LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, April 9, 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 Cobb called the meeting to order at 5:00 p.m. There were five (5) people in attendance. Board Member Hogan was absent from the meeting.

2. ROLL CALL:

Mark Cobb, Board President
Sean Hogan, Board Secretary
Mike Fagnan, 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 April 9, 2026 LUSD9 Board Meeting agenda.

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

Board President Cobb: Yes

Board Member Fagnan: Yes
Board Secretary Hogan: 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.

5. Public Comment.

Gloria Etter thanked the Governing Board for hiring her last August and shared that she has truly enjoyed driving the bus. She reported that Bus 100 is currently down due to the air conditioner going out, and Bus 102 is also out of service because of air conditioning issues. As a result, the District is running short on available buses.

Troy Heaton explained that the District has been experiencing difficulties getting warranty work completed and that he plans to make additional calls tomorrow to address the issue. He also noted that in a previous year, nearly the entire maintenance budget was spent in a single quarter due to bus repairs.

INFORMATION AND DISCUSSION:

6. Edward Dickie, Business Manager
    a. Student Activity Balance.
    b. Food Service Financial.
    c. Budget Update
    d. Quarterly Maintenance Report
    e. Other

Ed Dickie reviewed the Student Activity balance, followed by the Food Service financial report and a budget update.

Board Member Johnson asked questions regarding the State Projects noted in the budget update. Each state project was explained.

Mr. Dickie then reviewed the maintenance report.

Mr. Heaton noted that toward the end of the fiscal year the District stops issuing purchase orders. Board Member Johnson asked whether the District must have a contract in place or if someone

the District knows could volunteer to complete work. Mr. Heaton explained that procurement law typically requires a bid process. Board Member Johnson clarified that she was referring to someone doing the work for free. Mr. Heaton responded that if the work is truly volunteered at no cost, that would be acceptable.

Mr. Heaton also explained that in Arizona there is a preferred vendor list through the state. If the District purchases through a vendor on that list, a bid is not required. However, if purchasing from a vendor such as Walmart, the District must obtain three bids. Board Member Johnson commented that when she looks at the list, she believes there may be people who would be willing to come and fix some items for free.

Mr. Dickie added that once the Board approves placing the buses up for auction, the District will proceed with the process.

7. Elementary School
    a. School Update
        i. April 7, 2026 – Make up test 3-6 part I
        ii. April 8, 2026 – Grades 3-6 ELA reading, math part 2.
        iii. April 9-10, 2026 – Make up all Tests
        iv. April 13, 2026 – Staff Development – Early Release for students.
        v. April 17, 2026 – Field Day
        vi. April 22, 2026 – 5/6 grade field trip
        vii. April 26-May 2, 2026 – Book Fair Week
        viii. April 28, 2026 – Fieldtrip kindergarten & 1st Grade
        ix. April 30, 2026 – Talent Show 1:30 pm – 2:30 pm
    b. Other

Dr. Rob Robertson introduced himself and shared that he has been working with the District since the 2018–2019 school year in various capacities. He stated that he is thrilled to be back and has decided to make this community his home. He also mentioned that Darlene McCauley has been a long-time friend. Mr. Heaton noted that in Arizona, a principal is not required to hold an administrative certificate to serve in that role.

Board President Cobb shared that he had been asked to serve as a judge for the upcoming talent show but noted that three Governing Board members cannot serve as judges. He said he would ask someone from the fire department or the sheriff's office to serve as the other judge. Board Member Johnson volunteered to be a judge as well.

Board Secretary Hogan noted that the Teacher Appreciation Lunch will be held on May 7th. He added that he plans to begin preparations around 9:00 a.m. and welcomed anyone who would like to help. Mrs. Goessman said she could post an agenda to allow the Board to help.

