

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

**NOTICE OF REGULAR BOARD MEETING**

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 7, 2021 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) 384-8600, 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 Kevin Davis 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 7, 2021**

**6:00 PM**

(Immediately following the public hearing)

**I. Opening of Meeting**

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

**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**

- A. High School
- B. Middle School Student Council

**IV. Administrative Reports / Summary of Current Events**

- A. Student Count
- B. Willcox Literacy Fest
- C. Election Information

**V. Consent Agenda**

- A. Ratification of Expense and Payroll Vouchers – Consideration of approving the following expense and payroll vouchers as noted in the Board backup:
  - 1. Expense – #2135 for \$366,961.30, #2136 for \$50,480.26, #2137 for \$6,193.39, #2138 for \$766.57, 2201 for \$60,765.89, #2202 for 64,687.88, #2203 for \$120,779.28, #2204 for \$103,785.47
  - 2. Payroll – #2 for \$94,119.25, #3 for 94,892.30, #4 for 434,617.39, #4.1 for \$3,316.79, #5 for 310,851.06
- B. Approval of Student Activity Accounts – Consideration of approving the student activity accounts for the month of June 2021, as noted in the Board backup.
- C. Personnel-
  - 1. Hiring-FY 2021-2022 – Consideration of approving the following hiring for FY 2021-2022, contingent upon approval of fingerprint background check/clearance card when required:
    - a. Shannon Little, High School Special Education Para-pro, effective September 1, 2021.
    - b. Sheryl Patterson, HS Secretary, effective September 6, 2021.
    - c. Natalie Judd, Business Support – Acct. Supervisor, effective September 7, 2021.
    - d. Ed Folks, Maureen Johnston, Doug Miller, Lee Miller, Cynthia Richards, Clint Sanborn, Teach on Prep, effective August 9, 2021.
    - e. Wendy Conger - ESI, transfer to HS Special Education Teacher, effective August 23, 2021.
    - f. Keith Northern, Elementary School Night Custodian, effective August 23, 2021.
    - g. Shelley Martin, Business Support – Procurement, effective August 16, 2021.
    - h. Marsha Davidson, Elementary School Teacher – effective August 4, 2021.
    - i. Vitoria Torres, Middle School Counselor/Social Worker – effective August 23, 2021.
    - j. Dale Bennett, Transfer from Middle School Counselor to Teacher, effective August 4, 2021.
    - k. Kami Allred, Long-term Substitute – Orchestra, effective August 4, 2021.
    - l. Lizabet Torres, High School SEI/Spanish Teacher, effective August 30, 2021.
    - m. Extra Duty List
  - 2. Resignations – FY2021-2022 – Consideration of approving the following resignations.
    - a. Cynthia Linger, HS Special Education Teacher, effective August 19, 2021.
    - b. Karina Denny, Business Support – Acct. Supervisor, effective September 29, 2021.
    - c. Erica Evans, High School Night Custodian, effective August 23, 2021.
- D. Approval of Stotz Equipment Payment – Consideration of approving payments to Stotz Equipment, as noted in the Board backup.
- E. Certified Salary Schedule – Consideration of approving the Certified Salary Schedule as noted in the Board backup.

- F. School Counselor Job Description – Consideration of approving the Counselor Job Description as noted in the board backup.

