



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
REGULAR GOVERNING BOARD MEETING MINUTES
July 13, 2021

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

Others Present: Dr. Michael L. Wright, Superintendent of Schools; Brenda Thomas-Martinez, Director of Finance and Business Operations; members of the administrative staff of Blue Ridge Unified School District, as well as interested citizens.

1. Opening Ceremony

Pledge of Allegiance @ 5:10 pm by David Merrill

Recognition of July BR Star Award

- Brenda Thomas-Martinez, Director of Finance and Business Operations

Donation for School Year 2021-2022

- Greenhouse, valued in the amount of \$15,000.00 dollars

2. Consent Agenda Motion to approve by Margaret Gabe, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall.
Item 2.11 and 2.12 voted and approved separately

2. 1. Minutes

Minutes of Regular Governing Board meeting held on June 8, 2021, Regular Governing Board meeting and June 29, 2021, Special 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:

32	241,095.79
33	16,456.78
34	207,684.81
35	111,006.37

Total \$ 576,243.75

Approve Expense Vouchers:

2079	32,822.96
2080	732.89
2081	15,767.97
2082	66,349.56
2083	47,879.76

Total \$ 16,353.14

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Approve Student Activity & Auxiliary Operation Vouchers:

5090	2,036.40
5091	25.00
5092	20,134.98
5093	618.38
5094	1,060.37
5095	553.52
5096	10,695.16
5097	3,419.90
5098	3,784.16
5099	5,511.12
5100	3,682.40
5101	691.05
5102	73.91
5103	322.49

Total \$ 52,608.84

2.3. **Personnel**

2.4. **Recommendation to Review and Approve the Hire of the Following Employees for the 2021-2022 School Year**

The Superintendent recommends the Governing Board approve the hire of the following employees:

- Daniel Robinson, Dean of Students, Elementary School (new position)
- Samantha Rose, Instructional Aide, Elementary School (replacement position)
- Tiffany McFall, Instructional Aide, Elementary School (replacement position)
- Kimberly Hickam, SPED 1 Aide, Elementary School (replacement position)
- Molly Norcutt, Teacher, Elementary School (replacement position)
- Barbara Martinez, Title I Aide, Elementary School (replacement position)
- Sarah Ginn, SPED 1 Aide, Elementary School (replacement position)
- Christy Pico, Title 1 Aide, Elementary School (replacement position)
- Jenny Hess, SPED 1 Aide, Elementary School (replacement position)
- Catherine Doyle, Student Support, Elementary School (new position)
- Kaylee Bradford, Teacher, Elementary School (replacement position)

2.5. **Recommendation to Approve Credit Card Users**

Superintendent recommends the Governing Board approve and authorize the addition of two credit card users for the Wells Fargo account, Brian Jackson, (Accounting Specialist), Barbara Simington, (Food Service Liaison/Accounting Specialist).

2.6. **Recommendation to Approve Bank Signers**

Superintendent recommends the Governing board review and approve Brian Jackson (Accounting Specialist), to be appointed as a check signer on the student activity account; auxiliary operations account, extracurricular tax credit account, revolving fund account, lunch fund and miscellaneous account.

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2.7. Recommendation to Review and Approve Salary Advancement for Completed Continuing Education

Superintendent recommends the Governing Board review and approve salary advancement for course work completed. The completion of continuing education qualifies the following for salary advancement per Policy GCBA-E. A list has been provided to the Board as a separate handout.

2.8. Recommendation to Review and Approve Administrator Contract for the 2021-2022 School Year

Superintendent recommends the Governing Board review and approve the renewal of administrator contract for the 2021-2022 School Year. A list has been provided to the Governing Board as a separate handout.

2.9. Recommendation to Review and Approve Update of Policy GCQEAB

Superintendent recommends the Governing Board review and approve the update of Policy GCQEAB, to include vacation, leave of administrative personnel.

