

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: Tuesday, October 14, 2025 - 6:30 PM, Doors Opened at 6 PM**

Regular Meeting Minutes

NOTICE OF MEETING

On September 29, 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
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
Julie Farbarik, Director of Community Relations
Lisa Taetle, Director of Finance
Andrea Davidson, Sunrise Drive Elementary School Principal
Jennifer Miller, Catalina Foothills High School Assistant Principal
Carmela Zega, Sunrise Drive Elementary School Assistant Principal

District Personnel:

Charlotte Ackerman,
Sunrise Drive Elementary
School STEM Integration
Specialist
Randi Fischer, Sunrise
Drive Elementary 3rd
Grade Teacher
Ryan Koch, Systems
Engineer
Amie Sams, Administrative
Assistant

Visitors Present:

Jillian Cantor, Owen Cantor-Goldner, Connie Chan, Nancy Chen, Xiao Yan Cheung, Firishta Cubillo, Dane Derby, Wenhao Diao, Gregg Goldner, Wyatt Ho, Lucy Hornby, Celina Huang, Lily Huang, Anka Hui, Edwin Hui, Frank Iatarola, Peter Jansen, Ethan Lin, Julian Moraff, Lilian Moraff, Steve Moraff, Carlos Otero, Paula Otero Martinez, Isaac Parkman, Malachi Parkman, Natalie Parkman, Jennifer Parod, Christian Pierson, Alexandra Riley, Matthew Riley, Eric Takasuhi, Alex Thorne, Theo Thorne, Ryan Wong, Adam Xu, and Na Zuo

Joining Online:

Approximately 38 visitors attended the meeting through the YouTube live link.

1. OPENING

1.1. Call to Order and Welcome

Vice President Eileen Jackson called to order the governing board meeting at 6:30 p.m.

1.2. Pledge of Allegiance

Vice President Jackson led the group in the Pledge of Allegiance.

1.3. Rules of Order for Governing Board Meetings

Vice President Jackson read the Rules of Order for governing board meetings.

1.4. Outstanding Achievements

Superintendent Denise Bartlett recognized the following CFSD student achievements:

National Merit® Recognition

Catalina Foothills High School is celebrating five CFHS seniors who have been named National Merit Semifinalists in the 2026 National Merit® Scholarship Program. In an average year, fewer than 1% of U.S. seniors earn this distinction, and more than 1% of the CFHS Class of 2026 qualify. Approximately 16,000 Semifinalists are selected from around 1.5 million students who enter the competition by taking the PSAT/NMSQT.

Congratulations to: Ethan Lin, William Luxbacher, Katherine McNulty, Madeleine Reed, and Rex Shetlar.

CFHS has also been notified that ten students earned Commended Student recognition based on their PSAT/NMSQT scores, placing them among the top 50,000 entrants nationwide. About 1% of seniors nationwide are recognized as Commended Students. At CFHS, 2% of our students qualified for the award.

The 2026 CFHS Commended Students are: William Ambri, Cristina Angel, Owen Cantor-Goldner, Alex Cramton, Arthur Filgueiras Pinto, Zachary Henson, William Jacobsen, Henry Moore, Thomas Vamos, and Leonard Williams.

Thank you for helping us celebrate these outstanding Falcons!

1.5. CFSD Deep Learning Showcase (A Celebration of Quality Teaching) – Innovation Takes Flight: High School Mentors Integrate 3D Printing into Third Grade Science

The governing board viewed the Foothills Films premiere of *Innovation Takes Flight: High School Mentors Integrate 3D Printing into Third Grade Science*. Catalina Foothills High School's Pioneer Robotics students recently partnered with Sunrise Drive Elementary School third graders to bring science learning to life through 3D printing. As part of a unit on animal adaptations, third graders studied how beak shapes and wing designs help birds survive, then sketched their own bird and nest designs to scale. With guidance from the high school robotics students, they transformed these drawings into 3D models using Tinkercad software and printers. The project turned the classroom into a makerspace buzzing with creativity, while also giving high school mentors the opportunity to coach, troubleshoot, and inspire younger students.

