

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 May 5, 2015 at 6:00 P.M. at the 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.

**PLEASE SILENCE YOUR PHONES**

**PUBLIC HEARING  
FOR DISCUSSION OF THE  
REVISED M&O EXPENDITURE BUDGET for FY 2014-2015  
6:00p.m.**

**I. OPENING OF PUBLIC HEARING**

A. Call to Order 5:59pm

B. Discussion and approval of the Revised M&O Expenditure Budget for 2014-2015

**Mr. Davis gave a brief report on the revised M & O Expenditure Budget.**

**Motion: Doris Jones motioned to approve the revised M&O Budget as presented.**

**Second: Dwayne Owen**

**Yea: 5**

**Nay: 0**

**The Motion carried.**

C. Adjourn

**With no more discussion the public hearing was adjourned at 6:02p.m.**

## MINUTES FOR BOARD MEETING

May 5, 2015

**II. OPENING OF MEETING**

A. Call to Order

**The meeting was called to order by Mr. Nolan at 6:03p.m.**

B. Pledge of Allegiance

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

C. Invocation for the Governing Board

**Mrs. Jones led the Invocation.**

D. Approval of Agenda

**Motion: Dwayne Owen motioned to approve the agenda with the following changes.**

**Move the Athletic presentation up after the band presentation.**

**Second: Doris Jones**

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Page

**Yea: 5**

**Nay: 0**

**The Motion carried.**

E Comments of Visitors / Call to the Public

**None**

F. Elementary School – Student Council

G. Student Presentation – High School:

~Chemistry department – Jane Jansen

**Ty White reported on the chemistry department and the different competitions the students have been in this year, as well as the YES Fair. Jane Jansen reported on her science fair project.**

~Band, Orchestra, Drama, and Choir –

**Nathan Rundhaug, Josh Nieto, and Selena Rivas from the high school band performed for the high school open house, they will also be performing for the new Gym and AG Building dedication and graduation.**

~Mock Crash –

**Gary Hatch coordinator for WASA reported on the Mock Crash prior to JR/SR prom.**

~EAC Life Skills – David Chaim

**David Heilo recited a poem in French.**

~S3 Grant Update – Kathryn Maddox

**S3 - This is the last year for the Safe and Secure Schools (S3) Grant. The grant ends September 30, 2015. Since "Challenge Day 2014" was such a success, there will be another Challenge Day 2015, this will be the last event the S3 Grant will fund.**

**PBIS -**

**SAP -**

~Athletics – Tammy Hall, Athletic Director

**The Boy's & Girl's Tennis teams went to state at the end of April, Josh Nieto, Brady Acosta, Jesus Baraza, Sarah Hernandez, LaRee Crockett and Gabby Perfetto. The Baseball team will head to state May 8, 2015. Track has 3 students going to state in Mesa, Caleb Miller, Wren Klump and Kristi Webster. There were 36 new inductees into the Cholla Chapter of the National Honor Society, 27 of the 36 were athletes. 64% of the total membership is comprised of athletes. The Spring Sports Awards ceremony will be held on Monday, May 18, 2015. Summer programs are currently being planned, the calendar will be sent out later this month.**

~High School Student Council

**The high school student council recognized Mrs. Mehta as The Cochise County Teacher of the Year.**

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.*

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Page

## **ATTENDANCE**

### **BOARD:**

**Bill Nolan, President; Dwayne Owen, Vice-President; Gary Clement, Clerk; Doris Jones, Member, 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, Tom Currin, Operations Manager.**

### **STAFF:**

**Carol Crockett, Nidhi Mehta, Sarah Kunz, Cheryl Childers, Teresa mills, David Chaim, Amy Sanborn, Rose Lacey, Christine Medina, Sharron Travassos, Leisha Smyer, Earl Goolsby, Darren Reno, Margie looney, Sunny & Todd DeBaun, Katheryn Maddox, Diane Shell, Ty White.**

### **STUDENTS:**

**Nick Clements, Nathan Rundhaug, Josh Nieto, Sergio Pacheco, Sara Hernandez, Marianna Barron, Cody Smith, David Hielo, Jane Jansen, LaRee Crockett, Lerin Ackerson, Marielle DeBaun, Dakota Armstrong, Jesus Barraza.**

### **VISTORS:**

**Chief Childers, Sue Lynch, Tim Bowlby, Erin & Les Ackerson, Rob Jones, Ainslee Wittig, Gary hatch, Amanda Hart, Mike laws, David Reno, Sam , Mrs. Jansen, Cindy Chaffey, Officer Clay Cook, Rosa Quiroz and other parents and students. A total of 102 present.**

## **III. 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 minutes for the Regular board meeting dated April 7, 2015 and Special meeting minutes dated; 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 - #1521 for \$140,713.04; #1522 for \$51,010.17; #1523 for \$1,027,199.68
  - b. Payroll - #22 for \$275,981.76; #23 for \$262,176.28
- C. **Approval of Activity and Auxiliary Accounts** – The Board may consider approval of the Activity and Auxiliary accounts for March 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** –

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Page

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:
  - b. Classified:
  - c. Resignations: - The board may consider approval of the following resignation/s.
    - a. Margie Looney
    - b. Tanya Phillips
    - c. Katie Skaarer
  - d. Volunteers:
    - a. Anna Kortsen – Softball Coach

F. **Reinstated** - The board may consider approving authorizing the Superintendent/Business Manager to negotiate a Contract/s with ESI for the FY 2015-2016 for::

- a. Sharon Travassos – ES 4<sup>th</sup> Grade Teacher

G. **Approval List of Renewals** - The Board may consider approving the classified employee renewal lists for FY 2015-2016 and authorize the Business Manager to sign the work agreements.

