



## **Regular Board Meeting Agenda**

**Tuesday, January 14, 2025 | 6:00 PM | District Office Board Room, 8176 N. Westover, Joseph City, AZ 86032**

*Items on the regular meeting agenda may be discussed in executive session related to employment matters, for the purpose of obtaining legal advice thereon or other matters pursuant to A.R.S. 38-431.03(A). The Governing Board may change the order of agenda items, pursuant to Governing Board Policy BEDB. The meeting room will be open to the public fifteen minutes prior to the beginning of the meeting.*

### **1. OPENING ITEMS**

- 1.A. **Call to Order**
- 1.B. **Roll Call**
- 1.C. **Pledge of Allegiance**
- 1.D. **Invocation**

### **2. ORGANIZATIONAL ITEMS**

- 2.A. **Administer Oath of Office to New Governing Board Members**
- 2.B. **Election of Governing Board President for the 2025 Calendar Year**
- 2.C. **Election of Governing Board Clerk for the 2025 Calendar Year**
- 2.D. **Set Times of Regular Board Meetings**

### **3. APPROVAL OF AGENDA**

### **4. SUPERINTENDENT'S REPORT**

## **Governing Board Meeting Report and Update**

- We have been in contact with Mobil 1 about a possible internet service lease agreement for a transmission tower at our high school campus.
- The JCUSD Spelling Bee on January 29<sup>th</sup> (4<sup>th</sup>-8<sup>th</sup> grades) and will be held at 1:00pm in the BG Bennett Auditorium.
- We have a new design and equipment in the Weight room/Wrestling Room. I've heard several comments about how people like the changes.
- Joseph City USD is planning to provide KinderCamp through the United Way of Northern Arizona coming this June. The program will be funded through the United Way and is scheduled to last for 3 weeks. The purpose of the program is to help students make the transition to Kindergarten better.
- I plan to have the electric bus outside of the district office during the Board meeting so that Board members can examine it and possibly go for a ride in it.
- The JCUSD Science Fair is approaching and Peter Bushman is the Coordinator. It is scheduled for Feb. 18 through the 20<sup>th</sup>.
- The Business Office has set up web links for public donations (tax credits) and volunteering on our website that looks good.
- The Trust insurance group has offered to conduct a Board training for us on one of the following dates: January 30, February 3-7, or February 10, 11. If we can select one of the dates I will line it out for us. The training usually takes two hours.
- The high school sport seasons are currently in the thick of their seasons and our performing very well.
- Over the last few weeks the management team has been reviewing and updating our Emergency Operations Plan. I can make this available to you if you would like to see it.



