

**FOWLER ELEMENTARY SCHOOL DISTRICT SPECIAL BOARD MEETING AND
PUBLIC AND EXECUTIVE SESSION OF THE GOVERNING BOARD**

Tuesday, September 9, 2025 – 2:00 p.m.

District Office, Board Room

1617 S. 67th Ave., Phoenix, Arizona

*Governing Board Members may be present, in person,
via video conferencing or telephonically*

AGENDA

Pursuant to A.R.S. §38-431.01 and A.R.S. §38-431.02, notice is hereby given to the general public that the Governing Board of the Fowler Elementary School District No. 45 will hold an Executive Governing Board Meeting, on September 9, 2025, at 2:00 p.m.

The Governing Board may vote to convene an executive session pursuant to A.R.S. 38-431.03(A)(3) for discussion or consultation for legal advice with its attorney(s) regarding any matter on the agenda.

- | | | |
|----|---|-------------|
| A. | OPENING OF MEETING | Ms. Montoya |
| 1. | Call to Order | Ms. Montoya |
| 2. | Roll Call | Ms. Montoya |
| 3. | Adoption of Agenda | Ms. Montoya |
| 4. | Pledge of Allegiance | Ms. Montoya |
| | | |
| B. | EXECUTIVE SESSION | |
| | Executive Session: Pursuant to A.R.S. 38-431.03(A)(1) discussion or consideration of Board/Superintendent working relationships, the Superintendent's annual evaluation, annual goals, and related matters. | |
| | | |
| C. | ADJOURNMENT | Ms. Montoya |

FOWLER ELEMENTARY SCHOOL DISTRICT
MEETING OF THE GOVERNING BOARD
Tuesday, September 9, 2025 – 4:00 p.m. (room open at 3:55pm)
District Office, Board Room, 1617 S. 67th Ave., Phoenix, Arizona
*Governing Board Members may be present, in person,
via video conferencing or telephonically*
AGENDA

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 August 12, 2025, Regular meeting
6. Presentations: FY26 Grants at a Glance Grant Director, Jasmine Hyatt Dominguez
FY25 Budget Revision #4 & FY26 Budget Revision #1 Director of Finance, Gary Holland

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 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 Budget Revision #4 of the FY25 Budget, Based on A.R.S. 15-915 Mr. Holland
2. Recommendation to Approve Expenditure Budget Revision #1 for FY26 Mr. Holland
3. Recommendation to Accept Donations from the Virginia G. Piper Charitable Trust for the Current School Year in the Amount of \$9,300 Ms. Ulloa
4. Recommendation to Approve the Following Administrators to Conduct Certified Evaluations Ms. Ulloa
5. Recommendation to Authorize the Superintendent to Issue Mobile Phones Listed Mr. Ostrom
6. Recommendation to Approve a Memorandum of Understanding (MOU) Agreement between Phoenix Conservatory of Music and Fowler School Mr. Ostrom
7. Recommendation to Approve a Memorandum of Understanding (MOU) between Lutheran Social Services and Sunridge Elementary School Mr. Ostrom
8. Recommendation to Approve the First Reading of ASBA's Proposed Policy Advisory 915 Ms. Ulloa
9. Recommendation to Approve the Second Reading of ASBA's Proposed Policy Advisories 909, 910 and 912-914 Ms. Ulloa
10. Recommendation to Approve the Intergovernmental Agreement between the City of Phoenix Experience Corps and Fowler Elementary School District Dr. Berg
11. Recommendation to Approve the List of Extracurricular Activities for the 2025-2026 School Year Dr. Berg
12. Recommendation to Approve the Annual School Facilities Board Capital Plan for FY26 Mr. Ostrom

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

FOWLER ELEMENTARY SCHOOL DISTRICT
MEETING OF THE GOVERNING BOARD
Tuesday, September 9, 2025 – 4:00 p.m. (room open at 3:55pm)
District Office, Board Room, 1617 S. 67th Ave., Phoenix, Arizona
Governing Board Members may be present, in person,
via video conferencing or telephonically
AGENDA

13. Recommendation **to** Approve the FESD Teacher Evaluation Instrument for the 2025-2026 School Year
Dr. Berg
14. Recommendation to Approve the Revised Job Description for the Position of District HVAC Specialist
Mr. Ostrom
15. Recommendation to Approve the Revised Job Description for the Position of District Maintenance Tech II
Mr. Ostrom
16. Recommendation to Approve Emergency Procurement for Repairs to a Canopy Structure on the Tusano
Elementary Campus 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 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

Action Item • September 9, 2025

C.1 Recommendation to Approve Budget Revision #4 of
the FY25 Budget, Based on A.R.S. 15-915

<u> X </u>	Action
<u> </u>	Information/Discussion

Submitted by Mr. Gary Holland, Director of Finance

RECOMMENDATION:

The administration recommends that the Governing Board approve Budget Revision #4 of the FY25 Budget, based on A.R.S. 15-915. Revisions will include:

1. Request to revise incorrect FY24 expenditure data reported on the Classroom Site Fund Budget (page 3, line 11, and lines 12-16)
2. Request to revise the General Budget Limit (page 7, line 6) to capture additional budget capacity generated from voucher reimbursement revenue received in July 2025.

