



BLUE RIDGE UNIFIED SCHOOL DISTRICT #32 GOVERNING BOARD REGULAR MEETING MINUTES January 12, 2021

Members Present: David Merrill, President; Chuck Waldo, Vice-President; Diana Butler, Member; Jennifer Brimhall, Member

Others Present: Dr. Michael L. Wright, Superintendent of Schools; members of the administrative staff of Blue Ridge Unified School District as well as interested citizens

1. Opening Ceremony

Pledge of Allegiance @ 5:00 pm by Loren Webb

Margaret Gabe and Brenda Thomas-Martinez, excused

Recognition of BR Star Awards for January

- Food Service Department
- Transportation Department

Recognition and Acceptance of a Donation to the Blue Ridge School District

- Ken Ison, Ison Automotive Repair donated a Sunex Tools locking service cart and accessories to the High School Automotive Department, valued at \$1,279.92.

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

2021 Organization Items for the Governing Board

1.1 Election of Governing School Board Officers

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

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

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

1.2 Resolution Authorizing Approval and Execution of Funding Proposals, Grants, Special Projects, Vouchers, Warrants, Salary and other Expenses to be signed 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 Diana Butler, second Jennifer Brimhall, passed by unanimous vote-David Merrill, Chuck Waldo, 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.

Conflicts of Interest were disclosed, forms completed.

BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
GOVERNING BOARD REGULAR MEETING MINUTES
January 12, 2021

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 Diana Butler, second Chuck Waldo, passed by unanimous vote-David Merrill, Chuck Waldo, 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 Director of Finance to conduct District business.

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

1.6 Establish Meeting Dates, Time and Location for Regular Monthly Governing Board Meetings Through December 2021

- February 9, 2021
- March 16, 2021 (Spring Break 8-12)
- April 13, 2021
- May 11, 2021
- June 8, 2021
- July 13, 2021
- August 10, 2021
- September 14, 2021
- October 12, 2021
- November 9, 2021
- December 14, 2021

Change the May 2021 Board meeting date to May 4, 2021. All meetings to begin at 5:00pm.

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

2. Consent Agenda-Items 2.8 and 2.10 voted on separately. Motion to approve 2.1 – 2.7, 2.9 and 2.11 by Chuck Waldo, second Jennifer Brimhall, passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall

2. 1. Minutes

Minutes of Regular Governing Board meeting held on December 08, 2020, Regular Governing Board meeting held for the Board approval or correction.

BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
GOVERNING BOARD REGULAR MEETING MINUTES
January 12, 2021

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:

14	173,550.56
15	506,842.59
16	1,029.08
17	497,412.44

Total \$ 1,178,834.67

Approve Expense Vouchers:

2033	177,291.21
2034	51,684.14
2035	1,585.37
2036	80,199.34
2037	62,590.68
2038	23,661.08
2039	146,537.24

Total \$ 543,549.06

Approve Student Activity & Auxiliary Operation Vouchers:

5031	649.99
5032	2,721.61
5033	1,437.38
5034	4,255.66

Total \$ 9,064.64

BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
GOVERNING BOARD REGULAR MEETING MINUTES
January 12, 2021

2.3. **Personnel**

2.4. **Recommendation to Review and Approve Employee Retirement**

The Superintendent recommends the Governing Board approve the retirement of Dr. Gail Irestone, Principal, Blue Ridge Elementary School, effective June 30, 2021. Brad Pico also wishes to retire at the end of the current school year and return to work next school year through ESI.

2.5 **Recommendation to Review and Approve the Hire of New Employees for the 2020-2021 School Year**

The Superintendent recommends the Governing Board approve the hire of the following new employees:

- Mark Vest, CTE Coordinator/Teacher (new position)
- Kyle Willis, Teacher (new position)
- Amy Hathcock, Counselor (new position)
- Jerry Brassfield, Bus Driver (replacement)

2.6. **Recommendation to Review and Approve Employee Resignations**

The Superintendent recommends the Governing Board approve the following resignations:

- Rustin Reed, Teacher effective January 15, 2021 (personal reasons)
- Jessica Breinig, Teacher effective May 14, 2021, (personal reasons).

