DRAFT **CATALINA FOOTHILLS SCHOOL DISTRICT** DRAFT
Tucson, Arizona

REGULAR MEETING OF THE GOVERNING BOARD
Carole Siegler Boardroom at Valley View Early Learning Center
3435 E. Sunrise Drive - Tucson, Arizona
Regular Meeting: Tuesday, February 24, 2026 - 6:30 PM, Doors Opened at 6:00 PM

Regular Meeting Minutes

NOTICE OF MEETING
On February 16, 2026, 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).

ATTENDANCE

Board Members Present:

Amy Krauss, President

Tom Logue, Vice President

Jacquelyn Davoli, Member

Gina Mehmert, Member

Board Members Absent:

Eileen Jackson, Member

District Administration:

Denise Bartlett, Superintendent

Mindy Westover, Associate Superintendent

Lynn Pence, Director of Educational Technology

Stacey Gist, Esperero Canyon Middle School Principal

District Personnel:

Amie Sams, Administrative Assistant

Visitors Present:

Robert Lebby, Sue Lebby, Linda Scheu

Joining Online:
Approximately 14 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.

1.3. Rules of Order for Governing Board Meetings
President Krauss read the Rules of Order for governing board meetings.

1.4. Super Volunteer Recognition – Robert Lebby, Esperero Canyon Middle School
The governing board celebrated Mr. Robert Lebby for his selfless dedication to the students of Esperero Canyon Middle School (ECMS). In her nomination letter, Principal Stacey Gist shared the impact of Mr. Lebby's extraordinary generosity, consistent volunteerism, and meaningful impact on the culture of ECMS. As a dedicated grandfather of an eighth-grade student, Mr. Lebby has become a steady and positive presence on campus, particularly during lunch periods, where his efforts have transformed the student lounge into a vibrant space of connection and joy.

Several years ago, Mr. Lebby personally donated the school's first air hockey table, recognizing the value of providing students with fun, engaging opportunities during their lunch period. More recently, when fundraiser proceeds were designated to purchase a second table, he once again stepped in, purchasing and delivering the

table himself so that those hard-earned funds could be redirected to support students in other ways. His generosity reflects not only financial support, but thoughtful stewardship of school resources.

Beyond his donations, Mr. Lebby volunteers at least two days each week, often staying through both lunch periods to ensure students can use the tables. His presence signals the start of friendly competition and camaraderie, and his calm, positive energy helps create an environment where students feel welcome and at ease. He anchors the room without seeking attention, offering support and encouragement while allowing students to shine.

Board Member Gina Mehmert reflected on the District's mission to nurture confident, capable, and compassionate learners with a strong sense of belonging, noting that through his quiet, consistent presence at Esperero Canyon Middle School, Mr. Lebby brings that mission to life by helping students feel seen, supported, and connected each day. Principal Stacey Gist further reinforced this impact by referencing research linking structured lunch activities to increased students' sense of belonging and noting that Mr. Lebby's presence helps students feel safe, seen, and valued.

Upon presentation of the award, Mr. Lebby expressed appreciation for public education and shared that he and his wife are proud to continue supporting it. He humbly remarked that he likely enjoys the activities as much as the students and expressed gratitude for the District's work in educating children.

In recognition of his exceptional service to ECMS students, Mr. Lebby was presented with a certificate and a commemorative key chain.

2. **PUBLIC COMMENTS**

There were no public comments.

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 governing board February 10, 2026, regular meeting minutes, as presented; 3.2 the expense voucher memorandum, as presented; 3.3 the field trip request 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; 3.7 the guaranteed maximum price award to Core Construction for the steel drums and nurse's office renovation project at Catalina Foothills High School in the amount of $751,851.50, as presented; 3.8 the additions of Cox Media Group, LLC, Reddit, Inc., Meta Platforms, Inc., and Spotify to the sole source vendor list for fiscal year 2025-2026, as presented; and 3.9 the award of RFP 26-02-31 Audit Services to Heinfeld, Meech & Co., P.C. for a one-year contract effective from July 1, 2026, through June 30, 2027, at the cost of $52,475.00 for the first year, with the option to renew annually for up to four additional years, with an approximate 3% increase per year for each subsequent term, as presented.

