

**MINUTES OF THE SPECIAL MEETING SESSION  
FOR THE FOWLER SCHOOL DISTRICT #45  
1617 SOUTH 67<sup>TH</sup> AVENUE  
PHOENIX, ARIZONA  
January 13, 2026**

**Members Present:** Ms. Francisca Montoya, Ms. Lisa Perez and Mr. Joe Montoya were present

**Others Present:** Mr. Gary Holland, Ms. Nora Ulloa, Superintendent, and Laura Lozoya to record minutes

There was a motion made by Mr. Montoya, seconded by Ms. Perez, to approve the agenda for January 13, 2026, as presented.

Final Resolution: Motion Carries

Yea: Ms. Montoya, Ms. Perez and Mr. Montoya

Ms. Montoya led the Pledge of Allegiance

**WORK-STUDY SESSION**

There was a motion made by Mr. Montoya, seconded by Ms. Perez, to open the Work-Study Session at 3:00 p.m.

Final Resolution: Motion Carries

Yea: Ms. Montoya, Ms. Perez, and Mr. Montoya

**BOARD TRAINING: SCHOOL FINANCE OVERVIEW**

Presentation by Mr. Holland, Director of Finance

**Resource Distribution: School Finance Binder** Mr. Holland provided each Board member with a School Finance binder which he created as a detailed reference guide for helping Governing Board Members become more familiar with School Finance.

The binder included the following:

- Glossary of common school finance acronyms and their specific application to the District
- Sample monthly reports and instructions on how to interpret them
- Organizational tabs corresponding to specific financial data sets

**Overview of District Funding and Budgeting**

Mr. Holland conducted a detailed review of the District's budget structure and the various sources of revenue, including:

- Revenue Sources: Local property taxes, State Equalization Assistance, and State/Federal grants
- Budget Factors: An analysis of the District's approach to budgeting and the internal/external factors that influence financial planning
- State Reporting: A review of critical annual reports, including the Auditor General's Classroom Spending Report, the School District Financial Risk Analysis, and regular updates on Average Daily Membership (ADM)

**Equalization Assistance and ADM Calculations** A significant portion of the training focused on the document titled "*Fowler Elementary District (4273) Basic Calculations for Equalization Assistance.*" Mr. Holland explained that this document is submitted to the Arizona Department of Education (ADE) and is based on the *100-day student count*.

Key areas of the walkthrough included:

- A column-by-column explanation of how equalization assistance is calculated
- The relationship between student attendance data (ADM) and District funding levels
- A cross-reference of where these calculations can be found within the provided training binder for future reference

**Audits and Financial Health**

The session concluded with a review of FESD annual audits and an overview of what the Auditor General’s office considers when reviewing school finance. He provided additional information on which more commonly may result in audit findings. Mr. Holland reiterated the importance of accuracy, attention to detail, and professional knowledge. He also reiterated his priority in ensuring the District's ongoing commitment to financial transparency and strategic risk management.

There was a motion made by Ms. Montoya, seconded by Ms. Perez, to end the Executive session.  
Final Resolution: Motion Carries  
Yea: Mrs. Eastburn, Ms. Montoya, Ms. Perez  
Work-Study Session adjourned at 3:58 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