



**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**July 12, 2022**

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

**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**

**2. Consent Agenda Item 2.6 voted on separately (Jennifer Brimhall recused herself), Motion to approve by Diana Butler, second Margaret Gabe, passed by unanimous vote-Chuck Merrill, Diana Butler, Jennifer Brimhall. Items 2.1 – 2.5 and 2.7-Motion to approve by Jennifer Brimhall, second Margaret Gabe, passed by unanimous vote-Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall**

**2. 1. Minutes**

Minutes of Regular Governing Board meeting held on June 28, 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:

34        268,248.03

**Total\$ 268,248.03**

Approve Expense Vouchers:

3092    167,223.73

3093    192,210.80

3094    14,416.38

**Total \$ 373,850.91**

Approve Student Activity & Auxiliary Operation Vouchers:

No vouchers to approve

**Total \$ 0**

**2.3. Personnel**

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**2.4. Recommendation to Approve Bank Signer**

Superintendent recommends the Governing Board approve Kimberly Dugdale, Chief Financial Officer, to be appointed as a check signer for all Blue Ridge Unified School District bank accounts.

**2.5. Recommendation to Approve Salary Advancement for Completed Continuing Education**

Superintendent recommends the Governing Board 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.

**2.6. Recommendation to Approve Contracted Related Service Providers for the 2022-2023 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.

- Lois Goode, Physical Therapy, ATC White Mountain Physical Therapy
- Sarah Struthers, Occupational Therapy, MSOT Occupational Therapy
- Kathy Lacapa-Boegl, Speech Therapy Junior High and High School
- Dr. Erick Rask, Psychologist, Family First Counseling

**2.7. Recommendation to Approve the June Financial Reports and Fundraisers**

Superintendent requests the Governing Board approve the June 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 and Adopt the Expenditure Budget for Fiscal Year (FY) 2023**

Superintendent recommends the Governing board approve and adopt the expenditure budget for Fiscal Year 2023. This is an annual requirement. Kimberly Dugdale, Chief Financial Officer available for questions.

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

**3.2. 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 employee:

- Kendra Palmer, Kindergarten Aide, Elementary School
- Vickie Totherow, Kindergarten Aide, Elementary School
- Linda Haynes, Payroll/Finance Specialist, District Office
- Wendy Skousen, SPED Aide, Pre-School

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

**3.3. Recommendation to Approve Sole Source Provider, Bearden Resource Group**

Superintendent recommends the Governing Board approve Bearden Resource Group as a sole source provider for leadership development for District leadership.

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

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3.4. **Superintendents Report**

- Superintendent to provide details regarding items directed by the board to include:
  - Preparation for return to school
  - District update

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.

**Janell Sterner, Budget**

**Motion to go into executive session by Margaret Gabe, second Diana Butler, passed by unanimous vote-Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall**

5. **Executive Session to Discuss Student Discipline**

The Governing Board will convene in executive session, which shall not be open to the public, pursuant to A.R.S. §15-843 (F) for the discussion of student discipline.

**Motion to go into open session by Margaret Gabe, second Jennifer Brimhall, passed by unanimous vote-Chuck Waldo, Margaret Gabe, 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, August 16, 2022, at 5:00 pm.**

7. **Adjournment @ 6:43 pm, Motion to adjourn by Margaret Gabe, second Jennifer Brimhall, passed by unanimous vote-Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall**

Dated July 15, 2022

Respectfully submitted by,

Mary L. Ford,

Executive Board Secretary