

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

**Governing Board**

**Mr. John Wilhelm – President, Mrs. Deanna Hunt – Clerk,  
Mrs. Ashley Umphress - Member, Mrs. Ruth Parsons - Member, Mr. Stephen Coombs - Member**

**PUBLIC HEARING AGENDA MINUTES FOR FEBRUARY 23, 2023**

**I. CALL TO ORDER** - *Mr. Wilhelm called the meeting to order at 4:40pm.*

**II. ROLL CALL** - *Present were John Wilhelm, Deanna Hunt, Ruth Parsons, Steve Coombs and Ashley Umphress joined telephonically.*

**III. ADOPTION OF THE AGENDA** - *Motion by John Wilhelm to adopt the agenda with the omission of New Business item #10. Second: Deanna Hunt. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**IV. PLEDGE OF ALLEGIANCE AND PRAYER** - *Mr. Collin Dewitt said prayer.*

1. **Public Hearing for Instructional Time Model.** - *Mr. Housley gave an overview of the instructional time model. There were two models, one that can be done online and the other offline.*

**V. Public Input** - *Community members are invited to share their questions, comments, or concerns with the School Board about the Instructional Time Model. - One member of the Public commented on the advantages and disadvantages of distance learning.*

**VI. Motion to Adjourn Public Hearing and enter Regular Governing Board Meeting.** *A Motion was made by Deanna Hunt to Adjourn Public Hearing and enter the Regular Governing Board Meeting at 5:00pm. A second was made by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**REGULAR AGENDA FEBRUARY 23, 2023**

**VII. CALL TO THE PUBLIC** - *Mr. Collin Dewitt gave comments on a fundraiser that was sending emails to solicit donations for the school.*

**VIII. SUPERINTENDENT'S COMMENTS/REPORTS** - *Mr. Housley gave information on the Student Advisory Council who assisted with Red Ribbon Week. School Facilities and Curriculum and Instruction Programs.*

**IX. FINANCIAL REPORT** - *Copies of Vouchers may be viewed by contacting the District Office. (Mr. Wilhelm action).*

- 1) **Monthly Financial Report from Mrs. Gardner.** *Mrs. Gardner gave information on USFR- Structured Guide -Financial Data, Conflict of Interest Form and Wage Salary Increase.*
- 2) **Approval of Payroll Vouchers:** #16 - \$50,950.02, #17 - \$65,521.92  
**Approval of Expense Voucher:** #2316 - \$30,196.08, #2317 - \$8,770.77

*Deanna Hunt made a motion to approve the payroll and expense vouchers as presented. A second from Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons. No vote from Steve Coombs. Approved 4-1.*

- 3) Approval of Accounts:
  - Revolving Fund - January \$2,500.00
  - Student Services Ledger – January \$50.00
  - Food Service Fund – January \$50.00
  - Student Council General Activities – January \$306.15
  - 8<sup>th</sup> Grade Fund Summary – January \$875.88
  - Student Council/Student Activities – January \$415.30
  - Asset Disposal Fund – January \$184.50

*A motion was made by Deanna Hunt for the approval of the accounts being viewed. A second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**X. CONSENT AGENDA** -The items on the Consent Agenda usually are routine in nature and are voted on as a “package” in the interest of saving time on routine issues. However, any board member may remove an item from the consent agenda to be voted on separately.

- 4) Approval of the January 11, 2023 Agenda Minutes as presented.
- 5) Personnel Reports: Public Relations Coordinator - Andrew Madrid, Achievement and Professional Development - Starla Stansbury, Journalism Teachers - Rebecca DeConcini
- 6) Donations: \$200.00 Tax Credit Donation - Alicia A. Ellis
  - 6 gallons hand sanitizer - Lowes
  - \$400.00 Tax Credit Donation - John and Karol Coffman

*A motion was made by Ruth Parsons to remove #5 to consider independently and approve 4 and 6. A second was made by Deanna Hunt. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

*After clarification on what the Financial Report Consists of. A motion was made by Steve Coombs to approve #5. A second was made by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**XI. OLD BUSINESS**

- 1. Discussion and possible approval of second reading and adoption of Policy Service Advisories 739 - 743. *Motion to approve by John Wilhelm. Second by Deanna Hunt. Discussion was having the books on public display for 60 days. This is a state statute. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