**Summary of Financial Operations (Unaudited)**  
**December 31, 2024**

Fund		Budget	YTD Expenses	Encumbrances	Budget Balance
001	Maintenance & Operation	\$ 4,982,444	\$ 2,925,154	\$ 2,053,067	\$ 4,223
010	Classroom Site Fund	\$ 1,378,054	\$ 133,845	\$ 129,928	\$ 1,114,281
020	Instructional Improvement	\$ 150,000	\$ -	\$ -	\$ 150,000
100-130	Title I	\$ 214,812	\$ 68,630	\$ 43,024	\$ 103,158
140-150	Title II - Profesional Development	\$ 72,555	\$ -	\$ -	\$ 72,555
200-209	Title VII - Indian Education	\$ 12,000	\$ 10,351	\$ -	\$ 1,649
220-229	IDEA/Special Education Grants	\$ 228,701	\$ 70,794	\$ 63,942	\$ 93,964
230	Johnson-O'Malley (JOM) - Indian Ed.	\$ 4,500	\$ -	\$ 5	\$ 4,495
260-270	Career & Technical Ed (CTE) - Federal	\$ 18,825	\$ 8,722	\$ -	\$ 10,103
290-291	Medicare Reimbursement (Spec Ed services)	\$ 125,000	\$ 347	\$ 1,237	\$ 123,416
301	Az School Nurse Access Program	\$ 318	\$ 135	\$ 183	\$ -
326-346	ESSER	\$ 333,815	\$ 291,656	\$ -	\$ 42,159
374	E-Rate	\$ 75,000	\$ -	\$ -	\$ 75,000
390	REAP (Federal rural assistance grant)	\$ 67,000	\$ 59,928	\$ 3,600	\$ 3,472
400	Career & Technical Ed (CTE) - State	\$ 5,809	\$ 2,946	\$ 1,754	\$ 1,110
500	School Plant (Proceeds from surplus equip sales)	\$ 20,000	\$ -	\$ -	\$ 20,000
510	Food Service	\$ 300,000	\$ 154,137	\$ 142,049	\$ 3,814
515	Civic Center (Swimming pool community use)	\$ 80,000	\$ 19,774	\$ 5,912	\$ 54,314
520	Preschool Tuition	\$ 35,000	\$ 2,073	\$ 2,654	\$ 30,273
525	Auxiliary Operations (Bookstore, athletics, fees)	\$ 100,000	\$ 32,667	\$ 15,422	\$ 51,911
526	Extracurricular Activities Tax Credit	\$ 50,000	\$ 5,954	\$ 1,631	\$ 42,414
530	Gifts & Donations	\$ 550,000	\$ 825	\$ 25,200	\$ 523,975
535-539	CTE & Vocational Education Projects	\$ 30,000	\$ 5,659	\$ -	\$ 24,341
550	Insurance Proceeds (from claims)	\$ 75,000	\$ 6,871	\$ -	\$ 68,129
565	Litigation Recovery	\$ 30,000	\$ -	\$ -	\$ 30,000
570	Indirect Costs (Grant administration costs)	\$ 90,000	\$ 30,452	\$ 3,122	\$ 56,426
585	Insurance Refunds (premium discounts)	\$ 10,000	\$ -	\$ -	\$ 10,000
596	NAVIT	\$ 200,000	\$ 11,949	\$ 4,412	\$ 183,639
610	Capital Outlay	\$ 501,147	\$ 361,502	\$ 134,064	\$ 5,581
620	Adjacent Ways	\$ 178,368	\$ 2,314	\$ 1,928	\$ 174,125
665	Energy and Water Savings	\$ 75,000	\$ -	\$ 45,000	\$ 30,000
686	SFB Emergency Deficiency Correction	\$ 60,000	\$ -	\$ -	\$ 60,000
691	SFB Building Renewal Grant	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
850	Student Activities (clubs and classes)	\$ 60,000	\$ 12,062	\$ 3,729	\$ 44,209
TOTAL		\$ 12,113,348	\$ 4,218,749	\$ 2,681,864	\$ 5,212,736

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

The procedure for addressing the Board in a public meeting may be viewed here: <https://jcusd.org/public-comments>

**6. CONSENT AGENDA**

Vote on Consent Agenda. All items listed will be considered as a group and will be approved with one motion unless a Board Member requests an item be removed from the consent agenda and considered as a separate item.

**6.A. Approval of Consent Agenda Items 6.B through 6.E**

**6.B. Approve Minutes of the December 10, 2024 Regular Board Meeting**



**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, December 10, 2024**

**Members present**

Eldon Larsen, President; Dayton Flake, Clerk; Cat Hansen, Karsten Flake, Andrew Bushman

**Administrators present**

Bryan Fields, Superintendent; Steven Mills, Business Manager; Darrel Mosier, Elementary Principal

**Others present**

3 community members

**1. PUBLIC HEARING**

**1.A. 2024-25 Budget Revision #1**

Eldon Larsen opened the hearing at 6:00 p.m.; Closed at 6:01 p.m. There were no comments from the public.

**2. OPENING ITEMS**

**2.A. Call to Order**

Regular meeting called to order by Eldon Larsen at 6:01 p.m.

**2.B. Roll Call**

**2.C. Pledge of Allegiance**

**2.D. Invocation**

**2.E. Adoption of Agenda**

Motion by Eldon Larsen to adopt the agenda as presented; second by Cat Hansen

Final Resolution: Motion passed.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**2.F. Approve Minutes of the November 12, 2024 Regular Board Meeting**

Motion by Dayton Flake to approve the November 12, 2024 board meeting minutes; second by Eldon Larsen

Final Resolution: Motion passed.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**2.G. Superintendent's Report**

**3. CALL TO THE PUBLIC**

None

**4. CONSENT AGENDA**

Motion to approve the Consent Agenda items 4.A. through 4.D. by Eldon Larsen; second by Karsten Flake

Final Resolution: Motion passed.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**4.A. Approve Expense Vouchers**

Action to ratify district vouchers for the period 11/1/2024 through 11/30/2024.

