



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
REGULAR GOVERNING BOARD MEETING MINUTES
August 23, 2022

Members Present: Dave Merrill, President; Chuck Waldo, Vice-President; Diana Butler, Member; Margaret Gabe Member; 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 @ 5:30 pm by Dr. Michael Wright

Blue Ridge High School Fine Arts Program Performance

BRHS Harmony group will perform a special music number.

Recognition of the August Student BR Star Awards

- Caraline Brandon, Elementary School
- Samuel Allen, Junior High School
- Caroline Hoyt, High School

Recognition of the August Employee BR Star Awards

- Jeff Hurst, Psychologist
- Robert Koerner, Maintenance/Custodial

Recognition of the August Teacher BR Star Award

- Angela Granillo, Junior High School

Presentation by Kimberly Dugdale, Chief Financial Officer

Chief Financial Officer Kimberly Dugdale to present the information from the 2021 Audit Report.

Presentations by the Elementary, Junior High and High School Principals

Principals Grace, Hoffmeyer and Webb to present school accomplishments for School Year (SY) 21-22 and Goals for SY 22-23.

Presentation by Adam Reeck, High School Teacher

Mr. Reeck will present information on Advance Placement (AP) Courses and High School Student AP Outcomes for the 2021-2022 SY.

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

2. 1. Minutes

Minutes of Regular Governing Board meeting held on July 12, 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.

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Approve Payroll Vouchers:

1	116,404.55
2	160,109.44
3	829,322.72
4	7,680.59

Total \$1,113,517.30

Approve Expense Vouchers:

3095	29,126.00
3096	41,892.36
3097	40,298.79
3098	104,628.45
3099	15,510.94
3100	29,911.11
3101	33,105.43
3102	144.07
4000	54,847.04
4001	130,102.50
4002	51,686.99
4003	34,215.35
4004	38,812.67
4005	510,215.46
4006	228,862.78

Total \$1,343,359.94

Approve Student Activity & Auxiliary Operation Vouchers:

6161	5,581.82
6162	84.60
6163	8.41
6164	150.53
7000	433.85
7001	89.93
7002	2,107.98
7003	3,400.00
7004	3,826.88
7005	2,663.43
7006	631.89
7007	12,393.44
7008	1,200.00

Total \$ 32,572.76

2.3. Personnel

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2.4. Recommendation to Approve Distribution and Use of District Credit Cards

Superintendent recommends the Governing Board approve credit cards to conduct school business for the following employees: Kimberly Dugdale, Chief Financial Officer and Bradley Pico, Director of Federal Programs.

2.5. Recommendation to Add Chief Financial Officer to the Wells Fargo Bank Accounts as an Administrator

Superintendent recommends the Governing Board approve Kimberly Dugdale, Chief Financial Officer as an Administrator of the Wells Fargo bank accounts.

2.6. Recommendation to Approve Out of State Travel Request for Technology Training

Superintendent recommends the Governing Board approve the request for Nathan Neill, Chief Technology Officer and Christopher Dugie, Network Security Administrator to attend training in Las Vegas, Nevada, September 12 – 16, 2022. Training information is provided to the Board in a separate handout.

2.7. Recommendation to Approve the Update of Transportation Fees

Superintendent recommends the Governing Board approve the update of transportation fees. Fee schedule provided to the Board in a separate handout.

2.8. Recommendation to Approve the Arizona State University (ASU) Universal Learner Course Agreement

Superintendent recommends the Governing Board approve the ASU Universal Learner Course Agreement. The purpose of this agreement is to facilitate high school student enrollment in college-level coursework.

2.9. Recommendation to Approve Employee Resignations

Superintendent requests the Governing Board approve the following employee resignations:

- Whitney Whiting, Library, Elementary School
- Molly Norcutt, Teacher, Elementary School (moving)
- Bradley Torrison, Technology, (moving)

2.10. Recommendation to Approve an Increase in Payment for Teacher Coverage

Superintendent requests the Governing Board approve an increase from \$40.00 to \$75.00 for principal approved teacher coverage provided. Maximum is \$75 dollars per teacher, per day.

2.11. Recommendation to Approve Updated District Capacity Report School Year 22-23

Superintendent recommends the Governing Board approve the capacity report for SY 22-23. The report is provided to the Board in a separate handout.

2.12. Recommendation to Approve Adjustments to Bus Driver Compensation

Superintendent requests the Governing Board approve adjustments to bus driver compensation depending on experience. A list is provided to the Board in a separate handout.

2.13. Recommendation to Approve the July Fundraisers

Superintendent requests the Governing Board approve the fundraiser list provided July 2022. Copies of the fundraiser list for July 2022 is provided to the Board in a separate handout.

3.0. Business

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3.1. Recognition and Acceptance of Donation Benefiting Blue Ridge Schools

Superintendent recommends the Board approve the following donation:

\$10,000.00 dollars donated to Blue Ridge High School Athletics on behalf of the White Mountain Youth Foundation and the High Mountain Half Marathon.

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

3.2. Recognition and Acceptance of Donation Benefiting Blue Ridge Schools

Superintendent recommends the Board approve the following donation:

\$4,000.00 dollars donated on behalf of The Arizona Health Zone, University of Arizona Navajo County Cooperative Extension, under the Supplemental Nutrition Assistance Program-Education grant. A high tunnel will be erected on the school grounds to support student gardening efforts.

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 Accept the 2021 Audits issued on March 29, 2022 for the Fiscal Year 2020-2021

Superintendent recommends the Governing board accept the 2021 audits results issued March 29, 2022 for the Fiscal Year 2020-2021.

The Arizona Legislature passed legislation requiring Governing Boards to publicly accept these audits through a roll call vote.

The school district must also upload these files to the Arizona Department of Education and provide them to the County Superintendents Office. Kimberly Dugdale, Chief Financial Officer available for questions.

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

3.4. Recommendation to Approve the Hire of New Employees for the 2022-2023 School Year

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

- Douglas Noble, Lead Computer Tech (budgeted)
- Elizabeth Tucker, 4th Grade Teacher (replacement)

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

3.5. Recommendation to Approve the Addition of a New Maintenance Position for the 2022-23 School Year.

Superintendent recommends the Governing Board approve the hire of an HVAC/Electrician Technician to assist maintenance and inspection efforts districtwide.

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

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3.6. **Superintendent's Report**

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

A General District Update

Districtwide School Safety and Preparedness Evaluation Conducted Fall 2022

- A few classroom interior doors remain open during school until AC units are repaired/replaced.
- All exterior doors must remain locked during school hours and are never propped open
- School Safety Training & Orientation provided to all new employees hired since 2020
- Only on-duty first responders allowed in or out of school facilities once lockdown or lockout is initiated (including drills).

All-Calls issued by school district are now limited to emergencies and other critical notifications.

Social media platforms now used to share information with parents and community members.

Final Sex Ed. Hearing/Committee meeting will be conducted before the Regularly Scheduled School Board meeting on September 20, 2022.

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.

Renalda Hastings, Bus to Whiteriver

Adam Reeck, AP Physics is available

5. **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, September 20, 2022, at 5:00 pm.**

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

Dated August 26, 2022

Respectfully submitted by,

Mary L. Ford,

Executive Secretary