

SPECIAL MEETING OF THE GOVERNING BOARD
Carole Siegler Boardroom at Valley View Early Learning Center
3435 E. Sunrise Drive - Tucson, Arizona
Monday, July 21, 2025 – 8:00 a.m., Doors Opened at 7:45 a.m.

Special Meeting Minutes

NOTICE OF MEETING

On July 15, 2025, announcement of the meeting was posted at Catalina Foothills High School, Esperero Canyon Middle School, Orange Grove Middle School, Ventana Vista Elementary School, Canyon View Elementary School, Manzanita Elementary School, Sunrise Drive Elementary School, Valley View Early Learning Center, and on the Catalina Foothills School District (CFSD) website (www.cfsd16.org).

ATTENDANCE**Board Members Present:**

Amy Krauss, President (remote)
Eileen Jackson, Vice President (remote)
Jacquelyn Davoli, Board Member
Tom Logue, Board Member
Gina Mehmert, Board Member

District Administration:

Denise Bartlett, Superintendent
Mindy Westover, Associate Superintendent
Sheryl Castro, Executive Director of Curriculum and Assessment
Lynn Pence, Director of Educational Technology

District Personnel:

Amie Sams, Administrative Assistant

Visitors Present:

Ruben Fuentes

Joining Online:

Approximately 3 visitors attended the special meeting through the YouTube live link.

1. OPENING**1.1. Call to Order and Welcome**

Board Member Gina Mehmert called to order the governing board meeting at 8:02 a.m.

1.2. Pledge of Allegiance

Ms. Mehmert led the group in the Pledge of Allegiance.

1.3. Rules of Order for Governing Board Meetings

Ms. Mehmert read the Rules of Order for governing board meetings into the minutes.

2. PUBLIC COMMENTS

One individual addressed the governing board remotely to express support for the bell-to-bell policy and for a study group to continue the evaluation of the district's technology policy after implementation: Jennifer Lauer

3. CONSENT AGENDA

Upon a motion by Tom Logue and a second by Jacquelyn Davoli, the governing board approved the following items on the consent agenda: 3.1 the intergovernmental agreement between Catalina Foothills School District and Jefferson County Educational Service Center, as presented; and 3.2 the intergovernmental agreement number 25-22-ED between Catalina Foothills School District and Arizona Department of Education Special Education Teacher Tuition Assistance (SETTA), as presented.

Jacquelyn Davoli – Yea; Eileen Jackson – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 5-0.

3.1. Approval of Intergovernmental Agreement Between Catalina Foothills School District and Jefferson County Educational Service Center

On the consent agenda, the governing board approved the intergovernmental agreement between Catalina Foothills School District and Jefferson County Educational Service Center, as presented.

3.2. Approval of Intergovernmental Agreement Number 25-22-ED Between Catalina Foothills School District and Arizona Department of Education Special Education Teacher Tuition Assistance (SETTA)

On the consent agenda, the governing board approved the intergovernmental agreement number 25-22-ED between Catalina Foothills School District and Arizona Department of Education Special Education Teacher Tuition Assistance (SETTA), as presented.

4. **UNFINISHED BUSINESS**

4.1. Approval of Revisions to Policy IJNDB and Regulation IJNDB-R, *Use of Technology Resources in Instruction* (second reading)

Executive Director of Curriculum and Assessment Sheryl Castro presented proposed revisions to the policy and regulation related to the use of technology resources in instruction first reviewed by the governing board on June 24. The proposed revisions align with House Bill 2484, which amended A.R.S. 15-120.05 regarding student internet access, student use of wireless communication devices, and student records. The updates to the policy and regulation align with new state requirements which include restricting student access to social media platforms, except when permitted for educational purposes, and limiting use of wireless communication devices by students during the school day, with clearly stated exceptions for educational activities, medical needs, or emergency situations. In response to growing integration of artificial intelligence (AI) in education, the policy was updated to specify that AI-driven tools will be available to all students, and their use must comply with the Family Educational Rights and Privacy Act (FERPA) and with district standards for data privacy and security. The policy also clarifies that the adopted technology policy and any changes to the policy will be distributed to parents, legal guardians, teachers, and students at the start of each school year to ensure clear communication and understanding of expectations.

Proposed revisions to the regulation include updates aimed at improving clarity, consistency, and enforceability. Terminology was updated throughout the document, replacing “*minors*” with “*students*” and changing “*BYOD (Bring Your Own Device)*” to “*PD (Personal Devices)*” to align with current language usage. The scope of the regulation was clarified to specify that it applies when a personal device is used on school property, at school events held on school property, or while using the district’s internet, including at home. The previous reference to “*buses*” was removed, as the district cannot regulate device use during transit due to lack of Wi-Fi access on school buses.

New guidelines were established for student device use to include students in grades K–8 must keep devices off and away for the entire school day, while students in grades 9–12 must keep devices off and away from bell to bell during classes. Additionally, school administrators and staff retain the authority to permit or prohibit device use before, during, or after the school day as needed. The proposed regulation includes smart glasses and similar emerging technologies under the personal device category to ensure coverage of evolving tools.

