

**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. 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 **July 13, 2021, 5:45 PM**, at 90 CRN 3139, Vernon, AZ, 85940. 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 JULY 13, 2021**

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

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

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

**IV. 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.

**V. SUPERINTENDENT'S COMMENTS/REPORTS** (*Dr. Knippen, information*) • Summary of Current Events.

**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 and 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 May 11, 2021 Public Hearing Agenda Minutes and the May 11, 2021 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #30 – \$57,987.76, #31 - \$21,542.33  
Approval of Expense Voucher #2127 - \$59,368.76, #2128 - \$38,975.09
- 3) Approval of Personnel Reports: Boot Camp Stipends: Lisa Marean, Andrew Madrid, Tammy Yost, Kristen Orton, Ashley Umphress, Thea Wilson, Stephanie King, Rob Lefrandt. Scott Landis, Tina Peterson  
New Hire: Tina Peterson, Judy Cauthen  
Retention: Lisa Marean, Andrew Madrid, Tammy Yost, Kristen Orton, Ashley Umphress, Thea Wilson, Stephanie King, Rob Lefrandt. Scott Landis,
- 4) Approval of Accounts:  
Revolving Fund – June \$2,500.00  
Student Service Ledger – June \$50.00

Food Service Fund –June \$50.00 –

Student Council General Activities - June \$206.51

8<sup>th</sup> Grade Fund Summary – June \$94.71

Student Council/Student Activities – June \$644.88

## **VII. OLD BUSINESS - None**

## **VIII. NEW BUSINESS**

- 1) Discussion and possible action regarding the approval of the Proposed District Expenditure Budget for the FY22 school year as required by A.R.S. §15-905(E)(1). *(Mr. Wilhelm action)*.
- 2) Discussion and possible action regarding the approval to waive the use of building fees for the Give the Kids a Smile Foundation for October 1, 2021. *(Mr. Wilhelm action)*.
- 3) Discussion and possible action regarding the approval of the agreement between Vernon Elementary School District and The Trust and Alliance Proposal acceptance. *(Mr. Wilhelm action)*.
- 4) Discussion and possible action regarding the approval to continue to use Waste Management as our trash pick-up provider from July 1, 2021 to June 30, 2022. *(Mr. Wilhelm action)*
- 5) Discussion and possible action regarding the approval to continue using ADOT Equipment Services for bus repairs, IGA (Inter Governmental Agreement), from July, 1 2021 to June 1, 2022, in accordance with §A.R.S. 15-382. *(Mr. Wilhelm action)*
- 6) Discussion and possible action regarding the approval of the VESD's Transportation Contract Carrier Agreement for the 2021-2022 School Year. *(Mr. Wilhelm action)*
- 7) Discussion and possible action regarding the approval of the 2021-2022 Revolving Fund Account, keeping an impressed balance of \$2500.00 in accordance with A.R.S. §15-1101. *(Mr. Wilhelm action)*
- 8) Discussion and possible action regarding the approval of the 2021-2022 Food Service Account, keeping an impressed balance of \$50.00, in accordance with A.R.S. §15-1101. *(Mr. Wilhelm action)*
- 9) Discussion and possible action regarding the approval of the 2021-2022 Student Services Account, keeping an impressed balance of \$50.00, in accordance with A.R.S. §15-1101. *(Mr. Wilhelm action)*
- 10) Discussion and possible action regarding using Dobridge & Company PC for auditing services for the 2021-2022 school years. *(Mr. Wilhelm action)*
- 11) Discussion and possible action regarding the approval for Deanna Hunt, Irene Humphrey, Chad Knippen, (Shannon Rivera and Eugene Peplowski pending background check and appointment) to attend the 45<sup>th</sup> Annual Law Conference Sept. 8, 9, and 10, 2021. *(Mr. Wilhelm action)*
- 12) Discussion and possible action regarding the approval of the FY22 Preschool, Kindergarten, 1<sup>st</sup> Grade Handbook. *(Mr. Wilhelm action)*.
- 13) Discussion and possible action regarding the approval of the FY22 2<sup>nd</sup> through 8<sup>th</sup> Grade Handbook. *(Mr. Wilhelm action)*.
- 14) Discussion and possible action regarding the approval of FY22 Employee Handbook. *(Mr. Wilhelm action)*.
- 15) Discussion and possible action regarding the approval of a Social Emotional Learning Program, Spalding Training, and Coaching throughout the 21-22 school year with a cost of up \$30,000 for the three programs. *(Mr. Wilhelm action)*.

V.