Seniors Owen Cantor-Goldner, Ethan Lin, and Christian Pierson described developing the curriculum over two years, emphasizing mentorship, trial-and-error, and engagement with younger students. Board members praised the students' dedication, the long-term vision of the program, and the strong community and mentorship connections across grade levels. Sunrise Drive Elementary School (SDES) STEM Integration Specialist Charlotte Ackerman and Third Grade Teacher Randi Fischer highlighted student engagement, curriculum integration, and support from a Caterpillar Corporate social responsibility grant and SDES Family Faculty Organization funding. Third-grade students expressed gratitude to their high school mentors. The board acknowledged the collaborative effort and the program's potential to continue under future student leaders. They also thanked Director of Community Relations Julie Farbarik for documenting the learning process which highlighted CFSD's commitment to deep learning, providing relevant, hands-on, engagement for every learner.

2. PUBLIC COMMENTS

One individual addressed the board to express consideration for the financial aspects of facilitating the Mandarin Chinese Immersion Program: Frank Iatarola.

Fourteen individuals addressed the board prior to New Business Item 5.1 Consideration of the Gradual Phase Out Plan for the Mandarin Chinese Immersion Program to share concerns regarding the gradual phase out plan and express support for a continuation of the program: Connie Chan, Nancy Chen, Firishta Cubillo, Dane

Denby, Wenhao Diao, Wyatt Ho, Lucy Hornby, Peter Jansen, Steve Moraff, Jennifer Parod, Matt Riley, Eric Takasuhi, Ryan Wong, and Na Zuo

3. **CONSENT AGENDA**

Two board members requested to pull item 3.7 the addition of the core and supplemental textbooks and resources for the elementary, middle, and high school levels, and the removal of the core and supplemental resources, and one board member requested to pull item 3.3 the approval of the field trip request memorandum.

Upon a motion by Gina Mehmert and a second by Tom Logue, the governing board approved the following items on the consent agenda: 3.1 the governing board September 25, 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; and 3.6 the acceptance, with gratitude, of the gifts and donations memorandum, as presented.

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

Upon review of item 3.3 the field trip request memorandum, a board member noted the diverse experiences available to students, spanning across elementary, middle, and high school grade levels. Board members expressed appreciation for financial support provided by the Family Faculty Organizations (FFOs) and Booster Clubs who provide funding to ensure accessibility for all students to participate in field trip experiences.

Upon a motion by Gina Mehmert 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.

Upon review of item 3.7 the addition of the core and supplemental textbooks and resources for the elementary, middle, and high school levels, and the removal of the core and supplemental resources, a board member requested clarification on the process for including new curriculum and resources, specifically the 60-day public review period. Executive Director of Curriculum and Assessment Sheryl Castro shared a multi-step process for adding resources. Teacher teams first align resources with standards during a curriculum revision cycle or submit a formal request for supplemental materials outside of a cycle. These requests undergo multiple levels of administrative approval, including a check for technology and privacy compliance, before being placed on a 60-day public preview list. If community feedback is received, administrators and teachers review the concern and provide a formal response explaining how the resource will be used.

Board members highlighted the quality of the new resources and expressed appreciation to Ms. Castro and the teacher teams involved in the resource review process.

Upon a motion by Gina Mehmert and a second by Tom Logue, the governing board approved item 3.7 the addition of the core and supplemental textbooks and resources for the elementary, middle, and high school levels, and the removal of the core and supplemental resources, 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 25, 2025, Regular Governing Board Meeting Minutes Memorandum**

On the consent agenda, the governing board approved the regular governing board meeting minutes for September 25, 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
26041	\$	6,374.91
26042		644,318.07
26043		6,081.15
26044		94,837.87
26045		1,700,358.48
26046		74,715.04
26047		107,157.68
26048		37,706.57

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) Choir	Arizona All-State Jazz Choir & All-State Jazz Clinic Choir Festival	Students will prepare and perform an advanced set of vocal jazz music, demonstrating their proficiency while building community and experiencing a new cultural environment.	Scottsdale, AZ	11/06/2025 to 11/08/2025	\$310.00
CFHS Choir	Northern Arizona University (NAU) JazzMad Festival	Students will prepare and present two sets of advanced choral literature, demonstrating their proficiency while building community and experiencing a new cultural environment.	Flagstaff, AZ	02/06/2026 to 02/07/2026	\$130.00
CFHS Pomline	Dance Team United National competition	Students will represent their school and state, gaining valuable experience by competing with and learning from teams across the country.	Orlando, FL	02/03/2026 to 02/09/2026	\$500.00
CFHS English 12 Fantasy and Myth	Arizona Renaissance Festival	Students will see elements and ideas from myth and fantasy literature in real world scenarios.	Gold Canyon, AZ	02/07/2026	\$35.00
Esperero Canyon Middle School (ECMS) Orchestra	Southern Arizona Honor Orchestra (SAHO) 2026 Festival	Nominated 6 th –8 th grade students will gain performance and collaboration experience with peers from across the state, work with a clinician on prepared music, and enjoy a rewarding sense of pride and accomplishment through this one-day event.	Tucson, AZ	02/07/2026	\$25.00

