

**Notice of Governing Board Meeting
by Videoconference or Telephone Call
Board of Trustees
Tuesday, September 24, 2024**

A Governing Board Meeting of the Board of Trustees will be held on Tuesday, September 24, 2024, beginning at 6:00 PM, District Administration Center, 1556 West Prince Road, Tucson, Arizona 85705.

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by videoconference or telephone call. At least a quorum of the board will be participating by videoconference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access this meeting and or provide public comments as identified below:

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

A. Opening of Meeting

1. Call to Order
2. Pledge of Allegiance

B. Student Report

1. Report from Flowing Wells Junior High School Student Representatives
 - a. Student representatives will provide a review of events and activities at Flowing Wells Junior High School in academics, sports, and other extracurricular programs.
2. Report from Sentinel Peak High School and Flowing Wells Digital Campus Student Representatives
 - a. Student representatives will provide a review of events and activities at Sentinel Peak High School and Flowing Wells Digital Campus in academics, sports, and other extracurricular programs.

C. Superintendent's Report

1. Update on District Events and Activities
 - a. Superintendent Dr. Kevin Stoltzfus will provide an update on Flowing Wells School District Events and Activities.
BREAK- The brief break provides an opportunity for families and friends to leave the meeting.

- D. Public** **Comments**
Flowing Wells School District welcomes public comment. As outlined in A.R.S. §38-431.02, no action will be taken on issues raised in Public Comments unless items are found on agenda below. Other than this, the response to public comments will be limited to directing staff to study the matter or scheduling the matter as a future agenda item.

- E. Consent** **Agenda**
These items of Board business that are addressed routinely at every meeting are presented as a Consent Agenda. The Board may elect to take action on all items collectively in one motion or may individually consider any item(s) as separate agenda subjects for action.

1. Approval of Agenda for this Meeting

a. Request approval for the adoption of the agenda for this meeting, September 24, 2024.

2. Approval of Minutes of Governing Board Meetings

a. The following Governing Board meeting minutes are presented for Governing Board approval: September 10, 2024 (Open Session Minutes and Executive Session Minutes).

3. Approval of District Expense and Payroll Vouchers

a. Sign Payroll vouchers #2611 and 2616 for upcoming check batches (to be reviewed at the next Board Meeting). Expense and payroll vouchers are presented for Board approval: Expense vouchers #7010-25 - 7013-25 and Payroll vouchers #2605 and 2606.

4. Approval of Requests for Use of District Facilities

a. District facilities use requests are submitted for approval.

5. Approval of Requests for Open Enrollment Students

a. Requests for open enrollment students are submitted for approval.

6. Approval of Requests for Student Trips

a. Student trip requests are submitted for approval.

7. Approval of Requests for Staff Travel

a. Staff travel requests are submitted for approval.

8. Approval of Personnel Actions

a. Personnel Actions are submitted for approval.

F. New Business

1. Recommend Approval to Table Health Textbook for Grades 9-12

a. District administration recommends approval to table the Glencoe *Health 2022* textbook for a sixty-day period to allow for two public hearings and public display of the curriculum. The Board-approved curriculum evaluation committee identified this resource as its top choice to address the Arizona state standards for health, including family life curriculum, for students in grades 9-12.

2. Information and Discussion regarding Proposed Revision to Policy IKA Grading / Assessment Systems

a. District administration presents for review proposed revisions to the Policy IKA Grading / Assessment Systems, with no action to be taken at this meeting. The revisions clarify that written reports of student grades will be provided to parents at least every quarter (revised from every nine weeks), and that grades for students with disabilities who are not in general education classes shall be based on their progress relative to their IEP goals. The accompanying policy draft includes red strike-through text to indicate deletions and blue text to indicate additions.

G. Business and Finance

1. Recommend Approval to Contract with Instrumental Music Center to Purchase and Repair Musical Instruments for Fiscal Year 2024-2025

a. District administration recommends approval to contract with Instrumental Music Center to purchase musical instruments for student use. Instrumental Music Center will also be used to repair district-owned instruments and purchase related supplies. The purchase would utilize pricing through the Tucson Unified School District SAVE contract IFB 21-71-C25. The cost of the instruments, repairs and supplies is estimated to not exceed \$150,000. The funding sources for the expenditures are Maintenance & Operations, Unrestricted Capital and Auxiliary funds.

2. Recommend Approval of Student Club Fundraising Activities for FY2024-2025

a. District administration recommends approval for student clubs to participate in fundraising activities for the 2024 - 2025 school year. All individual fundraising requests are required to be approved by the Superintendent. Following is an example list of the types of student fundraisers:

food, candy and catalog sales; car washes; restaurant percentage nights; snack bars; social media donation requests; messages such as candy-grams and Valentine's Day notes.

3. Review of Maintenance and Operations Budget Override

a. Presented for review is information related to the Maintenance and Operations Budget Override.

H. Unfinished Business

1. Recommend Approval of Policy Revisions

a. District administration recommends approval of revisions to the policies listed below. Summaries are presented in the attached memo, and the full revisions are attached with red strike-through text indicating deletions and blue text indicating additions. These revisions were presented as information items for discussion during the Governing Board Meeting on September 10, 2024. No concerns have been raised regarding the draft policies.

- Policy GDF Support Staff Hiring
- Policy JFABC Admission of Transfer Students
- Policy JFABDA Admission of Students in Foster Care
- Policy JIH Student Interrogations, Searches, and Arrests
- Policy JII Student Concerns, Complaints, and Grievances
- Policy JJE Student Fund-Raising Activities
- Policy KEC Public Concerns/Complaints about Instructional Resources

I. Adjourn

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

For the Board of Trustees

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

B-1 Agenda Item Number	September 24, 2024 Board Meeting Date
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Item: Report from Flowing Wells Junior High School Student Representatives

Submitted By: Dr. Kevin Stoltzfus Date: September 19, 2024

Will Be Presented By: Flowing Wells Junior High School Student Representative

Student representative will provide a review of events and activities at Flowing Wells Junior High School in academics, sports, and other extracurricular programs.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

C-1	September 24, 2024
Agenda Item Number	Board Meeting Date
Item: <u>Update on District Events and Activities</u>	
Submitted By: <u>Dr. Kevin Stoltzfus</u>	Date: <u>September 19, 2024</u>
Will Be Presented By: <u>Dr. Kevin Stoltzfus</u>	

Superintendent Dr. Kevin Stoltzfus will provide an update on Flowing Wells School District events and activities.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

D	September 24, 2024
Agenda Item Number	Board Meeting Date
Item: <u>Public Comments</u>	
Submitted By: <u>Dr. Kevin Stoltzfus</u>	Date: <u>September 19, 2024</u>
Will Be Presented By: <u>Dr. Kevin Stoltzfus</u>	

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Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve

Disapprove

Table

No Action Required

Division Head: _____

Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Consent Agenda for this Meeting

Submitted By: Dr. Kevin Stoltzfus Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Information for the Public:

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Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-1
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of Agenda for this Meeting

Submitted By: Dr. Kevin Stoltzfus Date: September 19 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Request approval for adoption of the agenda for this meeting, September 24, 2024

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

**Flowing Wells Schools
Regular Agenda**

**6:00 PM
Doors Open at 5:30 PM**

September 24, 2024

**District Administration Center
1556 West Prince Road
Tucson, Arizona 85705**

A. Opening of Meeting

1. Call to Order
2. Pledge of Allegiance

B. Student Report

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No concerns have been raised regarding the draft policies.

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- Policy JFABC Admission of Transfer Students
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- Policy JII Student Concerns, Complaints, and Grievances
- Policy JJE Student Fund-Raising Activities
- Policy KEC Public Concerns/Complaints about Instructional Resources

I. Adjourn

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-2
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of Minutes of Governing Board Meetings

Submitted By: Dr. Kevin Stoltzfus Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

The following Governing Board meeting minutes are presented for Governing Board approval: September 10, 2024 (Open Session Minutes and Executive Session Minutes).

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

Flowing Wells Unified School District Governing Board Meeting Minutes

6:00 p.m.

September 10, 2024

**District Administration Center
1556 West Prince Road
Tucson, Arizona 85705**

Attendance

Governing Board Members:
Kristine Hammar, President
Kevin Daily, Clerk
Wendy Effing
Brianna Hamilton
Stephanie Miller

Administrative Personnel:
Dr. Kevin Stoltzfus, Superintendent
Dr. Audrey Reff, Associate Superintendent
Dr. Tabetha Finchum, Assistant Superintendent
Stacy Trueblood, Chief Financial Officer

98 additional staff members and guests were in attendance.

A. Opening of Meeting

1. President Kristine Hammar called the meeting to order at 6:00 p.m.
2. The Pledge of Allegiance was observed.

B. Student Report

- B-1. Report from Flowing Wells High School Student Representative
Flowing Wells High School student representatives Jacob Bratka, 12th grade, Emmanuel Garcia and Makayla Huerta, 11th grade, and Charlie Vasquez, 10th grade presented the FWHS video. The video featured highlights of FWHS during the first weeks of school including the STUCCO AASC Student Council conference, the football season opener and the FWHS Open House. The video also featured the math and auto departments at FWHS.
Superintendent Dr. Kevin Stoltzfus and President Kristine Hammar complimented the video and thanked the students for their presentation. President Hammar stated that it is a nice idea to feature different departments in each presentation.

C. Superintendent's Report

- C-1. Recognition of September Building Blocks for Character Students
Superintendent Dr. Kevin Stoltzfus recognized the September Building Blocks for Character Students from each school: EMELC – Dominus Valencia, Centennial Elementary – Jacob Perez, Homer Davis Elementary – Santiago Garcia, Douglas Elementary – Jiohanny Ruiz Moreno, Hendricks Elementary – Alexander Arellano, Laguna Elementary – Matthew Madrid Cruz, Richardson Elementary – Ivan Gonzalez Chavira, Flowing Wells Junior High – Uthman Jama, Flowing Wells High School – Adriana Sigala, Sentinel Peak High School – Roman Lemburg.

