

MINUTES OF THE REGULAR MEETING

HEBER-OVERGAARD UNIFIED SCHOOL DISTRICT NO. 6 GOVERNING BOARD

Tuesday, June 23, 2026 | 7:00 PM | HOUSD Performing Arts Center
3375 Buckskin Canyon Road, Heber, AZ 85928

MEMBERS PRESENT: Tim Leedy Wendy Hall, Craig Blackburn, Pattie Weber

ALSO PRESENT: Ron Tenney, Nathan Stoelk, Andrea Despain, Amanda Crandell

CALL TO ORDER

President Tim Leedy called the Meeting of the Heber-Overgaard Unified School District No. 6 Governing Board to order at 7:00 PM.

BUDGET HEARING — FY2026-27

Prior to the regular meeting agenda, the Board conducted a public Budget Hearing for Fiscal Year 2026-27 pursuant to ARS 15-905(A). Business Manager Andrea Despain presented the proposed expenditure budget. Key points presented included:

- Student ADM declined 28,584 students from FY25 to FY26 — the most significant single-year decline in the past ten years outside of COVID. The proposed budget uses the 100th-day ADM of approximately 443,412 for FY26-27.
- Budget balance carry forward for FY26-27 is approximately \$875,000, reduced from \$1.5 million the prior year; approximately \$638,000 was expended in FY25-26 from that rollover.
- Overall M&O expenditures must decrease 8.1%, representing a reduction of approximately \$485,000. Federal project funding is down \$275,700 and state project funding is down approximately \$41,000.
- The Classroom Site Fund (301 money) has increased and will fund the \$2,000 teacher salary increase. Tax rates will remain unchanged for FY26-27.
- Budget reductions by area: Regular Education -8.7%, Student Support Services -16.5%, Instructional Staff -9.7%, Administration -10.2%, Maintenance & Operations -6.7%, Co-Curricular Activities -33.9%, School-Sponsored Athletics -15.2%, Transportation -6.3%.
- Special Education and Career & Technical Education held at 0% reduction due to state maintenance-of-effort requirements; data is being gathered to determine if any reduction is allowable in FY27.
- Navajo County Special Services Consortium contract costs increased by \$50,000–\$75,000 for FY26-27, primarily due to speech services increasing from approximately \$57,000 to approximately \$137,000 annually. Administration is exploring use of 301 funds to offset a portion of this increase.
- Friday tutoring was discussed; student and parent participation has declined significantly. The Superintendent indicated the program format will be reviewed and revised for FY26-27, with plans to be brought to the July board meeting. Title I and Title II funds are available for tutoring support.

The Board asked questions regarding root causes of budget shortfalls, special education cost increases, and options for managing reductions while maintaining core programs. No public comments were received during the Budget Hearing. President Leedy closed the Budget Hearing and the Board proceeded to the Regular Meeting agenda.

PRAYER & PLEDGE

Mrs. Pattie Weber offered the prayer. Tim Leedy led the Pledge of Allegiance.

APPROVAL OF AGENDA

President Leedy noted that Item 8.10 was to be removed from the agenda as a duplicate of Item 8.8, which already included the Superintendent evaluation and contract approval.

MOTION: Mrs. Hall moved to approve the agenda as amended, removing Item 8.10. Mrs. Weber seconded. Motion carried unanimously.

CALL TO PUBLIC

No members of the public came forward to speak.

INFORMATION

Good News

Superintendent Tenney reported that the entire district was recognized as a National Showcase District for Capturing Kids' Hearts — a significant achievement reflecting the work of staff and teachers in incorporating the program into daily school culture.

Leadership Team Information

Mountain Meadows Primary & Capps Middle Schools — Mr. Nathan Stoelk

Mr. Stoelk reported that the year-end talent show at CAPS went very well. He shared that six CAPS/Mountain Meadows students received medals in track this year, up from three the prior year. Coach Beauv was recognized for developing individual goals with each athlete throughout the season.

Both CAPS and Mountain Meadows received the National Showcase School Award for Capturing Kids' Hearts for the second consecutive year. Mr. Stoelk noted that students have taken on leadership roles in the program, greeting peers, leading classroom activities, and conducting launches, rather than teachers directing the program alone.

