



**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**May 14, 2024**

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

**Recognition of the May 2024 Student of the Month Awards**

- Mia McFall Hubbard, High School
- Nolan Terrill, Junior High
- Danna Paulina Avila Llamas, Elementary School

**Recognition of the May 2024 Teacher of the Month Award**

- Caroline Cox, Teacher, Pre-School

**Recognition of the May 2024 BR Star Awards**

- Meghan Penrod, Assistant Principal, High School
- Doris Murphy, Custodian

**Recognition of the 2023-2024 Tommy Crane Award Recipients**

- Meghan Penrod, Assistant Principal, High School
- Justin Riesop, Teacher, Elementary School

**Recognition of Student-Athletes for 2023-2024 School Year**

Jake Archibeque, Assistant Principal, High School to introduce and recognize student-athletes

**Recognition of Retirees for 2023-2024 School Year**

Principals and Supervisors will recognize retirees in their respective schools and departments

**Recognition of the Foreign Exchange Students**

Kacie Flake will introduce the foreign exchange students and their host families

**2. Consent Agenda Item 2.6 voted on separately. Motion to approve 2.1 – 2.5 and 2.7 – 2.9 by Chuck Waldo, second David Merrill, passed by unanimous vote – David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall**

**2. 1. Minutes**

Minutes of the Regular Governing Board meeting held on April 9, 2024, Governing Board meeting held for the Board approval or correction.

**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**May 14, 2024**

**2.2. Vouchers and Reports**

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

Approve Payroll Vouchers:

28	590,944.36
29	582,138.51

**Total \$ 1,173,082.87**

Approve Expense Vouchers:

5021	514,222.82
5022	239,969.99
5023	219,286.94

**Total \$ 973,479.75**

Approve Student Activity & Auxiliary Operation Vouchers:

8078	4,315.73
8079	400.02
8080	10,380.91
8081	6,845.26
8082	296.86
8083	4,208.24
8084	7,559.45
8085	7,452.63
8086	5,757.89
8087	3,556.79

**Total \$ 50,773.78**

**2.3. Personnel**

**2.4. Recommendation to Approve Employee Resignations**

The superintendent recommends the Governing Board approve the following employees' resignations:

- Cynthia Dies, Aide, Elementary School, resign moving
- Lynn Frame Wright, Aide, Elementary School, resign
- Dillon Smith, Aide, High School, resign
- Lucia Lee, Business Manager, District Office, resign

**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**May 14, 2024**

2.5. **Recommendation to Approve Employee Retirements**

The superintendent recommends the Governing Board approve the following employees' retirements:

- Loren Webb, Principal, High School, retire and return
- Mark Seidner, Bus Driver, Transportation, retire

2.6. **Recommendation to Approve Stipends and Position Adjustments for 2023-2024 School Year**

The superintendent recommends the Governing Board approve stipends and position adjustments for 2023-2024 SY

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

2.7. **Recommendation to Approve the Issuance of Administration and Support Staff Contracts for 2024-2025 School Year**

The superintendent recommends the Governing Board approve the issuance of administration and support staff contracts for SY 2024-2025.

2.8. **Recommendation to Approve the Policy-Mandated Unused Leave/Vacation Payouts for 2023-2024 School Year**

The superintendent recommends the Governing Board approve policy-mandated unused leave/vacation payouts for SY 2023-2024.

2.9. **Recommendation to Approve the May Fundraisers**

The superintendent recommends the Governing Board approve the following fundraisers for May:

- Junior Skills Camp, BR High School Volleyball
- Summer Volleyball Tournament, BR High School Volleyball

3. **Business**

3.1. **Recommendation to Approve Revised Budget for Fiscal Year 2024**

The superintendent recommends the Governing Board approve the revised budget for Fiscal Year 2024. Presentation by Kimberly Dugdale, Chief Financial Officer.

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

3.2. **Recommendation to Approve Moving from 24 to 22 Credit Hours for Graduation Requirement 2024-2025 School Year**

The superintendent recommends the Governing Board approve the move from 24 credit hours to 22 credit hours for graduation requirement SY 2024-2025, to reflect the State mandated minimum.

