

DRAFT

**CATALINA FOOTHILLS SCHOOL DISTRICT
Tucson, Arizona**

DRAFT

**REGULAR MEETING OF THE GOVERNING BOARD
Carole Siegler Boardroom at Valley View Early Learning Center
3435 E. Sunrise Drive - Tucson, Arizona
Regular Meeting: Thursday, September 25, 2025 - 6:30 PM, Doors Opened at 6 PM
Regular Meeting Minutes**

NOTICE OF MEETING

On September 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
Eileen Jackson, Vice President
Jacquelyn Davoli, Member
Tom Logue, Member
Gina Mehmert, 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:

Megan Calvarese, Dan Grossenbach, Troy Grossenbach, Amelia Nadeau, Joe Nadeau, Zoie Patrick

Joining Online:

Approximately 17 visitors attended the meeting through the YouTube live link.

1. OPENING

1.1. Call to Order and Welcome

President Amy Krauss called to order the governing board meeting at 6:30 p.m.

1.2. Pledge of Allegiance

President Krauss led the group in the Pledge of Allegiance.

President Krauss tabled agenda item 5.2 Consideration of the Gradual Phase Out Plan for the Mandarin Chinese Immersion Program (first reading) due to a conflict with a Sunrise Drive Elementary School family event. Ms. Krauss shared that the agenda item would be placed on the October 14, 2025, regular governing board meeting agenda to provide an opportunity for all families to provide input regarding the gradual phase out plan for the Mandarin Chinese Immersion Program.

1.3. Rules of Order for Governing Board Meetings

President Krauss read the Rules of Order for governing board meetings.

2. PUBLIC COMMENTS

One individual expressed concern for the Mandarin Chinese Immersion Program at Sunrise Drive Elementary School: Lucy Hornby. Two individuals introduced their new high school club: Amelia Nadeau and Zoie Patrick.

3. CONSENT AGENDA

A board member requested to pull item 3.4 the fundraising request memorandum.

Upon a motion by Eileen Jackson and a second by Gina Mehmert, the governing board approved the following items on the consent agenda: 3.1 the governing board September 9, 2025, regular meeting minutes, as presented; 3.2 the expense voucher memorandum, as presented; 3.3 the field trip request memorandum, as presented; 3.5 the personnel memorandum, as presented; 3.6 the acceptance, with gratitude, of the gifts and donations memorandum, as presented; and 3.7 the bylaws for the Family Faculty Organizations, Booster Clubs, and the CFSD Foundation for the 2025-2026 school year, as recommended by the CFSD Business Office, as presented.

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

A board member requested to pull item 3.4 the fundraising request memorandum, then realized it was item 3.3 the field trip request memorandum that was intended to be pulled. The motion was reread omitting 3.3 the field trip request memorandum.

Upon a motion by Eileen Jackson and a second by Gina Mehmert, the governing board approved the following items on the consent agenda: 3.1 the governing board September 9, 2025, regular meeting minutes, as presented; 3.2 the expense voucher memorandum, as presented; 3.4 the fundraising request memorandum, as presented; 3.5 the personnel memorandum, as presented; 3.6 the acceptance, with gratitude, of the gifts and donations memorandum, as presented; and 3.7 the bylaws for the Family Faculty Organizations, Booster Clubs, and the CFSD Foundation for the 2025-2026 school year, as recommended by the CFSD Business Office, as presented.

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

A board member asked for clarification related to fundraising for the Model UN field trip request compared to fundraising for high school band field trip requests. Superintendent Denise Bartlett explained that Model UN is a high school club that is financially supported through fundraising, tax credits, and gifts and donations. Because band is a class, not a club, the district pays for the student fee for the field trip that is a class requirement; Northern Arizona University Band Day. All other band field trips are financially supported through booster club fundraising, tax credits, and gifts and donations. Discussion ensued related to how families can access tax credit donations to offset student field trip fees when there is financial need. Students or their parent/legal guardian can reach out to their club sponsor to request fee assistance through tax credit donations.

