



**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**June 28, 2022**

**Members Present:** David Merrill, President; Chuck Waldo, Vice-President; Diana Butler, Member; Margaret Gabe Member Excused; Jennifer Brimhall, Member

**Others Present:** Dr. Michael L. Wright, Superintendent of Schools, Kimberly Dugdale, Chief Financial Officer and administrative staff

**1. Opening Ceremony**

**Pledge of Allegiance @ 5:00 pm by Chuck Waldo**

**Fiscal Year 2023 Proposed Budget**

Presentation by Kimberly Dugdale, Chief Financial Officer, proposed budget for 2023 Fiscal Year

**2. Consent Agenda Motion to approve by Jennifer Brimhall, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**2. 1. Minutes**

Minutes of Regular Governing Board meeting held on May 18, 2022, Governing Board meeting held for the Board approval or correction.

**2. 2. Vouchers and Reports**

Before approval at each Governing Board meeting, Governing Board members may review vouchers. Vouchers represent orders for payment of material, equipment, salaries, and services.

Approve Payroll Vouchers:

|    |              |
|----|--------------|
| 29 | 518,457.28   |
| 30 | 52,462.47    |
| 31 | 761,751.01   |
| 32 | 1,095,500.83 |
| 33 | 239,021.73   |

**Total\$2,667,193.32**

Approve Expense Vouchers:

|      |            |
|------|------------|
| 3077 | 27,797.35  |
| 3078 | 36,979.34  |
| 3079 | 73,672.03  |
| 3080 | 112,761.32 |
| 3081 | 220.90     |
| 3082 | 59,084.52  |
| 3083 | 96,782.80  |
| 3084 | 2,734.25   |
| 3085 | 55,956.05  |
| 3086 | 162,983.00 |
| 3087 | 41,090.49  |
| 3088 | 42,648.97  |
| 3089 | 83,939.92  |

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|      |            |
|------|------------|
| 3090 | 102,311.28 |
| 3091 | 78,675.99  |

**Total \$ 977,647.21**

Approve Student Activity & Auxiliary Operation Vouchers:

|      |          |
|------|----------|
| 6140 | 420.00   |
| 6141 | 2,954.32 |
| 6142 | 213.37   |
| 6143 | 5,228.56 |
| 6144 | 30.00    |
| 6145 | 3,565.55 |
| 6146 | 1,464.11 |
| 6147 | 3,674.59 |
| 6148 | 8,692.13 |
| 6149 | 102.55   |
| 6150 | 192.00   |
| 6151 | 850.00   |
| 6152 | 1,964.07 |
| 6153 | 4,158.16 |
| 6154 | 4,281.00 |
| 6156 | 1,874.70 |
| 6157 | 324.07   |
| 6158 | 4,528.79 |

**Total \$ 44,517.97**

2.3. **Personnel**

2.4. **Recommendation to Approve School Year 2021-2022 Stipends and Transportation Perfect Attendance Payouts**

Superintendent recommends the Governing Board approve the School Year 2021-2022 stipends. A list is provided to the Board in a separate handout.

2.5. **Recommendation to Approve Leave/Vacation Payouts for School Year 2021-2022**

Superintendent recommends the Governing Board approve leave/vacation payouts for the 2021-2022 School Year. A list is provided to the Governing Board in a separate handout.

2.6. **Recommendation to Review and Approve the Administration Contracts for the 2022-2023 School Year**

Superintendent recommends the Governing Board review and approve the renewal of administrative contracts for the 2022-2023 School Year. A list has been provided to the Governing Board as a separate handout.

2.7. **Recommendation to Review and Approve the Salaried Employee Contracts for the 2022-2023 School Year**

Superintendent recommends the Governing Board review and approve the renewal of salaried employee contracts for the 2022-2023 School Year. A list has been provided to the Governing Board as a separate handout.

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**2.8. Recommendation to Review and Approve the Employment of Hourly Staff for the 2022-2023 School Year**

Superintendent recommends the Governing Board review and approve the employment of hourly staff for the 2022-2023 School Year. A list has been provided to the Governing Board as a separate handout.

**2.9. Recommendation to Approve the 2021-2022 Proposition 301 Performance Pay Plan Payments (remainder of December and June)**

The Superintendent recommends the Governing Board approve the Proposition 301 Performance Pay Plan Payments (2<sup>nd</sup> half) for the 2021-2022 School Year for two teachers unintentionally left off the list provided in May. A list is provided to the Board in a separate handout.

**2.10. Recommendation to Review and Approve Out of State Travel Request for High School Football Camp**

Superintendent recommends the Governing Board review and approve out of state travel for a football camp, July 13-16, 2022, Huntington Beach, CA. Fundraiser monies will pay for hotel expenses, camp registration fees will pay for all additional expenses.

**2.11. Recommendation to Approve the May Financial Reports and Fundraisers**

Superintendent requests the Governing Board approve the May tax credit, auxiliary operations, student activity financial reports and fundraiser list. Copies of the financial reports and fundraiser list is provided to the Board in a separate handout.