**Moved to New Business.**

H. **Migrant Summer School for FY 2014-2015 will be held June 1-25, 2015** - The Board may consider approval of the district employees for the summer school program as noted in the board backup.

I. **Personnel 2015-2016** –

1 Hiring – The board may consider approval of the following hiring, contingent upon approval of fingerprint background check/clearance card when required for FY 2015-2016 as noted in the board backup:

- a. Certified:
  1. Dayla Leighton – ES 2<sup>nd</sup> Grade Teacher
  2. Breck McClaine - MS 5<sup>th</sup> Grade Language Arts

b. Classified:

**Mr. Gary Clement stated he has a conflict on item I.**

**Motion: Dwayne Owen motioned to approve the consent agenda with Item G being moved to New Business for discussion and correcting the minutes to reflect 4 yea’s on all the votes as Mrs. Ellis was not present at the previous meeting.**

**Second: Doris Jones**

**Yea: 4 (Nolan, Owen, Ellis, Jones)**

**Abstain: 1 (Clement)**

**The motion carried.**

#### **IV. BOARD AND ADMINISTRATIVE REPORTS**

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Page

A. Student Presentations –

1. FFA

**Luke Todd, President. On April 9, 2015 FFA attended the District SLC Competitions at Globe High School. The Parli-Pro and Conduct of Meetings teams both placed 1<sup>st</sup> and will compete at the State Leadership Conference in June. The Annual Awards banquet will be May 7, 2015 at 6:00pm in the old gym. The new officers for 2015-2016 will be installed at the awards banquet.**

2. High School Student Council - High School Student Council will swear in new officers.

**Mr. Kevin Davis swore in the new officers for High School Student Council for school year of 2015-2016.**

**President – LaRee Crockett**

**Vice-President – Marielle DeBaun**

**Treasurer – Jesus Barraza**

**Secretary – Dakota Armstrong**

**Parliamentarian – Lerin Ackerson**

3. Middle School Student Council

**Tanner DeBaun reported on the MS. The 8<sup>th</sup> grade will go on their Field Trip to Funtasticks in Tucson on Tuesday, May 19, 2015. The student council fundraiser/benefit concert featuring Ms. Margie Looney, Mr. John Chapman and Mr. Earl Goolsby will be held on Friday, May 15, 2015 at 7:00pm in the high school auditorium. The 8<sup>th</sup> grade promotion ceremony will be held on Wednesday, May 20, 2015 at 1:00pm in the high school auditorium.**

**Mr. Patterson presented the students of the month:**

**8<sup>th</sup> - James Dostlik**

**7<sup>th</sup> - Brenday Loeza**

**6<sup>th</sup> - Wyatt Kunz**

**5<sup>th</sup> - Maxwell Cole**

**Mr. John Chapman is Teacher of the Month.**

B. Superintendent's Report –

1. Recommendations

**S3 funds the SRO. Application to COPS and 21<sup>st</sup> Century to fund the SRO.**

C. Business Managers Report –

1. Audit Results Report

**Computer issues and IT problems are a great concern. Mr. Davis stated he and Mr. Carrasco are developing a long term plan that can be affordable and maintained. This will be presented in the near future.**

**V. NEW BUSINESS**

G. Approval List of Renewals - The Board may consider approving the classified employee renewal lists for FY 2015-2016 and authorize the Business Manager to sign the work agreements.

**It is the mission of the Willcox Unified School District to continuously expand opportunities for every 5/5/2015**

Page

**(Moved from consent agenda)**

Mrs. Ellis questioned if some of the people on the list are professional. Mr. Davis stated yes. Mrs. Ellis questioned how many teaching positions the district is losing through attrition. Mr. Travis stated three teachers. Mrs. Ellis questioned the positions of Dean of Students at all three campuses. Mr. Davis stated two positions were discussed and they are part time. Mrs. Ellis stated she would like to see money spent on teachers not on administration. Mrs. Ellis stated her problem is there is only 347 students at the high school, should the Dean of Students position be moved to a classroom position. Mrs. Jones stated the high does not need PE and Health and you have to teach in the area you are Highly Qualified in.

**Motion: Doris Jones motioned to approve the renewal list as it is presented.**

**Second: Dwayne Owen**

**Yea: 2 (Owen, Jones)**

**Nay: 3 (Nolan, Ellis, Clement)**

**The motion failed.**

**Motion: Debbie Ellis motioned to approve the list as is presented except to eliminate the position of high school dean of student position.**

**Second: Bill Nolan**

**Discussion**

The middle school Dean of Students is "teacher on assignment". Mrs. Jones questioned how many hours a day does the teacher on assignment spend in the classroom and how many as dean of students. Mr. Patterson stated she is one hour in the classroom, next year the plan is to have her in the classroom for two hours. Mr. Patterson also stated he teaches one hour a day in the classroom.

