

PowerSchool Implementation Responsibilities

- Review and track project deliverables.
- Introduce customer to support contact methods.
- Provide final project sign off to customer.

Customer Critical Responsibilities

- Review completed project deliverables prior to implementation completion.
- Understand that support will become primary contact for customer.

Completion Criteria

This activity will be considered complete when PowerSchool:

- Delivers documented final PowerSchool project deliverables.
- Delivery of final deliverable signoff documentation.

Released October 2020

Document Owner: PowerSchool Group LLC, Product Deployment Solutions

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Security Setup

PowerSchool Implementation Responsibilities

- Conduct a security functionality and review meeting
- Make best practice recommendations on common security group usage
- Provide an overview of page permission functionality
- Review how to manage User Access and Co-Teaching roles
- Review field level security
- Review Data Validation Rule Status

Customer Critical Responsibilities

- Attend knowledge transfer meeting of security functionality.
- Review security user guides and training.
- Evaluate the hierarchy and functional roles for administrative staff.
 - Align administrative staff to the correct security group and role utilizing best practice recommendations and security documentation.

Completion Criteria

This activity will be considered complete when:

- The security functionality and options review meeting are complete.
 - ***Security Overview - approximately 2 hours***

Closing

PowerSchool Implementation Responsibilities

- ***Overview Working with Students – approximately 3 hours***
 - Searching
 - Enrollment/Transfer / Withdraw
 - Live Side Scheduling
- ***Running System and Student Reports Overview - approximately 1 hour***
- Up to 4 hours of report card/transcript development (*Keys to Ownership hours can be used for additional needs*)
- **Overview of the following:**
 - Logs
 - Tests
 - Standards
 - Graduation Planner

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Data Migration

PowerSchool Reviews and Imports Customer Provided Files

During PowerSchool implementation, PowerSchool will work with the customer on the following initial data items:

- **Student Demographics** (Current school year students only)
- **Staff** (Current administrative staff and teachers)
- **Courses** (Current year courses only)
- **Rooms** (Only if necessary for student schedules)
- **Sections** (Master Schedule current year only)
- **Section Enrollments** (Student Schedules current year only)
- **Historical Grades** (current high school students only up to 5 years of history)
- **Re-enrollments** (If required for compliance)
- **Compliance Data**
- **Test Scores** (up to 4 tests, 4 years of data)
- **District Standards** (go live year only)
- **Historical Logs** (active students for up to 5 log types configured)
- **Comment Bank**

Customer Critical Responsibilities

- Extract and convert required data from customer legacy system to PowerSchool provided templates and format (*Data conversion services are available for additional purchase.*)
- **Data Validation** - Once data is imported into PowerSchool, the PowerSchool implementation specialist will provide documentation and best practice for validating data in PowerSchool using reporting and visual methods. The customer will have final responsibility for the validation and confirmation of accuracy of their data.
- Validate data in PowerSchool and obtain concurrence from key school stakeholders.

Completion Criteria

This activity will be considered complete upon:

- PowerSchool has imported all provided data.
 - **Data Validation Overview - approximately 1 hour**
- Customer validates new data in PowerSchool.
- Customer signs off on data phase.

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System Settings

PowerSchool Configures Critical System Settings:

- Browser Time Out
- Email Setup
- Mobile App Settings
- Password Rules Management
- PowerSchool Licensing
- ReportWorks Administration Settings
- Select Student Options

District Configuration

PowerSchool Configures District Settings

- District Info
- District Setting Require by State
- Districts of Residence (compliance)
- Years & Terms
- Miscellaneous
- Calendar Membership Types
- Citizenship Codes
- Entry Codes
- Exit Codes
- Scheduling/Reporting Ethnicity Codes
- Federal Ethnicity and Race Settings
- Special Programs
- Grade Scales
- GPA Calculations
- Schools/School Info
- Log Types/Subtypes
- Log Entry Fields
- Test Scores (up to 4 tests)
- District Standards & grading configuration
- Graduation Planner

School Configuration

PowerSchool Configures School Settings

- Years and Terms
- Days
- Periods
- Final Grade Setup
- Preferences
- Attendance Code Categories
- Attendance Codes
- Full-Time Equivalencies
- Attendance Conversion
- Bell Schedules
- Calendar Setup
- Miscellaneous Default Settings
- Current Grade Display
- Mobile Settings
- Sub Sign-In Settings
- Class Rank - only for high schools
- Honor Roll
- GPA Student Screens
- Reporting Segments

Completion Criteria

This activity will be considered complete when:

- The standard PowerSchool configuration elements have been configured and reviewed for system, district, and school setup.
 - ***First Login and Overview of Configuration – approximately 1-hour session***
- Customer sign off on configuration phase.

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Completion Criteria

This activity will be considered complete when:

- The kick-off meeting is completed
- The Project Plan is updated based on discussed timelines
- The Business Process Review is completed, and report is provided to the Customer
- Customer completes Configuration Survey

Authentication Services

As part of these services, PowerSchool will assist the customer to configure Single Sign On (SSO) for the PowerSchool product(s) undergoing implementation under the scope of this statement of work. Additionally, PowerSchool will assist with the enablement of the PowerSchool AppSwitcher for any other live PowerSchool product(s) (i.e. already implemented) where AppSwitcher is supported. This will be a one-time setup for which the PowerSchool implementation team will assist with the setup and configuration of the authentication services for live product(s), and the currently implemented product(s).

PowerSchool Responsibilities

- Update user accounts to ensure matching between systems
- Configure SSO
- Configure AppSwitcher with current and new PowerSchool products

Customer Responsibilities

- Identify and enable the Identity Provider (IDP) for setting up of SSO
- Test the setup of Authentication services and AppSwitcher

Completion Criteria

- Customer signs the final checklist that Authentication Services are complete

Executing

Configuration Collection: Customer Critical Responsibilities

- Complete the PowerSchool Configuration Survey based on information gathered from key stakeholders.
- Provide supporting documents as required (i.e. report cards, grade scales, standards, etc.).
- Consult with customer stakeholders and provide answers to follow-up questions regarding configuration elements.
- Extract data from legacy system into PowerSchool provided templates
- Notify PowerSchool at ClassroomServices@PowerSchool.com you are ready for an implementation specialist to begin configuration.

Completion Criteria

This activity will be considered complete when:

- Configuration collection, associated documentation and data templates are complete and provided to PowerSchool.

