

**Sections 7.8.1 and 7.8.2**

**DRAFT MINUTES OF PUBLIC MEETING OF THE**

**WILLCOX UNIFIED SCHOOL DISTRICT GOVERNING BOARD**

**OF MEETING HELD FEBRUARY 3, 2026**

A public meeting of the Willcox Unified School District Governing Board was convened 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

Present at the meeting were the following members of the Governing Board:

Homer Hansen

James Allan

Steve Marlatt

Terri Kibler

Bill Ryan

Absent were: [no members absent].

The following matters were discussed, considered, and decided at the meeting:

- I.     Opening of the Meeting
  - A. Call to Order and Roll Call. Mr. Hansen called the meeting to order, and took roll of members.
  - B. Pledge of Allegiance. Mr. Hansen led the Pledge of Allegiance.
  - C. Invocation for the Governing Board. Mrs. Kibler prayed for the Board.
  - D. Adoption of the Agenda. Mrs. Kibler moved to adopt the agenda. Mr. Ryan seconded. No Discussion. In favor: [Mr. Ryan, Mrs. Kibler, Mr. Marlatt, Mr. Allan, Mr. Hansen] Opposed: [None]
- II.    Call to the Public—No public response.
- III.   Presentations  
Middle School Principal, Shane Couch, reported on the PBIS and disciplinary methods for the fiscal year 2025-2026 to the Board.
- IV.    Administrative reports/Summary of current events.

- A. Kevin Davis informed the Board that the bond and construction has been focused on the multipurpose room, as the field house costs were very high.
- B. Kevin Davis informed the Board that the survey was having good participation, and was extended by another week.

V. Consent Agenda

Mrs. Kibler moved to approve the consent agenda. Mr. Ryan seconded. No discussion. In favor: [Mr. Ryan, Mrs. Kibler, Mr. Marlatt, Mr. Allan, Mr. Hansen] Opposed: [None]

VI. New Business

- A. Contracts and Classified Notice of Appointment Templates

Mr. Ryan made a motion to approve the employment contract templates and the notice of appointment templates as listed in the board backup and authorize the Superintendent to sign them. Mrs. Kibler Seconded.

Discussion: Mr. Davis explained these contract templates were reviewed by the attorney, and meet the necessary legal requirements. Salary increases can be separately reviewed from the templates. Mr. Marlatt would like to review the templates more and receive the benefit outlines.

In favor: [Mr. Ryan, Mrs. Kibler, Mr. Allan, Mr. Hansen] Opposed: [Mr. Marlatt]

Mr. Ryan moved to enter Executive session according to the Agenda New Business items [B and C], with the condition that the Board President may bring the meeting back into open session. Mr. Marlatt seconded. No Discussion. In favor: [Mr. Ryan, Mrs. Kibler, Mr. Marlatt, Mr. Allan, Mr. Hansen] Opposed: [None]

- 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

No action was taken.

E. Action on Legal Advice and Direction  
No Action was taken.

F. Board Member Comments/Request for Agenda Items  
No comments or requests were made.

G. Future Meeting Dates  
The Board has set a special meeting for 5:00 pm in the District Education Center Board room on February 17<sup>th</sup>, 2026.  
The Board has a scheduled tour of the high school campus to take place on February 24<sup>th</sup>, 2026.  
The next regular meeting is scheduled for March 3, 2026.

VII. Adjournment

Mrs. Kibler moved to adjourn the meeting. Mr. Ryan seconded. Mr. Hansen adjourned the meeting.

Dated this 5 day of February 2026.

Willcox Unified School District Governing Board

By Destany Smith