

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 5/30/2020

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

## REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 5/30/20

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

6/30/2020

X-H-27

Vernon Elementary School

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

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

**STUDENT SERVICES FUND**

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

## STUDENT SERVICES FUND

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

Vernon Elementary School

REVOLVING FUND BANK ACCOUNT LEDGER FY 19-20

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



# Vernon Elementary School District #9

P.O. Box 89 – 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 14, 2020 Board Meeting

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### Summary of Accounts:

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

Recommended Motion: Approval of the accounts as presented.

## Nicolette Gardner

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**From:** Nicolette Gardner  
**Sent:** Tuesday, May 12, 2020 3:20 PM  
**To:** Monica Barajas  
**Subject:** FW: Good afternoon

CC:

**From:** Robin Doyle  
**Sent:** Tuesday, May 12, 2020 12:39 PM  
**To:** Nicolette Gardner <NGardner@vernon.k12.az.us>  
**Subject:** Good afternoon

I just wanted to send this email to let you know I will not be returning to work for Vernon Elementary for the 2020-2021 school year. I have loved working here and will miss everyone! Thank you

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Vernon Elementary School District #9  
Request for Personnel Action

Name: Robin Doyle

Effective Date: 5/28/20

New Hire  Change  Resignation

Hours per day: 8.5

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

Certified  Grade \_\_\_\_\_ Support Staff  Rate of Pay \$12.00 per hour

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

Transfer/Reassignment  Termination

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

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

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

Hours Working Per Day: \_\_\_\_\_ Date Hired in District: 10/3/18

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

Leave of Absence

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

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

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

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

7/6/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Rob Lefrandt

Date: 7/14/20

New Hire  Change To  Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment Professional Development

Certified  Grade Computers Prek-8 Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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

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

Leave of Absence

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

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

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Rob Lefrandt

Date: 7/14/20

New Hire  Change To

Effective Date: 8/3/20

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

Certified  Grade K-8<sup>th</sup> Computers

Support Staff \_\_\_\_\_

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

Rate of Pay \$500 Retention Stipend

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

Transfer/Reassignment

Termination

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

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

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

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

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

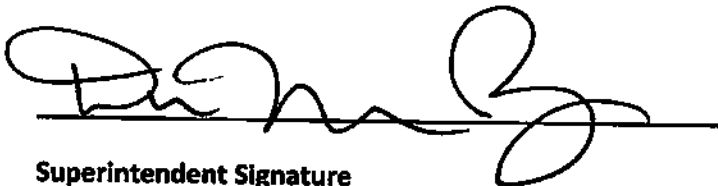
Leave of Absence

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

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

Years of Experience: 18 years Degree/Hours: Masters

Funding Code: 020 Instructional Improvement



Superintendent Signature

7/13/20

Date

Vernon Elementary School District #9

Request for Personnel Action

Name: Andrew Madrid Date: 7/14/20

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

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

Certified  Grade 8th Support Staff

Hours per day: \_\_\_\_\_ Rate of Pay \$500 Retention Stipend

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: 8/1/17

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

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Leave of Absence

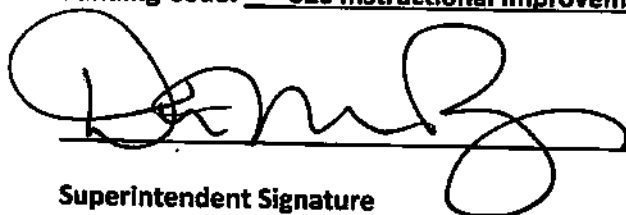
Effective Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Length of Time: \_\_\_\_\_

---

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

Years of Experience: 13 Degree/Hours: MA

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Amy Nelson Date: 7/14/20

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

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

Grade Sped Prek-8th Support Staff \_\_\_\_\_ Rate of Pay \$500 Retention Stipend

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

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

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

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

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

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

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

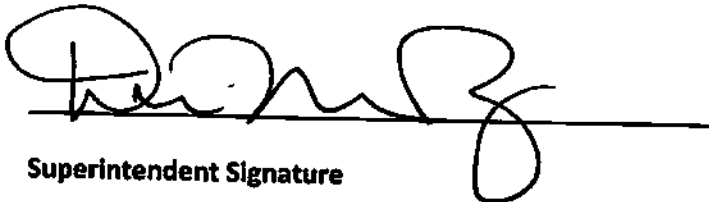
Leave of Absence

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

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

Years of Experience: 5 Degree/Hours: BA/Post Bac

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Lisa Marean Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment Professional Development