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Student Information System Standard Statement of Work

Initiating (Pre-requisites before Planning)

PowerSchool Responsibilities

- Send Welcome Email with Statement of Work
- Identify PowerSchool Project Team
 - Project Manager
 - Implementation Specialist(s)
- Send Customer access to the following:
 - Project Plan
 - Configuration Survey

Completion Criteria

This activity will be considered complete when:

- Customer signs off Statement of Work

Planning

PowerSchool Responsibilities

- Schedule and conduct a kick-off meeting
 - Standard Model is sixty (60) calendar days from the date of the kick-off meeting
- Provide introduction to the Support site
- Explain the implementation process
- Schedule and Deliver the Business Process Review and Report
- Schedule the PowerSchool implementation and training resources based on project timeline
- Update the Project Plan to include implementation timing and resources
- Schedule regular Status Calls as needed

Customer Responsibilities

- Attend kick-off meeting and all subsequent meetings and training required
- Utilize the online Project Plan and Training Plan throughout the project to stay up to date
- Complete the PowerSchool Intake Survey based on information gathered from key stakeholders, and delivery the following:
 - Supporting documents as required (i.e. location, staff and student count, district info, etc.)
 - Extract and convert required data from Customer legacy system to PowerSchool provided templates and format (Data conversion services are available for additional purchase)
- Plan for training and ensure users attend required training sessions
- Update the Project Plan to indicate client tasks completed
- Manage customer business process change throughout the project
- Notify designated PS point of contact when Your Intake Survey is complete.

Project Change Control and Escalation Procedure

Project Change Control

The following process will be followed if additional services to this Statement of Work are required or desired.

- A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must describe the change, rationale for the change and the effect the change will have on the project.
- The designated Customer project lead will review the proposed change and recommend it for further investigation or reject it. A PCR must be signed by the authorized Customer project lead to authorize quote for additional services. If the Customer accepts additional services and charges, a change to the original purchase order or new purchase order is required. Change to this Statement of Work through additional addendum will authorize additional scope and work.
- A written Change Authorization and/or PCR must be signed by authorized representatives from both parties to authorize implementation of the investigated changes. Until a change is agreed upon in writing, both parties will continue to act in accordance with the latest agreed version of the SOW.

Customer Escalation Procedure

The following procedure will be followed if resolution is required for a conflict arising during the

- **Level 1:** Customer project lead will notify PowerSchool Project Manager via email with details of escalation.
- **Level 2:** If the PowerSchool Project Manager cannot provide resolution or path to resolution five (5) business days from receipt of level 1 escalation email, the Customer project lead will notify PowerSchool manager via email to – servicespmo@powerschool.com
- **Level 3:** If the concern remains unresolved after Level 2 intervention, resolution will be addressed in accordance with Project Change Control Procedure or termination of this SOW under the terms of the Contract.

During any resolution, PowerSchool agrees to provide services related to items not in dispute, to the extent practicable, pending resolution of the concern. The Customer agrees to pay invoices per the Contract, as rendered.

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Deliverables Acceptance Procedure

Deliverables Acceptance

This Statement of Work outlines PowerSchool deliverables for each phase of the implementation project in the PowerSchool Objections and Completion Criteria sections. Each deliverable will be reviewed and accepted in accordance with the following procedure:

- Deliverable will be submitted or delivered to the Customer project lead or designated Customer team member. It is the Customer project lead's responsibility to review and accept deliverable as complete.
- Within four (4) business days of completion of the project the Customer project lead will either accept the final deliverables or provide the PowerSchool implementation specialist a written list of objections. If no response from the Customer project lead is received within four (4) business days, then the deliverables will be deemed accepted, unless the Customer requests an extension.
- The PowerSchool implementation specialist will consider the Customer's objections within the context of PowerSchool's obligations as stated within this Statement of Work. Revisions agreed to by PowerSchool will be applied at which time the deliverables will be reviewed within four (4) business days and the Customer project lead either will accept the deliverables or provide the PowerSchool implementation specialist a written list of objections. If no response is received within four (4) business days, then the deliverables will be deemed accepted, unless the Customer requests an extension.
- Customer objections that are not agreed to by PowerSchool will be managed in accordance with the Project Change Control Procedure described below. If resolution is required to a conflict arising from Customer's objection to a deliverable, the Customer and PowerSchool will follow the Escalation Procedure described below.
- All deliverables required to be delivered hereunder are considered to be owned by PowerSchool with unlimited internal use by the Customer, unless otherwise noted.

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General Assumptions

1. Implementation services will be delivered remotely, unless onsite services are purchased separately
2. Client is to provide a data extract to PowerSchool.
3. Services identified are for PowerSchool start up and do not include customizations. Services are available through the PowerSchool Product Tailoring for additional fees.
4. Implementation is for one (1) academic year only which will be designated during the planning phase of project. Summer school setup is not included.
5. Customer will adhere to the active PowerSchool Cancellation Policy. "Services Cancellation: Licensee shall pay a cancellation charge equal to fifty percent (50%) of the services fee and any non-refundable expenses incurred by PowerSchool if Licensee cancels any scheduled professional services less than fourteen (14) days before the occurrence of any service dates that PowerSchool has scheduled at Licensee's request."
6. Customer must identify a designated Customer project lead before the project kick-off meeting. The Customer project lead will be responsible for delivering all the above mentioned "Customer Responsibilities" in a complete manner within the project timeline.
7. The designated Customer project lead should be an employee of the organization implementing PowerSchool. Customers that hire third-party organizations to act on the behalf of the Customer for implementation may be required to sign a waiver form provided by PowerSchool, indicating that the third-party organization is authorized to act on the Customer's behalf when interacting with PowerSchool. The Customer will be responsible for maintaining proper communication channels with third party organizations hired by the Customer.
8. All sign offs must be done by an employee and designated signatory of the Customer. Third party entities engaged by the Customer are not acceptable signatories for any project sign offs.
9. Customer will provide PowerSchool with remote access to systems, as required.
10. The PowerSchool implementation specialist will point Customer to available procedures, guidelines, standards, reference materials and system/application documentation.
11. Other items outside of the Statement of Work may need to be planned for by the Customer prior to go live.

