



**LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, January 8, 2026
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 4:59 p.m. There were approximately twenty (20) people in attendance and Mrs. McCauley was absent from the meeting.

2. ROLL CALL:

Mike Fagnan, Board President
Mark Cobb, Board Member
Sean Hogan, Board Member
Karen Johnson, Board Member
Cathy Wright, Board Member

Troy Heaton, Superintendent/Secondary Principal
Darlene McCauley, Interim 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 January 8, 2026 LUSD9 Board Meeting agenda.

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

Board President Fagnan: Yes
Board Secretary Hogan: Yes



**Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes**

SPECIAL ITEMS

- 5. Election of Governing Board Officers:
 - a. Governing Board President.
 - b. Governing Board Secretary.

Board Member Johnson made a motion to nominate Mark Cobb as the Board President, seconded by Board Member Wright.

Board Secretary Hogan noted there are a lot to know and a lot of responsibility with the Board President position. He then asked Board Member Cobb if he was prepared and wanted the position. Board Member Cobb said yes. Board Member Cobb said he works a full time job and has never missed a meeting. He said he feels we need to get the community more involved. Board Secretary Hogan said it takes some special things for the position that they haven't learned yet and said with his time on the board he doesn't think he knows enough yet for that position.

**Board President Fagnan: Yes
Board Secretary Hogan: No
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes**

Board Member Fagnan made a motion to nominate Sean Hogan as the Board Secretary, seconded by Board Member Johnson. The motion passed unanimously.

**Board President Fagnan: Yes
Board Secretary Hogan: Yes
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: 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.

Trisa Cummings thanked the school staff and administration for their work with students and noted an observed improvement in the elementary school's learning culture. She also expressed



appreciation for the board's efforts to understand and fulfill its roles and responsibilities.

Regarding student teacher stipends, she thanked the board for revisiting the topic and encouraged careful consideration of the potential impact on current teachers and staff, funding sources, and whether funds might be better used to support existing staff, student aides, bus support for high-need riders, or teacher and staff retention. She emphasized the importance of the board having a full understanding of all perspectives and facts before voting and suggested tabling items when necessary to allow for that understanding.

Ms. Cummings also encouraged the board to use work sessions to focus on making appropriate changes to prevent further loss of high-quality staff, noting significant turnover in principals, teachers, and staff over the past several years. She highlighted the importance of fiscal management, financial understanding, and transparency, while maintaining privacy protections.

INFORMATION AND DISCUSSION:

7. Edward Dickie, Business Manager
 - a. Student Activity Balance.
 - b. Food Service Financial.
 - c. Budget Update
 - d. Quarterly Maintenance Report
 - e. Student Count Projections for FY 2026/2027
 - f. Other

Ed reviewed several reports, including student activity, food service, the budget update, the maintenance quarterly report, and projected student count.

- **Student Activity:** Funds were transferred from FY2025 to FY2026 into the student council fund. Questions were raised about whether there is one student council fund or separate class funds; it was clarified the transfer went to the student council fund. Fundraising is still occurring, though the senior class is doing limited activity and will be restricted to their own class funds.
- **Food Service Report:** Questions were asked regarding food reimbursements and a donation received. It was noted that at the end of the year, the donation will be distributed equally across all accounts with outstanding balances.
- **Budget Update:** Discussion included funding for a shade structure. It was clarified that the structure cost more than the amount discussed and that the donor provided a list of specific items to be purchased with the donated funds.
- **Maintenance Quarterly Report:** Concerns were raised about non-functioning air conditioning units and a recent fire alarm issue where only part of the building heard the alarm. It was explained that major maintenance projects go through the School Facilities Board (SFB) and require individual funding applications. Troy indicated he would follow up



with the principal regarding a fire alarm check and noted there is a known system glitch. A report is pending submission to the fire marshal before being sent to SFB.

- **Projected Student Count:** Enrollment is projected to increase slightly. Questions were asked about weighted counts and ADM. Troy explained that Arizona uses Average Daily Membership (ADM), which varies, and that preschool students are not included, as those funds come through First Things First.

8. Elementary School
 - a. School Update
 - i. January 7, 2026 – Bookmobile
 - ii. January 28, 2026 – Spelling Bee
 - b. Other

Mr. Heaton reviewed upcoming events and provided staffing updates. He reported that there are 10 applicants for the Elementary Principal position and interviews will begin in the next few weeks. Mr. Heaton advised that half of the School Facilities Board (SFB) projects are for the elementary school. He also shared that a student teacher has started and that a new mental health counselor is in place at the elementary school, noting the position has specific grant-related requirements.

9. Troy Heaton, Superintendent/Secondary Principal
 - a. School Update.
 - i. January 7, 2026 – Book Mobile 7:00 am-8:00 am
 - ii. January 15, 2026 – Auto body Club fieldtrip to St. George Army Reserve Center.
 - iii. January 27-29, 2026 – AZELLA Testing.
 - b. Conferences
 - c. Other.

