



**Regular Public Meeting  
Tuesday, June 3, 2025 at 4:00 p.m.**

**MINUTES**

- I. Call to Order** Randy Hawley  
Randy Hawley called the meeting to order at 4:00.
- II. Pledge of Allegiance** Randy Hawley
- III. Roll Call of Members**  
Randy Hawley, Present  
Lauren Robinson, Present  
Karen McClelland, Present  
April Payne, Present  
Sam Blom, Present
- IV. Statement of Welcome** Randy Hawley
- V. Call to the Public** Randy Hawley  
Public comments from S. Seppi regarding the sale of the property in the Village of Oak Creek. Ms. Seppi spoke on behalf of a transparent process that incorporates creative solutions to meet the needs of area residents.
- VI. Governing Board Member Comments** Board Members  
Lauren Robinson and Karen McClelland congratulated district staff on the outstanding graduation ceremony.
- VII. Superintendent's Update** Tom Swaninger  
Superintendent Swaninger gave an update of events throughout the district, beginning by welcoming the new student representative Kaelin Arizmendi. Dr. Swaninger also discussed the recent graduation ceremony, teachers attending a conference in Phoenix and a website redesign that will be cell-phone friendly.
- VIII. Approve Order of the Agenda Including the Consent Agenda and Minutes** Randy Hawley  
The consent portion of the agenda is to expedite routine matters that must be acted on by the Governing Board of Education. All items approved will be done by one non-debatable motion passed unanimously. Any item may be removed for debate on request of any member of the board, staff, or public. Items removed from the consent portion of the agenda become the first item of business on the regular agenda.

**Attachment 1: Consent Agenda**

1. Minutes for Governing Board meetings: May 13, 2025
2. Payroll vouchers – 23
3. Accounts Payable vouchers – 2543 - 2546
4. Gifts and donations – N/A
5. Fund balance statements – Attached
6. Personnel – Attached

## 7. Approved Fundraisers – N/A

**Motion made by Sam Blom/Lauren Robinson:** A motion to approve the order of the agenda including the consent agenda and minutes carried by a vote of 5-0.

## IX. Business Items and Presentations

### A. First Reading of Changes to Policy BE to Reschedule Regular Board Meetings in FY 26

Tom Swaninger

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 2: Proposed Policy BE
- This policy change would move meetings to the second Tuesday of the month. The change would enable the business office to meet compliance dates throughout the year without additional meetings. A second reading and adoption vote will occur during the July meeting.

### B. First Reading of ASBA Policy Updates 876 - 908

Tom Swaninger

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 3: Policy Advisories 876-905
- Attachment 4: Policy Advisories 906-908
- Dr. Swaninger reviewed the attached policy updates. The second reading and adoption vote for these policies will be on the July agenda.

### C. Second Reading of ASBA Policy Updates 819 - 875

Tom Swaninger

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 5: Policy Advisories 819-862
- Attachment 6: Policy Advisories 863-865
- Attachment 7: Policy Advisories 866-875
- **ACTION ITEM:** Discussion and possible action to approve policy advisories 819-875.
- Dr. Swaninger gave an overview of the proposed policy updates. Advisories in attachment 7 direct board members to select a new superintendent evaluation. The board would like to postpone a vote on these policies to give them additional time to review the options. The board would like to amend policy BBA in advisory 822 to strike the number of minutes before a meeting is rescheduled. The amended section of the policy will read “In the event that a quorum is not present, the meeting may be canceled and another meeting scheduled, with due and proper notices as prescribed by policy and law.”
- **Motion made by Karen McClelland/Sam Blom:** A motion to approve policy advisories in attachments 5 and 6 carried by a vote of 5-0. A vote on policy advisories 866-875 in attachment 7 will be delayed until the July meeting.

### D. Annual Food Service Renewal with SFE (3<sup>rd</sup> of 4 annual renewals)

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 8: SFE Contract Renewal Amendment
- **ACTION ITEM:** Discussion and possible action to approve the annual food service contract with SFE for FY26.
- Stacy Saravo gave an overview of the proposed renewal of the food service agreement. Board members verified that the food management company has been performing well and that there have not been any significant problems.

- **Motion made by Lauren Robinson/Karen McClelland:** A motion to approve the annual food service contract with SFE for FY26 carried by a vote of 5-0.

#### **E. YCESA Waiver of Conflict of Interest**

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 9: Waiver of Conflict of Interest Form
- **ACTION ITEM:** Discussion and possible action to approve the Waiver of Conflict of Interest with YCESA.
- Stacy Saravo gave an overview of this annual waiver.
- **Motion made by Sam Blom/Karen McClelland:** A motion to approve the Waiver of Conflict of Interest carried by a vote of 5-0.

#### **F. Authorization to Exceed M & O Subsections**

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 10: FY26 Exceed M&O Subsections Authorization Form
- **ACTION ITEM:** Discussion and possible action to authorize excess expenditures within subsections 100, 200, 400, 500, 600, 700, 800, and 900 of the Maintenance & Operations budget in fiscal year 25-26.
- Stacy Saravo gave an overview of this authorization allowing the district to exceed spending in a particular category as long as the overall budget limit is not exceeded. This provides the district flexibility to meet needs as they arise.
- **Motion made by Lauren Robinson/Karen McClelland:** A motion to authorize excess expenditures within subsections 100, 200, 400, 500, 600, 700, 800, and 900 of the Maintenance & Operations budget in fiscal year 25-26 carried by a vote of 5-0.

#### **G. Execution of Warrants Between Board Meetings**

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 11: FY26 Execution of Warrants Between Meetings Authorization Form
- **ACTION ITEM:** Discussion and possible action to authorize the execution of warrants between board meetings during FY26.
- Finance Director Stacy Saravo gave an overview of this authorization that facilitates payments between board meetings.
- **Motion made by Karen McClelland/Sam Blom:** A motion to authorize the execution of warrants between board meetings in FY26 carried by a vote of 5-0.

#### **H. Emergency Procurement Authorization**

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 12: Emergency Procurement Designee Form
- **ACTION ITEM:** Discussion and possible action to authorize Stacy Saravo and Jennifer Chilton to procure emergency services when necessary during FY26.
- Stacy Saravo requested this authorization to allow 2 district staff members to procure services in emergency situations without following normal procurement procedures. Complete details would be provided to the board at the first possible meeting.
- Board member Sam Blom asked if there is a dollar limit. Ms. Saravo noted that this would be addressed on a case by case basis. Randy Hawley verified that there are approximately 2 emergency procurements per year, typically for expenses like HVAC repairs.
- **Motion made by Lauren Robinson/Sam Blom:** A motion to authorize Stacy Saravo and Jennifer Chilton to procure emergency services when necessary during FY26 carried by a vote of 5-0.

**X. Other Business**

Randy Hawley

Future board meeting dates and agenda items: The next board meeting is scheduled for Tuesday, July 1.

**XI. Adjournment**

Randy Hawley

**Motion made by Sam Blom/Karen McClelland:** A motion to adjourn the meeting at 4:35 carried by a vote of 5-0.

Submitted by: Amanda Stanfield

**Signature of Attendees:**

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Randy Hawley

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Lauren Robinson

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Sam Blom

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Karen McClelland

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April Payne