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Statement of Work

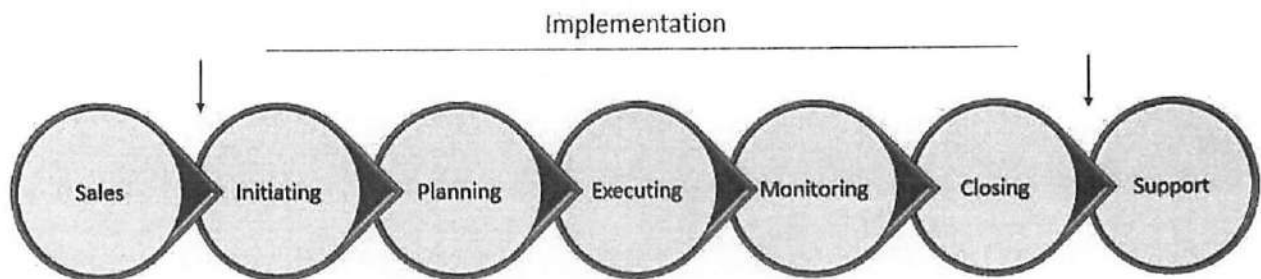
Purpose of Document

The purpose of this Statement of Work (“SOW”) between PowerSchool Group LLC (“PowerSchool”) and Customer (“You”, “Your”) is to outline the process, approach, and completion criteria for each step of the process to implement PowerSchool. This document covers the roles and responsibilities of the PowerSchool Project Manager, Implementation Specialist(s), and Customer in each step of the PowerSchool implementation process, serving as an outline of services PowerSchool is expected to deliver. This SOW calls out specific functional areas of PowerSchool that are covered for implementation services and level of coverage.

Successful implementation of new software requires proven project management and methodology. The timeline will be mutually adapted within a project management tool between PowerSchool and the Customer. PowerSchool provides a comprehensive package of services delivered by an experienced team of education experts, designed to ensure Your PowerSchool deployment project meets Your unique needs and expectations. This Statement of Work represents our standard implementation services only. Additional training, consulting and customization services can be purchased to help augment additional needs You may have with Your PowerSchool deployment. The delivery of Professional Services contained in this document will be provided remotely. If travel is required, all travel related expenses will be invoiced as incurred.

We will partner with You and be Your liaison to PowerSchool during the implementation. You will have a project team to help you, as a Customer, connect to other PowerSchool services and support, while also providing project planning, communication, project execution, and product specialist consulting. For a successful PowerSchool implementation, it is important that You understand the responsibilities, carve out the time required and keep on pace with the timeline. This will involve gathering information, helping Your team come to agreement on configuration and data standardization, your own product training and monitoring other staff assigned training for completion, adjusting desk level procedures, and planning for go live among several other tasks. The overall steps included in a project are outlined below.

This Statement of Work is subject to the terms and conditions of the current master agreement between the parties and any associated policies, pursuant to which PowerSchool has licensed the PowerSchool application to the Customer. (“Contract”)



Pre-Services	Project Begins	Project Management	Build Environment	Training & Testing	Go Live	Post-Services
Decision Trees	Assign Project	Plan Project	Install System	End User Training	Stabilize	Support Survey
Choose Package	Config Survey	Define Team	Setup & Convert Data	End User Testing	Support Transition	Submit Cases
Sign Contract	Sign SOW	Submit Config Survey	Sign Setup & Data	Sign Testing	Sign Closing	

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PowerSchool SIS Hosted Subscription	120.00	Students	USD 3,500.00
PowerSchool SIS Hosting SSL Certificate	1.00	Each	USD 400.00
PD+ Subscription	120.00	Students	USD 1,500.00

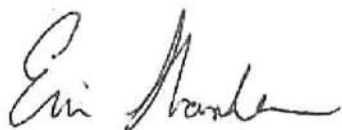
Annual Ongoing Fees Total: **USD 5,400.00**

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support fees are invoiced at the then current rates and enrollment per terms of the main agreement executed between PowerSchool and Customer ("Main Services Agreement"). Any applicable state sales tax has not been added to this quote. Subscription Start and End Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote. All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for confirming this order and its own internal purposes, and no other. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months. Treatment of purchase orders are governed as provided in the Main Services Agreement. By execution of this quote, or its incorporation, this and future purchases of subscriptions or services from PowerSchool are subject to and incorporate the terms and conditions found at:

<https://www.powerschool.com/wp-content/uploads/PowerSchool-Service-Agreements/PowerSchool%20MSA%20update%2012.1.2020.pdf>

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC
Signature:



Printed Name: Eric Shander

Title: Chief Financial Officer

Date: 1-6-2021

Vernon Elementary District
Signature:

Printed Name:

Title:

Date:



PowerSchool Group LLC
 150 Parkshore Dr., Folsom, CA 95630
 Quote #: Q-473974 - 1

Quote Expiration Date: 1/31/2021

Prepared By: Meghan Sullivan
 Customer Name: Vernon Elementary District
 Enrollment: 120
 Contract Term: 36 Months
 Start Date: 1/15/2021
 End Date: 1/14/2024

Customer Contact: Karol Coffman
 Title: Executive Administrator
 Address:
 City:
 State/Province:
 Zip Code:
 Phone #: 928-537-5463

Product Description	Quantity	Unit	Extended Price
Initial Term 1/15/2021 - 1/14/2022			
License and Subscription Fees			
PowerSchool SIS Hosted Subscription	120.00	Students	USD 3,500.00
PowerSchool SIS Hosting SSL Certificate	1.00	Each	USD 400.00
PD+ Subscription	120.00	Students	USD 1,500.00
License and Subscription Totals:			USD 5,400.00

Professional Services and Setup Fees			
PowerSchool SIS Deployment - Standard	1.00	Each	USD 11,840.00
Professional Services and Setup Fee Totals:			USD 11,840.00

Training Services			
PowerSchool SIS Per Person Training/Certification Remote	9.00	Day	USD 2,700.00
Training Services Total:			USD 2,700.00

Quote Total	
Initial Term	1/15/2021 - 1/14/2022
Initial Term Total	USD 19,940.00

PowerSchool hereby agrees to allow the Customer to make the following non-standard payments for the current annual term:

Due Date	Payment Amount
2/28/2021	USD 3,500.00
7/1/2021	USD 16,440.00
Payment Total	USD 19,940.00

Karol

From: Anthony LaGreca <ALaGreca@edupoint.com>
Sent: Monday, January 4, 2021 3:26 PM
To: kcoffman@vernon.k12.az.us
Subject: Synergy Education Platform

Hello Karol,

Apologies I was not able to reach you at the phone number listed. Unfortunately we are no longer taking on new partner districts for the 21-22 school year as our implementation calendar is full.

Happy to speak with you about this if needed. Just provide number to reach you at.

