

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

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 meeting that is open to the public on November 4, 2014 at 6:00 P.M. at the Willcox Unified School District Education Center. Pursuant to A.R.S. §38-431.03 (A)(3) the Board may choose to discuss or consult with the Board's attorney in person or via telephonic conference call for legal advice regarding any matter listed on the agenda.

**OUT OF RESPECT FOR THE BOARD AND SUPERINTENDENT  
PLEASE SILENCE YOUR PHONES**

**AGENDA  
November 4, 2014**

**I. OPENING OF MEETING**

A. Call to Order

**The meeting was called to order by Mrs. Ellis at 5:58pm.**

B. Pledge of Allegiance

C. Invocation

**Mr. Nolan led the Pledge of Allegiance and the Invocation.**

D. Approval of Agenda

**Mrs. Ellis entertained a motion to approve the agenda. Mr. Schultz MOTIONED. Mr. Nolan SECONDED. THE MOTION CARRIED UNANIMOUSLY.**

E. Comments of Visitors / Call to the Public

**Peggy Judd**

F. Student Presentation – High School

**The Allies, Cody Smith, Laree Crockett, Sergio Pacheco and Ida Tona spoke on challenge day in September. Jack Kortsen spoke on the athletics at the high school. Josh Collins, president of the W Club, stated the High School Soccer and Volleyball teams qualified for state this year as well as Wren Klump for Cross Country. The W Club wants to have a toy drive during the basketball season. January 16, 2015 will be the light show at half time during the boys' basketball game. Mrs. Mehta's Math class spoke on their accomplishments. The band was in the parade for Rex Allen Days, went to the Marching Band Festival. They will also be in the Veteran's Day Parade for Willcox and Sunsites on Tuesday, November 11, 2014.**

G Staff / Student Recognition –

**Dr. Rundhaug and Mr. Davis recognized Darren Reno for his efforts during our IT system failure.**

Arizona's Open Meeting Law provides that all persons desiring to attend a school district governing board meeting shall be permitted to attend, listen and record the deliberations and proceedings. The law does not specifically provide the right to address the Governing Board. The Board President may exercise his/her prerogative to allow comments on any agenda item. All persons desiring to address the governing 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. Specific problems or concerns regarding personnel must be addressed through the provisions of the Public Complaint Policy. At the end of the call to

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the public, members of the Governing Board may respond to criticism, ask staff to review a matter, or ask that a matter brought up during the call to the public be put on a future agenda. ***The Open Meeting Law does not permit the board members to take legal action to items not on the agenda.***

### **Board Members**

**Debbie Ellis, Board President; Bill Nolan, Vice-President; Gary Clement, Board Clerk; Larry Schultz, Board Member; Dwayne Owen, Board Member.**

### **Administration:**

**Dr. Richard Rundhaug, Superintendent; Kevin Davis, Business Manager; Valerie Simon, ES Principal; Mike Patterson, MS Principal; Jeff Thompson, HS Principal; Tom Currin, Maint/Oper; Kris Duncan, Special Services; Andy Carrasco and Darren Reno, IT Dept.**

### **Staff:**

**Moiria White, Carol Crockett, Jack Kortsen, Kim Rundhaug, Shannon Bales, Ally Ellis, Doug & Shilin Lockhart, Nidhi Metha, Paul & Kayla Collins.**

### **Students:**

**Laree Crockett, Nathan Rundhaug, Isaac Garay, Sergio Pacheco, Josh Nieto, Cody Smith, Nicky Clement, Ida Tona, Raymond Rodriguez, Josh Collins.**

### **Visitors:**

**Mark Simon, Dr. Melk, Rosa Quiroz, Cindy Chaffey, Ainslee Widget, Doris Jones, Ruben & Anna Nieto, Sue Lynch many parents and other students, with a Total present 59.**

## **II. CONSENT AGNDA**

- A. Approval of Minutes – The Board may consider approval of the minutes of the Regular Board meetings dated September 2, 2014; October 7, 2014 and Special Board Meeting minutes dated October 14, 2014 minutes by Kevin Davis and Marina Tapia as noted in the board backup. Executive Session Minutes dated October 14, 2014 by Debbie Ellis, Board President, as noted in confidential documents to the board and by Kevin Davis as noted in the confidential backup.
- B. Ratification of voucher/s – The Board may consider the ratification of the following vouchers as noted in the board backup:
  - a. Expense - #1505 for \$9,874.08; #1506 for \$62,155.04; #1507 for \$53,201.46; #1508 for \$234,448.40
  - b. Payroll – #8 for \$274,792.50; #9 for \$262,961.99; #10 for \$270,431.79
- C. Approval of Activity and Auxiliary Accounts – The Board may consider approval of the Activity and Auxiliary accounts for September as noted in the board back up.
- D. Donations – The Board may consider approval of the donations to the district as noted in the board back up.
- E. Personnel –
  1. Hiring's – The board may consider approval of the following hiring's, contingent upon approval of fingerprint background check/clearance card when required for FY 2014-2015 as noted in the board backup:
    1. Certified:

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a. Paul Collins – MS Asst. Boys Basketball Coach

2. Classified:

a. Margie Pesina - 5<sup>th</sup>/6<sup>th</sup> grade Special Ed Aide

3. Authorization to amend work agreement

a. Shannon Bales

F. Authorization to enter into a contract with Heinfeld, Meech Co. – The board may approve the superintendent to sign the contract for auditors Heinfeld, Meech Co.

