MINUTES

GOVERNING BOARD MEETING – GILA INSTITUTE FOR TECHNOLOGY DISTRICT #2

Tuesday, October 14, 2025 – 6:00 p.m.
GIFT Office

OPENING OF THE MEETING

The meeting was called to order at 6:00 pm

Pledge of Allegiance

Roll Call

Present:

Mr. B.K. Merriman, President
Mr. Eddie Bowman, Member
Mrs. Christie Brown, Member
Mrs. Sherry Carbajal, Member
Mr. Mark Claridge, Member
Mrs. Kim Waters, Member

Mr. Clay Emery, Superintendent
Mrs. Michele Johnson, Business Manager
Mrs. Brenda Garcia, Administrative Assistant

Absent:
Mrs. Tamara Melton, Member

Public: Kayla Presley - CTE Director, Joshua Free, Tagan Jensen, Heidi Miller, Lucas Soohy.

1. Adoption of the Agenda -The Governing Board reserves the right to reschedule, delete, or arrange items on the agenda, to efficiently conduct its business. **(Action)**
   Motion made by Mrs. Carbajal to adopt the agenda as presented by the administration. Motion seconded by Mrs. Brown. Motion carried 6/0.

Item #1				
Name	**Aye**	**Nay**	**Abstain**	**Absent**
Eddie Bowman	X			
Christie Brown	X			
Sherry Carbajal	X			
Mark Claridge	X			
Tamara Melton				X
B.K. Merriman	X			
Kim Waters	X			

CALL TO THE PUBLIC – *None*

DECLARATION OF CONFLICT OF INTEREST – *None*

REPORTS AND QUESTIONS

2. Superintendent's Summary- ***Mr. Emery gave an informative report to the board.***

CONSENT AGENDA – Action

Approval of routine payroll and expense vouchers/routine matters.

3. Approval of Minutes of September 9, 2025, Regular Meeting.
   Recommendation to approve/ratify financial matters**.**

A. Payroll and expense vouchers.
B. Cash balance reports.

Motion made by Mrs. Brown to approve the consent agenda items as presented. Motion seconded by Mr. Bowman. Motion carried 6/0.

Item #3				
Name	**Aye**	**Nay**	**Abstain**	**Absent**
Eddie Bowman	X			
Christie Brown	X			
Sherry Carbajal	X			
Mark Claridge	X			
Tamara Melton				
B.K. Merriman	X			
Kim Waters	X			

LEGAL/FINANCIAL

New Business

4. Discussion and approval of FY 2024-2025 Annual Financial Report (AFR) and the School-Level Reporting Form. (**Action**) ***Motion made by Mrs. Brown to approve the FY 2024-2025 Annual Financial Report (AFR) and the School-Level Reporting Form. Motion seconded by Mrs. Waters. Motion carried 6/0.***

Item #4				
Name	**Aye**	**Nay**	**Abstain**	**Absent**
Eddie Bowman	X			
Christie Brown	X			
Sherry Carbajal	X			
Mark Claridge	X			
Tamara Melton				X
B.K. Merriman	X			
Kim Waters	X			

5. Discussion and approval of funding for DHS afternoon travel to central campus. **(Action)** ***Motion made by Mr. Claridge to approve funding for DHS afternoon travel to central campus in the amount of $17,000. Motion seconded by Mr. Bowman. Motion carried 6/0.***

Item #5				
Name	**Aye**	**Nay**	**Abstain**	**Absent**
Eddie Bowman	X			
Christie Brown	X			
Sherry Carbajal	X			
Mark Claridge	X			
Tamara Melton				X
B.K. Merriman	X			
Kim Waters	X			

6. Discussion and approval of funding for DHS CTE truck and trailer. (**Action**) **Motion made by Mr. Claridge to approve funding for DHS CTE truck and trailer up to $61,001.57. Motion seconded by Mr. Bowman. Motion carried 6/0.**

Item #6				
Name	**Aye**	**Nay**	**Abstain**	**Absent**
Eddie Bowman	X			
Christie Brown	X			
Sherry Carbajal	X			
Mark Claridge	X			
Tamara Melton				X
B.K. Merriman	X			
Kim Waters	X			

7. Discussion of proposed board policies, second reading. **(Action)**
Policy GDFA – Support Staff Qualifications and Requirements
Policy IKF – Graduation Requirements (Additional language for Accommodation Schools Only) **Motion made by Mrs. Brown to approve board policies. Motion seconded by Mrs. Carbajal. Motion carried 6/0**.

Item #7				
Name	**Aye**	**Nay**	**Abstain**	**Absent**
Eddie Bowman	X			
Christie Brown	X			
Sherry Carbajal	X			
Mark Claridge	X			
Tamara Melton				X
B.K. Merriman	X			
Kim Waters	X			

8. First reading/review of Policy, Regulations and Exhibits **(First Reading Only).**
Policy EA — Support Services Goals / Priority Objectives
DELETED Policy EBAA — Reporting Hazards / Warning Systems
DELETED Regulation EBAA-R — Reporting Hazards / Warning Systems
EBAB — Hazardous Materials EBBB — Accident Reports Regulation
EBBB-R — Accident Reports
EBC — Emergencies
DELETED Policy EBCD — Weather – Related and Emergency Closings
ECA — Security
ECAC — Vandalism
ECB — Building and Grounds Maintenance
DELETED Policy ED — Materials and Equipment Management
EDB — Maintenance and Control of Materials and Equipment
DELETED Policy EDBA — Maintenance and Control of Instructional Materials

EDC — Authorized Use of School - Owned Materials and Equipment
EE — Transportation Services
EEA — Student Transportation
DELETED Policy EEAA — Walkers and Riders
EEAE — Bus Safety Program
EEAEA — Bus Driver Requirements, Training and Responsibilities
DELETED Policy EEAEAA — Drug and Alcohol Testing of Transportation Employees
EEAEB — Bus Purchasing and Maintenance
DELETED Policy EEAEC — Student Conduct on School Buses Policy
DELETED Policy EEAF — Special Use of Buses
DELETED Policy EEAG — Student Transportation in Private Vehicles
EEB — Business and Personnel Transportation Services
DELETED Policy EEBD — Business Transportation Records and Reports
EF — Food Services Regulation EF-RA — Food Services
DELETED Policy EFC — Free and Reduced - Price Food Services
EFD — Pricing of and Payment for Food Services
DELETED Policy EFDA — Collection of Money / Food Tickets Policy Advisory
DELETED Policy EFE — Competitive Food Sales / Vending Machines
DELETED Policy EG — Office Services
EGAD — Copyright Compliance
EGAE — Mail and Delivery Services
EGAEA — Electronic Mail NEW
EGD — Use of Technology in Office
EHB — Data / Records Retention
FA — Facilities Development Goals / Priority Objectives
FCB — Retirement of Facilities
FEA — Educational Specifications for Construction
FF — Naming Facilities
GBEB — Staff Conduct

BUSINESS/PERSONNEL

New Business

9. Review/confirm board meeting schedule.

Regular/Special Meetings for 2025-2026 School Year

--- Tuesday, November 4, 2025, 6 pm
--- Tuesday, December 9, 2025, 6 pm GIFT Office
--- Tuesday, January 13, 2026, 6 pm GIFT Office

ADJOURNMENT

Meeting adjourned at 6:44 pm

Chairman Signature **Date**