Thank you,

Anthony

Anthony LaGreca
Southwest/Central Region Sales Manager



1955 South Val Vista Drive, Suite 200
Mesa, AZ 85204
Phone: (480) 633-7500, Ext. 7568
Fax: (480) 633-7501

www.edupoint.com

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614 S 4th St #314
Philadelphia, PA 19147

Quote# 24040

Fed ID 46-4470357
Terms Net 30
Fax 888-443-5826
Phone 888-367-6175
Email sales@jupitered.com
Date Jan 6, 2021

VERNON ELEMENTARY SCHOOL
VERNON, AZ

JupiterEd.com/invoice/24040-2898

Check: Write invoice# 24040 on your check and mail it to the address at top.

Purchase Order: Use the link above to enter your PO#. Do not mail or fax your PO — that would cause delays.

Credit Card: Use the link above to pay online. We cannot take payments by phone. A transaction fee of \$30.52 will be added.

ACH Transfer: Use the link above for payment instructions.

W-9, Original Invoice: Use the link above to request our W-9 tax ID form or an original invoice.

<u>Description</u>	<u>Amount</u>
Jupiter iO for 2021-22 up to 120 students @ \$8	960.00
Implementation fee (first year only)	240.00
Vernon Elementary School	
Shipping	0.00
Tax	0.00
TOTAL (USD)	\$1,200.00



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

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda
Date: For January 12, 2021 Board Meeting

Contacted:

PowerSchool – Quote attached
Jupiter Ed – Quote attached
Synegy – They are not taking on new client at this time.
MediaNet Solutions – This program is only for Special Education
Strongmind – Only for Jr. High and High School
Pearson Connexus - Used for online schools only.
Infinite Campus – Requested a quote
BocaVox – Requested a quote
School Dex – Requested a quote

Schoolmaster is ending and they are changing to Tyler SIS. This new program is having many technical difficulties.

Recommended Motion: Approval to use PowerSchool as our Student Information System.

Memo

To: Governing Board Members
From: Jeffrey Fuller, Superintendent
cc: File
Date: 1/6/21
Re: Approval of Student Information System

Next year, our Student Information System (SIS) will no longer be in service. It is the recommendation of the administration to approve Power School as our new (SIS) as our student records and reporting system for reporting to the Arizona Department of Education for FY22. There are several systems that work with the Arizona Department of Education. You have quotes in your packet. This system is widely used and recommended by our SIS consultant to replace our current system.

Recommended Motion: I move the Governing Board approve Power School as our Student Information System for the 2021-2022 school year.

VESD

Memo

To: Governing Board Members
From: Jeffrey Fuller, Superintendent
cc: File
Date: 1/6/21
Re: Election Of School Board Clerk

This item is to take nominations and a vote on the Clerk of the Board for 2021.

VESD

Memo

To: Governing Board Members
From: Jeffrey Fuller, Superintendent
cc: File
Date: 1/6/21
Re: Election Of School Board President

This item is to take nominations and a vote on the President of the Board for 2021.

IX

New Business

IX.

New Business

VII
Old Business

VIII.

Old Business

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 12/31/2020

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$812.87

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 12/31/20

STUDENT COUNCIL FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$221.78
Ice Sales - Student Council	7/7/2020		\$1.20				\$222.98
Ice Sales - Student Council	8/6/2020		\$2.10				\$225.08
T-Shirt Sales - Student Council	8/6/2020		\$15.00				\$240.08
Ice Sales - Student Council	8/12/2020		\$0.60				\$240.68
Ice Sales - Student Council	8/27/2020		\$0.60				\$241.28
Ice Sales - Student Council	9/3/2020		\$2.10				\$243.38
Ice Sales - Student Council	9/17/2020		\$0.30				\$243.68
Ice Sales - Student Council	9/30/2020		\$0.90				\$244.58
Ice Sales - Student Council	10/21/2020		\$2.70				\$247.28
Ice Sales - Student Council	11/12/2020		\$1.50				\$248.78
Ice Sales - Student Council	11/18/2020		\$0.90				\$249.68
Ice Sales - Student Council	11/30/2020		\$1.20				\$250.88

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 12/31/2020

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$123.71
School Mall	10/21/2020		\$30.67				\$154.38

Vernon Elementary School

FOOD SERVICE FUND- CLEARING BANK ACCOUNT LEDGER FY 20-21

CK#	V	DATE	DESCRIPTION	DRAFT	DEPOSIT	BALANCE	REF
			<i>Beginning Balance</i>			\$50.00	
	v	8/6/20	Adult Lunches		3.75	\$53.75	
	v	8/12/2020	Adult Lunches		14.25	\$68.00	
	v	8/17/2020	Adult Lunches		6.80	\$74.80	
	v	8/21/2020	Adult Lunches		10.00	\$84.80	
	v	8/25/2020	Adult Lunches		5.00	\$89.80	
	v	8/26/2020	Adult Lunches		10.00	\$99.80	
	v	8/28/2020	Adult Lunches		15.00	\$114.80	
	v	8/31/2020	Adult Lunches		2.00	\$116.80	
1016	v	9/2/2020	Apache County Treasurer	66.8		\$50.00	
	v	9/3/2020	Adult Lunches		3.60	\$53.60	
	v	9/15/2020	Adult Lunches		30.00	\$83.60	
	v	9/17/2020	Adult Lunches		20.00	\$103.60	
	v	9/30/2020	Adult Lunches		32.00	\$135.60	
	v	10/7/2020	Adult Lunches		3.50	\$139.10	
1017	v	10/8/2020	Adult Lunches	89.1		\$50.00	
	v	10/21/2020	Adult Lunches		11.00	\$61.00	
	v	10/28/2020	Adult Lunches		13.85	\$74.85	
1018	v	11/2/2020	VOID	0		\$74.85	
1019	v	11/2/2020	Apache County Treasurer	24.85		\$50.00	
	v	11/4/2020	Adult Lunches		10.00	\$60.00	
	v	11/12/2020	Adult Lunches		16.00	\$76.00	
	v	11/18/2020	Adult Lunches		8.85	\$84.85	
	v	11/24/2020	Adult Lunches		6.00	\$90.85	
		12/2/2020	Adult Lunches		11.00	\$101.85	
		12/16/2020	Adult Lunches		37.80	\$139.65	
1020		1/5/2021	Apache County Treasurer	89.65		\$50.00	