Superintendent's  
Comments/Reports

16) Discussion and possible action regarding the approval of the 21-22 COVID Plan. (Mr. Wilhelm action).

Location: Vernon Elementary School - 90 CRN 3039 Vernon, Arizona 85940

**IX. ADJOURNMENT**

Dated this 7<sup>th</sup> day of July, 2021

Vernon Elementary School District #9 Governing Board

By: Karol Coffman

Governing Board Secretary

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.

VI.

# Consent Agenda



# 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 July 13, 2021 Board Meeting

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Recommended Motion: The approval of the June 08, 2021 Regular Agenda Minutes and the June 22, 2021 Special Agenda Minutes 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 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– JUNE 08, 2021**

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

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

**III. ADOPTION OF THE AGENDA** – *Motion: John Wilhelm made the motion to adopt the agenda with the exception of moving New Business item #9 right after the Pledge of Allegiance and with the following note that the asterisk's is missing on new business item #9. Second: Deanna Hunt. Discussion: none. Vote: 3-0 approved.*

**IV. PLEDGE OF ALLEGIANCE AND PRAYER** – *Mr. Wilhelm said prayer.*

*Business item #9 – A motion was made by John Wilhelm to enter into executive session for discussion with the attorney at 5:34pm. A second was made by Deanna Hunt Vote: 3-0 approved. Out of executive session at 5:56pm.*

*A motion was made by Deanna Hunt to move New Business item back to original spot. The executive session needed to be moved in order to accommodate the attorney. A second was made by Irene Humphrey. Discussion: None. Vote: 3-0 approved.*

**V. CALL TO THE PUBLIC** – *There was a call to the public from Mr. Steve Coombs. He submitted a letter and spoke about the Apache County Superintendent should have an election.*

**VI. SUPERINTENDENT'S COMMENTS/REPORTS** -*Mr. Fuller gave information on Summer School and the STEM activities for the students. The Science textbooks and kits are in. Also about the Critical Race Theory.*

**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 and 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 May 11, 2021 Public Hearing Agenda Minutes and the May 11, 2021 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #27 – Voided, #28 - \$56,641.51, #29 - \$63,589.43  
Approval of Expense Voucher #2125 - \$106,701.27, #2126 - \$388,870.45
- 3) Approval of Personnel Reports: Thea Wilson, Teacher; Scott Landis, Teacher; Lisa Marean, Contract Adjustment, Stephanie King Contract Adjustment
- 4) Approval of Accounts:

Revolving Fund – May \$2,500.00

Student Service Ledger – May \$50.00

Food Service Fund –May \$50.00 –

Student Council General Activities - May \$206.51

8<sup>th</sup> Grade Fund Summary – May \$94.11

Student Council/Student Activities – May \$641.78

5) Approval of Donations:

a) Az. Department of Corrections Visa/Mastercard Summary: Corrected donation amount \$2685.00

*Motion: Deanna Hunt made a motion to approve the consent agenda as presented. Second: Irene Humphrey. Discussion: None. Vote 3-0 approved.*

**VIII. OLD BUSINESS - None**

**IX. NEW BUSINESS**

- 1) Discussion and possible action regarding the approval to use Public Surplus to auction items. *Mr. Fuller gave information on the Public Surplus. This is a great way to get rid of some of the things that are being stored. Irene Humphrey asked about the possibility of donating some items. Motion: Deanna Hunt made a motion to approve to use Public Surplus to auction items. Second: Irene Humphrey. Discussion: None. Vote: 3-0 approved.*
- 2) Discussion and possible action regarding making the Superintendent the authorized designee to approve disposal of district property in accordance with Governing Board Policy DN School Properties Disposition. *Motion: Deanna Hunt made a motion to approve the new superintendent to be the authorized designee to approve disposal of district property in accordance with Governing Board Policy DN School Properties Disposition. Second: Irene Humphrey. Discussion: None. Vote 3-0 approved.*
- 3) Discussion and possible action to approve the expenditure of Monies for any subsection within the M & O Fund in excess of amounts specified in the budget. The total expenditures of the M & O Fund may not exceed the budgeted amount. *Mr. Fuller gave information about subsections in the budget could surpass the limit as long as the budget as a whole did not exceed the budgeted amount. Motion: Deanna Hunt made a motion for approval of Monies for any subsection within the M & O Fund in excess of amounts specified in the budget. The total expenditures of the M & O Fund may not exceed the budgeted amount. Second: Irene Humphrey. Vote: 3-0 approved.*
- 4) Discussion and possible action to approve to suspend Governing Board Policy BGB-Policy Adoption for the following agenda item. *Mr. Fuller gave information on suspending policy in order to approve item #5. Motion: Deanna Hunt made a motion to suspend Governing Board Policy BGB-Policy Adoption for the following agenda item only. Second: Irene Humphrey. Discussion: None. Vote: 3-0 approved.*
- 5) Discussion and possible action regarding the approval of Policy Advisory No. 679 Graduation Exercises. *Mr. Fuller explained this policy that it will recognize that Indian Tribes may wear the traditional Regalia at graduation ceremonies. Motion: Deanna Hunt made a motion for approval of Policy Advisory No. 679 Graduation Exercises. Second: Irene Humphrey. Discussion: None. Vote: 3-0 approved.*  
  