Certified  Grade 7th Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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


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

Leave of Absence

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

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

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Lisa Marean

Date: 7/14/20

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

Certified:   Extra Duty Assignment

Grade 7<sup>th</sup> Grade  Support Staff  Rate of Pay \$500 Retention Stipend

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

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

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

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

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

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

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


Leave of Absence

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

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

Years of Experience: 3 Degree/Hours: Masters

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Liza Messersmith Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment Professional Development

Certified  Grade 6th Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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


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

Leave of Absence

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

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

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date



Vernon Elementary School District #9  
Request for Personnel Action

Name: Liza Messersmith Date: 7/14/20

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

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

Certified  Grade 6<sup>th</sup> Support Staff  Rate of Pay \$500 Recruitment Stipend

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

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

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

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

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

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

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

Leave of Absence

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

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

Years of Experience: 4 Degree/Hours: BA

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Stephanie King Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment  Professional Development

Certified  Grade 5th Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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

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

Leave of Absence

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

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

Funding Code: \_\_\_\_\_ Title II \_\_\_\_\_

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Stephanie King Date: 7/14/20

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

Certified:  Extra Duty Assignment \_\_\_\_\_

Grade 5<sup>th</sup> Grade Support Staff \_\_\_\_\_ Rate of Pay \$500 Retention Stipend

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

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

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

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

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

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

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

Leave of Absence

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

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

Years of Experience: 7 Degree/Hours: Bachelors

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Tammy Yost

Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment  Professional Development

Certified  Grade 3rd Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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

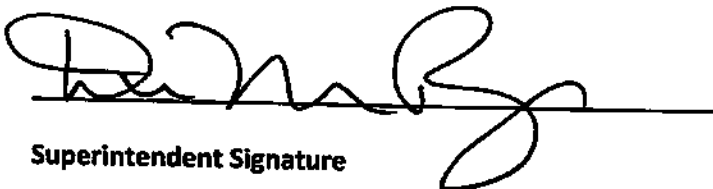
Reason for Leaving: \_\_\_\_\_

Leave of Absence

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

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

Funding Code: Title II



Superintendent Signature

7/13/20

Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Tammy Yost Date: 7/14/20

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

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

Certified:  Grade 3rd Support Staff  Rate of Pay \$500 Retention Stipend

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

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

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

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

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

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

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

Leave of Absence

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

Salary: \$

Years of Experience: 15 Degree/Hours: Bachelors

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Kendra McGrew Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment Professional Development

Certified  Grade 2nd Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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

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

Leave of Absence

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

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

Funding Code: \_\_\_\_\_ Title II \_\_\_\_\_

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Kendra McGrew Date: 7/14/20

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

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

Certified  Grade 2nd Support Staff  Rate of Pay \$500 Recruitment Stipend

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

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

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

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

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

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

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

Leave of Absence

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

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

Years of Experience: 0 Degree/Hours: BA

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Ashley Umphress Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment Professional Development

Certified  Grade 1st Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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


