

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

**REGULAR BOARD MEETING  
Minutes**

**I. Opening of Meeting**

- A. Call to Order and Roll Call – Mr. Ryan at 6:00pm
- B. Pledge of Allegiance – Mr. Ryan
- C. Invocation for the Governing Board – Mr. Hopkins
- D. Adoption of Agenda

A. Voting	Aye	absent
<b>Mr. Hopkins</b>	<b>X</b>	
<b>Mr. Ryan</b>	<b>X</b>	
<b>Mr. Hansen</b>	<b>X</b>	
<b>Ms. Garza</b>	<b>X</b>	

**II. Call to the Public – There was no 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. High School FFA  
The HS FFA Reporter and POA presented their past, and upcoming events including, Riggs Field Day and National Convention Trip.

- B. High School Student Council  
The HS Student Council presented their past and upcoming events including, their blood drive, youth court, year book, Gifted program trip and testing, and sports results.
- C. Middle School Student Council  
The MS Student Council presented their past and upcoming events including, their sports results and future sales of concessions.

**IV. Administrative Reports / Summary of Current Events**

A. Construction Projects

The superintendent presented examples of the designs for the district weatherization projects, and updated the board on the near completion of the roofing projects.

B. Election

The superintendent reported the unofficial results of the bond election, that looked favorable for it passing, but would need to wait until the following week for official results.

**V. Consent Agenda**

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting dated October 3, 2023 and Special meeting dated October 12, 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 –#2407 \$567,171.33; #2408 \$188,022.77; #2409 \$29427.62; #2410 \$61.850.58;
  - 2. Payroll – #7 \$371,376.63; #8 \$375,550.16
- C. Approval of Student Activity Accounts – Consideration of approving the student activity accounts for the month of September,2023, as noted in the Board backup.
- D. [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. Maria Guerrero, business support specialist district secretary, effective October, 2023.
    - b. Madison Richards, bus aide, effective September 26, 2023.
    - c. Chris Whetten, MS boys’ basketball head coach, effective October 2, 2023.
    - d. Selena Lopez, long term substitute, effective September 27, 2023.

- e. Brandi Decerion, HS Teacher, effective date January 8, 2024.
- f. Garrett Douglas, HS game worker, effective November 1, 2023.
- g. Paul McInnes, Avery Lotts, HS game workers, effective October 31, 2023.
- f. Extra Duty List

2. Resignations–FY2023-2024–Consideration of approving the following resignations.

- a. Juan Rodriguez, High School Head Soccer Coach, effective October 16, 2023.
- b. Judith Duran, Middle School Teacher, effective Oct 15, 2023.

E. [Donations](#) – Consideration of approving the donations as listed in the Board Backup.

SSVEC Foundation  
 Polis Foundation  
 Elsie S. Hogan Friends of the Library  
 Willcox Theater

Mr. Hopkins moved to approve the consent agenda, Mr. Hansen seconded.

B. Voting	Aye	absent
Mr. Hopkins	X	
Mr. Ryan	X	
Mr. Hansen	x	
Ms. Garza	x	

**VI. New Business**

A. Policy 3-204 Naming Facilities - Consideration of approving a proposal to include Dennis Leonard in the name of the Willcox Middle School Gym under policy 3-204 Naming Facilities.

Mr. Hopkins moved to consider approving the proposal regarding the MS gym, Mr. Hansen seconded.

Discussion was held regarding the naming of facilities and the past and current policy.

The motion was amended by Mr. Hopkins and seconded by Ms. Garza to direct the superintendent to gather more public information regarding the naming of the MS gym to Coach Leonard Court. Also, to gather information from the proponents regarding

what they would like and how they would fund the measure. Follow up would be at the January, 2024 meeting.

A. Voting	Aye	absent
Mr. Hopkins	X	
Mr. Ryan	X	
Mr. Hansen	x	
Ms. Garza	x	

B. [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 December 5, 2023.

**VII. Adjournment**

Action to adjourn meeting

Mr. Hopkins moved to adjourn, Ms. Garza seconded.

A. Voting	Aye	absent
Mr. Hopkins	X	
Mr. Ryan	X	
Mr. Hansen	x	
Ms. Garza	x	