Mr. Heaton reviewed upcoming events and provided several updates. He informed the Board that tutoring is planned to begin in a couple of weeks, as the program is substantially approved and the organization can move forward. The elementary school will have two teachers and the high school will also have two teachers providing tutoring. At the high school level, tutoring will be mandatory for students earning D and F grades. The tutoring grant totals \$10,000, and the district plans to apply again next year, which may require placing limits on participation. Trish Call and Mr. Leany expressed interest in participating. Board President Cobb noted the goal is to provide students with tools for success.

Mr. Heaton also discussed the Board's conference budget, noting it typically covers one board member attending one conference per year. He suggested an alternative option of having ASBA provide a training presentation to the full Board. Board Member Johnson shared that the next ASBA conference is a one-day event in Flagstaff and expressed support for ASBA training for the Board. She also advised that she wants to attend the Flagstaff training and asked other Board Members if any of them want to attend.

Lastly, Mr. Heaton reported that the elementary school completed the dental program.



Coordination has been made to transport students by van a couple of days each week, and permission slips will be sent out next week.

10. Board Reports.
 - a. Report by Karen Johnson regarding the Annual ASBA Conference
 - b. Other

Board Member Johnson reported that the conference was outstanding. The first day focused on how governing boards can best support their superintendent, emphasizing that the superintendent, policy, and fiscal oversight are the board's top priorities. Presenters stressed the importance of support, positivity, and longevity, noting that these qualities should trickle down to teachers and staff. They shared that high staff turnover is often an indication that the board is not functioning effectively. Superintendent longevity and strong board support were identified as critical.

Board Member Johnson noted that it is especially challenging when one individual serves as both superintendent and principal. Julie Bacon offered to meet with the board to help them better understand this dynamic. Mr. Heaton stated that, unfortunately, the district does not currently have the financial resources to separate the two positions. Board Member Johnson felt the training was highly ranked, valuable, and important, adding that the training content is always different and encourages ongoing participation.

Board President Cobb stated he would need to review his schedule before committing to attend the next training and would follow up.

Board Secretary Hogan commented that it is beneficial for at least one board member to attend each year for networking purposes. Mr. Heaton shared that he typically attends the law conference. Board Member Johnson distributed a document from Love Public Education Arizona and noted that much of Arizona law directly informs district policy. She suggested the board begin reviewing policies.

Board Member Fagnan clarified that the board approved the Washington, D.C. trip itself, not the use of school funds to pay for it. He noted that there are seven students and seven adults attending and expressed the opinion that one chaperone per student is unnecessary. Mr. Heaton stated that some difficult decisions may need to be made, but that the board's role is limited to approving the out-of-state trip. Board President Cobb asked if Troy would bring the issue forward. Mr. Heaton responded that he would not, as it is the group's project. He added that the group approached Mrs. McCauley, who agreed to contribute \$2,000 toward the trip using school funds. Mr. Heaton stated that he would hate to penalize the group, as they have done an excellent job raising funds.

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 Fagnan recognized the people and businesses who have donated to the schools.



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

- Board President Fagnan: Yes**
- Board Secretary Hogan: Yes**
- Board Member Cobb: Yes**
- Board Member Johnson: Yes**
- Board Member Wright: Yes**

11. Consideration of approval of the December 11, 2025, Regular Governing Board Meeting Minutes.
12. Consideration of approval of Vouchers and Stipends:
 - a. LUSD9 Payroll Vouchers: 13/2613 and 14/2614.
 - b. LUSD9 Payables Vouchers: 2659 and 2660.
 - c. Stipends - None
 (Members of the public may view the content of the vouchers 24 hours prior to the board meeting in the district office.)
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
Carter, Sarah	Elementary Mental Health Counselor	01/05/2026
Henry, Susan	SPED Aide	01/05/2026

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

Name	Position	Effective Date
Newlander, Karen	Substitute Teacher	12/19/2025
Stephens, Lone	Substitute Aide	12/10/2025
Walker, Amanda	Substitute Bus Driver	12/15/2025

15. Consideration of approval of donations received by the District per Policy KCD.
 - a. Chipotle Fundraiser - \$394.21 for Boys' Basketball.
 - b. Cuzi Fundraiser - \$130 for Wrestling.
 - c. Christy Staton - \$400 for the DC Trip.
 - d. Darren Hall - \$100 for Wrestling.

ACTION ITEMS AND/OR DISCUSSION

16. Discussion and possible action to reconsider the payment of stipends to student teachers, including relevant rules and regulations.



Board Member Fagnan stated that he spoke with several retired teachers in Maricopa County and that, in their experience, student teachers were not paid; if compensation was provided, it was through the university. Board Member Johnson stated she had been told the same, though some have heard of host teachers receiving a stipend.

Mr. Heaton explained that this is a State of Utah grant and that participants are supposed to be placed with a master teacher who has been in the district for at least three years. Mrs. Goessman noted that the teacher currently assigned has only been in the district for one year.

Board Member Fagnan made a motion to deny the payment to student teachers, seconded by Board Member Johnson. The motion passed unanimously.