8. Troy Heaton, Superintendent/Secondary Principal
    a. School Update.
        i. April 7-10, 2026 - ACT Aspire testing for 9th grade.
        ii. April 8, 2026. - , Bookmobile 7:00 am- 8:00 am
        iii. April 13-17, 2026 - AASA testing for 7th and 8th grades.

iv. April 15, 2026 - Assembly bell schedule – last period of the day 1:35 pm – 2:10 pm Co-ed flag football.
v. April 16, 2026 – Auto body field trip to Dixie Tech Auto body Competition.
vi. April 20, 2026 – Spirit Week
vii. April 22, 2026 – Fieldtrip – Class of 2026 and STUCO clean-up along Old Highway 91.
viii. April 23, 2026 – Preparing and painting the BD on the hill.
ix. April 23, 2026 – Jr High Dance 2:30 pm – 4:30 pm
x. April 29, 2026 – Culinary class fieldtrip to St. George Outback Steakhouse.
xi. April 30, 2026 – Assembly before lunch 11:25 am – 12:00 pm – STUCO Hunger Games competition.

b. Student Testing Data and Employee Retention Data.
c. Other.

Mr. Heaton reviewed the events calendar and noted that most of the month will be focused on student testing. He also mentioned that the auto body shop students will be attending an upcoming competition. Board Secretary Hogan added that there is a strong possibility that three students could receive full-ride scholarships. Mr. Heaton also shared that Spirit Week will be held within the next two weeks.

Mr. Heaton then reviewed the student testing data, beginning with the elementary school results from last year. He noted that English Language Arts (ELA) scores improved, while math scores have remained stagnant over the past two to three years. He explained that the current year's testing data will not be available until next year. Mr. Heaton had originally planned to have Dr. Rob work on a literacy grant, but the District did not qualify for the grant.

Mr. Heaton then reviewed the high school data. He noted that ELA scores have been gradually improving, while math scores dropped significantly last year. He stated that the District will be setting school-wide goals within the next month, with a primary focus on improving reading and writing.

Board Member Johnson asked what math programs are currently being used. Dr. Rob explained that the elementary school uses Into Math, which is literacy-based, and that some teachers feel the material can be above the students' level. Board Member Johnson asked whether there are any computer-based programs in use. Dr. Rob explained that MobyMax is used as a supplemental math program.

Board President Cobb emphasized the importance of maintaining a balanced focus across subject areas. Troy noted that when Karen first joined the Board, she expressed interest in implementing tutoring. The District was able to establish a tutoring program; however, he has had difficulty getting high school students to attend. Currently, most of the students participating in tutoring are in seventh and eighth grade.

Board Member Johnson suggested the possibility of implementing an online tutoring program and asked whether the Board could offer incentives if students show a certain level of academic improvement. Board President Cobb shared that parents had previously approached him requesting tutoring opportunities, but noted that if parents do not ensure their children attend, the District's options are limited. He emphasized that parents must be involved and encourage their

children to participate.

Board Member Johnson asked whether the elementary school is utilizing the tutoring program. Mr. Heaton responded that the District has funding to continue the program, but likely not through the very end of the school year. Board Secretary Sean added that staff are continually encouraging parents to become more involved, noting that students cannot succeed on their own without support at home.

Board Secretary Hogan shared that in Utah, parents had to sign up on a list to volunteer in their child's classroom, while at the District there is a need for more parent support. Board Member Karen noted that the socioeconomic factors in the community are also different.

Mr. Heaton stated that the District wants to continue building on the progress made in ELA and writing while implementing additional strategies to improve math performance. He noted that proficiency rates currently ranging from 16% to 22% are concerning, but he believes the District is moving in the right direction.

Board Secretary Hogan suggested that the District look at what other schools are doing to achieve higher proficiency levels. Board Member Wright asked what could be done to encourage more parent involvement. Board Secretary Hogan shared that the PTO recently asked for volunteers to help hide Easter eggs for an event, but he and one other father were the only ones who assisted. He noted that the PTO currently needs additional support and reminded everyone that the next PTO meeting will be held on the 28th at 3:00 p.m. in the library.

The Staff Retention Report for Littlefield Unified School District (2014–2025) was presented by Mrs. Goessman, who provided an overview of staff retention trends over an 11-year period. The data shows that retention remained relatively stable at about 75% from 2014 to 2019, peaked at 79% in 2020–2021, and then declined sharply to 62% in 2021–2022, likely due to pandemic-related challenges. Since that time, retention has begun to recover, reaching 73% in 2024–2025. Overall, the district is showing improvement following the pandemic downturn, with ongoing efforts focused on returning to and sustaining retention rates above 75%.

9. Board Reports.
   a. Auto Body Shop Walk Through.
   b. Other

Board Member Fagnan stated that from May through July he will be attending meetings but will be out of the area.