STUDENT SERVICES BANKING LEDGER

CK#	✓	DATE	DESCRIPTION	AMOUNT	DEPOSIT BALANCE	
		7/1/2019	Payee	Withdraw	Deposit	\$ 50.00
	✓	7/7/20	Student Council Fundraising - Ice Sales		\$1.20	\$ 51.20
	✓	8/6/2020	Student Council Fundraising - Ice Sales		\$2.10	\$ 53.30
	✓	8/6/2020	Student Council Fundraising - T-Shirt Sales		\$15.00	\$ 68.30
	✓	8/12/2020	Student Council Fundraising - Ice Sales		\$0.60	\$ 68.90
	✓	8/27/2020	Student Council Fundraising - Ice Sales		\$0.60	\$ 69.50
3825	✓	9/8/2020	Apache County Treasurer	19.50		\$ 50.00
	✓	9/3/2020	Student Council Fundraising - Ice Sales		\$2.10	\$ 52.10
	✓	9/17/2020	Student Council Fundraising - Ice Sales		\$0.30	\$ 52.40
	✓	9/30/2020	Student Council Fundraising - Ice Sales		\$0.90	\$ 53.30
	✓	10/21/2020	Student Council Fundraising - Ice Sales		\$2.70	\$ 56.00
	✓	10/21/2020	School Mall - General Student Fund		\$30.67	\$ 86.67
3826	✓	11/3/2020	Apache County Treasurer	36.67		\$ 50.00
	✓	11/12/2020	Student Council Fundraising - Ice Sales		\$1.50	\$ 51.50
	✓	11/18/2020	Student Council Fundraising - Ice Sales		\$0.90	\$ 52.40
	✓	11/30/2020	Student Council Fundraising - Ice Sales		\$1.20	\$ 53.60
3827		1/5/2020	Apache County Treasurer	3.60		\$ 50.00

Vernon Elementary School District No. 9

REVOLVING FUND BANK ACCOUNT LEDGER FY 20.21

	✓	Beginning Balance			\$2,500.00	
1615	✓	7/28/20 United States Postal Service	196.00		\$2,304.00	Postage Stamps
1616	✓	7/29/20 Arizona Department of Economic Security	14.08		\$2,289.92	Un-employment Tax Q2 2020
	✓	Reversal of Ck#1607		8.48	\$2,298.40	Outstanding check no longer negotiable
	✓	9/18/20 Vernon Elementary School - Deposit		210.08	\$2,508.48	Replinish Revolving Account
1617	✓	9/21/20 United States Postal Service	6.95		\$2,501.53	Postage Stamps
1618		11/30/20 United States Postal Service	220.00		\$2,281.53	Postage Stamps



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

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda
Date: For January 12, 2021 Board Meeting

Summary of Accounts:

Revolving Fund – Dec. \$2,281.53
Student Service Ledger – Dec. \$50.00
Food Service Fund – Dec. \$50.00
Student Council General Activities Dec. \$154.38
Student Council/Student Activities - Summary – Dec. \$250.88
8th Grade Fund Summary – Dec. \$812.87

Recommended Motion: Approval of the accounts as presented.



Vernon Elementary School District #9

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www.vernon.k12.az.us

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda
Date: For January 12, 2021 Board Meeting

- a. [REDACTED] \$200.00 Tax credit Donation
- b. [REDACTED] \$200.00 Tax Credit Donation
- c. [REDACTED] \$400.00 Tax Credit Donation

Recommended Motion: Approval to all donations

December 13, 2020

Dear Mr Fuller,

It is with great sadness that I am providing this letter to serve as official notice of my immediate resignation as Classroom Aid for Vernon Elementary School.

Please accept my sincerest apologies for being unable to provide you notification that includes a minimum two-week notice.

I have appreciated the opportunity to work with all of the Vernon Elementary Staff and most especially the students.

Please forward any correspondence to the following address:

[Redacted address line]

[Redacted address line]

Sincerely,

Renee West

Vernon Elementary School District #9
Request for Personnel Action

Name: Andrew Madrid

New Hire Change To Effective Date: 1/11/21

Extra Duty Assignment Pre School Director

Certified Grade _____ Support Staff Rate of Pay \$25.00 hourly

Hours per day: 40 per semester

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: \$ _____ Years of Experience: _____ Degree/Hours: _____

Funding Code: _____



Superintendent Signature

1/6/21

Date

Vernon Elementary School District #9
Request for Personnel Action

Name: Thea Wilson

New Hire Change To Effective Date: 1/11/21

Extra Duty Assignment Pre School Director

Certified Grade _____ Support Staff Rate of Pay \$25.00 hourly

Hours per day: 40 per semester

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: \$ _____ Years of Experience: _____ Degree/Hours: _____

Funding Code: _____



Superintendent Signature

1/6/21

Date



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

Date: January 6, 2021

To: VESD Governing Board

From: Jeffrey Fuller, 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: Renee West

New Hires Certified: None

New Hires Classified: None

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: Andrew Madrid, Tutoring

The Wilson, Tutoring

Recruitment and Retention Incentive: None

Substitute Teachers: None

Volunteers: None

Leave of Absence: None

Terminations/Non-Renewals: None

VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2115

Voucher Date: 01/08/2021

Prepared By:

[Signature]
Printed: 01/05/2021 09:03:24 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 \$4,752.32 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 WILHELM

GOVERNING BOARD
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

IRENE HUMPHREY

GOVERNING BOARD
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$3,408.77
326	ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF	\$848.37
510	FOOD SERVICE	\$495.18
		\$4,752.32

Emailed to Olivia Aranda 1/5/20 NCG

VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2114

Voucher Date: 12/24/2020

Prepared By:

[Signature]
Printed: 12/21/2020 04:10:29 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 \$197.09 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 WILHELM

GOVERNING BOARD
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

TRENE HUMPHREY

GOVERNING BOARD
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund	Amount
001 MAINTENANCE & OPERATION	\$197.09
	\$197.09

Emailed to Olivia Aranda 12/23/20 NCG

VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2113

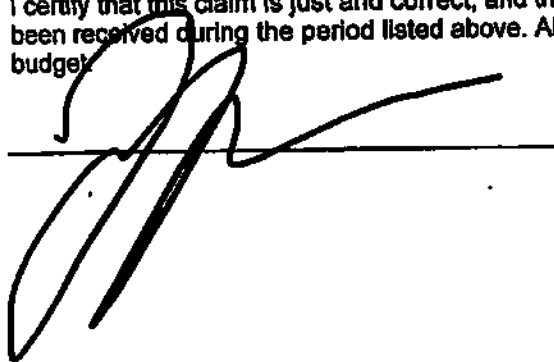
Voucher Date: 12/24/2020

Prepared By: 