- C-2. Recognition of Support Staff Employee of the Year
Superintendent Dr. Kevin Stoltzfus recognized the Homer Davis Elementary School Support Staff Employee of the Year, Todd Autenreith.
- C-3. Recognition of Outstanding Volunteer of the Year
Superintendent Dr. Kevin Stoltzfus recognized the Homer Davis Elementary School Volunteer of the Year, Autumn Knight.
- C-4. Recognition of Teacher of the Year
Superintendent Dr. Kevin Stoltzfus recognized the Homer Davis Elementary School Teacher of the Year, Laura Pina.
- C-5. Update on District Events and Activities
Superintendent Dr. Kevin Stoltzfus provided an update on the following current district events and activities:
- Homer Davis Governing Board site visit and the Centennial Open House will take place Thursday;
 - FWHS football competes against Amphi HS Friday;
 - The FWHS volleyball invitational will take place Friday and Saturday;
 - KGUN 9 recently aired a feature on the Richardson STEAM classes and the video was shared with the Governing Board.

D. Public Comments

Cary Kelly, FWHS teacher and FWEA president, announced that Debbie Stiltner, FWJH administrative assistant, was named the Arizona Education Association's Educational Support Professional of the Year and will represent Arizona at the National Education Association Conference in Louisville, Kentucky. Cary also stated the FWEA members are excited to participate in the ongoing meet and confer with district administrators.

E. Consent Agenda

The following items were reviewed and approved as recommended with one motion. *Motion by Effing; second by Hamilton; 5 ayes; motion carried.*

- E-1. Approval of Agenda for this Meeting
Approved September 10, 2024 meeting agenda.
- E-2. Approval of Minutes of Governing Board Meeting
Approved minutes of the Governing Board meeting: August 27, 2024 (Open Session Minutes and Executive Session Minutes).
- E-3. Approval of District Expense and Payroll Vouchers
Approved expense vouchers #6898, 7007-25 and 7009-25 and payroll voucher #2604.
- E-4. Approval of Requests for Use of District Facilities
Approved as recommended requests for District facilities use.

- E-5. Approval of Requests for Student Trips
 Approved as recommended requests for student trips.
- | | | | |
|---------------------------|---------------------|--|---|
| March 11-22,
2026 | FWHS
Ambassadors | Ambassadors
Oversees Trip | Portugal and Spain |
| September 20-
21, 2024 | FWHS
Volleyball | Epic Tourney
Volleyball
Tournament | ASU, Tempe, AZ |
| November 7-11,
2024 | FWHS Biotech | HOSA Biotech
Hoodoo | Flagstaff and Grand
Canyon, AZ and Bryce
and Zion Canyons, UT |
- E-6. Approval of Requests for Staff Travel
 Approved as recommended staff requests to travel.
- E-7. Approval of Personnel Actions
 Approved as recommended personnel actions.
- E-8. Acceptance of Gifts and Donations
 Accepted as recommended gifts and donations of \$6,181.50 for the period of August 1-31, 2024.
- E-9. Review of District Financial Statements
 Reviewed Student Activity Balance Sheets and Auxiliary Operations Year-to-Date Budget as of August 31, 2024.
- E-10. Approval of Asset Retirement and Disposals
 Approved as requested retirement and disposal of assets no longer used by the district as of September 10, 2024.

F. New Business

- F-1. Information and Discussion regarding Proposed Policy Revisions
 Superintendent Dr. Kevin Stoltzfus presented information on the proposed revisions to policies to comply with revision to state and/or federal law.
- Policy GDF Support Staff Hiring
 - Policy JFABC Admission of Transfer Students
 - Policy JFABDA Admission of Students in Foster Care
 - Policy JIH Student Interrogations, Searches, and Arrests
 - Policy JII Student Concerns, Complaints, and Grievances
 - Policy JJE Student Fund-Raising Activities
 - Policy KEC Public Concerns/Complaints about Instructional Resources
- No action taken.*

G. Executive Session

G-1. In accordance with A.R.S. §38-431.03.A.1, an Executive Session may be called for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, termination or resignation of a public officer or district employees; regarding principal special evaluation.

Motion by Hamilton; second by Effing; 5 ayes; motion carried.

H. Adjourn

Meeting was adjourned at 7:47 p.m.

Motion by Daily; second by Hamilton; 5 ayes; motion carried.

Signatures:

Kristine Hammar, President

Kevin Daily, Clerk

Wendy Effing

Brianna Hamilton

Stephanie Miller

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-3
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of District Expense and Payroll Vouchers

Submitted By: Patricia Forgach Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

Sign vouchers for upcoming check batches (to be reviewed at next Board Meeting).

Expense Vouchers FY 2025 None for this meeting.
Payroll Vouchers FY 2025 2611, 2612, 2613, 2614, 2615, 2616

The following Expense and Payroll vouchers are presented for Board Approval.

Expense Voucher 7010-25 \$ 317,239.54
Expense Voucher 7011-25 \$ 81,305.73
Expense Voucher 7012-25 \$ 415,484.67
Expense Voucher 7013-25 \$ 93,289.72

Payroll Voucher 2605 \$1,845,786.47
Payroll Voucher 2606 \$1,848,167.51

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

9/9/2024

VOUCHER #7010-25

THREE HUNDRED SEVENTEEN THOUSAND TWO HUNDRED THIRTY NINE DOLLARS & 54/100

\$317,239.54

0010

\$80,979.02

FEDERAL AND STATE PROJECTS

1125 2025 TITLE I

\$2,500.00

1685 2025 21ST CENT Y3 DOUG

\$1,293.39

1915 2025 TITLE III

\$905.84

2244 2024 IDEA PRESCHOOL

\$226.50

2624 2024 CTE PERKINS

\$11,641.70

3460 ESSER III

\$683.52

3740 E RATE

\$409.27

4025 2025 CTE PRIORITY

\$9,260.00

OTHER

5300 GIFTS AND DONATIONS

\$23.91

5310 FAMILY RESOURCE CENTER

\$23.93

5960 CTED

\$1,168.51

6100 UNRESTRICTED CAPITALY OUTLAY

\$183,886.38

9500 WAREHOUSE

\$24,237.57

9/6/2024

VOUCHER #7011-25

EIGHTY-ONE THOUSAND THREE HUNDRED FIVE DOLLARS & 73/100

\$81,305.73

0010

\$10,506.48

FEDERAL AND STATE PROJECTS

1124 2024 TITLE I

\$246.61

1125 2025 TITLE I

\$53.30

1655 2025 21ST CENTURY LAGUNA YR 5

\$185.69

1665 2025 21ST CENTURY Y1 CENT/DAV

\$76.80

1685 2025 21ST CENTURY Y3 DOUGLAS

\$107.60

OTHER

5100 FOOD SERVICE

\$65,843.70

5150 CIVIC CENTER

\$218.50

5300 GIFTS AND DONATIONS

\$1,719.24

5310 FAMILY RESOURCE CENTER

\$90.86

5550 TEXTBOOKS

\$84.60

5960 CTED

\$51.68

6100 UNRESTRICTED CAPITAL OUTLAY

\$2,120.67

9/18/2024

VOUCHER #7012-25

FOUR HUNDRED FIFTEEN THOUSAND FOUR HUNDRED EIGHTY FOUR DOLLARS & 67/100

\$415,484.67

0010 \$236,834.37

FEDERAL AND STATE PROJECTS

1125 2025 TITLE I \$1,601.66

1685 2025 21ST CENT Y3 DOUG \$308.15

2244 2024 IDEA PRESCHOOL \$360.74

2910 MEDICAID PUBLIC SCHOOL DSC \$19.48

3090 2024 LOSC GRANT 105 \$1,029.66

3415 2015 TSW 2005 \$648.58

3460 ESSER III \$3,720.00

4025 2025 CTE PRIORITY \$630.00

4664 2024 FTF PREK SCHOLARSHIP \$6,970.34

OTHER

5100 FOOD SERVICE \$66.39

5300 GIFTS AND DONATIONS \$4,800.00

5960 CTED \$3,390.88

6100 UNRESTRICTED CAPITAL OUTLAY \$141,596.52

6910 BUILDING RENEWAL GRANTS \$11,668.50

9500 WAREHOUSE \$1,839.40

9/16/2024

VOUCHER #7013-25

NINETY-THREE THOUSAND TWO HUNDRED EIGHTY-NINE DOLLARS & 72/100

\$93,289.72

0010

\$16,414.10

FEDERAL AND STATE PROJECTS

1124 2024 TITLE I

\$148.00

1125 2025 TITLE I

\$1,610.91

1655 2025 21ST CENTURY LAGUNA YR 5

\$389.88

1665 2025 21ST CENTURY Y1 CENT/DAVIS

\$60.82

2244 2024 IDEA PRESCHOOL

\$2,705.50

3460 ESSER III

\$1,799.91

3555 FIRST THINGS FIRST 2025

\$680.77

3842 PIMA EARLY EDUCATION PROGRAM

\$410.00

OTHER

5100 FOOD SERVICE

\$47,621.83

5110 FS FRESH FRUITS/VEGETABLE P1

\$6,674.06

5150 CIVIC CENTER

\$434.65

5300 GIFTS AND DONATIONS

\$2,225.55

5310 FAMILY RESOURCE CENTER

\$2,279.62

5550 TEXTBOOKS

\$108.31

5960 CTED

\$2,365.19

6100 UNRESTRICTED CAPITALY OUTLAY

\$7,360.62

9/5/2024

2605

One Million Eight Hundred Forty Five Thousand Seven Hundred Eighty Six Dollars and Forty Seven Cents

1,845,786.47

8/18/2024

8/31/2024

00100	Regular Ed Programs	1,397,254.57
	301 FUNDS	
01100	301 Base Pay	135,639.61
01300	Prop 301 Menu	7,048.55
	FEDERAL AND STATE PROJECTS	
02000	Prop 202	9,907.12
07100	SEI Structured English ELD	2,034.52
11241	2024 Title I	1,282.47
11251	2024 Title I	78,517.96
16530	Regular Education	4,804.96
1655	Regular Education	4,747.00
16640	21st Century Cont	6,304.94
1915	TITLE III- Bilingual Education	1,124.34
22250	Special Education	52,429.74
22450	Special Education	517.98
26250	JTED	1,762.79
28250	Education for Homeless Children & Youth	2,322.53
29000	Medicaid Reimbursement	12,776.20
29100	Medicaid Special Education Admin	8,567.80
31000	JROTC Instruction	3,708.28
34150	Special Education	7,317.68
34600	ESSER III	20.70
35540	Community Services	4,643.31
38420	Pima Early Education Program	18,600.42
4570	Bilingual Education	9,007.60
46240	School Safety Program Expansion [2024]	4,864.33
46600	FTF Pre-K Scholarship	76.04
4685	Early Literacy Grant [2024]	5,462.54
	OTHER	
51000	Food Service	2,186.32
51500	Civic Center	
52000	Community Services	29,046.80
53000	G&D PDG FY20	1,843.75
53100	Family Resource District	2,510.79
57000	Indirect Cost	19,299.27
59600	JTED	10,155.56