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

Leave of Absence

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

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

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date



Vernon Elementary School District #9  
Request for Personnel Action

Name: Ashley Umphress Date: 7/14/20

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

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

Certified  Grade 1st Support Staff  Rate of Pay \$500 Retention Stipend

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

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

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

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

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

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

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

Leave of Absence

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

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

Years of Experience: 2 Degree/Hours: BS & Master's Education

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Kristen Orton Date: 7/14/20

New Hire  Change To Effective Date: 7/22/20 & 7/23/20

Extra Duty Assignment  Professional Development

Certified  Grade Pre-K,K Support Staff  Rate of Pay \$250.00 per day x 2

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

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

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

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

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

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


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

Leave of Absence

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

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

Funding Code: Title II

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

7/13/20  
\_\_\_\_\_  
Date

Vernon Elementary School District #9  
Request for Personnel Action

Name: Kristen Orton Date: 7/14/20

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

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

Certified  Grade Pre-K,K Support Staff  Rate of Pay \$500 Retention Stipend

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

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

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

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

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

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

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

Leave of Absence

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

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

Funding Code: 020 Instructional Improvement

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

7/13/20  
\_\_\_\_\_  
Date

Liza Messersmith	Professional Development	Effective July 22, 2020
Lisa Marean	Retention	Effective August 3, 2020
Lisa Marean	Professional Development	Effective July 22, 2020
Andrew Madrid	Retention	Effective August 22, 2020
Andrew Madrid	Professional Development	Effective July 22, 2020
Amy Nelson	Retention	Effective August 3, 2020
Amy Nelson	Professional Development	Effective July 22, 2020
Rob Lefrandt	Retention	Effective August 3, 2020
Rob Lefrandt	Professional Development	Effective July 22, 2020

**Recruitment and Retention Incentive:** None

**Substitute Teachers:** None

**Volunteers** None

**Leave of Absence** None

**Terminations/Non-Renewals** None



# Vernon Elementary School District #9

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

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

---

**Date:** July 6, 2020

**To:** VESD Governing Board

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

**RE:** VESD Personnel Report

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

**Resignations/Retirements:**

Robin Doyle	Paraprofessional	Effective May 28, 2020
-------------	------------------	------------------------

**New Hires Certified:**

Liza Nicole Messersmith	6 <sup>th</sup> Grade Teacher	Effective August 3, 2020
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**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:**

Kristen Orton	Retention	Effective August 3, 2020
Kristen Orton	Professional Development	Effective July 22, 2020
Ashley Umphress	Retention	Effective August 3, 2020
Ashley Umphress	Professional Development	Effective July 22, 2020
Kendra Mc Grew	Recruitment	Effective August 3, 2020
Kendra McGrew	Professional Development	Effective July, 22, 2020
Tammy Yost	Retention	Effective August 3, 2020
Tammy Yost	Professional Development	Effective July 22, 2020
Stephanie King	Recruitment	Effective August 3, 2020
Stephanie King	Professional Development	Effective July 22, 2020
Liza Messersmith	Recruitment	Effective August 3, 2020

Vernon Elementary School District #9

Request for Personnel Action

Name: Liza Nicole Messersmith Date: 7/6/20

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

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

Certified  Grade 6th Support Staff  Rate of Pay \_\_\_\_\_

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

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

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

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

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

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

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

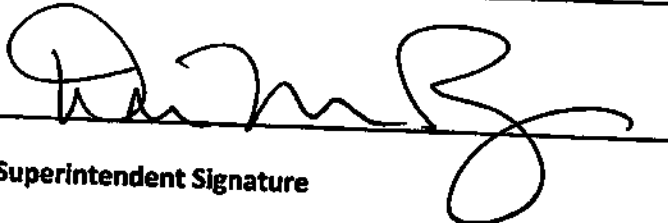
Leave of Absence

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

Salary: \$42,500.00

Years of Experience: 4 Degree/Hours: BS + 32 Credit hours

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

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

7/9/20  
\_\_\_\_\_  
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)

---

**Date:** July 6, 2020

**To:** VESD Governing Board

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

**RE:** VESD Personnel Report

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

**Resignations/Retirements:**

Robin Doyle	Paraprofessional	Effective May 28, 2020
-------------	------------------	------------------------

**New Hires Certified:**

Liza Nicole Messersmith	6 <sup>th</sup> Grade Teacher	Effective August 3, 2020
-------------------------	-------------------------------	--------------------------

**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:** None

**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: 2030

Voucher Date: 06/30/2020

Prepared By:

*Mark Badger*  
Printed: 06/29/2020 11:46:55 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 \$2,615.98 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

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

*[Signature]*

JOHN WILHELM GOVERNING BOARD

PRESIDENT

DEANNA HUNN

GOVERNING BOARD CLERK

STEVE HARMON

GOVERNING BOARD MEMBER

IRENE HUMPHREY

GOVERNING BOARD MEMBER

BILL STOLCE

GOVERNING BOARD MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$2,446.24
110	TITLE I	\$31.81
349	NATIONAL FOREST FEES	\$137.93
		<b>\$2,615.98</b>

