



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, May 8, 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 five (5) people in attendance and no members of the Governing Board were absent. Board Member Graham attended the meeting by phone.

2. ROLL CALL:

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

Troy Heaton, Superintendent/Secondary Principal
Kevin Murray, Elementary Principal
Sheree Goessman, Human Resources Director

CEREMONIAL ITEMS

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

AGENDA

4. Consideration of approval of the May 8, 2025 LUSD9 Board Meeting agenda.

Board Member Hogan made a motion to approve the agenda, seconded by Board Member Frisby. The motion passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: 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.

None.

INFORMATION AND DISCUSSION:

6. Kevin Murray, Elementary Principal

a. School Update.

i. May 5-9, 2025: Teacher Appreciation Week

- a) May 5, 2025 – Wear your teachers favorite color
- b) May 6, 2025 – Write a Thank you Note to your Teacher
- c) May 7, 2025 – Draw a picture for your Teacher
- d) May 8, 2025 – Bring your teacher's favorite snack
- e) May 9, 2025 – Spirit Shirt Day

ii. May 14, 2025 – 6th Grade Split-Out

iii. May 14, 2025 – Last day of Preschool M/W

iv. May 15, 2025 – Last day of Preschool W/T

v. May 15, 2025 – Bowling at Virgin River (Group 1)

vi. May 16, 2025 – Bowling at Virgin River (Group 2)

vii. May 19, 2025 – Field Day

viii. May 20, 2025 – Kindergarten Graduation

ix. May 21, 2025 – Last Day of School – Dismissal 12:20 p.m.

b. Other.

Kevin Murray's Update – Elementary School:

- Kevin shared that there is a lot happening this month at the Elementary School.
- The school recently celebrated Principal Appreciation Day and Teacher Appreciation Week.
- The PTO played a key role in supporting and funding these appreciation activities.
- Kevin also provided an overview of the upcoming events planned for the remainder of the month.

7. Troy Heaton, Superintendent/Secondary Principal

a. School Update.

i. May 7, 2025 - Senior Dinner and Scholarship Night 5:00 commons area

ii. May 9, 2025 - Football Interest Meeting during lunch

iii. May 14, 2025 - Awards Assembly - tentative time of 11:10

iv. May 14, 2025 - Spring Sports Banquet 5:00 commons area

v. May 15, 2025 - Yearbook Signing party for those who purchased yearbooks by 4/28/25 and then signing for all students/staff



- vi. May 16, 2025 - Graduation at 5:00 in the gym
 - vii. May 19, 2025 - Semester Testing - students released at 12:15
 - viii. May 20, 2025 - Semester Testing - students released at 12:15
 - ix. May 21, 2025 - Last day for students - students released at 11:20
 - x. May 22, 2025 - Teacher prep day
- b. Financial Items
 - i. Budget Update
 - ii. Food Service Financial
 - iii. Student Activity Balance
 - c. Other.

Troy Heaton's Update:

- The school improvement team has been meeting regularly.
- Teacher Appreciation Week recently concluded, and Beth provided lunch for the staff in celebration.
- Graduation is approaching, and diplomas are ready to be signed.
- The final sports banquet of the year is scheduled for next Wednesday.
- Troy expressed pride in the baseball team's significant improvement this season.

Financial & Staffing Updates:

- Troy reviewed the current student activity account balances.
- Mike Murray, the current business manager, comes from the Havasu School District.
- Mrs. McCauley has been instrumental in managing grant work and is now handling the Title grants, which are expected to be completed by the end of June.
- Mrs. Brown recently accepted a position with the Arizona Department of Education (ADE) and has been informed she can no longer assist the district.
- Troy has taken on much of the work related to renewal grants.

Board & Graduation Notes:

- All Board Members are invited to attend the graduation ceremony.
- Sonny requested that the Superintendent provide a summary of the budget to the Board. Troy mentioned he would ask the business manager to prepare and present this information.

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 Hogan made a motion to approve the consent agenda, seconded by Board Member Frisby. The motion passed unanimously.



Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes

- 9. Consideration of approval of the April 10, 2025, Regular Governing Board Meeting Minutes.
- 10. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 21/2521 and 22/2522.
 - b. LUSD9 Vouchers: 1017 and 1018.
 - c. Stipends

(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 the FY 2024/2025 Classified, Certified, and Substitute Personnel as outlined in the attached list:

Name	Position	Effective Date
McCauley, Darlene	Grant Consultant	04/28/2025
Murray, Michael	Budget Consultant	04/28/2025

- 12. Consideration of approval of the FY 2025/2026 Certified Personnel and Classified Personnel as outlined in the attached list:

Name	Position	Effective Date
Bishop, Brinlee	Elementary Teacher	08/05/2025
Fagre, Breanna	Elementary Teacher	08/05/2025
Jorgensen, Tracy	Special Education Teacher	08/05/2025
Mancha, Perla	Elementary Library Aide	08/06/2025
Miller, Bruce	Bus Driver	08/06/2025
Pickett, Hailey	Elementary Teacher	08/05/2025

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

Name	Position	Effective Date
Allen, Mike	Elementary Teacher	05/22/2025
Brogan, Brian	Substitute Aide	05/01/2025
Faler, Brittany	Elementary SPED Aide	04/25/2025
Hatfield, Clark	Secondary Teacher	05/22/2025
Holmes, Spencer	Business Manager	04/10/2025

- 14. Consideration of approval of a revision to the Director Salary Schedule and revision to Rigo Cobian's 25/26 employment agreement.



15. Consideration of approval of the 2025/2026 Stipend List without Names.
16. Consideration of approval of donations received by the District per Policy KCD.
 - a. Kat Rhodes - \$50 to the DC Trip.
 - b. Gary & Ella Pruitt - \$250 to the DC Trip.

ACTION ITEMS AND/OR DISCUSSION

17. Consideration of second reading and adoption of Policy Advisory #819-862.
 - a. Policy BA – School Board Operational Goals
 - b. Policy BAA – Evaluation of School Board/Board Self Evaluation
 - c. Policy BB – School Board Legal Status
 - d. Policy BBA – Board Powers and Responsibilities
 - e. Policy BBAA – Board Member Authority and Responsibilities
 - f. Policy BBBA – Board Member Qualifications
 - g. Policy BBBB – Board Member Oath of Office
 - h. Policy BBBC – Board Member Resignation
 - i. Policy BBBB – Board Member Removal from Office
 - j. Policy BBBE – Unexpired Term Fulfillment
 - k. Policy BCA – Board Member Ethics
 - l. Policy BCB – Board Member Conflict of interest
 - m. Policy BDA – Board Organizational Meeting
 - n. Policy BDB – Board Officers
 - o. Policy BDD – Board-Superintendent Relationship
 - p. Policy BDE – Board Committees
 - q. Policy BDG – Advisory Committee
 - r. Policy BDG – School Authority
 - s. Policy BE – School Board Meetings
 - t. Policy BEC – Executive Sessions / Open Meetings
 - u. Policy BED – Meeting Procedures
 - v. Policy BEDA – Notification of Board Meetings
 - w. Policy BEDB – Agenda
 - x. Policy BEDC – Quorum
 - y. Policy BEDD – Rules of Order
 - z. Policy BEDF – Voting Method
 - aa. Policy BEDG – Minutes
 - bb. Policy BEDH – Public Participation at Board Meetings.
 - cc. Policy BEDI – New Media Services at Board Meetings
 - dd. Policy BGB – Policy Adoption
 - ee. Policy BGC – Policy Revision and Review
 - ff. Policy BGD – Board Review of Regulations
 - gg. Policy BGE – Policy Communication / Feedback
 - hh. Policy BGF – Suspension / Repeal of Policy
 - ii. Policy BHC – Board Communications with Staff Members
 - jj. Policy BHD – Board Communications with the Public
 - kk. Policy BIA – New Board Member Orientation / Handbook
 - ll. Policy BIB – Board Member Development Opportunities



- mm. Policy BIBA – Board Member Conferences, Conventions, and Workshops
- nn. Policy BIE – Board Member Insurance/Liability
- oo. Policy BJ – School Board Legislative Program
- pp. Policy BK – School Board Memberships
- qq. Policy BKA – Liaison with School Boards Association

Mrs. Goessman said ASBA is reviewing and cleaning up each section of the policies.

