

Vernon Elementary School District #9

Request for Personnel Action

Name: Rob Lefrandt

Date: 7/21/20

New Hire  Change To  Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade Computers Prek-8 Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination  Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/2004

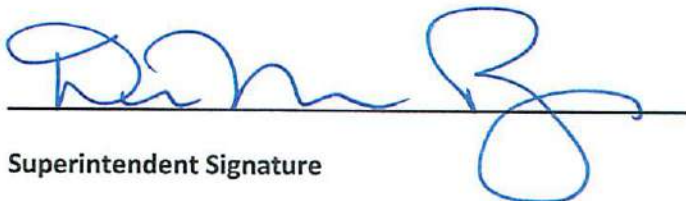
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 18 Degree/Hours: MA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/21/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Amy Nelson Date: 7/21/20

New Hire  Change To Effective Date: 7/27/20 - 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade SPED Prek-8th Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4=\$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade \_\_\_\_\_ Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day: \_\_\_\_\_ Date Hired in District: 7/29/19

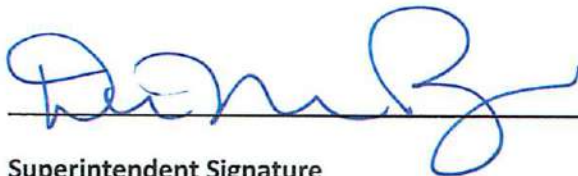
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 5 Degree/Hours: BA/Post Bac

Funding Code: M & O



Superintendent Signature

7/21/20

Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Andrew Madrid

New Hire  Change To Effective Date: 7/27/20

Extra Duty Assignment  Boot Camp 7/27/20-7/30/20

Certified  Grade  Support Staff  Rate of Pay \$250.00 per day

Hours per day: \_\_\_\_\_ \$250.00 X 4= \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/1/17

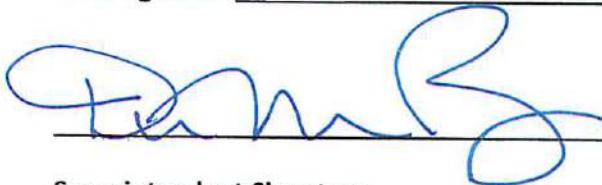
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 13 Degree/Hours: MA

Funding Code: M & O



Superintendent Signature

7/21/20

Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Lisa Marean

Date: 7/21/20

New Hire  Change To  Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade 7th Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination  Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/1/17

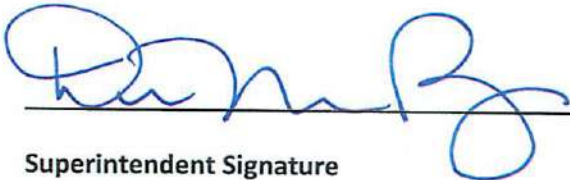
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 3 Degree/Hours: MA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/21/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Liza Messersmith

Date: 7/21/20

New Hire  Change To  Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade 6th Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination  Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade \_\_\_\_\_ Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day: \_\_\_\_\_ Date Hired in District: 8/3/20

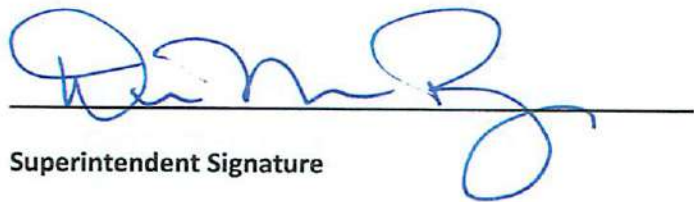
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 4 Degree/Hours: BA

Funding Code: M & O



Superintendent Signature

7/21/20  
Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Stephanie King

Date: 7/21/20

New Hire  Change To  Termination Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment: Boot Camp

Certified  Grade 5th Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade \_\_\_\_\_ Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/2016

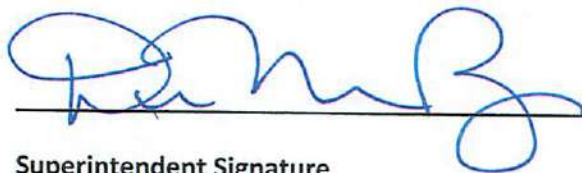
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 7 Degree/Hours: BA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/21/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Tammy Yost

Date: 7/21/20

New Hire  Change To  Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade 3rd Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination  Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/2016

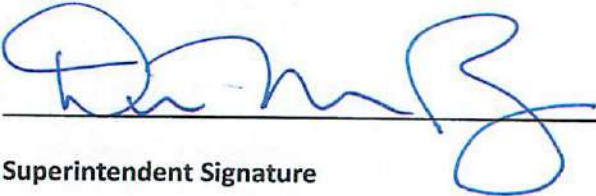
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 15 Degree/Hours: BA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/20/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Kendra McGrew

Date: 7/21/20

New Hire  Change To Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment Boot Camp

Certified  Grade 2nd Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade \_\_\_\_\_ Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day: \_\_\_\_\_ Date Hired in District: 8/3/20

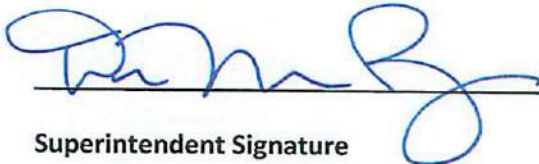
Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 0 Degree/Hours: BA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/21/20  
\_\_\_\_\_  
Date



Vernon Elementary School District #9

Request for Personnel Action

Name: Ashley Umphress

Date: 7/21/20

New Hire  Change To  Termination Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade 1st Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 7/26/18


Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 2 Degree/Hours: BS & MA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/21/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Kristen Orton

Date: 7/21/20

New Hire  Change To  Termination Effective Date: 7/27/20 & 7/30/20

Extra Duty Assignment  Boot Camp

Certified  Grade Pre-K,K Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$250.00 per day x 4 = \$1,000.00

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade \_\_\_\_\_ Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day: \_\_\_\_\_ Date Hired in District: 7/26/18

Reason for Leaving: \_\_\_\_\_

Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: 8 Degree/Hours: MA

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

7/21/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Renee West

Effective Date: 8/3/20

New Hire  Change

Hours per day: 8.5

Extra Duty Assignment \_\_\_\_\_

Certified  Grade \_\_\_\_\_ Support Staff  Rate of Pay \$13.50 per hour

Name of Person Replacing: Robin Doyle

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 Transfer/Reassignment  Termination

Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/11/20

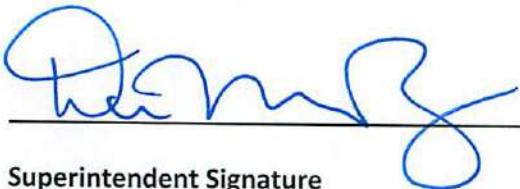
Reason for Leaving: \_\_\_\_\_

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 Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ Years of Experience: \_\_\_\_\_ Degree/Hours: \_\_\_\_\_

Funding Code: \_\_\_\_\_ Title I and M & O Sped Ed

  
\_\_\_\_\_  
Superintendent Signature

8/3/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Scott Landis Date: 8/5/20

New Hire  Change To Effective Date: 8/12/20

Extra Duty Assignment \_\_\_\_\_

Certified:  Grade: P.E. Support Staff  Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_

Name of Person Replacing: \_\_\_\_\_

Transfer/Reassignment  Termination Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day: \_\_\_\_\_ Date Hired in District: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_


Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$45,276.18

Years of Experience: 20 years Degree/Hours: Bachelor's Degree

Funding Code: M & O

  
\_\_\_\_\_  
Superintendent Signature

8/5/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Thea Wilson Date: 8/3/20

New Hire  Change To Effective Date: 8/3/20

Extra Duty Assignment \_\_\_\_\_

Certified:  Grade 4th Support Staff  Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_

Name of Person Replacing: \_\_\_\_\_

\_\_\_\_ Transfer/Reassignment  Termination  Effective Date: \_\_\_\_\_

From: \_\_\_\_\_

Certified:  Grade  Support Staff:  Supervisor: \_\_\_\_\_

Hours Working Per Day:  Date Hired in District: 8/11/20

Reason for Leaving: \_\_\_\_\_

\_\_\_\_ Leave of Absence

Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Salary: \$44,000.00

Years of Experience: 22 Degree/Hours: Bachelors

Funding Code: \_\_\_\_\_

  
\_\_\_\_\_  
Superintendent Signature

8/3/20  
\_\_\_\_\_  
Date

**Recruitment and Retention Incentive:** None

**Substitute Teachers:** None

**Volunteers** None

**Leave of Absence** None

**Terminations/Non-Renewals** None



# Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820  
[www.vernon.k12.az.us](http://www.vernon.k12.az.us)

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**Date:** August 5, 2020

**To:** VESD Governing Board

**From:** Monica Barajas, Principal/Superintendent

**RE:** VESD Personnel Report

**Recommended Motion:** I move that the Governing Board approve all personnel items as presented for the Vernon Elementary School District.

**Resignations/Retirements:** None

**New Hires Certified:**

Thea Wilson	4 <sup>th</sup> Grade Teacher	Effective August 3, 2020
Scott Landis	Physical Education Teacher	Effective August 3, 2020

**New Hires Classified:**

Renee West	Paraprofessional	Effective August 3, 2020
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**Renewals Certified:** None

**Renewals Classified Administrators:** None

**Renewals Classified:** None

**Renewal of ESI Employees:** None

**Change of Notice of Appointment/Pay Rate:** None

**Stipend/Addenda/Incentives:**

Kristen Orton	Boot Camp	Effective July 27, 2020
Ashley Umphress	Boot Camp	Effective July 27, 2020
Kendra Mc Grew	Boot Camp	Effective July 27, 2020
Tammy Yost	Boot Camp	Effective July 27, 2020
Stephanie King	Boot Camp	Effective July 27, 2020
Liza Messersmith	Boot Camp	Effective July 27, 2020
Lisa Marean	Boot Camp	Effective July 27, 2020
Andrew Madrid	Boot Camp	Effective July 27, 2020
Amy Nelson	Boot Camp	Effective July 27, 2020
Rob Lefrandt	Boot Camp	Effective July 27, 2020

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 5/30/2020

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$914.05
Donation Fund 530 (Marean)	10/1/2019		\$1,000.00				\$1,914.05
Oriental Trading	11/21/2019	3802				\$33.76	\$1,880.29
8th Grade Pencil Sales	11/22/2019		\$35.50				\$1,915.79
8th Grade Pencil Sales	11/26/2019		\$4.25				\$1,920.04
8th Grade Pencil Sales	12/4/2019		\$10.00				\$1,930.04
8th Grade Pencil Sales	12/5/2019		\$17.50				\$1,947.54
8th Grade Pencil Sales	12/16/2019		\$28.50				\$1,976.04
8th Grade Pencil Sales	12/17/2019		\$4.25				\$1,980.29
8th Grade Candy Crush Sales	2/12/2020		\$23.00				\$2,003.29
8th Grade Candy Crush Sales	2/13/2020		\$70.50				\$2,073.79
8th Grade Candy Crush Sales	2/15/2020		\$88.50				\$2,162.29
8th Grade St. Patty's Day	3/9/2020		\$32.50				\$2,194.79
8th Grade St. Patty's Day	3/10/2020		\$44.50				\$2,239.29
8th Grade St. Patty's Day	3/11/2020		\$45.00				\$2,284.29
8th Grade St. Patty's Day	3/12/2020		\$61.50				\$2,345.79
Oriental Trading	3/30/2020					\$67.42	\$2,278.37
Walmart - Gift Cards to students to refund trip due to cancellation for COVID-19 FY 19-20	5/4/2020					\$465.50	\$1,812.87
Donation Fund 530 (Marean Refund)	5/15/2020					\$1,000.00	\$812.87



REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 5/30/20

STUDENT COUNCIL FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
<b>BEGINNING BALANCE</b>							<b>\$318.19</b>
Concessions - Parent Teacher Conf.	9/20/2019		\$143.75	9/25/2019			\$461.94
Concessions- Movie Night	10/3/2019		\$225.25	10/8/2019			\$687.19
Concessions - Volley Ball Games	11/5 & 11/6		\$100.75	11/7/2019			\$787.94
Concession Supplies	11/5/2019	3798				\$42	\$745.94
Concession Supplies	11/5/2019	3800				\$17.85	\$728.09
Concession Supplies	12/5/2019	3803				\$37.59	\$690.50
T- Shirt Sales	12/10/2019		\$16.00	12/5/2019			\$706.50
Concession Supplies	12/10/2019	3804				\$29.05	\$677.45
Concession Supplies	12/10/2019	3805				\$25.00	\$652.45
Concession Supplies	12/10/2019	3806				\$15.40	\$637.05
Concessions- Movie Night	12/16/2019		\$114.85				\$751.90
Dollar General - Dinner & Movie		3808				\$27.00	\$724.90
Dollar General - Dinner & Movie		3809				\$36.80	\$688.10
Dollar General - Concessions		3810				\$42.70	\$645.40
Movie Night Dinner & Concessions			\$232.50				\$877.90
ASPIN/Mohave - Dinner & Movie	2/25/2020	3811				\$26.46	\$851.44
ASPIN/Mohave - Dinner & Movie	2/25/2020	3812				\$75.79	\$775.65
ASPIN/Mohave - Dinner & Movie	2/25/2020	3813				\$224.17	\$551.48
Concession Supplies - ULINE	3/30/2020	3816				\$142.44	\$409.04
Concession Supplies - Ace Mart	3/30/2020	3819				\$87.43	\$321.61
AZ Merit Fundraiser - Oriental Trading	3/30/2020	3820				\$104.93	\$216.68
Ice Sales	4/30/2020		\$0.30				\$216.98
Ice Sales	5/20/2020		\$0.60				\$217.58
Ice Sales	5/29/2020		\$0.90				\$218.48
Ice Sales	6/22/2020		\$2.70				\$221.18
Ice Sales	6/30/2020		\$0.60				\$221.78