ECMS Intermediate and Advanced Orchestra	Arizona Band and Orchestra Directors Association (ABODA) State Festival	Students will perform for professional educators and judges, participate in a clinician-led learning experience, and celebrate their year of preparation with a concert that brings pride and accomplishment.	Mesa, AZ	05/07/2026	\$0.00
Ventana Vista Elementary School (VVES) Kindergarten	Marana Pumpkin Patch	Students will learn about the life cycle and needs of a pumpkin, use new vocabulary, and connect their discoveries to classroom learning through a reflection booklet.	Marana, AZ	10/29/2025	\$0.00
Manzanita Elementary School (MZES) 4 th Grade	Arizona Science Center	Students will gain a deeper understanding of scientific concepts through hands-on learning, enabling them to explain phenomena using evidence from their observations.	Phoenix, AZ	12/11/2025	\$0.00
MZES 3 rd Grade	Kartchner Caverns and Bisbee Mine	Students will learn about Arizona's mining history and animal adaptations, using their senses to make real-world observations.	Benson, AZ and Bisbee, AZ	05/04/2026 to 05/05/2026	\$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 Cheerleading	Snap Raise direct donation campaign	To raise funds for competitions, new equipment, and new uniforms.	Off campus/online	10/15/2025 to 12/31/2025	\$10,000.00	\$8,000.00
CFHS Student Council	Fall grams	To raise funds for future student council activities, supplies, and various conventions.	On campus	10/15/2025 to 10/31/2025	\$500.00	\$200.00
CFHS Student Council	Restaurant dine-outs	To raise funds for future student council activities, supplies, and various conventions.	Off campus	November 2025, February 2026, and April 2026	\$500.00	\$0.00
CFHS Student Council	Falcon apparel sales	To raise funds for future student council activities, supplies, and	On/Off campus/online	2025-2026 school year	\$8,000.00	\$3,000.00

		various conventions.				
CFHS Student Council	Ticket sales for “Café Falcon”, a catered dinner for students, friends, family, and staff	To raise funds for future student council activities, supplies, and various conventions.	On/Off campus/online	2025-2026 school year second semester date TBD	\$1,500.00	\$700.00
CFHS Student Council	Powderpuff football game ticket sales	To raise funds for future student council activities, supplies, and various conventions.	On/Off campus/online	April 2026	\$3,000.00	\$2,500.00
Ventana Vista Elementary School (VVES)						
VVES Family Faculty Organization (FFO)	Mileage Club-a-thon	To raise funds for teacher grants.	On campus	10/31/2025 to 03/06/2026	\$10,000.00	\$8,000.00

3.5. Approval of the Personnel Memorandum

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

CERTIFIED STAFF	CLASSIFIED STAFF	COMMUNITY SCHOOLS	COACH	VOLUNTEER
• Extra Duty • Release from Contract	• New Hires • Status Changes • Resignations • Correction	• New Hires • Rehires • Status Change • Resignation	• New Hires • Rehire	• Classroom

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
9/18/2025	Catalina Foothills High School (CFHS) Band Boosters	Catalina Foothills High School	Band Staff	\$10,000.00
9/23/2025	CFHS Foothills Finish Line Club	Catalina Foothills High School	Transportation	\$5,010.00
9/24/2025	CFHS Cheer Booster	Catalina Foothills High School	Transportation	\$405.00
9/25/2025	Manzanita FFO	Manzanita Elementary School	Transportation	\$299.00
			TOTAL	\$15,714.00

3.7. Approval of Addition and Removal of Core and Supplemental Textbooks and Resources

On the consent agenda the governing board approved the addition of core and supplemental textbooks and resources for the elementary, middle, and high school levels, and the removal of the core and supplemental resources, as presented.

