



YOUNG SCHOOL DISTRICT#5

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Patrick O'Donnell, Superintendent

Brittney Leopold, Business Manager

YOUNG PUBLIC SCHOOL GOVERNING BOARD SPECIAL MEETING MINUTES

Tuesday, May 28, 2024, 6 PM. - Young Public School Board Room (Red Brick)

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

Roll Call:

Sara Bunce, President

James Bruzzi, Member

Dean Bell, Member

Polly Hageman, Member

Linda Chapman, Member

AGENDA

- 1) Call to Order – at 6:00 PM by S Bunce
- 2) Adoption of Agenda* Moved by L Chapman, Second by J Bruzzi, unanimous
- 3) Pledge of Allegiance Lead by S Bunce
- 4) Action Items:
 - a) Discussion/Action – The Board may consider going to Executive Session regarding Open Meeting Law updates pursuant to ARS 38-431.03(A)(3) to get legal advice from their attorneys.* Moved by S Bunce, Second by L Chapman, unanimous at 6:01 PM
 - b) Discussion/Action – The Board may have discussion or action following the Executive Session* Returned from Ex Session at 7:21 PM, No Action Taken
 - c) Discussion/Action – The Board may consider going to Executive Session regarding the roles and responsibilities of District employees pursuant to ARS 38-431.03(A)(3) to get legal advice from their attorneys.* Moved by S Bunce, Second by L Chapman, unanimous at 7:27 PM
 - d) Discussion/Action – The Board may have discussion or action following the Executive Session* No Action Taken
 - e) Discussion/Action – The Board may consider going to Executive Session to discuss the employment situation with a Teacher position pursuant to A.R.S. Sec. 38-431.03(A)(1)* Teacher, H Jackson, opted for No Executive Session - Board discussed the Teacher Contract for FY 25 including Gifted program and correcting salary amount and updating dates.
 - f) Discussion/Action – The Board may have discussion or action following the Discussion with H Jackson regarding her FY 25 Contract* - Contract will be corrected to include correct salary and fix dates for the Offer and Return; Moved by J Bruzzi, Second by S Bunce, unanimous
 - g) Discussion/Action – The Board may consider approving the Job Description for Administrative Assistant* The Board discussed with Superintendent and Administrative Assistant the Job Description for Administrative Assistant position. Until the previous

Job Description referenced by the employee is located for comparison, Motion to Table Approval - Moved by S Bunce, Second by D Bell, unanimous

h) Discussion/Action – The Board will consider the Work Agreement for Administrative Assistant.* Motion to Table until a Job Description for the position exists - Moved by S Bunce, Second by J Bruzzi, unanimous

i) Discussion/Action – The Board may consider approving the Job Description for Business Clerk* Moved by L Chapman, Second by J Bruzzi, unanimous

j) Discussion/Action – The Board may consider the superintendent’s recommendation of a potential employee for Business Clerk.* Motion to Table - Moved by J Bruzzi, Second by S Bunce, unanimous

5) Adjournment* Moved by J Bruzzi, Second by S Bunce, unanimous at 9:27 PM

***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**).

Approved: _____

S Bunce 6/10/24 Linda Chapman 6/10/24