

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 Special meeting that is open to the public on December 15, 2014 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 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.

MINUTES
Special Board Meeting
December 15, 2014
6:00p.m.

I. OPENING OF MEETING

A. Call to Order

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

B. Approval of Agenda

Mrs. Ellis entertained a motion to approve the agenda. Mr. Owen MOTIONED. Mr. Nolan SECONDED.

Discussion:

Mr. Clement stated he wanted to move Item III. B up before Item III. A because item III. B. will take longer. Mr. Nolan stated he agreed but didn't know why it made a difference.

The MOTION CARRIED UNANIMOUSLY.

ATTENDANCE

Board Members

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

Administration:

Kevin Davis, Business Manager; Valerie Simon, ES Principal; Mike Patterson, MS Principal; Jeff Thompson, HS Principal; Andy Carrasco, IT

Staff:

Darren Reno, Jack Kortsen

Visitors:

Sue Lynch, Ben Travis, Ainslee Wittig, with a total of 15 present.

II. CONSENT AGENDA

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12/15/2014

Page 1 of 5

A. Personnel –

1. Hiring – The board may consider approval of hiring the following individuals, contingent upon approval of fingerprint background check/clearance card when required for FY 2014-2015 as noted in the board backup:

1a. Certified:

2a. Classified:

i. Katelynn Valenzuela – ES Special Education Paraprofessional

3a. Volunteer:

i. Hector Figueroa -- Acceptance of resignation proffered as of December 4, 2014.

2. Request to Post Vacancies:

2a. Elementary School Special Education Teacher Self Contained K-2

2b. Middle School Teacher's Aide, 7th & 8th grade

B. Ratification of voucher/s – The Board may consider the ratification of the following vouchers as noted in the board backup:

a. Expense -

b. Payroll - #13 for \$297,854.98

Mrs. Ellis entertained a motion to approve the consent agenda. Mr. Nolan MOTOINED. Mr. Owen SECONDED.

Discussion:

Mr. Schultz stated he wanted to move Item II. 3. a. off the consent agenda. Mrs. Ellis questioned if Mr. Schultz wanted it placed under new business. Mr. Schultz stated yes. Mrs. Ellis stated the board still needed to vote on the original motion, all in favor of accepting the consent agenda. THE MOTION CARRIED UNANIMOUSLY with Mr. Schultz stating he voted I with Item II.3. a. removed.

III. NEW BUSINESS

3a. Volunteer: Hector Figueroa -- Acceptance of resignation proffered as of December 4, 2014.

Mr. Schultz stated Mr. Figueroa was a good choice for the district but felt some of the board member were persuaded to change their votes. Mr. Schultz feels there was misrepresentation regarding all the emails and other communication that the other board members (Ellis, Nolan, Clement) stated they had received from the public. Mr. Schultz stated he would like to see the proof of what was said regarding all the negative communication regarding Mr. Figueroa. Mr. Schultz asked Mrs. Ellis is he could question Andy Carrasco, the IT Coordinator who went and collected all the emails and other documentation. Mrs. Ellis stated she didn't think so. Mr. Schultz stated the board president had to recognize him first. Mrs. Ellis stated she didn't think so that would have to go to the attorney. Mr. Schultz stated it is public record. Mrs. Ellis stated that Mr. Schultz could get that information through the attorney. Mr. Schultz stated again that he

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12/15/2014

Page 2 of 5

felt there was a lot of misrepresentation and feels Mr. Figueroa would not have resigned under the circumstances had it not been for opposition from what he thought was coming from the public. Mr. Schultz stated what he heard from the public records that that did not happen. Mr. Schultz stated he didn't think the board could accept Mr. Figueroa's resignation letter until the board found out exactly what the public records show.

Mrs. Ellis stated she needed a motion. Mr. Schultz stated he would make the motion. Mr. Owen asked what motion. Mr. Schultz stated not to accept Mr. Figueroa's resignation letter until a full investigation was complete on the public records.

Mr. Schultz MOTIONED not to accept Mr. Figueroa's letter of resignation. The motion failed due to lack of second.

Mr. Nolan MOTIONED to accept Mr. Figueroa's resignation letter. Mr. Owen SECONDED. Mrs. Ellis stated the board has a letter that was written by Mr. Figueroa. Mr. Nolan stated Mr. Figueroa stated to put a date of the next day on it. Mr. Schultz stated that was based on the discussion by the board of all the negative emails and other communications they had received. Mr. Schultz also stated he felt like the discussion had influenced other board members.

