

# MINUTES

## GOVERNING BOARD MEETING – GILA INSTITUTE FOR TECHNOLOGY DISTRICT #2

Tuesday, December 12, 2023 – 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  
Mrs. Sherry Carbajal, Member  
Mr. Mark Claridge, Member  
Mrs. Kim Waters, Member

Mr. Clay Emery, Superintendent

##### Absent:

Mr. Eddie Bowman, Member  
Mrs. Christie Brown, Member  
Mrs. Tamara Melton, Member

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 Mr. Claridge. Motion carried 4/0.***

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 a thorough report to the board including information from the CTE Data Portal for GIFT Central Campus and Satellite Districts.***

### CONSENT AGENDA – Action

Approval of routine payroll and expense vouchers/routine matters.

3. Approval of Minutes of the November 14, 2023, Regular Meeting  
Recommendation to approve/ratify financial matters.

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

**Motion made by Mr. Claridge to approve the consent agenda items as presented. Motion seconded by Mrs. Waters. Motion carried 4/0.**

Item #3				
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			

**LEGAL/FINANCIAL  
New Business**

- 4. Recommendation to approve The Professional Group Public Consulting, Inc. for contracted procurement services. **(Action).**

**Motion made by Mr. Claridge to The Professional Group Public Consulting, Inc. for contracted procurement services. Motion seconded by Mrs. Waters. Motion carried 4/0.**

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. Recommendation to discard items from GIFT fixed assets. **(Action)**

**Motion made by Mrs. Waters to discard items from GIFT fixed assets. Motion seconded by Mrs. Carbajal. Motion carried 4/0. (See Board Packet)**

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. Recess to executive session to discuss Superintendent Evaluation and Contract for December 2023 meeting as per Policy (Action)

***Motion made by Mr. Claridge to recess to executive session to discuss Superintendent Evaluation and Contract for December 2023 meeting as per Policy. Motion seconded by Mrs. Waters. Motion carried 4/0.  
Time: 6:45 pm***

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. Reconvene in open session. (Action)

***Motion made by Mr. Claridge to reconvene in open session. Motion seconded by Mrs. Waters. Motion carried 4/0.  
Time: 7:43 pm***

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. Approval of Superintendents Annual Evaluation and Contract. **(Action)**  
***Motion made by Mr. Claridge to approve Superintendents Annual Evaluation and Contract for July 1, 2024 through June 30, 2026. Motion seconded by Mrs. Carbajal. Motion carried 4/0.***

Item #8				
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			

**BUSINESS/PERSONNEL**

**New Business**

9. Review/confirm board meeting schedule.  
 Regular/Special Meetings for 2023-2024 School Year

--- Tuesday, January 9, 2024, 6 pm  
 --- Tuesday, February 13, 2024, 6 pm

**ADJOURNMENT**

***Meeting adjourned at 7:52 pm***

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Chairman Signature

Date