Vernon Elementary School

FOOD SERVICE FUND- CLEARING BANK ACCOUNT LEDGER FY 19-20

CK#	✓	DATE	DESCRIPTION	DRAFT	DEPOSIT	BALANCE	REF
			<b>Beginning Balance</b>			\$35.00	
	✓	7/1/19	Service Fee Reversal		15.00	\$50.00	
	✓	8/1/2019	8/1/2019		25.00	\$75.00	Adult Lunches
	✓	8/7/2019	8/6 & 8/7/2019		32.70	\$107.70	Adult Lunches
	✓	8/13/2019	8/9 & 8/13/2019		15.00	\$122.70	Adult Lunches
	✓	8/21/2019	8/15, 8/19 & 8/21/2019		42.70	\$165.40	Adult Lunches
	✓	8/28/2019	8/22, 8/27, 8/28/2019		33.70	\$199.10	Adult Lunches
	✓	8/29/2019	8/29/2019		70.00	\$269.10	Adult Lunches
	✓	9/10/2019	9/3, 9/5, 9/10/2019		14.50	\$283.60	Adult Lunches
1006		9/11/2019	Apache County Superintendent' Office	3		\$283.60	Reconciled Against records 4/13/20 originally entered \$233.60
	✓	9/16/2019	9/11, 9/16/19		34.85	\$318.45	Adult Lunches
	✓	9/20/2019	9/20/2019		50.00	\$368.45	Adult Lunches
	✓	9/23/2019	9/23/2019		15.70	\$384.15	Adult Lunches
	✓	10/1/2019	9/30/19, 10/1/2019		17.00	\$401.15	Adult Lunches
1007	✓	10/2/2019	Apache County Superintendent' Office	117.55		\$283.60	Reduce Revolving
	✓	10/3/2019	10/2, 10/3/2019		108.00	\$391.60	Adult Lunches
	✓	10/8/2019	10/7, 10/8/2019		50.85	\$442.45	Adult Lunches
	✓	10/16/2019	10/9, 10/10/2019		24.00	\$466.45	Adult Lunches
1008	✓	10/24/2019	Apache County Superintendent' Office	182.85		\$283.60	Reduce Revolving
	✓	10/24/2019	10/23, 10/24/2019		20.00	\$303.60	Adult Lunches
	✓	10/30/2019	10/28, 10/30/2019		3.85	\$307.45	Adult Lunches
	✓	11/7/2019	11/4, 11/6/2019		9.70	\$317.15	Adult Lunches
	✓	11/18/2019	11/14/2019		13.00	\$330.15	Adult Lunches
	✓	11/20/2019	11/18, 11/19, 11/20/19		67.45	\$397.60	Adult Lunches
1009	✓	12/4/2019	Apache County Superintendent' Office	114.00		\$283.60	Reduce Revolving
1010	✓		VOID				
	✓	12/5/2019	12/2/2019		4.00	\$287.60	Adult Lunches
	✓	12/13/2019	12/11, 12/12/19		24.55	\$312.15	Adult Lunches
	✓	12/17/2019	12/17/2019		3.20	\$315.35	Adult Lunches
	✓	12/23/2019	12/18/2019		20.00	\$335.35	Adult Lunches
	✓	1/8/2020	1/6/2020		8.00	\$343.35	Adult Lunches
	✓	1/8/2020	1/7/2020		20.00	\$363.35	Adult Lunches
	✓	1/8/2020	1/8/2020		20.00	\$383.35	Adult Lunches
	✓	1/22/2020	1/13/20, 1/16/2020		11.85	\$395.20	Adult Lunches
1011	✓	1/16/2020	Apache County Superintendent' Office	111.6		\$283.60	Reduce Revolving
	✓	1/28/2020	1/27/2020		40.00	\$323.60	Adult Lunches
	✓	2/12/2020	2/10/2020		8.20	\$331.80	Adult Lunches
	✓	2/20/2020	2/19/2020		20.00	\$351.80	Adult Lunches
	✓	2/27/2020	2/27/2020		32.75	\$384.55	Adult Lunches
1012	✓	3/5/2020	Apache County Superintendent' Office	100.95		\$283.60	Adult Lunches
	✓	3/10/2020	3/10/2020		5.00	\$288.60	Adult Lunches
1013	✓	4/23/2020	Apache County Superintendent' Office	238.6		\$50.00	Reduce Revolving to Reconciled Balance 4/13/20
	✓	5/20/2020	5/12/2020		0.60	\$50.60	Ice Sales Deposit
	✓	6/4/2020	6/2, 6/4/2020		13.50	\$64.10	Adult Lunches
	✓	6/30/2020	Deposit Slip Short 6/4/20		0.10	\$64.20	Reconciliation
	✓	6/30/2020	Correction of Deposit 5/20/20	0.6		\$63.60	Reconciliation
1014	✓		VOID			\$63.60	
1015	✓	6/30/2020	Apache County Superintendent' Office	13.6		\$50.00	Reduce Revolving

