

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

REGULAR BOARD MEETING MINUTES

DRAFT

Board Members Present: Bill Ryan Mark Hopkins – Telephonically Rachel Garza – Not present Homer Hansen – Telephonically Cliff Shipley	Others Present: Erin Bowlby, Kevin Davis, Maria Guerrero
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AGENDA
July 2, 2024
6:00 PM

I. Opening of Meeting

- A. Call to Order and Roll Call – **Mr. Ryan calls meeting to order.**
- B. Pledge of Allegiance – **Mr. Ryan leads us in the pledge.**
- C. Invocation for the Governing Board – **Mr. Ryan leads us in prayer.**
- D. Adoption of Agenda - **Mr. Hansen made a motion to adopt the agenda. Seconded by Mr. Shipley.**

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	Telephonically	
Ms. Garza	Not present	
Mr. Hansen	Telephonically	
Mr. Shipley	X	

II. Call to the Public - NONE

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. Administrative Reports/Summary of Current Events

A. Superintendent's report – The Superintendent will report on the following items:

1. Bond Projects – We are progressing well at the Middle School, and have completed 98% of the 5th graded wing. We put two kitchens in there, one for the teachers and one for the culinary class. Also, those rooms have a sink and kind of a vanity in there, and the sinks that come with the faucets and bottle filler, are not in yet. We have that work to complete. Then some touchup on the paint, light sockets, and IT connections also have to be done. Not as quickly in the Elementary School. But will work through the school year. Some progress pictures on Facebook.
2. Legislative Update – Not a whole lot of new legislative stuff. Biggest thing on the budget is a 2% increase which didn't even over inflation with what they gave us. There is a little bit of capital increase. Free and reduced lunch weight increase. All I have unless someone has questions on any of this.

IV. **Consent Agenda -Mr. Davis wanted to clear up before consent agenda that item 3. e. should be excluded as part of the consent agenda. Mr. Hopkins made a motion to accept the consent agenda. Seconded by Mr. Shipley. All in favor, motion passes.**

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	Telephonically	
Ms. Garza	Not present	
Mr. Hansen	Telephonically	
Mr. Shipley	X	

- A. Approval of Minutes – Consideration of approving the minutes of the Regular Meeting dated June 4, 2024 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 – #2432 \$59,000.00; #2433 \$110,109.66; #2434 \$315,627.72
 2. Payroll –#24 \$990,833.75; #25 \$383,721.77
- C. Approval of Student Activity Accounts – Consideration of approving the student activity accounts for the month of May 2023, as noted in the Board backup.
- D. Personnel-
1. Hiring-FY 2023-2024
 - a. Joseph Sanchez, Christian Teeters, Zuriel Palomec, Summer Aides –

- a. maintenance, effective 5/28/24.
 - b. James Lee, mechanic/bus driver -transportation, effective 6/6/24.
 - c. Rosalie Perolino, migrant summer school teacher, effective 6/4/24.
2. 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. Kathleen Hamilton, HS Head Spirit Line Coach, effective 7/1/24.
 - b. Jessica Douglas, HS Assistance Spirit Line Coach, effective 7/1/24.
 - c. Bianca Arguello, HS Earth and Space Science Teacher, effective 8/1/24.
 - d. Alisha Hamberger, HS Algebra 1 Teacher, effective 8/1/24.
 - e. James Lee, Maintenance Worker, effective 7/1/24.
 - f. Steven Ward, Head Baseball Coach, effective 7/1/24.
 - g. Blanca Arguello, Earth and Space Science Teacher, effective 8/1/24.
 - h. Rj Martinez, IT Technician, effective 7/1/24.
 - i. Extra Duty List
3. Resignations – FY2023-2024 – Consideration of approving the following resignations.
 - a. Christian Teeters, Summer Aide – Maintenance, effective
 - b. Cyrena Allen, ES Parapro, effective 5/23/24.
 - c. Melissa Mathews, ES Parapro, effective 5/23/24.
 - d. Travis Beck, ES Teacher, effective 5/23/24.
 - e. Tina Young, Maintenance Worker/Bus Driver, effective 6/27/24.
4. Terminations – FY 2023-2024 Considerations of approving the following terminations.
 - a. Stacy Sanders, MS Parapro, effective 5/23/24.
- E. FY 2024-2025 Salary Schedule – Consideration of approving the FY 2024-2025 Certified and Classified Salary Schedules as listed in the Board Backup.
- F. FY 2024-2025 Classified Calendar – Consideration of approving the FY2024-2025 classified Calendar as listed in the Board Backup.
- G. FY 2024-2025 Student Handbooks – Consideration of approving the FY 2024-2025 Middle School Student Handbook and FY 2024-2025 Elementary School Student Handbook, as noted in the Board Backup.
- H. Back to School Health Mitigation Plan – Consideration of approving the Health Mitigation Plan for FY2024-2025 as listed in the Board Backup.
- I. Donations – Consideration of approving the donations as listed in the Board Backup.

- J. Fund Raisers – Consideration of approving the fund-raising activities as listed in the Board Backup.

V. **New Business**

- A. FY2024-2025 Budget – Consideration of adopting the proposed Maintenance and Operations budget and District Additional Assistance budget for FY 2024-2025.
Mr. Shipley makes a motion to approve, Mr. Hansen seconds.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	Telephonically	
Ms. Garza	Not present	
Mr. Hansen	Telephonically	
Mr. Shipley	X	

- B. Policy Revision – It is the administration’s recommendation that the governing board adopt the following Policy Revisions or addition as noted in the board backup.

1-203 Equal Opportunity - Prohibited Sex Discrimination (Title IX)
1-203.A Procedure - Equal Opportunity - Prohibited Sex Discrimination
(Title IX) - Grievance Procedure

Mr. Ryan makes a motion to approve, Mr. Shipley seconds.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	Telephonically	
Ms. Garza	Not present	
Mr. Hansen	Telephonically	
Mr. Shipley	X	

- C. FY 2022-2023 Audit – Consideration of approving the FY2022-2023 Financial Audit, Annual Comprehensive Financial Report, and USFR Compliance Questionnaire as included in the board backup.
Mr. Shipley makes a motion to approve, Mr. Hopkins seconds.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	Telephonically	
Ms. Garza	Not present	
Mr. Hansen	Telephonically	
Mr. Shipley	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 August 6, 2024.

VI. Adjournment

Action to adjourn meeting.

Mr. Shipley made a motion to adjourn the meeting. Seconded by Mr. Hansen.

Voting	Aye	Nay
Mr. Ryan	X	
Mr. Hopkins	Telephonically	
Ms. Garza	Not present	
Mr. Hansen	Telephonically	
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 Wednesday, July 5, 2024 at 5:00 p.m.

By: _____
Kevin Davis, Superintendent