Mrs. Ellis questioned Mrs. Simon on the dean of student position at the elementary school. Mrs. Simon stated her dean of students spends two hours a day but will be moving to the classroom full time next year.

Mrs. Ellis questioned Mr. Thompson on how many hours for the Athletic Director and Assistant Principal. Mr. Thompson stated it varies; Ms. Hall will be overseeing the BIC (Behavioral Intervention Classroom) now that that position has been RIFFED. She also oversees all the AIA schedules/contracts as Athletic Director and the last hour of the day in Athletic PE and instruction with the health program. She helps as a mentor but is not being paid for it. As assistant principal/dean of students the discipline is there all the time. Mr. Owen questioned if this position is eliminated where is the person that holds that position going to go. Mrs. Ellis stated why not make her "teacher on assignment" like the middle school. Mr. Owen stated if the district would not be saving any money why change the position title. Mrs. Ellis stated yes there is a lot of difference in the money, she asked Mr. Davis to explain. Mr. Davis stated it would depend upon what duties she is assigned to as to how it would be structured. With the other positions at the elementary and middle schools it was an extra duty stipend not a full time job. Mr. Davis stated it sounds like the high school assistant principal/athletic director is doing these jobs constantly, how would you define that.

**Mrs. Ellis stated maybe that is what should be done, vote down the motion, approve everything else except those positions and get clarification on these positions and why it is done differently at each school. Mr. Owen stated what are you going to do with that person. Mrs. Ellis stated it is not the person it is the position. The board could table this position until we get further information.**

**The vote was:**

**Yea: 0**

**Nay: 5**

**The motion failed.**

**Motion: Debbie Ellis motioned to accept the recommend of the administrations list with the exception of the position of high school athletic director/assistant principal until the board receives further information.**

**Second: Doris Jones**

### **Discussion**

**Mrs. Jones stated it is not the board's job to micromanage the recommendations of the administration. If the board is not careful people will not want to come and be administrators for our district. The board's job is to make policy and let the superintendent, business manager and the principals administrate. Mrs. Jones also stated she was sure the administration met as a cohesive group to come up with this plan. She also stated as a school board, we are not doing our job by second guessing the administration.**

**Yea: 2 (Nolan, Ellis)**

**Nay: 3 (Owen, Jones, Clement)**

**Motion: Doris Jones motioned to accept the renewal list as it was presented to the board based on the expertise of the principals, the business manager and the superintendent.**

**Second: Dwayne Owen**

**Yea: 3 (Owen, Jones, Clement)**

**Nay: 2 (Nolan, Ellis)**

**The motion carried.**

**A. Reduction in Force – The board may discuss and approve the reduction in force RIF's for FY 2015-2016.**

**1. Marina Tapia, District Receptionist**

**2. Susan Unrast, Transportation Secretary.**

**Motion: Gary Clement motioned to approve the reduction in force.**

**Second: Doris Jones**

**Yea: 5**

**Nay: 0**

**The Motion carried.**

B. **Superintendent/Business Manager Contract** - The Board may discuss and consider approving the Superintendent/Business Manager's contract for FY 2015-2016.

**Mr. Clement question why the amount in the contract was so high if the district is trying to save money. Mr. Travis stated because Mr. Davis would be doing both jobs as Superintendent and Business Manager and that the contract is for one year.**

**Motion: Dwayne Owen motioned to approve the Superintendent/Business Manager's contract for FY 2015-2016.**

**Second: Doris Jones**

**Yea: 4 (Owen, Nolan, Jones and Ellis)**

**Nay: 0**

**Abstained: 1 (Clement)**

**The Motion carried.**

**Discussion:**

**Mr. Clement stated he still feels Mr. Davis should have more academic experience. The board would like the contract to be sent to the attorney and also check on incentives that go into a traditional superintends contract.**

C. **Policy Change** -- The board may consider approval of the 1<sup>st</sup> Reading of Policy change (regulations and exhibits if listed are for informational purposes only):

GCQEA – Retirement of Professional / Support Staff Members

**Mr. Nolan read policy change GCQEA**

**Motion: Gary Clement motioned to approve the 1<sup>st</sup> reading of GCQEA.**

**Second: Dwayne Owen**

**Yea: 5**

**Nay: 0**

**The motion carried.**

**VI. 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, June 2, 2015 at the District Education Center.

**VII. ADJOURNMENT**

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

**Motion: Doris Jones**

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**Second: Dwayne Owen**

**Yea: 5**

**Nay: 0**

**The Motion carried.**

**The meeting was adjourned at 7:46p.m.**

**Verified by Board Approval:**

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**Gary Clement, Board Clerk**

**June 2, 2015**

**Date**

**Respectfully submitted:**

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**Patricia Gallagher  
Secretary to the Superintendent**

**June 2, 2015**