

**FOWLER ELEMENTARY SCHOOL DISTRICT**  
**MEETING OF THE GOVERNING BOARD**  
Tuesday, August 12, 2025 – 4:00 p.m. (room open at 3:45pm)  
District Office, Board Room, 1617 S. 67<sup>th</sup> Ave., Phoenix, Arizona  
*Governing Board Members may be present, in person,  
via video conferencing or telephonically*  
**AGENDA**  
*Revised 8.11.25*

A. OPENING OF MEETING

1. Call to Order ..... Ms. Montoya
2. Roll Call ..... Ms. Montoya
3. Adoption of Agenda ..... Ms. Montoya
4. Pledge of Allegiance ..... Ms. Montoya
5. Approval of Minutes ..... Ms. Montoya
  - o July 8, 2025, Regular meeting

B. COMMUNITY COMMENTS/CALL TO THE PUBLIC *{limited to three minutes}*

*This is the time for the public to comment on matters that may be of interest to the Board. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-341.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.*

***Please contact Board Administrative Assistant, Laura Lozoya at [LLozoya@fesd.org](mailto:LLozoya@fesd.org) or by phone at 623-707-4513, if you would like to speak in person (time is limited to three minutes) at the scheduled Governing Board meeting. You may view board meeting documents on the FESD website under the Community section.***

C. ACTION ITEMS

1. Recommendation to Approve the 2025-2026 and 2026-2027 School Calendars .....Mr. Ostrom
2. Recommendation to Approve the Second Reading of ASBA Policy Advisories 866 – 875 .....Ms. Ulloa
3. Recommendation to Approve the Second Reading of ASBA Policy Advisories 876 – 905 .....Ms. Ulloa
4. Recommendation to Approve the Designated Student Activities Treasurer .....Mr. Ostrom
5. Recommendation to Approve the Exceptional Student Services, ESS, Handbook FY2025-2026 .....Dr. Berg
6. Recommendation to Approve the School Fundraisers for the 2025-2026 School Year .....Dr.Berg
7. Recommendation to Approve the Revised Vendor Contracts Agreements, including Sole-Source Vendors for FY26 .....Mr. Ostrom
8. Recommendation to Approve the updated FY 2025-2026 Employee Work Calendar .....Mr. Ostrom
9. Recommendation to Approve Western Valley Middle School’s Request to Participate in the California Forum Music Festival Scheduled for April 23 - April 25, 2026 .....Dr. Berg
10. Recommendation to Approve the First Reading of Proposed ASBA Policy Advisories 909 – 914.....Ms. Ulloa
11. Recommendation to Approve the Agreement with CWDL, Certified Public Accountants for External Auditing Services for the Years ending June 30, 2025 Through June 30, 2029 .....Mr. Ostrom
12. Recommendation to Approve the Memorandum of Understanding Between Delivering Dreams of Arizona and Fowler Elementary District for the Delivering Dreams Bus Program .....Dr. Berg

**Agenda subject to change up to 24 hours prior to the date of the meeting.**

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**AGENDA**  
*Revised 8.11.25*

13. Recommendation to Approve an Intergovernmental Agreement (IGA) with Buckeye Union High School for Alternative and Special Education Services for FY 26 .....Dr. Berg
14. Recommendation to Approve of Student Discipline Hearing Officers for Long-term Suspensions and Expulsions for FY 2025-2026 .....Dr. Berg
15. Recommendation to Approve a Memorandum of Understanding with Walden University .....Ms. Ulloa

**D. CONSENT ITEMS**

1. Personnel Actions (New Hires, Separations, Temporary Assignments, Changes, Leave of Absences, Transfers and Addendums) ..... Mr. Holland
2. Payroll and Expense Vouchers..... Mr. Holland
3. Budget and Expenditure Report..... Mr. Holland
4. Student Activities and Fundraising Activities ..... Mr. Holland
5. Donations ...NO UPDATES... .....Mr. Holland

**E. INFORMATION AND DISCUSSION ITEMS**

1. Food Service Reports..... Mr. Holland
2. Head Start Monthly and Early Head Start Monthly Report ..... Mr. Holland

**F. REQUEST FOR FUTURE AGENDA ITEMS**

**G. REPORTS**

1. Summary of Current Events
  - i. Superintendent
  - ii. Governing Board Members

**H. ADJOURNMENT ..... Ms. Montoya**

**MINUTES OF THE GOVERNING BOARD MEETING  
FOR THE FOWLER SCHOOL DISTRICT #45  
1617 SOUTH 67<sup>TH</sup> AVENUE  
PHOENIX, ARIZONA  
July 8, 2025**

