

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

NOTICE OF REGULAR BOARD MEETING

Board Members Present: Mark Hopkins Homer Hansen Cynthia Chaffey Bill Ryan Rachel Garza	Others Present: Kevin Davis, Veronica Belloc, Elena Whetten, Karyn Bowman, Amanda Lunt, Karla Hansen
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PLEASE SILENCE YOUR PHONES

**AGENDA
June 6, 2023
6:00 PM**

I. Opening of Meeting

- A. Call to Order and Roll Call
- B. Pledge of Allegiance-**led by Bill Ryan**
- C. Invocation for the Governing Board -**led by Bill Ryan**
- D. Swearing in of New Board Member-**Bill Ryan swore in Homer Hansen**
- E. Adoption of Agenda-**Rachel Garza made a motion to adopt the agenda. Second by Cindy Chaffey. Motion carries all**

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

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".

No call to public

III. Administrative Reports / Summary of Current Events

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

- A. Yearend events-Mr. Davis thanked the board members for attending the events they were able to. Staff worked hard on preparing for them. All events went well.**
- B. Summer Projects-roofing project is about to finish at the middle school. Carpet is being installed at the elementary and middle school. Regular deep cleaning is happening. Continuing to work on the football field.**

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 2, 2023 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-#2327 \$116,086.96; #2328 \$33201.26; #2329 \$839,768.79; #2330 \$44,582.77
 - 2. Payroll-#23 \$358,796.23; #24 \$372,517.46
- C. Personnel-
 - 1. Hiring – FY 2022-2023 - Consideration of approving the following hiring for FY 2022-2023, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Carol Crockett, Mike Patterson WHS Summer School Teachers, effective May 30,2023.
 - b. Ana Gonzales, Martha Villagomez, Migrant Summer School, effective May 30, 2023.
 - c. Nidhi Mehta, High School summer school substitute, effective June 6, 2023.
 - d. Leonda Evans, Migrant Summer School Driver, effective May 30, 2023.
 - e. Antinette Cortez, Summer School Driver, effective May 30, 2023.
 - f. Evelyn Allred, Mabrisa Tona, McKinley Fagone, Malia Rogers, WASA Summer Youth, effective May 30, 2023.
 - g. Travis Beck, Cassandra Camacho, Reilly McInnes, Avery Lotts, Stonnie Kuntz, Landon Ward, Summer Maintenance Workers, effective May 30, 2023.
 - h. Extra Duty List
 - 2. Resignations – FY2022-2023 – Consideration of approving the following resignations.
 - a. Raydia Martin, MS Special Ed Teacher, effective, May 25, 2023.
 - b. Fred Martin, MS teacher, effective May 25, 2023.
 - c. Tracy Wilson, ES teacher, effective June 22, 2023.

- d. Bob Denton, Head Custodian, effective June 1 , 2023.
 - e. Valerie Simon, MS Principal, effective June 30, 2023.
 - f. Karla English, ES paraprofessional, effective May 25, 2023.
 - g. Sharon Jordan, bus driver effective May 25, 2023.
 - h. Annette Deus, speech therapist, effective May 25, 2023.
 - i. Peggy Shaarash, driver/custodian, effective May 25, 2023.
 - j. Margie Palacios, MS Teacher’s Aide, effective May 25, 2023.
 - k. Antinette Cortez, bus driver/custodian, effective June 28, 2023.
3. Terminations – FY2022-2023 – Consideration of approving the following terminations.
- a. Thade Hough – MS Teacher’s Aide, effective May 25, 2023.
4. 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. Jan Osterman, Parapro-Library, reduction in hours effective August 9, 2023.
 - b. Lina Gomez, EES & Grade Level Paraprofessional, effective August 9, 2023.
 - c. Anna Vega, ESS & Grade Level Paraprofessional, effective August 9, 2023.
 - d. Aiden Tippens, Kindergarten Teacher, effective August 7, 2023.
 - e. Travis Beck, 3rd grade Teacher, effective August 7, 2023.
 - f. Sandra Pais, High School Biology Teacher, effective August 7, 2023.
 - g. Wendy Conger, Transfer to High School English, effective August 9, 2023.
 - h. Shane Couch, Transfer to Middle School Principal, effective July 1, 2023.
- D. Donations – Consideration of approving the donations as listed in the Board Backup.
- F. Contract Renewal – Consideration of approving the annual contract renewal for Food Service Management Company (FSMC) contract to Sodexo under RFP1819-02.
- G. The board will consider approving the following vendors as Sole Source for FY 2023-2024.
- 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
- H. 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:
- 23/24-01 – Arizona School Risk Retention Trust, Inc.
 - 23/24-02 – Dual Credit Program – IGA