**STUDENT SERVICES FUND**

	✓	1/2/2020 School Mall Fundraiser	136.31	\$ 1,995.75
	✓	1/7/2020 Box Tops for Education	175.30	\$ 2,171.05
3808	✓	2/5/2020 Dollar General (Dinner & Movie Supplies)	26.5	\$ 2,144.55
3809		2/5/2020 Dollar General (Dinner & Movie Supplies)	36.81	\$ 2,107.74
3810		2/5/2020 Dollar General (Concessions - Supplies)	41.55	\$ 2,066.19
	✓	2/6/2020 Student Council - Lifetouch	72.00	\$ 2,138.19
	✓	2/12/2020 8th Grade Fundraiser - Candy Crush	23.00	\$ 2,161.19
	✓	2/13/2020 8th Grade Fundraiser - Candy Crush	70.50	\$ 2,231.69
	✓	2/15/2020 8th Grade Fundraiser - Candy Crush	88.50	\$ 2,320.19
	✓	2/15/2020 Student Council - Dinner & Movie	232.50	\$ 2,552.69
3811	✓	2/25/2020 Aspin/Mohave Invoice#2012462 (Dinner)	75.79	\$ 2,476.90
3812	✓	2/25/2020 Aspin/Mohave Invoice#2012463 (Dinner)	26.46	\$ 2,450.44
3813	✓	2/25/2020 Aspin/Mohave Invoice#2012461 (Dinner)	224.17	\$ 2,226.27
3814	✓	3/9/2020 Geddes	143.16	\$ 2,083.11
	✓	3/9/2020 8th Grade Fundraiser - St. Patty's Day	32.50	\$ 2,115.61
	✓	3/10/2020 8th Grade Fundraiser - St. Patty's Day	44.50	\$ 2,160.11
	✓	3/11/2020 8th Grade Fundraiser - St. Patty's Day	45.00	\$ 2,205.11
	✓	3/12/2020 8th Grade Fundraiser - St. Patty's Day	61.50	\$ 2,266.61
3815	✓	3/30/2020 Oriental Trading - 8th Grade Fundraising	67.42	\$ 2,199.19
3816	✓	3/30/2020 Office Depot - ULINE (Ice Bags)	142.44	\$ 2,056.75
3817	✓	3/30/2020 Office Depot - Paws Store	47.5	\$ 2,009.25
3818	✓	3/30/2020 Office Depot - Paws Store	47.46	\$ 1,961.79
3819	✓	3/30/2020 Ace Mart - Student Council Concessions	87.43	\$ 1,874.36
3820	✓	3/30/2020 Oriental Trading - AZ Merit Spirit Week	104.93	\$ 1,769.43
	✓	4/30/2020 Box Tops for Education	10.00	\$ 1,779.43
	✓	4/30/2020 Ice Sales (Fundraising)	0.30	\$ 1,779.73
3821	✓	5/4/2020 Walmart-Gift Cards to Students 8th Grade	465.5	\$ 1,314.23
3822		5/20/2020 Oriental Trading - Graduation Supplies	115.67	\$ 1,198.56
	✓	5/29/2020 Ice Sales (Fundraising)	0.90	\$ 1,199.46
	✓	6/5/2020 Ice Sales (Fundraising)	0.60	\$ 1,200.06
3823		6/12/2020 Office Depot - Graduation Supplies	20.6	\$ 1,179.46
	✓	6/24/2020 Ice Sales (Fundraising)	2.70	\$ 1,182.16
	✓	6/30/2020 Ice Sales (Fundraising)	0.60	\$ 1,182.76
	✓	6/30/2020 Cash Box Deposit (Close Fiscal Year)	25.00	\$ 1,207.76
	✓	6/30/2020 Correction to Deposit 5/12	0.60	\$ 1,208.36
3824		6/30/2020 Apache County Treasurer - Est. Balance	1158.36	\$ 50.00

**STUDENT SERVICES FUND**

CK#	V	DATE	DESCRIPTION	AMOUNT	DEPOSIT	BALANCE
		7/1/2019	Payee		Withdraw	Deposit \$ 2,638.28
		7/8/2019	Smencil Sales		4.00	\$ 2,642.28
3780	✓	9/10/2019	RCMS Athletics (Sports Fee)	\$ 50.00		\$ 2,592.28
3781	✓	9/7/2019	Darcy Helle (Sports Fee) \$75 VOID			\$ 2,592.28
3782	✓	9/17/2019	BRHS Cross Country (Sports Fee)	\$ 75.00		\$ 2,517.28
	✓	9/25/2019	Concessions - P/T Conferences		143.75	\$ 2,661.03
	✓	10/8/2019	Concessions - Movie Night		225.25	\$ 2,886.28
3783	✓	10/8/2019	MHS Cross Country (Sports Fee)	\$75.00		\$ 2,811.28
3784	✓	10/24/2019	Show Low Jr. High (Sports Fee)	\$75.00		\$ 2,736.28
3790	✓	10/24/2019	St. John's USD (Sports Fee)	\$75.00		\$ 2,661.28
3791	✓	10/24/2019	Aizona Restaurant Supply (Popcorn Machine)	\$925.81		\$ 1,735.47
	✓	10/24/2019	Paws Store Donation		350.00	\$ 2,085.47
3792			VOID			\$ 2,085.47
3793			VOID			\$ 2,085.47
3794	✓	10/28/2019	Dollar General - Pumpkin Science	28.6		\$ 2,056.87
3795	✓	10/28/2019	Dollar General - Pumpkin Science	29.44		\$ 2,027.43
3796	✓	10/28/2019	Dollar General - Pumpkin Science	46.68		\$ 1,980.75
3797			VOID			\$ 1,980.75
3798	✓	11/5/2019	Dollar General (Concessions - Supplies)	42		\$ 1,938.75
	✓	11/7/2019	Concessions - Volley Ball		105.75	\$ 2,044.50
3799			VOID			\$ 2,044.50
3800	✓	11/5/2019	Dollar General (Concessions - Supplies)	17.85		\$ 2,026.65
	✓	11/19/2019	8thh Grade Fundraising		35.50	\$ 2,062.15
3801	✓	11/21/2019	Geddes	257.26		\$ 1,804.89
3802	✓	11/21/2019	Oriental Trading	33.76		\$ 1,771.13
	✓	11/26/2019	8th Grade Fundraiser		4.25	\$ 1,775.38
3803	✓	12/5/2019	Aspin/Mohave	37.59		\$ 1,737.79
	✓	12/5/2019	\$17.50 8th Grade, \$10.00 8th Grade, \$16 T-Shirt		43.50	\$ 1,781.29
3804	✓	12/10/2019	Dollar General (Concessions - Supplies)	29.05		\$ 1,752.24
3805	✓	12/10/2019	Dollar General (Concessions - Supplies)	25		\$ 1,727.24
3806	✓	12/10/2019	Dollar General (Concessions - Supplies)	15.4		\$ 1,711.84
	✓	12/16/2019	8th Grade Fundraiser		28.50	\$ 1,740.34
	✓	12/16/2019	Concessions - Movie Night		114.85	\$ 1,855.19
	✓	12/17/2019	8th Grade Fundraiser		4.25	\$ 1,859.44

