



YOUNG SCHOOL DISTRICT#5

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Patrick O'Donnell, Superintendent

YOUNG PUBLIC SCHOOL GOVERNING BOARD SPECIAL MEETING MINUTES

Monday, August 28, 2023, 2:00 pm – Red Brick Board Room

(THE GOVERNING BOARD MAY CONSIDER ANY ITEM ON THIS AGENDA IN ANY ORDER AND AT ANY TIME DURING THE MEETING)

Roll Call: Present Present
 Sara Bunce, President James Bruzzi, Member

Present Present
 Dean Bell, Member Polly Hageman, Member

Present
 Linda Chapman, Member

AGENDA

- 1) Call to Order 2:00pm by Sara Bunce
- 2) Adoption of Agenda*Motioned by L. Chapman, seconded by J. Bruzzi; Carried unanimously.
- 3) Pledge of Allegiance led by Sara Bunce
- 4) New Business:
 - a) Discussion – Administration will discuss/clarify the FY24 Budget Process. - Mr. O'Donnell read a letter he wrote to the Governing Board regarding the process used to create the FY24 Budget. Mr. O'Donnell referred to historical guidance provided by the previous Business Manager, as well as input from the business office consultant currently working with our current Business Manager. Following research of Arizona Revised Statutes, the District determined it is in the best interest of our tax payers and students that we would not make any changes to the Adopted Budget from July 10th 2023. Because there will be no change to the adopted budget, there was no need for a Truth in Taxation Hearing.
 - b) Discussion – Administration will discuss/clarify the lawful reimbursement rates for Staff and Board Member travel. - Mr. O'Donnell discussed the travel reimbursement form that has been updated with information from the Arizona Department of Administration. The milage reimbursement went to 62.5 cents per mile for use of private vehicles, and the per diem for meals is \$69.00 per day, which he broke out into three amounts for the meals in a day. It was clarified that if meals are provided as part of an event, that there will not be reimbursement for purchased meals instead of eating the provided food.
 - c) Discussion/Action – Board will consider approval of Staff Conflict of Interest Forms for FY 24*Motioned by Sara Bunce, seconded by Linda Chapman; Carried unanimously.

- d) Discussion/Action – Board will consider approval of Supplemental Contract for Drama* Motioned by James Bruzzi, seconded by Polly Hageman; Carried unanimously.
- e) Discussion/Action – Board will consider approval of closing all District Checking Accounts and converting to County Treasurer’s Office Support*Tabled until a future meeting. Motioned by Linda Chapman, seconded by James Bruzzi; Carried unanimously.
- f) Discussion/Action – Board will consider approval of Social/Emotional Learning opportunities for K-12 students*Tabled to a future meeting. Motioned by Sara Bunce, seconded by James Bruzzi; Carried unanimously.

5) Adjournment* at 2:20 pm. Motioned by James Bruzzi, seconded by Polly Hageman; Carried unanimously.

*Action Item

As authorized by ARS 38:431.03, this public body, upon majority vote, may choose to convene in an executive session for the purpose of discussing items allowed by law. **Upon official notice the officer, appointee, or employee may choose to hold discussion and/or consideration in open meeting.** No final action can or shall be taken in the executive session. Items of business suggested by employees and patrons of the District will notify the Superintendent of the particular item of business at least four working days before the Board meeting (Young Public School Policy Manual- Policy **BEDBA**).

Attendees: Sara Bunce

Minute Approved: Linda Chapman [Signature]
 9-11-2023