

**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 February 3, 2015 at 6:00 P.M. at the Willcox District Education Center, 480 N. Bisbee Ave. Willcox, AZ 85643. Pursuant to A.R.S. §38-431.03 (A)(3) the Board may choose to vote to move into executive session 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.

**MINUTED FOR BOARD MEETING**  
**February 3, 2015**  
**6:00 p.m.**

**I. OPENING OF MEETING**

A. Call to Order

**The meeting was called to order by Mr. Nolan at 5:59p.m.**

B. Pledge of Allegiance

C. Invocation for the Governing Board

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

D. Approval of Agenda

**Motion: Dwayne Owen**

**Second: Doris Jones**

**Yea: 5**

**Nay: 0**

**The Motion carries.**

E. Comments of Visitors / Call to the Public

**Sue Lynch presented Kevin Davis, Business Manager, with a giant Yee Haw Award Cookie for his help in gaining a grant for WUSD cafeterias. This grant enabled the district to purchase a new dishwasher at the elementary school and new double stack oven at the middle school.**

F. Student Presentation – High School:

**Allies – Ashleigh Dahlstrom, Sergio Pacheco,**

**Social Studies Department – Lacey Glaspy**

**Math Department – Nathan Rundhaug, Josh Nieto, Sergio Pacheco & Nic Clement**

**S.I.A.M (Society for Industrial and Applied Mathematics) challenges students throughout the country with real world problems. The students have to think of the best way to solve the problem and produce details to back up why it works.**

**Science/Stem Academy – Josh Collins & Mark Rios**

**Band – Nathan Rundhaug, Josh Nieto & Sergio Pacheco**

**S3 Grant – Tammy Hall**

**This is the last year of funding for the S3 Grant (Safe and Supportive Schools).**

**Student tardies are down from last year:**

**1<sup>st</sup> semester of 2013-2014 was 2,200**

**1<sup>st</sup> semester of 2014-2015 are 980**

## **There are three areas that the high school staff will focus on this year; they are Disrespect, Defiance and Disruption.**

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; however, the Board has determined to allow a call to the public under the conditions set forth in Policy BEDH, a copy of which is posted at the entrance to the Board room. The Board President may also exercise his/her prerogative to allow comments on any agenda item at the time the item is discussed. All persons desiring to address the governing board must first fill out a request to address the board. The individual must then 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 Policies **KE, KEB, KEC, and KED**. At the end of the call to the public, members of the Governing Board may respond to criticism, ask staff to review a matter, ask that a matter brought up during the call to the public be put on a future agenda, or do nothing further. *The Open Meeting Law does not permit the board members to take legal action on items not on the agenda.*

### **ATTENDANCE**

#### **BOARD:**

**Bill Nolan, President; Dwayne Owen, Vice-President; Gary Clement, Clerk; Doris Jones, Member; Debbie Ellis, Member.**

#### **ADMINISTRATION:**

**Ben Travis, Superintendent; Kevin Davis, Business Manager; Jeff Thompson, HS Principal; Tammy Hall, Asst. HS Principal; Mike Patterson, MS Principal; Valerie Simon, ES Principal; Andy Carrasco, IT Coordinator; Kris Duncan, Special Services.**

#### **STAFF:**

**Moiria White, Earl Goolsby, Sheryl Patterson, Lacey Glaspy, Doug Miller Carol Crockett, Officer Rose Lacey, Teresa Mills, Cheryl Childers, Victoria Singer, Nidhi Mehta, Katherine Maddox, Darren Reno.**

#### **STUDENTS:**

**Josh Collins, Brady Acosta, Nathan Rundhaug, Ashleigh Dahlstrom, Josh Nieto, Nic Clements, Hailey Booth, Gabriel Salas, Janelle Lyon, Matthew Vasquez and Julian Pimienta.**

#### **VISTORS:**

**Ed Houser, Larry & Delcie Schultz, Ainslie Wittig, Joel Todd, Sue Lynch, Mark Simon, Hector & Judy Figueroa, Barb Nell, other parents and students. 62 total present.**

### **II. CONSENT AGENDA.**

If any member of the Board wishes to remove an item from the consent agenda, it will be removed from the consent agenda. The Board will then discuss and act upon the items removed immediately following the adoption of the balance of the consent agenda.