Jacquelyn Davoli – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 4-0.

3.1. Approval of February 10, 2026, Regular Governing Board Meeting Minutes Memorandum

On the consent agenda, the governing board approved the regular governing board meeting minutes for February 10, 2026, as presented.

3.2. Approval of Expense Voucher Memorandum

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

Expense Voucher		Amount
26106	$	1,690,996.62
26111		38,687.15
26112		21,067.05
26113		397,013.52
26115		31,166.46
26116		92,669.45

26117		405,012.12

3.3. 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) AP Environmental Science	Freeport-McMoRan Inc. Sierrita Mine and San Xavier Underground Research Mine Tours	Students will learn about the stages of mining, including exploration, extraction, processing, and reclamation, while learning about mining's environmental impact and gaining understanding for the role of mining in the local economy.	Green Valley and Sahuarita, AZ	04/02/2026	$0.00
CFHS Choir	Arizona Music Educators Association (AMEA) All-State Choir Auditions	Students will gain valuable experience auditioning as soloists before an adjudicator, building confidence and skills through a competitive selection process.	Gilbert, AZ	03/07/2026	$30.00
CFHS Choir	AMEA All-State Choir Performance	Students will perform advanced choral literature under the direction of an expert clinician, collaborating with peers from across the state at the highest level.	Gilbert, AZ	04/16/2026 to 04/18/2026	$200.00
Esperero Canyon Middle School (ECMS) 6th and 7th Grade Choirs	American Choral Directors Association (ACDA) Junior High Choral Festival	Students will refine rehearsal and performance skills, demonstrate proper etiquette, receive feedback from professional musicians, and learn by listening to choirs from across the state.	Mesa, AZ	05/07/2026	$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 Softball Dugout Club	Snack bar sales	To raise funds for senior banners.	On campus	03/04/2026 to 05/01/2026	$2,000.00	$1,600.00

3.5. Approval of the Personnel Memorandum
On the consent agenda, the governing board approved the personnel, as presented.

CERTIFIED STAFF	CLASSIFIED STAFF	COMMUNITY SCHOOLS	COACH
• Resignations	• New Hires • Status Changes • Resignations	• Extra Duty • Rehires • Status Changes • Resignations	• Status Change • Volunteers

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
2/4/2026	Bigyan Adhikari	Catalina Foothills High School	Choir	$35.00

2/4/2026	RTX Matching Gift	Catalina Foothills High School	Choir	$35.00
2/4/2026	Gergely Kota	Catalina Foothills High School	Instruction	$20.00
2/4/2026	Microsoft Matching Gift	Catalina Foothills High School	Instruction	$20.00
2/4/2026	Richard Bjornholm	Catalina Foothills High School	Instruction	$100.00
2/4/2026	RTX Matching Gift	Catalina Foothills High School	Instruction	$100.00
2/4/2026	Richard Bjornholm	Catalina Foothills High School	Band	$100.00
2/4/2026	RTX Matching Gift	Catalina Foothills High School	Band	$100.00
2/4/2026	Richard Bjornholm	Catalina Foothills High School	General Athletics	$100.00
2/4/2026	RTX Matching Gift	Catalina Foothills High School	General Athletics	$100.00
2/4/2026	Gergely Kota	Catalina Foothills High School	Science Olympiad	$20.00
2/4/2026	Microsoft Matching Gift	Catalina Foothills High School	Science Olympiad	$20.00
2/9/2026	Manzanita FFO	Manzanita Elementary School	Field Trip	$443.34
2/9/2026	Manzanita FFO	Manzanita Elementary School	Field Trip	$291.81
2/13/2026	Canyon View FFO	Canyon View Elementary School	Field Trip	$228.38
2/13/2026	CFHS Girls Basketball Boosters	Catalina Foothills High School	Hudl Cameras	$1,214.98
2/13/2026	Canyon View FFO	Canyon View Elementary School	Artist in Residence	$1,500.00
2/13/2026	Canyon View FFO	Canyon View Elementary School	Artist in Residence	$2,004.72
2/13/2026	Canyon View FFO	Canyon View Elementary School	Artist in Residence	$1,500.00
2/13/2026	Special Needs Solutions	Valley View Early Learning Center	Rifton Potty Chair	$0.00
2/13/2026	Special Needs Solutions	Esperero Canyon Middle School	Evolv Sit to Stander with Desk	$0.00
			TOTAL	**$9,433.23**