**3. Business**

**3.1. Recommendation to Approve the Proposed Budget for Fiscal Year (FY) 2023**

Superintendent recommends the Governing board approve the proposed budget for Fiscal Year 2023. This is an annual requirement for Board approval.

**Motion to approve by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.2. Recommendation to Approve the Hire of New Employee for the 2022-2023 School Year**

Superintendent recommends the Governing Board approve the hire of the following employee:

- Michael Granillo, Boys Basketball Coach
- Britni Hamblin, Girls Soccer Coach
- Tyson Adams, Teacher, High School
- Maria Quinlitan, Teacher, Junior High School
- Matthew Smith, Maintenance
- William Maxwell, Maintenance
- Kendra Holmes, Bus Driver
- Angelina Plympton, Custodian

**Motion to approve by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

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**3.3. Recommendation to Approve Memorandum of Understanding (MOU)**

Superintendent recommends the Governing Board approve a Memorandum of Understanding between Sitgreaves Community Development Corporation and Blue Ridge Unified School District, effective July 1, 2022. The MOU formalizes the relationship between the participating entities to increase quality childcare in the Town of Pinetop-Lakeside.

**Motion to approve by Diana Butler, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.4. Recommendation to Approve the Food Service Management Contract Services**

Superintendent recommends the Governing Board approve the request to renew the Food Service Management Contract Services with Southwest Food Services.

**Motion to approve by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.5. Recommendation to Review and Approve Food Service Meal Prices School Year 2022-2023**

Superintendent recommends the Governing Board approve meal prices District- wide. School Year 2022-2023 breakfast \$1.85, lunch \$3.00 (elementary), \$3.10 (junior high/high school). We are pleased to announce the Blue Ridge Unified School District will not be required to increase meal prices.

**Motion to approve by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.6. Recommendation to Approve the 2022 Summer Food Program**

Superintendent recommends the Governing board approve the 2022 summer food program, July 11-14 and July 18-21, Monday – Thursday, 1:00 pm – 2:00 pm, High School. Students 18 years and under are welcome to participate. USDA program waivers set to expire June 30, 2022, therefore, all meals for July program must be consumed on site.

**Motion to approve by Jennifer Brimhall, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.7. Recommendation to Approve the TALON IGA for the 2022-2023 School Year**

Superintendent recommends the Governing board review and approve the TALON IGA for SY 2022-2023. This is an annual requirement for Board approval.

**Motion to approve by Chuck Waldo, second Jennifer Brimhall, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.8. Recommendation to Approve the Intergovernmental Agreement (IGA), Joint Technical Educations Courses (JTED) and NAVIT Programs, School Year 2022-2023**

Superintendent recommends the Governing Board approve the IGA between Blue Ridge Unified School District and its CTED and NAVIT programs, 2022-2023 School Year. This is an annual requirement.

**Motion to approve by Jennifer Brimhall, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**3.9. Recommendation to Approve the Intergovernmental Agreement (IGA), Dual Enrollment, School Year 2022-2024**

Superintendent recommends the Governing Board approve the IGA between Blue Ridge Unified School District and Northland Pioneer Community College, Dual Enrollment programs, 2022-2024 School Year. This IGA is renewed every two years.

**Motion to approve by Diana Butler, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

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3.10. **Superintendents Report**

- Superintendent to provide details regarding items directed by the board to include:
  - District Update

**Condolences to the McGowen family.**

4. **Call to the Public**

The public is invited to make comments to, or requests of, the Governing Board regarding items that are not listed at this time elsewhere on the Agenda. Those wishing to address the Board are asked to submit a Request to Address the Governing Board form, available from the secretary to the Governing Board. Members of the Board may not discuss items, not on the Agenda. Therefore, action taken as a result of the public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. The Operating Rules of the Public are as follows: Individual time limit is three minutes per person, and time cannot be seeded to another individual.

**None**

**Motion to move into executive session by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

5. **Superintendent Dr. Michael L. Wright, Performance Evaluation**

Discussion and possible action regarding the annual performance review, the award of performance pay to the Superintendent. The Governing Board may vote to convene in executive session, which shall not be open to the public, pursuant to A.R.S. §38-431.03(A) (1) for the discussion of personnel matters.

**Motion to move into open session by Chuck Waldo, second Jennifer Brimhall, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**Motion to approve performance payment for Dr. Michael Wright, Superintendent by Jennifer Brimhall, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

**Motion to approve Dr. Michael Wright, Superintendent contract by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

6. **Announcements**

The Board will be provided calendar items with respect to future meeting dates and other information concerning the Governing Board. Regular **Governing Board meeting will be held on Tuesday, July 12, 2022, hearing at 4:45 pm Board meeting at 5:00 pm.**

7. **Adjournment @ 7:02 pm, Motion to adjourn by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

Dated July 1, 2022

Respectfully submitted by,

Mary L. Ford,

Executive Board Secretary