Policy Advisory No. 679..... Policy IKFB — Graduation Exercises
- 6) Discussion and possible action regarding the approval of Infinity Communication and Consulting regarding Category One E-rate Consulting Services. *Mr. Fuller gave information Infinity Communications is our consultant for e-rate services. We get certain amount of dollars from the Federal Government which allows us to buy, for example, equipment, technology and internet services. Motion: Deanna Hunt made a motion for approval of Infinity Communication and Consulting regarding Category One E-rate Consulting Services. Second: Irene Humphrey. Discussion: None. Vote; 3-0 approved.*
- 7) Discussion and possible action regarding the approval of C&M Communications LLC as a sole source provider for bus radio service. *Mr. Fuller gave information that this company is the only one in Arizona that can support our radio system. Motion: Deanna Hunt made a motion to approve C&M Communications LLC as a sole source provider for bus radio service. Second: Irene Humphrey. Discussion: None. Vote 3-0 approved.*



- 8) Discussion and possible action to approve a service agreement between Vail School District and Vernon School District to provide AZEDS Student Accountability Information System Support. *Mr. Fuller gave information that Vail School District has been our system support for many years. Motion: A motion was made by Deanna Hunt for the approval of Vail School District to provide AZEDS Student Accountability Information System Support. Second: Irene Humphrey. Discussion: None Vote: 3-0 approved.*
- 9) Discussion and possible action to send recommendations for appointment to fill vacancies on the Vernon Governing Board to the Apache County Superintendent. *Mr. Fuller gave information on submitting two names to the Apache County Superintendent. Motion: Deanna Hunt made a motion to select Eugene Peplowski and Shannon Rivera. Second: Irene Humphrey. Discussion: None. Vote 3-0 approved.*

**FUTURE MEETINGS/LOCATIONS** - July 13, 2021 – August 10, 2021 – *There will be a special meeting on June 22, 2021 at for 4:00pm for a proposed budget for the 21-22 school year.*

Location – VESD Library - 90 CRN 3139 Vernon, Az. 85940

**X. ADJOURNMENT** – *Motion: A motion was made by Deanna Hunt to adjourn the meeting at 6:36pm. Second: Irene Humphrey. Discussion: None. Vote: 3-0 approved.*

Dated this 9<sup>th</sup> day of June 2021

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

**Governing Board**

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

**SPECIAL MEETING AGENDA MINUTES JUNE 22, 2021**

**I. CALL TO ORDER** *Mr. Wilhelm called the meeting to order at 4:00pm.*

**II. ROLL CALL** *Present were Deanna Hunt, Irene Humphrey and John Wilhelm joined telephonically.*

**III. ADOPTION OF THE AGENDA** *A motion was made by Irene Humphrey for the adoption of the agenda. A second was made by John Wilhelm. Discussion: none. Vote 3-0 approved.*

**IV. PLEDGE OF ALLEGIANCE** – *Mr. Fuller said prayer.*

**V. 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 and 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 to open a Clearing Account at Chase Bank for proceeds for asset dispositions.
- 2) Approval of Professional Organization Memberships for Dr. Chad Knippen.
- 3) Approval of Travel and Reimbursement for Dr. Chad Knippen to Phoenix, Az on July 8, 2021 for the Arizona Superintendent Collaboration Network.