- A. Approval of Minutes – Approval of the minutes of the Regular Board meeting dated February 3, 2015 as noted in the board backup.
- B. Ratification of voucher/s – The Board may consider the ratification of the following vouchers as noted in the board backup:
  - a. Expense - #1514 for \$47,495.02; #1515 for \$96,023.89
  - b. Payroll - #15 for \$247,607.93; #16 for \$273,499.07
- C. Approval of Activity and Auxiliary Accounts – The Board may consider approval of the Activity and Auxiliary accounts for December 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 – The board may consider approval of the following hiring, contingent upon approval of fingerprint background check/clearance card when required for FY 2014-2015 as noted in the board backup:
    - a. Certified:
      - Ben Parra – ELL Teacher – Grant Funding
      - Ben Parra – 2<sup>nd</sup> Semester Migrant English Teacher
      - Clint Sanborn – Asst. Baseball Coach
    - b. Classified:
      - Rosa Catarino – MS Teacher’s Aid
      - Robert Lane DuBois – Rate increase
      - Claudia Venegas – Special Education Aid
      - Sheryl Hough – Special Education Clerk
      - Sheryl Hough – Additional Duty – IEP Writing
      - Carol Crockett – Additional Duty – IEP Writing
      - Raydia Martin - Additional Duty – IEP Writing
      - Karen McCann - Additional Duty – IEP Writing
    - c. Retirement:
      - Steve Marlatt- Effective 7/28/15
    - d. Volunteers:
      1. Stewart Carter – Track Coach
      2. Calvin King – Golf Coach
      3. Richard Regalado – Asst. Baseball Coach
      4. Tony Torres – Asst. Baseball Coach
      5. Jeff Collup – Asst. Baseball Coach
      6. Toney Carbajal – Asst. Baseball Coach
      7. Jacob Nolan – Asst. Baseball Coach
- F. University of Arizona Nutrition MOU – The Board may consider approving the MOU (memo of understanding) between Willcox Unified School District #13 and the University of Arizona SNAP-Ed as noted in the board backup.
- G. Digital Imaging Systems – The Board may consider approving the lease agreements that are expiring for new copiers and authorize the business manager to sign the new lease agreements as noted in the board backup.
- H. Four-Day School Week Calendar and Twelve Month Employee Calendar for FY 2015-2016 – The Board may discuss and consider approving the calendars for the four-day school week and the twelve month classified employee calendars.

**Motion: Debbie Ellis motioned to approve the consent agenda**

**Second: Dwayne Owen**

**Yea: 5**

**Nay: 0**

**The motion carries.**

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

#### **A. Student Presentations –**

##### **1. FFA - **Brady Acosta – Vice-President****

**January was a preparation month. Seniors have been preparing scholarship and award applications along with preparing for National FFA week which is the last week of February. Arizona has been chosen to host the National FFA Officer during FFA Week. There will be a breakfast and assembly on Wednesday, February 25<sup>th</sup> and a staff breakfast on Thursday, February 26<sup>th</sup> starting at 6:00am.**

##### **2. High School Student Council – **Sergio Pacheco, President and Nicholas Clement, Vice-President.****

**In January the last Red Cross Blood Drive was held with 36 donors and 29 pints of blood collected. Winter Formal was attended by 100+ students. The students would like to thank the staff who gave their time to chaperone. Winter sports are coming to an end with spring sports beginning. Student Council elections are coming up as well.**

##### **3. Middle School Student Council - **Hailey Booth,****

**There will be a 7<sup>th</sup>-8<sup>th</sup> grade Valentine's Day Dance on Friday, February 13, 2015 in the Middle School Gym from 7:00pm – 10:00pm. Mr. Goolsby will be giving a solo piano concert in late April or early May as a fund raiser for the 8<sup>th</sup> grade trip.**

**Students of the month:**

**5<sup>th</sup> grade Gabriel Salas**

**6<sup>th</sup> grade Janelle Lyon**

**7<sup>th</sup> grade Matthew Vasquez**

**8<sup>th</sup> grade Julian Pimienta**

**Teacher of the month: Ally Ellis**

### **IV. NEW BUSINESS**

**Mr. Nolan stated before getting into the new business he wanted to give a report on some controversy going on the last week or so concerning conflict of interest and whether or not, particularly with board members who are employed by Cochise College would have a conflict of interest on certain things that are being discussed on this agenda. Mr. Nolan stated he has spent considerable time in a discussion emailing back and forth with the WUSD board attorney Candy Pardee. Mr. Nolan stated the attorney explained it to him that it is on a case by case basis, that there is no blanket answer to the question whether there is a conflict of interest. Mr. Nolan also stated in order to have a conflict of interest they need to have a proprietary or fiduciary interest in the outcome of a particular item on the agenda. Proprietary just means they have an ownership interest in whatever is being discussed which obviously none of the board members have shares in stock of Cochise college since they do not sell stock. Fiduciary interest means that whatever the board discusses would have a financial impact on the person involved. Mr. Nolan stated that in this case any decisions that are made in this board meeting would not take effective until next school year and in the case of one board member that effects whether or not they have a conflict of interest because they are not going to be associated with Cochise College next school year. Mr. Nolan stated the attorneys advice to him was he personally did not have a conflict of interest. Ms. Pardee was not dealing with the other board members being as it is a case by case basis. Mr. Nolan moved on to Item IV. A.**

A. College Credit – The Board may discuss and take action. The high school administration requests approving College English, College Government and College Economics as College credit only. Seniors will be required to take their English, Government and Economics at Willcox High School for high school credit. It is the recommendation of the administration that the board approve the changes regarding the high school and Cochise College credit courses.

