

WILLCOX UNIFIED SCHOOL DISTRICT NO. 13

DRAFT

480 NORTH BISBEE AVENUE
WILLCOX, ARIZONA 85643

REGULAR BOARD MEETING MINUTES

Board Members Present: Bill Ryan – via telephone Mark Hopkins Homer Hansen – came in after election of board members. Cliff Shipley Rachel Garza	Others Present: Kevin Davis, Tammy Hall, Shane Couch, Erin Bowlby, Maria Guerrero
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AGENDA

January 9, 2024

6:00 PM

I. Opening of Meeting

- A. Call to Order and Roll Call
Mr. Hopkins opened the meeting at 6:00pm

- B. Pledge of Allegiance
Mr. Hopkins led the pledge.

- C. Invocation for the Governing Board
Mr. Hopkins led the invocation.

- D. Adoption of Agenda
Ms. Garza moved to adopt the agenda, Mr. Ryan seconded the motion.

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

II. Organization of Governing Board

- A. Nomination and Election of Governing Board Officers – The governing board will open nominations and then elect officers for the following positions: president, vice-president, and clerk. The newly elected board president will conduct the balance of the meeting. **Mr. Hopkins nominated Mr. Ryan as president, Ms. Garza seconded the nomination.**

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

Mr. Ryan nominated Mr. Hopkins as vice-president, Mr. Shipley seconded the nomination.

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

Mr. Hopkins nominated Ms. Garza as clerk, Mr. Shipley seconded the motion.

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

- B. Determination of Regular Meeting Dates, Time and Place – The governing board will discuss and action to determine the day, time and place for conducting the regular meeting of the Willcox Unified School District Governing Board.

Mr. Hopkins moved to continue to hold meetings on the first Tuesday of each month at 6:00pm, Ms. Garza seconded the motion.

Mr. Hansen asks if anyone wants to change it. Ms. Garza states the date used is the only one she has available. Mr. Hopkins asks Mr. Ryan for opinions. Mr. Ryan states that as long as it works for everyone else. Also states his only concern is that it works for Mr. Shipley and Mr. Hansen. Mr. Shipley states that his schedule changes daily so it does not matter. Mr. Hansen states that its Ms. Garza’s schedule that is the restricting one. Motion to keep meeting at same time same date.

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

- C. Approval of Hearing Officers – The governing board may discuss and take action to appoint Mrs. Betsy Ajeman or any other Trust approved hearing officer for student discipline matters.

Mr. Shipley moved to appoint hearing officers as listed in the agenda. Ms. Garza seconded. Mr. Hopkins asks if there are any questions. Ms. Garza asks if we would go to another trust person if Betsy is not available. Mr. Davis states that they have a list of approved hearing officers and that we would just go to that to try to find the closest one. Mr. Hopkins then calls to vote

Voting	Aye	Absent
Mr. Ryan	X	
Mr. Hopkins	X	
Mr. Hansen	X	
Mr. Shipley	X	

Ms. Garza	X	
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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

No presentations

IV. Administrative Reports / Summary of Current Events

Mr. Davis reports:

All I had was a real quick construction update. We are bout finished with our roofing projects, they came just after Christmas and walked the elementary school and the high school with their punch list for warranty, there were a few items that they needed to correct so that's not finalized yet but should be shortly. The middle school, we had a problem with the gym roof. There was a section of metal over the orchestra area that they didn't know about. So, it wasn't part of their original plan and we had to go back to the SFB and get a solution for that, so that is still not completed. But that's about the only thing left at the middle school on the roofing side of it. That hopefully will be finished up soon. The weatherization project is now weatherization and drainage and concrete repair, so we can tie all the exterior stuff in to one project. So, we are still working on what that will all encompass with the drainage and the sidewalk. As an example, just this week with the rain and snow we have a pond at the middle school, I feel like this drainage project would address that and provide a way for that water to be moved away from classrooms or those type of areas. Or at the elementary school where it comes off the roof and it goes on right on to the concrete right in front of the classroom's doors. That's a drainage type thing. The concrete we have so much buckling concrete and sidewalks that are lifted up. We have had a lot of accidents because of those, so that will be corrected with this project also. We have drawings for the weatherization side of things, and I have a committee meeting planned for the 17th for our building committee. I'm going to show the committee those drawings and talk to them about the recommendations from the architect and then look at potential color schemes so we can finalize those projects and get them started, but before we finalize those we will bring them to the board with everybody's recommendations so that you can approve that. Then that same committee is what I'll use for the bond building projects. Get recommendations from them on priorities for projects, help make decisions and designs, and all that type of thing before it comes to the board for final approval. And that committee is comprised of staff member and community members I have about 12 people on it. I talked to Mr. Ryan, he wanted to participate in that as a board member representative, and I'm looking for potentially a couple of other community members. Next Wednesday the 17th is our first meeting for that. That's what I have.

Mr. Hopkins, thanks Mr. Davis and asks if anyone has any questions or comments. No one. Mr. Hopkins then asks for a motion to consent agenda.

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

Mr. Ryan moved to accept the consent agenda, Mr. Hopkins seconded the motion.

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

- A. Approval of Minutes – Consideration of approving the minutes of the Regular Meeting dated December 5, 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 – **#2414**, \$162,403.97; **#2415**, \$86,690.92; **#2416**, \$75,808.81
#2417, \$110,747.79
 - 2. Payroll – **#11**, \$397,992.99; **#12**, \$395,129.04; **#13**, \$358,104.08
- C. Approval of Student Activity Accounts – Consideration of approving the student activity accounts for the month of November and December 2023 as noted in the Board backup.
- D. Personnel-
 - 1. Hiring – FY 2023-2024 - Consideration of approving the following hiring for FY 2023-2024, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Carol Crockett, High School Teacher, Returning to work through ESI, effective January 8, 2024.
 - b. Selena Lopez, Middle School Teacher, transfer from long-term substitute, effective December 11, 2023.
 - c. Fred Martin and Jennifer Baca, Substitute Teachers, effective January 8, 2024.

d. Sara Dimas, Donna Evans, Ivan Carbajal, Bus Drivers, effective January 8, 2024.

