

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 4, 2024 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) 384-8606, 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 Maria Guerrero at 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 4, 2024
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

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

- A. Yearend events
- B. Summer / Bond Projects

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.

IV. Consent Agenda

- A. Approval of Minutes – Consideration of approving the minutes of the Regular Meeting dated May 7, 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-#2430 \$163,033.41; #2431 \$316,493.75
 - 2. Payroll-#22 \$397,427.92; #23 \$416,715.57
- C. 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. Steve Bull, migrant summer school bus driver, effective 5/28/24.
 - b. Francisco Aguirre, substitute teacher, effective 5/13/24.
 - c. Kim Scott; Anita Bowland; Camille Thompson; Mirna Garcia; Rebecca Bhasme, migrant summer school teacher, effective 5/28/24.
 - e. Ana Gonzales, Martha Villagomez, Karina Rodriguez, migrant summer school office liaison/recruiter, effective 5/28/24.
 - f. Francisco Aguirre, summer camps, effective 5/28/24.
 - g. Amanda Berger, summer camps, additional hours, effective 5/28/24.
 - h. Francisco Aguirre, substitute teacher, effective 5/15/24.
 - i. Jackson Lloyd, maintenance worker, effective 5/23/24.
 - j. Tina Young, Sara Rubio, Harry Guilds, summer school driver, hourly, effective 5/23/24.
 - k. Jackson Lloyd, custodian/bus driver, 4/10hr, effective 5/23/24.
 - l. Extra Duty List
 - 2. Resignations – FY2023-2024 – Consideration of approving the following resignations.
 - a. Reilly McInnes, maintenance/transportation worker, effective 5/30/24
 - b. Zaiden Cuevas, paraprofessional, effective 5/23/24
 - c. Jackson Lloyd, maintenance worker, effective 5/30/24
 - 3. 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. Katrina Garza, head varsity soccer coach, effective 7/1/24.
 - b. Christianna Boxx, elementary teacher, effective 8/1/24.
 - c. Karina Rodriguez, Migrant Recruiter, 4 days a week, up to 40hrs. effective 7/15/24.

- D. Donations – Consideration of approving the donations as listed in the Board Backup.
- E. Contract Renewal – Consideration of approving the annual contract renewal for Fuel to Freeway Texaco under RFP23-24-01.
- F. The board will consider approving the following vendors as Sole Source for FY 2024-2025.

- Pioneer Plumbing Heating & Cooling, Inc.
- Tech Smart
- Wolf & Sultan
- Revelations in Education
- Turf Tank
- School Webmasters
- Infinite Visions
- PowerSchool
- Digital Imagining
- Varitec Controls & Service Solutions
- GAMA Fence & Metal Fabrication
- Suncor Underground
- Arizona Interscholastic
- American Tire Distributers
- Arizona School Board Association
- Cochise County School Office
- Bling by Design
- Butters CDL Training and Consulting
- Out on a Limb tree Service

- G. 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:

- 24/25-01 – Arizona School Risk Retention Trust, Inc.
- 24/25-02 – Cochise College Dual Credit Program – IGA
- 24/25-03 – Satellite Program
- 24/25-04 – Medicaid Services
- 24/25-05 – Holding Account Fund
- 24/25-06 – Revolving Fund
- 24/25-07 – District Trust Fund
- 24/25-08 – School Lunch Fund
- 24/25-09 – Hear Bid Protests
- 24/25-10 – Elementary School Activity Fund
- 24/25-11 – Middle School Activity Fund
- 24/25-12 – High School Activity Fund
- 24/25-13 – Investment of Funds
- 24/25-14 – Vouchers and Execution of Warrants between Board Meetings
- 24/25-15 – Federal Funds Custodian
- 24/25-16 – Designated Evaluators
- 24/25-17 – District Hearing Officer
- 24/25-18 – Policy CBCA Delegated Authority
- 24/25-19 – District Records Clerk
- 24/25-20 – State Purchasing Office

24/25-21 – Deduction Agency Fund Account
 24/25-22 – Southeast Regional Cooperative – Agreement
 24/25-23 – Advance for State Aid
 24/25-24 – Head Start – MOU
 24/25-25 – Authority to Suspend
 24/25-26 – Department of Corrections – IGA
 24/25-27 – PNO Inadequacy
 24/25-28 – Purchasing Agreement - Save
 24/25-29 – Use of Competitive Sealed Proposals
 24/25-30 – SRC – IGA
 24/25-31 – Health Insurance Consulting Services
 24/25-32 – Rio Salado College
 24/25-33 – Cafeteria Plan
 24/25-34 – ITV – IGA
 24/25-35 – Cochise Technology District – IGA and Course Listing
 24/25-36 – ESI – Post Retirement Service Provider – Agreement
 24/25-37 – Reauthorization of the Secure Rural Schools Act
 24/25-38 – Migrant Head Start – MOU
 24/25-39 – Beyond Textbooks
 24/25-40 – WASA – MOU
 24/25-41 – Cochise County – MOU
 24/25-42 – Cash Balance Cert
 24/25-43 – Public Consulting Group
 24/25-44 – Grand Canyon University
 24/25-45 – US Border Patrol – MOU
 24/25-46 – City of Willcox and SRO – IGA
 24/25-47 – U of A Cooperative Extension
 24/25-48 – NAU Student Placement – Agreement
 24/25-49 – Revolving Line of Credit
 24/25-50 – Cooperative Purchasing Group
 24/25-51 – Omnia Partners Procurement
 24/25-52 – TIPS- USA The Interlocal Purchasing System
 24/25-53 – Bowie Sports IGA
 24/25-54 – Direct Service Agreement AZEDS
 24/25-55 – Sourcewell – The Cooperative Purchasing System
 24/25-56- Professional Public Group Consulting
 24/25-57- Shaw/GSA
 24/25-58- Buy Board-Purchasing System
 24/25-59- Bonita School IGA
 24/25-60- Willcox Historic Theater - MOU

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 2024 - 2025 Maintenance and Operation (M&O) and District Additional Assistance Proposed Budgets (DAA) – The board may consider approving the proposed FY 2024-2025 Maintenance and Operation (M&O) and District Additional Assistance (DAA) Budgets.
- B. Lease agreement - Consideration of approving the Lease Agreement for copiers and authorize the Superintendent to sign the Lease Agreement.

- C. Request for Proposal for Food Services – Consideration of approving the RFP for Food Service Management Company (FSMC).
- D. Request for Quotation (RFQ) – Consideration of approving the following RFQ and/or contracts and authorizing the Superintendent to sign agreements and/or contracts:
 - 1. RFQ 23-24-02 - Architectural/Design/Project Management Services - Approve the Evaluation Committee/Administrations report to the Board (pursuant to R7-2-1110 of the Arizona Administrative Code, recommending that the WUSD Governing Board award RFQ 23-24-02 to Swaim Associates.
 - 2. Authorize the Administration to negotiate and sign the Final AIA B101 Owner-Architect Agreement as included in the board backup material.
- E. Vacation/Compensatory Time Buyback – The board may consider approving the buyback of vacation days and compensatory time earned, but unused by staff, as per policy and contract.
- F. 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 July 2, 2024.

VI. 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 June 3, 2024 at 6:00 p.m.

By: _____