LITTLEFIELD UNIFIED SCHOOL DISTRICT #9
GOVERNING BOARD MEETING
Administrative Services Site
3490 East Rio Virgin Road
Thursday, November 12, 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 5:01 p.m. There were two people in attendance. Board Member Fagnan was absent from the meeting.

2. ROLL CALL:

Mark Cobb, Board President	Troy Heaton, Superintendent/Secondary Principal
Mike Fagnan, Board Member	Lael Calton, Elementary Principal
Karen Johnson, Board Member	Edward Dickie, Business Manager
Cathy Wright, Board Member	Sheree Goessman, Human Resources Director

CEREMONIAL ITEMS

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

AGENDA

4. Consideration of approval of the November 12, 2026 LUSD9 Board Meeting agenda.

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

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes

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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.

None

SPECIAL ITEMS

6. Discussion and possible action regarding the Senior Trip to California in May.

Board President Cobb made a motion to table this item to the next Board Meeting, seconded by Board Member Johnson. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

7. Discussion and possible action concerning proposed agreement with former certified staff member Shannon Fjeld.
   (Pursuant to ARS §§ 38-431.03(A)(3) and (4), the Governing Board may vote to go into Executive Session for consultation for legal advice with its attorney, and/or for consultation with its attorney to consider its position and instruct its attorney regarding the Board's position concerning contracts that are the subject of negotiations, contemplated litigation, and discussions conducted to avoid litigation, specifically to consult with and instruct its attorney concerning a proposed agreement with former certificated staff member Shannon Fjeld.)

Board President Cobb made a motion to go into Executive Session, seconded by Board Member Johnson. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

The Governing Board went into the Executive Session at 5:05 p.m.

Board Member Johnson made a motion to reconvene the regular meeting, seconded by Board President Cobb. The motion passed unanimously.

DRAFT

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

The regular meeting was reconvened at 5:30 p.m.

The Governing Board did not make a motion.

EXECUTIVE SESSION (For Item #7)

The Board may move to discuss items in an Executive Session pursuant to ARS §38-431.03, which authorizes discussion and consideration of employment, assignment, appointment, promotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the District.

a) Confidentiality Statement: All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

b) Discuss or consult with the District's attorney for legal advice and consider its position and instruct its attorney pursuant to A.R.S. § 38-431.03 (A)(3) and (4) to discuss or consult for legal advice with its attorney and to consider its position relating to the proposed agreement. The Discussion or consultation may occur telephonically.

c) (In Regular Meeting) Motion to return to open meeting to vote on items discussed during the Executive Session, as needed.

INFORMATION AND DISCUSSION:

8. Edward Dickie, Business Manager
   a. Student Activity Balance.
   b. Food Service Financial.
   c. Budget Update
   d. Other

Ed Dickie said the District would need to revise the budget, which would show an decrease of a little over $200,000. Troy Heaton explained that the decrease is due to student counts. Board Member Johnson asked how many students the District had lost. Troy Heaton said the elementary school was down 33 students and the high school was down three. He said administrators he had spoken with expected some students to return, but those students would be behind academically.

Board Member Johnson asked whether any homeschooled students had returned during the current school year. Troy Heaton said none had returned yet. Board President Cobb asked whether those students take state assessments. Troy Heaton said they do not. Lael said she had heard that students must take the state assessment for the District to continue receiving funding. Troy Heaton explained that the District is supposed to bring homeschooled students to school for testing. The District sends flyers and posts testing dates on Facebook, but the students still do

not attend.

Troy Heaton said there would be significant increases in some areas at the elementary school, which would be reviewed later. He added that students who are out of school for an entire year and then return may affect the District's scores. He said some students choose to attend school in the District when that option is not available in the other valley. As the District begins to improve, it will work to encourage students to return.