Printed: 12/21/2020 11:35:20 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 \$15,382.10 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

TRENE HUMPHREY

GOVERNING BOARD
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$10,716.97
349	NATIONAL FOREST FEES	\$4,134.32
510	FOOD SERVICE	\$530.81
		\$15,382.10

emailed 12/21/20 to Olivia Aranda NCA

VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2112

Voucher Date: 12/07/2020

Prepared By:

Nicolette G
Printed: 12/07/2020 02:02:58 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 \$18,699.43 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 WILHELM GOVERNING BOARD PRESIDENT
[Signature]
DEANNA S. HUNT GOVERNING BOARD CLERK
[Signature]
STEVE HARMON GOVERNING BOARD MEMBER
[Signature]
IRENE HUMPHREY GOVERNING BOARD MEMBER
[Signature]
BILL STULCE GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$14,313.74
349	NATIONAL FOREST FEES	\$0.00
510	FOOD SERVICE	\$2,175.76
610	UNRESTRICTED CAPITAL	\$2,209.93
		\$18,699.43

Emailed to Olivia Aranda 12/8/20 NCG

**VERNON ELEMENTARY SCHOOL
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 17

Voucher Date: 01/08/2021

Prepared By:

[Signature]
Printed: 01/05/2021 08:13:09 AM

Pay Period: 14
Pay Cycle: FY21 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 \$42,951.85 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
[Signature]

GOVERNING BOARD MEMBER

DEANNA S. HUNT
[Signature]

GOVERNING BOARD CLERK

IRENE HUMPHREY

GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$33,236.89	\$2,542.60	\$3,576.62	\$405.15	\$39,761.26
111	\$2,028.20	\$155.16	\$247.85	\$0.00	\$2,431.21
220	\$221.00	\$16.90	\$27.01	\$0.00	\$264.91
510	\$412.50	\$31.56	\$50.41	\$0.00	\$494.47
	\$35,898.59	\$2,746.22	\$3,901.89	\$405.15	\$42,951.85

Emailed to Olivia Aranda 1/5/20 [Signature]

PR #: Voucher Number
Deduction on Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 16

Voucher Date: 01/08/2021

Prepared By: *[Signature]*

Pay Period: 14

Pay Cycle: FY21 PAYROLL CALENDAR

Printed: 01/04/2021 11:17:12 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 \$42,589.42 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.

_____ Administrator	JOHN WILHELM	GOVERNING BOARD PRESIDENT
	_____ DEANNA S. HUNT	GOVERNING BOARD CLERK
	_____ IRENE HUMPHREY	GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$32,929.39	\$2,519.07	\$3,576.62	\$373.75	\$39,398.83
111	\$2,028.20	\$155.16	\$247.85	\$0.00	\$2,431.21
220	\$221.00	\$16.90	\$27.01	\$0.00	\$264.91
510	\$412.50	\$31.56	\$50.41	\$0.00	\$494.47
	\$35,591.09	\$2,722.69	\$3,901.89	\$373.75	\$42,589.42

[Handwritten 'V' and '16' with a circle around '16']

**VERNON ELEMENTARY SCHOOL
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 15

Voucher Date: 12/24/2020

Prepared By: *[Signature]*

Pay Period: 13
Pay Cycle: FY21 PAYROLL CALENDAR

Printed: 12/21/2020 11:57:23 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 \$48,584.86 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
[Signature]
DEANNA S. HUNT GOVERNING BOARD CLERK
[Signature]
TRENÉ HUMPHREY GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$35,815.34	\$2,739.86	\$3,677.11	\$497.65	\$42,729.96
111	\$2,426.75	\$185.65	\$296.54	\$20.41	\$2,929.35
220	\$839.41	\$84.21	\$102.57	\$0.00	\$1,006.19
510	\$1,601.21	\$122.49	\$195.66	\$0.00	\$1,919.36
	\$40,682.71	\$3,112.21	\$4,271.88	\$518.06	\$48,584.86

Emailed 12/21/20 to (Devinia Aranda) 1/10/21

PR #: Voucher Number
Ded: Deduct on Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 13

Voucher Date: 12/11/2020

Prepared By: *[Signature]*

Pay Period: 12
Pay Cycle: FY21 PAYROLL CALENDAR

Printed: 12/07/2020 12:24:29 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 \$76,101.30 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
[Signature]
DEANNA SPHONT GOVERNING BOARD CLERK

STEVE HARMON GOVERNING BOARD MEMBER
[Signature]

IRENE HUMPHREY GOVERNING BOARD MEMBER
[Signature]

BILL STULCE GOVERNING BOARD MEMBER
[Signature]

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$40,055.45	\$3,064.24	\$4,248.31	\$11,913.99	\$59,281.99
111	\$4,957.09	\$379.21	\$605.77	\$1,127.30	\$7,069.37
220	\$2,829.14	\$216.43	\$345.72	\$0.00	\$3,391.29
326	\$2,612.13	\$199.83	\$319.22	\$0.00	\$3,131.18
328	\$1,020.40	\$78.07	\$124.69	\$0.00	\$1,223.16
510	\$1,672.08	\$127.90	\$204.33	\$0.00	\$2,004.31
	\$53,146.29	\$4,065.68	\$5,848.04	\$13,041.29	\$76,101.30

PR #: Voucher Number
Deduction on Voucher

Substitute for ADE 40-101

Entered 12/18/20 ncn emailed to Olivia Aranda



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

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda - Vouchers
Date: For the January 12, 2021 Board Meeting

Payroll and Expense Vouchers:

#13 - \$76,101.30

#14 - Voided

#15 - \$48,584.86

#16 – Voided

#17 - \$42,951.85

#2112 - \$18,699.43

#2113 - \$15,382.10

#2114 - \$197.09

#2115 - \$4,752.32

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

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 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 DECEMBER 08, 2020

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

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

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. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from, Deanna Hunt and a yes vote from Irene Humphrey approved the item 4-0*

IV. PLEDGE OF ALLEGIANCE *Steve Harmon said prayer.*

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

VI. NEW BUSINESS

1) Discussion and possible action regarding Adoption of the Revised District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). *Mr. Fuller and Mrs. Adam gave information on the Revised District Expenditure Budget for the FY21 school year. Information given was the reduction of student count. Reduction of tax rate and the increased carryover. There was no discussion.*

