

**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, May 27, 2025 - 6:30 PM, Doors Opened at 6:00 PM**

**Regular Meeting Minutes**

**NOTICE OF MEETING**

On May 19, 2025, the 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](http://www.cfsd16.org)).

**ATTENDANCE**

**Board Members Present:**

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

**Board Members Absent:**

Amy Krauss, President

**District Administration:**

Denise Bartlett, Superintendent  
Mindy Westover, Associate  
Superintendent  
Sheryl Castro, Executive Director of  
Curriculum and Assessment  
Travis Kolter, Director of Community  
Schools  
Charles Pierce, Catalina Foothills High  
School Assistant Principal/Athletic  
Director

**District Personnel:**

Lynn Pence, Director of  
Educational Technology  
Amie Sams, Administrative  
Assistant

**Visitors Present:**

Angelo Astengo, Czarina Astengo, Robert Astengo, Santiago Astengo, Chandler Birch, Kennedy Birch, Preston Birch, Frank Blankenship, Ahmed Bozdogan, Azize Bozdogan, Erol Bozdogan, Fatih Bozdogan, Austin Cohen, Kristin Doran, Amit Fadia, Rajen Fadia, Junchen Jia, Jennifer Lauer, Jenna Lefkowitz, Li Mao, Reagan Prefling, Natalia Salazar, Brooke Servoss, James Servoss, Nikki Servoss, Parker Servoss, Carole Siegler, Laura Thompson, Zachary Wagenheim

Joining Online:

Approximately 4 visitors attended the regular 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. CFSD Star Award – Catalina Foothills High School Boys Tennis Team Division II State Championship Team, Division II Doubles Players of the Year Santiago Astengo Jaime and Parker Servoss, Division II Singles Player of the Year Austin Cohen, and Division II Coach of the Year Ben Loeb**

The governing board recognized the CFHS Boys Tennis Team who had a historic 2024-2025 season, finishing undefeated with a 19-0 record and winning the Division II State Tennis Championship. The team, whose members include Santiago Astengo Jaime, Ahmed Bozdogan, Austin Cohen, Rajen Fadia, Finn Griffiths, Jason Jia, Kai Sadalla, Parker Servoss, Zachary Wagenheim, and Aaron Zeldin, also swept the state singles and doubles tournaments, claiming both champion and runner-up titles in each. Santiago Astengo Jaime and Parker Servoss were named the Division II Doubles Players of the Year, and Austin Cohen was named the Division II Singles Player of the Year. Additionally, first-year CFHS coach Ben Loeb was named the Division II Coach of the Year.

Board member Tom Logue shared a statement from Coach Loeb who praised the team's character and dedication and thanked them for investing in the process of seeking high achievement. This was the team's tenth state title in the past eleven years and the eighteenth overall. The student-athletes were honored by the CFSD Governing Board with a certificate and CFSD STAR award pin.

2. **PUBLIC COMMENTS**

Two individuals addressed the governing board to express support for Arizona House Bill 2484 related to wireless communication device legislation and school policy implications and to share the Tech Aware Parent survey results: Jennifer Lauer and Laura Thompson.

3. **CONSENT AGENDA**

A board member requested to pull item 3.1 the governing board May 13, 2025, regular meeting minutes.

Upon a motion by Gina Mehmert and a second by Jacquelyn Davoli, the governing board approved the following items on the consent agenda: 3.2 the governing board May 13, 2025, executive session meeting minutes, as presented; 3.3 the expense voucher memorandum, as presented; 3.4 the field trip request memorandum, as presented; 3.5 the fundraising request memorandum, as presented; 3.6 the personnel memorandum, as presented; 3.7 the acceptance, with gratitude, of the gifts and donations memorandum, as presented; 3.8 the use of governing board signature stamps for fiscal year 2025-2026, as presented; 3.9 the check signers for district bank accounts for fiscal year 2025-2026, as presented; 3.10 the delegate authority for issuance of duplicate warrants for fiscal year 2025-2026, as presented; 3.11 the authorization for district representative for emergency procurements and bid protests for fiscal year 2025-2026, as presented; 3.12 the authorization for district representative for disposal of assets for fiscal year 2025-2026, as presented; 3.13 the authorization for district representative for request for proposal procurements for fiscal year 2025-2026, as presented; 3.14 the student activities treasurers for fiscal year 2025-2026, as presented; 3.15 the intergovernmental agreement between CFSD and The Arizona Board of Regents, University of Arizona for dual enrollment, as presented; 3.16 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; 3.17 the award to General Acrylics for the replacement of the tennis and basketball courts at Esperero Canyon Middle School in the amount of \$501,266.71, as presented; and 3.18 the award to Kappcon for exterior fence, gates, and canopy painting at Canyon View Elementary School in the amount of \$112,861, as presented.

