



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, July 10, 2025
5:00 P.M.
(Doors Open at 4:45 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 Fagnan called the meeting to order at 5:00 p.m. There were no people in attendance and Board Member Hogan, Superintendent Troy Heaton, and Business Manager Edward Dickie were absent from the meeting. Board Secretary Nichole Frisby was on the phone during the meeting.

2. ROLL CALL:

Mike Fagnan, Board President
Nichole Frisby, Board Secretary
Sonny Graham, Board Member
Sean Hogan, Board Member

Troy Heaton, Superintendent/Secondary Principal
Kevin Murray, Elementary Principal
Edward Dickie, Business Manager
Sheree Goessman, Human Resources Director

CEREMONIAL ITEMS

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

AGENDA

4. Consideration of approval of the July 10, 2025 LUSD9 Board Meeting agenda.

Board Member Graham requested to pull Item #10 from the agenda.

Board Member Graham made a motion to approve the agenda as amended, seconded by Board Secretary Frisby. The motion passed unanimously.

Board Member Cobb: Yes



Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent

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.

None.

INFORMATION AND DISCUSSION:

- 6. Kevin Murray, Elementary Principal
 - a. School Update
 - i. June 2 – August 8, 2025 – Summer Food Delivery
 - ii. August 5, 2025 – New Teacher Orientation
 - iii. August 6 & 8, 2025 – Professional Development Days
 - iv. August 7, 2025 – Teacher Prep Day
 - v. August 11, 2025 – First Day of School
 - b. Other

Kevin Murray reviewed the upcoming events and noted that a meeting is scheduled next week for the opening. He thanked Rigo and his crew for their cleaning efforts and expressed appreciation to Salud and Sheree for their work on onboarding. Mr. Murray reported that the District had applied for a grant to fund an instructional coach position, and recently learned that the grant was awarded. The position will be posted internally.

- 7. Sheree Goessman, Human Resources Director
 - a. FY 2025/2026 Staffing
 - b. Summer Food Audit
 - c. Food Service Community Eligibility Program
 - d. Other

Staffing Update:

- Welcomed four new teachers at the Elementary School and one new teacher at the High School.
- Currently, there are two open aide positions in the Special Education Department at the Elementary School.

Summer Food Program Audit:

On June 18, 2025, the District underwent a Summer Food Program Audit. The auditor observed breakfast



service for summer school students and accompanied staff during mobile lunch deliveries. Preliminary findings included:

1. **Lunch Fruit Portions** – Only ¼ cup of fruit was served; the required portion is ¾ cup.
2. **Vegetable Variety** – Peas were served as a green vegetable; it was recommended to substitute with broccoli or romaine lettuce to avoid serving two starches.
3. **Flyer Requirements** – All flyers must include a non-discrimination statement.

Community Eligibility Provision (CEP):

The CEP allows high-poverty schools to provide free breakfast and lunch to all students without requiring individual applications. Eligibility is based on the percentage of “identified students” (those directly certified through SNAP, TANF, Medicaid, or identified as homeless, immigrant, or in foster care).

Our identified student percentage was 50.98%, which qualifies us for 80% reimbursement. However, the remaining 20% of the cost—approximately \$6,800 per month—would need to be covered by the District. Due to this financial impact, participation in CEP is not feasible at this time.

As a result, the District will resume collecting Free & Reduced Meal Applications during enrollment and will continue charging for meals during the 2025–2026 school year.

8. Troy Heaton, Superintendent/Secondary Principal
 - a. School Update.
 - i. June 2 – August 8, 2025 – Summer Food Delivery
 - ii. August 5, 2025 – New Teacher Orientation
 - iii. August 6 & 8, 2025 – Professional Development Days
 - iv. August 7, 2025 – Teacher Prep Day
 - v. August 11, 2025 – First Day of School
 - b. Other.
9. Board Reports.
 - a. Other

None.

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 Graham said he will abstain from item #10.

Board President Fagnan made a motion to approve item #10, seconded by Board Secretary Frisby. The motion passed.