9/18/2024

2606

One Million Eight Hundred Forty Eight Thousand One Hundred Sixty Seven Dollars and Fifty One Cents

1,848,167.51

9/1/2024

9/14/2024

00100	Regular Ed Programs	1,396,824.49
	301 FUNDS	
01100	301 Base Pay	136,406.27
01300	Prop 301 Menu	7,048.56
	FEDERAL AND STATE PROJECTS	
02000	Prop 202	10,036.66
07100	SEI Structured English ELD	2,034.52
11241	2024 Title I	1,278.93
11251	2024 Title I	82,491.69
16530	Regular Education	4,666.38
1655	Regular Education	5,804.42
16640	21st Century Cont	3,674.93
1915	TITLE III- Bilingual Education	1,124.34
22250	Special Education	52,644.27
22450	Special Education	883.94
26250	JTED	3,007.45
28250	Education for Homeless Children & Youth	2,322.53
29000	Medicaid Reimbursement	12,776.20
29100	Medicaid Special Education Admin	8,546.35
31000	JROTC Instruction	3,708.28
34150	Special Education	7,320.04
34600	ESSER III	20.70
35540	Community Services	4,292.96
38420	Pima Early Education Program	17,864.99
4570	Bilingual Education	8,781.88
46240	School Safety Program Expansion [2024]	4,205.19
46600	FTF Pre-K Scholarship	5,483.81
4685	Early Literacy Grant [2024]	-
	OTHER	
51000	Food Service	2,186.32
51500	Civic Center	1,121.64
52000	Community Services	28,409.19
53000	G&D PDG FY20	1,768.25
53100	Family Resource District	2,648.12
57000	Indirect Cost	19,289.55
59600	JTED	9,494.66

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-4
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of Requests for Use of District Facilities

Submitted By: Teressa Austin Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

Requests for use of district facilities are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-5
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of Requests for Open Enrollment

Submitted By: Danielle Rubio Date: September 20, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Dr. Tabetha Finchum

Requests for open enrollment students are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head:  Superintendent: 

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Requests for Admission as Non-Resident Students
September 24, 2024

Recommend approval for the following requests:

- I. Wish to Attend Flowing Wells Schools
 - A. Accept Under Open Enrollment (Exchange)
42 Students
 - B. Accept Under Open Enrollment with Conditions (Conditional)
17 Students
 - C. Denial
24 Students

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-6
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of Request for Student Trips

Submitted By: Karen Gusk Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

Student trip requests are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT

OVERNIGHT/OUT OF STATE
TRIP REQUEST FORM

This form is designed to provide the basis for Board consideration and should be submitted **AT LEAST 30 DAYS PRIOR TO THE PROPOSED DEPARTURE DATE or BEFORE ANY FUNDRAISING OR FEE COLLECTION IS DONE.** Additional information regarding this trip should be submitted to your building principal according to established procedures. A representative shall be present at the Board meeting where this matter is considered in order to answer questions and provide any subsequent information. Upon approval of the request, please submit a Pupil Transportation Request Form, if applicable.

SCHOOL: FWHS DATE OF REQUEST: 8/26/24

NAME OF GROUP: Choralaires SPONSOR: Jenny Campman

PURPOSE OF TRIP: NAV Jazz Madrigal Festival

OF STUDENTS PARTICIPATING: 27 DESTINATION(S): Flagstaff, AZ

DEPARTURE DATE & TIME: Thurs., 2/6, 7am ESTIMATED TIME OF ARRIVAL: 4 pm

RETURN DEPARTURE DATE & TIME: Fri, 2/7, 2pm ESTIMATED TIME OF RETURN: 7 pm

PRELIMINARY ROOM ASSIGNMENTS FOR STUDENTS, COACHES, AND CHAPERONES:
(Attach a list if necessary)
Attached

Attach all trip protocols including dining & bed check, curfew times, and other pertinent supervisory procedures.

TOTAL NUMBER OF SCHOOL EMPLOYEES SERVING AS CHAPERONE AND LIST THEIR NAMES:
(Attach a list if necessary)
2- Jenny Campman, Josh Hill

NAMES OF NON-SCHOOL PEOPLE SERVING AS CHAPERONE:
(Attach a list if necessary)
2- Marcia Austin, Shannon D'Arpino

COST PAID BY EACH STUDENT: \$200 OTHER SOURCE: tax credit/fundraising

TRANSPORTATION: (please check)
 District Bus Private Vehicle
 District Van Other (explain) charter bus
 District Car

PROCUREMENT COMPLIANCE: Prior approval by the Director of Business and Finance is required for procurement compliance. Please attach itemized expenditure list by type and/or vendor including total cost and quotations obtained. Please note that expenditures over \$100,000 per vendor require a formal bid/RFP, which could take up to 2 months.

Overnight Field Trip Budget

Purpose of Trip: NAU Jazz Madrigal Festival

Dates: 2/6/25 - 2/7/25

Number of Students 27

Number of Adults 4

Cost per Person \$200

Total Cost of Trip \$6127.00

List Vendors and Totals by Vendor list attached

#	Vendor	Total	Procurement Type: Verbal, Written, Bid or State/SAVE Contract	Copies Attached: Y or N
1	Hampton Inn	\$1409.15	verbal	N
2	NAU School of Music	\$250.00	written	Y
3	Black Bart's Steakhouse	\$812.00	verbal	N
4	Mountain View (bus)	\$3035.00	written	Y
5	NAU Central Ticketing	\$626.50	written	Y
Total		\$6127.00		

Funding Source:

#	Fund	Amount
1	Choir fees	up to \$6127.00
2	Choir tax credit	up to \$6127.00
3	Choir club/fundraising	up to \$6127.00
Total		\$6127.00

Procurement Requirements:

- \$10,000 - \$50,000 cumulative total (all district expenditures) to a vendor requires three verbal quotes.
- \$50,000 - \$100,000 cumulative total (all district expenditures) to a vendor requires three written quotes.
- \$100,000 & above requires formal Bids/RFPs (Contact the Business Office).
- Sole Source determinations must be approved by the Business Office.
- State/SAVE Contracts requires due diligence - contact Business Office.
- Business Office will assist with the budget and procurement. Please contact Stacy Trueblood or Mark Vannatta.

Approval Process:

- 1 - School Administration Approval
- 2 - Business Office Procurement Approval
- 3 - Board Approval
- 4 - Complete required purchase orders prior to securing reservations

Jazz Mad Rooming List 2025

Room 1 (4 students) (F)

- Ella Long
- Melanie Thompson
- Odie Nelson
- AZ Murillo

Room 2 (4 students) (F)

- Isa Lopez
- Ash Conroy
- Sofia Cortez
- Ana Quinonez Felix

Room 3 (4 students) (F)

- Sarah Thompson
- Sayuri Grijalva
- Corrine Cervini
- Rilynn Sanchez

Room 4 (3 students) (F)

- Lloyd Ritter
- Kylyn Ritter
- Juno Chapman

Room 5 (4 students) (M)

- Samuel Austin
- Gianni D'Arpino
- Sebastian Holmes
- Christian Holmes

Room 6 (5 students) (M)

- Preston White
- Max Stolz
- Jose Noriega
- Adam Lowry

Room 7 (4 students) (M)

- Rafael Crespo
- Jake Wences
- Diego Arvayo
- Jacob Miller

Room 8 (chaperones)

- Jenny Campman

Room 9 (chaperone)

- Josh Hill

Room 10 (chaperones)

- Marcia Austin
- Shannon D'Arpino

Room 11

- Bus driver

11 double queen \$114.81 before taxes

\$127.65 per room after taxes

Total: \$1404.15

NAU Jazz/Madrigal Festival 2025 Itinerary

FWHS Choralaires

Day 1 – Thursday, February 6

- 7:40 am Arrive in choir room for trip meeting (required)
- 8:00 am Depart FWHS for University of Arizona
- 8:30 am Clinic at U of A with Dr. Betsy Schauer, Director of Choral Activities (UA)
- 9:30 am Depart UA, travel to Phoenix
- 11:00 pm Clinic with Dr. Josh Pallki, Associate Professor of Choral Conducting (ASU)
- 12:00 pm Lunch at ASU Student Union
- 1:00 pm Depart ASU for Flagstaff
- 4:00 pm Check in at Hampton Inn (2400 S. Beulah Blvd, Flagstaff, AZ), change clothes
- 5:15 pm Depart for Black Bart's Steakhouse
- 5:30 pm Dinner and entertainment at Black Bart's Steakhouse
- 6:45 pm Depart to NAU Kitt School of Music
- 7:30 pm Host Concert: NAU Shrine of the Ages & Swingle Singers
- 10:15 pm Return to hotel, all students in rooms for room checks. Review schedule.
- 10:30 pm Lights out

Day 2 – Friday, February 7

- 6:15 am Get up, get ready, eat a good breakfast, and put on concert attire!
- 7:00 am Warm up together in hotel conference room
- 7:40 am Depart hotel for BVM (our performance venue - the pink cathedral downtown)
- 8:00 am Observe first choir's performance at BVM
- 8:30 am Official warm up time at BVM
- 9:00 am Festival performance; feedback and work with clinician
- 9:30 am Watch next choir's performance and clinic in BVM
- 10:00 am Head to NAU Student Union for group pictures
- 10:30 am Return to hotel to change and check rooms
- 12:00 pm Depart for Downtown Flagstaff, free time in groups of three or more
- 2:30 pm Depart for Tucson
- 4:30 pm Bathroom/food stop in Anthem
- 7:00 pm Arrive at school, all students should be picked up at this time

