

WILLCOX UNIFIED SCHOOL DISTRICT NO. 13  
480 NORTH BISBEE AVENUE  
WILLCOX, ARIZONA 85643

**NOTICE OF REGULAR BOARD MEETING**

Board Members Present: Dwayne Owen Mark Hopkins Bill Ryan Gary Clement – absent Guy Nolan	Others Present: Kevin Davis, Alex Arroyo, Penny Long, Tammy Hall, Lesha Smyer, Chris Stalder, Kris Duncan, Ty White, Valerie Simon, Cheryl Childers, David Shipley, Amy Sanborn, Lora Lee Wyatt, Buffi Riggs, Mr. Pillai
--	---

Pursuant to A.R.S. 38-431.02, notice is hereby given to members of the Willcox Unified School District Governing Board and to the general public that the Board will hold a Regular Meeting that is open to the public on **Tuesday September 3, 2019 at 6:00 P.M in the District Education Center Board room, located at 480 N. Bisbee Avenue, Willcox, AZ 85643**. Board members may participate in person or telephonically.

Pursuant to A.R.S. 38-431.03(A) (3), the Board may vote to go into Executive Session (which will not be open to the public) for discussion or consultation with the Board’s attorney(s) on any matter listed on the Agenda. The Board attorney(s) may appear in person or telephonically.

Pursuant to Title II of the Americans with Disabilities Act (ADA), persons with a disability may request a reasonable accommodation by contacting Kevin Davis, Superintendent/Business Manager, at (520) 384-8606, 480 North Bisbee Avenue, Willcox, AZ 85643. Requests should be made as early as possible to allow time to arrange the accommodation(s). Persons needing a language interpreter should contact Penny Long 520-384-8600 at least 48 hours prior to the meeting.

The District subscribes to equal and quality educational opportunities for all students. All decisions pertaining to policies that affect curriculum, programs and facilities will be made carefully, after scrutiny of the needs of our students and the resources available.

A complete copy of the Meeting Agenda can be found on the District’s website: [www.wusd13.org](http://www.wusd13.org). A copy of the agenda background material provided to Governing Board members (with the exception of material relating to possible executive sessions and records exempt from public inspection by law) is available for public inspection 24 hours in advance of the meeting at the District Office, 480 North Bisbee Avenue, Willcox, Arizona 85643.

PLEASE SILENCE YOUR PHONES

**AGENDA  
September 3, 2019  
6:00 PM**

**I. Opening of Meeting**

- A. Call to Order and Roll Call – **6 p.m.**
- B. Pledge of Allegiance
- C. Invocation for the Governing Board
- D. Adoption of Agenda

**Mark Hopkins made a motion to adopt the agenda, second by Guy Nolan.**

Name	Aye	Nay	Abstain
Dwayne	X		
Mark	X		
Guy	X		

<b>Gary</b>			<b>absent</b>
<b>Bill</b>	<b>X</b>		

## II. Call To The Public

The public is invited to address the Board on any issue within its jurisdiction, subject to reasonable time, place and manner restrictions. Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, Arizona law permits Governing Board members to do the following at the conclusion of the open call to the public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be placed on a future agenda. Persons desiring to address the Board must first be recognized by the Board President. Before speaking, the individual must state his/her name. Duration of comments may be limited by the Board President. Persons with specific problems or concerns regarding personnel are encouraged to utilize Governing Board Policy KEB, "Public Concerns and Complaints Against Personnel".

## III. Presentations

Student Presentations:

- A. High School Student Council – **High School Student Council did not attend**
- B. FFA – **Ashley Riggs, Riley Terry, Ethan Todd, Brady Thompson, Bridger Sanborn and Carson Shannon all attended state leadership. FFA helped out the Willcox Flyer bike race and also had their annual ice breaker which is always a lot of fun. Riggs field day is the first activity of the year. Riley Terry is doing a good job keeping everyone informed on all the activities going on.**
- C. Middle School Student Council – **Lane Whetton, Cash McCumber, Alexa Hernandez, Karis Riggs and Alex Fuentes represented the Middle School Student Council. Middle School Student Council is selling t-shirts, they are also working the concession stand for the volleyball games. Middle School is having a back to school dance on September 6, 2019.**
- E. Middle School Student of the Month –
  - 5<sup>th</sup> – Carter Wyatt**
  - 6<sup>th</sup> – Madison Shipley**
  - 7<sup>th</sup> – Nathaniel Aguilar**
  - 8<sup>th</sup> – Mia Mungarro**