CALL TO ORDER	Ms. Montoya called the Public Hearing to order at 4:00 pm.
<b><i>Public Hearing - 2025-2026 Budget Hearing</i></b>	<i>Mr. Holland opened the Public Hearing for the 2025-2026 Budget by providing an overview and presenting slides of the 2025-2026 proposed Budget for adoption. The Hearing was open to the public, and there were no comments or questions.</i>
<b><i>Public Hearing Adjournment</i></b>	<i>There was a motion made by Ms. Montoya, seconded by Ms. Perez, to adjourn the Public Hearing at 4:17 p.m.</i>  <i>Final Resolution: Motion Carries</i> <i>Yea: Ms. Montoya, Ms. Perez and Mr. Montoya</i>
Roll Call	Ms. Lisa M. Perez, Mr. Jose Montoya, and Ms. Francisca Montoya (via video conference) were present
Others Present	Nora Ulloa, Laura Lozoya, Chad Ostrom, Michelle Berg, Gary Holland, Lane Blake, Matt Camacho, Cindy Bradley, Andrea Dale, Pattie Campos, Amelia Sanchez, Ryan Lamb, Robert Altavilla, Vincent Medina, Angie Krenkel, Tobie Stevens, Teresa Gomez, Melynda Martin, Peggy Eastburn, Michelle Eastburn, Courtney Phillips
Open Regular Meeting	There was a motion made by Ms. Montoya, seconded by Ms. Perez, to open the Regular Board Meeting at 4:17 p.m. as presented. Final Resolution: Motion Carries Yea: Ms. Montoya, Ms. Perez, and Mr. Montoya
Approve Agenda	There was a motion made by Ms. Perez, seconded by Mr. Montoya, to approve the agenda for July 8, 2025, as presented.  Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Pledge of Allegiance	Ms. Montoya requested that Ms. Ulloa lead the Pledge of Allegiance
Approval of Minutes	There was a motion made by Ms. Perez to approve the minutes, seconded by Mr. Montoya for: <ul style="list-style-type: none"><li>● June 10, 2025, regular meeting</li></ul> Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
PRESENTATION:	Pattie Campos presented an overview of the food service program <ul style="list-style-type: none"><li>● Annual Budget</li><li>● Site Staffing</li><li>● Hours of Operation</li><li>● Meal Plans</li><li>● Food products</li></ul>

COMMENTS/CALL TO THE  
PUBLIC

- Food Safety
- Free School Breakfast & Lunch
- None

**ACTION ITEMS**

Recommendation to Adopt the FY2025-26 Budget	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve Amendment #4 - Intergovernmental Agreement between the Fowler Elementary School District and the City of Phoenix for the Head Start Program, July 1, 2025 – June 30, 2026	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve Revised Check Signers for FY 26	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve Mr. Ryan Lamb to be Hired for the Position of Assistant Principal for the 2025-2026 School Year	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Discussion and Possible Action Item to Approve the Resolution Authorizing the Maricopa County School Superintendent's Office as an Authorized Representative of Fowler for Handling Employee Garnishments	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Award a Contract to Copper State Fire Protection for the Installation of a New Fire Alarm System at SMMS	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>

Recommendation to Award Contract to Progressive Roofing for Roof Repairs at Tuscano Elementary	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve the Intergovernmental Agreement (IGA) with the Westside Impact Collaborative Agreement for five years from 2025 – 2030	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve the Second Reading of Proposed Policy Advisories 906 – 908	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve the First Reading of Proposed Policy Advisories 866 – 875	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve First Reading of Proposed Policy 876 – 905	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve the 2025-2026 Revision of the Student Code of Conduct	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>
Recommendation to Approve the District's Revised Organizational Chart	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya</p>

## CONSENT ITEMS:

Personnel Changes Summary of Report:	<ul style="list-style-type: none"> <li>• Twenty-eight (28) Employees <i>separated</i> from employment</li> <li>• Forty-three (43) Supplementals for <i>additional duties or stipends</i> were processed</li> </ul>
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Payroll and Expense Vouchers	Payroll vouchers FY25 39_1035, 40_1036 and 41_1037 Expense vouchers FY25 2551 and 2552
Budget and Expenditure	The Budget and Expenditure Report was provided to the Governing Board for approval. By approving the report monthly, the Board approves any minor changes between programs that the Finance Department may make as needed.
Student Activities and Fundraising Activities	The Student Activity Reports and their planned Activities through June 2025.
Donations	NO UPDATES  There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve Consent items 1 through 5 as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya and Mr. Montoya

#### E. INFORMATION AND DISCUSSION ITEMS

Food Service Reports	The Food Services report covers June 2025 and is presented for information purposes only.
Head Start Monthly Report	The Fowler Elementary School District Head Start Monthly Report for June 2025 was presented for information purposes only.

Request for Future Agenda Items

- None

REPORTS:  
Superintendent Ulloa

Ms. Lisa Perez has volunteered to serve as FESD's ASBA Delegate, Ms. Montoya and Mr. Montoya congratulated Ms. Perez  
All-day Professional Development for all administrators - 7/15  
New Teachers Report 7/21  
Back to our regular 5-day schedule 7/21  
Teachers return 7/23  
Meet the teacher night 7/28  
FESD all-staff welcome back event 7/29 at WV Schools in the Cafeteria  
Students' first day 7/30  
Welcome Ms. Melynda Martin

Governing Board Members

- None

Adjournment

There was a motion made by Ms. Perez, seconded by Mr. Montoya, to adjourn the meeting.

Final Resolution: Motion Carries  
Yea: Ms. Perez, Ms. Montoya and Mr. Montoya  
Ms. Montoya adjourned the meeting at 5:16 p.m.

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Governing Board Member

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Date

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Governing Board Member

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Governing Board Member

**Action Item • August 12, 2025**  X   **Action**C.1 Recommendation to Approve the 2025-2026 and  
2026-2027 School Calendars           **Information/Discussion**

Submitted by Mr. Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve the school calendars for 2025-2026 and 2026-2027.

**BACKGROUND:**

Many aspects need to be taken into consideration when developing the school calendar. Some of the items to consider include guidance from A.R.S. § 15-801, holidays, 180 student days, 199 teachers days, teacher start and end dates, student start and end dates, breaks, inservice day(s), early release days, and alignment to Tolleson Union High School District calendar. One additional request from the team was to include an early release day on the Friday before winter break. The rationale from site administration is to use the early release days (Thursday & Friday) to hold parent meetings. In the unfortunate circumstance that a student is being considered for retention, Policy IKE & Regulation IKE-RA require a meeting with parents to discuss the student's progress "at the end of the second and subsequent grading periods." The Thursday and Friday prior to winter break will allow time to meet with parents to discuss student progress.