**General and Special Funds:** #9 \$178,773.57; #10 \$177,615.73; #11 \$175,255.03; #1017 \$49,882.86; #1018 \$62,013.63; #1019 \$202,264.43; #1020 \$99,022.81

**Auxiliary Operations Funds:** #1036 \$1,876.16; #1038 \$55.56; #10369 \$1,989.31; #1041 \$1,170.74  
**Student Activities Fund:** #1037 \$2,226.55; #1040 \$238.40; #1042 \$89.91

**4.B. Student Activities Fund Report**

Revenues, expenditures and charges in the Student Activities Fund Report; period of 11/1/2024 through 11/30/2024.

**4.C. Student Fundraisers**

Organization	Description	Action
FFA	Movie Night	Approve
HS Choir	Winter Formal Dance	Ratify

**4.D. Approve Agreement with Arizona School of the Deaf and Blind**

**5. POSSIBLE EXECUTIVE SESSION**

None

**6. ACTION ITEMS**

**6.A. Discussion and Possible Approval of Superintendent's Evaluation**

Motion to approve the Superintendent's Evaluation by Eldon Larsen; second by Karsten Flake

Final Resolution: Motion passed.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**6.B. Personnel Requests**

Name	Assignment	Action
Ahlstrom, Mary	Title I Tutor	Assignment
Beatty, Kristen	Title 1 Tutor	Assignment
Bushman, Peter	Title 1 Tutor	Assignment
Castellano, Kory	Title 1 Tutor	Assignment
Davis, Aaron	Bus Driver	Appointment
Deiparine, Sheryl-ann	Title 1 Tutor	Assignment
DeWitt, Darolyn	Title 1 Tutor	Assignment
Faulkner, Emma	Student Worker	Appointment
Hansen, Ruth	Title 1 Tutor	Assignment
Hunt, Ericka	Title 1 Tutor	Assignment
Miller, Amy	Title 1 Tutor	Assignment
Metzgar, Kelly	Title 1 Tutor	Assignment
Murray, Paige	Title 1 Tutor	Assignment
Neal, Conner	Skilled Seasonal Worker	Ratification
Sander, Amanda	Title1 Tutor	Assignment
Schoby, Sahzira	Student Worker	Appointment
Young, Claire	Elementary Music Coordinator	Assignment

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

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**6.C. Discussion and Possible Approval of Academic Calendars for 2025-26 and 2026-27**

Motion by Eldon Larsen to approve the Academic Calendars for 2025-26 and 2026-27 as presented; second by Andrew Bushman

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**6.D. Approve the 2024-25 Budget Revision #1 for Joseph City Schools**

Motion by Eldon Larsen to approve 2024-25 Budget Revision #1 for Joseph City Schools; second by Karsten Flake

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

**7. INFORMATION ITEMS**

**7.A. Requests for Future Agenda Items**

None

**7.B. Upcoming Meetings and Events Calendar**

- ASBA Annual Conference - December 19-20, 2024; Phoenix, AZ
- Next Regular Board Meeting - January 14, 2024; 6:00 p.m.

**8. ADJOURNMENT**

Motion by Eldon Larsen to adjourn the meeting; second by Karsten Flake

Final Resolution: Motion passed.

Yes: Eldon Larsen, Karsten Flake, Andrew Bushman, Dayton Flake, Cat Hansen

Meeting adjourned at 6:26 p.m.

APPROVED:

---

Board Clerk or President

**6.C. Ratification of Expense Vouchers**

Action to ratify district vouchers for the period 12/1/2024 through 12/31/2024.

