

Wenden Elementary School
Board of Trustees and the Public
Wednesday, July 2nd, 2025
Work Session 5:45 p.m. - Regular Meeting – 6:00 p.m.
Wenden Elementary District Office
In Person, Via Video Conference & Telephonic

Work Session 5:45 p.m. & Regular Monthly Board Meeting Minutes 6:00 p.m. – July 2nd, 2025

| | | | |
|-------------------------------|------------------------------|---------------------------|------------------|
| Board Members Present: | Board Members Absent: | Employees Present: | Audience: |
| Gary Saiter – Video | Kelly Stacy | Marsha Harold | |
| Brianna Davis- Video | | Sandra Cruz | |
| Kimberly Petrea – In Person | | Regina Friedle-Telephonic | |

Work Session 5:45 p.m.:

1. Pledge of Allegiance – Led by Mr. Saiter.
2. Call Budget Work Session to order at 5:48 p.m. Ms. Harold and board members reviewed the FY26 Expenditure Budget.
3. Adjourn Budget Work Session: Mr. Saiter adjourned the Work Session at 5:56 p.m.

Regular Monthly Meeting Agenda:

1. Call Regular Meeting to order – Mr. Saiter called the meeting to order at 5:56 p.m.
2. Pledge of Allegiance – Mr. Saiter led the Pledge of Allegiance.
3. Approve Agenda of Regular Meeting of July 2nd, 2025. Ms. Davis motioned to approve the regular board meeting agenda. Ms. Petrea seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|------------|------------|---------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

4. Consent Agenda

All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the vote on the motion to remove an item from the Consent Agenda for further discussion and action. Such discussion and action shall take place on items removed from the Consent Agenda immediately following the vote on the Consent Agenda. Consent Agenda items may include any non-controversial subjects.

- A.** Minutes of the Regular Board Meeting of May 13, 2025.
- B.** Ratify resolution for Payroll and Other Expense Vouchers
- C.** Year to Date Expenditure Report – Student Activities - Revenue Report
- D.** Teacherage (School Housing) Report
- E.** Cafeteria Report

Ms. Petrea motioned to approve the consent agenda as presented. Ms. Davis seconded the motion.
Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|------------|------------|---------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

5. **Summary of Current Events** - (*Items to be heard only; the Board will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action.*)

A. Gloria Dean, Superintendent - Administrative Report. - None

B. Board Member - Members of the Board may speak regarding current events. - None

5. Call to the Public - None

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

6. New Business

A. Discussion and possible action to approve the FY2026 Proposed Expenditure Budget.

Ms. Petrea motioned to approve the FY2026 Proposed Expenditure Budget.

Ms. Davis seconded the motion. Motion approved 3-0.

| Name | Aye | Nay | Absent |
|-----------------|------------|------------|---------------|
| Gary Saiter | X | | |
| Kelly Stacy | | | X |
| Brianna Davis | X | | |
| Kimberly Petrea | X | | |

B. Discussion and possible action to approve the request under the provisions of A.R.S. 15-973, Subsection C, for State School Aid advance for Wenden Elementary School. Ms. Petrea motioned to approve the request under the provisions of A.R.S. 15-973, Subsection C, for State School Aid advance for Wenden Elementary School. Ms. Davis seconded the motion. Motion approved 3-0.

| Name | Aye | Nay | Absent |
|-----------------|------------|------------|---------------|
| Gary Saiter | X | | |
| Kelly Stacy | | | X |
| Brianna Davis | X | | |
| Kimberly Petrea | X | | |

C. Discussion and possible action to review and approve a vendor as the Cafeteria Manager for school year 2025-2026. Ms. Petrea motioned to approve Regina Friedle as the vendor for the Cafeteria Manager for school year 2025-2026. Ms. Friedle has prior experience and knowledge with our district. Her RFQ proposal is financially advantageous to the district. Ms. Davis seconded the motion. Motion approved 3-0.

| Name | Aye | Nay | Absent |
|-----------------|------------|------------|---------------|
| Gary Saiter | X | | |
| Kelly Stacy | | | X |
| Brianna Davis | X | | |
| Kimberly Petrea | X | | |

D. Discussion and possible action to review and approve a vendor for technology services and repair for school year 2025-2026. Ms. Petrea motioned to approve Albert powered by K12ITC (Managed Technology for K-12 Schools) proposal for school year 2025-2026. Albert's proposal is advantageous to the district and has the required services needed. Ms. Davis seconded the motion. Motion approved 3-0.

| Name | Aye | Nay | Absent |
|-----------------|------------|------------|---------------|
| Gary Saiter | X | | |
| Kelly Stacy | | | X |
| Brianna Davis | X | | |
| Kimberly Petrea | X | | |