IMPORTANT CONTACTS

Jenny Campman: (520) 904-9785

Josh Hill: (520) 425-1265

Marcia Austin: (520) 548-4407

Hampton Inn: (928) 913-0900

2355 S. Beulah Blvd

Flagstaff, AZ 86001

NAU JAZZ MAD CHORALAIRES TRIP
2025

Vendors and Quotes

Hotel

1. HAMPTON INN

\$127.65 /room/night

2. DOUBLE TREE (HILTON)

\$249/room/night (verbal)

3. DRURY INN

\$180/room/night (verbal)

Festival Fees

\$250 per ensemble (payable to NAU School
of Music)

Host Concert Tickets

\$19.50 for student tickets (27)

\$25 for adult tickets (4)

\$626.50

Black Bart's Steakhouse

Pre-fixe dinner price:

\$28 per person (tax and tip included)

\$812 total

Charter Bus

1. MOUNTAIN VIEW BUS TOURS
\$3035

2. ARIZONA SEDAN AND LIMO
\$9147.60

3. US COACHWAYS CHARTERS
\$3796.00

September 1, 2023

Dear Choral Director:

The Northern Arizona University choral and vocal faculty would like to take this opportunity to cordially invite you and your ensemble(s) to participate in the 2024 NAU Vocal Jazz & Madrigal Festival, jointly sponsored by NAU Choral Studies and the NAU Student Chapter of the American Choral Directors Association. This event will be held on the NAU campus and surrounding area in Flagstaff on **Thursday, February 8th through Saturday, February 10th, 2024**. Ensembles of all ability levels are invited to participate. The festival is a non-competitive, rated festival. You may choose to have your ensemble rated with a division rating of I (superior), II (excellent), III (good), or IV (needs attention) or you may also perform as a non-rated participant. If you do not desire a rating, please indicate this on your registration form. All participating ensembles will receive an engraved plaque.

EXPENSES

\$250.00 – for each jazz or madrigal ensemble. Initially, we will accept only **TWO** ensembles per director. Additional ensembles will be accepted only after all applicants have been given the opportunity to schedule an ensemble. Available slots will be assigned to additional ensembles after the initial registration period. Please note that this will be strictly enforced this year due to the high demand for festival slots.



REGISTRATION PROCEDURE

PLEASE NOTE IMPORTANT CHANGES, ESPECIALLY REGARDING THE LOTTERY

In an attempt to make the sign-up and assignment of performance times more efficient, please note the following:

- Download the Jazz/Madrigal Entry Form and fill it out using Adobe Acrobat or Microsoft Word.
- To access the form online please go to <http://nau.edu/CAL/Music/Choral-Studies/Jazz-Madrigal-Festival>.
- **Registration will be accepted via EMAIL ONLY (no faxes) at shannon.spark@nau.edu.**
- Please be sure to indicate on the registration form your order of preference for date and time as well as performance venue and clinician. (Please remember to print the registration form for your records and save a copy)
- Registrations will be accepted from 7:00 am Monday, October 23th to 5:00 pm Wednesday, October 25th.
- In an effort to make the registration process fairer, all registration forms that are time-stamped between 7:00-7:01, 7:01-7:02, and 7:02-7:03 am will be placed in a lottery to determine the order in which schools are assigned festival times and locations. All forms time-stamped after 7:03 am will be assigned spots on a first-come, first-served basis.

- We do receive a high number of registration forms right at 7:00 am so if you send us a form at 7:03 am it is likely you will not get your first choice for time or venue.
- Directors will receive an email confirmation shortly after the form is received; if you have not heard from us, it is your responsibility to contact us, as we may have not received your registration.

FESTIVAL SITES/CLINICIANS

As in the past, there will be (3) Madrigal sites and (3) Vocal Jazz sites. Adjudication at all sites will begin at 8:00 am on Friday and end at 4:30 pm on Saturday. We are pleased to announce the following Madrigal clinicians: Dr. Jessica Napoles (University of North Texas), Dr. Gary Packwood (Mississippi State University), and Dr. Julie Yu (Oklahoma City University) Vocal Jazz clinicians will be members of The Swingles, while Dr. Benjamin Hawkinson (Millikin University) will serve as both a Madrigal and Jazz Clinician. IMPORTANT REMINDER: Please note that we switch clinicians around the different sites.

ENSEMBLES

- All festival ensembles will be allotted a total of twenty-five minutes, which includes entering and exiting the stage and the clinic with the designated clinician.
- Choirs are strongly encouraged to remain in the hall during the festival to learn from the adjudicator's comments shared with other choirs and to appreciate the many varied performances by other ensembles.
- All ensembles participating in the festival are requested to limit performance time to approximately twelve (12) minutes or up to three (3) selections.
- Madrigal groups may perform any type of chamber music, with or without accompaniment.
- Four sections of three-step risers and a piano will be provided in Ashurst Hall, Kitt Recital Hall, Nativity Church, and Shepherd of the Hills Lutheran Church.
- Ardrey Auditorium will have twenty-four individual microphones while Ashurst Auditorium and Kitt Recital Hall will have an area microphone setup and two solo microphones.
- All vocal jazz sites will have a soundboard, three monitors, a drum set (with cymbals, though you can bring your own cymbals), and a bass amplifier.
- Directors should plan on using only the sound equipment furnished at each festival site.
- Please note: we will no longer allow pre-recorded accompaniments for any ensembles. If you would like to hire an accompanist or a rhythm section from NAU, please email ryan.holder@nau.edu.

HOST CONCERTS

We are very excited to announce that The Swingles will be the guest ensemble for this year's festival! The Swingles are one of the world's most admired and loved vocal groups. With a natural flair as entertainers, their stylish, classy shows take them to venues and festival stages across the world. They have earned 5 Grammy® Awards and are recipients of multiple prestigious international accolades. With generations of fans from their live performances and appearances on film and TV soundtracks, The Swingles' musical evolution and creative drive makes them as relevant today as when Ward Swingle started the group nearly six decades ago.

Tickets for the evening concerts featuring The Swingles and the NAU Shrine of the Ages Choir will go on sale November 6th at 7:00 am by email only. Ticket prices will be \$17.50 for students and \$25.00 for adults. Full

payment (Credit Card, Check, or Confirmed PO) for the host concert tickets must be received by January 12, 2024 or your tickets will be released to the general public. Phone call orders WILL NOT be accepted.

In addition, the NAU Vocal Jazz Ensemble *High Altitude* and the a cappella groups *Highlanders*, *Elevation*, and *Axidentals* will be presenting a free concert on Friday and Saturday from 12:00-1:10 p.m.

SENIOR AUDITIONS

For those seniors interested in auditioning for entrance as a music major at NAU, we will offer auditions during the festival as follows:

- Friday, February 9th from 11:30 am - 3:00 pm.
- Saturday, February 10th from 9 am - 4 pm.
- Please call the choral studies office to arrange an audition time (928) 523-9949.
 - beginning Monday, November 20th.
 - **IMPORTANT** Students MUST have applied and been accepted to the University before we can schedule a School of Music audition.

IMPORTANT DATES TO REMEMBER

Day	Date	Time	Event
Monday	October 23	7am	Festival Registration Open
Wednesday	October 25	5pm	Festival Registration is Closed
Friday	October 27		Festival Participants will be notified of Performance Times and Venues via email
Monday	November 6	7am	Tickets for <i>The Swingles & Shrine of the Ages Choir</i> go on sale
Monday	November 20		Call (928) 523-9949 to schedule senior auditions
Friday	December 8		Payment must be received by the NAU Choral Studies Office or your ensemble(s) will lose their reserved time slots.
Friday	January 12		Last day to withdraw from the festival and receive a refund

We look forward to your participation in this year's festival and the opportunity to hear your choral ensemble(s). If you have any questions or concerns regarding any facet of the festival, please call Shannon Spark, NAU Choral Studies Academic Program Coordinator at (928) 523-9949.

Sincerely,



Ryan Holder
 Professor of Music
 NAU Jazz/Madrigal Festival Coordinator
ryan.holder@nau.edu



Shannon Spark
 Academic Program Coordinator
 NAU Choral Studies Program
shannon.spark@nau.edu

NAU JAZZ AND MADRIGAL FESTIVAL ENTRY FORM

February 8-10, 2024

Name of School _____

School Address _____

City _____ State _____ ZIP _____

Name of Choral Director(s) _____

Email address _____

Office Phone _____ Cell Phone _____ Ensembles entered: Madrigal Jazz

MADRIGAL

Time preference (number blanks 1 - 4, one being the first choice)

___ Fri. morning ___ Fri. afternoon ___ Sat. morning ___ Sat. Afternoon

Name of Ensemble: (Madrigal) _____

Approximate Number of Performers _____

Please indicate if you would like to participate as a *rated* or a *non-rated* participant: Madrigal: rated non-rated

WHICH IS MORE IMPORTANT? TIME or LOCATION (choose one)

JAZZ

Time preference (number blanks 1 - 4, one being the first choice)

___ Fri. morning ___ Fri. afternoon ___ Sat. morning ___ Sat. Afternoon

Name of Ensemble: (Jazz) _____

Approximate Number of Performers _____

Please indicate if you would like to participate as a *rated* or a *non-rated* participant: Jazz: rated non-rated

WHICH IS MORE IMPORTANT? TIME or LOCATION (choose one)

Please indicate your preference for sites/clinicians. Number 1, 2, 3, etc.