VII. ADJOURNMENT *A motion was made by Deanna Hunt to adjourn the meeting at 5:39pm. A second was made by Steve Harmon. A yes vote from John Wilhelm, a yes vote from Irene Humphrey, a yes vote from Irene Humphrey and a yes vote from Steve Harmon approved the item 4-0.*

Dated this 9th day of November, 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

VII. OLD BUSINESS - None

VIII. NEW BUSINESS

1) Discussion and possible action regarding the adoption of the revised District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). *A motion was made by Steve Harmon for the approval of the revised District Expenditure Budget for the FY21 school year as presented. A second was made by Irene Humphrey. There was no discussion. A yes vote from Deanna Hunt, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from John Wilhelm approved the item 4-0.*

2) Discussion and possible action regarding the approval to recess into executive session Pursuant A.R.S. 38.431.03 (A) for discussion of Principal/Superintendent mid-year evaluation/performance pay. *A motion was made by Deanna Hunt to recess into executive session at 5:54pm. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from John Wilhelm approved the item 4-0. Returned from executive session at 6:37pm.*

3) Discussion and possible action regarding the approval of the Principal/Superintendents mid-year evaluation/performance pay. *A motion was made by John Wilhelm to defer midyear performance pay to the end of the year based on the 90-day plan of what was discussed including hiring a Principal/ Superintendent. Textbooks for Science and Social Studies Curriculum and continuation of the COVID plan. A second was made by Steve Harmon. There was no discussion. A motion was made by Deanna Hunt to recess into executive session at 5:54pm. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from John Wilhelm approved the item 4-0.*

FUTURE MEETINGS/LOCATIONS—January 12, 2021- February 9, 2021

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

IX. ADJOURNMENT—*A motion was made by Deanna Hunt to adjourn the meeting at 6:39pm. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from John Wilhelm approved the item 4-0.*

Dated this 9th day of December 2020

By: Karal Coffman Governing Board Secretary

Vernon Elementary School District #9 Governing Board

Persons with a disability may request a reasonable accommodation. Contact the District office at (928) 537-5463. Requests should be made as early as possible.

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 – DECEMBER 08, 2020

I. CALL TO ORDER *Mr. Wilhelm called the meeting to order at 5:46pm*

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

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 Deanna Hunt, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from John Wilhelm approved the item 4-0.*

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

V. SUPERINTENDENT'S COMMENTS/REPORTS *Mr. Fuller gave certificates to our outgoing board members, Mr. Bill Stulce and Mr. Steve Harmon thanking them for their service. He also gave information about the upcoming Superintendent search and a January study session for the board.*

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.*

A motion was made by Deanna Hunt for the approval of the consent agenda as presented. A second was made by Irene Humphrey. One clarification was made that the hybrid learning was the online learning and the funds were pro-rated by days worked teaching online. A yes vote from Deanna Hunt, a yes vote from Steve Harmon, a yes vote from Irene Humphrey and a yes vote from John Wilhelm approved the item 4-0.

1) The approval of the November 10, 2020 Regular Agenda Minutes as presented.

2) Approval of Payroll Vouchers: 11 - \$59,282.33 #12 - \$47,651.12

3) Approval of Expense Voucher #2110 - \$15,019.76 #2111 - \$20,572.77

4) Approval of Personnel Reports.

a) Stipend/Addenda: Kristen Orton, Ashley Umphress, Kendra McGrew, Tammy Yost, Lisa Marean,

Andrew Madrid, Amy Nelson, Rob Lefrandt, Thea Wilson

5) Approval of Accounts:

Revolving Fund – Nov. \$2,281.53

Student Service Ledger – Nov. \$50.00,

Food Service Fund – Nov. \$50.00,

Student Council General Activities Nov. \$154.38

Student Council/Student Activities - Summary – Nov. \$250.88 –



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

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda
Date: For January 12, 2021 Board Meeting

Recommended Motion: The approval of the December 08, 2020 Regular Agenda Minutes and the December 08, 2020 Public Hearing Agenda Minutes as presented.

Revolving Fund – Dec. \$2,281.53 Student Service Ledger – Dec. \$50.00,
Food Service Fund – Dec. \$50.00, Student Council General Activities Dec. \$154.38
8th Grade Fund Summary – Dec. \$812.87 Student Council/Student Activities Summary – Dec. \$250.88

6) Donations:

- a. Gloria Martindale \$200.00 Tax credit Donation
- b. Alicia Ellis \$200.00 Tax Credit Donation
- c. Tom and Anne McCoy \$400.00 Tax Credit Donation

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

- 1) Discussion and possible action regarding the election of the School Board President. *(President action)*
- 2) Discussion and possible action regarding the election of the School Board Clerk. *(President action)*
- 3) Discussion and possible action regarding the approval of *(President action)*

FUTURE MEETINGS/LOCATIONS – February 9, 2021 – March 9, 2021

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

X. ADJOURNMENT

Dated this 6th day of January 2021

By: *Harol Coffman* Governing Board Secretary

Vernon Elementary School District #9 Governing Board

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VERNON ELEMENTARY SCHOOL DISTRICT NO. 9
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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 - Mrs. Irene Humphrey – Member

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Vernon Elementary School District No. 9 Governing Board and to the general public that the Vernon Elementary School District No. 9 Governing Board will hold a public meeting open to the public on **January 12, 2021, 5:30 PM**, at 90 CRN 3139, Vernon, AZ, 85940. The Vernon Elementary School District No. 9 Governing Board may vote to convene in executive session which shall not be open to the public pursuant to A.R.S. §38-431.03(A)(3) for legal advice from the District's Attorney(s) on any matter on this agenda marked with an asterisk (*). The District's Attorney(s) may appear telephonically.

The Governing Board reserves the right to change the order of the items on the agenda, with the exception of public hearings and bid awards.

PUBLIC MEETING AGENDA – JANUARY 12, 2021

I. CALL TO ORDER (*Mr. Wilhelm Action*)

II. ROLL CALL (*Mr. Wilhelm Action*)

III. ADOPTION OF THE AGENDA (*Mr. Wilhelm, Action*)

IV. PLEDGE OF ALLEGIANCE AND PRAYER

V. CALL TO THE PUBLIC. Community members are invited to share their questions, comments, or concerns with the School Board. Per Policy BEDH – Any individual desiring to address the Board shall complete a form (Request to Address Board) and give this form to the District Administrator prior to the start of the Board Meeting. When speaking, citizens should state their name and address for the record, and limit their presentation to three minutes. The Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Board members to do the following at the conclusion of the open call to the public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be put on a future agenda.