3.7. Approval of Award of Guaranteed Maximum Price to Core Construction for the Steel Drums and Nurse's Office Renovation Project at Catalina Foothills High School in the Amount of $751,851.50
On the consent agenda, the governing board approved the guaranteed maximum price award to Core Construction for the steel drums and nurse's office renovation project at Catalina Foothills High School in the amount of $751,851.50, as presented.

3.8. Approval of the Additions of Cox Media Group, LLC, Reddit, Inc., Meta Platforms, Inc., and Spotify to the Sole Source Vendor List for Fiscal Year 2025-2026
On the consent agenda, the governing board approved the additions of Cox Media Group, LLC, Reddit, Inc., Meta Platforms, Inc., and Spotify to the sole source vendor list for fiscal year 2025-2026, as presented.

3.9. Approval of Award of Request for Proposal 26-02-31 Audit Services (confidential)
On the consent agenda, the governing board approved the award of RFP 26-02-31 Audit Services to Heinfeld, Meech & Co., P.C. for a one-year contract effective from July 1, 2026, through June 30, 2027, at the cost of

$52,475.00 for the first year, with the option to renew annually for up to four additional years, with an approximate 3% increase per year for each subsequent term, as presented.

4. **UNFINISHED BUSINESS**

4.1. Approval of Revisions to Policy DA, *Fiscal Management Goals* (second reading)

Superintendent Denise Bartlett reviewed the proposed revisions to Policy DA, now titled *Fiscal Management Goals*, which include minor updates to align with current best practices. Following feedback at the February 10 first reading, the opening sentence was revised to clarify that the board recognizes the proper and prudent management of the District's public funding as foundational to District operations. Additional updates include refining language to emphasize alignment of budget development with the District's strategic plan, using standard fiscal terminology, clarifying the board's role in guiding and monitoring expenditures to support student outcomes, highlighting effectiveness and transparency, and affirming a commitment to maintaining per-student expenditure levels that meet student needs.

Board members had no additional questions.

Upon a motion by Gina Mehmert, and a second by Tom Logue, the governing board approved the revisions to Policy DA *Fiscal Management Goals*, as presented.

Jacquelyn Davoli – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 4-0.

4.2. Approval of Revisions to Policy and Regulation, DB, DB-R, *Annual Budget: Schedule, Preparation and Planning, Format, and Posting and Submission* (second reading)

At its second reading, the Governing Board reviewed proposed revisions to Policy DB, *Annual Budget: Schedule, Preparation and Planning, Format, and Posting and Submission*, along with the new Regulation DB-R. Updates to Policy DB consolidate former Policies DBC and DICA into one streamlined policy, improving organization and ease of reference. Following the first reading, minor revisions were made to the policy title to include the word "and" in two places. The policy aligns with Arizona Revised Statutes §15-903 by requiring use of the state-prescribed budget format, posting teacher salary comparison data on the District website, publishing the Auditor General's classroom spending profile, and submitting the annual budget to the Arizona Department of Education.

Board members had no additional questions about the policy.

Regulation DB-R, new to the policy manual, formalizes the District's annual budget timeline and responsibilities. Revisions made after the first reading improved clarity, refined sentence structure, and added the phrase "*before the date of adoption*" to clarify statutory posting requirements. During discussion, board members sought clarification regarding the July 5 posting deadline and the requirement that the proposed budget be posted at least 10 days prior to adoption. District administration explained that the timeline refers to the District's budget adoption date, not the state legislative budget, and that July 5 represents the latest possible posting date to allow the required 10-day public review period before the July 15 adoption deadline. The Board may act earlier, but not later, than the statutory dates.