Summer school and enrichment programs have been active. The STEM/coding camp included homeschool students from the community, with participants building and flying drones and

attending a field trip to Flagstaff X. At Mountain Meadows, Ms. Baker led a gardening class and Ms. Taylor conducted a STEM camp. Mr. Stoelk expressed appreciation for Mr. Piva for hosting Golden Mustangs and Million Word Readers at Dairy Queen. Field Day was a success; thanks were extended to the PTC, Brittany White, Superintendent Tenney (who grilled hot dogs), and the Heber-Overgaard firefighters who participated.

Mr. Stoelk discussed a goal to increase marketing and social media visibility for both campuses to reach homeschool and ESA families. He noted approximately 80 district-boundary students are homeschooled or enrolled in ESA programs; reconnecting even a portion of these students would significantly benefit enrollment.

Mr. Stoelk addressed state test score results. CAPS 6th graders had performed at approximately 70% on second-quarter Performance Matters benchmarks but scored 21% on the state assessment, which prompted discussion of root causes including student test anxiety, parent engagement, and alignment between benchmark and state assessments. Mr. Stoelk has applied for a school improvement grant and will be collaborating with another principal mentor. The campus plans to visit Vail Unified School District to study their successful practices.

Mogollon Jr. High & High School — Mr. Reed Porter

Mr. Porter was unable to attend the meeting.

Business Manager Information — Mrs. Andrea Despain

Forest Fees: The district received all scheduled forest fee payments. The cash balance in the forest fee fund is just under \$1 million. A forest fee salary schedule, including Christmas buyout provisions similar to prior years, will be brought to the Board at the July meeting for approval.

Financial Review: Cash balances remain stable heading into FY26-27. With the assistance of Navajo County and a consultant, the district resolved several misposted fund entries. June balances will reflect significant clean-up, with prior ESSER and other fund balances properly zeroed out. The consolidated board report reflects the district's remaining year-end obligations.

Personnel Note: Mrs. Despain acknowledged the upcoming departure of Amanda Crandell and publicly thanked her for two years of service to the district, noting her contributions to reducing late fees and establishing improved financial procedures.

Performance/USFR Audit Compliance Review — EXIT: The district has graduated from both the ADE Performance Audit and the USFR Compliance Audit. Exit interviews have been conducted for both. Final board-level acceptance from the Arizona Department of Education is pending; until that confirmation is received, the items will remain on future agendas. Mrs. Despain noted the district has made significant strides and received positive feedback from state reviewers, while acknowledging a few areas for continued improvement.

Superintendent Items for Discussion — Mr. Ron Tenney

Summer Enrichment Programs: Superintendent Tenney expressed appreciation for teachers who dedicated time during the summer to run enrichment camps including gardening, ukulele, guitar, band, weightlifting, and STEM. He thanked food service staff and Business Manager Despain for coordinating the summer meal program, which distributes a full week's supply of groceries to families each Thursday. The program has served a high of 272 children in a single distribution day and includes gallon containers of milk, bread, produce, peanut butter, jam, and other staples. The program has drawn participants from beyond current district enrollment, and outreach materials with school information are included in each box.

End-of-Year Events: Superintendent Tenney noted that graduation went well. He described the grad march tradition, where seniors parade through the schools with placards displaying their future plans. Transition tours were also conducted, bringing 3rd graders to CAPS and 6th graders to Mogollon High School, to ease student transitions between campuses.

Trust Policy Summit: The Arizona School Boards Association Trust Policy Summit is scheduled for August 27, 2026 at the Cambia Hotel in Phoenix. Rooms are available for the evening of August 26. Board members interested in attending were asked to contact Superintendent Tenney to reserve accommodations.

Demographic Study: The demographic study with Applied Economics (Rick Brammer) is moving forward. A purchase order is being processed. The study data will overlap with budget and enrollment information compiled by the district and will support future board decision-making regarding personnel, facilities, and budget.

