



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, July 1, 2025 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. 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

July 1st, 2025

6:00 pm

(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. Organization of Governing Board

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.

III. 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".

IV. Administrative reports/Summary of current events

A. Bond Construction Update

B. Legislative Update

V. Consent Agenda

A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting dated June 3rd, 2025 and Public hearing dated May 6th, 2025 as noted in the board backup material.

B. [Ratification of Expense and Payroll Vouchers](#) – Consideration of approving the following expense and payroll vouchers as noted in the board backup material:

1. Expense – #2537, \$127,710.44
2. Payroll – #25, \$1,017,845.38. #26, \$413,402.82.

C. [Personnel](#) –

1. 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. Kristen Van Haren, FFA Advisor, Effective 5/20/25.
 - b. Kristi Couch, Skills USA Advisor, Effective 5/20/25.
 - c. Richard Kuntz, Part-time Bus Mechanic, effective 6/26/25
 - d. Extra Duty List
2. Resignations – FY 2024-2025 - Consideration of approving the following resignations.
 - a. Teanna Solberg, MS Paraprofessional, effective 6/18/25.
 - b. Logan Lally, Maintenance, effective 6/30/25
3. Hiring - FY 2025-2026 – Consideration of approving the following hiring for FY 2025 2026, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Ashly Hoffmann, Custodian, effective 6/30/25.
 - b. Angeliana Martinez, Preschool Paraprofessional Inclusion, effective 8/1/25.

- c. Allisa Moran, Middle School Paraprofessional, effective 8/1/25.
 - d. Judi King, Middle School Dean of Students, effective 8/1/25.
 - e. William Teeters, Lead Groundskeeper, effective 7/1/25
 - f. Donna Evans, Transportation Admin. Asst., Bus Driver, effective 7/1/25
 - g. Luis Carbajal, Lead Maintenance Tech, effective 7/1/25
 - h. Ivan Carbajal, Maintenance Tech, Bus Driver, effective 7/1/25
 - i. Maria Quiroz, Lead Custodian, effective 7/1/25
 - j. Beatriz Tena, Yolanda Rodriguez, Ashly Hoffman, Susana Sanchez, Vianey Callejas, Jeremiah Sharaash, Glen Leonard, Logen Lally, Maintenance/Custodial Tech, effective 7/1/25
 - k. Tina Young, Maintenance/Custodial Tech, Bus Driver, Yazaida Esquilin-Soto, effective 7/1/25
 - l. Todd De Baun, Maintenance/Transportation Director, effective 7/1/25
 - m. Richard Kuntz, Part-time Bus Mechanic, effective 7/1/25
 - n. Steven Ward, Groundskeeper/Maintenance Tech, effective 7/1/25
 - o. Steve Bull, Harry Guilds, Bob Perry, Sam Cadaret, Bus Drivers, effective 7/1/25
- D. [Approval of Student Activity Accounts](#) – Consideration of approving the student activity accounts for the month of May 2025, as included in the board backup material.
- E. [Donations](#) – Consideration of approving the donations as included in the board backup material.
- F. [Fundraisers](#) – Consideration of approving the student fundraisers as included in the board backup material.
- G. District Asset List – Consideration of approving the Item Re-location list as included in the board backup material.
- H. Back to School Health Mitigation Plan – Consideration of approving the Health Mitigation Plan for FY2025-2026 as included in the Board Backup.

VI. New business

- A. FY 2025-2026 Budget – The Board may adopt the proposed M&O and District Additional Assistance budget for FY 2025-2026 as included in the board backup material.
- B. IGA with Cochise County Elections – Consideration of approving the IGA with the Cochise County Elections Department as listed in the board backup material.

IGA - 25/26-63 – Cochise County Elections

- C. Policy Revisions – Consideration of approving the following policy revisions as included in the board backup material.

Policy Number

3-403 – Technology

3-403.A – Form – Technology Acceptable Student Use

5-305 – Student Code of Conduct

5-305.A – Student Code of Conduct – Restrictions on Use of Wireless Communications

4-204 – Mandatory Reporting

4-204.A – Procedure – Mandatory Reporting – Child Abuse Reporting

5-401.A – Procedure – Police Interview Notification – Student Interviews

1-401 – Parents/Legal Guardians Rights in Education

5-303 – Student Records

5-303.B – Procedure - Student Records – Directory Information

- D. [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 Rebecca Bhasme, Middle School 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.
- E. Action on Teacher Resignation - Pursuant to A.R.S. 38-431.03 (A)(1) The Board may take action on the– Personnel matters regarding Rebecca Bhasme.
- F. [Future Meeting Dates](#) – The Board may set additional meeting dates as needed and discuss agenda items to be included in future agendas. The next regular meeting is scheduled for August 5th, 2025.

VII. Adjournment

- A. 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 June 30th, 2025 at 5:00pm.**

By: _____
Kevin Davis, Superintendent