Vernon Elementary School

REVOLVING FUND BANK ACCOUNT LEDGER FY 19-20

V	Date	Payee		Balance	Description
	7/1/19	Vernon Elementary School	524.42	\$2,500.00	Reimbursement
1592	7/2/19	United States Postal Service	220.00	\$2,280.00	4 Rolls of Postage Stamps
1593	7/9/19	Karol Coffman	179.01	\$2,100.99	McKinney Vento Purchase
1594	7/10/19	Cal Ranch (RAIN Grant)VOID \$113.04	0.00	\$2,100.99	Mrs. Orton RAIN Grant
1595	7/10/19	Home Depot (Raint Grant) VOID \$505.76	0.00	\$2,100.99	Mrs. Orton RAIN Grant
1596	7/23/19	Home Depot (Raint Grant)	103.85	\$1,997.14	Mrs. Orton RAIN Grant
1597	7/23/19	Cal Ranch (RAIN Grant)	502.42	\$1,494.72	Mrs. Orton RAIN Grant
	7/26/19	Cash Refund from Spring Hill Suites	8.54	\$1,503.26	Spring Hill Suites
1598		Void		\$1,503.26	Void
1599	7/25/2019	Jolene Johnston (CPR First Aid)	50.00	\$1,453.26	First Aid Certification Janet Strebeck
1600	7/25/2019	Arizona Department of Economic Security	64.09	\$1,389.17	Q2 Unemployment Tax
1601	7/31/2019	Apache County Treasurer	8.54	\$1,380.63	Reimbursement of Cash Refund
1602	9/11/2019	Apache County Treasurer	233.60	\$1,147.03	Reimbursement of Clearing
1603	9/17/2019	United States Postal Service	220.00	\$927.03	Postage Stamps
	9/20/2019	Vernon Elementary School	1,119.37	\$2,046.40	Reimbursement of revolving fund
1604		Void		\$2,046.40	Void
1605	10/23/2019	Jolene Johnston (CPR First Aid)	50.00	\$1,996.40	First Aid Certification Transportation Bill
1606	10/24/2019	Cole Merifield (Plumbing Emergency)	18.22	\$1,978.18	Plumbing Emergency Reimbursement
1607	10/24/2019	Jacob Namm (Plumbing Emergency)	8.48	\$1,969.70	Plumbing Emergency Reimbursement
	11/18/2019	Vernon Elementary School	530.30	\$2,500.00	Reimbursement of revolving fund
1608	12/4/2019	United States Postal Service	220.00	\$2,280.00	4 Rolls of Postage Stamps
	1/9/2020	Vernon Elementary School	220.00	\$2,500.00	Reimbursement of revolving fund
1609	1/28/2020	Arizona Department of Economic Security	66.81	\$2,433.19	AZDES 4th Quarter
1610	3/3/2020	United States Postal Service	6.15	\$2,427.04	Certified Letter & Return Receipt
	3/26/2020	Vernon Elementary School	72.96	\$2,500.00	Reimbursement of revolving fund
1611	3/30/2020	United States Postal Service	220.00	\$2,280.00	Postage Stamps
1612	3/30/2020	Jessica Wheeler	75.00	\$2,205.00	Banner Care DOT Physical (J. Wheeler)
1613	3/30/2020	Banner Urgent Care	75.00	\$2,130.00	Jean Rodriguez - DOT Physical
1614	4/23/2020	Arizona Department of Economic Security	73.17	\$2,056.83	AZDES 1st Quarter
	5/11/2020	Vernon Elementary School	443.17	\$2,500.00	Reimbursement of revolving fund



**Vernon Elementary School District #9**

P.O. Box 89  
Vernon, AZ 85740  
928-537-5463  
Fax: 928-537-1820

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**MEMO**

**Date: 8/28/18**

**# of Pages: 1**

**To: Whom It May Concern**

**Fax:**

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Dear Sir or Madam:

When preparing Accounts Payable Vouchers to Apache County a clerical error was made and I skipped Voucher #2031.

On a side note, Voucher sequence will change from year to year. FY 19/20 begins 2001, 2002, 2003 with 20 being the indicator of the fiscal year end. FY 20/21 begins 2101, 2102, 2103 with 21 being the indicator of the fiscal year end.

During the end of an encumbrance period vouchers will be created in both periods until the county closes the prior year completely.

Thank You,

Nicolette Gardner  
Finance Assistant



# Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820  
[www.vernon.k12.az.us](http://www.vernon.k12.az.us)

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## MEMO

To: Governing Board Members  
From: Karol Coffman  
Subject: Consent Agenda  
Date: For August 11, 2020 Board Meeting

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### Summary of Accounts:

Revolving Account Summary for July \$2,500.00  
Student Service Fund Account- Summary for July \$50.00  
Food Service Account Summary for July \$50.00  
Student Council/Activities Account - Summary July \$221.78  
8<sup>th</sup> Grade Fundraisers Summary for July \$812.87

Recommended Motion: Approval of the accounts as presented.

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2103

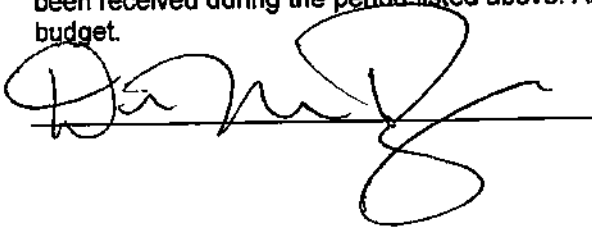
Voucher Date: 08/03/2020

Prepared By: 

Printed: 08/03/2020 12:10:43 PM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$77,597.54 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



JOHN WILHELM GOVERNING BOARD PRESIDENT

DEANNA S. HUNT GOVERNING BOARD CLERK

STEVE HARMON GOVERNING BOARD MEMBER

IRENE HUMPHREY GOVERNING BOARD MEMBER

BILL STOLCE GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$25,183.17
111	TITLE 1	\$356.87
349	NATIONAL FOREST FEES	\$50,940.96
510	FOOD SERVICE	\$1,116.54
		<b>\$77,597.54</b>

*emailed to Alvinia 8/3/20 nca*



# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2102


Voucher Date: 07/20/2020

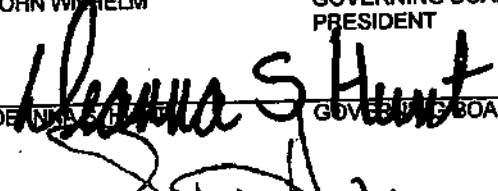
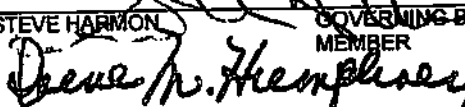
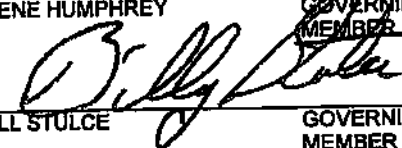
Prepared By: 

