



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32

REGULAR GOVERNING BOARD MEETING MINUTES

September 8, 2026

Members Present:

David Merrill, President; Michael Granillo, Vice President; Margaret Gabe, Member; Sylviana Stebbins, Member, excused; Bridget Wood, Member

Others Present:

Jonathan Rohloff, Superintendent of Schools; Courtney Hoffmeyer, Business Manager; members of the administrative staff of Blue Ridge Unified School District.

1. Opening Ceremony

Pledge of Allegiance @ 5:00 pm by Jonathan Rohloff

Recognition of the Pinetop Lakeside Police Department (PLPD)

Jonathan Rohloff, Superintendent, would like to extend sincere appreciation to the PLPD for the continued support and service they provide to our school district. Their dedication to the safety and well-being of our students, staff, and community is truly valued.

Recognition of the AASA Perfect Score Students at the Elementary and Junior High

Keilah Butler and Chris Johnson, Principals will recognize the students:

- Ethan Hatch, ELA, Elementary
- Emily Olson, ELA, Elementary
- MaKayla Kootswatewa, Math, Elementary
- Kaylee Skousen, Math, Elementary
- Elayna Fenstermaker, Junior High
- Jackson Reeck, Junior High
- Sam Shumway, Junior High

Recognition of the September Students of the Month Awards

- Medoren Holden-Begay, Elementary School
- Hayden Evans, Junior High School
- Tarianna Perez, High School

Recognition of the September Athlete of the Month Award

- Brianna Robison

Recognition of the September Teacher of the Month Award

- David Butterfield, Junior High

Recognition of the September Employee of the Month Awards

- Julia Morquecho, Registrar, Elementary School

Recognition of the September Volunteer of the Month Award

- Jane Estes

2. Consent Agenda-Items 2.1 through 2.4 with the removal of Mark Cotellesse, resignation, Motion to approve by Michael Granillo, seconded by Margaret Gabe-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood.

Item 2.5 Donation voted on separately-Motion to approve by Michael Granillo, seconded by



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32

REGULAR GOVERNING BOARD MEETING MINUTES

September 8, 2026

Margaret Gabe-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

Items 2.6 – 2.9, Motion to approve by Michael Granillo, seconded by Margaret Gabe-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

2. 1. Minutes

Minutes of the Regular Governing Board meeting held on August 11, 2026, Governing Board meeting held for the Board's approval or correction.

2. 2. Vouchers and Monthly Finance Reports (August)

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:

4	464,187.47
4.1	3,959.32
4.2	5,988.04
5	570,885.02

Total \$ 1,045,019.85

Approve Expense Vouchers:

7040	25,509.74
7041	206,858.25
7042	139,555.86
8002	26,381.13
8003	33,546.63
8004	165,585.98
8005	48,271.59

Total \$ 645,709.18

Approve Student Activity & Auxiliary Operation Vouchers:

1115	4,211.59
2003	7,548.95
2004	2,324.30
2005	14,393.13
2006	68.44
2007	2,350.00
2008	2,100.00
2009	889.46
2010	50.00
2011	517.45

Total \$ 34,453.32



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32

REGULAR GOVERNING BOARD MEETING MINUTES

September 8, 2026

2.3. Recommendation to Approve Resignations

The superintendent recommends that the Governing Board approve the resignation of the following employee:

- Dawn Van Houten, Bus Aide, Transportation Department
- Mark Cotellesse, Behavior Interventionist, Junior High

2.4. Recommendation to Approve a New Hire

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

- John Lynch, Teacher, Junior High School

2.5. Recommendation to Approve a Donation

The superintendent recommends that the Governing Board approve a donation from Maureen Figueredo of the White Mountain Women's Club Inc. in the amount of \$1,000.00 dollars to be used for school supplies at the elementary school.

2.6. Recommendation to Approve Extra Duty/Extra Effort Stipends for Teachers

The superintendent recommends that the Governing Board approve the extra duty/extra effort stipends for teachers. This is an annual requirement. Information is attached for the Board to review.

2.7. Recommendation to Approve LEGO League, Elementary School

The superintendent recommends that the Governing Board approve the Elementary LEGO League program for first and second graders. This enrichment opportunity provides students with a fun, hands-on learning experience using LEGO® bricks and other building materials. Through creative design, construction activities, and cooperative learning, students will develop problem-solving skills, teamwork, and creativity in an engaging environment. The program will begin on October 28, 2026 for one hour per day after school. A fee of \$20.00 per child will be charged to help offset the cost of supplies. Crystal Riesop, Teacher, will be available for questions.

2.8. Recommendation to Approve Fundraisers

The superintendent recommends that the Governing Board approve the following fundraisers:

- High School Yearbook, Grad Ads to benefit competitions, equipment, trips and registration fees.
- High School Golf, Concessions, apparel, host the White Mountain Golf tournament all to benefit competitions, equipment, entry fees, and travel.
- High School Stagecraft, Little Caesars kits, tickets to dinner shows, concessions, all to benefit production costs for the Newsies' play.
- High School Theatre, Program ads, concessions, See's candy, tickets to dinner shows, all to benefit production costs for the Newsies' play.
- High School Orchestra, Tickets to dinner with a concert, concessions, Christmas gift wrapping, all to benefit support purchases and play necessities.



