

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 September 2, 2014 at 6:00 P.M. at the Willcox Unified School District Education Center. The board may choose to go into executive session to discuss a legal matter with council, pursuant to A.R.S. 15-843.F.2., and/or to discuss personnel matters, pursuant to A.R.S. § 38-431.03.A.1.

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

**MINUTES FOR BOARD MEETING ON  
September 2, 2014  
6:00 p.m.**

**I. OPENING OF MEETING**

A. Call to Order

**The meeting was called to order by Mrs. Ellis at 6:01pm.**

B. Pledge of Allegiance

C. Invocation

**Mrs. Ellis 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. Clement SECONDED. The MOTION CARRIED UNANIMOUSLY.**

E. Comments of Visitors / Call to the Public

**None**

F. Student Presentations – Elementary School

**The elementary school was not prepared to have a presentation due to testing.**

G. Staff Recognition – Middle School Staff

**Mr. Patterson and the middle school staff were honored at the meeting this evening with cake and lemonade for achieving a B rating through the AZ Learns.**

**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; Kris Duncan, Special Services; Tom Currin, Operations Super; Darren Reno, IT**

**It is the mission of the Willcox Unified School District to continuously expand opportunities for every student.**

**Staff:**

**Margie Looney, Amy & Clint Sanborn, Carol Crockett, Moiria White, Anita Bowland, Steve Marlatt, Etta Sechrest, Kim McRae, Ally Ellis, Diane Shell, Kas Curto.**

**Visitors:**

**Sue Lynch, Ansilee Witting, Phil Hogue, Doris Jones. Students and parents were also in attendance with a total of 36 present.**

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 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.*

**II. CONSENT AGNDA**

- A. **Approval of Minutes** – The Board may consider approval of the minutes of the Regular Board meetings dated August 5, 2014 and Special Board meeting dated as noted in the board backup.
- B. **Ratification of voucher/s** – The Board may consider the ratification of the following vouchers:
  - a. Expense - **#1429** for \$61,976.90; **#1430** for \$115,602.72; **#1502** for \$180,010.69; **#1503** for \$181,798.04
  - b. Payroll - **#4** for \$224,249.02; **#5** for \$254,524.05
- C. **Approval of Activity and Auxiliary Accounts for the month of August** – The Board may consider approval of the Activity and Auxiliary accounts for August 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. **Approval of payments to Willcox Rock & Sand, Inc.** The Board may consider approval of payments in the amount of \$1,931.49 as noted in the board back up.
- F. **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:
    - A. **Certified** -
      - 1. Kyle Frewin – Teaching Math on Prep
      - 2. Etta Sechrest – Mentor
      - 3. Kambrah Allsup – 7<sup>th</sup> Grade Math
    - B. **Substitute Teachers-**
      - 1. Dean Wilkins

**It is the mission of the Willcox Unified School District to continuously expand opportunities for every student.**

2. James Mentzer
3. J.J. Zerkle

C. Classified -

1. Abigail Gallagher – HS Special Ed Parapro

D. Resignation/s:

1. Joe Nastal – Maintenance
2. Tim Bowlby – IT Coordinator
3. Patrick Macumber – MS Wrestling Coach

G. Recognition of Qualified Evaluators - The administration is requesting that the following individuals be recognized as qualified evaluators:

- a. Dr. Richard Rundhaug
- b. Valerie Simon
- c. Mike Patterson
- d. Marsha Davidson
- e. Raydia Martin
- f. Jeff Thompson
- g. Tammy Hall
- h. Alley Ellis

H. External Roles of Superintendent - The board may approve the role and activities the superintendent suggested filling with external organizations as outlined in his memo to the board.

I. Vail Unified School District Intergovernmental Agreement (IGA) for Beyond Textbooks Program- The Board may consider approving the Vail Unified School District (IGA) for Beyond Textbooks Program for FY 2014-2015.

J. Student Travel - The board may consider approval of the following student travel: Future Farmers of America (FFA) to travel to the National FFA Convention in Louisville, KY to compete in the National Contest on October 28 – November 1, 2014.