Printed: 07/20/2020 05:01:53 PM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$71,073.38 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



JOHN WILHELM	GOVERNING BOARD PRESIDENT
	GOVERNING BOARD CLERK
STEVE HARMON	GOVERNING BOARD MEMBER
	
TRENE HUMPHREY	GOVERNING BOARD MEMBER
	
BILL STOLCE	GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$61,444.93
349	NATIONAL FOREST FEES	\$8,163.45
510	FOOD SERVICE	\$1,397.28
610	UNRESTRICTED CAPITAL	\$67.72
		<b>\$71,073.38</b>

*Emailed to Olivia Aranda 7:40 am 7/21/20 NCG*

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2101

Voucher Date: 07/10/2020

Prepared By:

*Nicolette G*  
Printed: 07/07/2020 02:20:39 PM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$37,815.47 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

*[Signature]*

JOHN W. HELM GOVERNING BOARD PRESIDENT

*Deanna S. Hunt*  
DEANNA S. HUNT GOVERNING BOARD CLERK

STEVE HARMON GOVERNING BOARD MEMBER

*Irene M. Humphrey*  
IRENE HUMPHREY GOVERNING BOARD MEMBER

*Billy Stolce*  
BILL STOLCE GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$22,743.47
349	NATIONAL FOREST FEES	\$15,072.00
		<b>\$37,815.47</b>

*Emailed to Olivia Oranda 3pm 7/7/20 UNO*

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2033

Voucher Date: 07/24/2020

Prepared By:

*[Signature]*  
Printed: 07/20/2020 05:06:48 PM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$6,499.75 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

*[Signature]*

JOHN WILHELM	GOVERNING BOARD PRESIDENT
<i>[Signature]</i>	
DEANNA S. HUNT	GOVERNING BOARD CLERK
<i>[Signature]</i>	
STEVE HARMON	GOVERNING BOARD MEMBER
<i>[Signature]</i>	
IRENE HUMPHREY	GOVERNING BOARD MEMBER
<i>[Signature]</i>	
BILL STILJOE	GOVERNING BOARD MEMBER
<i>[Signature]</i>	

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$3,543.02
349	NATIONAL FOREST FEES	\$1,869.78
610	UNRESTRICTED CAPITAL	\$1,086.95
		<b>\$6,499.75</b>

*Emailed to Olivia Aronch 7/21/20 @ 7:40 am MCA*

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2032

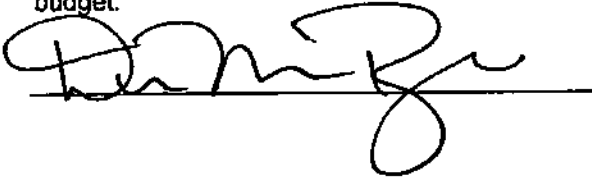
Voucher Date: 07/10/2020

Prepared By:

Printed: 07/07/2020 02:29:34 PM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$526.44 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



JOHN WILHELM GOVERNING BOARD PRESIDENT

DEANNA S. HUNT GOVERNING BOARD CLERK

STEVE HARMON GOVERNING BOARD MEMBER

IRENE HUMPHREY GOVERNING BOARD MEMBER

BILL STULGE GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$387.79
349	NATIONAL FOREST FEES	\$138.65
		<b>\$526.44</b>

*Emailed to Olivia Aranda 3pm 7/7/20 mcs*

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 3

Voucher Date: 08/07/2020

Prepared By: *[Signature]*

Pay Period: 3  
Pay Cycle: FY20/21 PAYROLL CALENDAR

Printed: 08/03/2020 11:59:24 AM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$76,960.97 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

*[Signature]*  
Administrator

JOHN WILHELM GOVERNING BOARD PRESIDENT

DEANNA S. HUNT GOVERNING BOARD CLERK

STEVE HARMON GOVERNING BOARD MEMBER

IRENE HUMPHREY GOVERNING BOARD MEMBER

BILL STULCE GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$42,658.30	\$3,263.39	\$5,212.82	\$10,087.68	\$61,222.19
020	\$3,500.00	\$267.75	\$427.70	\$505.06	\$4,700.51
111	\$1,992.80	\$152.44	\$243.52	\$250.05	\$2,638.81
141	\$6,000.00	\$459.00	\$733.19	\$1,160.86	\$8,353.05
510	\$38.72	\$2.96	\$4.73	\$0.00	\$46.41
	\$54,189.82	\$4,145.54	\$6,621.96	\$12,003.65	\$76,960.97

*emailed to Olivia 8/3/20 GNC*

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 2

Voucher Date: 07/24/2020

Prepared By: *[Signature]*

Printed: 07/20/2020 04:50:19 PM

Pay Period: 2  
Pay Cycle: FY20/21 PAYROLL CALENDAR

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$14,677.01 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

*[Signature]*  
Administrator

JOHN WILHELM

GOVERNING BOARD  
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

STEVE HARMON

GOVERNING BOARD  
MEMBER

IRENE HUMPHREY

GOVERNING BOARD  
MEMBER

BILL STULCE

GOVERNING BOARD  
MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$12,182.14	\$931.93	\$1,488.64	\$74.30	\$14,677.01
	\$12,182.14	\$931.93	\$1,488.64	\$74.30	\$14,677.01

*Emailed to Olivia Aranda 7:40am 7/21/20 YNCO*

PR # Voucher  
Number  
Deduction  
on  
Voucher

Substitute for ADE 40-101



# Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820  
[www.vernon.k12.az.us](http://www.vernon.k12.az.us)

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## MEMO

To: Governing Board Members  
From: Karol Coffman  
Subject: Consent Agenda - Vouchers  
Date: For the July 14, 2020 Board Meeting

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### Payroll and Expense Vouchers:

#2 - \$14,677.01  
#3 - \$76,960.97

#2031 - skipped  
#2032 - \$526.44  
#2033 - \$6,499.75

#2101 - \$37,815.47  
#2102 - \$71,073.38  
#2103 - \$77,597.54

Recommended Motion: Board Approval for Payroll and Expense Vouchers as presented.

second was made by Irene Humphrey. Dr. Barajas explained about splitting Pre-K, K and 1<sup>st</sup> thru 8<sup>th</sup> grade handbooks to better inform the Pre-K and K parents. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.