**2025-2026 Calendar Updates**

1. 100th day is 1/20/2026

**2026-2027 Calendar Highlights:**

1. 12-month employees work 260 days, Teachers work 199 days, Students attend 180 days
2. 8/5 School begins (two days after TUHSD for 26-27)
3. 9/7 Labor Day (Aligns with TUHSD)
4. 10/5-10/9 Fall Break (Aligns with TUHSD)
5. 10/12 District Inservice Day
6. 11/11 Veterans Day (Aligns with TUHSD)
7. 11/23 - 11/27 Thanksgiving Recess (Aligns with TUHSD)
8. 12/21 - 1/1 Winter Break (Aligns with TUHSD)
9. 1/18 Dr. Martin Luther King Holiday No School (Aligns with TUHSD)
10. 2/15 President's Day No School (Aligns with TUHSD)
11. 3/15 - 3/19 Spring Break (Aligns with TUHSD)
12. 3/29 Easter Recess No School (Students & Teachers)
13. 4/26 Testing Recess No School (Students & Teachers)
14. 5/27 Last Student Day (Generally aligns with TUHSD)
15. 5/25 Memorial Day (Aligns with TUHSD)

The administration presented calendars to staff groups for their review and recommendation before creating and making this recommendation to the Governing Board. A representative group of teachers, administrators, and special area teachers reviewed the calendars and provided feedback. The culmination of their input is the proposed 2026-2027 school year calendar. All feedback was considered and the final drafts for the 2026-2027 calendar was proofed by the payroll department and site administrators.



**Action Item • August 12, 2025**  X   **Action**C.2 Recommendation to Approve the Second Reading  
of ASBA Policy Advisories 866 - 875       **Information/Discussion**

Submitted by Ms. Nora Ulloa, Superintendent

**RECOMMENDATION**

It is recommended that the Governing Board approve the second reading of ASBA Policy Advisories 866-875.

**Volume 37, Number 4**

No. 866	Policy CA — Administration Goals /Priority Objectives
No. 867	Policy CB — Superintendent
No. 868	<i>Policy CBA — Qualifications and Duties of the Superintendent</i>
No. 869	Policy CBCA — Delegated Authority NEW Regulation CBCA-R — Delegated Authority
No. 870	Policy CBI — Evaluation of Superintendent <i>Exhibit CBI-EA — Evaluation of Superintendent</i> <i>(Districts may choose either CBI-EA or CBI-EB)</i> <i>Exhibit CBI-EB — Evaluation of Superintendent</i>
No. 871	<del>Policy CCB — Line and Staff Relations</del> <del>Regulation CCB-R — Line and Staff Relations</del>
No. 872	Policy CFD — School-Based Management Regulation CFD-R — School-Based Management <del>DELETE Exhibit CFD-E — School-Based Management</del> <del>DELETE Policy CFD — School-Based Management</del> (Version for one [1] school District or < than 600 students)
No. 873	Policy CHD — Administration in the Absence of Policy
No. 874	Policy CK — Administrative Consultants
No. 875	Policy CM — School District Annual Report

**Action Item • August 12, 2025**  X   **Action**C.3 Recommendation to Approve the Second Reading  
of ASBA Policy Advisories 876 - 905       **Information/Discussion**

Submitted by Ms. Nora Ulloa, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve the second reading of the ASBA Policy Advisories 876-905.

**Volume 37, Number 5**

No. 876	Policy DA — Fiscal Management Goals / Priority Objectives
No. 877	Policy DB — Annual Budget <i><b>NEW Regulation DB-R — Annual Budget: Schedule, Preparation/Planning, Format, and Posting/Submission</b></i>
No. 878	POLICY DELETED <del>Policy Advisory No. 878 .. DELETED Policy DBC — Budget Planning, Preparation, and Schedules</del> <del>DELETED Regulation DBC-R — Budget Planning, Preparation, and Schedules</del>
No. 879	Policy DBF — Budget Hearings and Reviews /Adoption Process
No. 880	POLICY DELETED <del>DELETED Policy DBI — Budget Implementation</del>
No. 881	Policy DBJ — Budget Transfers
No. 882	Policy DD — Funding Proposals, Grants, and Special Projects <i>Exhibit DD-E — Funding Proposals, Grants, and Special Projects</i>
No. 883	POLICY DELETED <del>DELETED Policy DDA — Funding Sources Outside the School System</del>
No. 884	POLICY DELETED <del>DELETED Policy DEC — Funding from Federal Tax Sources</del>
No. 885	Policy DFA — Revenues from Investments
No. 886	POLICY DELETED <del>DELETED Policy DFB — Revenues from School Owned Real Estate</del>
No. 887	POLICY DELETED <del>DELETED Policy DFD — Gate Receipts and Admissions</del>
No. 888	POLICY DELETED <del>DELETED Policy DFF — Income from School Sales and Services</del>
No. 889	Policy DG — Banking Services
No. 890	POLICY DELETED <del>DELETED Policy DGA — Authorized Signatures</del>
No. 891	Policy DGD — Credit Cards
No. 892	Policy DI — Fiscal Accounting and Reporting

