

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 February 7, 2023 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**  
**February 7, 2023**  
**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

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

- A. Legislative 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.

**V. Consent Agenda**

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting and the Public Hearing for Budget Revision dated January 3, 2023 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 – #2316 \$190,499.22; #2317 \$32,561.03; #2318 \$110,314.12
  - 2. Payroll – #14 \$336,447.90; #15 \$328,375.00; #16 \$361,926.86
- C. [Approval of Student Activity Accounts](#) – Consideration of approving the student activity accounts for the month of December, 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. Judith Duran, MS 7<sup>th</sup> grade ELA teacher, effective January 9, 2023.
    - b. Jan Osterman, paraprofessional/Library Clerk, effective January 12, 2023.
    - c. Leisha Smyer, print lab clerk/special needs paraprofessional, effective December 29, 2022.
    - d. Melanie Williams, Elementary School ESS teacher, effective January 12, 2023.
    - e. Andrinna Bates, ES paraprofessional/title I. effective January 12, 2023.
    - f. Cora Molina, kindergarten teacher, effective January 23, 2023.
    - g. Thade Hough, MS Health Aide/paraprofessional, effective January 12, 2023.
    - h. Stephanie Gomez, Health Aide, effective January 12, 2023.
    - i. Lynden Smyer, Coby Hall, and Calvin King, golf volunteer.
    - j. Paul McInnes, head tennis coach, effective February 6, 2023.
    - k. John Chapman, tennis volunteer, effective February 6, 2023.
    - l. Extra Duty List
- E. [Fund Raisers](#) – Consideration of approving the fundraisers as listed in the Board backup.
- F. [Donations](#) – Consideration of approving the donations as listed in the Board backup.

SSVEC  
Thunderbirds Foundation  
Danelle Cosand  
Bootheel Foundation

**VI. New Business**

- A. [Policy Revision](#) - It is the administration's recommendation that the governing board approve the 1st reading of the following Policy Revisions or Additions as noted in the board backup material:
  - a. Policy Advisory No. 739 ... (NEW) Exhibit — IHAMB-EA — Family Life Education
  - b. (NEW) Exhibit — IHAMB-EB — Family Life Education

- c. Policy Advisory No. 740 ..... (NEW) Exhibit — IJL-E — Library Materials
  - d. Selection and Adoption
  - e. Policy Advisory No. 741 ..... Policy — JFABDA— Admission of Students in Foster Care
  - f. Students in Foster Care
  - g. Regulation — JFABDA — Admission of Students in Foster Care
  - h. Policy Advisory No. 742 ..... Exhibit — JHD-EB — Exclusions and Exemptions from School Attendance
  - i. from School Attendance
  - j. Policy Advisory No. 743 ..... (NEW) Exhibit — KB-EC — Parental Involvement in Education
- B. [Long Term Lease Agreement](#) – Consideration of approving a Long-Term Lease Agreement and the resolution for a new school bus and authorize the Superintendent to sign the Long-Term Lease Agreement and resolution.
- C. [Teacher Resignation](#) – Pursuant to A.R.S. 38-431.03 (A)(1), Personnel, the Board may vote to move into executive session to discuss the resignation and contract terms of Cinthia Barraza, Elementary Teacher. If the teacher requests that this discussion be held in open session, it will be held during the action agenda portion of the agenda following the return to open session.
- D. [Action on Teacher Resignation](#) – Pursuant to A.R.S. 38-431.03 (A)(1) The Board may take action on the personnel matters regarding Cinthia Barraza.
- E. [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 March 7, 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 February 6, 2023 at 5:00 p.m.

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