JAZZ

___ Ardrey Auditorium / Swingles TBD / Friday

(20 individual microphones)

___ Ardrey Auditorium / Swingles TBD / Saturday

(20 individual microphones)

___ Kitt Recital / Swingles TBD / Friday

(area microphones)

___ Kitt Recital / Swingles TBD / Saturday

(area microphones)

___ Ashurst Hall / Benjamin Hawkinson / Saturday

(area microphones)

MADRIGAL

___ Nativity Church / Jessica Napoles / Friday

___ Nativity Church / Julie Yu / Saturday

___ Church of the Epiphany / Julie Yu / Friday

(no more than 24 singers)

___ Church of the Epiphany / Gary Packwood / Saturday

(no more than 24 singers)

___ Shepherd of the Hills / Benjamin Hawkinson / Friday

___ Shepherd of the Hills / Jessica Napoles / Saturday

___ Ashurst Hall / Gary Packwood / Friday

REGISTRATION PROCEDURE

PLEASE NOTE IMPORTANT CHANGES, ESPECIALLY REGARDING THE LOTTERY

In an attempt to make the sign-up and assignment of performance times more efficient, please note the following:

- Download the Jazz/Madrigal Entry Form and fill it out using Adobe Acrobat or Microsoft Word.
- To access the form online please go to <http://nau.edu/CAL/Music/Choral-Studies/Jazz-Madrigal-Festival>.
- **Registration will be accepted via EMAIL ONLY (no faxes) at shannon.spark@nau.edu.**
- Please be sure to indicate on the registration form your order of preference for date and time as well as performance venue and clinician. (Please remember to print the registration form for your records and save a copy)
- Registrations will be accepted from 7:00 am Monday, October 23rd to 5:00 pm Wednesday, October 25th.
- To make the registration process fairer, all registration forms that are time-stamped between 7:00-7:01, 7:01-7:02, and 7:02-7:03 am will be placed in a lottery to determine the order in which schools are assigned festival times and locations. All forms time-stamped after 7:03 am will be assigned spots on a first-come, first served basis.
 - We do receive a high number of registration forms right at 7:00 am so if you send us a form at 7:03 am it is likely you will not get your first choice for time or venue.
 - Directors will receive an email confirmation shortly after the form is received; if you have not heard from us, it is your responsibility to contact us, as we may have not received your registration.

EXPENSES

\$250.00 – for each jazz or madrigal ensemble. Initially, we will accept only TWO ensembles per director. Additional ensembles will be accepted only after all applicants have been allowed to schedule an ensemble. Available slots will be assigned to additional ensembles after the initial registration period. Please note that this will be strictly enforced this year due to the high demand for festival slots. The \$250.00 fee per timeslot is due and must be received no later than **DECEMBER 8th, 2023** or your reserved timeslot will be forfeited. Please note, even if you bring the same group of students to sing both jazz and madrigal, you must pay for BOTH timeslots.



MAKE CHECKS PAYABLE TO: NAU CHORAL STUDIES

We are unable to refund your entry fee if your ensemble(s) cancels after **January 12, 2024**. If you have any other questions, please call us at (928) 523-9949 or email ryan.holder@nau.edu.

Mail fee to: NAU Jazz/Madrigal Festival
Attn: Shannon Spark
PO Box 6040
Northern Arizona University
Flagstaff, AZ 86011-6040



MOUNTAIN VIEW TOURS

PO Box 91890

Tucson, AZ 85752-1890

Phone: 520-292-1183

Fax: 520-292-1228

Toll Free 800-341-7406

Website: www.mountainviewtours.com

Email: becky.k@mountainviewtours.com

Charter Quote

Date: 08/28/24

Quote No. : 54706

Jennifer Campman
Flowing Wells Schools
1556 West Prince Road
Tucson, AZ 85705-3087

Phone: (520) 696-8120

Fax: 690-2400

Order Date 08/28/24

SalesRep: Becky Keyes

Thank you for contacting Mountain View Tours. We hope this Quote will be acceptable for your trip on Thursday, February 6, 2025. This quote is good for 7 days, after which circumstances could require us to change it. To accept this quote/contract, please sign below and return it by mail or fax as soon as possible. Thank you for considering Mountain View Tours .

Driver's Lodging & any parking fees to be provided by the customer. Driver lodging location must accommodate driver w/45 ft. motorcoach (with or w/out group). Luggage handling/driver gratuity is not included in pricing, but it may be added upon your request.

Group Name: FWHS Choir

Coaches: 1

Group Leader: Jennifer Campman

Equipment: 52 pax

Destination: Flagstaff

Leave Date: Thursday, February 6, 2025

Return Date: Friday, February 7, 2025

Spot Time: 6:30 am

Leave Time: 7:00 am

Retn\Drop Time: 7:00 pm

Pickup Flowing Wells HS

Destination NAU Flagstaff

Location: 3725 N Flowing Wells Rd
Tucson

Details: per itinerary

Description	# Coaches	Qty	Rate	Charge
Day Rate 52-56 pax	1	2.00	\$1,270.00	\$2,540.00
Fuel Surcharge based on miles	1	550.00	\$0.90	\$495.00

Transport Charge: \$3,035.00

Your signature below acknowledges that you understand and agree to the terms and conditions stated.

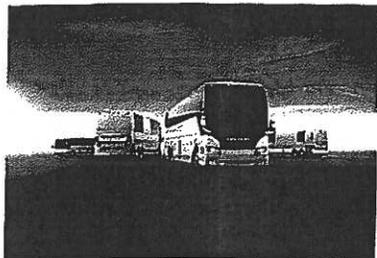
Charter Party Signature _____

Date _____

Becky Keyes

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BUS CHARTER
STM13907



Business Number 800.979.4498, Ext. 114

Spencer Martin

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www.usabuscharter.com

spencer@usabuscharter.com

DATE
Aug 28, 2024

TOTAL
USD \$3,796.00

TO

Jennifer Campman

Flowing Wells High School Choir

(520) 904-9785

jennifer.campman@fwusd.org

DESCRIPTION	RATE	QTY	AMOUNT
(1) Deluxe Mini Coach	\$1,898.00	2	\$3,796.00
Date of Service Departure	02-06-2025		
Desired Pick Up Time	07:00 AM		
Pick Up Location -- If you do not have the street address please provide the City/State only, Thank you.	3725 N Flowing Wells Rd, Tucson, Arizona, 85705		
Destination Location -- If you do not have the street address please provide the City/State only. Thank you.	2400 S Beulah Blvd, Flagstaff, AZ, 86001		
Return Date Arrival	02-07-2025		
Return End of Service Drop Off Time	08:00 PM		
Type of Group			
School			
Type of Service			
Out of town, overnight			
Type of Bus			
Mini Bus • Up to 33 Passengers			
Estimated Number of Passengers	30		
Number of Buses	1		
Describe in your words about the service needed. The more details you provide, the better the pricing we are able to give.	Choir trip for		

TRANSPORTATION QUOTE

Danny Ramirez <danny@zero.limo>

Wed 8/28/2024 4:20 PM

To: Campman, Jennifer <Jennifer.Campman@fwusd.org>

Caution! This message was sent from outside your organization.

[Report](#)

Hi Jenny,

Thank you for inquiring about our transportation services. We take pride in offering beautiful vehicles and providing safe, professional drivers to ensure a high-class experience. Your cost is as follows:

2-6 / 8:00AM / 35 PASSENGER EXECUTIVE COACH (35 passengers) / CHARTER / Jenny Campman / 520-904-9785 / Flowing Wells High School, 3725 N Flowing Wells Rd, Tucson, AZ 85705 / Stop to Phoenix, AZ / Then to Concert Venue (Flagstaff) / Then to TBD Flagstaff Hotel / Return to pickup location at 10:00PM

CHARTER \$3,300.00
20% Gratuity \$660.00
5% Tax \$198.00
10% Fees \$415.80
Total 4,573.80

2-7 / 8:00AM / 35 PASSENGER EXECUTIVE COACH (35 passengers) / CHARTER / Jenny Campman / 520-904-9785 / TBD Flagstaff Hotel / going to 2400 S Beulah Blvd, Flagstaff, AZ 86001 / then to Flowing Wells High School, 3725 N Flowing Wells Rd, Tucson, AZ 85705

CHARTER \$3,300.00
20% Gratuity \$660.00
5% Tax \$198.00
10% Fees \$415.80
Total 4,573.80

Total \$9147.60

Would you like me to set the ride up for you? If you have any questions or need further assistance in planning your transportation, please don't hesitate to ask.

Thanks,

--

Danny Ramirez
Reservations Manager

Zero Limo - Arizona, California, Las Vegas

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(855) 606-0200

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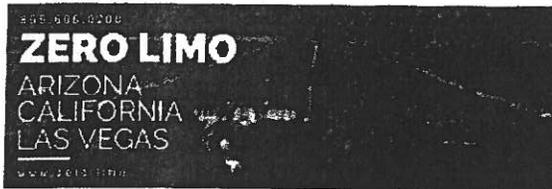
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FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-7 September 24, 2024

Agenda Item Number Board Meeting Date

Item: Approval of Requests for Staff Travel

Submitted By: Teresa Austin Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

Staff travel requests are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-8
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Approval of District Personnel Actions

Submitted By: Stacie Stuart/Jessica Bedoy Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Dr. Tabettha Finchum

District Personnel Actions may include new hires, resignations, terminations, leaves of absence, substitutes, retirements, rehire of designated staff, contract extensions/adjustments, contract language for employment, additional duties, special activities compensation, addendums, performance/merit pay, stipends, termination pay, professional development workshops, athletic compensation, career and technical compensation are submitted for your approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head:  Superintendent: 