No. 893	POLICY DELETED <del>Policy DIA — Accounting System</del>
No. 894	Policy DIB — Types of Funds / Revolving Funds
No. 895	Policy DIC — Financial Reports and Statements
No. 896	POLICY DELETED <del>DELETED Policy DICA — Budget Format</del>
No. 897	Policy DID — Inventories <i>Regulation DID-R — Inventories</i>
No. 898	Policy DIE — Audits / Financial Monitoring <i>Regulation DIE-R — Audits / Financial Monitoring</i>
No. 899	Policy DJ — Purchasing
No. 900	Policy DJE — Bidding / Purchasing Procedures <i>Regulation DJE-R — Bidding / Purchasing Procedures</i>
No. 901	Policy DJG — Vendor / Contractor Relations <i>Regulation DJG-R — Vendor / Contractor Relations</i>
No. 902	POLICY DELETED <del>DELETED Policy DJGA — Sales Calls and Demonstrations</del> <del>DELETED Regulation DJGA R — Sales Calls and Demonstrations</del>
No. 903	Policy DK — Payment Procedures <i>Exhibit DK-EA — Payment Procedures</i> <b>NEW Exhibit DK-EB — Payment and Payroll Procedures</b>
No. 904	POLICY DELETED <del>DELETED Policy DKA — Payroll Procedures / Schedules</del>
No. 905	Policy DN — School Properties Disposition

## BACKGROUND:

This is the second reading of Policy Advisories 876 - 905. Within the recommendations, twelve policies are being deleted primarily because they have been rolled into one of the other policies. All of the policy and regulation changes are due to the reorganization of information (adding headers, moving information from one section to another, etc.) or rolling information into another policy and eliminating duplication.



**Action Item • August 12, 2025**

  X   **Action**

C.4 Recommendation to Approve the Designated Student  
Activities Treasurer

           **Information/Discussion**

Submitted by Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

It is recommended that the Governing Board appoint Mr. Gary Holland as Treasurer and the Accounting Clerk as Assistant Treasurer of Student Activities funds for 2025-26.

**BACKGROUND:**

The Student Activity Fund is separate from other District funds, as required by state statute A.R.S. §15-1122. This fund exclusively receives funds generated by student fundraising. A.R.S. §15-1122 also requires that the Governing Board appoint a Student Activities Treasurer to oversee the fund. Mr. Gary Holland and the Accounting Clerk are appointed to these positions. They manage the fiscal responsibilities involving the Student Activity Fund.

**Action Item • August 12, 2025**

  X   **Action**

C.5 Recommendation to Approve the Exceptional Student Services, ESS, Handbook for FY2025-2026

       **Information/Discussion**

Submitted by Dr. Michelle Berg, Assistant Superintendent for Educational Services

**ACTION:**

It is recommended that the Governing Board approve the new Exceptional Student Services, ESS, Handbook for the 2025-2026 school year.

**BACKGROUND:**

The proposed Exceptional Student Services (ESS) Handbook is a practical guide created to help schools better support students with disabilities. It brings together essential information, procedures, and expectations to ensure that teachers, families, and school staff are on the same page when it comes to providing special education services. Legal counsel has reviewed the handbook.

This handbook will provide teachers with clear instructions and helpful tools for planning lessons, working with support staff, and following legal requirements. It will help ensure that students get the help they need in a consistent and organized way.

Families will benefit from a clearer understanding of how special education works in our District. The handbook explains the steps involved, what services are available, and what rights families have—making it easier for them to be involved and advocate for their children.

Most importantly, the handbook helps ensure that students receive the most appropriate support to learn and grow. By using the same guidance across all schools, we can make sure every student has a fair chance to succeed, no matter where they go to school in the district.

Board approval of this handbook will keep us in compliance with requirements from the Arizona Department of Education. Still, it will also formalize its use districtwide and demonstrate our district's commitment to strong communication, clear expectations, and high-quality support for all students.

**Action Item • August 12, 2025**

  X   **Action**

C.6 Recommendation to Approve School Fundraisers for the  
2025-2026 School Year

           **Information/Discussion**

Submitted by Dr. Michelle Berg, Assistant Superintendent for Educational Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve the list of student fundraisers as listed by the schools in the attached documentation for the 2025-2026 school year.

**BACKGROUND:**

The money generated at school sites will be available for various student council-sponsored programs and student activities.

Fowler Elementary School

- Candy Gram sales

Sunridge Elementary School

- All fundraisers are conducted as PTO-sponsored sales

Tuscano Elementary School

- Candy Gram sales
- School Carnival Booth
- Concession sales
- 5th grade dance
- T-Shirt Sales
- Spirit Lanyards
- Reading for Education

Sun Canyon Elementary School

- All fundraisers are conducted as PSO-sponsored sales

Western Valley Elementary School

- All fundraisers are conducted as PTO-sponsored sales

Santa Maria Middle School

- Dress down days
- Student vs. Staff Competitions
- School Carnival Booth
- Spirit Shirt Sales
- Bulldog Lanyard Sales - all year long
- Bulldog Backpack Sales - all year long
- Concession sales at games/after-school events all year long
- Pencils, Mechanical Pencils
- Candy Grams sales
- Deodorant/Hygiene Kits

Western Valley Middle School

- All fundraisers are conducted as PTO-sponsored sales



**Action Item • August 12, 2025**  X   **Action**

C.7 Recommendation to Approve the Revised Vendor Contracts Agreements, Including Sole-Source Vendors for FY26

       **Information/Discussion**

Submitted by Mr. Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve the updated list of vendors and/or other agencies for Fiscal Year 26 as listed on the attached sheet and hereby made a part of this agenda action, pending review where necessary, by legal counsel. It is also recommended that the Governing Board authorizes the Superintendent, Assistant Superintendent for Business, and/or Finance Director to sign on behalf of the District, all documents relating to these agreements and contracts.

