



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, June 3, 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

June 3rd, 2025

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. Administrative reports/Summary of current events

- A. Bond construction update
- B. Override election update

IV. Consent Agenda

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting 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 – #2534, \$168,956.37. #25235, \$58,337.88. #2536, \$295,099.32.
 - 2. Payroll – #23, \$408,333.13. #24, \$401,537.02.
- 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. Rebecca Archuleta, WHS Attendance Clerk, effective 5/12/25
 - b. Stephanie Gomez, Summer School Paraprofessional, effective 5/27/2025.
 - c. Bob Perry, Donna Evans, Harry Guilds, Ivan Carbajal, Sam Cadaret, Steve Bull, Tina Young, Summer School Bus Drivers, effective 5/27/2025.
 - d. Rebecca Bhasme, Migrant Summer School, effective 5/27/2025.
 - e. Ana Gonzales, Martha Villagomez, Migrant Summer School Office Liaison, effective 5/27/2025.
 - f. Jaira Chanez, Summer School Paraprofessional, effective 5/29/2025.
 - g. Marina Barcia, Sree Pillai, Summer School Sub Teachers, effective 5/29/2025.
 - h. Kaleb Kirkendall, JD Whetten, Bryan Cuevas, Carder Wyatt, Morgan Allred, Jesmin Ceballos, Summer Workers, effective 6/2/2025
 - i. Logan Lally, Maintenance, effective 5/27/25
 - j. Yazaida Esquilin-Soto, Maintenance, effective 5/20/25
 - k. Yolanda Rodriguez, Maintenance, effective 5/20/25
 - l. Vianey Callejas, Maintenance, effective 5/20/25
 - m. William Teeters, Maintenance, effective 5/27/25
 - i. Extra Duty List

2. Resignations – FY 2024-2025 - Consideration of approving the following resignations.

- a. Zaley Medina, WES Parapro, effective 5/22/2025
- b. Cody McWilliams, WMS Football Coach, effective 5/9/2025
- c. Yolanda Gonzales, maintenance staff, effective 4/23/25
- d. Keith Northern, maintenance staff, effective 5/9/25
- e. Cindy Royce, maintenance/bus driver, effective 4/30/25
- f. Patrick Castagno, maintenance staff, effective 5/22/25
- g. Sara Rubio, maintenance staff, effective 5/28/25
- h. Tina Neubauer, WMS Teacher/Dean, effective 5/22/25
- i. Kris Duncan, School Psychologist, effective 5/22/25
- j. Ruth Foy, WES Teacher, effective 5/22/25
- k. Maureen Lancaster, WHS teacher effective 5/22/25
- l. Emma Lakshana, WES Parapro, effective 5/22/25
- m. Carol Crockett, WMS Teacher, effective 5/22/25
- n. Bernadeth Dacanay, WMS Teacher, effective 5/22/25
- o. Alex Douglas, MS Football Coach, 5/14/25.
- p. Nathaniel Scott, Mechanic, effective 5/22/25.

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. Kaleb Kirkendall, JD Whetten, Bryan Cuevas, Carder Wyatt, Morgan Allred, Jesmin Ceballos, Summer Workers, effective 6/2/2025
- b. Martha Villagomez, WES Attendance Clerk, effective 7/14/2025.
- c. Falesha Villa, Paraprofessional, effective 8/1/2025.
- d. Anna Vega, Kindergarten Teacher, effective 8/1/2025
- e. Karina Rodriguez, Elementary Teacher, effective 8/1/2025
- f. Lilyan Labbe, Elementary Teacher, effective 8/1/2025
- g. Meidee Ancheta, Elementary Teacher, effective 8/1/2025
- h. Susan Tipling, Elementary Teacher, effective 8/1/2025
- i. Paul McInnes, transfer from WHS ESS Teacher to WHS English Teacher, effective 8/1/2025
- j. Logan Lally, Maintenance, effective 5/27/25
- k. Yazaida Esquilin-Soto, Maintenance, effective 5/20/25
- l. Yolanda Rodriguez, Maintenance, effective 5/20/25
- m. Vianey Callejas, Maintenance, effective 5/20/25
- n. William Teeters, Maintenance, effective 5/27/25

- D. [Approval of Student Activity Accounts](#) – Consideration of approving the student activity accounts for the month of April 2025, as noted in the board backup material.
- E. [Donations](#) – Consideration of approving the donations as noted in the board backup material.
- F. [Fundraisers](#) – Consideration of approving the student fundraisers as noted in the board backup material.
- G. [Contract Renewal](#) – Consideration of approving the annual contract renewal for Fuel to Freeway Texaco under RFP23-24-01.
- H. [Contract Renewal](#) – Consideration of approving the annual contract renewal for Food Service Management Company (FSMC) contract to Sodexo under RFP24-25-02.
- I. [Sole Source](#) – The board will consider approving the following vendors as Sole Source for FY 2025-2026.