E. Discussion and possible action to approve the extension of services for HVAC Walk-In Cooler and/or Refrigerators & freezer maintenance, parts and repair services for school year 2025-2026 with Double A Services. Ms. Petrea motioned to approve the extension of services for HVAC Walk-In Cooler and/or Refrigerators & freezer maintenance, parts and repair services for school year 2025-2026 with Double A Services. Double A Services is advantageous to the district and performs services in a timely manner as needed. Ms. Davis seconded the motion. Motion approved 3-0.

| Name | Aye | Nay | Absent |
|-------------|------------|------------|---------------|
| Gary Saiter | X | | |

| | | | |
|------------------------|----------|--|----------|
| <i>Kelly Stacy</i> | | | <i>X</i> |
| <i>Brianna Davis</i> | <i>X</i> | | |
| <i>Kimberly Petrea</i> | <i>X</i> | | |

- F.** Discussion and possible action to review and approve a Financial and Management Consultant for school year 2025-2026. Ms. Petrea motioned to approve PGPC as the Financial and Management Consultant for school year 2025-2026. PGPC's proposal is financially advantageous to the district. PGPC has prior working knowledge with the district. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | <i>X</i> | | |
| <i>Kelly Stacy</i> | | | <i>X</i> |
| <i>Brianna Davis</i> | <i>X</i> | | |
| <i>Kimberly Petrea</i> | <i>X</i> | | |

- G.** Discussion and possible action to review oral/written quotes for exterminating services and award a vendor for school year 2025-2026. Ms. Petrea motioned to approve Open Range Pest Control for exterminating services for school year 2025-2026. Open Range Pest Control has had a prior working relationship with the district and is locally owned. Open Range Pest Control is financially advantageous to the district. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | <i>X</i> | | |
| <i>Kelly Stacy</i> | | | <i>X</i> |
| <i>Brianna Davis</i> | <i>X</i> | | |
| <i>Kimberly Petrea</i> | <i>X</i> | | |

- H.** Discussion and possible action to review written quotes for office and classroom supplies and award a vendor(s) for school year 2025-2026. Ms. Petrea motioned to approve two vendors for school year 2025-2026: Quill and School Specialty Essentials. Both vendors have prior working relationship with the district and are financially advantageous to the district. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | <i>X</i> | | |
| <i>Kelly Stacy</i> | | | <i>X</i> |
| <i>Brianna Davis</i> | <i>X</i> | | |
| <i>Kimberly Petrea</i> | <i>X</i> | | |

- I.** Discussion and possible action to approve a vendor for vehicle maintenance for school year 2025-2026. Ms. Petrea motioned to approve two vendors for school year 2025-2026: Grower's Oil (Napa) in Salome and Jones Ford in Wickenburg. Both of these vendors have prior working relationships with the district and are both financially advantageous to the district.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | <i>X</i> | | |
| <i>Kelly Stacy</i> | | | <i>X</i> |
| <i>Brianna Davis</i> | <i>X</i> | | |
| <i>Kimberly Petrea</i> | <i>X</i> | | |

- J.** Discussion and possible action to approve a vendor for bus maintenance for school year 2025-2026. Ms. Petrea motioned to approve RWC as the bus maintenance vendor for school year 2025-2026. RWC has prior working relationship with the district and is financially advantageous because they come on-site and service our buses as needed. Ms. Davis seconded the motion. Motion approved.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | <i>X</i> | | |
| <i>Kelly Stacy</i> | | | <i>X</i> |
| <i>Brianna Davis</i> | <i>X</i> | | |
| <i>Kimberly Petrea</i> | <i>X</i> | | |

- K.** Discussion and possible action to review oral quotes for fuel and award a vendor for school year 2025-2026. Ms. Petrea motioned to approve Salome Shopping Center as the fuel vendor for school year 2025-2026.