*A motion was made by Irene Humphrey for the approval of the Consent Agenda as presented. A second was made by John Wilhelm. Discussion: none. Vote: 3-0 approved.*

**VI. NEW BUSINESS**

- 1) Discussion and possible action regarding the approval to post the Proposed District Expenditure Budget for the FY22 school year as required by A.R.S. §15-905(E)(1). *A motion was made by Irene Humphrey for the approval to post the Proposed District Expenditure Budget for the FY22 school year as required by A.R.S. §15-905(E)(1). A second was made by John Wilhelm. Discussion: none. Vote: 3-0 approved.*

Location: Vernon Elementary School - 90 CRN 3039 Vernon, Arizona 85940

**VII. ADJOURNMENT** - *A motion was made to adjourn the meeting at 4:05pm by Irene Humphrey. A second was made by John Wilhelm. Discussion: None Vote: 3-0 approved.*

Dated this 23<sup>rd</sup> day of June, 2021

Vernon Elementary School District #9 Governing Board

By: Karol Coffman

Governing Board Secretary



# Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820  
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## MEMO

To: Governing Board Members  
From: Karol Coffman  
Subject: Consent Agenda - Vouchers  
Date: For the June 13, 2021 Board Meeting

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### Payroll and Expense Vouchers:

#30 - \$57,987.76

#31 - \$21,542.33

#32 - \$98,227.63

#2127 - \$59,368.76

#2128 - \$38,975.09

#2129 - \$7,599.04

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

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 30

Voucher Date: 06/11/2021

Prepared By:

*[Signature]*  
Printed: 06/07/2021 01:22:25 PM

Pay Period: 25  
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 \$57,987.56 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]*  
DEANNE S. HUNT GOVERNING BOARD CLERK  
*[Signature]*  
IRENE HUMPHREY GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$45,014.13	\$3,443.57	\$4,944.56	\$399.75	\$53,802.01
111	\$536.19	\$41.01	\$74.86	\$0.00	\$652.06
336	\$1,842.73	\$140.96	\$225.18	\$0.00	\$2,208.87
510	\$1,105.05	\$84.53	\$135.03	\$0.01	\$1,324.62
	\$48,498.10	\$3,710.07	\$5,379.63	\$399.76	\$57,987.56

*Emailed to T. Ellsworth 6/7/21 UNCO*

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 31

Voucher Date: 06/25/2021

Prepared By:



Pay Period: 26

Pay Cycle: FY21 PAYROLL CALENDAR

Printed: 06/21/2021 09:40:07 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 \$21,542.33 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	\$12,709.73	\$972.27	\$1,111.22	\$369.64	\$15,162.86
336	\$4,709.95	\$360.31	\$575.56	\$0.00	\$5,645.82
510	\$612.04	\$46.82	\$74.79	\$0.00	\$733.65
	\$18,031.72	\$1,379.40	\$1,761.57	\$369.64	\$21,542.33

*Emaleed T Ellsworth 6/21/21 @ 11:43 am 4707*

PR #: Voucher  
Number  
Ded: Deducti  
on  
Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 32

Voucher Date: 06/30/2021

Prepared By: *[Signature]*

Pay Period: 27

Pay Cycle: FY21 PAYROLL CALENDAR

Printed: 06/30/2021 12:21:09 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 \$98,227.63 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]*  
 DEANNE HUNTER GOVERNING BOARD CLERK  
*[Signature]*  
 IRENE HUMPHREY GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$16,621.97	\$1,271.59	\$1,089.75	\$786.95	\$19,770.26
011	\$6,060.67	\$463.65	\$740.63	\$0.11	\$7,265.06
012	\$22,895.73	\$1,751.53	\$2,797.89	\$0.40	\$27,445.55
013	\$22,895.73	\$1,751.53	\$2,797.89	\$0.40	\$27,445.55
326	\$2,000.00	\$153.00	\$244.40	\$0.00	\$2,397.40
336	\$11,234.48	\$859.45	\$1,372.77	\$0.00	\$13,466.70
510	\$364.65	\$27.90	\$44.56	\$0.00	\$437.11
	\$82,073.23	\$6,278.65	\$9,087.89	\$787.86	\$98,227.63

*Emailed to T Ellsworth 7/1/21 MCH*

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2127

Voucher Date: 06/11/2021

Prepared By:

*Nicolette G*  
Printed: 06/07/2021 02:54:14 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 \$59,368.76 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	\$8,050.44
111	TITLE 1	\$9,722.02
220	IDEA, PART B	\$3,032.26
349	NATIONAL FOREST FEES	\$1,445.90
510	FOOD SERVICE	\$679.42
530	GIFTS & DONATIONS	\$330.98
610	UNRESTRICTED CAPITAL	\$36,107.74
		<b>\$59,368.76</b>

*emailed to T. Ellsworth 6/7/21 NCG*

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2128

Voucher Date: 06/25/2021

Prepared By

*Nicolette G*  
Printed: 06/21/2021 10:12:36 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 \$38,975.09 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