Additional clarifications were made to the regulation to improve readability in sections related to submission procedures and override elections, including specifying that the District shall distribute required informational reports. Board members also discussed the impact of the state legislative budget timeline on local budget preparation and noted that the District begins its budget process early to allow sufficient review and due diligence. District administration confirmed that the public hearing provides the formal opportunity for community input during the required posting period.

Upon a motion by Gina Mehmert, and a second by Jacquelyn Davoli, the governing board approved the revisions to Policy and Regulation, DB, DB-R, *Annual Budget: Schedule, Preparation and Planning, Format, and Posting and Submission*, as amended.

Jacquelyn Davoli – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 4-0.

5. **NEW BUSINESS**

5.1. Consideration of Revisions to Policy and Regulation, DIE, DIE-R, *Audits / Financial Monitoring* (first reading)

Superintendent Bartlett shared minor updates to the policy and regulation to improve clarity, readability, and alignment with current audit standards. Policy DIE removes the outdated June 2016 reference to the Office of Management and Budget (OMB) Compliance Supplement, adds headings for better organization, and clarifies language by inserting "*Governing*" before "*Board*."

A board member asked whether references in the first paragraph to the federal Single Audit Act amendments and to compliance guidance from the U.S. Office of Management and Budget remain correct, and administration confirmed that they remain correct.

Regulation DIE-R updates audit terminology to reflect current federal and state requirements, including references to United States Generally Accepted Auditing Standards, Government Auditing Standards, and Uniform Guidance (2 CFR Part 200 Subpart F). The most significant revision reflects the Office of Management and Budget's increase of the Single Audit threshold from $750,000 to $1,000,000 in federal expenditures, effective with fiscal year 2026 audits.

Board members requested that the regulation be revised to clearly state that the $1,000,000 Single Audit threshold represents a cumulative total of federal grant expenditures within a fiscal year. Board members also recommended additional punctuation and formatting to ensure the $750,000 and $1,000,000 threshold references are applied consistently throughout the document.

In response to questions, President Krauss explained that the reference to 2 CFR Part 200 Subpart F is a citation to the Code of Federal Regulations governing audit requirements. Dr. Bartlett described that the District undergoes annual financial audits, which typically include random sampling of expenditures to verify proper coding and compliance with federal requirements, and reported that prior audits have been clean with few audit findings. It was also clarified that federal grant funds may be received in one fiscal year but not necessarily expended in the same fiscal year, and that the Single Audit threshold applies to expenditures within a fiscal year.

The policy and regulation will return to the agenda for a second reading at the next regular meeting scheduled for March 3.

6. DISCUSSION / REPORTS

6.1. Pima County School Board / Superintendent Collaborative Meeting (February 16, 2026)

President Krauss, Vice President Tom Logue, Board Member Jacquelyn Davoli, and Superintendent Bartlett shared in-depth insights from the second Pima County School Board / Superintendent Collaborative Meeting during the 2025-2026 school year held on February 16, 2026. Members discussed a presentation from Pima Community College (PCC) highlighting its partnerships with area high schools, expanding program offerings, and enrollment growth. Discussion focused on opportunities for students to participate in career and technical education pathways in coordination with Pima Joint Technical Education District, as well as affordable course options, smaller class environments, and credit transfer supports, including bridge programming with the University of Arizona. Members also noted PCC's new bachelor's degree program in Elementary Education. Discussion included research supporting early postsecondary engagement and campus connection as factors associated with improved student completion rates.

6.2. Arizona Legislative / Governmental Activity

Board members discussed a proposal to move K-8 state assessment testing to late April/early May to allow additional instructional time before testing. If approved, the change would not take effect this school year. It was also noted that a new state assessment is being procured through a statewide Request for Proposal (RFP) process. Education related legislation continues to be monitored through updates from the Arizona School Boards Association.

7. AGENDA PLANNING

There were no requests for future agenda considerations.

8. ADJOURNMENT

Upon a motion by Jacquelyn Davoli, and a second by Tom Logue, the governing board adjourned the meeting at 7:26 p.m.

Jacquelyn Davoli – Yea; Amy Krauss – Yea; Tom Logue – Yea; Gina Mehmert – Yea; Motion carried 4-0.

Approved: March 3, 2026 Tom Logue, Vice President