- 3) Discussion and possible action regarding the approval of the FY21 1<sup>st</sup> through 8<sup>th</sup> Grade Handbook. A motion was made by Deanna Hunt for the approval of the FY21 1<sup>st</sup> through 8<sup>th</sup> Grade Handbook. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.
- 4) Discussion and possible action regarding the approval of FY21 Employee Handbook. A motion was made by Deanna Hunt for the approval of FY21 Employee Handbook as presented. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.
- 5) Discussion and possible action regarding the approval of Covid-19 reopening plan. A motion was made by Deanna Hunt for the approval of Covid-19 reopening plan. A second was made by Irene Humphrey. Dr. Barajas explained the three different plans for virtual learning in school learning or a combination of both. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.
- 6) Discussion and possible action regarding the approval of the 2020-2021 Food Service Account, keeping an imprest balance of \$50.00, in accordance with A.R.S. §15-1101. A motion was made for the approval of the 2020-2021 Food Service Account, keeping an imprest balance of \$50.00, in accordance with A.R.S. §15-1101. A second was made by Irene Humphrey. Mrs. Gardner gave information of how the account was used. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.
- 7) Discussion and possible action regarding the approval of the 2020-2021 Revolving Fund Account, keeping an imprest balance of \$2500.00, in accordance with A.R.S. §15-1101. A motion was made by Irene Humphrey for the approval of the 2020-2021 Revolving Fund Account, keeping an imprest balance of \$2500.00, in accordance with A.R.S. §15-1101. A second was made by Deanna Hunt. Mrs. Gardner explained how the account was used. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.
- 8) Discussion and possible action regarding renewal contract with Category 1 Erate Services with Infinity in the amount of \$1,500.00 for services. A motion was made by Deanna Hunt for renewal contract with Category 1 Erate Services with Infinity in the amount of \$1,500.00 for services. A second was made by Irene Humphrey. Discussion was how this service helped pay for our internet service in house. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.

**FUTURE MEETINGS/LOCATIONS** – August 11, 2020 – September 8, 2020

Location - VESD Library - 90 CRN 3139 Vernon, Arizona 85940

**IX. ADJOURNMENT** – A motion was made to adjourn the meeting by Deanna Hunt at 6:14pm. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.

Dated this 15<sup>th</sup> day of July 2020

By: Karol Coffman Governing Board Secretary  
Vernon Elementary School District #9 Governing Board



**VERNON ELEMENTARY SCHOOL DISTRICT NO. 9**  
**90 CRN 3139 • PO BOX 89 • VERNON, ARIZONA 85940**  
**TELEPHONE: 928-537-5463 • FAX: 928-537-1820**

**NOTICE OF PUBLIC MEETING OF THE GOVERNING BOARD  
OF VERNON ELEMENTARY SCHOOL DISTRICT # 9**

**Governing Board**

**Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk**  
**Mr. Steve Harmon - Member – Mrs. Irene Humphrey – Member – Mr. Bill Stulce – Member**  
**PUBLIC MEETING AGENDA MINUTES – JULY 14, 2020**

**I. CALL TO ORDER** *Mr. Wilhelm called the meeting to order at 5:37pm.*

**II. ROLL CALL** *Present were John Wilhelm, Deanna Hunt and Irene Humphrey. Absent were Steve Harmon and Bill Stulce.*

**III. ADOPTION OF THE AGENDA** *A motion was made by Deanna Hunt for the adoption of the agenda with the exception to move new business item 1 to be placed after the adoption of the agenda. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

**IV. CALL TO THE PUBLIC** *There were no calls to the public.*

**V. SUPERINTENDENT'S COMMENTS/REPORTS** *Dr. Barajas gave information on virtual August 6<sup>th</sup> start date. ASU Verizon Innovation, New 6<sup>th</sup> grade teacher and West Ed Board of Directors.*

**VI. CONSENT AGENDA** - The Board may vote to pull an item off of the Consent Agenda for Board Discussion and Board Action and may vote on that item separately from those items contained in the Consent Agenda. Names and details may be viewed at the District's Business Office and copies of the minutes may be viewed on the District website or obtained by contacting the District Office. Copies of vouchers may be viewed by contacting the District Office.

- 1) Approval of the June 16, 2020 Public Hearing Agenda Minutes and June 16, 2020 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #30 – \$32,888.93. #31 - \$49,087.82. #32- \$70,183.87. #1 - \$4,094.68  
Approval of Expense Voucher #2028 - \$23,565.57. - # 2029 - \$11,654.59. #2030 - \$2,615.98
- 3) Approval of Personnel Reports.
- 4) Approval of Accounts: Revolving Account Summary - June \$2,500.00  
Student Service Fund Account Summary - June \$50.00 Food Service Account Summary – June \$50.00  
Student Council Fund - Summary - June \$221.78 8<sup>th</sup> Grade Fundraisers Summary - June \$812.87  
*A motion was made by Irene Humphrey for the approval of the agenda as presented. A second was made by Deanna Hunt. A yes from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

**VII. OLD BUSINESS** - None

**VIII. NEW BUSINESS**

- 1) Discussion and possible action regarding the adoption of the Proposed District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). *A motion was made by Deanna Hunt for approval of the Proposed District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 2) Discussion and possible action regarding the approval of the FY21 Preschool Kindergarten Handbook. *A motion was made by Deanna Hunt for the approval of the FY21 Preschool Kindergarten Handbook. A*

VERNON ELEMENTARY SCHOOL DISTRICT NO. 9  
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TELEPHONE: 928-537-5463 • FAX: 928-537-1820

NOTICE OF PUBLIC HEARING OF THE GOVERNING BOARD OF VERNON ELEMENTARY  
SCHOOL DISTRICT # 9

Governing Board

Mr. John Wilhelm – President, Mrs. Deanna Hunt – Clerk  
Mr. Steve Harmon – Member, Mrs. Irene Humphrey, Member – Mr. Bill Stulce

PUBLIC HEARING AGENDA MINUTES FOR JULY 14, 2020

**I. CALL TO ORDER** *Mr. Wilhelm called the meeting to order at 5:31pm.*

**II. ROLL CALL** *Present were John Wilhelm, Deanna Hunt and Irene Humphrey. Absent were Bill Stulce and Steve Harmon.*

**III. ADOPTION OF THE AGENDA** *A motion was made for the adoption of the agenda as presented by Deanna Hunt. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

**IV. PLEDGE OF ALLEGIANCE** *Mrs. Gardner said prayer.*

**V. NEW BUSINESS**

- 1) Discussion and possible action regarding Adoption of the Proposed District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). *Dr. Barajas and Mrs. Adams gave information on carry forward monies, total revenue and capital monies.*

**VI. ADJOURNMENT** - *A motion was made to adjourn the meeting by Deanna Hunt at 5:36pm. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

Dated this 15<sup>th</sup> day of July, 2020

Vernon Elementary School District #9 Governing Board

By *Karol Coffman*

Governing Board Secretary

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the District office at (928) 537-5463. Requests should be made as early as possible to arrange the accommodation



# Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820  
[www.vernon.k12.az.us](http://www.vernon.k12.az.us)

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## MEMO

To: Governing Board Members  
From: Karol Coffman  
Subject: Consent Agenda  
Date: For August 11, 2020 Board Meeting

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Recommended Motion: The approval of the July 14, 2020 Public Hearing Agenda Minutes and the July 14, 2020 Regular Agenda Minutes as presented.