## IV. Administrative Reports / Summary of Current Events

Superintendent's Report – The Superintendent will report on the following items:

- A. Back to School – **Middle School and High School sports have started back up.**
- B. Bond Election Update – **November 5 is the election for the bond. Mr. Davis is trying to get out as much info about the bond to the community, they handed out fliers at the safety meeting. Staff is welcome to share information on the bond as long as they are a citizen and not an employee of the Willcox Unified School.**

The Superintendent and/or the Governing Board members may present a brief summary of current events. The Board will not propose, discuss, deliberate or take legal action on any matter on the summary, unless the specific matter is properly noticed for legal action.

## V. Consent Agenda

- A. Approval of Minutes – Consideration of approving the minutes of the Regular Meeting Dated [August 6, 2019](#) as noted in the board backup.

- B. Ratification of Expense and Payroll Vouchers – Consideration of approving the following expense and payroll vouchers as noted in the Board backup:
1. Expense – [#1932](#) for \$101,433.92; [#1933](#) for \$637.27; [#1934](#) for \$51,567.75; [#2002](#) for \$1,200.00; [#2003](#) for \$68,353.60; [#2004](#) for \$68,160.28; [#2005](#) for \$54,276.64
  2. Payroll – [#3](#) for \$68,558.76; [#4](#) for \$286,311.76
- C. Approval of Activity Accounts – Consideration of approving the activity accounts for the month of [July 2019](#), as noted in the Board backup.
- D. Personnel-
1. Hiring – FY 2019-2020 – Consideration of approving the following hiring for FY 2019-2020, contingent upon approval of fingerprint background check/clearance card when required.
    - a. Michael Rives, Transportation, effective August 19, 2019.
    - b. Doug Lockhart, Transportation, effective August 15, 2019.
    - c. Justin Crum, Middle School Special Education Paraprofessional, effective August 19, 2019.
    - d. Ken Lownds, Transportation, effective August 7, 2019.
    - e. Jane Stone, Middle School Special Education Paraprofessional, effective August 19, 2019.
    - f. Larry Harrington, Transportation, Activity Route, effective August 7, 2019.
    - g. Jackie Juarez, Elementary School Paraprofessional, effective August 7, 2019.
    - h. Doug Miller, High School Media Production, effective August 8, 2019.
    - i. Lee Miller, High School Advanced Biology, effective August 8, 2019.
    - j. Mike Rand, High School Earth Science, effective August 8, 2019.
    - k. Toni Pennington, High School Spanish 2, effective August 8, 2019.
    - l. Tia Pennington, High School Choir/Band/Orchestra sponsor, effective August 13, 2019.
    - m. Rayna Nicholas, Elementary First Grade Teacher, effective June 24, 2019.
    - n. Ruth Foy, Elementary ELL Teacher, effective June 24, 2019.
    - o. Edward Folks Jr., High School History/Economics, effective June 3, 2019.
    - p. Maureen Johnston, Middle School ELA, effective August 1, 2019.
    - q. Bernadette Martinez, Elementary Second grade Teacher, effective May 30, 2019.
    - r. Cynthia Richards, Teaching English 101/102 on her prep time, effective August 8, 2019.
    - s. Stephanie Gomez, Bus Aide, effective August 8, 2019.
    - t. Tammy Miranda McAndrew, Bus Aide Sub, effective August 8, 2019.
    - u. [EXTRA DUTY LIST](#)
  2. Resignations – FY2019-2020 – Consideration of approving the following resignations.
    - a. Jeff Thompson, High School Principal, effective June 30, 2019.
    - b. Michelle Coleman, Transportation, effective August 6, 2019.
    - c. Sara Wiley, Middle School Paraprofessional, effective August 19, 2019.
    - d. Amanda Hill, Middle School Paraprofessional, effective August 14, 2019.
    - e. Steve Campagna, IT Network, effective August 19, 2019.
- E. Donations – Consideration of approving the donations as listed in the Board Backup.