IRENE HUMPHREY

GOVERNING BOARD  
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$12,466.71
111	TITLE 1	\$12,307.90
160	Title IV-A Student Support & Academic Achievement	\$615.24
220	IDEA, PART B	\$4,921.55
326	ESSER I	\$61.86
349	NATIONAL FOREST FEES	\$26.75
510	FOOD SERVICE	\$794.28
610	UNRESTRICTED CAPITAL	\$7,780.80
		<b>\$38,975.09</b>

*Email: T Ellsworth 6/21/21 @ 11:43 am NCG*



**VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER**

Voucher No: 2129

Voucher Date: 06/30/2021

Prepared By: *[Signature]*

Printed: 06/30/2021 12:52:32 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 \$7,599.04 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]* 6-30-2021

JOHN WILHELM GOVERNING BOARD PRESIDENT  
*[Signature]*  
 DEANNA S. HUNT GOVERNING BOARD CLERK  
*[Signature]*  
 IRENE HUMPHREY GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$1,481.45
111	TITLE 1	\$1,997.37
160	Title IV-A Student Support & Academic Achievement	\$2,487.49
220	IDEA, PART B	\$50.39
349	NATIONAL FOREST FEES	\$1,284.62
510	FOOD SERVICE	\$76.05
610	UNRESTRICTED CAPITAL	\$221.67
		<b>\$7,599.04</b>

*Emailed to T Ellis-worth 7/1/21 mch*



# Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820  
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**Date:** July 6, 2021

**To:** VESD Governing Board

**From:** Chad Knippen, 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:**

Liza Messersmith	6th Grade Teacher	Effective June 24, 2021
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**New Hires Certified:** None

Tina Peterson	6th Grade Teacher	Effective August 2, 2021
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**New Hires Classified:**

Judy Cauthen	SPED Aide	Effective August 2, 2021
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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	Kinder	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021
Ashley Umphress	First/Second	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021
Tammy Yost	Third	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021
Thea Wilson	Fourth	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021
Stephanie King	Fifth	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021
Tina Peterson	Sixth	Boot Camp	Effective July 26, 2021
Lisa Marean	Seventh	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021
Andrew Madrid	Eighth	Boot Camp	Effective July 26, 2021
		Retention	Effective July 26, 2021

Rob Lefrandt Computer Lab

Scott Landis

Boot Camp  
Retention  
Boot Came  
Retention

Effective July 26, 2021

Effective July 26, 2021

Effective July 26, 2021

Effective July 26, 2021

**Recruitment and Retention Incentive:**

**Substitute Teachers:** None

**Volunteers:** None

**Leave of Absence** None

**Terminations/Non-Renewals:** None



**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Robert Lefrandt

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified X    Grade Teaching Staff    Support Staff     Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_    Recruitment/Retention Stipend \$1000.00

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: ESSER II 336.100.1000.6112.100    (Pay Period #3)

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

\_\_\_\_\_  
Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Andrew Madrid

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified X    Grade Teaching Staff    Support Staff     Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_    Recruitment/Retention Stipend \$1000.00

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: ESSER II 336.100.1000.6112.100    (Pay Period #3)

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

\_\_\_\_\_  
Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name:  Lisa Marean

New Hire     Change To    Effective Date:  July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified  Grade  Teaching Staff     Support Staff     Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_    Recruitment/Retention Stipend  \$1000.00

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code:  ESSER II 336.100.1000.6112.100     (Pay Period #3)

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

\_\_\_\_\_  
Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Kristen Orton

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified  Grade Teaching Staff    Support Staff     Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_    Recruitment/Retention Stipend \$1000.00

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: \_\_\_\_\_

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: ESSER II 336.100.1000.6112.100 (Pay Period #3)

\_\_\_\_\_

Superintendent Signature

\_\_\_\_\_

Date



Vernon Elementary School District #9  
Personnel Action Request Form

Name: Tina Peterson

New Hire  Change To Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified  Grade Teaching Staff Support Staff  Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_ Recruitment/Retention Stipend \$1000.00

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: ESSER II 336.100.1000.6112.100 (Pay Period #3)

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

\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Personnel Action Request Form

Name: Ashley Umphress

New Hire  Change To Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified  Grade Teaching Staff Support Staff  Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_ Recruitment/Retention Stipend \$1000.00

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: ESSER II 336.100.1000.6112.100 (Pay Period #3)

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

\_\_\_\_\_  
Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Thea Wilson

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified X    Grade Teaching Staff    Support Staff \_\_\_\_\_    Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_    Recruitment/Retention Stipend \$1000.00

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: ESSER II 336.100.1000.6112.100    (Pay Period #3)