Upon a motion by Eileen Jackson and a second by Jacquelyn Davoli, the governing board approved item 3.3 the field trip request memorandum, 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 September 9, 2025, Regular Governing Board Meeting Minutes Memorandum

On the consent agenda, the governing board approved the regular governing board meeting minutes for September 9, 2025, as presented.

3.2. Approval of Expense Voucher Memorandum

On the consent agenda, the governing board approved the following expense vouchers:

Expense Voucher		Amount
26029	\$	1,713,050.72
26031		70,550.46
26032		418,263.16
26033		209,485.09
26034		32,556.95
26035		1,694,244.06
26036		448,113.00
26037		199,373.39
26038		197,637.92
26039		139,053.43

26040		54,138.06
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3.3. Approval of the Field Trip Request Memorandum

On the consent agenda, the governing board approved the following field trip requests:

ORGANIZATION	ACTIVITY	LEARNING NEXUS	WHERE	DATE(S)	FEE
Catalina Foothills High School (CFHS) Student Council	Arizona Association of Student Council (AASC) Presidents Luncheon	Student council members will learn how to reach all members of their community and gain a variety of leadership perspectives, which they can then apply to their campus initiatives.	Phoenix, AZ	11/13/2025	\$0.00
CFHS Model UN	NAIMUN Conference	Students will apply their year-long preparation in a real-world setting, demonstrating collaboration and gaining valuable experience in debate and diplomacy by competing with peers from around the globe while exploring the historical significance of the nation's capital.	Washington, D.C.	02/10/2026 to 02/15/2026	\$1,000.00
CFHS Orchestra	Spring Break Performance in Las Vegas	Students will participate in enriching musical and cultural experiences, including a professional symphony performance, a university clinic, a high school exchange, and the opportunity to perform as a traveling ensemble.	Las Vegas, NV	03/26/2026 to 03/28/2026	\$600.00
CFHS Choir	Spring Trip: Anaheim Forum Music Festival, Broadway Show, USC Music Department Clinic, Getty Museum, GRAMMY Museum	Students will prepare and perform a high-level set of choral music, receive feedback from expert judges at the Forum Music Festival, and build a stronger sense of community while exploring music and culture at various venues in Southern California.	Anaheim, CA	04/09/2026 to 04/12/2026	\$1,100.00
CFHS Intermediate/Advanced Guitar	Disneyland Performance Tour	Students will gain valuable performance and collaboration skills while performing at the Disneyland Resort.	Anaheim, CA	04/30/2026 to 05/03/2026	\$800.00
Manzanita Elementary School (MZES) 5 th Grade	5 th Grade Camp	Students will apply science concepts, including systems thinking, in a hands-on, team-based environment, engaging in collaborative activities that support both academic understanding and social growth.	Payson, AZ	05/04/2026 to 05/06/2026	\$0.00

3.4. Approval of the Fundraising Request Memorandum

On the consent agenda, the governing board approved the fundraising request memorandum, as presented.

NAME	ACTIVITY	PURPOSE	LOCATION	DATE(S)	GROSS REVENUES	NET INCOME
Catalina Foothills High School (CFHS)						
CFHS Falcon Theatre Boosters	Mod Pizza dine out	To raise funds for replacing the sound system board in the theater.	Off campus	03/05/2025	\$1,000.00	\$1,000.00
CFHS Falcon Theatre Boosters	Scented leaf tea sales during mainstage shows	To raise funds for end of the year banquet.	On campus	2025-2026 school year	\$6,000.00	\$1,000.00
CFHS Falcon Theatre Boosters	Backstage telegrams during shows for cast/crew	To raise funds to for the end of the year banquet.	On campus	2025-2026 school year	\$500.00	\$500.00
CFHS Falcon Theatre Boosters	Direct donation circle of supporters named in program	To raise funds for replacing the sound system board in the theater.	On campus	2025-2026 school year	\$3,000.00	\$3,000.00
CFHS Falcon Theatre Boosters	Program ad sales	To raise funds for professional quality program for productions.	Off campus	2025-2026 school year	\$2,500.00	\$300.00
CFHS Falcon Theatre Boosters	Digital 50/50 raffle sales at each show	To raise funds for replacing the sound system board in the theater.	Off campus/online	2025-2026 school year	\$1,000.00	\$500.00

3.5. Approval of the Personnel Memorandum

On the consent agenda, the governing board approved the personnel.