Pioneer Plumbing Heating & Cooling, Inc.
Tech Smart
Wolf & Sultan
Turf Tank
School Webmasters
Infinite Visions
PowerSchool
Varitec Controls & Service Solutions
GAMA Fence & Metal Fabrication
Suncor Underground
American Tire Distributors
Arizona School Board Association
Bling by Design
Butters CDL Training and Consulting
Out on a Limb Tree Service
Hang Safe Hooks

- J. [Resolutions](#) – Consideration of approving the following resolutions and where noted, Intergovernmental Agreement (IGA) and/or contracts and authorizing the superintendent to sign agreements and/or contracts:

24/25-61 – Chiricahua Community Health Centers – IGA
24/25-62 – Arizona Department of Economic Security TSW – IGA

25/26-01 – Arizona School Risk Retention Trust, Inc.

25/26-02 – Cochise College Dual Credit Program – IGA
25/26-03 – Satellite Program
25/26-04 – Medicaid Services
25/26-05 – Holding Account Fund
25/26-06 – Revolving Fund
25/26-07 – District Trust Fund
25/26-08 – School Lunch Fund
25/26-09 – Hear Bid Protests
25/26-10 – Elementary School Activity Fund
25/26-11 – Middle School Activity Fund
25/26-12 – High School Activity Fund
25/26-13 – Investment of Funds
25/26-14 – Vouchers and Execution of Warrants between Board Meetings
25/26-15 – Federal Funds Custodian
25/26-16 – Designated Evaluators
25/26-17 – District Hearing Officer
25/26-18 – Policy CBCA Delegated Authority
25/26-19 – District Records Clerk
25/26-20 – State Purchasing Office
25/26-21 – Deduction Agency Fund Account
25/26-22 – Southeast Regional Cooperative – Agreement
25/26-23 – Advance for State Aid
25/26-24 – Head Start – MOU
25/26-25 – Authority to Suspend
25/26-26 – Department of Corrections – IGA
25/26-27 – PNO Inadequacy
25/26-28 – Purchasing Agreement - Save
25/26-29 – Use of Competitive Sealed Proposals
25/26-30 – SRC – IGA
25/26-31 – Health Insurance Consulting Services
25/26-32 – Rio Salado College
25/26-33 – Cafeteria Plan
25/26-34 – ITV – IGA
25/26-35 – Cochise Technology District – IGA and Course Listing
25/26-36 – ESI – Post Retirement Service Provider – Agreement
25/26-37 – Reauthorization of the Secure Rural Schools Act
25/26-38 – Migrant Head Start – MOU
25/26-39 – Beyond Textbooks
25/26-40 – WASA – MOU
25/26-41 – Cochise County – MOU
25/26-42 – Cash Balance Cert
25/26-43 – Public Consulting Group

25/26-44 – Grand Canyon University
 25/26-45 – US Border Patrol – MOU
 25/26-46 – City of Willcox and SRO – IGA
 25/26-47 – U of A Cooperative Extension
 25/26-48 – NAU Student Placement –
 Agreement
 25/26-49 – Revolving Line of Credit
 25/26-50 – Cooperative Purchasing Group
 25/26-51 – Omnia Partners Procurement
 25/26-52 – TIPS- USA The Interlocal Purchasing System
 25/26-53 – Bowie Sports IGA
 25/26-54 – Direct Service Agreement AZEDS
 25/26-55 – Sourcewell – The Cooperative Purchasing System
 25/26-56 – Professional Public Group Consulting
 25/26-57 – Shaw/GSA
 25/26-58 – Buy Board-Purchasing System
 25/26-59 – Bonita School IGA
 25/26-60 – Willcox Historic Theater – MOU
 25/26-61 – Chiricahua Community Health Centers – IGA
 25/26-62 – Willcox Little League

- H. Approval to advertise/sell items – The board may consider approving the advertisement and sale or disposal of the items listed in the board backup.

V. New business

- A. FY 2025 - 2026 Maintenance and Operation (M&O) and District Additional Assistance Budgets (DAA) – Consideration of approving the proposed FY 2025-2026 Maintenance and Operation (M&O) and District Additional Assistance (DAA) Budgets.
- B. Audit Report – Consideration of approving the FY2023-2024 Financial and Compliance Audit Reports as noted in the board backup material.
- C. Contract Approval – Consideration of approving the contract for the school psychologist services as noted in the board backup material.
- D. Vacation/Compensatory Time Buyback – Consideration of approving the buyback of vacation days and compensatory time earned, but unused by staff, as per policy and contract.
- E. Board Pro Statement - To consider, discuss, amend if desired, and, if deemed advisable, to adopt a resolution approving the governing board's argument in support of the special maintenance and operation budget override election.

Resolution 24/25-65 Budget Override Pro Statement

- 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 July 1st, 2025.

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 June 2nd, 2025 at 5:00pm.

By: _____
Kevin Davis, Superintendent