



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
REGULAR GOVERNING BOARD MEETING MINUTES
January 09, 2024

Members Present: Dave Merrill, President; Chuck Waldo, Vice-President; Margaret Gabe Member; Diana Butler, Member, Jennifer Brimhall, Member *via phone for the Regular Board meeting*

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

1. Opening Ceremony

Pledge of Allegiance @ 4:30 pm by David Merrill

Executive Session to Obtain Legal Counsel under ARS Section 38-431(A)(2)

Motion to move into executive session by Chuck Waldo, second Margaret Gabe, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler

Motion to move into open session by Chuck Waldo, second Margaret Gabe, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler

Executive Session to Discuss, Consider the Application for Student Readmission under ARS Section 38-431(A)(2)

Motion to move into executive session by Margaret Gabe, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler

Motion to move into open session by Margaret Gabe, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler

Recognition of the High School Character Counts Student Winners for January

Mr. Loren Webb, Principal and Mr. Jake Archibeque, Assistant Principal will announce the Character Counts Student winners for January

Recognition of the January Students of the Month Awards

- Josiah Grzelak, High School
- Shandiin Caddo, Junior High
- Lainie Peters, Elementary School

Recognition of the January Teacher of the Month Award

- Bridgette Blake, High School

Recognition of the January BR Star Award

- Katherine Gomez, Substitute Teacher

2024 Organization Items for the Governing Board

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1.1 Election of Governing School Board Officers for 2024

Annually the Governing Board elects its officers for the current calendar year.

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

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

Motion to approve Mary Ford as Executive Secretary to the Governing Board by David Merrill, second Margaret Gabe, passed by unanimous vote- David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall

1.2 Resolution Authorizing Approval and Execution of Funding Proposals, Grants, Special Projects, Vouchers, Warrants, Salary and other Expenses Approved Between Board Meetings

The Superintendent seeks board authorization to allow a resolution authorizing vouchers, salary and other district expenses to be signed in advance of scheduled board meetings.

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

1.3 Identify and Record Conflicts of Interest for Governing Board Members, School Administration and Staff Districtwide

Pursuant to A.R.S. 38-503, Arizona State Statute, requiring all Governing Board and each group listed above must fully disclose actual and potential conflicts of interest.

Conflict of Interest forms completed and provided to the Board secretary

1.4 Directive of Annual Investment/Reinvestment of All Monies within School District Service Fund

The Superintendent requests the Governing Board to direct the Navajo County Treasurer to invest/reinvest all monies belonging or credit to the school debit service fund. And, the Superintendent recommends the Governing Board approve all monies belonging to the school and/or credits received by the District to be invested/reinvested.

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

1.5 Governing Board Delegation of Purchasing Authority

As required by Arizona Administrative Code R7-2-1006, the Governing Board approves annually the delegation of purchasing and procurement to certain Designated School Executives. It is recommended that the Board delegate such authority to the Superintendent and Chief Financial Officer to conduct District business.

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

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1.6 Establish Meeting Dates, Time and Location for Regular Monthly Governing Board Meetings Through December 2024

- February 13, 2024
- March 19, 2024 (Spring Break March 11-18)
- April 9, 2024
- May 14, 2024
- June 11, 2024
- July 9, 2024
- August 13, 2024
- September 10, 2024
- October 15, 2024
- November 12, 2024
- December 10, 2024

Board President, Mr. David Merrill stated we may need to have two meetings in June to approve the financial report.

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

2. Consent Agenda-Motion to approve by Diana Butler, second Chuck Waldo, 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 December 12, 2023, 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:

18 598,287.50

Total \$ 598,287.50

Approve Expense Vouchers:

5011 319,033.75

Total \$ 319,033.75

Approve Student Activity & Auxiliary Operation Vouchers:

8049 731.04

8050 360.00

8051 9,041.36

8052 27.22

Total \$ 10,159.62

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2.3. **Personnel**

2.4. **Recommendation to Approve the District Teacher and Principal Evaluations**

Superintendent recommends the Governing Board approve the District Teacher and Principal Evaluations. This is an annual requirement.

3. **Business**

3.1. **Superintendents Report**

- BR Strategic Planning
- Upcoming Events

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.

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, February 13, 2024, at 5:00 pm.**

6. **Adjournment @ 5:48 pm** Motion to adjourn by Chuck Waldo, second Diana Butler, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Diana Butler, Jennifer Brimhall

Dated January 12, 2024

Respectfully submitted by,

Mary L. Ford,

Executive Secretary to
Governing Board