2.10. Recommendation to Review and Approve Contracted Related Service Providers for the 2021-2022 School Year

Superintendent recommends the Governing Board approve annual request for the following therapists who provide related services to students qualifying for Special Education Services:

- Dr. Jeffrey Hurst, Educational Psychological Testing
- Lori Morse-Occupational Therapist Services
- Sarah Struthers-Occupational Therapist Services
- White Mountain Physical Therapy-Physical Therapist Services
- Kathy Lacapa-Boegl, Speech Language Pathologist Services

2.11. Recommendation to Approve Out of State Travel

Superintendent recommends the Governing Board approve out of state travel for the girls soccer team (high school) in July.

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

2.12. Recommendation to Approve Out of State Travel

Superintendent recommends the Governing Board approve out of state travel, football camp to California (high school) in July.

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

2.13. Disclosure of Actual or Potential Conflict of Interest

A.R.S. § 38-503. Arizona Statute requires all Governing Board members and staff disclose actual and potential conflicts of interest. Dr. Wright's consulting firm is retained by the Arizona Risk Retention Trust or 'Trust' to provide professional services. Details concerning Dr. Wright's involvement are provided within the Board packet.

2.14. Recommendation to Review and Approve the June Financial Reports

Superintendent recommends the Governing Board review and approve June tax credit, auxiliary operations and student activities financial reports. Copies of the financial reports have been provided to the Board as a separate handout.

3. Business

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- 3.1. **Recommendation to Approve and Adopt the Expenditure Budget for Fiscal Year 2022**
Superintendent recommends the Governing board approve and adopt the expenditure budget for Fiscal Year 2022. This is an annual requirement. Dr. Wright and Brenda Thomas-Martinez will be available for questions.
Motion to approve by Jennifer Brimhall, second Margaret Gabe, passed by unanimous vote- David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall
- 3.2. **Recommendation to Approve the TALON IGA for the 2021-2022 School Year**
Superintendent recommends the Governing board review and approve the TALON IGA for SY 2021-2022. 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, Margaret Gabe, Diana Butler, Jennifer Brimhall
- 3.3. **Recommendation to Approve and Utilize Arizona State University (ASU) Prep Digital Grades 1-12 as a Curriculum Support**
Superintendent recommends the Governing board approve the ASU Prep Digital program as a curriculum support for grades 1-12.
Motion to approve by Chuck Waldo, second Diana Butler, passed by unanimous vote- David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall
- 3.4. **Recommendation to Review and Approve Instructional Minutes for School Year 2021-2022**
Provided by Brenda Thomas-Martinez for Board review and approval.
We will table this item, approval at a later date.
- 3.5. **Superintendents Report**
• Preparation for return to school
- 3.6. **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, August 10, 2021 at 5:00 pm.**
4. **Adjournment @ 5:37 pm** Motion to adjourn by Jennifer Brimhall, second Chuck Waldo, passed by unanimous vote- David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall

Dated July 16th, 2021

Respectfully submitted by,

Mary L. Ford
Executive Secretary to Governing Board

EXECUTIVE SESSION/ADMNITION: All persons present during an executive session are hereby reminded that minutes of and discussions made at executive sessions shall be kept confidential except from:

1. Members of the public body which met in executive session.
2. Officers, appointees or employees who were the subject of discussion or consideration pursuant to A.R.S. §38-431.03(A)(1).
3. The auditor general on a request made in connection with an audit authorized as provided by law.
4. A county attorney or the attorney general when investigating alleged violations of the Arizona Open Meeting Law.

A.R.S. §38-431.07(A) provides for a fine of up to \$500.00 against a person who violates the Open Meeting Law or who knowingly assists another to do so. The Attorney may appear telephonically.



AMERICANS WITH DISABILITIES ACT: Blue Ridge School District intends to comply with the A.D.A. If you are disabled or physically challenged and need a reasonable accommodation to participate, please contact the Superintendent of the Blue Ridge Unified School District as soon as practicable prior to the start of the meeting at (928) 368-6126 ext. 1101.