Cell Tower Update: Superintendent Tenney reported that the district's legal counsel, Laura Blanco of Gus Rosenfeld, has finalized the district's position on the cell tower lease agreement with American Cell Tower and submitted it for their review. The main outstanding issues are: (1) the district's right to use other areas of Mountain Meadows property for other purposes, and (2) a requirement that major modifications to the tower — such as adding new technology — receive Governing Board approval. As of the meeting date, a response had not yet been received. T-Mobile is currently in the process of adding equipment to the tower.

Information from Governing Board

No items were brought forward by board members.

CONSENT AGENDA

MOTION: Mrs. Weber moved to approve the Consent Agenda. Mr. Blackburn seconded. All those in favor — aye. Motion carried.

7.1 Minutes — Regular Board Meeting of May 12, 2026.

7.2 Auxiliary and Student Accounts for April 2026.

7.3 Vouchers:

Payroll Vouchers for May 2026:

Voucher #23 — \$157,642.06

Voucher #24 — \$165,557.30

Voucher #25 — \$434,496.94

Voucher #26 — \$80,327.04

Expense Vouchers for May 2026:

Voucher #9044 — \$170,034.94

Voucher #9045 — \$21,927.33

Voucher #9046 — \$26,810.95

Voucher #9047 — \$4,824.37

Voucher #9048 — \$17,804.47

New Hires:

Ben Robinson — HS Head Football Coach

McKenna Andersen — Summer Help

Caleb Andersen — Summer Help

Detmer Porter — Summer Help

Wesley Bonn — Summer Help

Reassignment:

Holly Pearce — CMS Teacher to Substitute

Resignations/Terminations:

Lisa Slade — CTE Sports Medicine Teacher

Amanda Crandell — Superintendent Secretary / School Board Secretary / Accounts Payable

Volunteers — None.

Fundraisers — None.

Fixed Assets Disposal Listing.

Extra Duty Salary Schedule FY2526 Revision.

The Trust / Alliance Agreement FY2627.

School Calendar Modification 2026-27.

Student Fees FY2526 Revision 2.

REGULAR AGENDA

IGA Between Vail USD and HOUSD — Beyond Textbooks Program

Superintendent Tenney presented the annual Intergovernmental Agreement between Vail Unified School District and HOUSD for the Beyond Textbooks instructional program. The agreement was reviewed by legal counsel prior to submission.

MOTION: Mrs. Hall moved to approve the IGA between Vail USD and HOUSD for the Beyond Textbooks Program. Mrs. Weber seconded. All those in favor — aye. Motion carried.

Hiring Procedures

Superintendent Tenney presented formal hiring procedures for Board approval. Key elements of the policy include:

- Vacancies will be posted internally first, then opened to external applicants after three days if not filled.
- A recommendation committee (not a “hiring committee”) will conduct interviews. The Board will receive copies of interview questions and the scoring rubric used, but not individual candidate scores, as advised by legal counsel to protect the Board from potential challenges.
- Any board member designated to serve on a recommendation committee must be formally designated by the full Board.
- All offers to candidates are conditional upon Board approval. Candidates are informed of this at the time of the offer.
- Job postings will remain open until filled, allowing positions to be closed when a qualified candidate is identified without requiring a fixed posting period.
- Upon Board approval, candidates must complete all hiring requirements including transcripts, fingerprint clearance (IVP card), background checks, and reference verification before beginning employment.

MOTION: Mrs. Weber moved to approve the Hiring Procedures. Mr. Blackburn seconded. All those in favor — aye. Motion carried.

Propane Agreement Bid Approval

Business Manager Despain presented the results of the propane services bid process. All bid documentation, posting dates, conflict of interest disclosures, publication affidavits, and received bids were included in the board backup. One bidder, Farrell Gas, did not have their bid delivered successfully due to an incomplete mailing address (physical address used rather than PO Box); their bid was returned and could not be considered. Quality Fuels submitted the responsive bid and is recommended for award.

MOTION: Mrs. Hall moved to accept the propane agreement bid and award to Quality Fuels. Mrs. Weber seconded. All those in favor — aye. Motion carried.

Waste (Trash) Agreement Bid Approval

Business Manager Despain presented the waste services bid results. Two bids were received: TBS Waste at \$1,128.00 per month, and Waste Management at \$910.25 per month. Both bids were submitted on the required bid form. The agreement is for a three-year term with no rate increases permitted. Waste Management is recommended as the lower, responsive bidder.