E. Sole Source – the board will consider approving the following vendor as Sole Source Vendor for FY 2023-2024

GAMA Fence & Metal Fabrication

VI. New Business

A. Policy 3-204 Naming Facilities – The Board may discuss the proposal to include Dennis Leonard in the name of the Willcox Middle School Gym under policy 3-204 Naming Facilities. **Mr. Hopkins motions that we approve including Dennis Leonard in the name of the Willcox Middle School gym basketball court. Mr. Ryan seconds. Mr. Hopkins asks if there is any discussion. Ms. Garza states: I did ask Mr. Davis on this and he gave me a really good um what was going on with this um he pulled a lot of the people that were interested in doing this, and he also explained to them that there cons to this, and there would be constant upgrades to this the gym floor because it was always you know there’s always being upgraded as far as refinished and those type of things. And of course, the people who support this are understanding that there will be costs and Mr. Davis please correct me if I’m wrong in explained this, but his suggestion and people seem to agree with this in helping with the cost is to do the scoreboard in memory of him. Mr. Hopkins states: That might be cost effective. Mr. Davis: So, it would avoid having a problem with naming of facilities. Which is one of my concerns, and it was on of your concerns. Where does that start and where does that stop. We have always stayed away from that, the precedent has been that these people and groups that want to name something after somebody have supplied money to say put up a scoreboard and put a little phrase like in “memory of so and so” and I talked to the organizers of this about that and told them that this has been done in the past, it can potentially be less money, you could potentially get additional funds from say the quarterback club. Or even from the district because part of the bond was to upgrade the middle school gym. The scoreboard that’s in that gym has been here for 25 years at least, because that’s how long I have been here. And so, it would be justified to spend some district funds on that if needed but the group is aware that we need funds for that. And so, I explained that to them. Also, as Ms. Garza said when we refinish the floor the name is going to be gone. It’s a short-term fix, if they did help purchase a scoreboard and put coach Leonard’s name on it, it would be there for who knows how long before another scoreboard is purchased. And we could help with the cost. They were very much in favor of that. I think that’s a better way to go. And that would allow us to make a change to our policy to just basically say, we are not naming buildings, facilities, etc. at Willcox School District after anyone. Because it avoids the problem that we have had in the past with controversy with criteria for who what where and why. I just feel like that is a better way to have our policy. Ms. Garza: And another somebody made a suggestion last time about putting up a plaque on there, you know we could add plaques, in memory of this person, in memory of this person. Mr. Davis: Once you open it up, its not going to stop. Mr. Hopkins: Well actually the scoreboard is more in line with what we did with the football field. Mr. Davis: exactly and the softball field. Mr. Hansen: Sounds**

good to me, do we have formality as far as the motion being made? Mr. Hopkins: we may have to amend this motion. Mr. Davis: I feel like until they provide some money for it, I don't feel like we need to do anything. We can just table that and move on. Mr. Hopkins: so, we don't need to approve anything at the moment cuz there is nothing to do. Mr. Davis: Correct. Now if they fully support this, which they have indicated they do, I talked to our attorney already about revising our policy, so that we can have that new policy, we could accept that policy next month and approve that. And if they follow through with money, and want to spend their money on naming that then great. That will be up to them. Mr. Hopkins: I'm assuming the poling went somewhere along the lines of the petition? Mr. Davis: I didn't put out a formal survey to the public. Because I did receive 3 or 4 additional letters that this group had asked for, but one I talked to organizers they're like that's a great idea, that sounds much better to us. I didn't even put it out to the public anymore because they were in favor of that option. Mr. Hopkins: I guess we will drop this then, at least we know where our discussion is right now. Table the motion for a later date.

- B. Bond Update – The board may discuss and take action on items related to the bond such as projects, bond sales, priorities, a bond committee, etc.
I basically gave that in my update, we don't plan to sell bonds till march or April because tax assessed evaluations come out in late February, which will help us determine the amount that we should sell in the initial sale to impact property taxes the least. So that's what we are planning to do at this point, that was the recommendation of the bond bankers. So probably late February get assed evaluations, then March early April actually sell the bonds, if we have our committee meetings, we can get drawings and things like that and as soon as we have funds we can start projects. Mr. Hopkins: Any questions or comments on that?
- C. Superintendent Goals – The board will consider approving the superintendent goals for FY2024-2025 as included in the board backup material.
Mr Ryan makes a motion to keep the superintendent goals as listed in the back up. Ms. Garza seconds. Mr. Ryan states that he is confident that we will see improvement. Mr. Hansen: That would my main comment, the intent of the goal's vs a verbatim achieved. Mr. Hopkins: I agree with Bills and yours comment. Anything else? Let's vote. All in favor. Motion passes.

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

- D. 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 February 6, 2024.

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

VII. Adjournment

Action to adjourn meeting **Ms. Garza made a motion to adjourn the meeting and Mr. Ryan seconds the motion. Votes all in favor.**

Voting	Aye	Absent
Mr. Ryan	X	
Mr. Hopkins	X	
Mr. Hansen	X	
Mr. Shipley	X	
Ms. Garza	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 Jan 8, 2024 at 5:00 p.m.

By: _____
Kevin Davis, Superintendent