*Emailed to Olivia Aranda 6/29/20 12:02pm*




# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2029

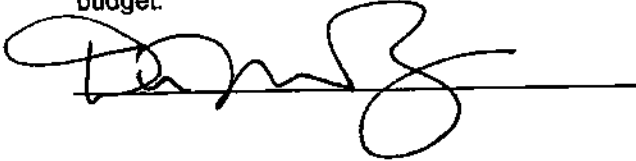
Voucher Date: 06/22/2020

Prepared By:

  
Printed: 06/22/2020 11:24:26 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 \$11,654.59 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

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



JOHN WILHELM

GOVERNING BOARD  
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

STEVE HARMON

GOVERNING BOARD  
MEMBER

IRENE HUMPHREY

GOVERNING BOARD  
MEMBER

BILL STULCE

GOVERNING BOARD  
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$9,103.11
349	NATIONAL FOREST FEES	\$1,313.17
510	FOOD SERVICE	\$1,108.31
530	GIFTS & DONATIONS	\$130.00
		<b>\$11,654.59</b>

*Emailed 6/23/20 to Olivia Aranda McCoy*

# VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2028

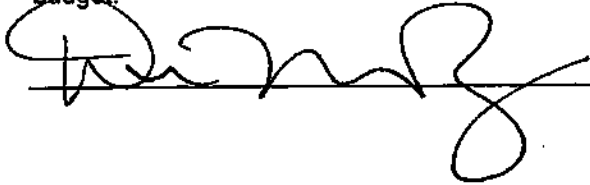
Voucher Date: 06/08/2020

Prepared By: *C. Nicolette Gaudin*

Printed: 06/08/2020 03:03:57 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 \$23,565.57 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

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



JOHN WILHELM

GOVERNING BOARD  
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

STEVE HARMON

GOVERNING BOARD  
MEMBER

IRENE HUMPHREY

GOVERNING BOARD  
MEMBER

BILL STULCE

GOVERNING BOARD  
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$16,837.08
221	IDEA Basic	\$43.54
349	NATIONAL FOREST FEES	\$606.13
510	FOOD SERVICE	\$2,544.48
530	GIFTS & DONATIONS	\$1,000.00
610	UNRESTRICTED CAPITAL	\$2,534.34
		<b>\$23,565.57</b>

*Emailed to Olivia Aranda 6/8/20 @ 3:34 pm*

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 1

Voucher Date: 07/10/2020

Prepared By: *[Signature]*

Pay Period: 1  
Pay Cycle: FY20/21 PAYROLL CALENDAR

Printed: 07/06/2020 04:02:31 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 \$4,094.68 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

STEVE HARMON GOVERNING BOARD MEMBER

IRENE HUMPHREY GOVERNING BOARD MEMBER

*[Signature]*  
BILL STULCE GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$3,415.94	\$261.31	\$417.43	\$0.00	\$4,094.68
	\$3,415.94	\$261.31	\$417.43	\$0.00	\$4,094.68

*Emailed olivia aranda 7/6/20 @ 4:31 pm*

PR #: Voucher Number  
Deduction on Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 32

Voucher Date: 06/30/2020

Prepared By: *[Signature]*

Pay Period: 27  
Pay Cycle: FY20 PAYROLL CALENDAR

Printed: 06/29/2020 11:37:43 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 \$70,183.87 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

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

*[Signature]*  
Administrator

*[Signature]* JOHN WILHELM GOVERNING BOARD PRESIDENT  
*[Signature]* DEANNA S. HUNTER GOVERNING BOARD CLERK  
*[Signature]* STEVE HARMON GOVERNING BOARD MEMBER  
*[Signature]* IRENE HUMPHREY GOVERNING BOARD MEMBER  
 BILL STULCE GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$10,473.46	\$801.21	\$1,268.33	\$153.70	\$12,696.70
011	\$9,566.16	\$731.84	\$1,158.48	\$0.00	\$11,456.48
012	\$19,132.40	\$1,463.68	\$2,316.88	\$0.00	\$22,912.96
013	\$19,132.40	\$1,463.52	\$2,316.96	\$0.00	\$22,912.88
510	\$171.05	\$13.09	\$20.71	\$0.00	\$204.85
	\$58,475.47	\$4,473.34	\$7,081.36	\$153.70	\$70,183.87

*Emailed to Olivia Aranda 6/29/20 12:02 pm*

PR #: Voucher Number  
Deduction on Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 31

