



**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 13, 2025**

Members present

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

Administrators present

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

Others present

8 Community Members

1. PUBLIC HEARING

1.A. FY 2024-25 Budget Revision #2

Motion to open a public hearing by Eldon Larsen at 6:01 p.m.

There were no comments from the public.

2. OPENING ITEMS

2.A. Call to Order

Motion by Eldon Larsen to call the meeting to order.

Time: 6:02 pm

2.B. Roll Call

2.C. Pledge of Allegiance

2.D. Invocation

3. APPROVE AGENDA

Motion by Eldon Larsen to adopt the agenda as presented; second by Karsten Flake

Final Resolution: Motion Passed

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

4. APPROVE MINUTES

Motion to approve the April 8, 2025 board meeting minutes by Dayton Flake; second by Lexi Nelson

Final Resolution: Motion passed

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

5. SUPERINTENDENT'S REPORT

5.A. Status report on trends and patterns regarding student grades and rates of completion of assignments

5.B. Current events and issues

6. REQUESTS TO SPEAK TO THE GOVERNING BOARD

Erik Rice addressed the board regarding student athletic programs.

7. CONSENT AGENDA

Motion to approve the Consent Agenda by Eldon Larsen; second by Karsten Flake

Final Resolution: Motion passed.

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

7.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 4/1/2025 through 4/30/2025.

General and Special Funds: #21 \$182,341.05; #22 \$171,281.52; #1037 \$61,867.96; #61,867.93; #1039 \$26,193.75

Auxiliary Operations Funds: #1076 \$2,137.76; #1078 \$1,221.39; #1080 \$3245.80; #1083 \$591.14

Student Activities Fund: #1077 \$1,653.56; #1079 \$2,096.60; #1081 \$725.00; #1084 \$939.50

7.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 4/1/2025 through 4/30/2025.

7.C. Student Fundraisers

Organization	Description	Action
Class of 2028	Chocolate Bar Sales	Ratify

7.D. Gifts & Donations

Donor	Item	School/Program	Purpose	Amount
Love's Travel Stop	Cash	Kindergarten	Reading incentives	\$500

7.E. Approve Fee Schedules for 2025-26

7.F. Approve Renewal of Contract with Southwest Foodservice for FY2025-26

Food service management

7.G. Approve Renewal of Intergovernmental Agreement with Vail Unified School District

For the Beyond Textbooks Program

7.H. Approve Renewal of Intergovernmental Agreement with Northern Arizona Vocational Institute of Technology - NAVIT

Provide career, technical and vocational instructional programs for JCUSD students

7.I. Approve the Memorandum of Understanding with Cartwheel Health Services, P.C. for FY2025-26

Counseling services funded by the Arizona Department of Education

8. POSSIBLE EXECUTIVE SESSION

None.

9. ACTION ITEMS

9.A. Personnel Requests

Name	Assignment	Action
Arnell, Jaxon	Lifeguard	Ratification
Ashcroft, Hailey	Seasonal Worker	Renewal
Brawley, Gianna	Seasonal Worker	Appointment
Balda, Annabelle	Seasonal Worker (pool)	Appointment
Bushman, Jessi	Volunteer (Elementary Baseball)	Renewal
Bushman, Lauren	Seasonal Worker	Renewal
Case, Greg	Teacher	Resignation
Cox, Wyatt	Seasonal Worker	Appointment
Davis, Aaron	Bus Driver	Resignation
Davis, Kylie	Coach	Resignation

Name	Assignment	Action
Davis, Kylie	Substitute Teacher	Resignation
DeWitt, Joel	Volunteer (Elementary Baseball)	Renewal
DeWitt, Lexi	Volunteer (Elementary Baseball)	Renewal
Fischer, Jennifer	Teacher (Elementary)	Appointment
Gardner, Justin	Seasonal Worker	Appointment
Golding, Tori	Volunteer (Elementary Baseball)	Renewal
Hansen, Marijoe	Teacher (Jr/Sr High - Ag, FACS)	Appointment
Hutchens, Daniel	Bus Driver (Substitute)	Renewal
Jensen, Loucinda	Custodian, part time	Appointment
Jensen, Mary	Custodian, full-time	Appointment
Johnstun, Bannon	Seasonal Worker	Appointment
Kelley, Dayna	Volunteer (Elementary Baseball)	Renewal
Larsen, Robert	Volunteer (Elementary Baseball)	Renewal
Murray, Paige	Teacher (Elementary)	Resignation
Randles, Chalene	Volunteer (Elementary baseball)	Renewal
Randles, Chalene	Instructional Aide	Ratification
Redfearn, Traci	Instructional Aide	Resignation
Roes, Martin	Volunteer (Elementary Baseball)	Renewal
Romero, Rylee	Seasonal Worker	Appointment
Salley, Erik	Seasonal Worker	Renewal
Smith, Tyson	Seasonal Worker	Renewal
Warner, Briana	Student Worker	Appointment
Whipple, Kourtney	Volunteer (Elementary Baseball)	Appointment

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

Final Resolution: Motion passes.