**VI. New Business**

- A. Donation of Scoreboard for High School Football Field - Consideration of approving the donation of a new score board for the high school football field.
- B. FY2021-2022 Proposed Budget – It is the administration’s recommendation that the governing board approve the first revision of the Maintenance and Operations and District Additional Assistance budgets for FY 2021-2022.
- C. Instructional Time Models for FY2021-2022 – Consideration of approving the Instructional Time Models as contained in the board backup and presented at the public hearings.
- D. Policy Advisories - It is the administration’s recommendation that the governing board approve the 2nd reading and adopt the following Policy Revisions:
  - 1. Policy Advisory No. 680..... Policy BDF — Advisory Committees
  - 2. Policy Advisory No. 681..... Policy BEDD — Rules of Order
  - 3. Policy Advisory No. 682..... Policy BEDH — Public Participation at Board Meetings
  - 4. Policy Advisory No. 683..... Policy BIB — Board Member Development Opportunities
  - 5. Regulation BIB-R — Board Member Development Opportunities
  - 6. Policy Advisory No. 684..... Policy DIE — Audits / Financial Monitoring
  - 7. Policy Advisory No. 685 .....Policy DJ — Purchasing (Purchasing Ethics Policy)
  - 8. Policy Advisory No. 686.....Policy EEAEA — Bus Driver Requirements Training and Responsibilities
  - 9. Policy Advisory No. 688.....Policy GCB — Professional Staff Contracts and Compensation
  - 10. Policy Advisory No. 689..... Policy GCF — Professional Staff Hiring
  - 11. Policy Advisory No. 690..... Policy GCH — Professional / Support Staff Orientation and Training
  - 12. Policy Advisory No. 691..... Policy GDB — Support Staff Contracts and Compensation
  - 13. Policy Advisory No. 692.....Policy GDF — Support Staff Hiring
  - 14. Policy Advisory No. 693..... IC — School Year
  - 15. Policy Advisory No. 694..... Policy IHA— Basic Instructional Program Exhibit IHA-E — Basic Instructional Program
  - 16. Policy Advisory No. 695..... Policy IHAMB— Family Life Education
  - 17. Regulation IHAMB-R — Family Life Education
  - 18. Policy Advisory No. 696.....Policy IHAMD — Instruction and Training in Suicide Prevention
  - 19. Policy Advisory No. 697.....Policy IJ — Instructional Resources and Materials
  - 20. Policy Advisory No. 698..... Policy IJJ — Textbook / Supplementary Materials Selection and Adoption
  - 21. Policy Advisory No. 699.....Regulation IKE-RB – Promotion and Retention of Students
  - 22. Policy Advisory No. 700..... Policy IMB – Teaching About Controversial / Sensitive Issues
  - 23. Policy Advisory No. 701.....Policy JFAA — Admission of Resident Students
  - 24. JFAA-EA — Admission of Resident Students
  - 25. JFAA-EB — Admission of Resident Students

- 26. Policy Advisory No. 702..... Policy JFAB — Tuition / Admission of Nonresident Students
- 27. JFAB-EA — Tuition / Admission of Nonresident Students
- 28. JFAB-EB — Tuition / Admission of Nonresident Students
- 29. Policy Advisory No. 703.....Policy JFB – Open Enrollment
- 30. Policy Advisory No. 705.....Policy JK — Student Discipline
- 31. Policy Advisory No. 706..... Policy JKD — Student Suspension
- 32. Policy Advisory No. 707.....Policy JKE — Student Expulsion
- 33. Policy Advisory No. 708.....Policy JLCB — Immunizations of Students
- 34. Regulation JLCB-R — Immunizations of Students
- 35. Exhibit JLCB-E — Immunizations of Students
- 36. Policy Advisory No. 709.....Policy JLF — Reporting Child Abuse/Child Protection
- 37. Policy Advisory No. 710..... Policy KB — Parental Involvement in Education

E. Health Mitigation Plan – Consideration of approving the revision of the District Health Mitigation Plan for FY2021-2022 as included in the board backup.

F. Resolutions – Consideration of approving the following resolutions and Intergovernmental Agreement (IGA) and/or contracts and authorizing the superintendent to sign agreements and/or contracts as included in the board backup.

- 21/22 – 56 - Intergovernmental Agreement for Election Services with Cochise County
- 21/22 – 57 - Intergovernmental Agreement with the University of Arizona for the Borderlands Master Teacher Fellowship.

G. Policy Revision - It is the administration’s recommendation that the governing board approve the 1st reading of the following Policy Revisions or Additions:

- 1. GDMB – Support Staff Training
- 2. GDMB-EA – (Exhibit) Support Staff Career Development
- 2. GDGM-RA – (Regulation) Support Staff Career Development

H. Future Meeting Dates – The Board may set additional meeting dates as needed and discuss agenda items to be included in future agendas and the next regular meeting is scheduled for October 5, 2021.

**VII. Adjournment**

Action to adjourn meeting

I certify that this Notice and Agenda was posted on line on the District website and at the following location(s): District Office Building – Front Display Box on Monday, September 7, 2021 at 5:00 p.m.

By: \_\_\_\_\_  
Kevin Davis, Superintendent