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

A board member clarified that the fiscal year 2026 Maintenance and Operations (M&O) budget discussion item was not on the May 27 agenda because there were no changes to the straw budget since the board's review on May 13. The board member requested that the sentence stating that the item would be on the May 27 agenda be removed from the minutes.

Upon a motion by Gina Mehmert and a second by Tom Logue, the governing board approved 3.1 the governing board May 13, 2025, regular meeting minutes, as amended.

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

3.1. **Approval of May 13, 2025, Regular Governing Board Meeting Minutes Memorandum**

On the consent agenda, the governing board approved the regular governing board meeting minutes for May 13, 2025, as amended.

3.2. Approval of May 13, 2025, Executive Session Governing Board Meeting Minutes Memorandum

On the consent agenda, the governing board approved the executive session governing board meeting minutes for May 13, 2025, as presented.

3.3. Approval of Expense Voucher Memorandum

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

Expense Voucher		Amount
25146	\$	148,616.01
25147		1,733,799.81
25148		57,465.93
25149		71,784.43
25151		66,164.29
25152		34,304.46

3.4. Approval of the Field Trip Request Memorandum

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

ORGANIZATION	ACTIVITY	LEARNING NEXUS	WHERE	DATE(S)	*FEE
Catalina Foothills High School (CFHS) Band Student Leaders	Bill Humbert Leadership Conference	Students will develop high-level leadership skills to apply during the 2025 marching season.	Tucson, AZ	06/10/2025 to 06/12/2025	\$120.00
CFHS Band	Prescott Holiday Parade	Students will develop parade marching skills in authentic situation.	Prescott, AZ	12/05/2025 to 12/06/2025	\$185.00
CFHS Band	Regional Band Auditions and Festival	Students will display performance skills while developing performance ability and preparing for future performances.	Tucson, AZ	01/24/2026 and 02/13/2026 to 02/14/2026	\$30.00 audition fee and \$35.00 participant fee
CFHS Band	All-State Band Auditions and Festival	Students will display performance skills at highest level while developing performance ability and preparing for future performances.	Gilbert, AZ and Tempe, AZ	03/07/2026 and 04/16/2026 to 04/18/2026	\$35.00 audition fee and \$175.00 participant fee
CFHS Band	Spring Break Performance Tour to England	Students will demonstrate performance skills and increase global perspective in authentic situations.	London, ENG	03/22/2026 to 03/30/2026	\$4,050.00

3.5. 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
<b>Catalina Foothills High School (CFHS)</b>						
Family Faculty Organization (FFO)	Grad Night ticket sales and sponsorships	To raise funds to offset the cost of the Grad Night event to keep seniors safe.	On/off campus	August 2025 to May 2026	\$25,000.00	\$25,000.00
FFO	Parking space raffle for graduation	To raise funds to support ongoing school activities.	Off campus/online	May 2026	\$1,000.00	\$1,000.00