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

9.B. Discussion and Possible Approval of Changes to Governing Board Policies

These policies and possible changes were presented for public and board review at the previous regular board meeting and on the District website. Policies affected:

BA - School Board Operational Goals

BAA; BAA-E; BAA-EB - Evaluation of School Board/Board Self-Evaluation

BB - School Board Legal Status

BBA; BBAE - Board Powers and Responsibilities

BBAA - Board Member Authority and Responsibilities

BBBA - Board Member Qualifications

BBBB; BBBB-E - Board Member Oath of Office

BBBC - Board Member Resignation

BBBD - Board Member Removal from Office

BBBE - Unexpired Term Fulfillment

BCA - Board Member Ethics

BCB - Board Member Conflict of Interest

BDA - Board Organizational Meeting

BDB - Board Officers
 BDD - Board--Superintendent Relationship
 BDE - Board Committees
 BDF - Advisory Committees
 BDG - School Attorney
 BE; BE-EA; BE-EB; BE-EC - School Board Meetings
 BEC; BEC-EA; BEC-EB; BEC-EC; BEC-ED - Executive Sessions / Open Meetings
 BED; BED-R; BED-EA; BED-EB - Meeting Procedures
 BEDA - Notification of Board Meetings
 BEDB; BEDB-E - Agenda
 BEDBA - Agenda Preparation and Dissemination
 BEDC - Quorum
 BEDD - Rules of Order
 BEDF - Voting Method
 BEDG; BEDG-R; BEDG-EA; BEDG-EB - Minutes
 BEDH; BEDH-E - Public Participation at Board Meetings
 BEDI - News Media Services at Board Meetings
 BGB; BGB-R - Policy Adoption
 BGC; BGC-R - Policy Revision and Review
 BGD - Board Review of Regulations
 BGE; BGE-R - Policy Communication / Feedback
 BGF - Suspension / Repeal of Policy
 BHC - Board Communicatinos wih Staff Members
 BHD - Board Communications with the Public
 BIA - New Boar Member Orientation / Handbook
 BIB; BIB-R - Boad Member Development Opportunities
 BIBA; BIBA-R - Board Member Conferences, Conventions and Workshops
 BIE - Board Member Insurance / Liability
 BJ - School Board Legislative Program
 BK - School Board Memberships
 BKA - Liaison with School Boards Associations
 IHA - Basic Instructional Program
 JLIF - Sex Offender Notification

Motion to accept the policies as presented by Eldon Larsen; second by Lexi Nelson

Final Resolution: Motion passes.

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

9.C. Accept the Joseph City Unified School District Audit for the Fiscal Year ended June 30, 2024

Motion by Eldon Larsen to accept the Joseph City Unified School District Audit for the Fiscal Year ended June 30, 2024; second by Dayton Flake

Final Resolution: Motion passes.

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

9.D. Approve the 2024-25 Budget Revision #2 for Joseph City Schools

Motion by Eldon Larsen to approve the 2024-25 Budget Revision #2; second by Dayton Flake

Final Resolution: Motion passes.

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

10. INFORMATION ITEMS

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

Textbooks, supplementary materials and online resources proposed for adoption are:

High School First-Year Spanish; *Asi se dice Level 1, Student Suite. National ed., McGraw Hill, 2016.*

High School Second-Year Spanish; *Asi se dice Level 2, Student Suite. National ed., McGraw Hill, 2016.*

10.B. Requests for Future Agenda Items

10.B.(i) Update the district cell phone policy to reflect the new law enacted by the state legislature

10.C. Upcoming Meetings and Events Calendar

- Kindergarten Graduation - May 20, 2025; 6:00 p.m.
- School Board Work Session May 21, 2025; 5:00 pm
- Eighth Grade Promotion - May 21, 2025; 7:00 p.m.
- High School Graduation - May 22, 2025; 7:00 p.m.
- Next Regular Board Meeting – June 10, 2025 6:00 pm

11. ADJOURNMENT

Motion by Eldon Larsen to adjourn the meeting; second by Lexi Nelson

Final Resolution: Motion passed.

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

Meeting adjourned at 6:34 p.m.

APPROVED:

Board Clerk or President