

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 December 6, 2022 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**

**December 6, 2022**

**6:00 PM**

**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 FFA
- B. High School Student Council

- C. Middle School Student Council
- D. Elementary School Student Council

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

Election Information

**V. Consent Agenda**

- A. Approval of Minutes – Consideration of approving the minutes of the Regular Meeting dated August 3, 2021, September 7, 2021 and November 1, 2022 and Public hearing dated August 3, 2021, September 7, 2021 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 – #2310 \$74,618.16; #2311 \$152,132.00; #2312 \$127,109.64 #2313 \$148,180.24
  - 2. Payroll – #10 \$391,138.69; #11 \$353,524.86; #12 \$621,978.44
- C. Approval of Student Activity Accounts – Consideration of approving the student activity accounts for the month of October, 2022 as noted in the Board backup.
- D. Personnel -
  - 1. Hiring - FY 2022-2023 – Consideration of approving the following hiring for FY 2022-2023, contingent upon approval of fingerprint background check/clearance card when required:
    - a. Shannan Wilson, Elementary School teacher, effective October 20, 2022.
    - b. Mirna Garcia, Migrant Tutoring teacher, effective October 24, 2022.
    - c. Leksi Smyer, Elementary paraprofessional, effective November 21, 2022.
    - d. Maria Felix, transfer to Middle School paraprofessional, effective November 7, 2022.
    - e. Blanca Arguello, Migrant Tutoring Teacher, effective October 24, 2022.
    - f. Karina Rodriguez, elementary paraprofessional, effective November 28, 2022.
    - g. Tina Young transferring to custodian, effective November 7, 2022.
    - h. Robert Denton transfer to HS head custodian, effective November 7, 2022.
    - i. Eva Rios and Trevor Ward game worker for WMS Games, effective September 27, 2022.
    - j. Patrick Castagno, assistant groundkeeper, effective November 22, 2022.
    - k. Jennifer Cassady, HS game worker, effective, November 17, 2022.
    - l. Extra duty list.
  - 2. Resignations – FY 2022-2023 – Consideration of approving the following resignations.

- a. Jane Cox, paraprofessional, effective November 17, 2022.
- 3. Terminations – FY2022-2023 – Consideration of approving the following terminations.
  - a. Doug Lockhart, Bus Driver, to be effective December 7, 2022.
- E. Donations – Consideration of approving the donations as listed in the Board Backup.
  - Brooks Brother’s Scholarship
- F. Sole Source- the Board will consider approving the following vendor as Sole Source vendor for FY 2022-2023.
  - TechSmart
- G. Vehicle Sale -Consideration of approving the sale of 1997 Ford Taurus Sedan.
- H. Fund Raisers – Consideration of approving the fundraisers as listed in the Board Backup.

**VI. New Business**

- A. Classified Salaries – Consideration of approving the salary changes for Classified staff for FY 2022-2223 as included in the board back up, and becoming effective December 29, 2022.
- B. FY 2022-23 Classified and Certified Staff Salary Schedules – Consideration of approving the FY 2022-23 Classified and Certified Salary Schedules as included in the board back up.
- C. Election – Consideration of approving the November 2, 2022 election results as included in the board back up, and as certified by Cochise County Elections Department.
- D. Superintendent Evaluation and Performance – Pursuant to A.R.S. 38-431.03(A) (1), the Board may vote to convene an executive session for consideration of the Superintendent’s evaluation, FY21-22 goals, awarding components of performance pay, and approval of FY22-23 goals. The Superintendent has been provided with the statutorily required notice.
- E. Superintendent Evaluation – Pursuant to A.R.S. 38-431.03(A)(1), the Board may take action on the Personnel matters regarding the Superintendent.
- 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 January 3, 2023.

**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, December 5, 2022 at 5:00 p.m.

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