

**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**

**PUBLIC MEETING AGENDA MINUTES MARCH 15, 2022**

**I. CALL TO ORDER** *Mr. Wilhelm called the meeting to order at 5:32 pm.*

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

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

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

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

**VI. SUPERINTENDENT'S COMMENTS/REPORTS** *Dr. Knippen, gave information on Literacy Night, Parent/Teacher Conferences, new staff members. Dibels and Star scores.*

**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 January 11, 2022 Regular Agenda Minutes as presented.

Approval of Payroll Vouchers: #16 - \$47,199.71, #17 - \$59,873.00, #18 - \$47,666.92, #19 - \$61,017.06

Approval of Expense Voucher: #2220 - \$11,213.32, #2221 - \$18,285.51, #2222 - \$21,404.16, - #2223 - \$19,193.53

2) Approval of Personnel Reports: Denise Compton, Robin Ballard

3) Approval of Accounts:

Revolving Fund - January \$2,500.00 - February \$2,268.00

Student Services Ledger – January \$50.00 – February \$50.00

Food Service Fund – January \$50.00 – February \$50.00

Student Council General Activities – January \$246.51 – February \$246.51

8<sup>th</sup> Grade Fund Summary – January \$1,231.39 – February \$1,437.89

Student Council/Student Activities – January \$648.13 – February - \$648.13

Asset Disposal Fund – January \$50.00 – February \$35.00

- 4) Donations: Tom and Anne McCoy – Tax Credit Donation \$400.00  
Kathleen Mapes – Tax Credit Donation \$400.00  
John and Karol Coffman – Tax Credit Donation \$400.00

*A motion was made by Deanna Hunt for the approval of the Consent Agenda 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 action.*

## **VIII. OLD BUSINESS - None**

## **IX. NEW BUSINESS**

1) Discussion and possible action regarding the approval for the 8<sup>th</sup> grade class to travel to Hurricane Harbor in Phoenix for their 8<sup>th</sup> grade promotion trip. (Presentation from the 8<sup>th</sup> grade class). *Cameryn and Caitlyn Enrique gave a presentation. A motion was made by Deanna Hunt for the approval of the 8<sup>th</sup> grade class to travel to Hurricane Harbor. A second was made by Irene Humphrey. There was discussion about different options for paying for food on the trip since many places do not except checks or purchase orders. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item.*

2) Discussion and possible action regarding the approval to increase U.S Bank Voyager Fleet Services credit amount by \$500.00 due to ADOT no longer accepting this card. *Dr. Knippen gave information on ADOT changing to Wex Bank credit account. A motion was made by Irene Humphrey for the approval to increase the amount by \$500.00. A second was made by Deanna Hunt. there was discussion on if we need to keep this card and the answer was yes it is used to fuel the school van. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item.*

3) Discussion and possible action regarding the approval to open a Wex Bank credit account for diesel fueling with ADOT. *Dr. Knippen gave information on the Wex Bank credit account that this is who ADOT is using. A motion was made by Deanna Hunt for the approval to open the Wex Bank credit account. 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.*

4) Discussion and possible action regarding the approval to open a net 60 invoice credit account for Home Depot. *A motion was made by Deanna Hunt for the approval to open an invoice account for Home Depot. A second was made by Irene Humphrey. The discussion was that Home Depot offers supplies that Lowes does not carry, giving more options. Explanation of the account was that they would have a 60 day credit line instead of 30. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item.*

5) Discussion and possible action regarding the approval of the Certified Salary Schedule as presented. *Dr. Knippen gave information on the 2% increase for the Certified Salary Schedule. A motion was made by Irene Humphrey for the approval of the Certified Salary Schedule as presented. A second was made by Deanna Hunt. 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.*

6) Discussion and possible action regarding the approval of the Classified Salary Schedule as presented. *Dr. Knippen gave information on the 1 3/4 % to 2 % increase on the Classified Salary Schedule keeping the first step above minimum wage. A motion was made by Deanna Hunt for the approval of the Classified Salary Schedule as presented. There was no discussion. 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.*

7) Discussion and possible action regarding the approval of the Manager/Admin Salary Plan as presented. *Dr. Knippen gave information on the new Manager/Admin Salary Plan noting this keeps the salaries competitive with other school districts. A motion was made by Deanna Hunt for the approval of the Manager/Admin Salary Plan 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.*

8) Discussion and possible action regarding the approval of 2022-2023 Teacher Contracts and Work Agreements. *A motion was made by Deanna Hunt for the approval of the 2022-2023 Teacher Contracts, Classified work Agreements and Manager/Admin Salary Plan. 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.*

**Certified Staff Contracts:** Tammy Yost, Stephanie King, Robert Lefrandt, Andrew Madrid, Lisa Marean, Bill Simmons, Lauren L'Italien. Gail Kroll.

**Manager/Admin Salary Plan:** Jessica Wheeler, Nicolette Gardner

**Classified Staff Work Agreements:** Karol Coffman, Darla Rider, Susanne Chapman, Joyce Madrid, Betsy Elvendahl, Stacey Leach, Ron Hoffman, and Susan Larson, Judy Cauthen, Denise Compton, Robin Ballard, Lorraine Riley, Anthony Compton.

9) Discussion and possible action regarding the approval to use funds from gifts and donations to pay for food at school sponsored community events. *Dr. Knippen gave information on using the Gifts and Donation funds instead of asking the staff members to donate money. A motion was made by Irene Humphrey for the approval to use the Gifts and Donation funds to pay for food at school sponsored events. A second was made by Deanna Hunt. The discussion was that no tax credit money could be used and it would be the same process as other purchases keeping in compliance with policies and procedures. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item.*

10) Discussion and possible action regarding the approval for Dr. Knippen to select an appropriate bid for the E-Rate. *Dr. Knippen gave information on the companies that put in bids and the short time frame to respond. A motion was made by Deanna Hunt for the approval for*

*Dr. Knippen to select an appropriate bid for the E-Rate. 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.*

11) Discussion and possible action regarding the approval of the 2022-2023 Proposed Calendar as presented. *Dr. Knippen gave information that our calendar aligns with Show Low School District. A motion was made by Irene Humphrey for the approval of the 2022-2023 Calendar as presented. A second was made by Deanna Hunt. 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.*

12) Discussion and possible action regarding the approval to start the process for a three-person board or continue with a five-person board. *The board asked to table this item and gather more information on the deadline to put names on the ballot and the process of moving to a 3 man board. This item will be put on the April 12, 2022 agenda.*

13) Discussion and possible action regarding the approval to enter into executive session for the discussion of a contract renegotiation for the Principal/ superintendent pursuant to A.R.S. §38-431.03(A)(1). *A motion was made by Deanna Hunt to enter into executive session at 6:38 pm. 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 action. They returned from executive session at 7:30pm.*

14) Discussion and possible action regarding a contract renegotiation for the Principal/Superintendent. *This item was tabled and will be put on the April 12, 2022 Agenda. No vote needed.*

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

**Future Meetings:** April 12, 2022 – May 10, 2022

**X. ADJOURNMENT** - *A motion was made by Deanna Hunt to adjourn the meeting at 7:32pm. 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 adjournment.*

Dated this \_\_\_17<sup>th</sup>\_\_\_\_\_ day of \_\_March 2022\_\_

Vernon Elementary School District #9 Governing Board

By: Karol Coffman

Governing Board Secretary