



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, May 5, 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

May 5, 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

- A. Elementary School—Student Council

IV. Administrative reports/Summary of current events

- A. Year-end events and calendar
- B. Student Count
- C. Construction

V. Consent Agenda

- A. [Approval of Minutes](#) – Consideration of approving the minutes of the Regular Meeting dated April 7, 2026.
- 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 – #2640, \$233,638.46; #2641, \$64,012.52; #2642, \$99,880.09.
 - 2. Payroll – #21, \$376,050.42; #22, \$385,654.47.
- C. [Personnel](#) – FY 2025 – 2026
 - 1. Hiring -FY 2025-2026 – Consideration of approving the following hiring for FY 2025-2026, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Tylinn Allred, Substitute Teacher, effective 03/23/2026.
 - b. Azah Smith, ESS Bus Aide, additional hours, effective 05/05/2026.
 - c. Sandra Trujillo, Karina Rodriguez, Marisol Torrez, Lily Labbe, Melanie Williams, Summer School Teachers, effective 05/26/2026.
 - d. Aylin Cordova, Angeliana Martinez, Karla Terrazas, Denis Mares, Jessica Douglas, Jessica Mendez, Samantha Archuleta, Cassandra Archuleta, Martha Villagomez, Andrinna Bates, Cavey Powell, Olivia (Maria) Rey ,Summer School/Summer Camp Paraprofessional, effective 05/26/2026.
 - e. Melanie Williams, ES Special Education Teacher, teach on prep, effective, 01/05/2026.
 - f. William Teeters, Bus Driver, effective 04/02/2026.
 - g. Armando Ortiz, Bus Driver, effective 04/02/2026.
 - h. Sree Pillai, HS Summer School Teacher, effective 05/26/2026.
 - i. Harry Guilds, Tina Young, Armando Ortiz, Elizabeth Davis, Summer School Bus Driver, effective 05/26/2026.
 - j. Karla Terrezas, Paraprofessional, effective 04/07/2026.
 - k. Marisol Torrez, Paraprofessional on assignment, effective 1/12/2026.
 - l. Robert Hill, HS Game Worker, effective 04/13/2026.

- m. James Echols, Custodian, effective 06/01/2026.
 - n. Extra Duty List
- 2. Resignations – Consideration of approving the following resignations:
 - a. Jenny Pownall, Elementary School Teacher, effective 04/09/2026.
- 3. Transfers – FY 2026-2027 - Consideration of approving the following transfers:
 - a. Kristi Couch, HS Culinary Arts/ASL to HS Guidance Counselor, effective 08/03/2026.
 - b. Andrea Avalos, ES Teacher to MS Teacher, effective 08/03/2026.
 - c. Kim Jackson, ES Paraprofessional to ES Teacher, effective 08/03/2026.
 - d. Selena Lopez, MS Teacher to HS Culinary Arts Teacher, effective 08/03/2026.
- 4. Hiring - FY 2026-2027 – Consideration of approving the following hiring for FY 2026-2027, contingent upon approval of fingerprint background check/clearance card when required:
 - a. Heather Hancock, ES Special Education Teacher, effective 8/03/2026.
 - b. Angela Echols, ES Special Education Teacher, effective 08/03/2026.
 - c. Nelson Kirschmann, ES Teacher, effective 08/03/2026.
 - d. Steven Ward, HS Head Varsity Football Coach, effective 07/01/2026.
 - e. Lily Anderson, MS Teacher, effective 08/03/2026.
- D. [Approval of Student Activity Accounts](#) – Consideration of approving the student activity accounts for the month of March, 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. Revised Budget – Consideration of approving the revised Maintenance and Operations and District Additional Assistance budgets for FY 2025-2026 as noted in the board backup material.
- B. Food Service Contract Renewal – Consideration of approving the contract extension for FY 2026-2027 as noted in the board backup material.

- C. Superintendent Goals – Consideration of approving the Superintendent’s goals for FY 2025-2026 as noted in the board backup material.
- D. 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.
- E. Future Meeting Dates – The Board may set additional meeting dates as needed. The next regular meeting is scheduled for June 2, 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 May 4, 2026 at 5:00pm.

By: _____
Kevin Davis, Superintendent