CERTIFIED STAFF	CLASSIFIED STAFF	COMMUNITY SCHOOLS	COACH	VOLUNTEERS
• New Hire • Extra Duty • Releases from Contract-Not Recommended	• New Hires • Status Change • Resignations	• New Hires • Rehires • Corrections	• Rehires	• Rehire

3.6. Approval of Gifts and Donation Memorandum

On the consent agenda, the governing board accepted, with gratitude, the following gifts, and donations:

DATE	DONOR	SCHOOL	PURPOSE/ITEM	AMOUNT
8/21/2025	CFHS Touchdown Club	Catalina Foothills High School	Coach Stipend	\$2,600.00
8/29/2025	Manzanita FFO	Manzanita Elementary School	Field Trip	\$160.65
8/29/2025	Manzanita FFO	Manzanita Elementary School	Field Trip	\$150.60
9/3/2025	CFHS Touchdown Club	Catalina Foothills High School	Transportation	\$2,500.00
9/9/2025	Mary Baker	Manzanita Elementary School	Instruction	\$100.00
9/9/2025	American Express Matching Gift	Manzanita Elementary School	Instruction	\$100.00
9/9/2025	Mary Baker	Orange Grove Elementary School	Instruction	\$100.00

9/9/2025	American Express Matching Gift	Orange Grove Elementary School	Instruction	\$100.00
9/9/2025	Gergely Kota	Catalina Foothills High School	Instruction	\$20.00
9/9/2025	Microsoft Matching Gift	Catalina Foothills High School	Instruction	\$20.00
9/9/2025	Nancy Jiang	Orange Grove Middle School	Instruction	\$250.00
9/9/2025	Raytheon Matching Gift	Orange Grove Middle School	Instruction	\$250.00
9/9/2025	Nancy Jiang	Sunrise Drive Elementary School	Instruction	\$250.00
9/9/2025	Raytheon Matching Gift	Sunrise Drive Elementary School	Instruction	\$250.00
9/9/2025	Gergely Kota	Catalina Foothills High School	Science Olympiad	\$20.00
9/9/2025	Microsoft Matching Gift	Catalina Foothills High School	Science Olympiad	\$20.00
9/10/2025	Manzanita FFO	Manzanita Elementary School	Transportation	\$301.00
9/10/2025	Canyon View FFO	Canyon View Elementary School	Transportation	\$301.20
9/10/2025	Canyon View FFO	Canyon View Elementary School	Transportation	\$185.15
9/16/2025	Lady Falcon Volleyball	Catalina Foothills High School	Coach Stipend	\$1,600.00
			TOTAL	\$9,278.60

3.7. Approval, as Recommended by the CFSD Business Office, of the 2025-2026 Bylaws for Family Faculty Organizations, Booster Clubs, and CFSD Foundation

On the consent agenda, the governing board approved the bylaws for the Family Faculty Organizations, Booster Clubs, and the CFSD Foundation for the 2025-2026 school year, as recommended by the CFSD Business Office, as presented.

4. **UNFINISHED BUSINESS**

4.1. Approval of Revisions to Policy GCQF, *Discipline, Suspension, and Dismissal of Professional Staff Members* (second reading)

Associate Superintendent Mindy Westover proposed no additional changes to the policy since the board's initial review on September 9. To align Policy GCQF with Arizona Senate Bill 1659 which amended Arizona Revised Statute (A.R.S.) §15-350, a new section was added to clarify that schools and districts may request information from the State Board of Education regarding allegations of misconduct by current or prospective employees, whether certificated or non-certificated. The State Board must provide this information unless it would impede an active investigation. In this case, it would be released once the investigation is complete.