FFO	Falcon store/ spirit wear sales	To raise funds to support school activities and foster school spirit.	On/off campus	August 2025 to May 2026	\$20,000.00	5,000.00
FFO	Dine outs: Panda Express, Fini's Landing, MOD Pizza, Chill, etc.	To raise funds to support school activities and foster school spirit.	Off campus	August 2025 to May 2026	\$750.00	\$750.00
FFO	Counseling/ College and Career Readiness ACT Practice Test	To monetarily support staff, curriculum, students, and campus as well as an opportunity for students to practice for the ACT.	On campus	August 2025 to May 2026	\$3,500.00	\$2,300.00
FFO	The community/ parents can purchase a "Happy Birthday message" to be displayed on the high school marquee.	To raise money to support the FFO for ongoing school activities.	On campus	August 2025	\$1,000.00	\$1,000.00
FFO	Parking space raffle	To raise funds for sober Grad Night, library, nurse, and counseling offices, as well as staff appreciation luncheons.	Off campus/ online	07/21/2025 to 08/01/2025	\$5,000.00	\$5,000.00
FFO	Fall Fling	To raise funds for sober Grad Night, library, nurse, and counseling offices, as well as staff appreciation luncheons.	On campus	08/15/2025	\$13,000.00	\$4,000.00
Orchestra Booster	Direct donation campaign: Friends of Orchestra	To raise funds for awards, field trip activities, and clinicians.	Off campus/ online	2025-2026 school year	\$3,000.00	\$3,000.00
Orchestra Booster	Concert ticket donations	To raise funds for program celebrations, such as barbeque and banquet.	Music Hall, evenings	2025-2026 school year	\$3,000.00	\$3,000.00
Orchestra Booster	Program ad sponsorships	To raise funds for director requests such as trip travel support.	Music Hall	2025-2026 school year	\$1,000.00	\$1,000.00
Orchestra Booster	Spirit wear sales	To raise funds to support students' social gatherings and orchestra student council requests.	Off campus/ online	2025-2026 school year	\$1,000.00	\$100.00
Orchestra Booster	Dine outs	To raise funds to support students' social gatherings and orchestra student council requests.	Off campus	2025-2026 school year	\$150.00	\$150.00

Orchestra Booster	Poinsettia sales	To raise funds for senior gifts and acknowledgements.	Off campus/ online	November to December 2025	\$300.00	\$100.00
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3.6. Approval of the Personnel Memorandum

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

<b>CERTIFIED STAFF</b>	<b>CLASSIFIED STAFF</b>	<b>COMMUNITY SCHOOLS</b>	<b>VOLUNTEER</b>
• New Hires	• New Hires • Rehires • Status Changes • Correction	• New Hire • Rehires	• Classroom

3.7. Approval of Gifts and Donation Memorandum

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

<b>DATE</b>	<b>DONOR</b>	<b>SCHOOL</b>	<b>PURPOSE/ITEM</b>	<b>AMOUNT</b>
5/9/2025	Peyton Baca	Catalina Foothills High School	Instruction	\$9.00
5/9/2025	Costco Matching Gift	Catalina Foothills High School	Instruction	\$6.30
5/19/2025	CFSD Foundation	Catalina Foothills School District	Instruction	\$45,000.00
			<b>TOTAL</b>	<b>\$45,015.30</b>

3.8. Approval of Use of Governing Board Signature Stamps for FY25-26

On the consent agenda, the governing board approved the use of governing board signature stamps for fiscal year 2025-2026, as presented.

3.9. Approval of Check Signers for District Bank Accounts for FY25-26

On the consent agenda, the governing board approved the check signers for district bank accounts for fiscal year 2025-2026, as presented.

3.10. Approval of Delegate Authority for Issuance of Duplicate Warrants for FY25-26

On the consent agenda, the governing board approved the delegate authority for issuance of duplicate warrants for fiscal year 2025-2026, as presented.

3.11. Approval of Authorization for District Representative for Emergency Procurements and Bid Protests for FY25-26

On the consent agenda, the governing board approved the authorization for district representative for emergency procurements and bid protests for fiscal year 2025-2026, as presented.

3.12. Approval of Authorization for District Representative for Approval of Disposal of Assets for FY25-26

On the consent agenda, the governing board approved the authorization for district representative for approval of disposal of assets for fiscal year 2025-2026, as presented.

3.13. Approval of Authorization for District Representative for Request for Proposal (RFP) Procurements for FY25-26

On the consent agenda, the governing board approved the authorization for district representative for request for proposal (RFP) procurements for fiscal year 2025-2026, as presented.

3.14. Approval of Student Activities Treasurers for FY25-26

On the consent agenda, the governing board approved the student activities treasurers for fiscal year 2025-2026, as presented.