VI. SUPERINTENDENT'S COMMENTS/REPORTS (*Mr. Fuller Information*) • Summary of Current Events.

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) The approval of the December 08, 2020 Public Hearing Agenda Minutes and the December 08, 2020 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #13 - \$76,101.30 - #14 Voided #15 - \$48,584.86
- 3) Approval of Expense Voucher #2112 - \$18,699.43 #2113 - \$15,382.10
- 4) Approval of Personnel Reports.
 - a) Resignations: Renee West
- 5) Approval of Accounts:

VI

CONSTITUTION

VII.

Consent Agenda

IV

Supplemental

Comments Report

VI.

Superintendent's
Comments/Reports

5) Approval of Accounts:

Revolving Fund – Dec. \$2,281.53 Student Service Ledger – Dec. \$50.00,
Food Service Fund – Dec. \$50.00, Student Council General Activities Dec. \$154.38
8th Grade Fund Summary – Dec. \$812.87 Student Council/Student Activities Summary – Dec. \$250.88

6) Donations:

- a. Gloria Martindale \$200.00 Tax credit Donation
- b. Alicia Ellis \$200.00 Tax Credit Donation
- c. Tom and Anne McCoy \$400.00 Tax Credit Donation

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

- 1) Discussion and possible action regarding the election of the School Board President. *(President action)*
- 2) Discussion and possible action regarding the election of the School Board Clerk. *(President action)*
- 3) Discussion and possible action regarding the approval of using PowerSchool as our student information system for state reporting. *(President action)*

FUTURE MEETINGS/LOCATIONS – February 9, 2021 – March 9, 2021

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

X. ADJOURNMENT

Dated this 6th day of January 2021

By: Karol Coffman Governing Board Secretary

Vernon Elementary School District #9 Governing Board

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OF VERNON ELEMENTARY SCHOOL DISTRICT # 9**

Governing Board

Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk - Mrs. Irene Humphrey – Member

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PUBLIC MEETING AGENDA – JANUARY 12, 2021

I. CALL TO ORDER (*Mr. Wilhelm Action*)

II. ROLL CALL (*Mr. Wilhelm Action*)

III. ADOPTION OF THE AGENDA (*Mr. Wilhelm, Action*)

IV. PLEDGE OF ALLEGIENCE AND PRAYER

V. CALL TO THE PUBLIC-Community members are invited to share their questions, comments, or concerns with the School Board. Per Policy BEDH – Any individual desiring to address the Board shall complete a form (Request to Address Board) and give this form to the District Administrator prior to the start of the Board Meeting. When speaking, citizens should state their name and address for the record, and limit their presentation to three minutes. The Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Board members to do the following at the conclusion of the open call to the public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be put on a future agenda.

VI. SUPERINTENDENT'S COMMENTS/REPORTS (*Mr. Fuller Information*) • Summary of Current Events.

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) The approval of the December 08, 2020 Public Hearing Agenda Minutes and the December 08, 2020 Regular Agenda Minutes as presented.
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- 3) Approval of Expense Voucher #2112 - \$18,699.43 #2113 - \$15,382.10
- 4) Approval of Personnel Reports.
 - a) Resignations: Renee West
 - b) Addenda: Andrew Madrid, Tutoring
Thea Wilson, Tutoring

c. Tom and Anne McCoy \$100.00 Tax Credit Donation

A motion was made by Deanna Hunt for the approval of the consent agenda as presented. A second was made by John Wilhelm. There was no discussion. A yes vote from John Wilhelm and a yes vote from Deanna Hunt approved the item 2-0.

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

1) Discussion and possible action regarding the election of the School Board President. *Deanna Hunt nominated John Wilhelm for board president. John Wilhelm seconded the motion. A motion was made by Deanna Hunt to elect John Wilhelm board president. A second was made by John Wilhelm. A yes vote from John Wilhelm and a yes vote from Deanna Hunt approved the item 2-0.*

2) Discussion and possible action regarding the election of the School Board Clerk. *John Wilhelm nominated Deanna Hunt for board clerk. A second was made by Deanna Hunt. A motion was made by John Wilhelm to elect Deanna Hunt as board clerk. A second was made by Deanna Hunt. A yes vote from John Wilhelm and a yes vote from Deanna Hunt approved the item 2-0.*

3) Discussion and possible action regarding the approval of using PowerSchool as our student information system for state reporting. *A motion was made by John Wilhelm for the approval to purchase PowerSchool for our student information system for state reporting. A second was made by Deanna Hunt. Mr. Fuller gave information on PowerSchool and other student information systems available. A yes vote from John Wilhelm and a yes vote from Deanna Hunt approved the item 2-0.*

FUTURE MEETINGS/LOCATIONS – March 9, 2021 –April 13, 2021

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

X. ADJOURNMENT – *A motion was made at 5:55 by Deanna Hunt to adjourn the meeting. A second was made by John Wilhelm. A yes vote from John Wilhelm and a yes vote from Deanna Hunt approved the item 2-0.*

Dated this 13th day of January 2021

By: Harol Coffman Governing Board Secretary

Vernon Elementary School District #9 Governing Board

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

Governing Board

Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk - Mrs. Irene Humphrey – Member

PUBLIC MEETING AGENDA MINUTES – JANUARY 12, 2021

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

II. ROLL CALL *Present were John Wilhelm and Deanna Hunt. Absent was Irene Humphrey.*

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 John Wilhelm. There was no discussion. A yes vote from John Wilhelm and a yes vote from Deanna Hunt approved the item 2-0.

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

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

VI. SUPERINTENDENT'S COMMENTS/REPORTS *Mr. Fuller gave information on our Student Council being up and running. The reorganization at the County Superintendent's Office and Galileo testing starting next week.*

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.

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3) Approval of Expense Voucher #2112 - \$18,699.43 #2113 - \$15,382.10

4) Approval of Personnel Reports.

a) Resignations: Renee West

b) Addenda: Andrew Madrid, Tutoring

Thea Wilson, Tutoring

5) Approval of Accounts:

Revolving Fund – Dec. \$2,281.53 Student Service Ledger – Dec. \$50.00,

Food Service Fund – Dec. \$50.00, Student Council General Activities Dec. \$154.38

8th Grade Fund Summary – Dec. \$812.87 Student Council/Student Activities Summary – Dec. \$250.88

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a. Gloria Martindale \$200.00 Tax credit Donation

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