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32

REGULAR GOVERNING BOARD MEETING MINUTES

September 8, 2026

- High School Student Success, Apparel, BR blankets, concessions, all to benefit student snacks, activities, and teacher activities.
- High School Baseball, Concessions and hats, to benefit entry/tournament fees and equipment.
- High School FBLA, Concessions to benefit travel, registration, hotels, and equipment.
- High School Choir, Concessions, tickets to dinner, singing grams, all to benefit entry fees and extracurricular activities.
- High School Volleyball, Apparel and concessions to benefit equipment and entry fees.
- Junior High Cheer, Concessions, T-shirt spots, car wash tickets, and spirit decals and stickers, all to benefit uniforms, equipment, and entry fees.
- Elementary-Student Council, Halloween Carnival, Valentine's Dance, Thursday hat day, to benefit student rewards, student activities, teacher appreciation day recess equipment, beautify the campus and school spirit projects.

2.9. Recommendation to Approve Model Policy Updates

The superintendent recommends that the Governing Board approve the following Model Policy Updates:

- Policy 1-105 Conflict of Interest-To include board members and employees
- Policy 3-102, 3-102.E and 5-212.B-Student Activities Funds-To clarify the governing board's responsibility to approve student fundraisers. Parameters added to 5-212.B regarding student clubs and activities.
- Policy 3-103 and 3-103.F-Payroll- To clarify the requirements for the board approval of employee payments, delayed payroll operations, warrants, travel expenditures, and the provision of food and beverages at events.
- Policy 3-108-Audit Authority-The governing board shall approve the independent auditing firm and contract terms before annual or bi-annual financial audits.
- Procedure 3-109.A, C, D and E-Procurement Thresholds, Requirements, and Delegation. USFR FY 2027 raises the threshold for procurement of goods and services via written quotes from \$10,000 to \$15,000.
- Policy 5-102-Enrollment-Requirements for students in unorganized territories, students placed by the State and Military families
- 5-105-Open Enrollment-Open Enrollment Definitions
- 5-203-Students with Disabilities-SPED responsibilities for students in unorganized territories

3. Business

3.1. Recommendation to Approve Out-of-State Travel

The superintendent recommends that the Governing Board approve the Out-of-State Travel for Future Business Leaders of America (FBLA) National Leadership Conference in Washington DC, November 4-7, 2026 to attend the National Fall Leadership Conference. Seven students and two adults will attend. FBLA funds will be used for the cost of the conference. Bridgette Blake will be available for questions.

Motion to approve by Margaret Gabe, seconded by Michael Granillo-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32

REGULAR GOVERNING BOARD MEETING MINUTES

September 8, 2026

3.2. Recommendation to Approve Out-of-State Travel

The superintendent recommends that the Governing Board approve Out-of-State Travel for Nathan Neill, Chief Technology Officer and Christopher Dugie, Network/Security Admin, to attend a conference in Las Vegas, Nevada November 16-17, 2026. The cost of the conference will be covered by Tanium. The travel cost will be covered by the District.

Motion to approve by Michael Granillo, seconded by Margaret Gabe-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

3.3. Recommendation to Consider, Discuss and Possible Action

The superintendent recommends that the Governing Board consider, discuss, and take possible action to accept or reject the resignation of Kristoffer Van Atten, Teacher, Junior High School.

Motion to reject the resignation of Kristoffer Van Atten by Margaret Gabe, seconded by Michael Granillo-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

3.4. Recommendation to Approve a Resolution to Provide Food and Beverage at District Events, Trainings and other Official School Functions

The superintendent recommends that the Governing Board approve a resolution authorizing the provision of food and beverages at District events, training sessions, and other official school functions. Providing food and beverages at official District functions directly supports the District's educational mission by facilitating training, governance, planning, emergency response, recruitment, employee development, and other official District business that benefits students and the public.

Motion to approve by Margaret Gabe, seconded by Michael Granillo-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridge Wood

4. Superintendents Report

- District Update

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, 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.

Claudia Ritiu, verifying the stipends had received board approval and also to compliment what wonderful students we have.

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 to be held on October 6, 2026.**



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
REGULAR GOVERNING BOARD MEETING MINUTES
September 8, 2026

7. Discussion Regarding a Personnel Matter

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.

Motion to move into executive session by Michael Granillo, seconded by Margaret Gabe-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

Motion to return to open session by Michael Granillo, seconded by Bridget Wood-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

8. Adjournment@ 6:32 pm-Motion to adjourn by Michael Granillo, seconded by Bridget Wood-passed by unanimous vote-David Merrill, Michael Granillo, Margaret Gabe, Bridget Wood

The Board members have been provided with background material before the Board meeting. A copy of this material (except for materials relating to possible Executive Sessions) is available for public review at the District Office at least 24 hours before the Board meeting.

Dated September 11, 2026

Respectfully submitted by,

Mary L. Ford

Governing Board Admin Assistant