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

**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**May 14, 2024**

**3.3. Recommendation to Approve Junior Leadership Academy (JLA) After-School Program**

The superintendent recommends the Governing Board approve JLA after-school program for 4<sup>th</sup> and 5<sup>th</sup> grade students, in May 2024. Vicky Solomon, Executive Director, Mike Schimmel, and Beth Schimmel to present information and be available to answer questions.

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

**3.4. Recommendation to Approve the Junior High and High School Course Content Books for 2024-2025 School Year**

The superintendent recommends the Governing Board approve the course content books for the junior high and high school 2024-2025 School Year. Courtney Hoffmeyer, junior high principal, and Loren Webb, high school principal available to answer questions.

**Motion to approve by Chuck Waldo, second Margaret Gabe, passed by four Yays and one abstain – David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler – Yay, Jennifer Brimhall - abstain**

**3.5. Recommendation to Approve Southwest Food Service Excellence, LLC (SFE) for the District Child Nutrition Program**

The superintendent recommends the Governing Board approve SFE for the District's child nutrition program, July 1, 2024 – June 30, 2025. Kimberly Dugdale, Chief Financial Officer will be available to answer questions.

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

**3.6. Recommendation to Approve the Following Purchasing Co-Op List for 2024-2025 School Year**

The superintendent recommends the Governing Board approve the following purchasing co-op list: Kimberly Dugdale, Chief Financial Officer will be available for questions.

- Mohave Educational Services Cooperative – The Cooperative Purchasing Network
- SAVE-Strategic Alliance Volume Expenditure
- 1GPA Cooperative Purchasing
- TIPS/TAPS Interlocal Purchasing System
- NCPA-National Cooperative Purchasing Alliance
- U.S. Communities
- Allied States COOP
- AZ Purchasing
- BuyBoard
- Omnia
- PAC
- State Procurement

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

**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**May 14, 2024**

**3.7. Recommendation to Approve the No Kid Hungry Grant for 2024-2025 School Year**

The superintendent recommends the Governing Board approve the No Kid Hungry Grant in the amount of \$14,300.00 for SY 2024-2025. Kimberly Dugdale, Chief Financial Officer available to answer questions.

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

**3.8. Recommendation to Approve Lease Agreement**

The superintendent recommends the Governing Board approve a Lease Agreement between the Blue Ridge Unified School District and Legacy Learning Community for three classrooms at the Multipurpose Campus.

**Table this item for additional information**

**3.8. Recommendation to Approve the Hire of the Following New Employees**

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

- Kalyn Maure, Accounting Specialist, District Office, replacement
- Dustin Cluff, Assistant Principal/Athletic Director, High School, replacement
- Chris Johnson, Student Support, High School/Junior High, replacement
- Amanda Federico, Teacher, Elementary School, replacement
- Kandace Koontz, Teacher, Elementary School, replacement

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

**3.9. Recommendation to Approve 2023-2024 Proposition 301 Pay**

The superintendent recommends the Governing Board approve the Proposition 301 Performance Pay Plan Payments for the 2023-2024 School Year (remainder of performance pay earned for qualifying teachers).

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

**3.10. Superintendents Report – Upcoming Events:**

- May 16<sup>th</sup> Last Day of School
- May 16<sup>th</sup> Junior High Awards Ceremony 9:15 am Thomas Kean Auditorium
- May 16<sup>th</sup> Junior High 8<sup>th</sup> grade final lap at 12:30 pm
- May 17<sup>th</sup>, Graduation 7:00 pm, Paul Morrow Stadium
- May 17<sup>th</sup> Grad Nigh Lock-in/End of Year Celebration, High School Gym, 11:00 pm – 5:00 am

**BLUE RIDGE UNIFIED SCHOOL DISTRICT #32**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**May 14, 2024**

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: The individual time limit is three minutes per person, and time cannot be seeded to another individual.

**Lacey Rogers, Change Point, mental health services**

5. **Announcements**

The Board will be provided with calendar items concerning future meeting dates and other information concerning the Governing Board. **Regular Governing Board meeting will be held on Tuesday, June 11, 2024, at 5:00 pm.**

6. **Adjournment @ 6:54 pm, Motion to adjourn by Chuck Waldo, second Margaret Gabe, passed by unanimous vote - David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall**

Dated May 17, 2024

Respectfully submitted by,

Mary L. Ford

Executive Secretary to

Governing Board