Voucher Date: 06/26/2020

Prepared By: *[Signature]*

Pay Period: 26  
Pay Cycle: FY20 PAYROLL CALENDAR

Printed: 06/22/2020 10:32:46 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 \$49,087.82 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

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

*[Signature]*  
Administrator

*[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

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$11,708.33	\$895.68	\$1,417.89	\$153.70	\$14,175.60
110	\$25,500.00	\$1,950.75	\$3,088.05	\$0.00	\$30,538.80
160	\$1,000.00	\$76.50	\$121.10	\$0.00	\$1,197.60
349	\$2,000.00	\$153.00	\$242.20	\$0.00	\$2,395.20
510	\$651.81	\$49.87	\$78.94	\$0.00	\$780.62
	\$40,860.14	\$3,125.80	\$4,948.18	\$153.70	\$49,087.82

*Emailed 6/23/20 to Olivia Aranda MCO*

PR #: Voucher Number  
Deduction on Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL  
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 30

Voucher Date: 06/12/2020

Prepared By: *[Signature]*

Pay Period: 25  
Pay Cycle: FY20 PAYROLL CALENDAR

Printed: 06/08/2020 02:25:10 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 \$32,888.93 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

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

*[Signature]*  
Administrator

JOHN WILHELM GOVERNING BOARD PRESIDENT

DEANNA S. HUNT GOVERNING BOARD CLERK

STEVE HARMON GOVERNING BOARD MEMBER

IRENE HUMPHREY GOVERNING BOARD MEMBER

BILL STOLCE GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$20,777.65	\$1,589.52	\$2,379.11	\$177.83	\$24,924.11
110	\$5,324.72	\$407.33	\$644.82	\$0.00	\$6,376.87
221	\$504.00	\$38.56	\$61.04	\$0.00	\$603.60
510	\$821.94	\$62.88	\$99.53	\$0.00	\$984.35
	\$27,428.31	\$2,098.29	\$3,184.50	\$177.83	\$32,888.93

*Emailed to Olivia Aranda 6/8/20 @ 3:29pm*

PR #: Voucher Number  
Deduction on Voucher

Substitute for ADE 40-101



# Vernon Elementary School District #9

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

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## MEMO

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

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### Payroll and Expense Vouchers:

#30 - \$32,888.93  
#31 - \$49,087.82  
#32 - \$70,183.87  
#1 - \$4,094.68

#2028 - \$23,565.57  
#2029 - \$11,654.59  
#2030 - \$2,615.98

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

- 7) Discussion and possible action regarding the superintendent's contract to enter into Executive Session in accordance with A.R.S. 38-431.03(A) (1). A motion was made by Deanna Hunt at 6:14pm to enter into executive session regarding the superintendent's contract. A second was made by Steve Harmon. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0. Out of executive session at 6:25pm.
- 8) Discussion and possible action regarding the approval of the superintendent's contract and term. A motion was made by Deanna Hunt for the approval of the superintendent's contract and term for the 20-21 and 21-22 school years. A second was made by Bill Stulce. There was no discussion. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.

**FUTURE MEETINGS/LOCATIONS - July 14, 2020 – August 11, 2020**

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

- 9) **IX. ADJOURNMENT** – A motion was made to adjourn the meeting at by Steve Harmon at 6:27pm. A second was made by Deanna Hunt. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.

Dated this 17<sup>th</sup> day of June 2020

By: Karol 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.



4) Approval of Accounts:

Revolving Account Summary for June \$2,500.00    Student Fund Account - Summary for June \$1,314.73  
Food Service Account Summary for June \$5.00    Student Council Fund - Summary for June \$216.61  
8<sup>th</sup> Grade Fundraisers Summary for June \$2,278.37

5) Donations:

20 insulated bags from the Dairy Council of Arizona.  
4 Thermometers – Tammy Jo Wilkins – Apache County

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

**VII. OLD BUSINESS - None**

**VIII. NEW BUSINESS**

3) Discussion and possible action regarding the approval of the Sole Source Vender List as presented for the 2020-2021 school year in accordance with R7-2-1131.C & R7-2-1053. *(Mr. Wilhelm action)*