\_\_\_\_\_

Superintendent Signature

\_\_\_\_\_

Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Tammy Yost

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda \_\_\_\_\_

Certified  Grade Teaching Staff    Support Staff     Rate of Pay \_\_\_\_\_

Hours per day: \_\_\_\_\_    Recruitment/Retention Stipend \$1000.00

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: ESSER II 336.100.1000.6112.100 (Pay Period #3)

\_\_\_\_\_

Superintendent Signature

\_\_\_\_\_

Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Stephanie King

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified     Grade Teaching Staff    Support Staff     Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: M&O 001.100.2212.6112.100    (Pay Period #3)

\_\_\_\_\_

Superintendent Signature

\_\_\_\_\_

Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Robert Lefrandt

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified  Grade Teaching Staff    Support Staff     Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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: M&O 001.100.2212.6112.100    (Pay Period #3)

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

\_\_\_\_\_  
Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Andrew Madrid

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified     Grade Teaching Staff    Support Staff     Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: M&O 001.100.2212.6112.100    (Pay Period #3)

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

\_\_\_\_\_  
Date





Vernon Elementary School District #9  
Personnel Action Request Form

Name: Kristen Orton

New Hire  Change To Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified  Grade Teaching Staff Support Staff  Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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: M&O 001.100.2212.6112.100 (Pay Period #3)

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

\_\_\_\_\_  
Date

**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Tina Peterson

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified     Grade Teaching Staff    Support Staff     Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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: \_\_\_\_\_

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: M&O 001.100.2212.6112.100    (Pay Period #3)

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

\_\_\_\_\_  
Date



**Vernon Elementary School District #9  
Personnel Action Request Form**

Name: Thea Wilson

New Hire     Change To    Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified     Grade Teaching Staff    Support Staff     Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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

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

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

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

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

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

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Leave of Absence

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

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Salary: \$ \_\_\_\_\_

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

Funding Code: M&O 001.100.2212.6112.100 (Pay Period #3)

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

\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Personnel Action Request Form

Name: Tammy Yost

New Hire  Change To Effective Date: July 13, 2021

Extra Duty Assignment/Addenda: Boot Camp & Orientation Stipend \$1000.00

Certified  Grade Teaching Staff Support Staff  Rate of Pay

Hours per day: 7 days July 26-29th & Aug. 2-4th

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: M&O 001.100.2212.6112.100 (Pay Period #3)

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

\_\_\_\_\_  
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](http://www.vernon.k12.az.us)

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## MEMO

To: Governing Board Members  
From: Karol Coffman  
Subject: Consent Agenda  
Date: For July 13, 2021 Board Meeting

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### Summary of Accounts:

Revolving Fund – June \$2,500.00  
Student Service Ledger – June \$50.00  
Food Service Fund – June \$50.00  
Student Council General Activities - June \$206.51  
8<sup>th</sup> Grade Fund Summary – June \$94.71  
Student Council/Student Activities – June \$644.88

Recommended Motion: Approval of the accounts as presented.

Vernon Elementary School District No. 9

REVOLVING FUND BANK ACCOUNT LEDGER FY 20.21

	✓	<i>Beginning Balance</i>			\$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
	✓	2/4/21 Vernon Elementary School - Deposit		211.52	\$2,493.05	Replinish Revolving Account
	✓	2/24/21 Vernon Elementary School - Deposit		6.95	\$2,500.00	Replinish Revolving Account
1619	✓	3/2/2021 United States Postal Service	220.00		\$2,280.00	Postage Stamps
	✓	3/25/2021 Vernon Elementary School - Deposit		220.00	\$2,500.00	Replinish Revolving Account
1620	✓	4/6/2021 Banner Urgent Care Arizona LLC	75.00		\$2,425.00	CDL Physical
1621	✓	4/7/2021 Karol Coffman - McKinney Vento	384.53		\$2,040.47	Title I McKinney Vento
1622	✓	4/7/2021 Karol Coffman - McKinney Vento	239.69		\$1,800.78	Title I McKinney Vento
	✓	4/8/2021 AZ Dept. of Corrections - Gifts & Donations		1,185.00	\$2,985.78	Deposit Cashed Gift Cards
1623	✓	4/14/2021 Apache County Treasurer's Office	1,185.00		\$1,800.78	Remittance of Gifts & Donations
1624	✓	4/28/2021 Arizona Department of Economic Security	14.55		\$1,786.23	Un-employment Tax Q1 2021
	✓	5/26/2021 Vernon Elementary School - Deposit		713.77	\$2,500.00	Replinish Revolving Account
1625	✓	6/7/2021 Apache County Treasurer's Office	220.00		\$2,280.00	Postage Stamps
		7/5/2021 Vernon Elementary School - Deposit		220.00	\$2,500.00	Replinish Revolving Account

