d. Policy JLCD – Medicines/Administering Medicines to Students

Board Member Reyes said these policy revisions came from ASBA.

Board Member Burch made a motion to approve policies, seconded by Board Secretary Reyes. The motion passed unanimously.

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

21. Suggestions for Future Board Meetings.

- 1) Annual Financial Report for FY 2023.
- 2) Governing Board Self Evaluation per Policy #BAA
- 3) Superintendent Annual Evaluation per Policy #CBI
- 4) Approval of Heggerty Phonemic Awareness Curriculum, ELA Supplemental Curriculum, for Beaver Dam Elementary.

Board Member Hogan said several families take their kids out of state to schools. He said he would like to discuss enrollment at the next meeting. He said he would like to grow the trust for more families to bring their kids to our schools.

Board Member Hogan suggesting purchasing some microphones and a speaker for the Governing Board Room. Board President Graham said they could discuss Board Room updates at the next meeting. Board Member Hogan said they could maybe discuss having zoom meetings as well.

INFORMATION ITEMS

22. News articles about the schools.
23. Upcoming Governing Board Conferences:
- a. ASBA 2023 Delegate Assembly, September 9, 2023, 8:00 a.m.-5:00 p.m.
 - b. Mohave County Meeting, October 23, 2023.
24. School Calendar 2023/2024
25. Football and Volleyball Schedule.



26. Next Meeting – October 12, 2023

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 President Graham: Yes
Board Member Hogan: Yes
Board Secretary Reyes: Yes
Board Member Schoppmann: Yes**

The meeting was adjourned at 6:21 p.m.

Sonny Graham, Board President

Troy Heaton, Superintendent

Respectfully Submitted by:

Sheree Goessman, District Secretary