4. **UNFINISHED BUSINESS**

4.1. Approval of Revisions to Policy GDFA, Support Staff Qualifications and Requirements (second reading)

Since the board’s initial review on September 25, Associate Superintendent Mindy Westover presented proposed revisions to Policy GDFA, *Support Staff Qualifications and Requirements* (Fingerprint

Requirements), to align district fingerprinting procedures with state law and current practices. A new section *Fingerprinting/Background Requirements* was added to the policy to clearly distinguish between a one-time fingerprint background check and the more comprehensive, continuously monitored Identity Verified Prints (IVP) Fingerprint Clearance Card. Non-certificated and volunteer employees must complete a fingerprint background check, while those working directly with students must also hold an IVP card. Updates include reorganized sections for clarity, consistent citation of exhibits, a new section on IVP requirements for certain individuals as a condition of employment, a detailed list of positions requiring an IVP Fingerprint Clearance Card, and a concluding “*Required Employment Process*” section for better readability.

Board members requested several clarifications and minor edits prior to a third reading of the policy. Suggested revisions include clarifying language to indicate that the district assumes the “upfront” cost of fingerprint checks rather than permanently covering the expense, updating the reference to criminal offenses to read “*as listed in Exhibit GDFA-E*”, and correcting minor grammatical and formatting issues, including a dangling “*and*” in item E and minor edits to wording in the IVP section for improved readability. Board members also requested that Exhibit GDFA-E be hyperlinked within the policy.

The policy will return to the agenda for a third reading on October 28, 2025.

5. **NEW BUSINESS**

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

After a comprehensive review of the K-5 Mandarin Chinese Immersion Program's long-term sustainability and declining enrollment, district administration has made the difficult decision to recommend a gradual phase-out of the program, allowing students currently enrolled in the program to complete their elementary immersion experience. Executive Director of Curriculum and Assessment Sheryl Castro shared that for more than a decade, the program has provided a unique opportunity for K-5 students to gain proficiency in Mandarin and develop a deeper cultural understanding. For many years, the program thrived, reaching its peak enrollment of 205 students in 2018-2019. However, enrollment has steadily declined since 2019, dropping to 91 students in 2024-2025. Over the years, the district has explored many options to strengthen the program by actively engaging with the community, creating flexible teaching models, and providing extended learning opportunities. CFSD teachers have shown incredible dedication, taking on creative schedules and teaching multiple grade levels to ensure students continued to have access to the program. Despite these efforts, the program is no longer able to deliver the 50/50 immersion experience as originally designed. Additionally, a recent decline in enrollment at the Valley View Early Learning Center has meant discontinuation of the program for PreK students, which would likely impact future enrollment at the elementary level. The proposed phase-out would begin in the 2026-2027 school year, when the district would no longer offer the Mandarin Chinese Immersion program for kindergarten students. In each subsequent year, one grade level would be phased out until the final cohort of fifth graders completes the program in the 2030–2031 school year.

Ms. Castro acknowledged the disappointment surrounding the proposed phase-out and emphasized the district's commitment to current students and teachers, highlighting the excellence and dedication of the Chinese Immersion staff. She recognized the program's impressive outcomes in linguistic and cultural education and affirmed that, while the program structure is no longer financially sustainable, its values of global awareness, curiosity, and respect for other cultures will continue to be central to the district's K–12 world languages curriculum and CFSD's educational mission. The district is immensely proud of the program's achievements and grateful for the passion and dedication of our students, families, and teachers who have made it such a special part of our school community. The district is committed to retaining our talented Chinese Immersion teachers within CFSD, as they are highly qualified to teach in English-only classrooms.

Board members inquired about the timeline of administrative discussions leading to the current recommendation, with district administration clarifying that conversations about declining enrollment in the program began approximately six years ago. Questions focused on staffing costs, the Full-Time Equivalent (FTE) allocation, and how flexible scheduling supports the current instructional model. District administration explained that the program's structure has evolved due to decreasing enrollment and state English Language

Arts (ELA) increased time requirements, resulting in reduced Mandarin minutes and a modified immersion model that is now less than 50/50.

Board members asked about the previous advisory committee's work, noting parent feedback and recruitment efforts. District administration reported that the committee recruited more families to the program, which was one of the goals. The committee was not continued this year due to the recommendation for the potential program phase-out. Further questions addressed program sustainability, enrollment targets, and class size impacts. District administration noted that optimal enrollment for a true 50/50 model would be 300 students, but current participation is well below that level, making the program financially and instructionally difficult to sustain. Board members discussed whether offering Mandarin as a standalone world language class could be a future option. District administration agreed to explore that option and return with additional information at the next meeting.