BACKGROUND:**15-915 Overview:**

1. A.R.S. § 15-915 provides the ability to modify data that impacts state-aid and/or budget capacity for the previous 3 years.
2. All necessary data changes must be identified within the 15-915 request letter.
3. Each request letter may encompass only 1 fiscal year.
4. Increases or decreases in expenditure capacity and state aid may result from completed 15-915 requests for the prior fiscal year.
5. Corrections to the 2nd and 3rd prior year may result in decreases to expenditure capacity and state aid. Pursuant to A.R.S. § 15-915, no increases may result from these student data corrections.

Budget/AFR 15-915 Request Process:

1. Write a letter on district or charter letterhead requesting to make expenditure budget or AFR corrections pursuant to A.R.S. § 15-915. The letter must include the following:
 - a. Date
 - b. LEA Name and CTDS Number
 - c. Contact name, title, telephone number (including extension if applicable), and the email address of the individual making corrections
 - d. The fiscal year the change(s) will affect e. The budget form(s) that will be adjusted (e.g., expenditure budget, AFR)
 - f. List of the specific changes (e.g., the page number, the current amount reported, the corrected amount, the reason for the changes). NOTE: Additional documentation may be required after the request is reviewed. The letter must be signed by the Business Manager
2. Submit an electronic copy of the request letter and supporting documentation outlined in <http://helpdeskeexternal.azed.gov/> for the A.R.S. § 15-915 Request.

Action Item • September 9, 2025

C.2 Recommendation to Approve Expenditure Budget
Revision #1 for FY26

<u> X </u>	Action
<u> </u>	Information/Discussion

Submitted by Mr. Gary Holland, Director of Finance

RECOMMENDATION:

The administration recommends that the Governing Board approve Expenditure Budget Revision #1 for FY26.

BACKGROUND:

Since the Arizona Legislature had not yet approved a budget for FY26, the Adopted Budget was initially developed based on the FY25 Base Support Level (BSL) following the guidance of the Arizona Auditor General's Office. The final FY26 budget and Base Support Level amount have now been finalized. The FY25 BSL was \$5,013.00, while the FY26 BSL is \$5,113.26, which is an increase of \$100.26.

In accordance with A.R.S. §15-905(E), districts cannot increase the proposed budget total for Maintenance and Operations or Unrestricted Capital Outlay Funds in their adopted budgets. Districts that have already proposed their budgets using the preliminary budget forms may adopt those budgets or use these final forms to repropose their budgets. District that adopts their budgets using preliminary budget forms may use these final forms to revise their budgets by September 15, in accordance with A.R.S. §15-905(Q).

Action Item • September 9, 2025 X **Action**

C.3 Recommendation to Accept Donations from the
 Virginia G. Piper Charitable Trust for the Current
 School Year in the Amount of \$9,300

 Information/Discussion

Submitted by Ms. Nora Ulloa, Superintendent

RECOMMENDATION:

It is recommended that the Governing Board accept the donation from the Virginia G. Piper Charitable Trust for the total amount of \$9,300 for the 2025-2026 school year.

BACKGROUND:

The Piper Charitable Trust identifies schools with high-poverty populations and offers funds based on the number of students receiving free or reduced lunch, Title I status, and total enrollment. The funds are awarded to help schools reduce obstacles to educational access for our students. The award documentation (attached) states that funding from the Piper Charitable Trust may be used to "help reduce educational barriers that students may experience by purchasing resources that support education access for students in need. Examples include hygiene products, technology products and services, school clothes, etc." Historically, in Fowler, these funds have primarily been used to purchase school uniforms; however, the award documentation indicates that individual schools have the discretion to provide other things that may facilitate students' success.

This year's award cycle is a one-year-only award, and the amount of the prize has decreased from \$11,500 awarded for the 2024-2025 school year to the amount for this year's award, 2025-2026.

This year's award is as follows.

SCHOOL	AWARD
Fowler Elementary	\$1,200.00
Sun Canyon Elementary	\$2,300.00
Sunridge Elementary	\$2,300.00
Tuscano Elementary	\$1,200.00
Western Valley Elementary	\$2,300.00
Total FESD Award	\$9,300.00

Action Item • September 9, 2025

 X **Action**

C.4 Recommendation to Approve the Following
Administrators to Conduct Certified Evaluations

 Information/Discussion

Submitted by Ms. Nora Ulloa, Superintendent

RECOMMENDATION:

It is recommended that the Governing Board approve the following administrators to conduct certified evaluations.

BACKGROUND:

Fowler ESD requires that each of our administrators complete Certified Evaluator Training before they can conduct certified staff evaluations. The administrators listed below are new to Fowler this year and are required as part of their job duties to evaluate certified staff members. Each of the administrators on this list has participated in two days of Qualified Evaluator Training through the Arizona School Administrators (ASA) organization or through the Arizona Department of Education.