MOTION: Mrs. Weber moved to approve the waste agreement and award to Waste Management for FY2026-27. Mr. Leedy seconded. All those in favor — aye. Motion carried.

Proposed Budget FY2627 — ARS 15-905(A)

Business Manager Despain noted that the proposed budget forms submitted are the preliminary state forms, as the updated official forms were released by the state only this week and there was insufficient time to redo the budget on the new forms. The Board will adopt the proposed budget on the preliminary forms and a budget revision will be completed in September or December as required by the state. The proposed budget reflects the reductions and projections discussed during the Budget Hearing.

MOTION: Mr. Blackburn moved to approve the Proposed Budget for Fiscal Year 2026-27 pursuant to ARS 15-905(A). Mrs. Weber seconded. All those in favor — aye. Motion carried.

Classified Salary Schedule FY2627

Business Manager Despain presented the Classified Salary Schedule for FY2026-27. The schedule will be subject to revision in January 2027 following the state's annual announcement of the new minimum wage, which is typically released in October based on inflation indicators.

MOTION: Mrs. Weber moved to approve the Classified Salary Schedule for FY2026-27. Mr. Leedy seconded. All those in favor — aye. Motion carried.

Extra Duty Salary Schedule FY2627

Superintendent Tenney presented the Extra Duty Salary Schedule for FY2026-27. No increases to coaching salaries or extra duty pay are proposed for this coming year. Student participation fees may be revised and will be presented to the Board at the July meeting.

MOTION: Mrs. Hall moved to approve the Extra Duty Salary Schedule for FY2026-27. Mrs. Weber seconded. All those in favor — aye. Motion carried.

Approval of Superintendent Evaluation and Contract for FY2026-27

Superintendent Tenney presented a synopsis of his annual evaluation and the related meeting held with the Board several weeks prior. The evaluation covers performance through FY2024-25 per the terms established at the beginning of his three-year contract. The motion was expanded during discussion to include approval of the Superintendent's contract for FY2026-27.

MOTION: Mrs. Weber moved to approve the Superintendent Evaluation and the Superintendent Contract for FY2026-27. Mrs. Hall seconded. All those in favor — aye. Motion carried.

Classified Employee Meal Period Policy (First Reading)

Superintendent Tenney presented a draft Classified Employee Meal Period Policy for first reading. The policy was developed after discussions with grounds, maintenance, and custodial staff, and after surveying area superintendents regarding their practices. Key findings from the

survey: approximately 60–70% of comparable districts do not mandate a meal period, but allow employees to choose whether to take one on a given day.

The Superintendent indicated he wishes to revise the wording before bringing the policy for final adoption. Key principles being considered: meal periods will not be mandatory on every day; if an employee opts not to take a meal period, they may adjust their clock-out time accordingly (with supervisor notification); meal periods must be uninterrupted per legal requirements; and any overtime resulting from unexpected call-outs requires supervisor approval. The item will return for final adoption at the July meeting.

MOTION: Mrs. Weber moved to table the Classified Employee Meal Period Policy for further revision, to be brought back at the July meeting. Mr. Leedy seconded. All those in favor — aye. Motion carried.

EXECUTIVE SESSION

No executive session was required. The Board proceeded directly to the Launch.

LAUNCH

Mr. Stoelk delivered the Launch with the following reading: “Losses are essential to growth, serving as harsh but necessary feedback. Rather than defining a failure, they highlight exactly where to improve, ultimately building the resilience required for future victories.”

ADJOURNMENT

MOTION: Mrs. Weber moved to adjourn. Mr. Leedy seconded. All those in favor — aye. Motion carried. The meeting was adjourned.

The next Regular Board Meeting is scheduled for Tuesday, July 7, 2026 at 7:00 PM at the Performing Arts Center, 3375 Buckskin Canyon Rd, Heber, AZ 85928.

These minutes are respectfully submitted for Board approval.

Amanda Crandell, Board Secretary/Clerk
Date Approved: _____

Tim Leedy, Board President