**Board President Fagnan: Yes
Board Secretary Hogan: Yes
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes**

17. Consideration of approval of the Governing Board Meeting Dates and Times for the 2026 Calendar Year.

Board Member Fagnan made a motion to approve the Governing Board Meeting Dates and Times for the 2026 Calendar Year, seconded by Board Secretary Hogan. The motion passed unanimously.

**Board President Fagnan: Yes
Board Secretary Hogan: Yes
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes**

18. Consideration of approval of Intergovernmental agreement for the following Water Users:
- a. ADOT
 - b. Canyonlands
 - c. Beaver Dam/Littlefield Fire District

Board Member Fagnan made a motion to approve the Intergovernmental Agreement for the water users, seconded by Board Member Johnson. The motion passed unanimously.

**Board President Fagnan: Yes
Board Secretary Hogan: Yes
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes**

19. Consideration of approving an increase to classified substitute pay from \$15.00 to \$15.15



in accordance with the Arizona minimum wage adjustment.

Board Member Johnson made a motion to approve the increase to the classified substitute pay from \$15 to \$15.15, seconded by Board Member Wright. The motion passed unanimously.

Board President Fagnan: Yes
Board Secretary Hogan: Yes
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes

20. Discussion and possible approval of the creation of district-issued email accounts for the Governing Board.

Mr. Heaton stated that it has been recommended that each board member have their own email address. He emphasized that any employment-related issues must be directed to the principal, superintendent, and HR. Mr. Heaton explained that the district can provide a school email address; however, it would be published and accessible to the public.

Board Member Johnson shared that she asked about this topic at the training and that there were several reasons for the recommendation. She noted that almost all districts provide board members with district email accounts. Mr. Heaton added that if board members do not use district-provided emails and a public records request is made, personal email accounts could be subject to disclosure.

Mr. Heaton also explained that when he sends emails to the board, he sends the message to himself and blind copies the board members to avoid any Open Meeting Law violations. Ultimately, none of the board members expressed interest in using district-provided email accounts.

21. Consideration of approval of scheduling a Work Session and suggestion of agenda items.

Mr. Heaton stated that he would like to discuss the district van and review the results of the staff survey. He noted that one of the survey requests was to review the discipline policy and explained that discipline requirements are governed by state law.

Board Member Johnson asked about the process for reviewing policies. Board President Cobb inquired about reviewing the attendance policy and expressed interest in discussing timelines for how long students may work on a float. Mr. Heaton explained that student government oversees float construction and that he can provide guidance to the student council based on board input. He emphasized that the purpose of student government is to provide students with learning opportunities and leadership experience. He also shared that he had received a parent complaint regarding a school dance and noted that it was addressed as a learning experience. Board President Cobb asked whether holding the dance on a Saturday or at 6:00 p.m. had been considered.

Board Member Fagnan stated he would be out of the country from February 8–18. Mr. Heaton



clarified that the board president presides over meetings and ensures members do not speak over one another. Board Member Fagnan explained that the intent of the work session is to allow the public to bring forward concerns.

Board President Cobb suggested February 3 as a possible date; however, Board Member Johnson indicated she was unavailable. Cobb then proposed February 2 to be held in the board room.

Board Member Hogan made a motion to schedule the work session for February 2, 2026, at 6:00 p.m., and to approve the suggested agenda. Board Member Fagnan seconded the motion and it passed unanimously.

**Board President Fagnan: Yes
Board Secretary Hogan: Yes
Board Member Cobb: Yes
Board Member Johnson: Yes
Board Member Wright: Yes**

22. Discussion regarding the Board/Superintendent Communication Protocol.

Mr. Heaton said he wanted to make sure the board had read the communication protocol. He noted that if board members would like to meet with a principal, they must schedule an appointment. If they wish to visit the school in the role of a parent, they are required to be fingerprinted and complete a volunteer packet. Mr. Heaton also stated that many individuals have expressed interest in assisting with additional work at the schools.

23. Suggestions for Future Board Meetings.

- Work Session
- 2026/2027 Master School Calendar

INFORMATION ITEMS

24. News articles about the schools.

25. Upcoming Governing Board Conferences:

- a. 2026 Board Operation and Leadership Training – February 6, 2026 @ Flagstaff; February 18, 2026 @ Phoenix, and February 27, 2026 @ Tucson.
- b. Webinar – Why Retreats Matter: Strengthening Governance Through Reflection and Planning – April 8, 2026 @ 5:00 p.m.
- c. Webinar – Looking Back, Looking Ahead: Questions, Highlights and What’s Next – May 13, 2026 @ 5:00 p.m.

26. School Calendar 2025/2026



- 27. Basketball Schedules
- 28. Wrestling Schedule
- 29. Next Meeting – February 12, 2026

ADJOURNMENT

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

Board President Fagnan: Yes

Board Secretary Hogan: Yes

Board Member Cobb: Yes

Board Member Johnson: Yes

Board Member Wright: Yes

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

Mark Cobb, Governing Board President

Troy Heaton, Superintendent

Respectfully Submitted by:

Sheree Goessman
Human Resources Director