- Dr. Loni Fife, Principal, Sunridge School
- Mr. Ryan Lamb, Assistant Principal, Santa Maria Middle School
- Ms. Melynda Martin, Director of Exceptional Services

Action Item • September 9, 2025 X **Action**C.5 Recommendation to Authorize the Superintendent to
Issue Mobile Phones as Listed **Information/Discussion**

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

RECOMMENDATION:

The administration recommends that the Governing Board authorize the Superintendent to issue mobile phones to the positions listed (including current employee names) for the 2025-2026 school year.

BACKGROUND:

Annually, we provide a list of employees/positions to whom mobile phones are issued. The issuance of district-owned cell phones is the most cost-effective method for ensuring employees remain accessible as needed. Cell phones are primarily used by employees to be accessible in emergencies and to be available when they are out of the office, but need to be available for communication. Additionally, employees rely on FESD cell phones for their own safety when conducting District Business.

E-Rate funding covers approximately 86% of the phone service cost. The District does not offer a stipend to employees in lieu of District-paid cell phones.

FESD employees who are issued a device shall follow the guidelines as described in Policy GBEF. Official communication between Governing Board members and employees is outlined in Policy BHC.

The updated list is below.

Employee	Cell Number	Position	Location
Nora Ulloa	602-525-3349	Superintendent	District Office
Laura Iozoya	623-764-1597	Administrative Assistant to Superintendent	District Office
Chad Ostrom	602-527-5813	Asst. Superintendent for Business Services	District Office
Cindy Bradley	623-980-4019	Academic Services Director	District Office
Vince Medina	602-525-1589	Early Childhood Director	District Office
Andrea Dale	602-509-9028	Data & Research Coordinator	District Office
Javier Reyes	602-386-9689	Head Groundskeeper	District office
Matthew Camacho	602-405-9111	HR Director	District Office
Leticia Valenzuela	480-286-1635	Transportation Coordinator	District Office
Lane Blake	602-679-0659	IT Director	District Office
Vinh Hoang	602-525-5589	IT - Systems Engineer	District Office
Samantha Fried	480-364-5390	IT - Technology Technician Supervisor	District Office
Christian Vazquez	602-903-0193	IT - Technology Technician	District Office
Christina Quintero	607-397-1569	Assistant Principal	Fowler

Miguel Picazo	623-300-8896	IT - Technology Technician Apprentice	District Office
Enoch Davis	602-291-0274	Director of Facilities and Student Services	District Office
Ramon Arenivas	602-525-4489	Maintenance Specialist	District Office
Greg Loyola	602-525-6422	Maintenance Specialist	District Office
Ruben Perez	602-525-5428	Warehouse Courier	District Office
Robert Altavilla	602-525-1252	Principal	Fowler
Jasmine Hyatt Dominguez	480-243-0357	Director of Grants	District Office
Jenniffer Quirk	602-321-1420	Principal	WVES
Loni Fife	480-239-0457	Principal	Sunridge
Melissa France	602-315-1546	TOSA	WVMS
Angela Krenkel	602-525-1268	Principal	Sun Canyon
Stephanie Nardi	480-521-9918	Principal	WVMS
Elizabeth Camu	602-321-1451	Head Start Director	WVCCC
Sandra Mata	480-271-5887	Preschool Coordinator	WVCCC
Natalie Barragan	602-390-5122	Assist. Dir. Exceptional Student Services	SPED Fowler
Melynda Martin	602-525-1590	Director of Exceptional Students	SPED Fowler
Pattie Campos	623-302-3317	Coordinator of Culinary Operations	Food Service
Viviana Valenzuela	623-302-4453	Training and Catering Manager	Food Service
Teresa Gomez	602-236-0938	Principal	Tuscano Elementary
Ana Maria Hernandez	480-698-2929	Parent Liaison	Fowler
Darren Diehl	602-397-3250	TOSA	Sunridge
Amelia Sanchez	602-397-3809	Principal	SMMS
Ryan Lamb	602-527-5814	Assistant Principal	SMMS
Luz Vasquez	602-321-1473	Assistant Principal	WVES
Tobie Stevens	602-397-4502	TOSA	Sun Canyon
Rosemary Reyes	602-397-1955	Assistant Principal	Tuscano
Michelle Berg	623-693-3346	Asst. Superintendent for Ed.Services	District office
Gary Holland	602-527-5664	Director of Finance	District Office
Mario Garcia	602-818-6811	Food Service Inventory Manager	Food Service

Action Item • September 9, 2025

C.6 Recommendation to Approve a Memorandum of Understanding (MOU) Agreement between Phoenix Conservatory of Music and Fowler School	<u> X </u> Action
	<u> </u> Information/Discussion

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

INFORMATIONAL UPDATE:

It is recommended that the Governing Board approve the Memorandum of Understanding (MOU) agreement between the Phoenix Conservatory of Music and Fowler Elementary School. Legal Counsel has reviewed the documentation.

BACKGROUND:

Through the 21st Century Community Learning Center Grant, Fowler Elementary will partner with the Phoenix Conservatory of Music to continue providing after-school programming for students. As a requirement, Fowler Elementary must enter into an MOU with the Phoenix Conservatory of Music to allow for after-school music instruction to occur on the campus for another school year.

