



**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, April 14, 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

JCHS Girls Basketball Team, 15 community members

1. OPENING ITEMS

1.A. Call to Order

Motion by Eldon Larsen to call the meeting to order.

Time: 6:00 p.m.

1.B. Roll Call

1.C. Pledge of Allegiance

1.D. Invocation

2. APPROVE AGENDA

Motion by Eldon Larsen to approve the agenda as presented; second by Lexi Nelson

Final Resolution: Motion passed.

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

3. APPROVE MINUTES

Motion to approve the March 10, 2026 Regular Board Meeting minutes by Dayton Flake; second by Lexi Nelson.

Final Resolution: Motion passed.

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

4. SUPERINTENDENT'S REPORT

Jess Bushman reported on EAC STEM Day Scholarship awards to JCHS Students.

JCHS Girls Basketball State Championship Team was honored.

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

5. REQUESTS TO SPEAK TO THE GOVERNING BOARD

Danny Hutchens addressed the board regarding the Superintendent selection process.

6. CONSENT AGENDA

Motion by Eldon Larsen to approve the Consent Agenda; second by Lexi Nelson

Final Resolution: Motion passed.

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

6.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 3/1/2026 through 3/31/2026.

General and Special Funds: #20 \$167,200.77; #21 \$149,084.02; #1030 \$21,313.49; #1031 \$44,648.23; #1032

\$65,819.97; #1033 \$110,444.88; #1034 \$121,309.43
Auxiliary Operations Funds: #1056 \$8,569.00; #1058 \$3,624.20; #1061 \$4,180.72; #1063 \$2,955.59; #1065 \$1,674.81
Student Activities Fund: #1057 \$1,474.05; #1059 \$2,313.77; #1062 \$1,474.41; #1066 \$1,406.79

6.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 3/1/2026 through 3/31/2026.

6.C. Gifts & Donations

Donor	Item	School/Program	Purpose	Amount
Donors Choose	Weight Room Equipment	Jr/Sr High Weights	Help student effectiveness and efficiency in their workouts	\$2,078.33
EDP	Donation	Jr/Sr High School FFA/ AG	Support the Program	\$2,000

6.D. Student Fundraisers

Organization	Description	Action
Class of 2027	Prom	Ratify
JH Student Council	Sucker Sales	Ratify

6.E. Approval Renewal of Navajo County Special Services Consortium Intergovernmental Agreement for 2026-27

6.F. Approve Renewal of Intergovernmental Agreement with Northern Arizona Vocational Institute of Technology (NAVIT)

Provide career, technical and vocational instructional programs for JCUSD students

7. POSSIBLE EXECUTIVE SESSION

None

8. ACTION ITEMS

8.A. Personnel Requests

Name	Assignment	Action
Bushman, Dan	Counselor	Renewal
Hancock, Natalie	Speech Language Pathologist	Renewal
Metzger, Kelly	Red Ribbon Coordinator, Elementary	Renewal
Roes, Martin	HS Head Football Coach	Renewal

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

8.B. Employee Request to Retire with the Intention to Return to Work as Contracted Staff for FY 2026-27

Retirement effective June 30, 2025; Return to work as contracted staff through Educational Services LLC (ESI) effective July 1, 2026:

- Ruth Hansen (Teacher/Title I Reading Specialist)

Motion by Eldon Larsen to approve Ruth Hansen’s request to retire with the intention to return to work as contracted staff for FY 2026-27; second by Dayton Flake.

Final Resolution: Motion passes.

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

8.C. Approve Employee Benefits and Health Insurance Agreements for 2026-27

Motion to approve Employee Benefits and Health Insurance Agreements for 2026-27 as presented.
Final Resolution: Motion passes.
Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

8.D. Approve Renewal of Contract with Southwest Foodservice for FY 2026-27

Motion to Approve Renewal of Contract with Southwest Foodservice for FY 2026-27
Final Resolution: Motion passes.
Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

8.E. Discussion and Possible Approval of Changes to Meal Prices and Food Service Breakfast Programs

Motion by Eldon Larsen to approve the recommended price increases as presented; second by Lexi Nelson.
Final Resolution: Motion passes.
Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

8.F. Accept the Joseph City Unified School District Financial Audit Report for the Fiscal Year ended June 30, 2025

Motion by Eldon Larsen to Accept the Joseph City Unified School District Financial Audit Report for the Fiscal Year ended June 30, 2025; second by Cat Hansen.
Final Resolution: Motion passes.
Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

1. INFORMATION ITEMS

1.A. First Reading of Corrections to Policy IE

This policy concerns Organization of Instruction

1.B. Review of Possible Policy Changes to be Considered for Adoption at a Future Meeting

See the attached Policy Advisory for policy changes to be considered. See the Link section of this agenda item to view the current policy manual. No policy changes will be adopted at this meeting. Multiple policies are included in this reading.

1.C. Requests for Future Agenda Items

None

1.D. Upcoming Meetings and Events Calendar

Motion by Karsten Flake to add a Special Meeting on April 21, 2026 at 6:00 p.m. for possible discussion and personnel actions prior to May's regular board meeting; second by Karsten Flake.
Final Resolution: Motion passes.
Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

- Final Round and Community Forum to Meet and Greet the Superintendent Candidates - April 17, 2026; 1:30 p.m. to 8:00 p.m. (Board Room)
- Special Meeting – April 21, 2026; 6:00 p.m.
- Next Regular Board Meeting - May 12, 2026; 6:00 p.m.
- 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)

2. ADJOURNMENT

Motion to adjourn by Eldon Larsen; second by
Final Resolution: Motion passes.
Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson
Time: 7:27 p.m.

APPROVED:

Board Clerk or President