



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
REGULAR GOVERNING BOARD MEETING MINUTES
May 6, 2025

Members Present: Dave Merrill, President; Michael Granillo, Member; Margaret Gabe, excused, Member; Sylviana Stebbins, Member; Bridget Wood, 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 Loren Webb

Elementary School Choir to perform a musical number-moved to SY 25-26

Under the direction of Jennifer Olson, Music Teacher, the elementary school students will perform a musical number

Recognition of Student-Athletes for 2024-2025 School Year

Dustin Cluff, High School Athletic Director, and Sundari Ashcraft, Junior High Athletic Director, will introduce and recognize student-athletes.

Recognition of the Blue Ridge Engineering Solar Go-Kart Team

Robert Lefrandt, Teacher, High School, will introduce the engineering team and highlight their recent award

Recognition of the May Students of the Month Awards

- Dylan Nez, High School
- Gabriel Spencer, Junior High
- Giannah Sparrow, Elementary School

Recognition of the May Teacher of the Month Award

- Rachel Thompson, High School
- Sydney Langteau, High School

Recognition of the May BR Star Award

- Denise London, Counseling Office Assistant, High School

Recognition of the Tommy Crane Award Recipients

- Justin Riesop, Teacher, Elementary School
- Rebecca Woods, Teacher, High School

2. Consent Agenda-Motion to approve by Michael Granillo, second Sylviana Stebbins, passed by unanimous vote-David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

2. 1. Minutes

Minutes of the Regular Governing Board meeting held on April 8, 2025, Governing Board meeting held for the Board approval or correction.

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2.2. Vouchers and Monthly Finance Report

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:

29 646,928.64

Total \$ 646,928.64

Approve Expense Vouchers:

6022 242,727.21

6023 129,495.12

6024 127,756.11

6025 10,511.22

Total \$ 510,489.66

Approve Student Activity & Auxiliary Operation Vouchers:

9062 607.63

9063 2,549.72

9064 15,278.39

9065 6,527.03

9066 4,122.93

9067 8,281.14

Total \$ 37366.84

2.3. Recommendation to Approve Employee Resignations

The superintendent recommends that the Governing Board approve the following employee resignations:

- Sarah Juergens, Teacher, Elementary, relocating end of school year 2024-2025
- Laura Krause, Teacher, Elementary, relocating end of school year 2024-2025
- Stephany Slater, Teacher, Elementary, relocating end of school year 2024-2025
- Joshua Shaddinger, Bus Driver, Transportation, relocating end of school year 2024-2025

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2.4. Recommendation to Approve the Issuance of Administration Contracts and Support Staff Wage Notices for 2025-2026 School Year

The superintendent recommends the Governing Board approve the issuance of administration contracts and support staff wage notices for the 2025-2026 School Year.

2.5. Recommendation to Approve the Renewal of the Food Service Management Company (FSMC) contract with SFE LLC

The superintendent recommends that the Governing Board approve the school district's exercise of its option to extend the Food Service Management Company (FSMC) contract with SFE LLC for an additional year as part of the original five-year agreement. The renewed term begins on July 1, 2024, and is subject to the special terms and conditions outlined in the original contract as well as all applicable regulations, including 7 CFR 210.16(d). The renewal includes a new pricing schedule.

2.6. Recommendation to Approve The Trust Workers' Compensation Renewal

The superintendent recommends the Governing Board approve The Trust Workers' Compensation renewal for the coverage period of July 1, 2025, through June 30, 2026.

2.7. Recommendation to Approve Heinfeld, Meech & Co., P.C. as the District's Auditing Firm

The superintendent recommends the Governing Board approve Heinfeld, Meech & Co., P.C. as the District's auditing firm for the next five fiscal years.

2.8. Recommendation to Approve Fundraisers

The superintendent recommends the Governing Board approve the High School Football Team May 23, 24, youth football camp, High School Future Business Leaders of America, sell coffee at the student store and High School Auto Team to sell coffee at the cars and coffee auto show.

3. Business

3.1. Recommendation to Approve the Revised Budget for Fiscal Year 2025

The superintendent recommends that the Governing Board approve the revised budget for Fiscal Year 2025, revision 2. Presentation by Kimberly Dugdale, Chief Financial Officer.

Motion to approve by Sylviana Stebbins, second Michael Granillo, passed by unanimous vote- David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

3.2. Recommendation to Approve the Junior Leadership Academy (JLA) After-School Program

The superintendent recommends that the Governing Board approve the JLA after-school program. Vicky Solomon, Executive Director, Mike Schimmel, and Beth Schimmel to present information and be available to answer questions. **Moved to the June Board meeting**

3.3. Recommendation to Approve the Junior High Course Content Book for the 2025-2026 School Year

The superintendent recommends the Governing Board approve the course content book for the junior high, 2025-2026 School Year. Courtney Hoffmeyer, Principal and Chris Johnson, Principal available to answer questions.

Motion to approve by Michael Granillo, second Sylviana Stebbins, passed by unanimous vote- David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

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3.4. Recommendation to Approve 2024-2025 Proposition 301 Pay

The superintendent recommends the Governing Board approve the Proposition 301 Performance Pay Plan Payments for the 2024-2025 School Year (remainder of performance pay earned for qualifying teachers).

Motion to approve by Michael Granillo, second Sylviana Stebbins, passed by unanimous vote- David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

3.5. Recommendation to Approve the Hire of the Following Employees:

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

- Cynthia Rothlisberger, Teacher, Elementary
- David Butler, SPED Aide, Elementary
- Theodore Harris, Mechanic, Transportation
- Rosa Ramirez, Custodian, Facilities

Motion to approve by Michael Granillo, second Bridget Wood, passed by unanimous vote- David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

3.6. Recommendation to Approve the Intergovernmental Agreement (IGA), Career and Technical Education Courses (CTED) for the 2025-2026 School Year

The superintendent recommends the Governing Board approve the IGA for CTED, between the Northern Arizona Vocational Institute of Technology (NAVIT) and Blue Ridge Unified School District for the 2025-2026 School Year.

Motion to approve by Michael Granillo, second Sylviana Stebbins, passed by unanimous vote- David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

3.7. Superintendents Report-Upcoming Events

- District Update
- May 5th, Baccalaureate – 6:00 pm, Tom Keane Auditorium
- May 9th, Teacher/Staff appreciation BBQ 1:30 pm – 3:30 pm HS main gym
- May 10th – 13th Senior Trip
- May 14th Senior Grad Walk at Elementary School
- May 14th Scholarship Night, 5:30 pm
- May 15th Senior BBQ, 11:30 am, Paul Morrow Stadium
- May 15th Last Day of School
- May 16th Graduation, 7:00 pm Paul Morrow Stadium
- May 16th Grad Night Lock-in, 11:00 pm

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. **Valerie Borrego-support**

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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 9, 2025, at 5:00 pm.**

6. **Adjournment** @ 5:53 pm, Motion to adjourn by Michael Granillo, second Bridget Wood, passed by unanimous vote-David Merrill, Michael Granillo, Sylviana Stebbins, Bridget Wood

Dated May 9, 2025

Respectfully submitted by,

Mary L. Ford,

Executive Assistant to the

Governing Board