The Phoenix Conservatory of Music's mission is to increase access to music instruction by providing affordable, high-quality music education and experiences to students and families. They fulfill their mission by providing community education programs and classes to school populations that otherwise would not have access to music instruction. Their work benefits many public school students through private music lessons, ensembles, and at the high school level, a more focused college preparatory program in affiliation with the Berklee City Music Network.

Programming will take place after school from 12:45 to 3:45 pm on 21 Thursdays, starting on September 18, 2025.

Action Item • September 9, 2025

 X **Action**

C.7 Recommendation to Approve a Memorandum of Understanding (MOU) between Lutheran Social Services and Sunridge Elementary School

 Information/Discussion

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

RECOMMENDATION:

It is recommended that the Governing Board approve the Memorandum of Understanding (MOU) between Lutheran Social Services of the Southwest and Sunridge Elementary School. Legal counsel has reviewed this agreement.

BACKGROUND:

The MOU between Lutheran Social Services of the Southwest is specific to Sunridge Elementary School. Lutheran Social Services will provide after-school learning opportunities for students, focusing on English Language learning and addressing students' social-emotional needs. Lutheran Social Services is providing these services to our students at no cost. They require the campus to provide the appropriate space, administrative support, and otherwise facilitate their work. Their focus is on helping the student refugee population acclimate to their new surroundings, enabling them to achieve academic success.

Action Item • September 9, 2025

 X **Action**

C.8 Recommendation to Approve the First Reading of
ASBA's Proposed Policy Advisory 915

 Information/Discussion

Submitted by Ms. Nora Ulloa, Superintendent

RECOMMENDATION:

It is recommended that the Governing Board approve the first reading of ASBA Policy Advisory 915.

Volume 37, Number 8

No. 915	Policy IJNDG - Policy GDFA — Support Staff Qualifications and Requirements
No. 916	Policy Policy HKF — Graduation Requirements <i>(Additional language for Accommodation Schools Only)</i>

BACKGROUND:

This volume of ASBA Policy Updates was released in August. As part of its services to school districts, the Arizona School Boards Association issues recommendations for policy changes, exhibits, and regulations.

The Policy Advisory consists of two advisories, 915 and 916. However, P.A. 916 is only relevant to the high school level and is therefore not recommended for approval.

Policy GDFA documents the requirement that any employee providing services directly to students without the direct supervision of a certified employee must have an IVP fingerprint clearance card.

Action Item • September 9, 2025 X **Action**

C.9 Recommendation to Approve the Second Reading
of ASBA's Proposed Policy Advisories 909, 910 and
912 - 914

 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 909-914.

Volume 37, Number 5

No. 909	Policy EB — 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 second reading of Policy Advisories 909, 910, and 912 - 914. The changes to the above-listed policies are the result of updates to align with changes from the 57th Legislative session.

Action Item • September 9, 2025

C.10	Recommendation to Approve the Intergovernmental Agreement between the City of Phoenix Experience Corps and FESD	<u> X </u>	Action
		<u> </u>	Information/Discussion

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

INFORMATIONAL UPDATE:

It is recommended that the Governing Board approve the Intergovernmental Agreement between the City of Phoenix Experience Corps and FESD.

BACKGROUND:

This year, the City of Phoenix Experience Corps will be supporting three of our elementary campuses by partnering retiree volunteers with emerging readers. This year, the program returns to Sun Ridge and Tuscano Elementary Schools. They will also be adding Western Valley Elementary School to their partner schools. The City of Phoenix, through its Office of Youth and Education, collaborates with AARP to recruit and train volunteers who visit our school sites twice a week to work with students identified by the sites as needing additional support.

All volunteers are fingerprinted and trained in preparation for their work. They work under the guidance of either the site Reading Interventionist or one of the administrators. Their consistent presence week after week has helped many students make positive gains in becoming fluent readers.

Action Item • September 9, 2025

 X **Action**

C.11 Recommendation to Approve the List of
Extracurricular Activities 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 extracurricular activities at each campus.

BACKGROUND:

By approving this list of extracurricular activities, we are allowing our schools to use tax credit donations for the activities listed. Extracurricular activities are school-sponsored, optional, non-credit activities that may require enrolled students to pay a fee to participate. The activities must supplement the school's education program. Qualifying activities can be offered before, during, or after regular school hours. Generally, any optional non-credit activities that supplement the school's educational program are considered extracurricular activities, as per A.R.S. § 15-342 (24).

