



**Minutes of Regular Board Meeting of the Governing Board  
Joseph City Unified School District  
District Office Board Room, 8176 N. Westover, Joseph City, AZ 86032  
Tuesday, May 12, 2026**

**Members present**

Eldon Larsen, President; Dayton Flake, Clerk; Karsten Flake, Cat Hansen, Lexi Nelson

**Administrators present**

Bryan Fields, Superintendent; Steven Mills, Business Manager; Eric Miller, JH/HS Principal; Darrel Mosier, Elementary Principal

**Others present**

14 Community members

**1. PUBLIC HEARING**

**1.A. FY 2025-26 Budget Revision #3**

Individuals may comment on the Budget Revision. A complete copy of the Revised Budget may be viewed at the Joseph City School District Office and online

at <https://meetings.boardbook.org/Public/Organization/894> in ACTION ITEMS section of this agenda.

Motion to open the public hearing on FY 25-26 Budget Revision #3 by Eldon Larsen

Time: 6:00 pm

No Comments were made

**2. OPENING ITEMS**

**2.A. Call to Order**

Motion by Eldon Larsen to call the regular meeting to order.

Time: 6:02 p.m.

**2.B. Roll Call**

**2.C. Pledge of Allegiance**

**2.D. Invocation**

**3. APPROVE AGENDA**

Motion by Eldon Larsen to approve the agenda as presented; second by Dayton Flake

Final Resolution: Motion passed.

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**4. APPROVE MINUTES**

**March 27, 2026 Special Board Meeting**

**April 8, 2026 Special Board Meeting**

**April 14, 2026 Regular Board Meeting**

**April 17, 2026 Special Board Meeting**

**April 21, 2026 Special Board Meeting**

Motion to approve the minutes of the following meetings by Dayton Flake; second by Lexi Nelson.

March 27, 2026 Special Board Meeting

April 8, 2026 Special Board Meeting

April 14, 2026 Regular Board Meeting

April 17, 2026 Special Board Meeting

April 21, 2026 Special Board Meeting

Final Resolution: Motion passed.

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**5. SUPERINTENDENT'S REPORT**

Mr. Fields presented current events and updates for the governing board

**6. REQUESTS TO SPEAK TO THE GOVERNING BOARD**

None

**7. CONSENT AGENDA**

Motion by Eldon Larsen to approve the Consent Agenda, Items 7A – 7C; second by Dayton Flake

Final Resolution: Motion passed.

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**7.A. Approve Expense Vouchers**

Action to ratify district vouchers for the period 4/1/2026 through 4/30/2026.

**General and Special Funds:** #22 \$164,299.66; #23 \$161,649.88; #1035 \$23,545.12; #1036 \$6,317.02; #1037 \$63,757.72; #1038 \$72,960.18

**Auxiliary Operations Funds:** #1068 \$15,648.30; #1071 \$800.00; #1072 \$1,401.78; #1075 \$1,083.00; #1077 \$200.00

**Student Activities Fund:** #1070 \$220.00; #1073 \$2,150.03; #1076 \$1,126.00

**7.B. Student Activities Fund Report**

Revenues, expenditures and charges in the Student Activities Fund Report; period of 4/1/2026 through 4/30/2026.

**7.C. Student Fundraisers**

Organization	Description	Action
Class of 2028	Pulled Pork Sandwich Dinner	Ratify
Class of 2029	Navajo Taco Dinner	Ratify
HS Wrestling	Host a wrestling Camp	Approve

**8. POSSIBLE EXECUTIVE SESSION (\*)**

For any agenda item indicated with an asterisk (\*), the Board may vote to convene in Executive Session pursuant to A.R.S. 38-431.03 (A) (1) for personnel matters when notified; (2) discussion or consideration of records exempt by law from public inspection; (3) for consultation with attorney; (4) for consultation with attorney when in pending or contemplated litigation. Discussion or consideration of personnel matters may include employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee.

