

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

REGULAR BOARD MEETING MINUTES

Board Members Present: Bill Ryan Mark Hopkins Rachel Garza Homer Hansen Cliff Shipley	Others Present: Kevin Davis, Erin Bowlby, Dr. Shane Couch, Clint Sanborn, Moiria White, FFA members, Middle School Student Council Members, Maria Guerrero.
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AGENDA
April 2, 2024

6:00 PM

I. Opening of Meeting

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

Ms. Garza made a motion to adopt the agenda. Mr. Shipley seconded.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	
Mr. Hansen	X	
Mr. Shipley	X	

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. Middle School Student Council – President & Secretary report – In wrestling Pedro Kingman is state champion, Kristen Dolan took 4th place in state, and we have 3 district champions. Girls basketball came in 3rd. In spring sports, baseball is currently 1-0. Track has had a couple of meets. Knowledge bowl took 2nd place at St David. Mrs. Bhasme took a group of girls to an event at Gran Canyon University. We participated in Yes Fair. In leadership class we have been working on anti-drug vaping and alcohol presentation to present to the student body. Next week we have a full week of testing and activities to go with it. We aim to score high on AASA.

- B. High School FFA – Willcox High School Parliamentary Procedure Team, will be competing at districts on April 18, 2024. Would like to thank the board for letting them do a practice demonstration today to help them prepare for their competition. The team moves on with practice demonstration after a brief description of what will happen at the mock motions.

IV. Administrative Reports/ Summary of Current Events –

Bond Update:

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.

Mr. Davis states that he wanted to give the board a small update on bond proceedings. We have Completed the procurement, for the architectural design and project management services. So hopefully in this meeting you will approve that. You will be approving the award of that contract, but then we are still working the payment schedule and fees. Which this particular contract is on an as needed basis. We have a building committee meeting tomorrow with community members, we had one last week with staff to talk about what they would like to see the projects be and priorities. A member of the architectural firm was here compiling information. He's going to be here tomorrow. Once we get all that information he's going to build a spreadsheet, look at potential budgets, timelines, and priorities. Then hopefully come with some more information to the board at that point. We are still trying to schedule a time to sell he bonds. We were originally waiting for our property values to come out which came out in February. You approved the sale in March, we were planning to sell late March, early April. But we are still waiting for our certified annual financial report. Its not finished yet, the auditors promised me by the middle of April. After we have that then I can post of the MSRB website for SCC filings, that where investors look for good buys and financial status and stability. So, the attorneys and bond makers wanted to wait till we can post that, so that we can potentially get a better interest rate once they see our financial stability and strength. So that's what we are waiting for in the bond sale.

V. Consent Agenda

Mr. Hansen made a motion to adopt the consent agenda and Ms. Garza seconded the motion. Mr. Ryan wishes to abstain from item V.F. Donations

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	
Mr. Hansen	X	
Mr. Shipley	X	

- A. Approval of Minutes – Consideration of approving the minutes of the Regular Meeting dated March 5, 2024, work session minutes dated March 5, 2024, as noted in the board back up.
- B. Ratification of Expense and Payroll Vouchers – Consideration of approving the following expense and payroll vouchers as noted in the Board backup:
 - 1. Expense – #2424 \$85,899.99; #2425 \$55,499.60; #2426 \$35,669.84
 - 2. Payroll – #18 \$398.325.35; #19 \$354,717.28
- C. Personnel -
 - 1. Hiring – FY 2023-2024 - Consideration of approving the following hiring’s for FY 2023-2024, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Rebecca Bhasme, ASU Stem Grant, effective date 3/4/24.
 - b. Clay Cooke, WHS Girls Wrestling Coach, effective 10/15/23.
 - c. Extra Duty List
 - 2. Resignations – FY2023-2024– Consideration of approving the following resignations for FY 2023-2024.
 - a. Sara Kras, WHS Teacher, effective 5/23/24.
 - b. Denise Johnson, WMS Teacher, effective 5/23/24.
 - c. Paul McInnes, WHS Boys Head Basketball Coach, effective 3/21/24.

- 3. Hiring – FY 2024-2025 - Consideration of approving the following hiring for FY 2024-2025, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Paul Mc Innes, WHS Teacher on Assignment - Athletic Director, effective 7/1/24.
 - b. Mike Patterson, WHS Teacher on Assignment - Dean of Students, effective 7/1/24.
 - c. Todd DeBaun, WHS Head Volleyball Coach, effective 7/1/24.
 - d. Jan Osterman, Library Clerk, additional hours, effective 7/1/24.

- D. FY 2024-2025 Student Fee Schedule – Consideration of approving the FY 2024-2025 Student Fee schedule as noted in the board backup.

- E. Student Activities – Consideration of approving the Student Activity Accounts for February 2024.

- F. Donations – Consideration of approving the donations as listed in the Board backup.
 - 1. Courtney Gonzalez
 - 2. STOTZ Equipment
 - 3. David Thompson

- G. It is the administration’s recommendation that the governing board approve the out of state travel as presented in the board backup material.

- H. Fundraisers - Consideration of approving the fundraisers as listed in the Board backup.

V. New Business

- A.** Policy Revision - Consideration of approving the addition of procedure 4-100 to the policy manual as noted in the board backup material.

4-101.A Board Authority to Employ – Longevity Incentive

Mr. Hopkins makes a motion to approve Policy Revision, Ms. Garza seconded.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	

Mr. Hansen	X	
Mr. Shipley	X	

B. Request for Quotation (RFQ) – Consideration of approving the following RFQ and/or contracts and authorizing the Superintendent to sign agreements and/or contracts:

1. RFQ 23-24-02 - Architectural/Design/Project Management Services – Approve the Evaluation Committee/Administrations report to the Board (pursuant to R7-2-1110 of the Arizona Administrative Code, recommending that the WUSD Governing Board award RFQ 23-24-02 to Swaim Associates.
2. Authorize the Administration to negotiate the Final AIA B101 Owner-Architect Agreement which will be submitted to the Board for its approval at a future meeting.

Mr. Shipley makes a motion to Request Quotation, Mr. Hansen seconded.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	
Mr. Hansen	X	
Mr. Shipley	X	

C. Request for Proposal (RFP) - Consideration of approving the following RFP and/or contracts and authorizing the Superintendent to sign agreements and/or contracts as included in the board backup materials:

RFP 23-24-02 – Wide Area Network

Mr. Hansen makes a motion to Request for Proposal, Mr. Shipley seconded.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	
Mr. Hansen	X	

Mr. Shipley	X	
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- D. Certified Salary Schedule – Consideration of approving the FY2024-2025 Certified Salary Schedule as noted in the board backup material.

Mr. Hopkins makes a motion to approve Certified Salary Schedule, Mr. Hansen seconded.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	
Mr. Hansen	X	
Mr. Shipley	X	

- F. 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 May 7, 2024.

VI. **Adjournment**

Action to adjourn meeting

Mr. Ryan makes a motion to adjourn meeting, Ms. Garza seconded.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	X	
Ms. Garza	X	
Mr. Hansen	X	
Mr. Shipley	X	

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 April 2, 2024 by 5:00 p.m.

By: _____

Kevin Davis, Superintendent