23/24-03 – Satellite Program
23/24-04 – Medicaid Services
23/24-05 – Holding Account Fund
23/24-06 – Revolving Fund
23/24-07 – District Trust Fund
23/24-08 – School Lunch Fund
23/24-09 – Hear Bid Protests
23/24-10 – Elementary School Activity Fund
23/24-11 – Middle School Activity Fund
23/24-12 – High School Activity Fund
23/24-13 – Investment of Funds
23/24-14 – Vouchers and Execution of Warrants between Board Meetings
23/24-15 – Federal Funds Custodian
23/24-16 – Designated Evaluators
23/24-17 – District Hearing Officer
23/24-18 – Policy CBCA Delegated Authority
23/24-19 – District Records Clerk
23/24-20 – State Purchasing Office
23/24-21 – Deduction Agency Fund Account
23/24-22 – Southeast Regional Cooperative – Agreement
23/24-23 – Advance for State Aid
23/24-24 – Head Start – MOU
23/24-25 – Authority to Suspend
23/24-26 – Department of Corrections – IGA
23/24-27 – PNO Inadequacy
23/24-28 – Purchasing Agreement Save
23/24-29 – Use of Competitive Sealed Proposals
23/24-30 – SRC – IGA
23/24-31 – Health Insurance Consulting Services
23/24-32 – Rio Salado College
23/24-33 – Cafeteria Plan
23/23-34 – ITV – IGA
23/24-35 – Cochise Technology District Course Listing
23/24-36 – ESI – Post Retirement Service Provider – Agreement
23/24-37 – Reauthorization of the Secure Rural Schools Act
23/24-38 – Migrant Head Start – MOU
23/24-39 – Beyond Textbooks
23/24-40 – WASA – MOU
23/24-41 – Cochise County – MOU
23/24-42 – Cash Balance Cert
23/24-43 – PCG
23/24-44 – Grand Canyon University
23/24-45 – US Border Patrol – MOU
23/24-46 – SRO – IGA
23/24-47 – U of A Cooperative Extension
23/24-48 – NAU Student Placement – Agreement
23/24-49 – Revolving Line of Credit
23/24-50 – Cooperative Purchasing Group
23/24-51 – Omnia Partners Procurement
23/24-52 – TIPS- USA The Interlocal Purchasing System
23/24-53 – Bowie Sports IGA

- 23/24-54 – Direct Service Agreement AZEDS
- 23/24-55 – Sourcewell – The Cooperative Purchasing System
- 23/24-56- Professional Public Group Consulting
- 23/24-57- Shaw/GSA
- 23/24-58- Buy Board-Purchasing System
- 23/24-59- Bonita School IGA

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

Mark Hopkins made a motion to approve the consent agenda second by Cindy Chaffey. Motion carries all.

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

V. New Business

A. FY 2023 - 2024 Maintenance and Operation (M&O) and District Additional Assistance Budgets (DAA) – The board may consider approving the proposed FY 2023-2024 Maintenance and Operation (M&O) and District Additional Assistance (DAA) Budgets. **Cindy Chaffey made a motion to approve the proposed FY 2023-2024 Maintenance and Operations (M&O) and District Additional Assistance (DAA) Budgets. Second by Mark Hopkins.**

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

B. [Lease Agreement](#) – Consideration of approving the Lease Agreement for copiers and authorize the Superintendent to sign the Lease Agreement.

Rachel Garza made a motion to approve the lease agreement for copiers and authorize the Superintendent to sign the Lease agreement second by Cindy Chaffey.

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		

Rachel	X		
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C. [Policy Revision](#) - It is the administration’s recommendation that the governing board approve the 1st reading of the following Policy Revisions or Additions as noted in the board backup material:

- Policy Advisory No. 744 Policy IGA — Curriculum Development
- Policy Advisory No. 745 Policy IGD — Curriculum Adoption
- Policy Advisory No. 746 Policy IJJ Textbook/Supplementary Materials Selection and Adoption
- Policy Advisory No. 747 Policy JLCD — Medicines / Administering Medicines to Students
- Regulation JLCD-R — Medicines / Administering Medicines to Students
- NEW - Exhibit JLCD-EB — Medicines / Administering Medicines to Students (Arizona Seizure Action Plan)

Mark Hopkins made a motion to approve the 1st reading of the Policy Revisions or Additions as noted in the board backup material.

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

D. 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.

Cindy Chaffey made a motion to approve the buyback of vacation days and compensatory time earned, but unused by staff, as per policy and contract. Second by Mark Hopkins.

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

E. Request for Proposal for Fuel – The board may consider approving the opening of a request for proposal for Fuel services for the District.

Rachel Garza made a motion to approve the opening of a request for proposal for Fuel services for the District second by Cindy Chaffey.

Name	Aye	Nay	Abstain
Mark	X		

Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

- F. Principal Performance Pay Plan – The board may consider approving the principal performance pay plan as included in the board backup, and authorize payment for FY2022-2023.

Mark Hopkins made a motion to approve the principal performance pay plan as included in the board backup, and authorize payment for FY 2022-2023. Second by Cindy Chaffey.

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	X		

- G. 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 6, 2023 also a work session scheduled for June 20, 2023 at 5:30pm

VI. Adjournment

Action to adjourn meeting

Mark Hopkins made a motion to adjourn the meeting second by Rachel Garza.

Name	Aye	Nay	Abstain
Mark	X		
Homer	X		
Cynthia	X		
Bill	X		
Rachel	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 Monday June 5, 2023 at 5:00 p.m.

By: _____