**9. ACTION ITEMS**

**9.A. Personnel Requests (\*)**

Name	Assignment	Action
See attached list	Support Staff, Management Team, Classified Specialist, Selected Extra Duty	2026-27 Renewals
Fields, Julie	Grant Coordinator	Resignation

Name	Assignment	Action
Fischer, Brad	Summer Weightroom Coordinator	Renewal
Mills, Shelley	School Nurse	Resignation
Mills, Steven	Business Manager	Resignation
Morris, Kylee	Instructional Aide	Resignation
Morris, Patrick	Bus Driver	Resignation
Mosier, Darrel	Elementary School Principal	Resignation
Rush, Kay	JH Student Council Advisor	Resignation

Motion by Eldon Larsen to approve the personnel requests as presented; second by Karsten Flake.

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

**9.B. Consideration and Possible Action to Recognize and Establish a Cooperative Relationship with the Parents Supporting Wildcats (PSW) Organization**

The PSW Organization is an independent 501(c)(3) nonprofit organization formed to support the students, programs, activities, and mission of Joseph City Unified School District.

Motion to approve the establishment a cooperative relationship with the PTO – Parents Supporting Wildcats Organization by Eldon Larsen; second by Karsten Flake

Final Resolution: Motion passes

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**9.C. Discussion and Approval of Policy Advisories 961–963; 965-1046, and Policy Revision IE.**

Motion to approve the above-mentioned ASBA recommended Policy Advisories, and JCUSD Policy IE by Eldon Larsen; second by Dayton Flake

Final Resolution: Motion passes

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**9.D. Approve the 2025-26 Budget Revision #3 for Joseph City Schools**

Motion to approve the 2025-26 Budget Revision #3 by Eldon Larsen; second by Dayton Flake

Final Resolution: Motion passes

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**9.E. Discussion and Possible Action Regarding Contract and Employment Terms for the New Superintendent (\*)**

Motion to enter into Executive Session by Eldon Larsen

Time: 6:17 pm

Return to regular session: 6:31 pm

Motion by Eldon Larsen to accept the signed contract of Shannon Harvilla as our new Superintendent; second by Karsten Flake

Final Resolution: Motion passes

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

**10. INFORMATION ITEMS**

**10.A. Public Review of Proposed Textbook/Curriculum Adoptions**

Textbook/curriculum materials will be available for public review for 60 days prior to board consideration for adoption at a future board meeting in accordance with Governing Board Policy IJJ. Curriculum materials are on display in the District Office Board Room and may be viewed during business hours. This is an information item only and no action will be taken at this meeting.

Textbooks, supplementary materials and online resources proposed for adoption are High School

Environmental Science PDF version of Environmental Science Copyright© by Holt, Rinehart and Winston  
Text that students would use for their textbook assignments is the PDF version of Environmental Science  
Copyright© by Holt, Rinehart and Winston  
<https://anyflip.com/qjhij/xqst/basic>

<https://drive.google.com/open?id=1HVZpKA9EgPs5H03uhNIJ0qc0Bm-HnTK5>

**10.B. Requests for Future Agenda Items**

This agenda item is for the Governing Board to have a running record of potential items to be placed on future agendas. There will be no discussion on the substance, merits, or issues relating to the proposed agenda item.

Request for a future item to be considered: That budgets be given to the Athletic Department, High School Principal, and Elementary Principal so that they are aware of their budgets and can plan accordingly.

**10.C. Upcoming Meetings and Events Calendar**

- Kindergarten Promotion - May 19, 2026; 6:00 p.m. (HS Auditorium)
- 8th Grade Promotion - May 20, 2026; 7:00 p.m. (HS Auditorium)
- High School Graduation - May 21, 7:00 p.m. (HS Auditorium)
- Next Regular Board Meeting - June 9, 2026; 6:00 p.m.

**11. ADJOURNMENT**

Motion to adjourn by Eldon Larsen; second by Karsten Flake

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

Time: 6:39 p.m.

APPROVED:

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Board Clerk or President