



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
Regular Governing Board Meeting Minutes
August 13, 2024

Members Present: Dave Merrill, President; Chuck Waldo, Vice-President, Margaret Gabe, Member; Diana Butler, Member, Excused; 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

Introduction of New Employees by Principals and Supervisors

Principals, Directors and Supervisors will introduce new BR team members

Recognition of the August Students of the Month Awards

- Brooklyn Paxson, High School
- Isabella Damato, Junior High School
- Nora Snodgrass and Max Rose, Elementary School

Recognition of the August Teacher of the Month Award

- Sundari Ashcraft, Teacher, Junior High School

Recognition of the August Employee BR Star Awards

- Shana Atkinson, Teacher, High School
- Alyson Brandon, Teacher, Junior High School
- Dustin Cluff, Athletic Director/Assistant Principal, High School
- Alexis Vido, Registrar/Office Assistant, Elementary School
- Kendra Palmer, Office Assistant, Elementary School
- Kathy Palensar, Attendance Clerk/Office Assistant, Elementary School

Presentation Ryan Grace, Principal Regarding Elementary School Procedure

Mr. Grace to present information on the student drop off and pick up procedure and an update on the Porter Mountain Road Construction Project.

2. Consent Agenda Voted on Item 2.7 and 2.8 separately. Motion to approve 2.1 through 2.6 by Jennifer Brimhall, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Jennifer Brimhall

2. 1. Minutes

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



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
Regular Governing Board Meeting Minutes
August 13, 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:

35	59,416.18
2	2,730.34
3	147,501.66
4	313,662.81

Total \$ 523,310.99

Approve Expense Vouchers:

5029	296,200.63
5030	22,974.54
5031	3,639.95
6000	682,802.73
6002	99,991.44

Total \$ 1,106,609.29

Approve Student Activity & Auxiliary Operation Vouchers:

8107	22,922.48
8108	1,205.00
8109	2,211.59
8110	389.16
8111	61.16
9000	14,718.44
9001	350.00
9002	50.00

Total \$ 41,907.83

2.3. **Personnel**



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
Regular Governing Board Meeting Minutes
August 13, 2024

2.4. Recommendation to Approve the New Hires

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

- Ariel Huddleston, SPED Aide II, Elementary School
- Kimberly Hickam, SPED Aide II, Elementary School

2.5. Recommendation to Approve Employee Resignations

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

- Renee Buchanan, Bus Aide, Transportation
- Paul Tenney, Custodian, Facilities
- Dawn Williams, Sub Bus Driver, Transportation

2.6. Recommendation to Approve Bus Driver Training Program

The superintendent recommends that the Governing Board approve a bus driver training program. Kimberly Dugdale to provide program details.

2.7. Recommendation to Approve the Adjustments to the Transportation Fee Schedule

The superintendent recommends the Governing Board approve the adjustments to the transportation fee schedule. Kimberly Dugdale available to respond to questions.

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

2.8. Recommendation to Approve 2024-2025 SY District K-12 Classroom Capacity Report

The superintendent recommends that the Governing Board approve the 2024-2025 SY capacity report, establishing maximum classroom sizes to regulate student admission and enrollment.

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

3. Business

3.1. Recommendation to Approve the Out-of-State Travel Request for Future Business Leaders of America (FBLA)

The superintendent recommends that the Governing Board approve the Out-of-State travel request for the FBLA National Fall Leadership Conference in Columbus, Ohio, November 7 -8, 2024. The conference will be funded through fundraising, tax credits, and student fees. Bridgette Blake and students are available for questions.

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



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
Regular Governing Board Meeting Minutes
August 13, 2024

3.2. Recommendation to Approve a One-Time Retention Stipend

The superintendent recommends that the Governing Board approve the payment of a one-time retention stipend for (teachers/certified school leadership/chief executives/directors), and classified employees, \$1500.00 and \$500.00, respectively. Dr. Wright available to answer questions.

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

3.3. Recommendation to Approve Increased Health Savings Account (HSA) Contribution

The superintendent recommends that the Governing Board approve the increase of the District's contribution from \$1200.00 to \$1500.00 for qualified employees. Dr. Wright is available for questions.

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

3.4. Recommendation to Approve the Closure of the Arizona Online Instruction (AOI) Program

The superintendent recommends that the Governing Board approve the closure of the AOI Program. Dr. Wright is available to answer questions.

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

3.5. Recommendation to Approve Increased Compensation for Special Education (SPED) Aide I and II Positions

The superintendent recommends that the Governing Board approve the increase in the hourly pay rate for the SPED Aide I and II positions, reflecting \$16.00 and \$19.00 respectively. Dr. Wright available for questions.

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

3.6. Recommendation to Approve Employee Activity Stipends for the 2024-2025 School Year (SY)

The superintendent recommends that the Governing Board approve the stipends for coaching, extracurricular, and added duties for the 2024-2025 SY. Dr. Wright available for questions.

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

3.7. Acknowledge and Accept the Retirement of Dr. Wright

Dr. Michael L. Wright, Superintendent, announces his retirement date of July 1, 2025 and seeks Board approval.

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



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
Regular Governing Board Meeting Minutes
August 13, 2024

3.8. Recommendation to Approve Statewide Superintendent Search

The District recommends the Governing Board approve the initiation of a Statewide Superintendent search utilizing the Arizona School Administrators (ASA) Board's consultant to conduct the search and hiring process.

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

3.9. Recommendation to Adjust the Time of September 10, 2024 Board meeting

The superintendent recommends the Governing Board adjust the September 10, 2024 Board meeting time to 4:00 pm to accommodate ASA consultant travel.

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

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.

David Merrill, community member. Just to clarify, Jennifer Brimhall is not affiliated with any charter schools

6. 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, September 10, 2024, at 5:00 pm. David Merrill-as per Item 3.9 above, the Regular Board meeting will be held on September 10, 2024, at 4:00 pm.**

7. Adjournment @ 6:09 pm, Motion to adjourn by Chuck Waldo, second Margaret Gabe, passed by unanimous vote-David Merrill, Chuck Waldo, Margaret Gabe, Jennifer Brimhall

Dated August 16, 2024

Respectfully submitted by,

Mary L. Ford,

Executive Secretary

To the Governing Board