FESD Excurricular Activities for FY 2025-2026

Fowler

- Arts and Crafts
- Creative Writing
- Drama
- Math Challenge
- Music
- Sports
- STEM
- Student Council

Sunridge

- Academic Tutoring
- Art
- Math Challenge
- Music
- Sports
- STEM
- Student Council
- Yearbook

Sun Canyon

- Art
- Gardening
- Math Challenge
- Music/Choir
- Sports
- STEM

Tuscano

- Art
- Math Challenge
- Music/Choir
- Sports
- Student Council
- Yearbook

Western Valley Elementary

- After School Tutoring
- Art Club
- Math Challenge
- Music Club
- Student Leadership
- Wellness Club
- Yearbook/ Journalism Club

Western Valley Middle

- Athletics
- Math Challenge
- Robotics
- Strings, Mariachi, and Jazz Band
- Student Leadership Club
- Tutoring
- Yearbook

Santa Maria

- Archery Club
- Athletics
- Digital Media Club
- EV Innovators Club
- Jazz and Mariachi Band
- Math Challenge
- National Junior Honor Society (NJHS)
- Student Leadership
- Tutoring
- Yearbook

Action Item • September 9, 2025

 X **Action**

C.12 Recommendation to Approve the Annual School
Facilities Board Capital Plan for FY26

 Information/Discussion

Submitted by Chad Ostrom, Assistant Superintendent for Business Services

RECOMMENDATION:

The administration recommends that the Governing Board approve the annual School Facilities Board Capital plan for FY26. It is further recommended that the Governing Board authorize the Superintendent, Assistant Superintendent for Business Services, and the Director of Finance to sign all documents relating to the plan on behalf of the District.

BACKGROUND:

The School Facilities Board's Capital plan is to be submitted for approval by the District's Governing Board annually, in accordance with ARS 15-2041 B. The School Facilities Board's Capital Plan is submitted annually to determine if a district's increase in student enrollment qualifies for a new facility. The Capital plan compares current and projected average daily membership (ADM) with each facility's available square footage to determine if more space is required. The calculations are based on cohort movement (current kinders compared to current 8th graders) and residential housing market trends.

Action Item • September 9, 2025

 X **Action**

C.13 Recommendation to Approve the FESD Teacher
Evaluation Instrument 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 FESD Teacher Evaluation Instrument for the 2025-2026 School Year.

BACKGROUND:

Arizona law (A.R.S. § 15-537, as updated by SB 1071) requires that each school district's governing board implement an annual evaluation system for certificated teachers led by a qualified evaluator. This system must be designed to enhance both teacher performance and student achievement, utilizing quantitative data on student academic progress to account for 20% to 33% of the overall evaluation results. The evaluation instrument requires that teachers be designated into one of four categories—Highly Effective, Effective, Developing, or Ineffective. The goal is to provide teachers with feedback and support to ensure they can maintain and improve their instructional strengths and enhance classroom practices. Furthermore, the law mandates that certificated teachers be actively involved in developing and periodically reviewing the evaluation system.

The governing board initially approved the FESD Teacher Evaluation Instrument for the 2023- 2024 school year. In our annual review of the instrument, feedback indicated a need to review the point distribution as mandated by state statute, and we are recommending the following changes:

- The total points allocated from evaluation data are to remain unchanged at a total possible of 27.
- Going forward, all data points will be derived exclusively from district assessments, allowing for the timely processing of evaluations for teachers.
- The weighting on student proficiency will increase modestly from 5 to 7 points out of a possible 20, while student growth will receive a larger increase, from 15 to 20 total possible points.
- This reallocation complies with Arizona statute, which mandates the inclusion of quantitative data on student academic progress in teacher evaluations, comprising between 20% to 33% of the evaluation outcome.

Action Item • September 9, 2025

 X **Action**

C.14 Recommendation to Approve the Revised Job Description for the Position of District HVAC Specialist

 Information/Discussion

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

RECOMMENDATION:

The administration recommends that the Governing Board approve the revised job description for the District HVAC Specialist position.

BACKGROUND:

As part of the process of ensuring that our job descriptions remain relevant and accurately reflect the current responsibilities for each position, Human Resources periodically revises job descriptions to provide employees with clarity on their expected job performance.

Changes have been made that more accurately reflect the nature of this position. The changes reflect the specific qualifications and credentials necessary to complete the functions of this position, which involve maintaining and repairing our HVAC units. The position will remain as an hourly position in Range VI (\$25.29-\$37.51 per hour) and work a 12-month calendar.

The District HVAC Specialist position is currently filled by an individual who has been employed with FESD for 20 years. He has the necessary job qualifications and meets all requirements. If approved, all required changes will be made to the “Support Personnel Wage Schedule” and the “Employee Work Calendar”.

Action Item • September 9, 2025

 X **Action**

C.15 Recommendation to Approve the Revised Job
Description for the Position of District Maintenance
Tech II

 Information/Discussion

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

RECOMMENDATION:

The administration recommends that the Governing Board approve the revised job description for the District Maintenance Tech II position.

BACKGROUND:

As part of the process of ensuring that our job descriptions remain relevant and accurately reflect the current responsibilities for each position, Human Resources periodically revises job descriptions to provide employees with clarity on their expected job performance.

Functions listed in the job description that are no longer the responsibility of the individual in this position have been removed. The Maintenance Technician II will remain an hourly position in Range V (\$21.22-\$30.09 per hour) working a 12-month calendar.

The Maintenance Tech II position is currently filled by an individual who has been employed with FESD for 20 years. He meets the necessary job qualifications and requirements. If approved, all required changes will be made to the “Support Personnel Wage Schedule” and the “Employee Work Calendar”.