Salome Shopping Center has prior working relationship with the district and is financially advantageous. They will invoice the district. Ms. Davis seconded the motion. Motion approved.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- L.** Discussion and possible action to approve a vendor(s) for psychological evaluations for school year 2025-2026. Ms. Petrea motioned to approve Kelly's Educational Services, Inc. as the vendor for psychological evaluations for school year 2025-2026. They have prior working knowledge of our district, they will come on-site to perform services. Ms. Davis seconded the motion. Motion approved 3-0

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- M.** Discussion and possible action to approve the imprest amount of \$2,000.00 for FY26 Revolving Account. Ms. Petrea motioned to approve the imprest amount of \$2,000.00 for FY26 Revolving Account. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- N.** Discussion and possible action to approve the following Sole Source vendors for school year 2025-2026: TDS Telecom; Arizona Public Service; Southwest Gas; Wenden Water; Tyler Technologies; Konica-Minolta; Tyler SIS; Infinite Campus and Primo Brand (formerly Sparkletts). Ms. Petrea motioned to approve the vendors as presented. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- O.** Discussion and possible action to action to approve and adopt the second reading of policy advisories:

Policy Advisory No. 809 Policy A — District Mission and Belief Statement
 Policy Advisory No. 810 Policy AA — School District Legal Status
DELETED Exhibit AA-E — School District Legal Status
 Policy Advisory No. 811 Policy ABA — Community Involvement in Education
 Policy Advisory No. 812 Policy ABAA — Parental Involvement
 Policy Advisory No. 813 Policy AC — Nondiscrimination / Equal Opportunity
 Regulation AC-R — Nondiscrimination / Equal Opportunity
 Exhibit AC-E – Nondiscrimination / Equal Opportunity
 Policy Advisory No. 814 Policy ACA – Sexual Harassment
 Regulation ACA-R – Sexual Harassment; Exhibit ACA-E — Sexual Harassment
 Policy Advisory No. 815 Policy ACAA – Title IX Sex Discrimination
 Regulation ACAA-R – Title IX Sex Discrimination
 Policy Advisory No. 816 **DELETED** Policy AD — Education Philosophy / School District Mission
 Policy Advisory No. 817 Policy GBK — Staff Grievances
 Policy Advisory No. 818 Policy JII — Student Concerns, Complaints, and Grievances
 Policy Advisory No. 863 Exhibit BAA-EB — Evaluation of School
 Board / Board Self-Evaluation (*Update of PA 820, March 2025*)
 Policy Advisory No. 864 Policy IHA — Basic Instructional Program
 Policy Advisory No. 865 Policy JLIF — Sex Offender Notification
 Policy Advisory No. 866 Policy CA — Administration Goals / Priority Objectives
 Policy Advisory No. 867 Policy CB — Superintendent
 Policy Advisory No. 868 Policy CBA — Qualifications and Duties of the Superintendent

Policy Advisory No. 869 Policy CBCA — Delegated Authority
 NEW Regulation CBCA-R — Delegated Authority
 Policy Advisory No. 870 Policy CBI — Evaluation of Superintendent
 Exhibit CBI-EA — Evaluation of Superintendent (***Districts may choose either CBI-EA or CBI-EB***) Exhibit CBI-EB —
 Evaluation of Superintendent
 Policy Advisory No. 871 ***DELETE*** Policy CCB — Line and Staff Relations
DELETE Regulation CCB-R — Line and Staff Relations
 Policy Advisory No. 872 Policy CFD — School - Based Management
 Regulation CFD-R — School - Based Management ***DELETE*** Exhibit CFD-E — School - Based Management ***DELETE***
Policy CFD — School - Based Management (Version for one [1] school District or < than 600 students)
 Policy Advisory No. 873 Policy CHD — Administration in the Absence of Policy
 Policy Advisory No. 874 Policy CK — Administrative Consultants
 Policy Advisory No. 875 Policy CM — School District Annual Report

Ms. Petrea motioned to approve the second reading of the above presented policies and adopt them as presented. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- P.** Discussion and possible action accept the resignation of Jennifer Cameron as a school board member.
 Ms. Petrea motioned to accept the resignation of Jennifer Cameron. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- Q.** Discussion of Policy GCF (Professional Staff Hiring). Ms. Petrea motioned to table Item Q for the next scheduled board meeting. Ms. Davis seconded the motion. Motion approved 3-0.

| <i>Name</i> | <i>Aye</i> | <i>Nay</i> | <i>Absent</i> |
|------------------------|-------------------|-------------------|----------------------|
| <i>Gary Saiter</i> | X | | |
| <i>Kelly Stacy</i> | | | X |
| <i>Brianna Davis</i> | X | | |
| <i>Kimberly Petrea</i> | X | | |

- R.** Requests for future Agenda items.

- S.** Meeting Dates:

Set Date and Time for next Governing Board Meeting:

The next regular meeting will tentatively be Monday, July 14, 2025 at 6:00 p.m.

- 7.** Adjourn Regular Meeting: Mr. Saiter motioned to adjourn the meeting at 6:20 p.m.

Signature of Approval of Minutes

| | |
|--------------|------|
| Board Member | Date |
| Board Member | Date |
| Board Member | Date |
| Board Member | Date |
| Board Member | Date |