3.15. Approval of Intergovernmental Agreement between CFSD and The Arizona Board of Regents, University of Arizona for Dual Enrollment

On the consent agenda, the governing board approved the intergovernmental agreement between CFSD and The Arizona Board of Regents, University of Arizona for Dual Enrollment, as presented.

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

On the consent agenda, the governing board approved 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.

3.17. Approval of Award to General Acrylics for the Replacement of the Tennis and Basketball Courts at Esperero Canyon Middle School

On the consent agenda, the governing board approved the award to General Acrylics for the replacement of the tennis and basketball courts at Esperero Canyon Middle School in the amount of \$501,266.71, as presented .

3.18. Approval of Award to Kappcon for the Exterior Fence, Gates, and Canopy Painting at Canyon View Elementary School

On the consent agenda, the governing board approved the award to Kappcon for exterior fence, gates, and canopy painting at Canyon View Elementary School in the amount of \$112,861, as presented.

4. **UNFINISHED BUSINESS**

4.1. Approval of Revisions to CFSD Performance Award Plan (second reading)

Ms. Westover reviewed the proposed revisions to the CFSD Performance Award Plan for the 2025-2026 school year following feedback from the governing board's review on May 13. The performance award plan was updated to clarify expectations that each site is required to offer a minimum of fourteen (14) Collaborative Inquiry Team (CIT) meetings, and staff must attend at least twelve (12) CIT meetings to remain eligible for the performance award during the 2025-2026 school year. The adjustment reinstates a previously used standard from the former data teams model. The performance award will be funded at \$842 per weighted student count for the 2025-2026 school year.

Board members thanked district administration for incorporating their previous feedback, noting that clarification related to the minimum number of CIT meetings expected at each site would help ensure teacher success and consistency across the district.

Upon a motion by Tom Logue, and a second by Jacquelyn Davoli, the governing board approved the revisions to the CFSD Performance Award Plan for the 2025-2026 school year, as presented.

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

5. **NEW BUSINESS**

5.1. Consideration of Revisions to the Facility Rental Rate Schedule per Policy KF *Community Use of School Facilities* (first reading)

Director of Community Schools Travis Kolter presented changes to the current facility rental rate schedule during the governing board's annual review per Policy KF *Community Use of School Facilities*. Due to a 7% utility rate increase experienced by the district over the past year, Mr. Kolter proposed a 7% increase to the facility rental rate schedule for the 2025-2026 school year. Additionally, the Facility Rental Application Fee and Change Fee—unchanged for over 15 years—will increase from \$15 to \$25 each to better cover administrative costs. The rental agreement form provided to outside user groups includes language to allow the district to recover any additional utility charges that might be initiated by utility providers during the 2025-2026 school year. The current \$1 million dollar liability and \$1 million dollar property damage insurance certificate will continue to be required of all renters.

A board member asked if the civic center funds accrued at one school can be used at other schools throughout the district. Funds are site-specific and can only be used by the principal at that site.

A board member requested an explanation of the differences between Class I, II, III, and IV renters. Mr. Kolter provided detailed information from regulation KF-RA *Community Use of School Facilities* which defines user groups. Class I includes CFSD affiliated groups such as Family Faculty Organizations (FFOs) and civic organizations or elected officials of federal, state, or local government who conduct community or official business within the district such as elections or emergency/crisis services. Class II includes non-profit organizations such as scout groups whose members are a majority of CFSD students. Class III includes non-profit organizations that do not meet Class II criteria such as performing arts groups, religious organizations, and homeowners associations. Class IV is for individuals or organizations that are for-profit regardless of the purpose for their use of facilities.

A board member asked why the new orchestra room was not listed in the proposed facility rental rate schedule. Some facilities like those with valuable equipment are intentionally not listed because they are not rentable.

A board member commented on the reasonableness of rates and asked how the rates were set. Mr. Kolter explained that initial rates were set at the onset of the district offering facilities for rent. Currently, rates are reviewed annually with the Director of Finance and the Director of Facilities and Transportation to determine increases.

A board member asked if there was a state statute limit to the amount that the district can charge. There is no state statute limiting what can be charged, however the district cannot underwrite costs with the use of public funds.

Board members requested more information about the revenue stream from rentals which will be provided by the superintendent and emphasized the importance of balancing revenue generation with community service and access. They thanked Mr. Kolter for his time and presentation.