Ed Dickie reviewed the student activity accounts. Board President Cobb asked about the automotive account and requested to see who had been paid. He said he had been told the District had to pay for paint and that more than $4,000 worth had been used. Troy Heaton explained that the paint was used for testing and other purposes, not only on cars. Some materials provided for the program were free, but the District had to pay for paint that was used. He said Mr. Hogan brings in paint when students work on a project. Board President Cobb requested the paint invoice.

Troy Heaton noted Mr. Hogan has also spent money on toolboxes and equipment for each student in the autobody club. Board President Cobb noted that the account had once held nearly $8,000 and said he would want to review any account with a substantial increase followed by a large decrease. Board Member Johnson asked what "BD Block 2019" and "Blank" referred to. Mrs. Goessman said she thought the BD Block account was for upkeep of the Beaver Dam sign. Board President Cobb noted that the carnival had brought in some money. Troy Heaton estimated the proceeds at about $2,000. Board Member Johnson asked when Beaver Dam Jam would take place. Board Member Wright said it was scheduled for April. Board Member Johnson noted Bill Evans had offered to allow our school to do some fundraising at the Beaver Dam Jam.

Ed Dickie reviewed the Food Service.

Ed Dickie reviewed the budget update. Board Member Johnson asked whether any unforeseen or significant expenses were expected. Troy Heaton said the District had major projects planned that would be paid for through SFB grants. Ed Dickie said a couple of grants were still being pursued.

Board Member Johnson asked about ESSER and the COPS Grant. Troy Heaton said the District did not have the COPS Grant this year. The District applied but missed the deadline. He said the District had applied for a different grant that, if awarded, would fund window tinting and an outdoor playground shade structure at the Elementary School.

Board Member Johnson asked about the Fresh Fruit and Vegetable Grant. Mrs. Goessman said it was a competitive grant that the District did not receive this year. Troy Heaton said the District received $21,000 through the Wyoming Community Grant for musical equipment, and Mr. Allen was applying for the grant again to support the nursery next year.

Board Member Johnson asked how the District could make its needs more apparent when applying for grants. Troy Heaton said he was not sure that was possible. He said Mrs. Brown handles most of the District's competitive grant applications and that 95% of recipients for certain grants are in Maricopa County.

Board Member Johnson asked what "Instructional Improvement" under State Projects referred to. Troy Heaton said it was a specific grant the District received two years earlier and that it funded mentors. Board President Cobb asked about the Professional Development Pilot Program. Troy Heaton said Mr. Johnston's "Grow Your Own Teachers" program was paid for through that program, but some funds had since been shifted. Board President Cobb asked about the year-to-date encumbrance. Ed Dickie explained that it represented funds expected to be spent.

9. Lael Calton, Elementary Principal
    a. School Update
        i. November 9-13, 2026 – Scholastic Book Fair
        ii. November 10, 2026 – Donuts for Grown-ups
        iii. November 12, 2026 – Donuts for Grown-ups
        iv. November 23-27, 2026 – Fall Break – No School
    b. Reading Scores
    c. Other

Lael Calton reported that the literacy endorsement grant she and Dr. Rob submitted was approved for nine teachers. Participating teachers must have a literacy component in their certification. The program will last a year and a half and is expected to begin in February.

The district also received a grant to support writing instruction at the elementary school. Mrs. Calton said she submitted a request to Dixie Power for solar-powered lights and Mr. Cobian will purchase the lights and arrange for their installation.

Mrs. Calton reported that eight volunteers have been helping with the library conversion. Board President Cobb asked whether volunteers could come in while students are on Thanksgiving break. Board Member Johnson said she had spoken with Kitzia Perez, the librarian, who thought the work could be completed if volunteers came in another day. Troy Heaton clarified that volunteers would need to meet the required clearance requirements if they would be around students. Board President Cobb said he would not want to interrupt Kitzia's vacation.

