



Willcox Unified School District NO. 13

480 North Bisbee Avenue

Willcox, Arizona 85643

Notice of Regular Board Meeting

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 Regular Meeting that is open to the public **on Tuesday, February 3, 2026 at 6:00 P.M in the District Education Center Board room, located at 480 N. Bisbee Avenue, Willcox, AZ 85643.** Board members may participate in person or telephonically. Pursuant to A.R.S. 38-431.03(A) (3), the Board may vote to go into Executive Session (which will not be open to the public) for discussion or consultation with the Board's attorney(s) on any matter listed on the Agenda. The Board attorney(s) may appear in person or telephonically. Pursuant to Title II of the Americans with Disabilities Act (ADA), persons with a disability may request a reasonable accommodation by contacting Kevin Davis, Superintendent/Business Manager, at (520) 384-8600, 480 North Bisbee Avenue, Willcox, AZ 85643. Requests should be made as early as possible to allow time to arrange the accommodation(s). Persons needing a language interpreter should contact Kevin Davis 520-384-8600 at least 48 hours prior to the meeting.

The 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 scrutiny of the needs of our students and the resources available.

A complete copy of the Meeting Agenda can be found on the District's website: www.wusd13.org. A copy of the agenda background material provided to Governing Board members (with the exception of material relating to possible executive sessions and records exempt from public inspection by law) is available for public inspection 24 hours in advance of the meeting at the District Office, 480 North Bisbee Avenue, Willcox, Arizona 85643.

PLEASE SILENCE YOUR PHONES

AGENDA

February 3, 2026

6:00 pm

I. Opening of meeting

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Invocation for the Governing Board
- D. Adoption of Agenda

II. Call to the Public –

The public is invited to address the Board on any issue within its jurisdiction, subject to reasonable time, place and manner restrictions. Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, Arizona law permits Governing Board members to do the following at the conclusion of the open call to the public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be placed on a future agenda. Persons desiring to address the 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. Persons with specific problems or concerns regarding personnel are encouraged to utilize Governing Board Policy KEB, "Public Concerns and Complaints Against Personnel".

III. Presentations

Middle School Principal

IV. Administrative reports/Summary of current events

- A. Bond/Construction Updates
- B. Survey Update

V. Consent Agenda

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting dated January 6th, 2026 as noted in the board backup material.
- B. [Ratification of Expense and Payroll Vouchers](#) – Consideration of approving the following expense and payroll vouchers as noted in the board backup material:
 - 1. Expense – #2627, \$91,824.10. #2628, \$92,915.17. #2629, \$36,491.61. #2630, \$1,786.64. #2631, \$1,230.00. #2632, \$48,381.23.
 - 2. Payroll – #15, \$366,124.76. #16, \$382,173.58.
- C. [Personnel](#) – FY2025 - 2026
 - 1. Hiring - Consideration of approving the following hiring for FY 2025-2026, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Wendy Hackney, MS Instructional Paraprofessional - Learning Center Supervisor, effective 1/19/26.
 - b. Kim Scott, ES IEP Writer, effective 1/19/26.
 - c. Eliana Garcia, MS Special Education Teacher Teach on Prep, effective 1/19/26.
 - d. Extra Duty List
 - 2. Resignations – Consideration of approving the following resignations:
 - a. Jeston Lotts, HS Football Head coach, effective January 14, 2026.
 - b. Susan Allard-Tipling, Elementary Teacher, effective January 8, 2026.
- D. [Approval of Student Activity Accounts](#) – Consideration of approving the student activity accounts for the month of November, as noted in the board backup material.
- E. [Donations](#) – Consideration of approving the donations as noted in the board backup material.
- F. [Fundraisers](#) – Consideration of approving the student fundraisers as noted in the board backup material.

VI. New business

- A. Contracts and Classified Notice of Appointment Templates – Consideration of approving the employment contract templates and the notice of appointment templates as listed in the board backup and authorize the Superintendent to sign them.
- B. Executive Session - Legal Advice - The Governing Board may convene in executive session, pursuant to A.R.S. 38-431.03(A)(3), for legal advice with the Governing Board's attorney concerning: 1) executive session minutes; and 2) Governing Board member roles, responsibilities, and board policies. The attorney may appear in person or telephonically.
- C. Executive Session - Legal Advice and Direction - The Governing Board may convene in executive session, pursuant to A.R.S. 38-431.03(A)(4), to consult with its attorney, consider its position, and instruct its attorney regarding the Board's position concerning possible Superintendent contract terms. The attorney may appear in-person, virtually, or via telephone.
- D. Action on Legal Advice from Attorney – Pursuant to A.R.S. 38-431.03 (A)(3) The Board may take action on the legal advice received from the attorney.
- E. Action on Legal Advice and Direction– Pursuant to A.R.S. 38-431.03 (A)(4) The Board may take action on the personnel matters regarding the Superintendent's Contract.
- F. Board Member Comments/Request for Agenda Items – Matters about which the Board may engage in discussion but will take no action during the meeting. The Board may request items to be included in future agendas.
- G. Future Meeting Dates – The Board may set additional meeting dates as needed. The next regular meeting is scheduled for March 3, 2026.

VII. Adjournment

- A. Action to adjourn Meeting.

I certify that this Notice and Agenda was posted on line on the district website and at the following location(s): District Office Building – Front Display Box on February 2nd, 2026 at 5:00pm.

By: _____
Kevin Davis, Superintendent