Board members asked whether it is standard practice to contact the State Board of Education for information on employee misconduct. District administration confirmed that current hiring practices include checking certificate status and fingerprint clearance card information within the Department of Education portal, and the policy change will allow access to more detailed information on investigations or complaints.

Upon a motion by Tom Logue and a second by Gina Mehmert, the governing board approved the revisions to Policy GCQF, *Discipline, Suspension, and Dismissal of Professional Staff Members*, as presented.

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

4.2. Approval of Revisions to Policy IKF, *Graduation Requirements* (second reading)

Since the board's review on September 9, Executive Director of Curriculum and Assessment Sheryl Castro shared one change under the section *Assessments* to clarify that students cannot opt out of the collection of non-test indicator data or other information that is collected during district administered assessments. Proposed revisions align the policy with Arizona House Bill 2540 which amended A.R.S. §15-741 regarding high school assessments conducted outside of the district and allowances for written assessments. High school students who complete a nationally recognized assessment (adopted by the State Board of Education) outside of the district may submit their official score report, which the district will record, report to the State Board of Education and the Department of Education, and accept in place of the school administered assessment if the student's score was submitted before the date of the school administered test. Additionally, the District may offer the statewide assessment in written form for students whose individualized education plan (IEP) or section 504 plan requires a written assessment, with special circumstances, religious reasons, or at a parent/legal guardian's request.

Board members thanked Ms. Castro for clarifying and rewriting the policy language, noting that the revisions made the sections on assessments and written assessments much clearer and easier to understand. They expressed appreciation for her attention to detail and responsiveness to questions from the first reading.

Upon a motion by Tom Logue and a second by Jacquelyn Davoli, the governing board approved the revisions to Policy IKF, *Graduation Requirements*, as presented.

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

4.3. Approval of Revisions to the District's Arizona State Seal of Arts Proficiency Program Description (second reading)

Executive Director of Curriculum and Assessment Castro presented no additional changes to the District's Arizona State Seal of Arts Proficiency Program description since the board's initial review on September 9. The program recognizes students who demonstrate advanced proficiency in the arts through coursework, projects, and creative experiences. The only change to the description is the addition of three qualifying Career and Technical Education courses: Film & TV 1, Film & TV 2, and Film & TV 3, as options that may count toward earning the State Seal of Arts Proficiency.

Board members praised the expansion of the program as an excellent opportunity for high school arts students, noting it enhances scholarship opportunities for postsecondary education, and commended Ms. Castro and her team for their efforts in adding three additional qualifying classes.

Upon a motion by Gina Mehmert and a second by Eileen Jackson, the governing board approved the revisions to the District's Arizona State Seal of Arts Proficiency program description, as presented.

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

4.4. Approval of Superintendent's Proposed Performance Goals for 2025-2026 (second reading)

Superintendent Bartlett presented the second reading of her proposed performance goals for the 2025-2026 contract year. These goals are in addition to responsibilities identified in her job description, noted in Policy CBA *Qualifications and Duties of Superintendent*. Guided by the district strategic plan, the superintendent will lead initiatives that:

1. Reduce the gap between current and desired student academic achievement.
2. Raise the engagement of students so they are highly motivated to set and achieve increasingly challenging goals for deep learning.
3. Partner with families and the community to achieve CFSD strategic priorities.

The goals have a direct connection to the outcomes of increasing student achievement and learning of all students, retaining high quality teachers and staff, improving school climate and culture, and increasing community outreach and awareness to foster strong relationships with our community.

Following the first reading on September 9, a new goal was added under the outcome of improving school culture and climate, which focuses on increasing the percentage of students in grades 3–12 who report being engaged

in their learning and confident in their ability to succeed by May 2026. In addition, the community outreach and awareness goal was revised to specify registering at least 450 new community members to receive ParentSquare posts by June 2026.