Mrs. Calton said she became involved with the elementary lunch accounts after the district received a generous $765 donation for Beaver Dam Elementary from Terry and Debbie Ott. She sent them a thank-you note and began contacting families about outstanding balances, offering to pay half if families paid the other half by a set deadline. Her review found that $492 in prekindergarten charges had not yet been transferred for payment. She also found former students with more than $1,000 in outstanding balances, duplicate student records, and one high school student listed in the elementary accounts. Mrs. Calton said the elementary school is establishing a process for withholding student records until outstanding fees are paid.

Mrs. Calton distributed reading data and reviewed each grade and class, comparing beginning-of-year results with current growth. Board President Cobb asked whether all teachers were using the same program. Mrs. Calton said teachers are following the Wonders training, and she and Dr. Rob have discussed strategies for all teachers to use. Board President Cobb asked whether teachers had pushed back. Mrs. Calton said they had not and that helping teachers is part of her role. She added that teachers are expected to spend three to five minutes on math facts and that the district is seeing substantial growth. Board Member Johnson asked whether more Wonders training was planned. Mrs. Calton said the next training session is in February and will cover

instructional strategies for the program.

Mrs. Calton reported that the 45-day screeners help identify possible hearing, vision, learning, and ADHD concerns. She said a flowchart Salud Martinez found showed that required form letters had not been sent. Mrs. Calton said she developed protocol letters for Title I screeners and is working to address elementary procedures related to special education and IDEA.

Mrs. Calton said the STEAM group from Mesquite held an assembly at the Elementary School. The Elementary plans to award traveling trophies to students on Friday, November 20, at 2:00 p.m. Board Member Wright expressed her support for Mrs. Calton and said this work is why Mrs. Calton is in her role. Mrs. Calton said the work is a team effort and that the team should be recognized. Board President Cobb thanked her.

Board President Cobb offered to help teachers and said he is available Mondays and Tuesdays. Board Member Wright said she also wants to be available to the elementary and high schools beginning in January. Mrs. Calton said teachers would welcome board members visiting classrooms. Board President Cobb said he wants to help and is working to get deputies to the schools more often.

Board Member Johnson said she has been helping test students on high-frequency words. She noted that volunteers have asked to help but need a schedule. Each teacher has a half-hour block when help could be useful, and Mrs. Calton said those blocks are already scheduled. Board Member Johnson suggested sharing the schedule so volunteers can choose a time to assist.

10. Troy Heaton, Superintendent/Secondary Principal
    a. School Update.
        i. November 2-4, 2026 – Interact Officers selling World's Finest Chocolate Candy Bars
        ii. November 4, 2026 – Mohave County Bookmobile 7:00 a.m. – 8:00 a.m.
        iii. November 4, 2026 - Winter Sports Banquet – 5:00 p.m. – 7:00 p.m.
        iv. November 5, 2026 – Broadcasting Class Field Trip to SUU
        v. November 10, 2026 - Patriotism Assembly 11:25 a.m. – 12:00 p.m.
        vi. November 19, 2026 – Brass Bank Field Trip to Smith's Center Performance
    b. Reading Scores
    c. Other.

Mr. Heaton reviewed upcoming events and facility projects. The district plans to install the two large SFB units in the gymnasium. The SPED room project has also been approved, and work can begin at any time. The district has applied for SFB funding for a fire monitoring system at the elementary school and is still completing the required information. Mr. Heaton believes the district is current on its SFB applications. The district is awaiting responses regarding the window and roof renewal projects.

Mr. Heaton reported that the high school has started a monthly Diamondback Award. During each PLC, staff selects a teacher who has done an outstanding job, and that recipient chooses the next award recipient. Mr. Moss received this month's award.

Mr. Heaton said the high school did not have a way to assess students' reading levels, so staff

decided to use the same testing system as the elementary school: STAR testing and AR for grades 7–9. The English teachers completed the first set of assessments as part of a cross-curricular effort. The process began about three weeks ago, and students are currently being tested. For second semester, the school plans to adjust the schedule to provide support for students in the lowest reading bracket.