Board Member Graham made a motion to approve the second reading of Policy Advisory #819-862, seconded by Board Member Hogan. The motion passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**

18. Consideration of first reading of Policy Advisory #863-#865.
- a. Policy IHA – Basic Instructional Program
 - b. Policy JLIP – Sex Offender Notification

Board Member Graham made a motion to approve the first reading of Policy Advisory #863-865, seconded by Board Member Frisby. The motion passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**

19. Consideration of first reading of Policy Advisory #866-#875.
- a. Policy CA – Administration Goals/Priority Objectives
 - b. Policy CB – Superintendent
 - c. Policy CBA – Qualifications and Duties of the Superintendent
 - d. Policy CBCA – Delegated Authority
 - e. Policy CBI – Evaluation of Superintendent
 - f. Policy CCB [Delete] – Line and Staff Relations.
 - g. Policy CFD – School Based Management
 - h. Policy CHD – Administration in the Absence of Policy
 - i. Policy CK – Administrative Consultants
 - j. Policy CM – School District Annual Report

Board Member Frisby made a motion to approve the first reading on Policy Advisory #866-875, seconded by Board Member Hogan. The motion passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**



20. Discussion and possible action regarding scheduling a budget work session for June 12, 2025.

Mrs. Goessman noted that the next Governing Board Meeting is scheduled for June 12th and the work session has routinely been scheduled at 2:00 p.m.

Board Member Graham made a motion to approve a budget work session on June 12th at 2:00 p.m. The motion was seconded by Board President Fagnan and passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**

21. Notification of reading textbook for Beaver Dam Elementary School and start of the 60 day review period.

Mr. Murray stated that the teachers selected the Wonders program, which is approved by the state. He noted this will start the 60 day review period and it will be on the July agenda for approval. Board Member Frisby inquired about how this aligns with the budget. Mr. Murray responded that the cost is approximately \$100,000.

22. Discussion and possible action to submit policy priorities for inclusion in the Arizona School Boards Association 2026 political agenda.
- a. The Governing Board will review and discuss the 2025 political agenda of the Arizona School Boards Association (ASBA). The Board may consider action to submit proposals for update and/or amendment to the association for consideration.

The Governing Board discussed their recommendations for the ASBA 2026 political agenda:

- Board President Fagnan and Board Member Graham both recommended full funding for school lunch programs and increased funding for rural schools.
- Board Member Hogan recommended funding for full-day kindergarten.
- Board Member Frisby recommended redefining the role and purpose of standardized testing, developing more meaningful assessments and measurable outcomes, and eliminating unfunded mandates and administrative burdens.

Board Member Hogan made a motion to submit the recommendations as noted. The motion was seconded by Board President Fagnan and passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**



23. Consideration and possible action to appoint a delegate(s) to serve at the Arizona School Boards Association Delegate Assembly.

Board President Fagnan suggested appointing Board Member Frisby as the delegate, with Board Member Hogan serving as the alternate delegate.

Board President Fagnan then made a motion to appoint Board Member Frisby as the delegate and Board Member Hogan as the alternate delegate. The motion was seconded by Board Member Hogan and passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**

24. Consideration of approval of a 2024/2025 Budget Revision per ARS 15-905(L).

Mr. Heaton reported that Mike Murray is currently serving as the temporary Business Manager and was responsible for preparing the revised budget. He noted that the revised budget confirms the accuracy of available funds and emphasized the importance of having someone experienced in the role. By the June meeting, he expects to provide an update on available capital expenditures. He also stated that the district currently has approximately \$50,000–\$75,000 in reserves. Mr. Heaton added that the Maintenance and Operations (M&O) budget is on track, capital funding has increased, and overall expenditures are in a good position.

Mr. Heaton also reported that the issue with the buses has been resolved and payment will be made. Mrs. Goessman noted that the revised invoices have not yet been received. A new protocol is now in place requiring an estimate to be provided before any work is performed on district buses.

Board Member Hogan made a motion to approve the 2024–2025 Budget Revision. The motion was seconded by Board Member Nichole and passed unanimously.