Board members asked about the student engagement survey, including its source, timing, grade-level structure, participation requirements, legal considerations, and target outcomes. Dr. Bartlett explained that the District will use a custom survey for grades 3–12, administered during class time with differentiated questions, ensuring anonymity and compliance with legal guidelines. Survey results will establish baseline engagement and confidence levels, with percentage goals set based on initial findings. The board also inquired about the community outreach goal, and Dr. Bartlett clarified plans to engage homeowners' associations and realtors to achieve 450 new Parent Square registrations by June 2026. Board members expressed appreciation for the revisions, noting that the goals are now more aspirational and aligned with prior feedback.

Upon a motion by Gina Mehmert and a second by Jacquelyn Davoli, the governing board approved the superintendent's proposed performance goals for 2025-2026, as presented. The progress toward and/or achievement of these agreed upon goals will be the basis for governing board consideration of and action on the 2025-2026 performance pay component of the superintendent's contract.

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

5. **NEW BUSINESS**

5.1. **Consideration of Revisions to Policy GDFA, *Support Staff Qualifications and Requirements* (first reading)**

Associate Superintendent Westover presented proposed revisions to the policy to clarify which employees and volunteers must obtain an Identity Verified Prints (IVP) Fingerprint Clearance Card. Proposed revisions to the policy outlines who specifically needs an IVP Fingerprint Clearance Card as a condition of employment such as all noncertificated personnel and volunteers who are not parents/legal guardians and who work directly with students. It identifies two exceptions to the requirement: noncertificated personnel who do not work at a school site and volunteers who serve during the school day. A new section titled *Required Employment Process* was added to the concluding section of the policy to provide clarity and organization. Added language to the policy authorizes the district to release the results of a background check or communicate whether a fingerprint clearance card has been issued or denied to another school district for employment purposes.

Board members asked for clarification on the distinctions between fingerprint background checks and IVP fingerprint clearance cards, which staff are required to obtain, but from which volunteers are exempt. District administration explained that all support staff and volunteers undergo fingerprinting, but IVP cards are required only for non-certificated personnel who work directly with students and for certain after-school volunteers such as coaches. Exceptions include volunteers during the school day and individuals with IVP cards already on file or student teachers who do not participate in in-state field experiences. Board members requested clearer organization and subheadings in the policy to distinguish between fingerprinting and IVP requirements and to improve readability. District administration agreed to rewrite the first sections of the policy for clarity for the board's second reading on October 14.

5.2. **Consideration of the Gradual Phase Out Plan for the Mandarin Chinese Immersion Program (first reading)**

President Krauss tabled the agenda item until the October 14, 2025, regular governing board meeting.

6. **DISCUSSION / REPORTS**

6.1. **Pima County School Board / Superintendent Collaborative Meeting (September 15, 2025)**

President Krauss, Board Member Jacquelyn Davoli, and Board Member Tom Logue shared highlights from the first Pima County School Board / Superintendent Collaborative Meeting during the 2025-2026 school year held on September 15, 2025. Attendees discussed the outcome of a lawsuit in which stakeholders, including school districts and the Arizona School Boards Association, successfully challenged the constitutionality of the state's capital school funding system. Board members noted that, according to legal counsel, there is a great deal of uncertainty about the practical impact of the ruling due to likely appeals. Concern was expressed by some districts about whether they should proceed with bonds or new school builds, but the legal advice given was to continue with their plans. Board members also acknowledged that the voters in Arizona have consistently shown a preference for funding public education.

6.2. Arizona Legislative / Governmental Activity

There was no discussion.

7. **AGENDA PLANNING**

There were no requests for future agenda considerations.

8. **ADJOURNMENT**

Upon a motion by Eileen Jackson, and a second by Jacquelyn Davoli, the governing board adjourned the meeting at 7:38 p.m.

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

Approved: October 14, 2025

Eileen Jackson, Vice President