11. 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 Wright made a motion to approve the Consent Agenda, seconded by Board Member Johnson. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

Board President Cobb thanked Mr. and Mrs. Archuletta for the donation to the elementary lunch in the amount of $765.

12. Consideration of approval of the October 8, 2026, Regular Governing Board Meeting Minutes.

13. Consideration of approval of Vouchers and Stipends:
    a. LUSD9 Payroll Vouchers: 08/2708, 09/2709, and 10/2710.
    b. LUSD9 Payables Vouchers: 2757, 2758, and 2759.
    c. Stipends – None
    d. Deposits Over 30 Days - None

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

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

Name	Position	Effective Date
Garcia, Kelli	Elementary SPED Aide	10/22/2026

15. Consideration of approval of donations received by the District per Policy KCD.
    a. Tri-State Equipment – Pumpkins to Beaver Dam Elementary
    b. Rancho Mesquite Casino - $350 Beaver Dam Elementary from Lip Sync Contest

ACTION ITEMS AND/OR DISCUSSION

16. Consideration of approval of a request by Sandra Andrus to waive the liquidated damages fee of $1,000 per the Certified Teacher Contract.
    - The Employee may request this item be discussed in Executive Session pursuant to ARS §38-431.03(A)(1).

Board Member Johnson made a motion to approve the request by Sandra Andrus to waive the liquidated damages fee of $1,000. The motion was seconded by Board Member Wright and passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

17. Consideration of approval of first reading of Policy JJE, Student Fund Raising Activities.

Mr. Heaton said several items need Governing Board approval in response to the Auditor General's report.

Board Member Johnson made a motion to approve the first reading of Policy JJE, Student Fund Raising Activities. The motion was seconded by Board Member Wright and passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

18. Consideration of approval of first reading of Policy EFD, Pricing of and Payment for Food Services.

Board Member Johnson made a motion to approve the first reading of Policy EFD, Pricing of and Payment for Food Services. The motion was seconded by Board Member Wright and passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

19. Consideration of approval of Resolution #2026-02, a Resolution approving specific student fundraising activities and delegating their administration to the Superintendent.

Board Member Johnson made a motion to approve Resolution #2026-02, seconded by Board Member Wright. The motion passed unanimously.

Board President Cobb: Yes

Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

20. Consideration of approval of Resolution #2026-03, a Resolution establishing an alternative deposit schedule for district receipts.

Board Member Wright made a motion to approve Resolution #2026-03, seconded by Board President Cobb. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

21. Consideration of approval of second reading and adoption of policy advisory #1069.
    a. Policy KI: Visitors to Schools

Board Member Johnson made a motion to approve the second reading and adoption of Policy Advisory #1069, seconded by Board Member Wright. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

22. Consideration of revising the 2026/2027 Stipend List by adding a Cheerleading Coach in the amount of $1,800.

Board President Cobb said the district should have a commitment from at least five or six students before paying a cheerleading coach. Troy Heaton reported that 10 students are currently interested and said the program would be dissolved if participation fell below five. Board President Cobb suggested ending the program if participation dropped below four. Board Member Johnson asked that students be told participation is a commitment, and Mr. Heaton said he would speak with them.

Board Member Wright made a motion to approve the 2026/20227 Cheerleading Stipend with the commitment of four or more cheerleaders. Board Member Johnson seconded the motion. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

23. Discussion and possible action regarding the Governing Board Self Evaluation Results per Policy #BAA.

Board President Cobb said he felt improvement was needed, explaining that the Governing

Board was not doing enough and needed to communicate better. Board Member Johnson said there were many comments in the evaluation and that she agreed with many of them.