**Mr. Owen questioned Mr. Nolan if there should be a motion so it could be discussed. Mr. Nolan stated he wanted to state why this could be discussed, because one of the things that concerned him was that since it is policy that with a simple vote the board can modify policy as long as that policy is not required by law. Mr. Nolan stated this cannot be discussed unless there is a motion.**

**Motion: Dwayne Owen motioned to accept the high school changes in Item IV. A.**

**Second: Gary clement**

**Discussion: With no discussion the vote was taken**

**Yea: 2 - Dwayne Owen, Gary Clement**

**Mrs. Ellis stated she was going to abstain even though she has no conflict of interest.**

**Mr. Nolan also stated he was going to abstain even though he does not have a conflict of interest.**

**Abstained: 3 – Doris Jones, Bill Nolan and Debbie Ellis**

**The MOTION carried with 2 Yeas and 3 Abstaining.**

B. High School Course Selections for school year 2015-2016 – The Board may discuss and approve the high school course selection for school year 2015-2016.

**Motion: Dwayne Owen motioned to approve the high school course selection.**

**Second: Gary Clement**

**Discussion:**

**Mr. Clement questioned if there were any more CTE class that will be fit into the schedule with the teachers the district already has. Mrs. Ellis stated she didn't think this should come to the board, this is a campus issue. Mrs. Ellis stated the administration is asking the board to approve courses and then the next week you ask for another course. Mr. Nolan stated he agreed with Mrs. Ellis and that this should be the high school principal and staffs decision. Mr. Nolan also stated the board should not be deeply involved in what courses the high school offers. Mr. Owen stated that was how he feels as well.**

**Mr. Owen rescinded his motion to approve the high school selection. Mr. Nolan stated he would accept a new motion. Mrs. Ellis questioned if there needed to be a motion. Mr. Nolan stated someone could make a motion to direct the high school principal.**

**Motion: Debbie Ellis made the motion for the board to direct the superintendent to work with the principals on the courses that are useful to the district's students.**

**Second: Gary Clement**

**Yea: 5**

**Nay: 0**

**The motion carries.**

C. High School Bell Schedule for school year 2015-2016 - The Board may discuss and approve the high school bell schedule for school year 2015-2016.

**Motion: Dwayne Owen motioned to accept the high school bell schedule.**

**Second: Doris Jones**

**Discussion:**

**Mr. Owen stated isn't this something that the administration could do without the board's approval. Mr. Nolan stated the board passed the bell schedule last year on a temporary basis, if the board does not approve this it will revert back to the previous year.**

**Motion: Dwayne Owen motioned to approve Item IV. C.**

**Second: Doris Jones**

**Discussion:**

**Mr. Clement questioned if the bell schedule was going to need approving every year. Mrs. Ellis stated yes, probably if they want to change it. Mr. Nolan stated it does have the date of 2015-2016.**

**Amended Motion: Dwayne Owen amended the motion to accept the high school bell schedule and take the 2015-2016 dates off and leave the bell schedule to the high school administration.**

**Second: Doris Jones**

**Yea: 3 - Dwayne Owen, Gary Clement and Doris Jones**

**Nay: 2 - Bill Nolan and Debbie Ellis**

**The motion carried.**

D. IT Department – The Board may discuss and give direction to the IT Department and the Business Manger regarding the districts technology needs as noted in the board backup.

**The direction is to continue moving forward with the IT planning. Mr. Davis stated the critical problem right now is there is no back up so the district needs to move quickly. Mr. Davis and Mr. Carrasco will come back to the board at a future board meeting with more information and recommendations.**

## **V. FUTURE MEETING DATES**

A. 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, March 3, 2015 at the District Education Center.

**The board set a special board meeting to begin the superintendent search with Nic Clement from ASBA for Wednesday, January 11, 2015 at 4:00pm**

## **VI. ADJOURNMENT**

**With no further discussion Mr. Nolan entertained a motion to adjourn.**

**Motion: Doris Jones**

**Second: Gary Clement**

**Yea: 5**

**Nay: 0**

**The meeting was adjourned at 7:11p.m.**

**Verified by Board Approval:**

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**Gary Clement, Board Clerk**

**March 3, 2015**  
**Date**

**Respectfully submitted:**

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**Patricia Gallagher**  
**Secretary to the Superintendent**

**March 3, 2015**