**General and Special Funds:** #12 \$28,140.67; #13 \$172,353.39; #14 \$174,395.35; #1021 \$61,884.40; #1022 \$131,507.17; #1023 \$172,853.04

**Auxiliary Operations Funds:** ##1044 \$1,335.00; #1046 \$1,353.52; #1049 \$973.80

**Student Activities Fund:** #1045 \$957.88; #1047 \$191.58; #1050 \$54.60

**6.D. Student Activities Fund Report**

Revenues, expenditures and charges in the Student Activities Fund Report; period of 12/1/2024 through 12/31/2024.

**JOSEPH CITY USD EXTERNAL FUNDS**

**Student Activities Summary Report**

Fiscal Year: 2024 - 2025

From Date: 12/1/2024

To Date: 12/31/2024

Print Detail

Page Break by Activity

Subtotal By Journal

Exclude Encumbrances

Reverse Sign

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrance	Available Balance
000000 Undesignated DO NOT USE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102610 Joseph City Jr High School Student Council	\$425.73	\$0.00	\$0.00	\$425.73	\$0.00	\$425.73
102612 Joseph City Jr High School Softball	(\$11.39)	\$0.00	\$0.00	(\$11.39)	\$0.00	(\$11.39)
102619 Joseph City Jr High School Volleyball	\$507.27	\$0.00	\$0.00	\$507.27	\$0.00	\$507.27
102629 Joseph City Jr High School Track	\$260.11	\$0.00	\$0.00	\$260.11	\$0.00	\$260.11
102637 Joseph City Jr High School Class of 2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102638 Joseph City Jr High School Class of 2025	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102639 Joseph City Jr High School Class of 2026	\$2,533.94	\$0.00	\$0.00	\$2,533.94	\$0.00	\$2,533.94
102640 Joseph City Jr High School Class of 2027	\$1,657.52	\$0.00	\$0.00	\$1,657.52	\$0.00	\$1,657.52
102641 Joseph City Jr High School Class of 2028	\$499.64	\$0.00	\$0.00	\$499.64	\$0.00	\$499.64
102642 Joseph City Jr High School Class of 2029	\$2,138.74	\$0.00	\$0.00	\$2,138.74	\$0.00	\$2,138.74
102643 Joseph City Jr High School Class of 2030	\$440.51	\$0.00	\$0.00	\$440.51	\$0.00	\$440.51
102644 Joseph City Jr High School Class of 2031	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203601 Joseph City High School Band	\$218.26	\$0.00	\$0.00	\$218.26	\$0.00	\$218.26
203602 Joseph City High School Baseball	\$896.94	\$0.00	\$0.00	\$896.94	\$0.00	\$896.94
203604 Joseph City High School Disc Golf Club	\$473.52	\$0.00	\$0.00	\$473.52	\$0.00	\$473.52
203605 Joseph City High School Chess Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203606 Joseph City High School Card and Game Club	\$146.14	\$0.00	\$0.00	\$146.14	\$0.00	\$146.14
203607 Joseph City High School Drama	\$725.11	\$0.00	\$0.00	\$725.11	\$0.00	\$725.11
203608 Joseph City High School Future Business Leaders of America	\$111.75	\$0.00	\$0.00	\$111.75	\$0.00	\$111.75
203609 Joseph City High School Girls Basketball	\$3,463.18	\$0.00	(\$957.88)	\$2,505.30	\$957.88	\$3,463.18
203610 Joseph City High School Student Council	\$7,471.73	\$0.00	\$0.00	\$7,471.73	(\$633.60)	\$6,838.13
203611 Joseph City High School National Honor Society	\$477.97	\$0.00	\$0.00	\$477.97	\$0.00	\$477.97
203612 Joseph City High School Softball	\$1,951.50	\$0.00	\$0.00	\$1,951.50	\$0.00	\$1,951.50
203613 Joseph City High School Momentum Club/Audition Choir	\$409.15	\$0.00	\$0.00	\$409.15	\$0.00	\$409.15
203614 Joseph City High School Wrestling	\$273.68	\$0.00	\$0.00	\$273.68	\$0.00	\$273.68
203615 Joseph City High School Cheerleaders	\$1,162.09	\$0.00	(\$246.18)	\$915.91	\$54.17	\$970.08
203616 Joseph City High School Welding	\$136.33	\$0.00	\$0.00	\$136.33	\$0.00	\$136.33
203617 Joseph City High School Woods	\$104.72	\$0.00	\$0.00	\$104.72	\$0.00	\$104.72
203618 Joseph City High School Boys Basketball	\$733.49	\$0.00	\$0.00	\$733.49	\$0.00	\$733.49
203619 Joseph City High School Volleyball	\$6,887.42	\$0.00	\$0.00	\$6,887.42	\$0.00	\$6,887.42
203620 Joseph City High School FACS	\$35.74	\$0.00	\$0.00	\$35.74	\$0.00	\$35.74
203621 Joseph City High School Hotrod Club	(\$85.71)	\$0.00	\$0.00	(\$85.71)	\$0.00	(\$85.71)
203624 Joseph City High School Basketball Cheerleaders	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203625 Joseph City High School FFA	\$790.07	\$0.00	\$0.00	\$790.07	\$0.00	\$790.07
203626 Joseph City High School Happy Club	\$880.07	\$0.00	\$0.00	\$880.07	\$0.00	\$880.07
203627 Joseph City High School Robotics	\$359.85	\$0.00	\$0.00	\$359.85	\$0.00	\$359.85
203628 Joseph City High School Cross Country	\$220.60	\$0.00	\$0.00	\$220.60	\$0.00	\$220.60
203629 Joseph City High School Track	\$321.04	\$0.00	\$0.00	\$321.04	\$0.00	\$321.04
203630 Joseph City High School Football	(\$65.42)	\$0.00	\$0.00	(\$65.42)	\$0.00	(\$65.42)
203631 Joseph City High School Technology Club	\$109.95	\$0.00	\$0.00	\$109.95	\$0.00	\$109.95
203632 Joseph City High School Class of 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203633 Joseph City High School Class of 2020	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**JOSEPH CITY USD EXTERNAL FUNDS**