Board Member Johnson provided Mr. Heaton with information regarding high school computer "whiz kids" and also shared details about a center supporting high school students, including suggestions for 9th grade and continued grant opportunities.

Board President Cobb reported that he and Mr. Fagnan completed a walkthrough of the body shop and prepared a findings report. Board Secretary Hogan noted they are in the process of obtaining a cabinet and added that if additional help is needed, they will reach out. He also stated he works with students for 45 minutes a day and that some of the existing mess was present when they began the program. Board Member Fagnan added that the splash station had a bench

placed in front of it, and did not function correctly.

Board President Cobb emphasized that the MSDS book must be maintained in hard copy form and cannot be kept solely on a computer, noting that it should be provided by the vendor when products are purchased. Board Member Johnson asked whether announcements are being made inviting support or donations. Board Secretary Hogan responded that they have already received substantial donations. Board Member Johnson suggested that additional outreach could increase community support. Board Secretary Hogan concluded he has personally invested approximately $10,000–$15,000 into the program.

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 President Cobb mentioned that the attorney did include the requested stipulation in the Superintendent contract.

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

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

10. Consideration of approval of the March 12, 2026, Governing Board Work Session Minutes, the March 12, 2026, Governing Board Meeting Minutes, the March 16, 2026 Governing Board Work Session Minutes, and the March 26, 2026, Governing Board Special Meeting Minutes.

11. Consideration of approval of Vouchers and Stipends:
    a. LUSD9 Payroll Vouchers: 19/2620 and 20/2621.
    b. LUSD9 Payables Vouchers: 2665, 2666, and 2667.
    c. Stipends – None
        i. Summer School Stipends
            a) 4 Teachers at $35 per hour
            b) 2 School Aides at $15.70 per hour
            c) 4 Food Service Workers at $16.45-$23.00 an hour (2 per day)
            d) 5 Bus Drivers (1 or 2 per day) $18.45-$26.70 an hour.

    (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 FY 2025/2026 Certified Personnel, Classified Personnel, Substitutes, and Coaching Staff as outlined in the attached list:

Name	Position	Effective Date
Robertson, Rob	Teacher on Assignment	04/07/2026

13. Consideration of approval of the FY 2026/2027 employee work calendars.

14. Consideration of approval of the FY 2026/2027 Certified Personnel as outlined in the attached list:

NAME	POSITION	EFFECTIVE DATE
Anderson, Casey	Teacher	08/05/2026
Anderson, Trenton	Teacher	08/05/2026
Beig, Kimberly	Teacher	08/05/2026
Bishop, Brinlee	Teacher	08/05/2026
Briggs, Richard	Teacher	08/05/2026
Call, Trish	Teacher	08/05/2026
Edwards, Cheryl	Teacher	08/05/2026
Espera, Louise	Teacher	08/05/2026
Fagre, Breanna	Teacher	08/05/2026
Fink, Jacob	Teacher	08/05/2026
Gonzales, Savanna	Teacher	08/05/2026
Knowlden, Jana	Teacher	08/05/2026
Leany, Kevin	Teacher	08/05/2026
Leavitt, Melea	Teacher	08/05/2026
Marsh, Paul	Teacher	08/05/2026
Okelberry, Jyll	Teacher	08/05/2026
Pierce, Melanie	Teacher	08/05/2026
Pickett, Haley	Teacher	08/05/2026
Potter, Susan	Teacher	08/05/2026
Rauterkus, Rebel	Teacher	08/05/2026
Reber, Cassadee	Teacher	08/05/2026
Reynolds, Jami	Teacher	08/05/2026
Zarate, Isela	Teacher	08/05/2026

15. Consideration of approval of the FY 2026/2027 Classified Personnel as outlined in the attached list.

NAME	POSITION	EFFECTIVE DATE
Boutchyard, Deb	School Aide	08/05/2026
Brown, Tami	School Aide	08/05/2026
Colburn, Eli	Custodian	07/01/2026
Dickie, Misty	School Aide	08/05/2026
Etter, Gloria	Bus Driver	08/05/2026
Fox, Michael	Maintenance Worker	07/01/2026
Gasparro, Elaine	School Aide	08/05/2026
Gutierrez, Stephanie	Accounting Specialist	07/01/2026