SPALDING EDUCATION INTERNATIONAL – Training and Instructional materials  
TYLER TECHNOLOGIES – VISIONS Software Service Agreement  
LEARNING A-Z HEADSPROUT – HEADSPROUT License Agreement  
VAIL SCHOOL DISTRICT – AZEds Management and Reporting  
R & M COMMUNICATIONS – Radio Repeater & Frequency Usage, Local, Long Range  
Statewide Networking

*A motion was made by Bill Stulce for the approval of the Sole Source Vender List as presented for the 2020-2021 school year. A second was made by Steve Harmon. Dr. Barajas explained each Sole Source Vender. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

4) Discussion and possible action regarding the approval of the agreement between Vernon Elementary School District and The Trust (Insurance coverage) and The Arizona School Alliance for Worker's Compensation. *A motion was made by Steve Harmon for the approval of the agreement between Vernon Elementary School District and The Trust (Insurance coverage) and The Arizona School Alliance for Worker's Compensation. A second was made by Deanna Hunt. There was no discussion. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

5) Discussion and possible action regarding the approval of the Superintendent's membership fees in the amount of \$400.00 to the Arizona School Administrators for the 2020-2021 school year. *A motion was made by Deanna Hunt for the approval to pay the Superintendent's membership fees in the amount of \$400.00 to the Arizona School Administrators for the 2020-2021 school year. A second was made by Bill Stulce. Dr. Barajas explained the benefits of this membership. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

6) Discussion and possible action regarding the approval of Vernon Elementary School District as a member of the Arizona Rural Schools Association for the 2020-2021 school year in the amount of \$250.00. *A motion was made by Steve Harmon for the approval of Vernon Elementary School District as a member of the Arizona Rural Schools Association for the 2020-2021 school year in the amount of \$250.00. A second was made by Irene Humphrey. Dr. Barajas explained the benefits of this association. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

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– JUNE 16, 2020**

**I. CALL TO ORDER** *Mr. Wilhelm called the meeting to order at 5:36pm.*

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

**III. ADOPTION OF THE AGENDA** *A motion was made by Steve Harmon for the adoption of the agenda with the exception of moving new business items 1 and 2 being moved before the call to the public. A second was made by Bill Stulce. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

**(New Business items 1 and 2)**

- 1) Discussion and Possible action regarding the approval of the District Expenditure Budget Final Revision for the FY20 school year as required by A.R.S. §15-905(E)(1). *A motion was made by Deanna Hunt for the approval of the District Expenditure Budget Final Revision for the FY20 school year. A second was made by Steve Harmon. There was no discussion. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*
- 2) Discussion and possible action regarding the approval to post the Proposed District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). *A motion was made by Steve Harmon for the approval to post the Proposed District Expenditure Budget for the FY21 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

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

**V. SUPERINTENDENT'S COMMENTS/REPORTS** *Dr. Barajas gave information on summer schools integrated virtual learning and Google classroom. Summer lunches. Re-opening plan with the leadership team. CARES act funds and possibly purchasing benches, tables and swing set for playground.*

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

- 1) Approval of the May 12, 2020 Public Hearing Agenda Minutes and May 12, 2020 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #27 – Voided. #28 - \$51,848.53. #29- \$71,136.47.  
Approval of Expense Voucher #2026 - \$104,200.13. - # 2027 - \$5,459.77.
- 3) Approval of Personnel Reports.

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 JUNE 16, 2020**

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

**II. ROLL CALL** *Present were John Wilhelm, Steve Harmon, Bill Stulce, Deanna Hunt and 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 Bill Stulce. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

**IV. PLEDGE OF ALLEGIANCE** – *John Wilhelm said prayer.*

**V. NEW BUSINESS**

- 1) Discussion and possible action regarding the District Expenditure Budget Revision for the FY20 year as required by A.R.S. §15-905(E)(1). *Dr. Barajas Mrs. Adams information on the CARES money that was given by the State. The total amount was \$1,925.47, which was higher than estimated.*

**VI. ADJOURNMENT** – *A motion was made by Deanna Hunt to adjourn the meeting at 5:35pm. A second was made by Steve Harmon. A yes vote from John Wilhelm, a yes vote from Steve Harmon, a yes vote from Bill Stulce, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 5-0.*

Dated this 17<sup>th</sup> day of June, 2020

Vernon Elementary School District #9 Governing Board

By *Karol Coffman*

Governing Board Secretary

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



# Vernon Elementary School District #9

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

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## MEMO

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

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Recommended Motion: The approval of the June 16, 2020 Public Hearing Agenda Minutes and the June 16, 2020 Regular Agenda Minutes as presented.