VII.  
Consent Agenda

# VI.

## Superintendent's Comments/Reports

**IX. NEW BUSINESS**

1) Discussion and possible action regarding the approval to continue using ADOT Equipment Services for bus repairs, IGA (Inter Governmental Agreement), from July, 1 2020 to June 30, 2021, in accordance with §A.R.S. 15-382. *A motion was made by Steve Harmon for the approval to continue using ADOT Equipment Services for bus repairs, IGA (Inter Governmental Agreement), from July, 1 2020 to June 30, 2021. A second was made by Deanna Hunt. There was no discussion. A yes vote from John Wilhelm, a yes vote from Bill Stulce, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 5-0.*

2) Discussion and possible action regarding the approval of Policy Service Advisory’s #672 - #676. *First Reading, no action required. No discussion at this time.*

- Policy Advisory No. 672 ..... Regulation GBGB-R — Staff Personal Security and Safety
- Policy Advisory No. 673 ..... Policy IHA — Basic Instructional Program
- Policy Advisory No. 674 NEW ..... Regulation JICA-RB — Student Dress
- Policy Advisory No. 675 ..... Policy KB — Parent Involvement in Education
- Policy Advisory No. 676 NEW ..... Regulation KI-RB — Visitors to Schools

3) Discussion and possible action regarding the approval of adding Joyce Madrid as a signer for VESD’s Chase account for the 20-21 School year. *A motion was made by Bill Stulce for the approval of adding Joyce Madrid as a signer for VESD’s Chase account for the 20-21 School year. A second was made by Steve Harmon. A yes vote from John Wilhelm, a yes vote from Bill Stulce, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 5-0.*

4) Discussion and possible action regarding the approval of the Superintendent’s 90 Day Plans as part of Performance Pay Criteria. *A motion was made by Steve Harmon for the approval of the Superintendent’s 90 Day Plans as part of Performance Pay Criteria. A second was made by Irene Humphrey. Dr. Barajas explained the goals and objectives in the plan and is getting feedback form teachers on what is working and what is not. There was no other discussion. A yes vote from John Wilhelm, a yes vote from Bill Stulce, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 5-0.*

5) Discussion and possible action regarding the approval of the COVID-19 Liability Coverage Endorsement No. 10 for the Arizona School Risk Retention Trust Inc. for the 2020-2021 School year. *A motion was made by Steve Harmon for the approval of the COVID-19 Liability Coverage Endorsement No. 10 for the Arizona School Risk Retention Trust Inc. for the 2020-2021 School year. A second was made by Irene Humphrey. The discussion was about deductibles, waivers and acknowledgments. The upfront cost and overall cost of getting the extra insurance. A no vote form John Wilhelm, a no vote from Steve Harmon, a no vote from Bill Stulce, a no vote from Irene Humphrey and a no vote from Deanna Hunt declined the item 5-0.*

**FUTURE MEETINGS/LOCATIONS– September 8, 2020 – October 13, 2020 (Fall Break)**

Location - VESD Library - 90 CRN 3139 Vernon, Arizona 85940

**X. ADJOURNMENT** *A motion was made to adjourn the meeting at 6:25pm by Deanna Hunt. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Bill Stulce, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 5-0.*

Dated this 12<sup>th</sup> day of August 2020

**VERNON ELEMENTARY SCHOOL DISTRICT NO. 9**  
**90 CRN 3139 • PO BOX 89 • VERNON, ARIZONA 85940**  
**TELEPHONE: 928-537-5463 • FAX: 928-537-1820**

**NOTICE OF PUBLIC MEETING OF THE GOVERNING BOARD  
OF VERNON ELEMENTARY SCHOOL DISTRICT # 9**

**Governing Board**

**Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk**  
**Mr. Steve Harmon - Member – Mrs. Irene Humphrey – Member – Mr. Bill Stulce – Member**

**PUBLIC MEETING AGENDA MINUTES– AUGUST 11, 2020**

**I. CALL TO ORDER** *Mr. Wilhelm called the meeting to order at 5:30pm.*

**II. ROLL CALL** *Present were John Wilhelm, Bill Stulce, Steve Harmon, Irene Humphrey and Deanna Hunt.*

**III. ADOPTION OF THE AGENDA** *A motion was made by Deanna Hunt for the adoption of the agenda as presented. A second was made by Steve Harmon. There was no discussion. A yes vote from John Wilhelm, a yes vote from Bill Stulce, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 5-0.*

**IV. PLEDGE OF ALLEGIENCE AND PRAYER** – *Mr. Stulce said prayer.*

**V. CALL TO THE PUBLIC** - *There were no calls to the public.*

**VI. SUPERINTENDENT'S COMMENTS/REPORTS** *Dr. Barajas gave information on Google classroom. When we could reopen. Having 2 solid weeks of data under 5%. Students that could be allowed on campus. Boot Camp.*

**VII. CONSENT AGENDA** - The Board may vote to pull an item off of the Consent Agenda for Board Discussion and Board Action and may vote on that item separately from those items contained in the Consent Agenda. Names and details may be viewed at the District's Business Office and copies of the minutes may be viewed on the District website or obtained by contacting the District Office. Copies of vouchers may be viewed by contacting the District Office.

- 1) Approval of the July 14, 2020 Public Hearing Agenda Minutes and July 11, 2020 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #2 – \$14,677.01 #3 - \$76,960.97.  
Approval of Expense Voucher #2031 - Skipped. - # 2032 - \$526.44. #2033 - \$6,499.75. #2101 - \$37,815.47.  
#2102 - \$71,073.38 - #2103 - \$77,597.54
- 3) Approval of Personnel Reports.
- 4) Approval of Accounts: Revolving Account Summary - July \$2,500.00  
Student Service Fund Account Summary - July \$50.00 Food Service Account Summary – July \$50.00  
Student Council Fund - Summary - July \$221.78 8<sup>th</sup> Grade Fundraisers Summary - July \$812.87

*A motion was made by Deanna Hunt for the approval of the consent agenda as presented. A second was made by Bill Stulce. There was no discussion. A yes vote from John Wilhelm, a yes vote from Bill Stulce, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 5-0.*

**VIII. OLD BUSINESS** - None