**BACKGROUND:**

The District has a number of intergovernmental, sole-source, and cooperative procurement agreements, along with vendors with whom we expect to do more than \$100,000 (the current annual bid threshold amount) in business expenses. In addition, the district has multi-year contracts with agencies and vendors. Each fiscal year, we must renew these agreements and contracts. When necessary, this list is revised and brought before the board for approval. The list has been revised with the following updates.

Vendor	Updated Contract	Term	Updated Estimated Expenditures	Amount Increased or Decreased
Contracts to Renew				
Valley Schools (Avesis)	Yes	Annual	N/A	N/A
Valley Schools (B.A.S.I.C.)	Yes	Annual	N/A	N/A
Valley Schools (Blue Cross/Blue Shield)	Yes	Annual	N/A	N/A
Valley Schools (Blue Cross/Blue Shield)	Yes	Annual	N/A	N/A
Valley Schools (Behavioral Health Interface)	Yes	Annual	N/A	N/A
Valley Schools (Discovery Benefits-WEX)	Yes	Annual	N/A	N/A
Valley Schools (Ameriflex - WEX)	Yes	Annual	N/A	N/A
Valley Schools (Minnesota Life)	Yes	Annual	N/A	N/A
Valley Schools (Teladoc)	Yes	Annual	N/A	N/A
Valley Schools (Voya)	Yes	Annual	N/A	N/A
Childcare Careers	Yes	Annual	N/A	N/A

AZ Risk Retention Trust	Yes	Annual	N/A	N/A
AZ School Alliance	Yes	Annual	N/A	N/A
Dobridge & Co., PC. Recently bought by: CWDL	Yes	5 yr. FY29	N/A	N/A
SEAS Education	Yes	5 yr. FY27	N/A	N/A
Sole Source Vendors				
AZ Dept of Economic Security	Yes	Annual	N/A	N/A
*Follett software LLC (Destiny)	Yes	Annual	N/A	N/A
Frontline Data/AESOP frontline Technologies Group	Yes	Annual	N/A	N/A
*Radio Link	Yes	Annual	N/A	N/A
*School Webmaster	Yes	Annual	N/A	N/A
*Tyler Technologies - Visions	Yes	Annual	N/A	N/A
*Tyler Technologies - TransVersa	Yes	Annual	N/A	N/A
*Time Clock Plus	Yes	Annual	N/A	N/A
*247 Security Inc.	Yes	Annual	N/A	N/A
Wilson Language Materials & Professional Development	Yes	Annual	New Vendor	\$410,000
Houghton-Mifflin Harcourt	Yes	Annual	N/A	N/A
McGraw Hill	Yes	Annual	N/A	N/A
Co-Op Contracts (1GPA, Mohave, OMNIA, State, etc.)				
PROGRESSIVE ROOFING	Yes	3/2026	N/A	N/A
THE STEPPING STONES GROUP	Yes	6/2026	N/A	N/A
THE S J ANDERSON COMPANY	Yes	9/2025	N/A	N/A
EDUCATIONAL SERVICES INC	Yes	3/2026	N/A	N/A
FlexGround LLC	Yes	10/2025	N/A	N/A
TWOTREES TECHNOLOGIES	Yes	1/2026	N/A	N/A
STARS, STUDENT THERAPY	Yes	6/2027	N/A	N/A
ACES	Yes	Exempt	N/A	N/A
SUNLAND ASPHALT	Yes	6/2026	N/A	N/A
INTERNATIONAL ALLIANCE GROUP, LLC	Yes	5/2026	N/A	N/A
HOUGHTON MIFFLIN (7th Grade and	Yes	6/2026	N/A	N/A

Up)				
THE CHILDREN'S CENTER FOR	Yes	6/2026	N/A	N/A
DAVE BANG ASSOCIATES	Yes	4/2026	N/A	N/A
DAVE BANG ASSOCIATES	Yes	4/2026	N/A	N/A
ASSOCIATED FENCE	Yes	5/2026	N/A	N/A
LAKESHORE LEARNING MATERIALS	Yes	3/2026	N/A	N/A
SHAMROCK DAIRY	Yes	6/2026	N/A	N/A
CONTINENTAL FLOORING COMPANY	Yes	6/2026	N/A	N/A
CANYON STATE BUS SALES	Yes	9/2025	N/A	N/A
HILLYARD	Yes	6/2026	N/A	N/A
PACIFIC OFFICE AUTOMATION	Yes	1/2026	N/A	N/A
K & R PEST MANAGEMENT, LLC	Yes	6/2026	N/A	N/A
CDW GOVERNMENT, INC	Yes	10/2025	N/A	N/A
SENERGY PETROLEUM LLC	Yes	11/2025	N/A	N/A
COX BUSINESS	Yes	6/2028	N/A	N/A
ORCUTT/WINSLOW PARTNERSHIP	Yes	6/2028	N/A	N/A
OFFICE DEPOT	Yes	6/2028	N/A	N/A
POWERSCHOOL GROUP, LLC	Yes	6/2026	N/A	N/A
TEACHERS ON CALL	Yes	6/2026	N/A	N/A
WEST COAST ARBORISTS, INC.	Yes	7/2026	N/A	N/A
FOUNDATION FOR BLIND CHILDREN	Yes	6/2026	N/A	N/A
AMAZON BUSINESS	Yes	4/2026	N/A	N/A
LOGICALIS	Yes	12/2026	N/A	N/A
PUEBLO MECHANICAL AND CONTROLS	Yes	9/2025	N/A	N/A
D.L. SALES CORP.	Yes	12/2025	N/A	N/A
INSTRUCTURE, INC.	Yes	3/2026	N/A	N/A
ANDREW'S REFRIGERATION INC.	Yes	4/2026	N/A	N/A
TYLER TECHNOLOGIES	Yes	5/2026	N/A	N/A

**Action Item • August 12, 2025**

  X   **Action**

C.8      Recommendation to Approve the updated FY 2025-2026 Employee Work Calendar

           **Information/Discussion**

Submitted by Mr. Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

The administration recommends that the Governing Board approve the updated FY 2025-2026 Employee Work Calendar.