THE MOTION CARRIED WITH 3 Yea's (Owen, Nolan and Ellis) and 2 Nay's (Schultz and Clement)

- A. Allow for Offices to be closed - Discussion and Action to allow for the District offices to be closed on December 24, 2014 at 12:00pm. The administration requests permission to close the offices on December 24, 2014 at 12:00 noon with the stipulation that all 12 month employees would have to take a half day of vacation to have the day off. This would not be an additional day off in the employee calendar.

Mr. Schultz MOTIONED to approve the offices to be closed at noon on December 24, 2014. Mr. Clement SECONDED.

Discussion:

Mr. Clement stated last year on August 6, 2013 the board voted to give the 12 month employees the whole day off with pay and he thinks the board should give it to them again. Mr. Clement also stated if this was going to keep coming up and the board is all in favor of giving them the whole day off with pay, he would like to see this become permanent. Mrs. Ellis asked every Christmas Eve. Mr. Clement stated every Christmas Eve. Mr. Schultz stated make a motion.

The MOTION CARRIED UNANIMOUSLY.

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12/15/2014

Page 3 of 5

Mr. Clement amended the MOTION to give all 12 month employees December 24, 2014 the whole day off with pay and make December 24th a permanent calendar holiday. Mr. Nolan SECONDED.

Discussion:

Mr. Owen stated do they have contract, he does not want to give any gifting of money that has not been agreed upon. Mr. Clement stated the board did it last year. Mr. Owen stated the board could have gotten in trouble. Mrs. Ellis stated do you think, she stated she didn't see why the board couldn't just do it, the 12 month employee get to decide what days they are off. Mrs. Ellis questioned Mr. Davis if most of the 12 month employees are classified and they are at will employees anyway. Mrs. Ellis questioned Mr. Davis as to who would this affect. Mr. Nolan stated the administration office. Mr. Davis stated non salary personnel, he also stated they are at will employees but there are a number of days they agree to work. Mr. Nolan stated would it be easier to assign them to work at home. Mr. Davis stated that is what has been done in the past if it is a permanent thing it can be worked into the hours. Mr. Davis stated they are at will work agreements.

The MOTION CARRIED UNANIMOUSLY.

- B. Report from Interim Superintendent/Administrator Selection Committee. Discussion and Action to appoint an Interim Superintendent/Administrator and to determine whether a stipend should be provided to the Interim Superintendent/Administrator, and, if so, the amount of the stipend.

Mr. Nolan gave a report to the board regarding selection of the interim superintendent. Mr. Ben Travis was the unanimous selection of the committee. Mr. Nolan stated the district would only need Mr. Travis one to two days a week. Mrs. Ellis asked Mr. Travis if he had anything he would like to say. Mr. Travis spoke on his time as superintendent in the Willcox Unified School District. He also stated he is still informed with school business and policy. Mr. Nolan discussed with Mr. Travis regarding \$200 a day as compensation along with mileage or a district vehicle.

Mr. Nolan MOTIONED to hire Mr. Ben Travis as the interim superintendent as needed, one to two days a week and work with Mr. Davis on accommodations and travel. Mr. Owen SECONDED.

Mr. Nolan amended his MOTION for Mr. Travis to start work as soon as his fingerprint and background clearance came back and have the attorney draft the contract between Mr. Travis and WUSD. Mr. Owen SECONDED. THE MOTION CARRIED WITH 4 YEA'S (Ellis, Owen, Nolan and Clement) and 1 Nay (Schultz).

Mr. Davis will contact the district attorney regarding a contract for Mr. Travis.

- C. Allow for Offices to be closed - Discussion and Action to allow for the District offices to be closed on December 24, 2014 at 12:00pm. The administration requests permission to close the offices on

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12/15/2014

Page 4 of 5

December 24, 2014 at 12:00 noon with the stipulation that all 12 month employees would have to take a half day of vacation to have the day off. This would not be an additional day off in the employee calendar.

(Moved to A under New Business)

IV. FUTURE MEETING DATES - The Board may discuss and take action to set additional meeting dates as needed and discuss agenda items to be included in future agendas. The next regularly scheduled board meeting is Tuesday, January 6, 2015 at the District Education Center.

V. ADJOURNMENT

With no further discussion Mrs. Ellis entertained a motion to adjourn. Mr. Schultz MOTIONED. Mr. Owen SECONDED. The meeting was adjourned at 6:23p.m.

Verified by Board Approval:

Gary Clement, Clerk

January 6, 2015
Date

Respectfully Submitted:

Patricia Gallagher, Secretary

January 6, 2015

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12/15/2014

Page 5 of 5