



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, March 4, 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](http://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**

**March 4th, 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. Presentations**

- A. Middle School Student Council
- B. High School Student Council
- C. High School FFA

### **IV. Administrative reports/Summary of current events**

- A. Bond Project Updates
- B. Auditor General's Spending Report

### **V. Consent Agenda**

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting dated February 4th, 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 - #2522, \$383,561.13; #2523, \$108,901.13; #2524, \$173,183.79; #2525, \$33,426.76; #2526, \$205,422.00.
  - 2. Payroll - #17, \$375,174.18. #18, \$375,478.51.
- 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. Kim Scott, Krista Shipley, 504 Coordinator, effective 2/11/25
    - b. Jacob Romney, WMS Baseball Head Coach, effective 3/4/25
    - c. Cody McWilliams, WMS Assistant Baseball Coach, effective 3/4/25
    - d. Donna Evans, Maintenance Dept., effective 2/6/25
    - e. Extra Duty List
  - 2. Resignations
    - a. Clint Sanborn, High School Teacher, effective 5/22/25
    - b. Emily Hayes, Elementary School Counselor, effective 5/22/25
  - 3. Retirement
    - a. Emma Lakshana, Elementary School Para Professional, effective 5/22/25
    - b. Ruth Foy, Elementary School Teacher, effective 5/ 22/25

4. 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. Karen Chavez, WHS Algebra Teacher, effective 8/1/25
  - b. Clint Sanborn, return to teach on ESI, effective 8/4/25
- D. [Approval of Student Activity Accounts](#) – Consideration of approving the student activity accounts for the month of January 2025, as noted in the board backup material.
- E. [Donations](#) – Consideration of approving the donations as listed in the board backup material.
- F. [Fundraisers](#) – Consideration of approving the fundraisers as listed in the board backup material.

**VI. New business**

- A. New Curriculum - Consideration of adopting the new curriculum as presented at the January board meeting for Math (Cengage Learning, Inc.) and Language Arts (McGraw Hill) for the middle and high school as included in the board backup material.
- B. Certified Re-hire List for FY2025-2026 - Consideration of approving the certified re-hire list for FY2025-2026 as included in the board back-up material.
- C. FY 2025-2026 Salary Schedule – Consideration of approving the FY 2025-2026 Certified Salary Schedule as included in the board backup material.
- D. Lease agreement - Consideration of approving the lease agreement for a new copier and authorize the Superintendent to sign the lease agreement as included in the board backup material.
- E. Contracts and Classified Notice of Appointment Templates – Consideration of approving the employment contract templates and the notice of appointment templates as included in the board backup materials and authorize the Superintendent to sign them.
- F. Employee Insurance Benefits for FY 2025-2026- Consideration of approving the district's employee benefits plans for FY 2025-2026 as included in the board backup material.
- G. [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 April 1<sup>st</sup>, 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 **March 3, 2025** at 5:00pm

By: \_\_\_\_\_  
Kevin Davis, Superintendent