**BACKGROUND:**

Each year we bring this calendar to you for approval as the start and end dates for our employee groups change based on the first and last day of school.

The 2025-2026 work calendar will provide more clarity to our employees as it has been updated to reflect updates for all employee groups.

The updates include:

- The start and end dates for all employee groups
- Scheduled in-service days for specific employee groups
- Scheduled non-student contact days for specific employee groups
- Scheduled holidays and breaks for all employee groups
- Updated Pre-K to reflect Early Head Start is a 12 month program

The 2025-2026 employee work calendar delineates the different employee groups within the Fowler Elementary School District and their assigned work schedules such as national holidays, district holidays, and the number of scheduled work days.

**Action Item • August 12, 2025**

  X   **Action**

C.9 Recommendation to Approve Western Valley Middle School's Request to Participate in the California Forum Music Festival Scheduled for April 23 - April 25, 2026

           **Information/Discussion**

Submitted by Dr. Michelle Berg, Assistant Superintendent for Educational Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve Western Valley Middle School's (WVMS) request to participate in the "California Forum Music Festival" May 9 through May 11, 2025. The festival will take place in the greater Anaheim area in California.

**BACKGROUND:**

Based on positive past performances, the WVMS Concert Band, Full Orchestra, and String Orchestra have been invited to a special invitation-only "best of the best" festival. They request approval to take no more than 60 students to participate in this opportunity. Chaperones, including parents and some staff members, will accompany the students. Both parents and teachers will serve as chaperones, maintaining a ratio of 8-9 students per adult.

The anticipated cost is \$625.00 per student. Students will have assistance with fundraising through various activities, donations, and the use of tax credit donations. Fundraising activities will include sales of chocolate, donations, and parental financial support. Eligible students will be those who participate in band, are in good standing, meet the performance requirements, attend all school rehearsals, maintain expected grades, and have parental approval to participate.

Students and chaperones will leave early in the morning on April 23, 2026, and return on the evening of Saturday, April 25, 2026. The plan is for students to stay at the Homewood Suites Hotel Anaheim/Garden Grove in Garden Grove, California. However, if those plans do not work out for any reason, other nearby hotels will be considered. These options include the DoubleTree Santa Ana, the Hyatt Regency Orange County, and the Clarion Hotel, Anaheim. Chaperones will stay at the same hotel to monitor students and ensure safety.

Band students in our school district have participated in this event for over 10 years. Each year, staff members volunteer to go along as chaperones.

The vendor used to coordinate the lodging will be Forum Music Festivals | Forum Educational Travel. The vendor used to coordinate transportation will be All Aboard America! Appropriate procurement guidelines will be followed.

**Action Item • August 12, 2025**  X   **Action**C.10 Recommendation to Approve the First Reading of  
ASBA Proposed Policy Advisories 909 - 914           **Information/Discussion**

Submitted by Ms. Nora Ulloa, Superintendent

**RECOMMENDATION**

It is recommended that the Governing Board approve the first reading of ASBA Policy Advisories 909-914.

**Volume 37, Number 7**

No. 909	Policy EB — Environmental and Safety Program
No. 910	Policy GCQF — Discipline, Suspension, and Dismissal of Professional Staff Members
No. 911	Policy IKF — Graduation Requirements
No. 912	Policy JLC — Student Health Services and Requirements
No. 913	Policy JLCD — Medicines/Administering Medicines to Students
No. 914	Policy JLF — Reporting Child Abuse/ Child Protection

**BACKGROUND**

This is the first reading of the proposed ASBA changes for six policies. In September we will come back for the second reading.

**The ASBA Policy Advisory states the following in reference to reflection on Section C of the Policy Manual, Section C Revision**

*The following policy advisories are derived from enactments of the 57th Legislature, First Regular Session, 2025. These are indicated by references to the bills and/or statutes that have either been newly created or altered by the Legislature. All applicable policies have been revised to align with these enactments.*

**Action Item • August 12, 2025**

  X   **Action**

C.11     Recommendation to Approve the Agreement with  
         CWDL, Certified Public Accountants for External  
         Auditing Services for the Years ending June 30,  
         2025, Through June 30, 2029

           **Information/Discussion**

Submitted by Mr. Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve the agreement with CWDL, Certified Public Accountants for external auditing services the year(s) ending June 30, 2025, with the option to renew for the fiscal years ending June 30, 2026, June 30, 2027, June 30, 2028 and June 30, 2029.

**BACKGROUND:**

In accordance with the authority granted under the laws of the State of Arizona, the FESD has procured auditing services from CWDL to perform an annual single audit of Fowler Elementary School District's Government-Wide and Fund Financial Statements for the year(s) ending June 30, 2025, through June 30, 2029 in accordance with U.S. generally accepted auditing standards; Government Auditing Standards (GAS), issued by the Comptroller General of the United States; and Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). CWDL will issue appropriate audit reports required by those standards. In addition, the CWDL must complete a Uniform System of Financial Records (USFR) Compliance Questionnaire in accordance with the minimum standards the Arizona Auditor General prescribes.

