



Catalina Foothills Unified School District #16  
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## **BOARD AGENDA ITEM**

**ITEM NO:** 5.4

**BOARD MEETING DATE:** Tuesday, December 9, 2025

**CONSENT AGENDA ITEM:** Approval of Personnel Memorandum

**SUBMITTED BY:** Sandy Burnette, Human Resources Manager

**PRESENTED BY:** Mindy Westover, Associate Superintendent

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Presented for the governing board's review and approval is the personnel memorandum.

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**RECOMMENDED MOTION:** I move that the governing board approve the personnel memorandum, as presented.