Board Member Wright made a motion to approve the Governing Board Self Evaluation Results, seconded by Board Member Johnson. The motion passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

24. Review, discussion, and possible direction regarding employee job descriptions.

Mrs. Goessman noted that several job descriptions were included in the backup materials and said they had not been approved since 2013. She offered to send them to employees for review and updates, then place a few on each Governing Board agenda beginning in January for the Board's review.

Board Member Johnson made a motion to have each employee review and update their job description so it accurately reflects their duties. The revised job descriptions will be presented to the Governing Board in groups of five, beginning in January. Board Member Wright seconded the motion and it passed unanimously.

Board President Cobb: Yes
Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

25. Consideration of approval of the Superintendent Evaluation results by the Governing Board. *The board may vote to discuss this item in Executive Session pursuant to ARS Discussion § 38-431.03 (A)(1).

Troy Heaton chose not to discuss the evaluation in executive session. He said he would accept the "Needs Improvement" rating and use the feedback to move forward.

Board President Cobb clarified that the rating was not a reflection of Mr. Heaton personally, but of how the district is doing as a whole. He said the district needs to improve and ensure teachers want to come to work. He added that Mr. Heaton was doing a good job with the resources available and asked that requested materials be provided to the Board.

Mr. Heaton said he felt the district had a supportive Board. Board President Cobb said there were concerns to address and that the Board would work to resolve them. He also noted that teachers at the elementary school were happier.

Board Member Wright made a motion to approve the Superintendent Evaluation Results, seconded by Board Member Johnson. The motion passed unanimously.

Board President Cobb: Yes

Board Member Fagnan: Absent
Board Member Johnson: Yes
Board Member Wright: Yes

26. Suggestions for Future Board Meetings.

- 2nd Reading of Policy JJE, Student Fund Raising Activities
- 2nd Reading of Policy EFD, Pricing of and Payment for Food Services.
- Senior Trip
- 2nd reading of Policy JJE, Student Fund Raising Activities
- 2nd reading of Policy EFD, Pricing of and Payment for Food Services.

INFORMATION ITEMS

27. News articles about the schools.

28. Upcoming Governing Board Conferences:

    a. Webinar – I Won My Election! Now What? – November 17, 2026 (5:00 p.m.-6:00 p.m.)
    b. 2026 ASBA/ASA Annual Conference – December 16-18, 2026 at Westin Kierland Resort & Spa in Scottsdale, AZ.

29. Notification of Policy Regulations and Exhibits:
    a. Regulation JJE-R: Student Fund Raising Activities
    b. Regulation EFD-R, Pricing of and Payment for Food Services.

30. School Calendar 2026/2027

31. 2026/2027 Basketball Schedules

32. Next Meeting – December 10, 2026.

EXECUTIVE SESSION (For Item #16)

The Board may move to discuss items in an Executive Session pursuant to ARS §38-431.03 (A)(1), (3) and (4), which authorizes discussion and consideration of employment, assignment, appointment, promotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the District.

a) Call to Order

b) Confidentiality Statement: All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

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c) The Governing Board will discuss the request to waive the liquidated damages per the Certified Teacher Contract.

d) Adjourn Executive Session and reconvene regular meeting. (This motion must be done in Open Meeting).

EXECUTIVE SESSION (For Item #25)

The Board may move to discuss items in an Executive Session pursuant to ARS §38-431.03 (A)(1), (3) and (4), which authorizes discussion and consideration of employment, assignment, appointment, promotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the District.

a) (In Regular Meeting) Motion to adjourn to executive session.

b) Confidentiality Statement: All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

c) The Governing Board will review the results of the Superintendents Evaluation and communicate their prospective on the Superintendent's Performance to date.

d) (In Regular Meeting) Motion to return to open meeting to vote on items discussed during the Executive Session, as needed.

ADJOURNMENT

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

The meeting was adjourned at 7:25 p.m.

_____
Mark Cobb, Governing Board President

_____
Troy Heaton, Superintendent

Respectfully Submitted by:

_____
Sheree Goessman
Human Resources Director

DRAFT