In accordance with A.R.S. §41-2501, and Arizona Administrative Code (AAC) R7-2-1001, the contract shall be governed and interpreted by the laws of the State of Arizona and the School District Procurement Rules. CWDL will act as an independent contractor, and not as an agent of FESD.





**Consent Item • August 12, 2025**

  X   **Action**

C.12 Recommendation to Approve the Memorandum of Understanding Between Delivering Dreams of Arizona and Fowler Elementary District for the Delivering Dreams Bus Program

       **Information/Discussion**

Submitted by Dr. Michelle Berg, Assistant Superintendent for Educational Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Memorandum of Understanding between Delivering Dreams of Arizona and Fowler Elementary District for the Delivering Dreams Bus program

**BACKGROUND:**

The Assistance League® of Phoenix recently underwent a name change to Delivering Dreams of Arizona. As part of this name change, they changed the name of their clothing program from Operation School Bell® to the Delivering Dreams Bus program. They would like all their school partners to have agreements in place to reflect the new name and the new program name. The program remains the same; the only thing that has changed is the name. Legal counsel has reviewed the MOU.

Each school has the opportunity to have the bus visit twice during the school year. At each visit, up to 50 students receive a wardrobe valued at approximately \$300. The bus includes private dressing rooms to ensure a perfect fit before students make their final selection. The school administrators work with the school nurse, staff, and the district parent liaison to select the students who participate in this opportunity.

The wardrobe package includes:

- two bottoms (choice of pants, shorts, or skirt)
- three shirts
- one sweatshirt
- one pair of shoes
- seven pairs of socks
- seven underwear
- a health kit filled with hygiene items

This past year, we had almost 600 students benefit from this program, which was well-received by teachers, parents, and most importantly, students.

**Consent Item • August 12, 2025**

  X   **Action**

C.13 Recommendation to Approve an Intergovernmental Agreement (IGA) with Buckeye Union High School for Alternative and Special Education Services for FY 26

       **Consent**

Submitted by Dr. Michelle Berg, Assistant Superintendent for Educational Services

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Intergovernmental Agreement (IGA) between Buckeye Union High School District and Fowler Elementary School District for Alternative and Special Education student placement services from July 1, 2025, to June 30, 2026.

**BACKGROUND:**

Legal Counsel has reviewed this agreement. If approved, this agreement would allow the Exceptional Student Services Department to utilize the Desert Choice/Learn It Systems facility in the Buckeye Union High School District as another option to ensure all of our students receive the most appropriate placement for their learning needs. Buckeye Union HSD houses *Learn-IT Systems, LLC*, which operates as Desert Choice Schools. This organization offers specialized education programs for students who may not thrive in a traditional classroom setting and need more intensive support to succeed.

In previous years, we had a partnership with Desert Choices, where they offered services on our campus. At that time, the organization was struggling to find appropriately certified and trained employees to handle the classroom. We therefore discontinued the agreement by mutual agreement. The approval of this IGA will provide us with another resource to determine placement based on what is best for students. Having additional options enables us to provide some choices for parents and to choose the most appropriate placement as a team. This program has operated successfully for many years and is an option used by many other school districts.

Desert Choice Schools offers a structured, supportive learning environment specifically designed for students with significant emotional or behavioral needs. These are students whose Individualized Education Plan (IEP) teams—made up of educators, specialists, and families—have determined that a different setting is necessary for their learning and well-being. Desert Choice can serve students with a range of disabilities. It is equipped to support students with emotional disabilities who require smaller class sizes, individualized attention, and highly trained special education staff.

By approving this agreement, the district will expand the range of placement options available for students with high levels of need. It will ensure we can provide the proper support for every student, even when that means looking beyond the typical school setting.

**Consent Item • August 12, 2025**

  X   **Action**

C.14 Recommendation to Approve of Student Discipline  
Hearing Officers for Long-term Suspensions and  
Expulsions for FY 2025-2026

       **Information/Discussion**

Submitted by Dr. Michelle Berg, Assistant Superintendent for Educational Services

**RECOMMENDATION:**

It is recommended to approve the use of Hearing Officers for Long-Term Suspension and Expulsion hearings for the 2025-2026 school year.

**BACKGROUND:**

To ensure fairness and objectivity in student discipline hearings that may result in long-term suspension or expulsion, the district may need to hire a third-party Hearing Officer. This consent item seeks approval to utilize individuals from the Trust-approved list of trained officers, who are knowledgeable in state statutes and student discipline policies. The district may contract these services at a rate of \$80 per hour.

The Fowler Elementary School District requests the Governing Board's approval to hire Hearing Officers as needed for long-term suspension and expulsion hearings.

**Consent Item • August 12, 2025**

  X   **Action**

C.15 Recommendation to Approve a Memorandum of Understanding with Walden University

       **Information**

Submitted by Ms. Nora Ulloa, Superintendent

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Memorandum of Understanding with Walden University, specifically with their College of Education and Human Sciences, Richard W. Riley College.

**BACKGROUND:**

Walden University is an accredited University based in Minnesota. They have online educational programs in all areas, including teaching and administration. In our continuing efforts to identify partnerships that may result in future employees, the recommendation is to approve this agreement.

The approval of this MOU would allow us to place Walden University students as interns for both the teaching and administrative endorsement programs. There would be no money exchanged between Walden and FESD. However, the participating mentors will receive payment for their time, based on an agreement with Walden. (The documentation specifying what is required of the cooperating teachers and administrative mentors is included in the MOU.)