Policy Advisory No. 739 ... (NEW) Exhibit — IHAMB-EA — Family Life Education

(NEW) Exhibit — IHAMB-EB — Family Life Education

Policy Advisory No. 740 ..... (NEW) Exhibit — IJL-E — Library Materials

Selection and Adoption

Policy Advisory No. 741 ..... Policy — JFABDA— Admission of

Students in Foster Care

Regulation — JFABDA — Admission of Students in Foster Care

Policy Advisory No. 742 ..... Exhibit — JHD-EB — Exclusions and Exemptions

from School Attendance

Policy Advisory No. 743 ..... (NEW) Exhibit — KB-EC — Parental Involvement

in Education

## **XII. NEW BUSINESS**

1. Discussion and possible action regarding the approval of the Superintendent's Evaluation. *A motion by John Wilhelm to approve. Second by Deanna Hunt. No discussion. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, and Ruth Parsons. 4-0 approved. Steve Coombs abstained.*
2. Discussion and possible action regarding the approval of support of application A for Arizona Transportation grant. *A motion to approve by Steve Coombs. Second by Deanna Hunt. Discussion about tracking success of purchase. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
3. Annually provided guidance to all governing board members and employees on what constitutes a substantial interest and that the conflict-of-interest statutes apply to all District governing board members and employees as a part of their employment. *Mr. Housley gave information on conflict of interest statutes. Information only. No vote required.*
4. Discussion and possible action regarding the resolution authorization for Governing Board Members to sign vouchers in between regular board meetings and to be ratified at the next Governing Board Meeting in accordance with A.R.S. 15-321-(G). *Ruth Parsons made a motion to approve. Second by Deanna Hunt. This is a yearly process. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
5. Discussion and possible action regarding the development of the Principal's Job description. *A motion was made by Steve Coombs to approve the job description and adding a change to #4 including "as assigned by the Superintendent". Second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
6. Discussion and possible action regarding the authorization of the Board President to enter into negotiations with the Superintendent for the 2023-2024 school year. *A motion to approve by Steve Coombs. Second by Deanna Hunt. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
7. Discussion and possible action regarding approval of the proposed Classified, Certified, and Managers Schedules for the 2023-2024 school year as presented. *Motion to approve by Deanna Hunt. Second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
8. Discussion and possible action regarding the approval of the 2023-2024 Certified Contracts, Classified Work Agreements and Manager Salary Plans. *Motion to approve by Ruth Parsons. Second by Deanna Hunt. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**Certified Staff Contracts:** Tammy Yost, Stephanie King, Andrew Madrid, Lisa Marean, Bill Simmons, Gail Kroll, Starla Stansbury, Amanda McGinnis, Michelle Blunt, Andy Huyck.

**Manager/Admin Salary Contracts:** Jessica Wheeler, Nicolette Gardner.

**Classified Staff Work Agreements:** Karol Coffman, Susanne Chapman, Joyce Madrid, Betsy Elvendahl, Stacey Leach, Ron Hoffman, Rebecca DeConcini, Susan Larson, Denise Compton, Lorraine Riley, Anthony Compton, Jamie Wright, Jessica Courtney, Kailee Hind, Luz Agureo.

9. Discussion and possible action regarding the appointment of Nicolette Gardner as Student Activities Treasurer. *Motion by Deanna Hunt, Second By Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
10. Discussion and possible action regarding the appointment of Joyce Madrid as Student Activities Assistant Treasurer. *(Mr. Wilhelm action). Omitted from Agenda.*
11. Discussion and possible action regarding the approval of the Navajo County Educational Service Agency Membership agreement. *Motion to approve by Deanna Hunt. Second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*
12. Discussion and information pertaining to “Snow Days”, calendar, and instructional minutes. *Mr. Housley gave information on the amount of snow days we have had. Still having minutes left if we were to need more or possibly making up some days. Information only, no vote needed.*
13. Discussion and possible action regarding the approval of the 2023-2024 Calendar. *Motion to approve by Steve Coombs. Second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**XV. Motion to Adjourn Regular Board Meeting and enter Governing Board Work Study Session.** *Motion to adjourn Regular Board Meeting and enter the Governing Board Work Study Session at 6:52pm. Second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

**STUDY SESSION AGENDA FEBRUARY 23, 2023**

1. Board Docs Training. *Board Docs training was conducted. Possibility of putting Board goals on the next agenda. Asking Mr. Housley to bring some examples.*

**Future Meetings:** March 21, 2023, April 11, 2023- Location: Vernon Elementary School - 90 CRN 3139 Vernon, Arizona 85940

**XVI. ADJOURNMENT** - *Motion to adjourn by Deanna Hunt at 7:11pm. Second by Ruth Parsons. Yes votes from John Wilhelm, Deanna Hunt, Ashley Umphress, Ruth Parsons and Steve Coombs. 5-0 approved.*

Dated this   24th   day of   February  ,   2023  

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