[GNS Heating and Cooling](#) to WHS Science Club

[West Central Initiative Trust Account](#) to WHS Science Club

- F. Approval of GNS Heating and Cooling Payment – Consideration of approving payment to GNS Heating and Cooling as noted in the Board backup.

Invoice # [7148](#) - \$245.00

- G. Approval of Willcox Sand, Inc. Payment – Consideration of approving payment to Willcox Sand, Inc, as noted in the Board backup.

Invoice # [010452](#) - \$931.45

- H. [Retirement/Return](#) to Work Request for 2019-2020- – Consideration of approving the following requests for retirement/return to work request.

John Chapman, Middle School Band Director

**Mark Hopkins made a motion to accept and approve the consent agenda, second by Bill Ryan. Dwayne Owens abstain from voting on item V.G., Guy Nolan will abstain from voting on V.F.**

Name	Aye	Nay	Abstain
Dwayne	X		V.G.
Mark	X		
Guy	X		V.F.
Gary			absent
Bill	X		

**VI. New Business**

- A. [Policy Revisions](#) – Consideration of approving the 1<sup>st</sup> reading of the following policies (regulations and exhibits if listed are for informational purposes only):

- BEDH – Public Participation at Board Meetings
- DJE – Bidding/Purchasing Procedures
- GBEA – Staff Ethics
- GBEB – Staff Conduct Regulation GBEB-R
- GBEFA – Staff Use of Digital Wireless Communications or Electronic Devices While Operating a Motor Vehicle
- GBI – Staff Participation in Political Activities
- GCF – Professional Staff Hiring
- GCFC – Professional Staff Certification and Credentialing Requirements (Fingerprinting Requirements) Exhibit GCFC-E
- GCO -Evaluation of Professional Staff Members
- GDF – Support Staff Hiring
- GDFA – Support Staff Qualifications and Requirements (Fingerprinting Requirements) Exhibit GDFA-E
- IHA – Basic Instructional Program Exhibit IHA-E
- IHAMD – Instruction and Training in Suicide Prevention
- IKF – Graduation Requirements
- JICA – Student Dress Regulation JICA-R
- JIH – Student Interrogations, Searches and Arrests
- JLCD – Medicines/Administering Medicines to Students
- JLDAC – Screening/Testing of Students (Vision Screening for Children)

JLF – Reporting Child Abuse/Child Protection

Bill Ryan made a motion to approve the 1<sup>st</sup> reading of BEDH, DJE, GBEB, GBEB, GBEFA, GBI, GCF, GCFC, GCO, GDF, GDFA, GDFA-E, IHA, IHAMD, IKF, JICA, JIH, JLCD, JLDAC AND JLF of Policy Revisions seconded by Guy Nolan.

Name	Aye	Nay	Abstain
Dwayne	X		
Mark	X		
Guy	X		
Gary			absent
Bill	X		

- B. [FY 2019-2020 Classroom Site Fund \(301\)](#) Plan Base Pay and Pay for Performance – Consideration of approving the FY 2019-2020 Classroom Site Fund (301) Plan Base Pay and Pay for Performance.

Mark Hopkins made a motion to accept the FY 2019-2020 Classroom Site Fund (301) Plan Base Pay and Pay for Performance, seconded by Bill Ryan.

Name	Aye	Nay	Abstain
Dwayne	X		
Mark	X		
Guy	X		
Gary			absent
Bill	X		

- C. Future Meeting Dates – The Board may set additional meeting dates as needed and discuss agenda items to be included in future agendas. The next regular meeting is scheduled for [October 1, 2019](#).

October meeting is rescheduled for October 8, 2019 at 6 p.m.

## VII. ADJOURNMENT

Action to adjourn meeting - 6:15 P.M.

**Bill Ryan made a motion to adjourn the meeting, seconded by Mark Hopkins.**

Name	Aye	Nay	Abstain
Dwayne	X		
Mark	X		
Guy	X		
Gary			absent
Bill	X		