VI.

# Consent Agenda

**VII. OLD BUSINESS - None**

**VIII. NEW BUSINESS**

- 1) Discussion and possible action regarding the adoption of the Proposed District Expenditure Budget for the FY21 school year as required by A.R.S. §15-905(E)(1). *(Mr. Wilhelm action)*.
- 2) Discussion and possible action regarding the approval of the FY21 Preschool Kindergarten Handbook. *(Mr. Wilhelm action)*.
- 3) Discussion and possible action regarding the approval of the FY21 1<sup>st</sup> through 8<sup>th</sup> Grade Handbook. *(Mr. Wilhelm action)*.
- 4) Discussion and possible action regarding the approval of FY21 Employee Handbook. *(Mr. Wilhelm action)*.
- 5) Discussion and possible action regarding the approval of Covid-19 reopening plan. *(Mr. Wilhelm action)*.
- 6) Discussion and possible action regarding the approval of the 2020-2021 Food Service Account, keeping an imprest balance of \$50.00, in accordance with A.R.S. §15-1101. *(Mr. Wilhelm action)*
- 7) Discussion and possible action regarding the approval of the 2020-2021 Revolving Fund Account, keeping an imprest balance of \$2500.00, in accordance with A.R.S. §15-1101. *(Mr. Wilhelm action)*
- 8) Discussion and possible action regarding renewal contract with Category 1 Erate Services with Infinity in the amount of \$1,500.00 for services. *(Mr. Wilhelm action)*

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

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

**IX. ADJOURNMENT**

Dated this 9<sup>th</sup> day of July 2020

By: *Karol Caffman* 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**

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 14, 2020, 5:45 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 – JULY 14, 2020**

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

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

**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. Barajas, 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 may be viewed on the District website or obtained by contacting the District Office. Copies of vouchers may be viewed by contacting the District Office.

- 1) Approval of the June 16, 2020 Public Hearing Agenda Minutes and June 16, 2020 Regular Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: #30 – \$32,888.93. #31 - \$49,087.82. #32- \$70,183.87. #1 - \$4,094.68  
Approval of Expense Voucher #2028 - \$23,565.57. - # 2029 - \$11,654.59. #2030 - \$2,615.98
- 3) Approval of Personnel Reports.
- 4) Approval of Accounts: Revolving Account Summary - June \$2,500.00  
Student Service Fund Account Summary - June \$50.00 Food Service Account Summary – June \$50.00  
Student Council Fund - Summary - June \$221.78 8<sup>th</sup> Grade Fundraisers Summary - June \$812.87

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

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

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

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

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

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

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



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

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

**Governing Board**

**Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk**

**Mr. Steve Harmon - Member – Mrs. Irene Humphrey – Member – Mr. Bill Stulce – Member**

**PUBLIC MEETING AGENDA MINUTES – JULY 14, 2020**

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

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

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

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

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

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

1) Approval of the June 16, 2020 Public Hearing Agenda Minutes and June 16, 2020 Regular Agenda Minutes as presented.

2) Approval of Payroll Vouchers: #30 – \$32,888.93. #31 - \$49,087.82. #32- \$70,183.87. #1 - \$4,094.68

Approval of Expense Voucher #2028 - \$23,565.57. - # 2029 - \$11,654.59. #2030 - \$2,615.98

3) Approval of Personnel Reports.

4) Approval of Accounts: Revolving Account Summary - June \$2,500.00

Student Service Fund Account Summary - June \$50.00 Food Service Account Summary – June \$50.00

Student Council Fund - Summary - June \$221.78 8<sup>th</sup> Grade Fundraisers Summary - June \$812.87

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

**VII. OLD BUSINESS - None**

**VIII. NEW BUSINESS**

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

2) Discussion and possible action regarding the approval of the FY21 Preschool Kindergarten Handbook. *A motion was made by Deanna Hunt for the approval of the FY21 Preschool Kindergarten Handbook. A*