DRAFT **CATALINA FOOTHILLS SCHOOL DISTRICT** DRAFT

Tucson, Arizona

SPECIAL MEETING OF THE GOVERNING BOARD
Murphey Administration Center
2101 E. River Road - Tucson, Arizona
Saturday, February 21, 2026 - 8:00 AM, Doors Opened at 7:45 AM

Special Meeting Minutes

NOTICE OF MEETING

Announcement of the meeting was posted on the CFSD website (www.cfsd16.org) on February 19, 2026.

ATTENDANCE

Board Members Present:	**District Administration:**
Amy Krauss, President	Denise Bartlett, Superintendent
Tom Logue, Vice President	Mindy Westover, Associate Superintendent
Jacquelyn Davoli, Board Member	
Eileen Jackson, Board Member	
Gina Mehmert, Board Member	

1. **OPENING**

1. 1. Call to Order and Welcome
President Amy Krauss called to order the governing board meeting at 8:00 a.m.

2. **NEW BUSINESS**

2.1. Board Self Development (Policy and Exhibit, BAA, BAA-E, *Evaluation of School Board / Board Self Evaluation*)

2.1.1. Arizona School Boards Association (ASBA) Standards of Board Operations
The governing board organized the self-evaluation materials into eight thematic sections to ensure comprehensive coverage of governance standards and best practice.

Board members discussed the standard of vision, beliefs, and student-centered purpose. Members reaffirmed that maintaining a student-centered focus remains a strong area. The Strategic Plan was developed over 10 years ago following a date-drive “Reframing Report” process. This continues to serve as a guiding framework. The Superintendent’s evaluation process is aligned to the strategic plan, reinforcing its relevance.

Board members discussed whether the strategic plan should be formally revisited. While members agreed the goals remain timeless, they noted that action steps evolve over time. The board requested a public study session on the strategic plan to reaffirm it or revise as needed.

Board members discussed the standard of governance versus management and Superintendent Relationship. Members affirmed commitment to operating at a governance level rather than engaging in daily operations. Members agreed that communication protocols remain centered on channeling concerns through the Superintendent. Dr. Bartlett requested that all Board inquiries continue to be directed to her. The board acknowledged that Board performance and Superintendent engagement are interdependent.

Board members discussed the standard of Board Culture and Functioning. Members identified their strengths that include no member serves on the board for a single agenda item, there is strong mutual respect and willingness to accept feedback, they maintain effective Superintendent-Board communication protocols, and they focus on serving all students rather than select

constituencies. Board members emphasized the importance of maintaining institutional knowledge given anticipated Board membership changes in the coming year.

Board members discussed the standard of community engagement, communication, and trust. The discussion focused on how well the Board listens to, informs, and represents the community. Board members discussed whether increased visibility at school events would improve community awareness of the Board's role, strengthen stakeholder engagement, and help board members stay connected to district initiatives. Examples of school-based events were discussed.

Dr. Bartlett raised some concerns related to increased visibility at the school sites including the risk of uneven presence across schools, open meeting law noticing requirements, the risk of staff grievances directed to Board members instead of following the proper protocol, and the potential for micromanagement and overreach into operational issues.

The Board acknowledged that meetings are open and public, email addresses and phone numbers are publicly available, and community members actively reach out when needed. Some members expressed concern that the broader school community may not clearly understand the Board's role.

Board members discussed possible structured approaches for increased visibility on school campuses. They agreed that Board members will attend parent focused school events such as Back-to-School nights and elementary promotion ceremonies. Members agreed that they would maintain flexibility rather than imposing strict attendance requirements for all members. Dr. Bartlett agreed to identify appropriate events and potential structures for increased Board visibility.

Board members discussed the standard of student achievement, instruction and program oversight. Members agreed that there has been a focus on monitoring student achievement using valid and reliable data with the introduction of SMART goals for the Superintendent's performance review. Members also discussed that the use of study sessions have increased their ability to stay informed about the instruction programs.

Board members discussed the standard of financial stewardship and resource alignment. Members agreed that they adopt and monitor a fiscally responsible budget aligned to the District's vision and goals. Members expressed appreciation for the ongoing professional development provided to understand the budget process. Members acknowledged that the district is fiscally responsible and has provided sound financial management.

Board members discussed the standard of accountability, evaluation, and continuous improvement. Members acknowledged that the evaluation of the Superintendent is based on clear outcomes, and the use of data formed the basis for the Superintendent's performance goals.

Board members discussed the standard of board development and capacity building. Members agreed that the Board is committed to continuous improvement evidenced by their attendance at professional learning opportunities provided through the Arizona School Boards Association and annual board self-assessment and development. They collaborate with other school boards through the Pima County School Board Collaborative meetings.

2.1.2. <u>ASBA Code of Conduct</u>

Board members reviewed the established Communication Protocols. The protocol outlines communication with the Superintendent, between the Board and the Superintendent, how emergency communication will be handled, communication before, during, and after a board meeting, communication with the community, and site visits.

Revisions were made to the protocol in some areas. There was a new section added that identified text messaging, email, BoardBook and ParentSquare as the communication mechanisms for Dr. Bartlett to communicate with the Board for urgent, instant notification. Other

revisions included how to request agenda items be added to an upcoming agenda, finding a replacement if one cannot attend agenda planning, who will respond to issues presented during the call to the public, and when to inform the Superintendent of their plans to attend parent focused site events.

Board members reviewed the Board-Superintendent Agreements and affirmed their continued agreement with the items listed.

3. **ADJOURNMENT**
Upon a motion by Eileen Jackson and a second by Gina Mehmert, the governing board adjourned the meeting at 11:56 am.

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

Approved: March 3, 2026 Tom Logue, Vice President