The proposed revisions to the facility rental rate schedule per policy KF *Community Use of School Facilities* will return for a second reading on June 10, 2025.

5.2. Consideration of Revisions to Policy IKF *Graduation Requirements* (first reading)

Executive Director of Curriculum and Assessment Sheryl Castro proposed updates to the graduation requirements policy to include clarification on the first and second pages regarding the definition of “enrolled full-time” for all grade levels to align with the high school course guide. As suggested by board members for the second reading, the phrase “*during the final semester*” will be deleted from the paragraph on page one (1) of the policy that begins with “*In addition to the requirements...*” to read “*....require that a student be enrolled full time as follows...*”. Additionally, a suggestion was made to mirror language between freshmen & sophomores and juniors & seniors removing the phrase “*carry a minimum of six classes*” and replacing it with “*must be enrolled full time in a minimum of six classes.*”

A board member asked about students taking Joint Technical Education District (JTED) courses off-campus. JTED related exceptions will remain case-by-case decisions handled by the high school principal and school counselors.

A board member asked if Arizona Online Instruction (AOI) classes count toward the six required classes. AOI courses are taken outside of the regular school day such as during the summer, after school, or weekends, and they do not count toward the six enrolled classes on campus.

On the second page, updated statutory language revised how Holocaust and genocide education must be taught, now specifying “*class periods*” instead of “*school days*” and requiring instruction on two occasions between grades 7-12, with geography added to the curriculum in grades 9 - 12. Under the first asterisk, the incorrect use of “*it’s*” to the correct possessive “*its*” will be included in the second reading, and a statutory citation will be corrected from “*A.R.S. 15-710*” to “*A.R.S. 15-701.02*”.

The third page included the removal of phased-in social studies requirements from 2022-2025. On the fourth page, edits included renaming a subtitle, removing references to the class of 2025 civics test, and deleting phrasing tied to the class of 2026. Board members requested that clear language be included in the second reading indicating when the civics test is formally administered at least once to students.

The seventh page revised terminology from “*parents*” to “*parents/legal guardians*” under special education, and the last page reflected an adoption date of June 10, 2025, pending governing board approval.

Board members thanked Ms. Castro for the collaborative work on the graduation requirements policy to ensure clarity and language consistency. Policy IKF *Graduation Requirements* will return to the governing board for a second reading on the June 10 agenda.

5.3. Consideration of Academic Standards for K-12 World Languages (first reading)

Ms. Castro presented refreshed K-12 World Languages Academic Standards for Mandarin Chinese and Spanish, aligning them with state standards and emphasizing real-world communication and cultural competence. The updated standards focus on what students can do with language in authentic contexts, aiming to develop globally minded, culturally aware communicators. The standards reflect CFSD’s commitment to prepare students for success in a global society by fostering collaboration across cultures and engagement with diverse perspectives.

A board member asked about clarity of the scoring rubrics at each level which define student performance (e.g. 2.0, 3.0, 4.0) to eliminate subjectivity. Ms. Castro explained there is documentation supporting each level to

guide the structured, objective assessment of student communication skills, including rubrics to support a student's expected performance to achieve each target. The American Council on the Teaching of Foreign Languages (ACTFL) interculturality document, a guide for language teachers and learners to foster intercultural communicative competence in language learning, will be provided to board members prior to the second reading of the Academic Standards for K-12 World Languages on June 10.

6. **DISCUSSION / REPORTS**

6.1. **Arizona Legislative / Governmental Activity**

Board members discussed the inactivity of the Arizona State Legislature with no budget passed, the three new education laws affecting technology use, mandatory reporting, and directory information which take effect ninety (90) days after the legislative session ends, and the model policies provided by Arizona School Boards Association (ASBA) to be reviewed by the district administration in preparation for the 2025-2026 school year.

7. **AGENDA PLANNING**

There were no requests for future agenda considerations.

8. **ADJOURNMENT**

Upon a motion by Gina Mehmert, and a second by Jacquelyn Davoli, the governing board adjourned the meeting at 7:49 p.m.

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

Approved: June 10, 2025

Eileen Jackson, Vice President