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

Flowing Wells School District
Personnel Action Summary

Certified Staff

September 24, 2024

Name	Location	Action to Approve	Pay	FTE/ hrs	Contract Days	Effective Date	Additional Comments
Abeytia, Jule	Davis	Class Coverage	\$75.00/day	1 day	N/A	9/13/2024	Split class
Anderson, Paige	Davis	Probationary Teacher Instructional Coaching Stipend Year 3	\$350.00	N/A	N/A	2024-2025	
Berger, Laura	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	
Berger, Laura	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Black, Tristan	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	
Black, Tristan	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Campa, Elizabeth	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/5/2024	
Campa, Elizabeth	Hendricks	Social Media Coordinator	207.45 (P)	N/A	N/A	2024-2025	Split with Sabrina Borboa
Capas, Kaitlyn	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/10/2024	
Cass, Ashley	Richardson	Social Media Coordinator	\$244.50	N/A	N/A	2024-2025	Split with Kristin Jones
Cooper, Carolyn	JH	Curriculum Work - Professional Development	\$20.00/hr	NTE 8.0 hrs	N/A	2024-2025	FOSS Science
Courtney, Benjamin	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	
Courtney, Benjamin	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Creager, Cherie	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/26/2024	
Dakos, Raymond	HS	Probationary Teacher Instructional Coaching Stipend Year 3	\$350.00	N/A	N/A	2024-2025	
Dauenhauer, Lindsay	Centennial	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 5.0 hrs/week	N/A	2024-2025	SKILLS Teacher
Day, Kendall	EMELC	Resign - Early Childhood Special Education Teacher	N/A	N/A	N/A	10/18/2024	
Doyle, Rebekah	ESS	New Hire BOY - Physical Therapist	\$60,541.23 (P)	1.0 FTE	179 (P)	9/9/2024	YOE Granted: 8 Years Highest Degree: Doctorate
Doyle, Rebekah	ESS	Additional Compensation	\$899.09 (P)	N/A	N/A	2024-2025	A-OT-1: Auto Allowance
Duran, Mayra	HS	Teacher of Record for FW Online and CTE Courses - Spanish	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Estolano, Andrea	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	8/28/2024	
Finley, Michael	SP	Teacher of Record for FW Online and CTE Courses - Social Studies and Economics	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Foulk, Brianna	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	8/28/2024	
Fukutomi, Maya	HS	Additional Hours - Writing and Holding IEP Meetings In Place of Jade La Rue	Hrly Rate	NTE 33 hrs	N/A	2024-2025	
Hales, Christina	Centennial	Class Coverage	\$25.00/hr	4.0 hrs	N/A	9/10/2024	
Hales, Christina	HS	Volleyball Invitational Tournament Director	\$250.00	N/A	N/A	09/13/2024 - 9/14/2024	
Hales, Christina	Centennial	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 5.0 hrs/week	N/A	2024-2025	SKILLS Teacher
Hankin, Sally	HS	Teacher of Record for FW Online and CTE Courses - English	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Hartung, Kristina	HS	Teacher of Record for FW Online and CTE Courses - Earth and Space Science	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Haynes, Talia	HS	Teacher of Record for FW Online and CTE Courses - IEP Accommodations	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Hill, Joshua	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	
Hill, Joshua	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Hitchings, Sarah	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/10/2024	
Johnson, Leonard	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/25/2024	
Jones, Kristin	Richardson	Social Media Coordinator	\$244.50	N/A	N/A	2024-2025	Split with Ashley Cass
Koch, Sherry	HS	Class Coverage	\$12.50/hr	1.0 hr	N/A	8/30/2024	
Lawson, Lisa	Davis	Probationary Teacher Instructional Coaching Stipend Year 3	\$350.00	N/A	N/A	2024-2025	
Littlefield, Tracy	HS	Teacher of Record for FW Online and CTE Courses - Algebra and Precalculus	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Lodge, Corynn	HS	Teacher of Record for FW Online and CTE Courses - Geometry and Finance Math	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Macias, Camilo	HS	TAT Coordinator (up to 25 meetings)	\$821.00	N/A	N/A	2024-2025	
McCarthy, Lori	Hendricks	Class Coverage	\$25.00/hr	3.0 hrs	N/A	9/12/2024	
McClellan, Kyndall	JH	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 4.0 hrs/week	N/A	2024-2025	SKILLS Teacher
McGlavery, Shauna	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	

Flowing Wells School District
Personnel Action Summary

Certified Staff

September 24, 2024

McGlamery, Shauna	HS	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 4.0 hrs/week	N/A	2024-2025	SKILLS Teacher
McGlamery, Shauna	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Mendola, Tiffany	Centennial	Class Coverage	\$150.00/day	1 Day	N/A	8/27/2024	
Popson, Maria	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	
Popson, Maria	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Powers, Michelle	Davis	Elementary Coach - Girls Basketball	\$500.00	N/A	N/A	2024-2025	Split with Samantha Jatczak
Randolph, Kayla	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/26/2024	
Randolph, Kayla	Hendricks	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 7.0 hrs/week	N/A	2024-2025	SKILLS Teacher
Reynolds, Caitlin	HS	Prom Advisor	\$1,682.00	N/A	N/A	2024-2025	Split with another teacher
Ruiz, Mario	JH	Facilitate Fine Arts Night	\$25.00/hr	NTE 2.5 hrs	N/A	10/3/2024	
Ruiz, Mario	JH	Fine Arts Night Preparation	\$20.00/hr	NTE 8.0 hrs	N/A	9/16/2024 - 10/02/2024	
Sabin, Siobhan	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/26/2024	
Segroves, Susanne	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/26/2024	
Siegel, Melissa	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/10/2024	
Skaret, Jennifer	ESS	Speech-Language Pathology Assistant Supervisor	\$500.00	N/A	N/A	2024-2025	
Strickland, Kelsi	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/5/2024	
Switalski, Ashley	Douglas	Probationary Teacher Instructional Coaching Stipend Year 3	\$350.00	N/A	N/A	2024-2025	
Thomas, Janelle	Davis	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 2.5 hrs/week	N/A	2024-2025	SKILLS Teacher
Toney, Emily	Davis	Grant Funded Tutoring - Certified Instruction with Students	\$25.00/hr	NTE 12 hrs/week	N/A	2024-2025	SKILLS Teacher
Trainor, Molly	HS	Teacher of Record for FW Online and CTE Courses - Biology	Up to \$550/quarter	N/A	N/A	2024-2025	Teacher of Record compensation based on number of students
Van Derlaske, Danielle	Davis	Class Coverage	\$75.00/day	1 day	N/A	9/13/2024	Split class
Wendt, Jessica	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/26/2024	
Wofford, Erica	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	8/28/2024	
Young, Roxanna	Hendricks	Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	9/25/2024	

LEGEND:

Pay: Total compensation minus Performance Pay

The Additional Comments section detail additional compensation.

NTE: Not To Exceed

BOY: Balance of Year

FTE: Full Time Equivalent

YOE: Years of Experience (\$350.00 per year for certified/professional; \$0.20 per hour for classified)

(P): Prorated due to date of hire and/or less than 1.0 FTE

CEIP: College Credit by Exam Incentive Program

Flowing Wells School District
 Personnel Action Summary
Support Staff
 September 24, 2024

Name	Location	Action to Approve	Pay	FTE/ hrs	Contract	Effective Date	Additional Comments
Allison, Madelyn	Centennial	Class Coverage	\$12.50/hr added to hourly rate	6.0 hrs	N/A	9/16/2024	
Aviles, Kathy	District	Transfer from Instructional Media Center (IMC) Coordinator/Instructional Assistant to Operations Specialist (Technology)	\$18.27/hr	8.0 hrs/day	261 (P)	9/30/2024	Differential increase of \$1.01/hr
Bedoy, jessica	District	Transfer from District Substitute Coordinator to Payroll Services Associate	\$18.56/hr	8.0 hrs/day	261 (P)	9/23/2024	Differential increase of \$0.76/hr
Boeck, Jessica	Laguna	Class Coverage	\$12.50/hr added to hourly rate	6.5 hrs	N/A	9/5/2024	
Borboa, Sabrina	Hendricks	Social Media Coordinator	\$207.45 (P)	N/A	N/A	2024-2025	Split with Elizabeth Campa
Bratka, Twila	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	9/16/2024	
Cabeen, Veronica	Hendricks	Transfer from Health Office Assistant at Centennial to Computer Lab Technician at Hendricks	\$17.61/hr	6.50 hrs/day	198 (P)	9/16/2024	Differential increase of \$0.36/hr
Cardenas, Yesenia	HS	Additional Hours - Chess Tournament Custodian	Hrly Rate	NTE 9.5 hrs	N/A	8/24/2024	
Cardenas, Yesenia	HS	Additional Hours - Outside Events Custodian	Hrly Rate	NTE 11 hrs	N/A	9/7/2024	
Cardenas, Yesenia	HS	Additional Hours - Volleyball Tournament Custodian	Hrly Rate	NTE 7.0 hrs/day	N/A	9/13/2024 - 9/14/2024	
Chavez, Aile	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Coulter, Kayla	Hendricks	Rescind Unused Social Media Stipend	\$414.91	N/A	N/A	9/9/2024	Transferred to HS
Coulter, Kayla	Hendricks	Rescind Yearbook Stipend	\$815.00	N/A	N/A	9/9/2024	Transferred to HS
Cristerna Gallardo, Daniel	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Cruz, Juan	HS	Additional Hours - Civic Center Event	Hrly Rate	NTE 6.0 hrs	N/A	9/6/2024	
DeBlasi, Samantha	Laguna	Class Coverage	\$12.50/hr added to hourly rate	6.5 hrs	N/A	9/5/2024	
Delgado, Victoria	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Dorame, Isabella	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Dorame, Mariana	HS	Correction to 24/25 SY SPAR Hourly Rate	\$16.37/hr	8.0 hrs/day	215	7/17/2024	
Eldred, Jessica	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Emery, Alyssa	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	8/30/2024	
Ford, Kayla	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	9/6/2024	
Garcia, Xaviera	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Gilmore, April	JH	Class Coverage	\$12.50/hr added to hourly rate	1.17 hrs	N/A	9/5/2024	
Godwin, Tiffany	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	9/10/2024	
Godwin, Tiffany	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	9/13/2024	
Guillen, Fabian	JH	Softball Assistant	\$2,312.00	N/A	N/A	2024-2025	
Hejl, Shannon	HS	Basketball and Volleyball Scorekeeper	Minimum Wage	NTE 5.0 hrs/night	N/A	2024-2025	
Imes, Deborah	Douglas	Grant Funded Tutoring - Classified Instruction with Students	\$17.00/hr	NTE 12 hrs/week	N/A	2024-2025	SKILLS Teacher
Iveson, Stacy	Davis	Resign - Reading Instructional Assistant	N/A	N/A	N/A	9/19/2024	
Joyner, Holli	HS	Class Coverage	\$12.50/hr added to hourly rate	1.0 hrs	N/A	8/27/2024	
Koch, Sherry	HS	Class Coverage	\$12.50/hr added to hourly rate	1.0 hrs	N/A	8/29/2024	
Leon Pesqueira, Jennifer	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Madrid-Sharff, Danielle	HS	Ticket Taker	\$15.00/hr	NTE 4.0 hrs/night	N/A	2024-2025	
Maker, Amber	JH	Class Coverage	\$12.50/hr added to hourly rate	2.0 hrs	N/A	9/3/2024	
Marshall, Brandy	HS	Ticket Taker - Girls Volleyball Tournament	\$15.00/hr	NTE 7.0 hrs/day	N/A	9/13/2024 - 9/14/2024	
McAuley, Isaiah	JH	Class Coverage	\$12.50/hr added to hourly rate	1.17 hrs	N/A	9/3/2024	
Montano, Cecilia	Davis	Grant Funded Tutoring - Classified Instruction with Students	\$17.00/hr	NTE 12 hrs/week	N/A	2024-2025	SKILLS Teacher
Munoz, Jolene	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Oswald, Jennifer	Davis	Class Coverage	\$12.50/hr added to hourly rate	1.0 hrs	N/A	9/11/2024	
Oswald, Jennifer	Davis	Class Coverage	\$12.50/hr added to hourly rate	2.0 hrs	N/A	9/11/2024	
Oswald, Jennifer	Davis	Class Coverage	\$12.50/hr added to hourly rate	4.0 hrs	N/A	9/12/2024	
Perez Guadarram, Azul	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	