## 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
	✓	12/2/2020	Donation Everett Financial - General Student Fund		\$64.60 \$ 118.20
3827	✓	1/5/2021	Apache County Treasurer	\$68.20	\$ 50.00
	✓	1/6/2021	Student Council Fundraising - Ice Sales		\$1.50 \$ 51.50
	✓	1/20/2021	Student Council Fundraising - Ice Sales		\$0.30 \$ 51.80
3828	✓	2/4/2021	Apache County Treasurer	\$1.80	\$ 50.00
	✓	2/24/2021	Student Council Fundraising - Ice Sales		\$0.30 \$ 50.30
	✓	2/25/2021	Student Council Fundraising - pencils, magnet, t-shirts		\$82.25 \$ 132.55
	✓	3/1/2021	Student Council Fundraising - pencils, magnet, t-shirts		\$141.00 \$ 273.55
	✓	3/2/2021	Student Council Fundraising - pencils, magnet, t-shirts		\$15.00 \$ 288.55
3829		3/3/2021	Apache County Treasurer	\$238.55	\$ 50.00
	✓	3/11/2021	Student Council Fundraising - Ice Sales		\$0.60 \$ 50.60
	✓	3/25/2021	Student Council Fundraising - spirit grams		\$9.50 \$ 60.10
	✓	3/30/2021	Student Council Fundraising - Ice Sales, T-shirts		\$60.30 \$ 120.40
	✓	3/30/1931	Student Council Fundraising - spirit grams		\$36.00 \$ 156.40
	✓	4/1/2021	Student General Funds - Lifetouch		\$65.74 \$ 222.14
	✓	4/7/2021	Student Council Fundraising - spirit grams		\$11.25 \$ 233.39
3830	✓	4/7/2021	Apache County Treasurer	\$183.39	\$ 50.00
	✓	4/22/2021	Student Council Fundraising - Ice Sales		\$0.30 \$ 50.30



	✓	5/5/2021 Student Council Fundraising - Ice Sales		\$0.30	\$	50.60
	✓	5/12/2021 Student Council Fundraising - Ice Sales		\$1.00	\$	51.60
	✓	5/12/2021 Student General Funds - box tops, ASD.com		\$86.20	\$	137.80
	✓	5/20/2021 Student Council Fundraising - Ice Sales, T-shirts		\$30.60	\$	168.40
	✓	5/26/2021 Student Council Fundraising - Ice Sales, T-shirts		\$1.00	\$	169.40
3831	✓	6/2/2021 Apache County Treasurer	\$119.40		\$	50.00
	✓	6/2/2021 Student Council Fundraising - Ice Sales		\$0.30	\$	50.30
	✓	6/14/2021 Student Council Fundraising - Ice Sales		\$1.50	\$	51.80
	✓	6/24/2021 Student Council Fundraising - Ice Sales		\$1.30	\$	53.10
		6/30/2021 Apache County Treasurer	\$3.10		\$	50.00

Vernon Elementary School

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

CK#	V	DATE	DESCRIPTION	DRAFT	DEPOSIT	BALANCE	REF
			<b>Beginning Balance</b>			\$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	66.80		\$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	89.10		\$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	0.00		\$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	
	v	12/2/2020	Adult Lunches		11.00	\$101.85	
	v	12/16/2020	Adult Lunches		37.80	\$139.65	
1020	v	1/5/2021	Apache County Treasurer	89.65		\$50.00	
	v	1/13/2021	Adult Lunches		20.00	\$70.00	
	v	1/20/2021	Adult Lunches		4.00	\$74.00	
	v	2/4/2021	Adult Lunches		4.00	\$78.00	
1021	v	2/4/2021	Apache County Treasurer	24.00		\$54.00	
	v	2/11/2021	Adult Lunches		27.00	\$81.00	
	v	2/24/2021	Adult Lunches		10.00	\$91.00	
1022	v	3/3/2021	Apache County Treasurer	41.00		\$50.00	
	v	3/10/2021	Adult Lunches		10.00	\$60.00	
	v	3/30/2021	Adult Lunches		3.80	\$63.80	
	v	4/7/2021	Adult Lunches		4.00	\$67.80	
1023	v	4/7/2021	Apache County Treasurer	17.80		\$50.00	
	v	4/15/2021	Adult Lunches		3.85	\$53.85	
	v	4/22/2021	Adult Lunches		20.00	\$73.85	
1024	v	5/5/2021	Apache County Treasurer	23.85		\$50.00	
	v	5/26/2021	Adult Lunches		8.55	\$58.55	
1025	v	6/2/2021	Apache County Treasurer	8.55		\$50.00	
	v	6/2/2021	Adult Lunches		29.10	\$79.10	
1026		6/30/2021	Apache County Treasurer	29.10		\$50.00	