- Board Member Cobb: Yes**
- Board President Fagnan: Yes**
- Board Secretary Frisby: Yes**
- Board Member Graham: Abstain**
- Board Member Hogan: Absent**



Board Member Graham made a motion to approve items #11-#14, seconded by Board Secretary Frisby. The motion passed.

Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent

- 10. Consideration of approval of the June 12, 2025, Work Session Minutes and the June 12, 2025, Regular Governing Board Meeting Minutes.
- 11. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 27/2527, 28/2528, and 01/2601.
 - b. LUSD9 Vouchers: 1022 and 1023.
 - 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 the following staff resignations, retirements, and terminations:

| Name | Position | Effective Date |
|------------------|-----------|----------------|
| Jorgenson, D'Ann | SPED Aide | 05/21/2025 |

- 13. Consideration of approval of the FY 2025/2026 Certified Personnel, Classified Personnel, Substitutes, and Coaching Staff as outlined in the attached list:

| Name | Position | Effective Date |
|--------------------|-----------------------------------|----------------|
| Bender, Kimberly | Certified Substitute | 08/11/2025 |
| Boyer, Kevin | Business Mgr. Consultant | 07/01/2025 |
| Brown, Darolene | Grant Consultant | 07/01/2025 |
| Galicia, Mayra | Classified Substitute | 08/11/2025 |
| Goldberry, Shaunna | Secondary Science Teacher | 08/05/2025 |
| Gutierrez, Jocelyn | Classified Substitute | 08/11/2025 |
| Johnston, Greg | Certified Substitute | 08/11/2025 |
| Lyday, Denise | Certified & Classified Substitute | 08/11/2025 |
| Marks, Thomas | Certified Substitute | 08/11/2025 |
| McCauley, Darlene | Grant Consultant | 07/01/2025 |
| Morrison, Kelly | Business Mgr. Consultant | 07/07/2025 |
| Morrow, Gary | Certified Substitute | 08/11/2025 |
| Newlander, Karen | Certified Substitute | 08/11/2025 |
| Rauterkus, Rebel | Secondary Teacher (Revision) | 08/06/2025 |
| Skaar, Katrina | Classified Substitute | 08/11/2025 |
| Snow, Gail | Certified Substitute | 08/11/2025 |
| Stephens, Lone | Classified Substitute | 08/11/2025 |



14. Consideration of approval of donations received by the District per Policy KCD.
 - a. Dixie Tech College – \$500 Athletic Sponsorship.

ACTION ITEMS AND/OR DISCUSSION

15. Consideration of approval of the FY 2026 LUSD Annual Expenditure Budget.
 - a. Public Hearing
 - b. Adoption of FY 2026 LUSD Annual Expenditure Budget

The public hearing was opened; however, no public comments were received.

Board Member Graham made a motion to approve the FY2026 LUSD Annual Expenditure Budget, seconded by Board Secretary Frisby. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

16. Consideration of approval of the Advice of encumbrance form – ARS 15-906.

Board Member Graham made a motion to approve the Advice of encumbrance form, seconded by Board Secretary Frisby. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

17. Consideration of approval of Preschool fee of \$608 for full-time students or \$304 for part-time students. Also, allow the Superintendent to adjust the fees as deemed fit.

Board Member Graham made a motion to approve the preschool fees and allow the Superintendent to adjust the fees as deemed fit, seconded by Board Member Cobb. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

18. Consideration of approval for Implementation of Faraday Bags at all Littlefield Schools.

Board Member Cobb stated he is not in favor of the proposal, expressing concern about liability if other students were to take the phones. He suggested requiring students to place phones in their backpacks



and keep them turned off.

Board Secretary Frisby noted that Mr. Heaton had mentioned this idea because Washington County School District implemented a similar policy this school year. She did not believe they were using Faraday bags.

Board Member Graham stated he believes the State of Utah is requiring elementary and middle schools to follow such a policy, but allowing high schools to decide. He added that he would prefer to see teachers also put their phones away.

Board President Fagnan noted that some parents will insist on being able to contact their child at any time. He shared that, as an employer, he has required employees to leave their phones in their cars.