Action Item • September 9, 2025 X **Action**

C.16 Recommendation to Approve Emergency Procurement for Repairs to a Canopy Structure on the Tusano Elementary Campus

 Information/Discussion

Submitted by Ms. Nora Ulloa, Superintendent

RECOMMENDATION:

It is recommended that the Governing Board retroactively approve Emergency Procurement documentation, necessary to repair damage to a canopy structure on the Tuscano Elementary Campus, which occurred on Wednesday, August 13, 2025.

BACKGROUND:

On Wednesday, August 13th, a severe storm hit the local community, particularly in the Tuscano neighborhood. As a result of that storm, the new canopy on the west side of campus sustained critical damage to 5 footings and two canopy rafter components. The vendor that installed the canopy was contacted on Thursday, August 14, to address the damage, as it posed a safety concern. The company was able to respond on Friday, when it obtained the necessary equipment to visit Tuscano Elementary and remove the damaged canopy for repair. Mr. Davis filed a claim with the Trust. We expect the damage to be covered under our insurance; however, we needed to make the repairs quickly to ensure that all damage was immediately repaired. As a result, FESD will cover the initial damage and be reimbursed as allowable by our policy once all necessary documentation is submitted and approved.

Per Arizona Administrative Code (A.A.C.) R7-2-1055, emergency procurements should be very rare. It should only be made if there is an immediate and serious need for materials, services, or construction that cannot be met through standard procurement methods, AND the emergency condition seriously threatens the functioning of the district, the preservation or protection of property, or the public health, welfare, or safety. Examples could include floods, epidemics, riots, fire, or equipment failures.

In this situation, the danger presented by the displaced footers posed a threat to staff and students, along with the precarious situation of the canopy structure not being appropriately secured.

Policy DJE-R allows for exceptions to the procurement procedure if the situation poses a threat to students/staff.

Emergency Purchases

An exception to the above procedures for price competition may be made in the event of an emergency involving the health, safety, or welfare of school personnel or students. In such an emergency, declared by the Superintendent, emergency purchase action may be taken without price competition, if necessary. Even under emergency conditions, price competition should be sought if it will not unacceptably delay the correction of the condition requiring emergency procedures. If emergency purchases are made without price competition, a complete written description of the circumstances pursuant to A.A.C. R7-2-1055 shall be included in the procurement file and maintained in the District office.

Consent Item • September 9, 2025

X **Action**

D.1. Recommendation to Approve Personnel Actions

_____ **Information/Discussion**

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

Summary of Report:

- Thirteen (13) *Current Employee* Assignments were processed
- Sixteen (16) *New Hire* Assignments were processed
- One (1) *Pay Change* was processed
- Fourteen (14) Employees *separated* from employment
- Fifty-Three (53) Supplementals for *additional duties or stipends* were processed

Consent Item • September 9, 2025 X **Action**

D.2. Recommendation to Ratify Expense and Payroll Vouchers

 **Information/
Discussion**

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

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:

Voucher Number	Type of Voucher	Amount
	FY26 Payroll-PP 2.1	\$3,255.80
4-1003		
5-1004	FY26 Payroll – PP 3	\$1,152,740.28
6-1005	FY26 Payroll – PP 4	\$1,171,988.06
2563	FY25 Expense	\$21,505.32
2564	FY25 Expense	\$7,265.39
2565	FY25 Expense	\$399,334.27
2567	FY25 Expense	\$1,032,431.05
2604	FY26 Expense	\$594,234.44
2605	FY26 Expense	\$68,440.78
2606	FY26 Expense	\$227,659.23
2608	FY26 Expense	\$373,573.07

Consent Item • September 9, 2025

 X **Action**

D.3. Recommendation to Approve Budget and Expenditure
Reports for August 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 August 2025 Encumbrance Period Close Out and
- FY26 August 2025

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

Consent Item • September 9, 2025

 X **Action**

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

 Information/Discussion

Submitted by Mr. Gary R Holland, Director of Finance

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 • September 9, 2025 X **Action**

D.5 Recommendation to Accept Donations to the District

 Information/Discussion

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

RECOMMENDATION:

The administration recommends that the Governing Board accept the donations as listed below.

Location	Donor	Amount
FESD	Virginia G. Piper Charitable Trust – Back to School Grant	\$9,300.00
FESD	Grand Canyon Education	\$2,500.00
Western Valley Campus	Amazon	\$500.00
Sunridge	Mr. Jameson McDonald	\$200.00
WVM	Mr. Ruben Perez	\$387.00

BACKGROUND:

- The Virginia G. Piper Charitable Trust: Back-to-school grant to support student uniforms.
- Grand Canyon Education: To be used for staff and student support services.
- Amazon: hygiene kits to be distributed to students and the community as needed
- Mr. Jameson McDonald: donated supplies for school events
- Mr. Ruben Perez: donated funds to support student expenses in music and choir.

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

Information and Discussion Item • September 9, 2025

_____ **Action**

E.1. Food Service Report

X
_____ **Information/Discussion**

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

INFORMATION/DISCUSSION:

The two food service reports include activity through:

- FY26 August 2025

The reports are included for informational purposes.