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 6/30/2021

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
<b>BEGINNING BALANCE</b>							\$123.71
School Mall	10/21/2020		\$30.67				\$154.38
Everett Financial Donation	12/2/2020	164651	\$64.60				\$218.98
Lifetouch	4/1/2021	3505592	\$65.74				\$284.72
Student General Funds - box tops, Oriental Trading Company (8th Grade Graduation Decorations)	5/12/2021		\$86.20	5/12/2021			\$370.92
	5/28/2021	2921000530			202100281	\$164.41	\$206.51

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 6/30/2021

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
PRIOR YEAR BEGINNING BALANCE							\$812.87
8th Grade Field Trip - Family Fun Park	5/6/2021				202100277	535.15	
8th Grade Field Trip - Pizza Factory	5/6/2021				202100276	183.01	
							\$94.71

**REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES**
**MONTH ENDING: 6/30/21**

<b>STUDENT COUNCIL FUNDRAISING EVENT</b>	<b>DATE OF TRANSACTION</b>	<b>CHECK NUMBER</b>	<b>AMOUNT DEPOSITED</b>	<b>DATE DEPOSITED</b>	<b>PO NUMBER/ CHANGE FUND</b>	<b>AMOUNT DISBURSED</b>	<b>TOTAL RECEIPTS</b>
<b>BEGINNING BALANCE</b>							<b>\$221.78</b>
Ice Sales - Student Council	7/7/2020		\$1.20				<b>\$222.98</b>
Ice Sales - Student Council	8/6/2020		\$2.10				<b>\$225.08</b>
T-Shirt Sales - Student Council	8/6/2020		\$15.00				<b>\$240.08</b>
Ice Sales - Student Council	8/12/2020		\$0.60				<b>\$240.68</b>
Ice Sales - Student Council	8/27/2020		\$0.60				<b>\$241.28</b>
Ice Sales - Student Council	9/3/2020		\$2.10				<b>\$243.38</b>
Ice Sales - Student Council	9/17/2020		\$0.30				<b>\$243.68</b>
Ice Sales - Student Council	9/30/2020		\$0.90				<b>\$244.58</b>
Ice Sales - Student Council	10/21/2020		\$2.70				<b>\$247.28</b>
Ice Sales - Student Council	11/12/2020		\$1.50				<b>\$248.78</b>
Ice Sales - Student Council	11/18/2020		\$0.90				<b>\$249.68</b>
Ice Sales - Student Council	11/30/2020		\$1.20				<b>\$250.88</b>
Ice Sales - Student Council	1/6/2021		\$1.50				<b>\$252.38</b>
Ice Sales - Student Council	1/20/2021		\$0.30				<b>\$252.68</b>
Ice Sales - Student Council	2/24/2021		\$0.30				<b>\$252.98</b>
Pencil Sales - Student Council	2/25/2021		\$82.25				<b>\$335.23</b>
Pencil Sales - Student Council	3/1/2021		\$141.00				<b>\$476.23</b>
T-Shirt Sales - Student Council	3/2/2021		\$15.00				<b>\$491.23</b>
Ice Sales - Student Council	3/10/2021		\$0.30				<b>\$491.53</b>
Spirit Grams - Student Council	3/25/2021		\$9.50				<b>\$501.03</b>
Ice Sales, T-shirts - Student Council	3/30/2021		\$60.30				<b>\$561.33</b>
Spirit Grams - Student Council	3/30/2021		\$36.00				<b>\$597.33</b>
Spirit Grams - Student Council	4/7/2021		\$11.25				<b>\$608.58</b>
Ice Sales - Student Council	4/22/2021		\$0.30				<b>\$608.88</b>
Ice Sales - Student Council	5/5/2021		\$0.30				<b>\$609.18</b>
Ice Sales - Student Council	5/12/2021		\$1.00				<b>\$610.18</b>

**VERNON ELEMENTARY SCHOOL****STUDENT COUNCIL STUDENT ACTIVITIES REPORT**

Ice Sales, T-shirts - Student Council	5/20/2021	\$30.60			\$640.78
Ice Sales, T-shirts - Student Council	5/26/2021	\$1.00			\$641.78
Ice Sales - Student Council	6/2/2021	\$0.30			\$642.08
Ice Sales - Student Council	6/14/2021	\$1.50			\$643.58
Ice Sales - Student Council	6/24/2021	\$1.30			\$644.88