Board Member Cobb reiterated his preference for students to be required to put their phones away.

Board President Fagnan suggested requiring phones to be kept in backpacks, and if a student is found not following this rule, the phone could then be placed in a Faraday bag.

Board Secretary Frisby requested the cost information and further clarification on the proposal.

Board Member Cobb stated that phone issues likely involve only one or two habitual offenders, not all students, and suggested the funds could be used elsewhere.

Board Secretary Frisby moved to table this item until the next Board Meeting, seconded by Board Member Cobb. The motion passed unanimously.

Board Member Cobb: Yes

Board President Fagnan: Yes

Board Secretary Frisby: Yes

Board Member Graham: Yes

Board Member Hogan: Absent

19. Consideration of second reading and adoption of Policy Advisory #876-#905.
 - a. Policy DA – Fiscal Management Goals / Priority Objectives
 - b. Policy DB – Annual Budget
 - c. Policy DBC (Deleted) – Budget Planning, Preparation, and Schedules
 - d. Policy DBF – Budget Hearings and Reviews / Adoption Process
 - e. Policy DBI (Deleted) – Budget Implementation
 - f. Policy DBJ – Budget Transfers
 - g. Policy DD – Funding Proposals, Grants, and Special Projects
 - h. Policy DDA (Deleted) – Funding Sources Outside the School System
 - i. Policy DEC (Deleted) – Funding from Tax Sources
 - j. Policy DFA – Revenues from Investments
 - k. Policy DFB (Deleted) – Revenues from School – Owned Real Estate
 - l. Policy DFD (Deleted) – Gate Receipts and Admissions
 - m. Policy DFF (Deleted) – Income from School Sales and Services
 - n. Policy DG – Banking Services
 - o. Policy DGA (Deleted) – Authorized Signatures
 - p. Policy DGD – Credit Cards
 - q. Policy DI – Fiscal Accounting and Reporting
 - r. Policy DIA (Deleted) – Accounting System



- s. Policy DIB – Types of Funds/Revolving Funds
- t. Policy DIC – Financial Reports and Statements
- u. Policy DICA (Deleted) – Budget Format
- v. Policy DID – Inventories
- w. Policy DIE – Audits/Financial Monitoring
- x. Policy DJ – Purchasing
- y. Policy DJE – Bidding/Purchasing Procedures
- z. Policy DJG – Vendor/Contractor Relations
- aa. Policy DJGA (Deleted) – Sales Calls and Demonstrations
- bb. Policy DK – Payment Procedures
- cc. Policy DKA (Deleted) – Payroll Procedures/Schedules
- dd. Policy DN – School Properties Disposition

Board Member Graham made a motion to approve the second reading and adoption of Policy Advisory #876-#905, seconded by Board Secretary Frisby. The motion passed unanimously.

Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent

20. Consideration of second reading and adoption of Policy Advisory #906-#908.
- a. Policy IJNDB – Use of Technology Resources in Instruction
 - b. Policy JLF – Reporting Child Abuse/Child Protection
 - c. Policy JR – Student Records

Board Member Graham made a motion to approve the second reading and adoption of Policy Advisory #906-#908, seconded by Board Secretary Frisby. The motion passed unanimously.

Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent

21. Consideration of approval of a new Reading Curriculum, McGraw Hill Wonders, for Beaver Dam Elementary School.

Board President Fagnan asked if this was the \$100,000 reading program and whether other reading programs would be discontinued. Mr. Murray explained that *Wonders* consists of books, while the other programs are online. He added that part of the cost includes training.

Board Secretary Frisby noted that this has been a long-standing issue and emphasized the need for a strong reading program.

Board Member Cobb stated he was not familiar with the program. Board Member Graham commented that McGraw Hill is a publisher commonly used by schools. Board Member Graham inquired about testing, and Mr. Murray responded that the program includes unit testing and is based on the science of



reading. Board Member Graham also requested a future report on the program's effectiveness.

