

*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, Mrs. Ashley Umphress - Member**

**REGULAR AGENDA MINUTES NOVEMBER 15, 2022**

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

**II. ROLL CALL** *Present were John Wilhelm, Deanna Hunt, Irene Humphrey. Ashley Umphress came in at 5:33pm.*

**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. There was no discussion. A yes vote from Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the adoption 4-0.*

**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** - *Mr. Housley gave information on the Final Mile Project, The food Drive. Our Veteran's Day Celebration. Our New Student Advisory Committee. The upcoming Movie Night and Book Fair.*

**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. 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 Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the consent agenda 4-0.*

- 1) Approval of the October 4, 2022 Agenda Minutes as presented.
- 2) Approval of Payroll Vouchers: # 7 - \$70,653.63, # 8 - \$59,221.66, #9 - \$68,399.77, #10 - \$134.56  
Approval of Expense Voucher: #2309 \$27,372.85, #2310 \$6,310.55, #2311 - \$32,764.23
- 3) Approval of Personnel Reports: Luz Aguero - New Hire Classified, Custodial  
LETRS Module 1 Payment Comprehensive Literacy Grant \$500.00 - M. Blunt, L. Marean, S. Stansbury, A. McGinnis, A. Madrid  
LETRS Module 2 Payment Comprehensive Literacy Grant \$500.00 - M. Blunt, L. Marean, A. McGinnis, S. Stansbury, A. Madrid  
LETRS Module 5 - Comprehensive Literacy Grant \$500.00 - S. King, G. Kroll,  
LETRS Module 6 - Comprehensive Literacy Grant \$500.00 - T. Yost, G. Kroll,
- 4) Approval of Accounts:

Revolving Fund - October \$2,125.00  
 Student Services Ledger – October \$50.00  
 Food Service Fund – October \$50.00  
 Student Council General Activities – October \$306.15  
 8<sup>th</sup> Grade Fund Summary – October \$528.92  
 Student Council/Student Activities – October \$414.50  
 Asset Disposal Fund – October \$229.50

**VIII. OLD BUSINESS- None**

**IX. NEW BUSINESS**

1) Discussion and possible action regarding the current Information Technologies Contracts. The Governing Board may vote to convene in executive session, which will not be open to the public, Pursuant to A.R.S. §38-431.03(A)(3) and/or, A.R.S. §38-431.03(A)(4) for consultation with the District’s Attorney(s) for legal advice and/or in order to consider its position and instruct its Attorney(s) regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. *A motion was made by Deanna Hunt to enter into executive session at 5:53pm. A second was made by Ashley Umphress. There was no discussion. A yes vote from Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the item 4-0. Back from executive session at 6:49pm. A motion was made by John Wilhelm to confirm the direction of the districts attorney on New Business item #1. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the item 4-0.*

2) Discussion and possible action regarding the approval of the first reading of Policy Service Advisory 716, 737 , 738. *Mr. Housley gave information on each policy item. A motion was made by Ashley Umphress for approval of the first reading of Policy Service Advisory 716, 737 , 738. A second was made by Deanna Hunt. There was no discussion. A yes vote from Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the item 4-0.*

Policy Advisory No. 716.....(New Policy) JLDAB — Referrals to Other Agencies

(New Regulation) Regulation JLDAB-R — Referrals to Other Agencies

(New Exhibit) Exhibit JLDAB-E --- Referrals to Other Agencies

Policy Advisory No. 737.....JLCB — Immunizations of Students

Regulation JLCB-R — Immunizations of Students

Policy Advisory No. 738.....Regulation KDB-R — Public’s Right to Know/  
 Freedom of Information

3) Discussion and possible action regarding the Governing Board’s Annual Self-evaluation. *The board completed the Annual Self-Evaluation.*

4) Discussion and possible action regarding the delineation of duties and responsibilities of the Principal and Superintendent. *Mr. Housley read through the Principal and Superintendent duties. The board gave input on both Principal and Superintendent duties pros and cons.*

5) Discussion and possible action regarding the development of the Principal’s Job description. *Mr. Housley recommended tabling the item. John Wilhelm made a motion to table this item until the December Meeting. A second was made by Deanna Hunt. A yes vote from Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the table 4-0.*

- 6) Discussion and possible action regarding the development of the 2023-2024 District Calendar. *Mr. Housley gave information on the instruction hour requirements for each grade level. This will be put on the December Agenda.*

**Future Meetings:** Dec. 13, 2022 - Jan. 10, 2023

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

**XI. ADJOURNMENT** *A motion was made Deanna Hunt to adjourn the meeting 7:46pm. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Ashley Umphress approved the table 4-0.*

Dated this   17th   day of   November  , 2022

Vernon Elementary School District #9 Governing Board

By:   Karol Coffman  

Governing Board Secretary

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