Flowing Wells School District
 Personnel Action Summary
Support Staff
 September 24, 2024

Preza Valdez, Luz Del Carmen	HS	Additional Hours - Gym Floor Cleanup	Hrly Rate	NTE 5.0 hrs	N/A	8/24/2024	
Preza Valdez, Luz Del Carmen	HS	Additional Hours - Outside Events Custodian	Hrly Rate	NTE 11 hrs	N/A	9/7/2024	
Preza Valdez, Luz Del Carmen	HS	Additional Hours - Volleyball Tournament Custodian	Hrly Rate	NTE 7.0 hrs/day	N/A	9/13/2024 - 9/14/2024	
Ramirez, Janae	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Rath, Ashley	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	2.5 hrs	N/A	9/10/2024	
Rico Castillo, Yariela	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Rodriguez, Maritza	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Ruvalcaba, Gennessis	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Schnelle, Linda	Centennial	Class Coverage	\$12.50/hr added to hourly rate	6.0 hrs	N/A	9/12/2024	
Scupin, Emma	HS	Term - Student Summer SKILLS Worker	N/A	N/A	N/A	9/16/2024	
Srsen, Angela	Davis	Transfer from Instructional Assistant to Reading Instructional Assistant	\$16.79/hr	6.0 hrs/day	195 (P)	9/23/2024	Differential increase of \$0.53/hr
Sweepe, Elizabeth	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	1.0 hrs	N/A	9/12/2024	
Sweepe, Elizabeth	Hendricks	Yearbook	\$815.00	N/A	N/A	2024-2025	
Tadeo, Karla	Douglas	Resign - Instructional Assistant	N/A	N/A	N/A	9/17/2024	Will continue working until replacement is found.
Tascarella, Lupita	HS	Ticket Taker - Girls Volleyball Tournament	\$15.00/hr	NTE 7.0 hrs/day	N/A	9/13/2024 - 9/14/2024	
Tilton, Christian	Richardson	Bilingual Stipend	\$500.00	N/A	N/A	2024-2025	
Warner, Amelia	JH	Class Coverage	\$12.50/hr added to hourly rate	1.17 hrs	N/A	9/5/2024	
Wilkinson, Theodore	HS	Class Coverage	\$12.50/hr added to hourly rate	5.0 hrs	N/A	9/5/2024	
Wilkinson, Theodore	HS	Class Coverage	\$12.50/hr added to hourly rate	2.0 hrs	N/A	9/17/2024	
Zapien, Blanca	HS	Ticket Taker - Girls Volleyball Tournament	\$15.00/hr	NTE 10 hrs/day	N/A	9/13/2024 - 9/14/2024	

LEGEND:

Pay: Total compensation minus Performance Pay

The Additional Comments section detail additional compensation.

NTE: Not To Exceed

BOY: Balance of Year

FTE: Full Time Equivalent

YOE: Years of Experience (\$350.00 per year for certified/professional; \$0.20 per hour for classified)

(P): Prorated due to date of hire and/or less than 1.0 FTE

CEIP: College Credit by Exam Incentive Program

Flowing Wells School District

Personnel Action Summary

Professional Development

September 24, 2024

Name	Location	Workshop	Pay	Hrs	Date
Amarillas, Rosa	Laguna	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Ascarate, Jennifer	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Black, Tristan	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Jungbluth, Eric	Hendricks	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Lambson, Cory	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Legarra, Amee	Richardson	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
McIntyre, Chelsea	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Murphy, John	Centennial	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Rheinheimer, Katie	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Spencer, April	Davis	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Thompson, Jennifer	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Tracy, Tara	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Villalobos, Ellen	Douglas	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Warner, Laura	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Willer, Mark	JH	6-8 Math Curriculum Day	Contract Day	7.0 hrs	10/1/2024
Elizarraras, Luciana	HS	Algebra I PLC 2	\$20.00/hr	1.0 hrs	10/3/2024
Smiley, Joseph	HS	Algebra I PLC 2	\$20.00/hr	1.0 hrs	10/3/2024
Brown, Jason	HS	Algebra I PLC 3	\$20.00/hr	1.0 hrs	10/3/2024
Leider, Sydney	HS	Algebra I PLC 3	\$20.00/hr	1.0 hrs	10/3/2024
Anguis, Teresa	Douglas	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Blanco, Luis	Laguna	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Campbell, Caitlin	Richardson	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Chavez, Astin	Laguna	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Crooks, Kristen	Centennial	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Duron, Jamie	Centennial	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Grogan, Colin	Laguna	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Johnson, Leonard	Hendricks	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Jones, Amanda	Richardson	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Kiecolt, Tyler	Davis	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Lopez, Stephanie	Centennial	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024

Flowing Wells School District**Personnel Action Summary****Professional Development****September 24, 2024**

Mendola, Tiffany	Centennial	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Powers, Michelle	Davis	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Sabin, Siobhan	Hendricks	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Schmidt, Alan	Laguna	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Shreves, Samantha	Laguna	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Thomas, Janelle	Davis	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Turner, Lucy	Douglas	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Urquidez, Maricela	Douglas	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Young, Roxanna	Hendricks	K-5 Math (1st Grade)	Contract Day	3.0 hrs	10/15/2024
Anderson, Paige	Davis	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Aragon, Savannah	Laguna	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Bejarano, Gabrielle	Douglas	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Close, Ashley	Douglas	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Dalton, Emily	Davis	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Gutierrez, Kristi	Laguna	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Hurst, Melanie	Laguna	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Mendivil, Samantha	Douglas	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Motika, Hayley	Centennial	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Pundt, Destiny	Richardson	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Quinn, Kelli	Centennial	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Ramos, Brooke	Hendricks	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Roberts, Jessica	Davis	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Rodriguez, Ginger	Hendricks	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Salazar, Isabela	Davis	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Schiess, Vanessa	Hendricks	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Stretton, Jennifer	Richardson	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Tovar, Martha	Douglas	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Valencia, Shelley	Centennial	K-5 Math (Kindergarten)	Contract Day	3.0 hrs	10/15/2024
Camero, Jaime	Douglas	STEAM Curriculum Day 2	Contract Day	7.0 hrs	10/15/2024
Carlson, Lydia	Hendricks	STEAM Curriculum Day 2	Contract Day	7.0 hrs	10/15/2024
Clardy, Emily	Richardson	STEAM Curriculum Day 2	Contract Day	7.0 hrs	10/15/2024

Flowing Wells School District
 Personnel Action Summary
Professional Development
 September 24, 2024

Molina, Angela	Laguna	STEAM Curriculum Day 2	Contract Day	7.0 hrs	10/15/2024
Raboza-Davis, Schreen	Centennial	STEAM Curriculum Day 2	Contract Day	7.0 hrs	10/15/2024
Van Derlaske, Matthew	Davis	STEAM Curriculum Day 2	Contract Day	7.0 hrs	10/15/2024
Brindley, Brian	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Godlove, Emily	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Lainson, Deirdre	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Leigh, John	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Nogami, Wendy	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Rhodes, Jacqueline	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Sauber, Angela	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Spiece, Ellyvana	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Spiece, Sean	JH	JH English Curriculum Day	Contract Day	7.0 hrs	10/16/2024
Amarillas, Rosa	Laguna	6th Grade Science Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Maag, Kylie	Centennial	6th Grade Science Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Morgan, Troy	Douglas	6th Grade Science Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Schladweiler, Katherine	Richardson	6th Grade Science Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Shepard, Crystal	Hendricks	6th Grade Science Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Spencer, April	Davis	6th Grade Science Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Badger, Amber	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Brown, Jason	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Cardieri, Ivana	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Duffy, Carmen	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Elizarraras, Luciana	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Epstein, Gregory	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Garcia, Bernadette	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Laguna, Teri	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Leider, Sydney	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Littlefield, Tracy	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Lodge, Corynn	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Montoya, Bridget	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Pieroway, Karl	SP	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024

Flowing Wells School District
 Personnel Action Summary
Professional Development
 September 24, 2024

Smiley, Joseph	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Stimans, Jorge	HS	HS Math Curriculum Day	Contract Day	7.0 hrs	10/22/2024
Dominguez, Vincent	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Farmer, Derek	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Ferell, Caitlyn	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Gaona, Daniel	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Gildea, Ashton	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Hartz, Megan	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Holly, Shane	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Keeter, Zoe	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Kelly, Cary	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Lisewski, Kevin	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Meyer, Roisin	SP	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Miller, Stormy	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Nguyen, David	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Pettera, Andria	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Robles, Damion	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Thompson, Adam	HS	HS English Curriculum Day	Contract Day	7.0 hrs	10/23/2024
Legarra, Amee	Richardson	6th Grade Social Studies Curriculum Day	Contract Day	7.0 hrs	10/24/2024
Lovio, Jesus	Davis	6th Grade Social Studies Curriculum Day	Contract Day	7.0 hrs	10/24/2024
Morgan, Troy	Douglas	6th Grade Social Studies Curriculum Day	Contract Day	7.0 hrs	10/24/2024
Rose, Marquez	Laguna	6th Grade Social Studies Curriculum Day	Contract Day	7.0 hrs	10/24/2024
Shepard, Crystal	Hendricks	6th Grade Social Studies Curriculum Day	Contract Day	7.0 hrs	10/24/2024
Steward, Michael	Centennial	6th Grade Social Studies Curriculum Day	Contract Day	7.0 hrs	10/24/2024
Batsford, Emily	Douglas	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024
Dalton, Emily	Davis	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024
Davey, Demitria	Hendricks	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024
DeLuca, Alissandra	Laguna	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024
Fanella, Carly	Richardson	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024
Gossett, Bradley	Laguna	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024
Lopez, Stephanie	Centennial	Elementary Resource Math PLC	\$20.00/hr	1.5 hrs	10/24/2024