Board Secretary Frisby made a motion to approve Nichole moved to approve the new Reading Curriculum, McGraw Hill Wonders, for Beaver Dam Elementary School. The motion was seconded by Board Member Graham and passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

22. Consideration of approval of the following bank accounts and signers:

- a. Revolving Bank Account with America First Credit Union (impress of \$5000).
- b. Elementary School Food Service Bank Account with America First Credit Union.
- c. Jr./Sr. High School Food Service Bank Account with America First Credit Union.
- d. Auxiliary Bank Account with America First Credit Union.
- e. Student Activities Bank Account with America First Credit Union.
- f. Authorized Signers List: Edward Dickie, Troy Heaton, and Sheree Goessman on all accounts with America First Credit Union.

Board Member Graham made a motion to approve the bank accounts and signers, seconded by Board Member Cobb. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

23. Consideration of approval of the following curriculum for the 2025/2026 School Year:

- a. Imagine Learning Edgenuity – Credit Recovery/AP Classes/Elective – Jr/Sr High School
- b. Aleks – Math Program – Jr/Sr High School
- c. Lexia – Reading Curriculum – Both Schools
- d. Moby Max – Reading Curriculum – Elementary School
- e. InvestiGator Club – Preschool Curriculum
- f. McGraw Hill Glencoe Biology – Jr/Sr High School
- g. McGraw Hill Earth Science & Physical Science – Jr/Sr High School
- h. Pearson My Perspective – ELA Curriculum – Jr/Sr High School
- i. McGraw Hill Health Curriculum – Jr/Sr High School
- j. McGraw Hill Math Curriculum – Jr/Sr High School
- k. Into Math by HMH – Math Curriculum – Elementary School
- l. Savvas Learning ilit supplemental EL Program – Both Schools
- m. Biozone Physics and Chemistry Curriculum – Jr/Sr High School
- n. Heggerty Phonics – Elementary School
- o. Renaissance Assessment – Elementary School
- p. IXL – Jr/Sr High School
- q. Mystery Writing and Science – Elementary School
- r. Typing – Typing.com – Elementary School



Board Member Graham made a motion to approve the curriculum, seconded by Board Secretary Frisby. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

24. Consideration of approval of Qualified Evaluators for the 2025/2026 School Year.

Board Member Graham made a motion to approve Troy Heaton and Kevin Murray as the Qualified Evaluators for the 2025/2026 School Year, seconded by Board Member Cobb. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

25. Consideration of approval of the sole source vendor list.

- a. Reliance Connects – Internet Provider
- b. Dixie Power
- c. Virgin River Waste Water Improvement District
- d. Virgin Valley Disposal

Board Member Graham made a motion to approve the sole source vendor list, seconded by Board Member Cobb. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

26. Consideration of 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.

Board Member Graham made a motion to approve the Administrator Authorization Approval Forms designating Troy Heaton and Edward Dickie as authorized personnel to sign vouchers and pick up warrants from Mohave County School Superintendent's Office, seconded by Board Secretary Frisby. The motion passed unanimously.

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**



27. Suggestions for Future Board Meetings.

Board Member Graham requested an evaluation of the Superintendent. He further requested an item to discuss how the Board disburses performance pay for administrators.

INFORMATION ITEMS

28. News articles about the schools.
29. Upcoming Governing Board Conferences:
- a. ASBA Law Conference – September 3-5, 2025 – JW Marriott Scottsdale Camelback Inn Resort & Spa.
 - b. ASBA 2025 Delegate Assembly – September 6, 2025 – JW Marriott Scottsdale Camelback Inn Resort & Spa.
 - c. ASBA-ASA Annual Conference – December 17-19, 2025 – JW Marriott Phoenix Desert Ridge Resort & Spa.
30. School Calendar 2025/2026
31. Next Meeting – August 14, 2025

ADJOURNMENT

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

**Board Member Cobb: Yes
Board President Fagnan: Yes
Board Secretary Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Absent**

The meeting was adjourned at 5:40 p.m.

Mike Fagnan, Governing Board President

Troy Heaton, Superintendent/Secondary Principal

Respectfully Submitted by:

Sheree Goessman
Human Resources Director