2.7. **Recommendation to Review and Approve 2020-2021 Extra Duty, T3 (Teacher Technology Team) Addendums and Support Staff Hourly Wage Increase**

The Superintendent recommends the board approve additional compensation provided to Teachers with course loads exceeding full-time schedules, T3 technology assistance to teachers and support staff hourly wage increase. A list of participants and the associated amounts were provided to the Board in a separate handout.

2.8. **Recommendation to Review and Approve the District Teacher and Principal Evaluations**

The Superintendent recommends the Governing Board approve the District Teacher and Principal Evaluations. This is an annual requirement. No significant changes have been made to the process or documents.

Questions from Board on process, Mr. Loren Webb and Dr. Wright answered questions. Motion to approve by Chuck Waldo, second Diana Butler, passed by unanimous vote- David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall

2.9. **Recommendation to Review and Approve the First and Final Revision of Indian Procedures and Policies 2021**

Superintendent recommends the Board review and approve the Indian Procedures and Policies. This is an annual requirement for all Schools receiving federal Impact Aid. A copy of the procedures and policies has been provided to the Board in a separate handout. Mr. Brad Pico available for questions.

BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
GOVERNING BOARD REGULAR MEETING MINUTES
January 12, 2021

2.10. **Recommendation to Review and Approve the Early Graduation of a Blue Ridge High School Student**

The Superintendent recommends the Governing Board approve the early graduation of a Blue Ridge High School student. The student information has been provided to the Board in a separate handout.

Governing Board recognized the work and efforts of student

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

2.11. **Recommendation to Review and Approve December 2020 Financial Reports**

The Superintendent recommends the Governing Board review and approve December tax credit, auxiliary operations and student activities financial reports.

3. **Business**

3.1. **Discussion and Possible Approval of Continuation of the Families First Coronavirus Response Act (FFCRA) for our Employees, Related to COVID-19**

Superintendent recommends the Governing Board discuss and possibly approve the continuation of the FFCRA.

Discussion-table the item for a February approval.

3.2. **Recommendation to Allow Employees to Determine Whether or Not They Receive the COVID Vaccine**

Superintendent recommends the Governing Board allow all employees to determine whether or not they receive the COVID-19 vaccine.

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

3.3. **Recommendation to Review and Approve a Memorandum of Understanding (MOU) with Arizona State University (ASU)**

Superintendent recommends the Governing Board review and approve an MOU, allowing Blue Ridge to enroll students into the ASU Universal Learner Courses for high school students. The associated costs of the courses is the responsibility of the parent/guardian.

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

3.4. **Superintendent's Report**

- COVID update and local conditions of the virus
- Evaluation of possible return to face-to-face instruction on January 20, 2021
- General District update

3.5. **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 9, 2021 at 5:00 pm.**

BLUE RIDGE UNIFIED SCHOOL DISTRICT #32
GOVERNING BOARD REGULAR MEETING MINUTES
January 12, 2021


**4. Adjournment @ 5:52pm, Motion to adjourn by Jennifer Brimhall, second Chuck Waldo
passed by unanimous vote-David Merrill, Chuck Waldo, Diana Butler, Jennifer Brimhall**

The Board members have been provided with background material in advance of 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 in advance of the Board meeting.

Dated January 14, 2021

Respectfully submitted by,

Mary L. Ford, Executive Secretary
Governing Board

EXECUTIVE SESSION/ADMONTION: All persons present during an executive session are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not present, other than a current member of the Board, or pursuant to a specific statutory exception, anything that has transpired or has been discussed during the executive session or the Minutes of the executive session. Failure to comply is a violation of A.R.S. 38-431.03 and may result in fines and other penalties in accordance with A.R.S. 38-431.07.  **AMERICANS WITH DISABILITIES ACT:** Blue Ridge Unified School District intends to comply with the A.D.A. If you are disabled or physically challenged and need a reasonable accommodation to participate, please contact the Superintendent's office two business days in advance of the meeting or as otherwise as soon as practicable prior to the meeting date at 928-368-6126 ext. 1101.