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**

25. Discussion regarding Board Member conduct including review of policies and Communication Protocol.

Board Member Frisby reminded everyone that the decisions made by the Board impact every single child and that they are responsible for representing the entire community. She addressed a comment made at the previous meeting, in which another board member stated that she was overreaching and micromanaging food services. Board Member Frisby explained that she followed the appropriate chain of command due to concerns about food waste. She also acknowledged that, during the last meeting, when the Board President requested an item be



closed, she takes full responsibility for not adhering to that direction. She stated that talking over fellow board members is unacceptable and emphasized that, beyond the boardroom, the stakes are even higher. As stewards of public funds, board members must hold themselves to the highest standards. She concluded by stating that this is not about personal grievances, but about accountability, and that students deserve leaders who rise above conflict.

Board President Fagnan expressed appreciation for Board Member Frisby taking responsibility for her behavior, noting that he had requested it stop during the meeting and it continued. He said the situation got out of hand and emphasized that such behavior cannot be allowed.

Board Member Graham added that the Board President has the ability to reset the meetings if needed. Board President Fagnan confirmed that he did intervene shortly after the situation occurred and admitted he had also been guilty of micromanaging.

Superintendent Heaton clarified that the discussion in question took place during a work session. Board President Graham added that it serves as a good reminder for everyone.

26. Consideration for Approval of New Student Activity Clubs with Fundraising Activities:

- a. Business Management Club
- b. Conceptual Biology Club

Mr. Heaton reported that Rebel Rauterkus, representing the Business Management Club, and Ron Briggs, representing the Conceptual Biology Club, have both requested approval for fundraising activities, which require Board action.

Mr. Heaton noted that fundraising activities must not compete with the district's food services. All sales will take place on campus or during school events.

Board Member Hogan made a motion to approve the Business Management Club to conduct fundraising activities. The motion was seconded by Board President Fagnan and passed unanimously.

Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes

Mr. Heaton then shared that the Conceptual Biology Class has been growing flowers in the school's nursery and plans to sell bouquets for Mother's Day.

Board Member Hogan made a motion to approve the Conceptual Biology Club to conduct fundraising activities. The motion was seconded by Board Member Frisby and passed unanimously.

Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes



Board Member Hogan: Yes

27. Consideration for Approval of the Resignation of John Reyes from the Littlefield School Board

Board President Fagnan informed the Board that Mr. Reyes submitted his resignation on April 10th, and it requires Board approval.

Board Member Hogan made a motion to accept Mr. Reyes' resignation and to thank him for his service. The motion was seconded by Board Member Graham and passed unanimously.

Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes

28. Suggestions for Future Board Meetings.

Mrs. Goessman said she is hoping to have the appointment to the school board on the next agenda.

INFORMATION ITEMS

29. News articles about the schools.
30. Upcoming Governing Board Conferences:
- a. ASBA From Idea to District Policy: The Long and Winding Road Webinar – May 13, 2025 @ 5:00 p.m.
 - b. ASBA Summer Leadership Institute – June 5-7, 2025, Flagstaff, AZ
31. Notification of Policy Regulations and Exhibits:
- a. Exhibit BAA-EB: Evaluation of School Board/Board Self Evaluation.
 - b. Regulation CBCA-R: Delegated Authority
 - c. Exhibit CBI-EA or CBI-EB: Evaluation of Superintendent
 - d. Regulation CCB-R [Delete]: Line and Staff Relations
 - e. Regulation CFD-R: School Based Management
 - f. Exhibit CFD-E: School Based Management

Mrs. Goessman asked the Governing Board if they would prefer exhibit CBI-EA or CBI-EB as the evaluation for the Superintendent. The Board Member noted they would prefer CBI-EA.

32. School Calendar 2024/2025
33. Next Meeting – June 12, 2025



ADJOURNMENT

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

**Board Member Fagnan: Yes
Board Member Frisby: Yes
Board Member Graham: Yes
Board Member Hogan: Yes**

The meeting was adjourned at 6:06 p.m.

Mike Fagnan, Governing Board President

Troy Heaton, Superintendent/Secondary Principal

Respectfully Submitted by:

Sheree Goessman
Human Resources Director