K. City of Willcox School Resource Officer (SRO) Intergovernmental Agreement (IGA) - The Board may consider approval of the City of Willcox SRO (IGA) for FY 2014-2015 contract as noted in the Board backup.

L. Updated Extra Duty Schedule – The board may consider approving the updated extra duty schedule.

**Mrs. Ellis entertained a motion to approve the consent agenda with the removal of Item II. A. Minutes. Mrs. Ellis would like to have the names of those who vote nay listed so the public knows how each board member voted.**

**Mr. Schultz so MOVED. Mr. Clement SECONDED. Mr. Owen abstained due to conflict of interest on Item II. E and Item II. F. C. 1. The vote died for lack of a vote.**

**It is the mission of the Willcox Unified School District to continuously expand opportunities for every student.**

**Mr. Nolan MOTIONED to accept the corrected minutes with the names of how the votes went. Mr. Schultz SECONDED. The MOTION CARRIED WITH 4 YAY'S – Mrs. Ellis, Mr. Schultz, Mr. Clement & Mr. Nolan and 1 abstaining - Mr. Owen.**

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

#### **A. Student Presentations –**

##### **1. FFA**

Cody smith sential –stationded by the door.

##### **2. High School Student Council –**

**Serigo pacho pres cody smigth, pres pro tem, Challenge day was good for the students, staff and parents. The high school students are learning to accept each other as they are. The new high school marquee was paid for by the Allies, Student Council and Mrs. Miller's help with fundraising. The first Red Cross blood drive for the high school will be Tuesday, October 7<sup>th</sup>. The Coat of Arms for the high school was designed by the Allies group and finalized by Coal Harris.**

##### **3. Middle School Student Council**

**Cabe fu, pres,**

**Mr. Patterson presented the students of the month: Jaciel Chanez, 5<sup>th</sup> grade; Ote Allsup, 6<sup>th</sup> grade; Julica Gonzales, 7<sup>th</sup> grade and Eric Lon, 8<sup>th</sup> grade. Teacher of the month is Mr. John Chapman.**

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

##### **1. Enrollment**

**Enrollment is down from last year at the elementary school, several people moving out of town. The theory is people in the community are being laid off and are moving to other towns for jobs. The board would like Mr. Thompson to explain why the high school is down by 14 students.**

##### **2. Construction update**

**Dr. Rundhaug stated that the first change order had been signed. The washer and dryer were taken out of the GMP. The board stated they would like to have a ground breaking. Dr. Rundhaug will speak to Brad Walker at HDA.**

#### **C. Upcoming Meetings –** The ASBA Cochise County Workshop will be held on Tuesday, September 23, 2014 at 4:00pm in the middle school cafeteria, Willcox, AZ. The next regular Board meeting will be on Tuesday, October 7, 2014.

### **IV. NEW BUSINESS**

#### **A. Signature Stamps –** The board may discuss and give direction regarding the use of signature stamps.

**The business office would like to have signature stamps incase a board member is not available to sign a payroll or expense voucher. The board questioned how many schools are using these stamps. Mr. Davis stated he could find out. The board members will**

**It is the mission of the Willcox Unified School District to continuously expand opportunities for every student.**

contact Mr. Davis with their decision on the signature stamps. If the stamps would be used, they would be used for vouchers only, not for any contracts. The board members would be called or emailed for permission to use.

**V. ADJOURNMENT**

**With no further discussion Mrs. Ellis entertained a motion to adjourn. Mr. Clement MOTIONED. Mr. Schultz SECONDED. The meeting was adjourned at 6:52pm**

**Verified by Board Approval:**

\_\_\_\_\_  
**Gary Clement, Clerk**

**November 4, 2014**  
**Date**

**Respectfully Submitted:**

\_\_\_\_\_  
**Patricia Gallagher, Secretary**

**November 4, 2014**

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.

**It is the mission of the Willcox Unified School District to continuously expand opportunities for every student.**