



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, September 2, 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

(Revised 9/1/2025)

September 2, 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. Conflict of Interest
- B. We Are Willcox Event
- C. Bond Projects / Construction
- D. Override Election

V. Consent Agenda

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Public Hearing and the Regular Meeting dated August 5th, 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 –
FY 2024-2025: #2542, \$670.04. #2543, \$7,330.04.
FY 2025-2026: #2603, \$792,937.22. #2604, \$189,775.09. #2605, \$58,708.72.
 - 2. Payroll –
FY 2025-2026: #4, \$296,988.82. #5, \$340,237.53.
- C. [Personnel](#) –
 - 1. 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. Donna Evans, additional hours as Bus Driver, effective 8/6/25.
 - b. Richard Kuntz, additional hours as Bus Driver Trainee, effective 7/1/25.
 - c. Tina Young, additional hours for Bus Driver, effective 8/6/25.
 - d. Ivan Carbajal, additional hours for Bus Driver, effective 8/6/25.
 - e. Kayla Fimbres, Paraprofessional On Assignment 1 Period, effective 8/4/25.
 - f. John Larson, Head Wrestling Coach at Middle School, effective 9/2/25.
 - g. Ethan Hammons, Assistant Wrestling Coach at Middle School, effective 9/2/25.
 - h. Alejandra Laurel, Custodian, effective 08/05/2025.

- i. Colby Baty, HS Algebra 1 Teacher, effective 08/18/2025.
 - j. Lori Cross, Custodian, effective 08/18/2025.
 - k. Meriem Seibert, Middle School teacher, effective 8/18/25.
 - l. Extra Duty List
- D. [Approval of Student Activity](#) Accounts – Consideration of approving the student activity accounts for the month of July, 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. Student Travel Request - Consideration of approving the request for out of state student travel for the FFA to Indianapolis as noted in the board backup material.

VI. New business

- A. 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:

25/26-65—Arizona Rangers Authorization
- B. Policy Revisions – Consideration of approving the following policy revisions as included in the board backup material.

Policy Number

- © Policy 1-302 Governing Board Meetings and Open Meeting Law
- © Policy 1-401 Parents/Legal Guardian Rights in Education
- © Procedure 1-401.A Parents/Legal Guardian Rights in Education—Parental Involvement
- © Procedure 3-101.B Budget Adoption—Access and Publishing Requirements
- © Procedure 3-301.A—Food Services—Nutrition
- © Procedure 3-401.A—Safety and Emergency Management—Emergency Response Plans
- © Procedure 3-401.G (NEW)—Safety and Emergency Management—Training
- © Procedure 3-402.A Records—Disclosure of Public Records
- © Policy 4-101 Board Authority to Employ
- © Procedure 5-105.A Open Enrollment—Enrollment Process
- © Policy 5-201 Patriotic Exercises and Observance Days
- © Policy 5-203 Students with Disabilities (Individuals with Disabilities Education Act (IDEA))
- © Policy 5-401 Police Interview Notification

- © Policy 5-402 Department of Child Safety Interview and Custody
- © Policy 5-404 Administration of Medication
- © Procedure 5-404 Administration of Medication—Procedures for Administration
- © Policy 5-216.01 (NEW) Assessments
- © Policy 5-410 Interscholastic Athletics

- C. Audit RFP – Consideration of awarding the RFP for Audit Services to DRS CPA, PLLC for fiscal years 2025 – 2027, and authorize the superintendent to sign agreements and/or contracts as noted in the board backup material.
- D. [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 October 7th, 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 **September 1st, 2025 at 5:00pm**.

By: _____
Kevin Davis, Superintendent