Hermosillo, Janet	School Aide	08/05/2026
Hershberger, Kacy	Food Service Worker	08/05/2026
Hoggard, Celia	Attendance Clerk	08/05/2026
King, Beth	H.S. Office Manager	07/06/2026
Leinberger, Linda	School Aide	08/05/2026
Martinez, Salud	E.S. Office Manager	07/06/2026
Miller, Bruce	Bus Driver	08/05/2026
Ortega, Maria	Food Service Worker	08/05/2026
Perez, Kitzia	School Aide	08/05/2026
Powell, Cindy	Custodian	07/01/2026
Ruiz, Alvaro	Maintenance Worker	07/01/2026
Tsinnijinnie, Beverly	Lead Bus Driver/Trainer	08/05/2026
Tsinnijinnie, Maisie	School Aide	08/05/2026

16. Consideration of approval of the FY 2026/2027 Administrative and Director Personnel Contracts as outlined in the attached list:

    a. Troy Heaton, Superintendent/Secondary Principal.
    b. Lael Calton, Elementary Principal.
    c. Edward Dickie, Business Manager.
    d. Consuelo Avila, Director of Food Services.
    e. Rigo Cobian, Director of Facilities and Maintenance.
    f. Sheree Goessman, Human Resources Director

17. Consideration of approval of donations received by the District per Policy KCD.
    a. Jeff Jenkins & Michael Carnahan, $221 to Food Services.
    b. Mike & Toni Fagnan, $111.21 for cookies for students.
    c. Chipotle Fundraiser, $259.16 to Baseball.
    d. Mesquite Elks Lodge, $500 to Baseball.
    e. Karen Johnson, $200 to school lunch, elementary supplies, and sports.

ACTION ITEMS AND/OR DISCUSSION

18. Consideration of second reading and adoption of Policy Advisory #960:
    a. Policy DIE

Board Member Fagnan made a motion to approve the second reading and adoption of Policy Advisory #960, seconded by Board Member Wright. The motion passed unanimously.

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

19. Consideration of approval of an amendment to the lease agreement with Virgin River

Domestic Waste Water Improvement District for FY 2026/2027.

Board Member Johnson made a motion to approve the amendment to the lease agreement with Virgin River Domestic Waste Water Improvement District for FY 2026/2027, seconded by Board Member Wright. The motion passed unanimously.

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

20. Consideration of approval of the revised FY 2026/2027 Salary Schedules:
    a. Director Salary Schedule
    b. Classified Salary Schedule
    c. Certified Salary Schedule

Mrs. Goessman noted that she moved an employee from the Director salary schedule to the classified salary schedule after the employee chose to step down from the Transportation Director position.

Mrs. Goessman also reported that two employees are currently at the maximum level on the certified salary schedule. She explained that when an employee reaches the maximum lane, they receive only a 2% increase based on $41,000, which amounts to approximately $820, while teachers who have not reached the maximum receive a $1,275 increase. Board Member Fagnan asked whether the 2% increase could be raised. Mr. Heaton responded that the 2% is tied to the cost-of-living increase. Mrs. Goessman noted that because this situation only affects two employees, the Board could choose to override the 2% for this year so that all teachers receive the $1,275 increase. Mr. Heaton suggested that the Board consider bringing the certified salary schedule back for revisions.

Board Member Johnson made a motion to approve the salary schedules and to provide all teachers with a $1,275 increase, including those who have reached the maximum step. The motion was seconded by Board Member Wright and passed unanimously.

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

21. Consideration of approval of Beaver Dam Jr/Sr High School Fees for the 2026/2027 School Year and authorization to allow the School Principal to waive the fees as deemed fit.
    a. Student Activity Fee - $30.00
    b. Pay to Play Fee - $25.00 per sport.
    c. PE Uniform Fee - $18.00.

Board Member Fagnan made a motion to approve the Beaver Dam Jr/Sr High School fees for the 2026/2027 school year and authorization to allow the School Principal to waive the fees as deemed fit. The motion was seconded by Board President Cobb and passed unanimously.

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

22. Consideration of approval of a $25 Beaver Dam Elementary School Activity Fee for FY 2026/2027 and authorization to allow the School Principal to waive the fees as deemed fit.