G. Waiver of Requirement of Second Classroom Observation – The board may take action to waive requirements for the qualified evaluators to perform a second classroom observation for teachers scoring as performing or highly performing on the teacher evaluation instrument as allowed by ARS 15-537.

H. IGA with the Southeast Regional Cooperative - The board may approve the IGA with the Southeast Regional Cooperative as noted in the board backup.

**Mrs. Ellis entertained a motion to approve the consent agenda. Mr. Schultz MOTIONED. Mr. Clement SECONDED. THE MOTION CARRIED UNANIMOUSLY.**

### **III. BOARD AND ADMINISTRATIVE REPORTS**

A. Student Presentations –

1. FFA

**Kodie Clifton, Reporter – National Convention was held the end of October in Louisville, KY with 16 students participating. The installation of Greenhand (Freshman) officers will be on Monday, November 10, 2014 in the high school auditorium.**

2. High School Student Council

**Nickolas Clement spoke regarding high school happenings. There were 31 pints of blood donated during the October 7<sup>th</sup> Blood Drive. The high school had a Halloween costume contest, it was a great success.**

3. Middle School Student Council

**Hailey Booth, Devin Bohr spoke recent events. They had a Halloween dance on October 24<sup>th</sup>, with over 60 students attending. The Canned Food drive brought in 117 cans of food. End of the year 8<sup>th</sup> grade trip is being planned. Cesar Pesina, 5<sup>th</sup> grade; Jaden Bongiolatti, 6<sup>th</sup> grade; Frecia Almanza, 7<sup>th</sup> grade and Diego Sandoval, 8<sup>th</sup> grade. Teacher of the month is Paul Collins.**

B. Superintendent's Report – The Superintendent may report to the board on the following items:

1. Enrollment Statistics (each principal will report regarding their campus)

**Mrs. Simon spoke to the board regarding the enrollment at the elementary school. End of last year enrollment was 463, at the middle of last year the number was 426 and as of today the enrollment is 432. Last year's kindergarten class was very large; this year's kindergarten class is not as large, only about 70 students. 18 elementary families were affected by the layoff of jobs.**

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**Mr. Patterson** presented the board with numbers. The middle school has been stable with 353 students. There were 45 students that left last year, but through the year they gained 45 students back. The surrounding school districts are to account for most of the student leaving; parents want smaller class sizes for their children. Some leaving were discipline problems and jobs are a big reason for families leaving the community as well.

**Mr. Thompson** spoke regarding the high school enrollment. There are 370 students in the high school right now. At this time last year there were 58 withdraws, with only 39 withdraws as of right now, so that is down 19. The numbers for enrollment have increased to 53 from 31 last year at this time. The freshman and sophomore class numbers are up but junior and senior classes are smaller from those of last year.

## 2. Construction Update

The project is starting to go vertical. By the request of Dr. Rundhaug to Withers, one of the accomplishments completed is that the large pile of dirt along airport road has been leveled out and looks much better. The dirt work and cement foundation on the AG building will begin in December. Mechanical units have been moved to prepare for preliminary work to begin on the AG building. Mr. Owen had questioned Dr. Rundhaug about the dirt behind the AG building and if that would interrupt the water flow and flood control processes. Dr. Rundhaug was concerned as well and had the Civil Engineer look at the site again, the Civil Engineer confirmed the dirt behind the AG building is fine and there are no flood control issues. Dr. Rundhaug entertained questions from the board. Mrs. Ellis asked if Mr. Withers has given a date for the students to be in the new gym. Dr. Rundhaug stated with the conversations he has had with the construction crew, the expectation is before the end of this school year. Dr. Rundhaug stated he does have weekly conversations with the construction crew.

C. Business Manager's Report - The Business Manager may report to the board on the following items:

### 1. Fund 80

Mr. Davis reported on Fund 80, Student Success Fund. This is a fund that was set up a couple of years ago by the Governor, she allocated \$2.4million dollars to be awarded to schools based on their AIMS testing results. After further considerations last year this was changed and based on individual schools success and improvement and another allocation was given in the amount of \$37.6 million dollars to bring the fund to \$40 million dollars for the year. Awards are based on a sliding scale, awards are given in different amounts to different groups of students and how well they perform on test, especially to those that show greater improvement. When the district's budget was finalized the business manager was aware of this fund but was not aware of testing results and at the time the state was talking about reducing the amount given to schools by about 54%. So in estimating on the budget it was calculated that the district would receive about \$45,000 from this fund. After the results of testing came out and the funding amount was finally reduced, the district received its allocation a couple of weeks ago in the amount of \$19,802 from the Student Success Fund. The district is anticipating that this funding is temporary and will not be available next year due to the state of the economy and the new governor. It will be decided at a later date as to what will be done with the money from the funding received. Since it is not part of the M&O budget and it's not a restricted fund the district could use it wherever the need is greatest, two possible

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thoughts are investing in the IT Department and the Transpiration (the white fleet) Department. The budget will have to be adjusted in December because the amount estimated was higher than what was actually awarded.

