



# BLUE RIDGE UNIFIED SCHOOL DISTRICT #32

## REGULAR GOVERNING BOARD MEETING MINUTES

### October 15, 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 excused and Administrative staff

#### 1. Opening Ceremony

**Pledge of Allegiance @ 5:00 pm by David Merrill**

#### Recognition of the September Students of the Month Awards

- Morgan Eddy, High School
- Rylee Sherman, Junior High School
- Chance Whatcott, Elementary School

#### Recognition of the September Teacher of the Month Award

- Crystal Riesop, Elementary School

#### Recognition of the September Employee BR Star Award

- Karina Knight, Asset/Inventory Specialist, District Office

#### Recognition of Kimberly Dugdale, Certified Administrator of School Finance and Operations

We would like to proudly recognize Kimberly Dugdale, for achieving her certification as a Certified Administrator of School Finance and Operations. This accomplishment reflects her dedication and expertise in the field, and we are grateful for her continued contributions to our district.

#### Annual Presentation of NAVIT Programs, by Matt Weber, Superintendent of NAVIT

Mr. Weber will provide a yearly summary of our student's participation in NAVIT and the financial impact of the District's participation.

#### AI Presentation by Courtney Hoffmeyer, Principal

Mrs. Hoffmeyer will present an update on AI use in the District and its efforts to develop tools and practices to regulate its use. Mrs. Hoffmeyer will also discuss a 2025-2026 school timeline for adoption.

#### 2. Consent Agenda Motion to approve by Margaret Gabe, second Jennifer Brimhall, 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 September 10, 2024, 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 materials, equipment, salaries, and services.

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Approve Payroll Vouchers:

8	1,295.14
9	524,968.35

**Total \$ 526,263.49**

Approve Expense Vouchers:

6005	369,764.69
6006	91,691.58

**Total \$ 461,456.27**

Approve Student Activity & Auxiliary Operation Vouchers:

9005	2,467.70
9006	5,770.48
9007	1,920.57
9008	2,145.63
9009	2,534.01
9010	7,013.83
9011	4.20
9012	2,016.79
9013	100.00
9014	8,783.80

**Total \$ 26,986.53**

2.3. **Personnel**

2.4. **Recommendation to Approve Employee Resignations**

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

- Alyson Brandon, Teacher, Junior High School
- Keith Lawrence, Maintenance II, Facilities Department
- Kalyn Maure, Payroll, District Office

2.5. **Recommendation to Approve the Use of Non-Designated Gifts and Donation Funds for District Functions for the 2024-2025 School Year (SY)**

The superintendent recommends that the Governing Board approve using non-designated gifts and donation funds to provide meals for district staff during training sessions and community outreach events.

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**2.6. Recommendation to Approve an Opt-In Student Data Sharing Agreement with Grand Canyon University (GCU)**

The superintendent recommends the Governing Board approve the Op-In Data Sharing Agreement with GCU, which seeks to assist qualified students to enroll. The agreement requires parent or guardian approval. Dr. Wright is available to address any questions or concerns.

**2.7. Recommendation to Approve Teacher Advanced Placement (AP) Stipends**

The superintendent recommends that the Governing Board approve the teacher AP stipends for SY 2023-2024. Backup has been provided to the Governing Board. Loren Webb available for questions.

**2.8. Recommendation to Approve Teacher Recruitment Stipends**

The superintendent recommends that the Governing Board approve the teacher recruitment stipends for SY 2024-2025. Backup has been provided to the Governing Board.

**2.9. Recommendation to Approve Early Graduation for Two High School Students**

The superintendent recommends the Governing Board approve early graduation for two high school students. The students seek early graduation for personal reasons.

**3. District Business**

**3.1. Recommendation to Approve New Hires**

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

- Justin Garcia, Maintenance, Facilities (replacement)
- Robert Palensar, Instructional Assistant, Pre-School (replacement)
- Denise Powers, Substitute Teacher, District (budgeted)
- Karen Suit, Substitute Teacher, District (budgeted)
- Dallin Wahlin, SPED Aide I, Elementary School (replacement)
- Heather Whipple, SPED Aide II, Elementary School (replacement)
- Laura Krause, Teacher, Elementary School (new position)

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

**3.2. Recommendation to Approve the Annual Financial Report (AFR), School Level and Food Service for Fiscal Year 2023-2024**

AFR presentation by Kimberly Dugdale, Chief Financial Officer, Recommendation to approve the annual AFR.

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

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**3.3. Recommendation to Approve the School Facilities Division (SFD) Capital Plan for Fiscal Year (FY) 2025**

SFD Capital Plan presentation by Kimberly Dugdale, Chief Financial Officer. Recommendation to approve the SFD Capital Plan for FY 2025

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

**3.4. Discussion Item with Community, Presentation Regarding School Facilities Use**

Becky Evans will provide a presentation regarding request for facility use and waiver of associated fees. Board members and Superintendent will provide feedback regarding the current cost structure and regulatory requirements.

**4. Superintendents Report**

- Dr. Wright will provide a general district update regarding upcoming school events.
- Discuss District practice regarding ESA's and administration determinations regarding ESA students.
- Review facility use requirements and rationale, including Gift of Public Funds and the associated State Statute.

**5. 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 that are 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.

**The following people spoke about ESA students participating in extra curricular activities at BR: Debra Jensen, Scott Jensen, Armalda Santana, Lorenzo Santana, Stephanie White**

**6. Announcements**

The Board will be provided with calendar items concerning future meeting dates and other information concerning the Governing Board. **Special Board meeting to conduct the superintendent interviews, with time to be determined on November 7, 2024.** The Governing Board may vote to convene in executive session, which shall not be open to the public, pursuant to A.R.S. 38-431.03 (A) (1) for the discussion of personnel matters. **Regular Governing Board meeting will be held on Tuesday, November 19, 2024, at 5:00 pm.**

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

Dated October 17, 2024

Respectfully submitted by,

Mary L. Ford,

Executive Secretary