Board Member Fagnan made a motion to approve the Beaver Dam Elementary Activity Fee for FY 2026/2027 and authorization to allow the School Principal to waive the fees a deemed fit, seconded by Board Secretary Hogan. The motion passed unanimously.

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

23. Consideration and possible approval of revising the school calendar to designate April 13 and May 4 as half days at the Elementary School for staff training.

Board Member Johnson made a motion to approve revising the school calendar to designate April 13 and May 14 as half days at the Elementary school for staff training, seconded by Board Member Fagnan. The motion passed unanimously.

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

24. Discussion regarding the Arizona State Land Trust and School Community Councils.

Board Member Johnson stated that she would like clarification on what the funds are and how they are distributed. Mr. Heaton explained that approximately twenty years ago the Department of Education sued the State of Arizona and won. Eventually, the state legislature agreed to settle and provide a minimal amount as a form of compensation. Board Member Johnson then read information explaining how land trust funds are distributed. Mr. Heaton added that schools are one of the beneficiaries of those funds.

Board Member Fagnan commented that when discussions about the override first began, he

believed there would be challenges with public support because much of the funding was not directly tied to students. He added that many people feel overtaxed and are reluctant to approve additional taxes, noting that only 4 people attended the meeting. Board Member Johnson asked how the district receives trust funds. Ed Dickie explained that when the county distributes the funds, it will appear in the district's financial reports. Mr. Heaton asked Ed Dickie to bring an example to the next meeting.

Board Member Johnson also distributed a document regarding school community councils. She stated that the district needs and wants community input, particularly from parents, though Board Secretary Hogan noted that it can be difficult to get participation. Board Member Johnson mentioned that some schools develop teacher and student success plans. Mr. Heaton noted that it sounded similar to the plans the district already completes each year.

Board Member Johnson added that safety committees in some schools review the safety plan annually and include local input. She asked how decisions, such as selecting bus stop locations, are made and mentioned that some schools even conduct non–active shooter safety drills. Board Secretary Hogan said that teachers typically secure students in their classrooms during drills. Board Member Johnson emphasized that parents should know where their children are being taken during emergencies.

Board President Cobb expressed concern that if a formal committee were created, Sheree would need to attend and take notes, adding to her already heavy workload. He suggested that Board Member Johnson could form a committee independently and present their findings to the board. Board Member Johnson asked if the committee could review the district's existing safety plan. Mr. Heaton responded that, for security reasons, only a limited number of people can be involved in reviewing the full plan. Board President Cobb added that certain safety matters, such as active shooter procedures, cannot be discussed publicly with community members. Mr. Heaton suggested that some individuals could potentially serve on the district's existing safety committee.

Board Member Johnson then asked if board members had ideas for other committees that might benefit the district. Board Member Wright suggested possibly forming a community group to find individuals willing to provide musical instruments at no cost. Board President Cobb mentioned that he will be hosting a vaccination clinic and invited Board Member Johnson to attend and speak with community members.

25. Suggestions for Future Board Meetings.

Board Secretary Hogan stated that he received a request for a full-time music teacher. He explained that the school could receive approximately $68,000 worth of musical instruments at no cost if a music teacher were hired.

Mrs. Goessman noted that the district previously had a music teacher during the 2010–2011 school year when enrollment was approximately 550 students. She explained that as student enrollment declined, the position was eventually eliminated.

INFORMATION ITEMS

26. News articles about the schools.

27. Upcoming Governing Board Conferences:

    a. Webinar – Why Retreats Matter: Strengthening Governance Through Reflection and Planning – April 8, 2026 @ 5:00 p.m.
    b. Webinar – Looking Back, Looking Ahead: Questions, Highlights and What's Next – May 13, 2026 @ 5:00 p.m.
    c. 2026 Summer Leadership Institute – June 4-6, 2026 at Little America Hotel, Flagstaff, AZ.

Karen did the webinar and will report next meeting. July retreat.

28. School Calendar 2025/2026

29. Baseball Schedule

30. Softball Schedule

31. Next Meeting – May 14, 2026.

ADJOURNMENT

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

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

The meeting was adjourned at 6:52 p.m.

_____
Mark Cobb, Governing Board President

_____
Troy Heaton, Superintendent

Respectfully Submitted by:

_____
Sheree Goessman
Human Resources Director