Information and Discussion Item • September 9, 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, Director of Finance, Prepared by Ms. Elizabeth Camu.

INFORMATION/DISCUSSION:

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

**MINUTES OF THE GOVERNING BOARD MEETING
FOR THE FOWLER SCHOOL DISTRICT #45
1617 SOUTH 67TH AVENUE
PHOENIX, ARIZONA
August 12, 2025**

CALL TO ORDER	The Governing Board meeting was called to order by Ms. Montoya at 4:02 p.m.
OPENING OF MEETING: Roll Call	Ms. Lisa M. Perez, Ms. Francisca Montoya, and Mr. Jose Montoya were present
Others Present	Nora Ulloa, Laura Lozoya, Chad Ostrom, Michelle Berg, Gary Holland, Lane Blake, Enoch Davis, Matt Camacho, Cindy Bradley, Andrea Dale, Viviana Valenzuela, Roy Valenzuela, Pattie Campos, Loni Fife, Amelia Sanchez, Stephanie Nardi, Robert Altavilla, Christina Quintero, Teresa Gomez, Rosemary Reyes, Melynda Martin, Vincent Medina, Angie Krenkel, Lory Banuelos, Caleb Willow, Lisa Padilla, Nicole Orton, Stacie Swartz, Peggy Eastburn and Sarah Guenthner
Approve Agenda	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to approve the agenda for August 12, 2025, as presented.</p> <p>Final Resolution: Motion Carries</p> <p>Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya</p>
Pledge of Allegiance	Ms. Montoya requested that Ms. Ulloa lead the Pledge of Allegiance
Approval of Minutes	<p>There was a motion made by Ms. Perez to approve the minutes, seconded by Mr. Montoya, for:</p> <ul style="list-style-type: none">● July 8, 2025, regular meeting <p>Final Resolution: Motion Carries</p> <p>Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya</p>
PRESENTATION:	<ul style="list-style-type: none">● None
COMMENTS/CALL TO THE PUBLIC	<p>Ms. Stacy Swartz, Sunridge teacher, acknowledged the collaboration between the two Sunridge administrators and their efforts to support staff. Dr. Loni, Principal of Fife, and Mr. Darren Diehl, TOSA, have led Sunridge to a positive start to the school year.</p> <p>Lisa Padilla, a teacher at Santa Maria Middle School, shared about the positive start to the school year on the SMMS campus. Principal Ms. Amelia Sanchez and the new assistant principal, Mr. Ryan Lamb, have been visible on campus, ensuring students are aware of the expectations. Under Ms. Sanchez's leadership, teachers are successfully implementing a tiered instructional model. They have made changes that now allow an additional 45 hours of instructional time in both ELA and Math during an added academic interventions section. Ms. Padilla thanked Governing Board Clerk Ms. Lisa Perez for taking the time to attend the Welcome Back meeting. Having been in the district for 21 years, she has seen previous board members visit school sites. She invited board members to visit the SMMS campus.</p>

Ms. Lory Banuelos, SMMS teacher, shared that 16 students have graduated from the ELD program after scoring proficient on the AZELA. This is a positive outcome of the school's focused efforts to ensure that ELD students are aware of the importance of this assessment. The school's ELD proficiency rate increased from 1% to 17% in one year, surpassing the state average of a 14% proficiency rate.

Ms. Banuelos highlighted the academic growth of 6th-grade students, whose benchmark test scores "skyrocketed." She attributed this success to the supportive community at Santa Maria Middle School, who work well under Ms. Sanchez's guidance and who feel positive about the new Assistant Principal, Mr. Ryan Lamb. She expressed appreciation to the SMMS administration, the Governing Board, and to Superintendent Ms. Nora Ulloa for her continuous presence on campus. She thanked Ms. Lisa Perez, Governing Board Clerk, for her support of teachers and for attending the recent welcome-back event. She invited members of the Governing Board to visit the campus.

Ms. Nora Ulloa introduced Sarah Guenther, a new WVMS 6th grade math teacher

ACTION ITEMS

Recommendation to Approve the 2025-2026 & 2026-2027 School Calendars	There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Recommendation to Approve the Second Reading of ASBA Policy Advisories 866 – 875	There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Recommendation to Approve the Second Reading of ASBA Policy Advisories 876 – 905	There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Recommendation to Approve the Designated Student Activities Treasurer	There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Recommendation to Approve the Exceptional Student Services (ESS) Handbook FY2025-2026	There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Recommendation to Approve School Fundraisers for the FY26	There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya
Recommendation to Approve the Revised Vendor Contracts Agreements, including Sole-Source Vendors for FY26	There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve the Action Item as presented. Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya

Recommendation to Approve the updated FY 2025-2026 Employee Work Calendar	<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 Western Valley Middle School's Request to Participate in the California Forum Music Festival Scheduled for April 23 - April 25, 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 First Reading of Proposed Policy Advisories 909 – 914	<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 Agreement with CWDL, Certified Public Accountants for External Auditing Services for the Years ending June 30, 2025, through June 30, 2029	<p>There was a motion made by Mr. Montoya, seconded by Ms. Perez, to Approve the Action Item as presented.</p> <p><i>Ms. Francisca Montoya requested to reconsider this contract in the third year.</i></p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya</p>
Recommendation to Approve the Memorandum of Understanding Between Delivering Dreams of Arizona and Fowler Elementary District for the Delivering Dreams Bus Program	<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 an Intergovernmental Agreement (IGA) with Buckeye Union High School for Alternative and Special Education Services for FY 26	<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 Trust List of Student Discipline Hearing Officers for Long-term Suspensions and Expulsion Hearings for FY 2025-2026	<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 a Memorandum of Understanding with Walden University	<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>

CONSENT ITEMS:

Personnel Changes Summary of Report:	<ul style="list-style-type: none"> • Twenty-Two (22) <i>Current employee</i> assignments were processed • Forty-Eight (48) <i>New hire</i> assignments were processed • One (1) <i>Pay change</i> was processed • Six (6) Employees <i>separated</i> from employment • Two Hundred and Twenty-Four (224) Supplementals for <i>additional duties or stipends</i> were processed
Payroll and Expense Vouchers	<p><i>Payroll vouchers FY25 22.1018, 23.1019, 42.1038, 44.1040, 45.1041, 46.1042, and 47.1043</i></p> <p>Payroll vouchers FY26 1.1000, 2.1001, and 3.1002</p> <p><i>Expense vouchers FY25 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, and 2562</i></p> <p>Expense vouchers FY26 2600, 2601, 2602, and 2603</p>
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 July 2025.
Donations	<p>NO UPDATES</p> <p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to Approve Consent items 1 through 5 as presented.</p> <p>Final Resolution: Motion Carries</p> <p>Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya</p>

E. INFORMATION AND DISCUSSION ITEMS

Food Service Reports	The Food Services report covers the end of the Fiscal Year 2025 encumbrance period, marking the close of one fiscal year and the start of the new Fiscal Year 2026. All information presented is for informational purposes only.
Head Start Monthly Report	The Fowler Elementary School District Head Start Monthly Report for August 2025 was presented for information purposes only.

Request for Future Agenda Items

Ms. Perez requested a follow-up on several topics, including electric school buses, real estate, and the transition to a five-member board. Ms. Ulloa informed the Governing Board Member that an update of the information was included in the materials to be distributed to Governing Board members at her request.

Ms. Montoya requested that Jasmine Hyatt-Dominguez, the Grants Director, give a presentation on her efforts to find alternative funding, citing recent budget cuts. Superintendent Ulloa responded that Ms. Hyatt-Dominguez is highly skilled in her role, even providing feedback to the Arizona Department of Education (ADE) on their own errors. She added that Ms. Hyatt-Dominguez has brought many resources to the district and confirmed that a presentation would be scheduled for the next board meeting.

REPORTS:	Distribution of reports to the Governing Board on: Early Kinder Enrollment Process, Clean Bus Grant & Public Requests for Information.
Superintendent Ulloa	<p><i>Benchmark Testing:</i> Ms. Ulloa updated the board on student benchmark pre-testing. The purpose of this testing is to identify students' current knowledge and set learning goals for the end of the year.</p> <p><i>Curriculum Nights:</i> All schools are currently planning their Title I/Curriculum Nights.</p> <p><i>Parent Workshops:</i> Dr. Nardi has partnered with the NotMyKid organization to offer parent workshops at both middle schools. A workshop on August 26th will focus on helping parents address bullying concerns.</p> <p><i>Professional Development:</i> Dr. Berg reported on new professional development initiatives for staff. The plan is for these programs to have a lasting impact and be actively implemented by school administrators.</p>
Governing Board Members	<p>Ms. Perez asked Mr. Ostrom if he would send the student attendance reports, as he had in the past. He explained that since it was the first ten days of school, he would compare PowerSchool data with student counts to get an accurate picture of attendance. Ms. Ulloa clarified that last year, Ms. Perez had requested copies of the first ten days' attendance, but that the Tuesday attendance counts were used for the information regularly shared with Governing Board Members in her updates.</p> <p>Additionally, Ms. Perez requested that any changes made to the Governing Board Agenda after posting be clearly marked so that the public can easily identify revisions. This practice aligns with the policy requiring that any changes be posted at least 24 hours before the meeting.</p> <p>Ms. Perez inquired if the district relies on updates from the Arizona School Boards Association (ASBA) regarding federal compliance guidelines. She wanted to ensure the district was being proactive. Ms. Ulloa replied that while they do receive updates from various organizations, the most accurate information comes from legal counsel, citing the recent DEI issue as an example.</p>
Adjournment	<p>There was a motion made by Ms. Perez, seconded by Mr. Montoya, to adjourn the meeting.</p> <p>Final Resolution: Motion Carries Yea: Ms. Perez, Ms. Montoya, and Mr. Montoya Ms. Montoya adjourned the meeting at 5:01 p.m.</p>

Governing Board Member

Date

Governing Board Member

Governing Board Member