- D. Upcoming Meetings – The Board may set additional meeting dates as needed and discuss agenda items to be included in future agendas: The next regularly scheduled board meeting is Tuesday, December 2, 2014 at the District Education Center. The ASBA Annual meeting is December 10-12, 2014. Any board members wanting to attend please let Patti know no later than 4:00pm on Monday, November 10, 2014.

**Doris Jones will be going to the new board training.**

**A special meeting will be held on Wednesday, November 12, 2014 at 6:00pm regarding the superintendent's contract. There will be an executive session to obtain advice from the attorney.**

#### **IV. NEW BUSINESS**

- A. Presentation by Dr. Melk for Chiricahua Medical & Dental Unit – The board may consider a presentation by Dr. Melk and may approve the pending MOU.

**Dr. Melk is a community pediatrician and is dedicated to making children healthy. Education and health go hand in hand. The mission of the Chiricahua Medical & Dental Unit is to take care of the communities' health. No one can be turned away for lack of finances. There are two mobile medical clinics, one is dental and one is medical. American Idol gave a \$500,000 donation to the Children's Health Fund program. Most medical services are available. Dr. Melk would like to partner with the Willcox Unified School District to bring the mobile clinics to the district. Chiricahua Medical & Dental Units are federally grant funded. The plan would be, two days for medical; one day will be pediatrics' and one day would family medical. The dental program would be twice a month. Mr. Nolan question if this would be bringing competition to our local physicians. Dr. Rundhaug stated he had been in conversations with Dr. Walker. The local physicians are supportive of the idea. This program services two different groups of people.**

**Mr. Nolan MOTIONED to approve the MOU with the Chiricahua Medical & Dental Unit. Mr. Clement SECONDED. THE MOTION CARRIED UNANIMOUSLY.**

- B. Principal Contracts – The Board may discuss and take action on principal contracts.

**Dr. Rundhaug stated he has been working with Ms. Pardee, the district attorney, regarding the principal's contracts. Making the performance pay as an exhibit to the contracts. The principal would like to know if they have jobs next year. The administration would like direction on these contracts.**

**Mr. Nolan would like to see one year contracts because of the new board coming in. Stipends need to be rolled into the base salary and that the elementary principal position salary be raised to the middle school principal position salary as the elementary school has more students.**

**Mr. Nolan MOTIONED to offer all three principals a new one year contract. Salary will be the total of their current base salary plus all current stipends and will also include the**

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**Exhibit A performance bonuses except that the salary of the elementary school principal shall be raised to equal that of the middle school principal. Mr. Clement SECONDED.**

**Discussion:**

**Mr. Owen questioned if the principals get to negotiate their own salaries. Dr. Rundhaug stated no, they are assigned additional duties such as stipends.**

**Mrs. Ellis stated her problem in renewing before the March deadline is that the budget changes.**

**Mr. Schultz stated he wanted to keep the contracts at two years.**

**Mr. Clement wanted it on the record that he wants the principals to have a two year contract.**

**Mrs. Ellis stated her whole problem with renewing now is the principals still have a contract until June 2015. The problem with renewing before the March deadline is that the budget is constantly changing. The budget seems goes to go down constantly and just from the report tonight, the district is down 76 students from this time last year. If the district locks its self into long term contracts and keep losing students at this rate, where is the money going to come from. Mrs. Ellis stated the board does not want to lock the district in so that it's just paying administrators and not teachers. The district is short on teacher and that is where the concentration should be.**

**Mrs. Ellis had Mr. Nolan repeat the motion.**

**THE MOTION CARRIED UNANIMOUSLY.**

**The Board directed Dr. Rundhaug to work with the attorney on the template for the one year contract for principals, making sure all stipend are rolled into the base salary so the principals do not come back to the board asking for more money.**

**Dr. Rundhaug stated he understood.**

#### **V. ADJOURNMENT**

**With no further discussion Mrs. Ellis entertained a motion to adjourn. Mr. Clement MOTIONED. Mr. Nolan SECONDED. The meeting was adjourned at 7:43pm**

**Verified by Board Approval:**

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**Gary Clement, Clerk**

**December 2, 2014**  
**Date**

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**Respectfully Submitted:**

**December 2, 2014**

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**Patricia Gallagher, Secretary**

The Governing Board of the Willcox Unified School 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 close scrutiny of the needs of our students and the resources available. Pursuant to the Americans with Disabilities Act (A.D.A.), Willcox Unified School District does not, by reason of a disability, exclude from participation in, or deny benefits of, services, programs or activities or discriminate against any qualified person with a disability. Inquiries regarding compliance with A.D.A. provisions, accessibility or accommodation can be directed to Dr. Richard Rundhaug, Superintendent, at (520)384-8600, 480 North Bisbee Avenue, Willcox, AZ 85643.

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