Further revisions to the regulation addressed enforcement and reporting expectations. Employees are required to report any disrespectful, harassing, or otherwise inappropriate content or conduct, consistent with student behavior standards. It was reiterated that student social media use may result in disciplinary action if it disrupts the school environment, regardless of when or where the post is made. Edits were made to correct unclear language regarding employee social media profiles and to improve the clarity of enforcement provisions, ensuring alignment with district technology rules and standards.

A board member identified confusing language in a sentence in the regulation about how employees present themselves on social media. The board agreed to strike the unnecessary reference to parent, legal guardian, and students to improve clarity.

A board member asked how students would be made aware that they are required to use district provided Wi-Fi. The policy will be distributed to students and parents/legal guardians at the start of the school year, and teachers will review the expectations with students. In future school years, the technology policy and any changes would be communicated during the registration cycle.

A board member asked how violations to the technology policy would be enforced. Enforcement falls under the discretion of school administrators, and it is guided by the district's discipline matrix found in exhibit [JK-EB](#) of CFSD Governing Board Policy *JK Student Discipline*.

A board member inquired about the structures provided to support high school teachers during implementation of the bell-to-bell policy for the 2025-2026 school year. District administration confirmed that many teachers currently have structures in place in their classroom to mitigate student personal device distraction including numbered pouches to collect personal devices. Teachers who do not have these structures in place would be provided with one.

In response to a board member's follow-up to the public comments about forming a study group to further examine personal device use during the school day, district administration clarified that their immediate priority is to implement the revised policy with fidelity, emphasizing that teachers need time to apply the policy consistently before any further steps are taken. Following implementation, the district plans to collect feedback from teachers to better understand how the policy is working in practice, and its effect on classroom management and instructional time. At this point, there is no clear consensus among teachers indicating a desire to revise the policy. Therefore, the initial focus will be on implementation and gathering input during the first semester, which will inform any future decisions.

Board members agreed on the importance of gathering feedback after the policy has been implemented to understand its impact from teachers, parents, and students. They expressed appreciation for the parents and community members who have voiced their opinions on this issue, acknowledging the data provided to them in support of changing the district's technology policy. Board members agreed on the importance of a research driven approach using relevant data to inform future changes to the technology policy.

Board members expressed appreciation to Ms. Castro and the administrative team, recognizing the significant effort involved in reaching this point in the policy. They acknowledged that while the work is ongoing in a rapidly evolving landscape, they are encouraged by the team's commitment to continued collaboration with students, teachers, and parents.

Upon a motion by Tom Logue and a second by Eileen Jackson, the governing board approved the revisions to Policy IJNDB and Regulation IJNDB-R, *Use of Technology Resources in Instruction*, as amended.

Jacquelyn Davoli – Yea; Eileen Jackson – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 5-0.

5. NEW BUSINESS

5.1. Approval of Personnel Memorandum

Associate Superintendent Mindy Westover presented the personnel report and shared current staffing information related to the 2025-2026 school year, highlighting the substantial progress made by the district in hiring and that the personnel memo presented is the final, major hiring before the start of school. A last-minute hire for a classified educational assistant was presented to the governing board for approval, along with the list provided in the governing board packet. Although most positions have been filled, a few part-time gaps remain: one full-time English position split between Orange Grove and Esperero Canyon Middle Schools, one part-time math position at the high school, and one full-time speech and language pathologist. Plans are in place at each school site to cover these remaining vacancies, which may involve long-term substitutes, collapsing class sections, or temporarily increasing class sizes. Despite the few open positions, the district is ready for the start of school.

Ms. Westover also noted the new hires include a blend of first-year educators, out-of-state recruits, and experienced local educators. The hiring process has been steady since March and has involved considerable effort from principals and Human Resources staff in preparation for the July 23, 2025, new teacher orientation.

Board members expressed appreciation for the hard work of the administrative and Human Resources teams in managing hiring efforts for the 2025-2026 school year.

ADMINISTRATIVE	CERTIFIED STAFF	CLASSIFIED STAFF	COMMUNITY SCHOOLS	COACH	VOLUNTEER
• Status Change	• New Hires • Correction • Declined • Rehire • Released from 25-26 Contract • Status Changes	• New Hires • Rehires • Corrections • Status Changes • Resignations	• Rehires • Corrections • Resignation	• New Hires • Rehires • Status Changes	• Returning

Upon a motion by Jacquelyn Davoli and a second by Tom Logue, the governing board approved the personnel memorandum, as presented.

Jacquelyn Davoli – Yea; Eileen Jackson – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 5-0.

6. **ADJOURNMENT**

Upon a motion by Jacquelyn Davoli and a second by Tom Logue, the governing board adjourned the meeting at 8:51 a.m.

Jacquelyn Davoli – Yea; Eileen Jackson – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 5-0.

Approved: August 12, 2025

Eileen Jackson, Vice President