Board members requested that administration provide additional information at the second reading of the proposed Chinese immersion program phase-out, including: an update on the previous advisory committee and any follow-up on parent feedback; a detailed financial analysis of the program, including teacher FTE and comparisons to traditional and other immersion programs; an exploration of the feasibility, staffing, and financial implications of offering Mandarin as a standalone K–5 world language class; and current enrollment data, including in-district and open enrollment students and trends across grade levels. The governing board will use the information to fully assess program sustainability and potential alternatives before making a final decision.

The gradual phase out plan for the Mandarin Chinese Immersion Program will return to the board agenda for a second reading on October 28, 2025.

President Amy Krauss left the regular meeting at 9:24 p.m. and the governing board agreed to a brief recess.

Vice President Jackson reconvened the regular meeting at 9:29 p.m. and moved ahead in the agenda to New Business Item 5.4 Approval of the Fiscal Year 2025 Annual Financial Report.

5.2. Consideration of Revisions to Policy JLC, *Student Health Services and Requirements* (first reading)

Superintendent Bartlett presented proposed revisions to Policy JLC to align with Arizona Senate Bill 1383 which amended Arizona Revised Statute (A.R.S.) Title 15 Chapter 1 Article 5, by adding A.R.S. §15-160, which requires districts to ensure providers of routine health care services to students have the appropriate health care credentials and to share emergency response training information with parents or guardians upon request. The law specifies that no personally identifiable information of employees or health care providers may be released.

Board members asked clarifying questions regarding which staff the credential disclosure requirement applies to, how it extends to field trips, and the typical qualifications of health assistants. Superintendent Bartlett confirmed the requirement applies to school nurses and health assistants, including when medications are administered off campus, and noted that health assistants generally have prior experience and may hold an associate degree, but they are not licensed medical professionals.

The policy will return to the agenda for a second reading on October 28, 2025.

5.3. Consideration of Revisions to Policy JLCD, *Medicines / Administering Medicines to Students* (first reading)

Dr. Bartlett proposed revisions to Policy JLCD to reflect updates in compliance with Arizona Senate Bill 1440, which replaced the term “*epinephrine auto-injectors*” with “*epinephrine delivery systems*” throughout the policy eight times. References to the Arizona Administrative Code (A.A.C.) were added before R7-2-809 twice and before 36-2267 once. Under the legal references section, A.R.S. 36-2201 and 36-2267 were added.

Board members asked for clarification regarding which emergency medications the district currently stocks and uses. Superintendent Bartlett confirmed that the district stocks Narcan (naloxone) at middle and high schools, but does not stock inhalers, and that Narcan is available for use on student trips.

The policy will return to the agenda for a second reading on October 28, 2025.

5.4. Approval of the Fiscal Year 2025 Annual Financial Report

Director of Finance Lisa Taetle provided a summary of the 2025 Annual Financial Report (AFR). The report included details about budgeted and actual expenditures for the 2025 fiscal year in the areas of maintenance and operations fund, classroom site fund, unrestricted capital outlay, bond building fund, National Public Education Finance Survey Reporting for COVID-19 Federal Relief Funds, fund balance reserve, and school-level reporting.

Board members asked clarifying questions on fund allocations, Title I eligibility, capital technology expenses, and per pupil costs at the elementary schools. The superintendent will provide a comparison of the per pupil cost at each elementary school in the weekly communication to the board.

The [AFR](#) is available for viewing on the CFSD website.

Upon a motion by Gina Mehmert and a second by Tom Logue, the governing board approved the fiscal year 2025 annual financial report, as presented.

Jacquelyn Davoli – Yea; Eileen Jackson – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 4-0.

6. **DISCUSSION / REPORTS**

6.1. Arizona Legislative / Governmental Activity

There was no discussion.

7. **AGENDA PLANNING**

There were no requests for future agenda considerations. Board member Jacquelyn Davoli volunteered to attend agenda planning with Vice President Jackson.

8. **ADJOURNMENT**

Upon a motion by Gina Mehmert, and a second by Jacquelyn Davoli, the governing board adjourned the meeting at 9:56 p.m.

Jacquelyn Davoli – Yea; Eileen Jackson – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 4-0.

Approved: October 28, 2025

Eileen Jackson, Vice President