**Student Activities Summary Report**

Fiscal Year: 2024 - 2025

From Date: 12/1/2024

To Date: 12/31/2024

Print Detail

Page Break by Activity

Subtotal By Journal

Exclude Encumbrances

Reverse Sign

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrance	Available Balance
203634 Joseph City High School Class of 2021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203635 Joseph City High School Class of 2022	\$137.03	\$0.00	\$0.00	\$137.03	\$0.00	\$137.03
203636 Joseph City High School Class of 2023	\$780.48	\$0.00	\$0.00	\$780.48	\$0.00	\$780.48
203637 Joseph City High School Class of 2024	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
203638 Joseph City High School Class of 2025	\$2,370.42	\$0.00	\$0.00	\$2,370.42	(\$1,367.00)	\$1,003.42
203639 Joseph City High School Class of 2026	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203640 Joseph City High School Class of 2027	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203641 Joseph City High School Class of 2028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500300 Districtwide UNDESIGNATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500600 Districtwide UNDESIGNATED	(\$2.29)	\$0.00	\$0.00	(\$2.29)	\$0.00	(\$2.29)
<b>Grand Total:</b>	\$40,146.88	\$0.00	(\$1,204.06)	\$38,942.82	(\$988.55)	\$37,954.27

End of Report

**6.E. Gifts & Donations**

Donor	Item	School/Program	Purpose	Amount
Oxendale Auto Group	Check	HS Girls Basketball	Sponsorship	\$1000

**7. 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.

**8. ACTION ITEMS**

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

Name	Assignment	Action
Batala, Bonnita	Instructional Aide II	Resignation
Beatty, Amilia	Substitute Teacher	Appointment
Bushman, Ashlee	Student Worker	Ratification
Bushman, Brayden	Student Worker	Appointment
Kelly, Dayna	8th Grade JH Girls Basketball Coach	Ratification
Hallman, Reva	Substitute Teacher	Appointment
Hardy, Desiree	7th Grade JH Girls Basketball Coach	Ratification
Nelson, Veronica	Substitute Teacher	Resignation
Price, Andrea	Instructional Aide II	Appointment

**9. INFORMATION ITEMS**

**9.A. 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.

**9.B. Upcoming Meetings and Events Calendar**

- Next Regular Board Meeting - February 11, 2025; 6:00 p.m. (or as directed by the board in Agenda Item 2.E.)

**10. ADJOURNMENT**