**Consent Item • August 12, 2025**

**X    Action**

\_\_\_\_\_

D.1.    Recommendation to Approve Personnel Actions

\_\_\_\_\_

**Information/Discussion**

Submitted by Mr. Gary R. Holland, Director of Finance

**Summary of Report:**

- Twenty-Two (22) *Current employee* assignments were processed
- Forty-Eight (48) *New hires* assignments were processed
- One (1) *Pay change* was processed
- Six (6) Employees *separated* from employment
- Two Hundred and Twenty-Four (224) Supplementals for *additional duties or stipends* were processed

**Consent Item • August 12, 2025**    X     **Action**

D.2. Recommendation to Ratify Expense and Payroll Vouchers

           **Information/  
Discussion**

Submitted by Mr. Gary R. Holland, Finance Director

**RECOMMENDATION:**

It is recommended that the Governing Board ratify payment of the attached payroll and expense vouchers as listed below.

**BACKGROUND:**

The following payroll and expense vouchers are presented for ratification:

<b>Voucher Number</b>	<b>Type of Voucher</b>	<b>Amount</b>
22, 1018	FY25 Payroll – PP13	\$1,072,525.55
23, 1019	FY25 Payroll – PP13.1	\$1,773.34
42, 1038	FY25 Payroll – PP25	\$452,739.13
44, 1040	FY25 Payroll – PP25.1	\$473,771.70
45, 1041	FY25 Payroll – PP26	\$404,501.23
46, 1042	FY25 Payroll – PP27	\$58,886.36
47, 1043	FY25 Payroll – PP27.1	\$26,868.58
1, 1000	FY26 Payroll – PP1	\$245,192.53
2, 1001	FY26 Payroll – PP1.1	\$2,949.81
3, 1002	FY26 Payroll – PP2	\$891,769.93
2553	FY25 Expense	\$216,234.76
2554	FY25 Expense	\$340,677.81
2555	FY25 Expense	\$1,015,700.55
2556	FY25 Expense	\$5,831.81
2557	FY25 Expense	\$349,579.85
2558	FY25 Expense	\$3,816.91
2559	FY25 Expense	\$180,766.76
2560	FY25 Expense	\$694.41
2561	FY25 Expense	\$377,191.64
2562	FY25 Expense	\$445,042.46
2600	FY26 Expense	\$183,258.87

2601	FY26 Expense	\$112,190.02
2602	FY26 Expense	\$185,333.93
2603	FY26 Expense	\$406,402.91

**Consent Item • August 12, 2025**

  X   **Action**

D.3. Recommendation to Approve Budget and Expenditure  
Reports for July 2025 FY25 and FY26

           **Information/Discussion**

Submitted by Mr. Gary R. Holland, Director of Finance

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Budget and Expenditure Report.

This report is a consent item for approval at each Governing Board meeting. The Board approves any minor changes the Finance Department may make by approving the report monthly. If required, a formal budget revision will be presented appropriately to the public and the Governing Board per A.R.S. §15-905 requirements.

**INFORMATION:**

The two Budget and Expenditure reports include activity through:

- FY25 July 2025 Encumbrance Period Close Out and
- FY26 July 2025

(Cash account balances will not be rolled until October after Annual Financial Report is complete).



**Consent Item • August 12, 2025**

  X   **Action**

D.4. Recommendation to Approve Student Activity Reports  
and Fundraising Activities

           **Information/Discussion**

Submitted by Mr. Gary R Holland, Finance Director

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Student Activity Reports and their planned Fundraising Activities.

**INFORMATION:**

This report is included as a consent item for approval at each regular board meeting.

The Student Activity Reports are required to be presented to the Board monthly, and reflects the revenue and expenses at each site specific to the Student Activities' Site Accounts.

*See A.R.S. Section 15-1123, USFR Appendix H.*

When there are Student Activities (Fundraisers or Events run by and for students specific to the Student Activity Accounts), these activities require Board Approval. A list will be provided for the Board to approve.

*See A.R.S. Section 15-1121, USFR Appendix H.*

**Consent Item • August 12, 2025**

  X   **Action**

D.5 Recommendation to Accept Donations to the District

           **Information/Discussion**

Submitted by Mr. Gary R. Holland, Director of Finance

**RECOMMENDATION:**

NO DONATIONS.

**BACKGROUND:**

Donors Choose is an organization bringing Teachers/Projects and the Community together. The Teachers can submit a project along with items wanted/needed to support the project. Then, a Donor, using the information on Donors Choose, can view the projects, choose what they would like to support, purchase some or all of the items, and then donate them to the Teachers for posted projects.

For increased involvement/transparency, along with each of the attached Request to Accept Gifts is a page describing the Project, the Teacher/Classroom benefiting from the gift/donation, and an itemization of the items donated.

*Note: Fair Market Value is regarding the item(s) along with any associated taxes or fees (like shipping fees).*

**Information and Discussion Item • August 12, 2025**

         **Action**

E.1. Food Service Report

  X  

**Information/Discussion**

Submitted by Mr. Gary R. Holland, Finance Director.

**INFORMATION/DISCUSSION:**

The two food service reports include activity through:

- FY25 July 2025 Encumbrance Period Close Out and
- FY26 July 2025

Both of the reports are included for informational purposes.

**Information and Discussion Item • August 12, 2025**

\_\_\_\_\_ **Action**

E.2. Fowler Elementary School District Head Start and Early  
Head Start Monthly Reports FY26

  X  

**Information/Discussion**

Submitted by Mr. Gary R. Holland, Finance Director, Prepared by Ms. Elizabeth Camu.

**INFORMATION/DISCUSSION:**

The Fowler Elementary School District Head Start and Early Head Start Monthly Reports for the month of July 2025 FY26 are presented for informational purposes only.