Student Transportation Advisory Council (STAC) Meeting Minutes
Date: November 4, 2026
Time: 10:05 a.m. to 12:15 p.m.
Location: AZPOST Boardroom and Virtual Participation

Call to Order
The meeting was called to order by Chair Nick Franklin at approximately 10:05 a.m. A quorum was confirmed. The Pledge of Allegiance was recited.

Attendance
Council members present

- Denice Hall
- Nick Franklin, Chair
- Jason Nelson
- Nicholas Lloyd
- Sean Ross
- Weston White
- Tom Hartman
- Trace Tolby

Other Attendees

- Jordan Tower, Assistant Attorney General

Public Comment Request-

- Norma Frye

Approval of Previous Minutes
Motion
Approve the September 2, 2026, meeting minutes
Moved by: Sean Ross
Seconded by: Nicholas Lloyd
Result: Motion carried.

New Business
Appointment of STAC Secretary
Chair Nick Franklin discussed the extensive administrative support provided by Kimberly Thomas and recommended formally appointing her as STAC Secretary.
Motion
Create the STAC Secretary position and appoint Kimberly Thomas as STAC Secretary.

Moved by: Denice Hall
Seconded by: Mr. Tolby
Result: Motion carried.

Parliamentary Procedures and Robert's Rules
The council discussed improving compliance with parliamentary procedures and Robert's Rules of Order. Assistant Attorney General Jordan Tower advised that training materials are being prepared and may be presented at a future meeting, potentially after new council members are appointed.

Call to the Public
Comments from Norma Frye
Norma Frye expressed concerns regarding proposed hours-of-service revisions and the potential economic impact on Arizona school districts. Topics discussed included:

- Potential increases in transportation costs.
- Financial strain on school districts due to declining enrollment and budget limitations.
- The need for a comprehensive economic impact analysis.
- Concerns regarding a lack of data demonstrating measurable safety improvements resulting from the proposed changes.

She requested that no changes be adopted until both financial and safety impacts are fully evaluated.

Rule Review and Proposed Amendments
Driver Pre-Trip Inspection Requirement
Rule 13-13-104(A)
The council discussed revising language to clarify that the driver operating the bus is responsible for conducting the pre-trip inspection.
Motion
Approve the language revision clarifying driver responsibility for the pre-trip inspection, with final wording to be refined by DPS staff.
Moved by: Denice Hall
Seconded by: Jason Nelson
Result: Motion carried.

School Bus Stop Locations
The council reviewed new language prohibiting school bus stops in designated right-turn lanes to reduce the possibility of vehicles passing stopped buses on the right.
Motion
Approve language prohibiting stops within designated right-turn lanes, with wording refinements by DPS staff.

Moved by: Jason Nelson
Seconded by: Mr. Tolby
Result: Motion carried.

Hours of Service
The council reviewed revisions clarifying compensated time calculations and hours-of-service requirements.
Discussion included:

- Weekly compensated-hour calculations.
- Driver availability.
- Compliance with state and federal transportation regulations.
- Potential impacts on trip scheduling and driver shortages.

Motion
Approve revised language regarding compensated time calculations under Sections 3 and 4.
Moved by: Jason Nelson
Seconded by: Nicholas Lloyd
Result: Motion carried.
Motion
Approve the addition of a 34-hour restart provision under Sections 5 and 6.
Moved by: Mr. Tolby
Seconded by: Jason Nelson
Result: Motion carried.

Tobacco and Nicotine Products
The council discussed updating language regarding tobacco products and vaping devices on school buses. Discussion focused on safety standards versus local district policy.
Approved Language

- A school bus driver or passenger shall not use tobacco or nicotine in any form on a school bus.
- Student passengers shall not possess tobacco or vaping products of any kind.

Motion
Approve the revised tobacco and nicotine language.
Moved by: Jason Nelson
Seconded by: Weston White
Result: Motion carried.

Service Animals
The council reviewed proposed language requiring service animals to be approved by DPS.

Discussion identified possible conflicts with ADA requirements. Jordan Tower agreed to research the issue and provide legal guidance at a future meeting. The item was tabled without action.

Two-Way Communication Systems
The council discussed modernization of communication system language and ensuring that bus communication devices remain vehicle-mounted while allowing evolving technology.
Motion
Approve revised communication system language and remove references limiting the provision to traditional radio systems.
Moved by: Sean Ross
Seconded by: Mr. Tolby
Result: Motion carried.

Railroad Crossing Language
Minor grammatical and clarification changes were reviewed.
Motion
Replace the term “motor” with “engine” where applicable.
Moved by: Tom Hartman
Seconded by: Denice Hall
Result: Motion carried.

Evacuation Drill Video Requirement
The council discussed requiring students to view a department-approved evacuation video prior to conducting evacuation drills.
Motion
Require students to watch a department-approved and department-provided evacuation video before evacuation drills.
Moved by: Denice Hall
Seconded by: Mr. Tolby
Result: Motion carried.

Electronic Reporting Revisions
The council reviewed updates replacing references to the DPS online portal with electronic submission requirements for driver updates along with Evacuation Drill Reporting below.
Accident/Incident Reporting
Moved by: Jason Nelson
Seconded by: Denice Hall
Result: Motion carried.

Evacuation Drill Reporting
Moved by: Tom Hartman
Seconded by: Denice Hall
Result: Motion carried.

Future Business
Upcoming Topics

- Robert's Rules and Open Meeting Law refresher training by Assistant Attorney General Jordan Tower.
- Continued review of transportation standards revisions.
- Legal review of service animal language.

Upcoming Meetings

- Virtual Meeting: November 18, 2026, at 11:00 a.m.
- Regular Meeting: December 9, 2026, at 10:00 a.m.

Adjournment
With no further business before the council, a motion to adjourn was made and approved. Chair Nick Franklin adjourned the meeting after approximately two hours and ten minutes.