Flowing Wells School District
 Personnel Action Summary
Professional Development
 September 24, 2024

Bravin, Dylan	JH	Facilitating Student Thinking for Support Staff	Hrly Rate	2.0 hrs	10/24/2024
Bush, Kimberly	JH	Facilitating Student Thinking for Support Staff	Hrly Rate	2.0 hrs	10/24/2024
Lash, Linda	Davis	Facilitating Student Thinking for Support Staff	Hrly Rate	2.0 hrs	10/24/2024
Nilson, Seth	JH	Facilitating Student Thinking for Support Staff	Hrly Rate	2.0 hrs	10/24/2024
Olmos, Mara	EMELC	Facilitating Student Thinking for Support Staff	Hrly Rate	2.0 hrs	10/24/2024

LEGEND:

Pay: Total compensation minus Performance Pay

The Additional Comments section detail additional compensation.

NTE: Not To Exceed

BOY: Balance of Year

FTE: Full Time Equivalent

YOE: Years of Experience (\$350.00 per year for certified/professional; \$0.20 per hour for classified)

(P): Prorated due to date of hire and/or less than 1.0 FTE

CEIP: College Credit by Exam Incentive Program

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

F-1
Agenda Item Number

September 24, 2024
Board Meeting Date

Item: Recommend Approval to Table Health Textbook for Grades 9-12

Submitted By: Dr. Kevin Stoltzfus/Dr. Audrey Reff Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Dr. Audrey Reff

District administration recommends approval to table the Glencoe Health 2022 textbook for a sixty-day period to allow for two public hearings and public display of the curriculum. The Board-approved curriculum evaluation committee identified this resource as its top choice to address the Arizona state standards for health, including family life curriculum, for students in grades 9-12.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *A. Reff* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
District Administration Center

MEMORANDUM

TO: Governing Board Members
Dr. Kevin Stoltzfus, Superintendent

FROM: Dr. Audrey Reff, Associate Superintendent

RE: Request 60-Day Table of Glencoe Health Textbook/Family Life Curriculum for Grades 9-12

DATE: September 24, 2024

The District administration recommends tabling the adoption of the Glencoe *Health 2022* textbook for a sixty-day period to allow for two public hearings and public display of the curriculum.

Following the approval by the Board to convene a committee for the purpose of reviewing and recommending for adoption a textbook for high school Health classes, a committee was formed and included Flowing Wells High School Health teachers, Mr. Chad Miller, Ms. Teresa Swaney, and Ms. Jocelyn Montoya; Flowing Wells High School administrators, Mr. Frank Thomas and Ms. Ariana Brown; and Flowing Wells High School parent, Ms. Denise Shorbe. The committee reviewed two textbooks; Glencoe *Health 2022* and Goodheart-Willcox *Essential Health Skills for High School*.

Ultimately, the Glencoe *Health* textbook was selected for recommendation based on its alignment with State standards for Health education; updated and relevant content covering a wide array of health topics; text and digital formats that include accessibility features for a wide-range of learners; ample practice and assessment tools; and compliance with Arizona family life curriculum requirements listed below.

1. Emphasis upon the power of individuals to control their own personal behavior.
2. Instruction on how to say “no” to unwanted sexual advances and to resist negative peer pressure.
3. Instruction on the laws relating to sexual conduct with a minor.
4. Stress that students should abstain from sexual intercourse until they are mature adults.
5. Emphasis that abstinence from sexual intercourse is the only method for avoiding pregnancy that is one hundred percent effective.
6. Stress that sexually transmitted diseases have severe consequences and constitute a serious and widespread public health problem.
7. Discussion of the possible emotional and psychological consequences of preadolescent and adolescent sexual intercourse and the consequences of preadolescent and adolescent pregnancy.
8. Advise students of Arizona law pertaining to the financial responsibilities of parenting and legal liabilities related to sexual intercourse with a minor.

Following the sixty day tabling and public hearings, if Board approval is granted parents will be asked to provide written consent to opt their child in to instruction. The notice will be provided at least two weeks prior to instruction and will include the location of the Glencoe *Health 2022* textbook for review in print as well as a link to the digital version which will be maintained on the Educational Services webpage. Alternative instructional activities will be provided for students not participating.

I will be available to provide additional information and answer questions during the regularly scheduled Governing Board Meeting. Thank you for your consideration.

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

F-2	September 24, 2024
Agenda Item Number	Board Meeting Date

Item: Information and Discussion regarding Proposed Revision to Policy IKA
Grading / Assessment Systems

Submitted By: Dr. Kevin Stoltzfus/Dr. Audrey Reff Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

District administration presents for review proposed revisions to the Policy IKA Grading / Assessment Systems, with no action to be taken at this meeting. The revisions clarify that written reports of student grades will be provided to parents at least every quarter (revised from every nine weeks), and that grades for students with disabilities who are not in general education classes shall be based on their progress relative to their IEP goals. The accompanying policy draft includes red strike-through text to indicate deletions and blue text to indicate additions.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Audrey Reff* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

**IKA ©
GRADING / ASSESSMENT SYSTEMS**

A District-developed grading system will be utilized.

Teachers will keep a careful record of the grades assigned to students.

Written reports to the parents concerning student achievement will be made every ~~nine (9)~~ ~~weeks~~ quarter by the teacher, and additional written reports will be made when necessary.

Teachers will confer with parents when necessary concerning academic progress and discipline of students.

Teachers will report to parents on students' conduct, scholarship, attendance, or excessive tardiness.

Special Education

Grades reporting achievement of special education students not taking ~~regular~~ general education classes shall be given on a basis commensurate with the students' abilities and based on their individual progress ~~rather than in competition with classmates~~ related to their Individualized Education Program goals. The permanent record cards for such students shall indicate enrollment in special education for those classes.

Parents of special education students shall be counseled regarding the significance of the grading system in order to avoid misinterpretation of the achievement grade.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-203

15-516

15-521

15-767

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

G-1 September 24, 2024
Agenda Item Number Board Meeting Date

Item: Recommend Approval to Contract with Instrumental Music Center to Purchase and Repair Musical Instruments for Fiscal Year 2024-2025

Submitted By: Dr. Kevin Stoltzfus/Stacy Trueblood Date: September 10, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

District administration recommends approval to contract with Instrumental Music Center to purchase musical instruments for student use. Instrumental Music Center will also be used to repair district-owned instruments and purchase related supplies. The purchase would utilize pricing through the Tucson Unified School District SAVE contract IFB 21-71-C25. The cost of the instruments, repairs and supplies is estimated to not exceed \$150,000. The funding sources for the expenditures are Maintenance & Operations, Unrestricted Capital and Auxiliary funds.

Estimated Cost \$ 150,000 See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

G-2 September 24, 2024
Agenda Item Number Board Meeting Date

Item: Recommend Approval of Student Club Fundraising Activities for FY2024-2025

Submitted By: Dr. Kevin Stoltzfus/Stacy Trueblood Date: September 10, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

District administration recommends approval for student clubs to participate in fundraising activities for the 2024 - 2025 school year. All individual fundraising requests are required to be approved by the Superintendent. Following is an example list of the types of student fundraisers: food, candy and catalog sales; car washes; restaurant percentage nights; snack bars; social media donation requests; messages such as candy-grams and Valentine's Day notes.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

G-3 September 24, 2024
Agenda Item Number Board Meeting Date

Item: Review of Maintenance and Operations Budget Override

Submitted By: Dr. Kevin Stoltzfus/Stacy Trueblood Date: September 10, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Stacy Trueblood

Presented for review is information related to the Maintenance and Operations Budget Override.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: *Stacy Trueblood* Superintendent: *Kevin Stoltzfus*

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOLS
District Administration Center

MEMORANDUM

TO: Governing Board Members
Dr. Kevin Stoltzfus

FROM: Stacy Trueblood

DATE: September 10, 2024

SUBJECT: Maintenance and Operations Override

In November 2023, the voters of our community approved a 13% Maintenance and Operations (M&O) Budget Override. This is an increase to the previously approved 10% override and will be in effect for the 2024-2025 fiscal year. The prior 10% budget override was in effect for the 2023-2024 fiscal year. M&O overrides authorize the District to increase the General Budget Limit and support the District's efforts to maintain class sizes, programs and competitive staff salaries. In addition, the increase in the override in fiscal year 2025 provides funds for the new STEAM program. Arizona Statute requires school districts with overrides in effect to provide information in a public meeting to review the override. The District had the following budget and expenditures related to the override.

- The 2023-2024 fiscal year 10% increase was \$3,530,685. The expenditures were \$2,683,320 for salaries and \$847,365 for employee related benefits such as payroll taxes, Arizona State retirement and insurance.
- For the 2024-2025 fiscal year 13% increase, the District has budgeted \$4,704,093. This includes \$3,563,707 for salaries and \$1,140,386 for employee related benefits.

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

H-1 Agenda Item Number	September 24, 2024 Board Meeting Date
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Item: Recommend Approval of Policy Revisions

Submitted By: Dr. Kevin Stoltzfus Date: September 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

District administration recommends approval of revisions to the policies listed below. Summaries are presented in the attached memo, and the full revisions are attached with red strike-through text indicating deletions and blue text indicating additions. These revisions were presented as information items for discussion during the Governing Board Meeting on September 10, 2024. No concerns have been raised regarding the draft policies.

- Policy GDF Support Staff Hiring
- Policy JFABC Admission of Transfer Students
- Policy JFABDA Admission of Students in Foster Care
- Policy JIH Student Interrogations, Searches, and Arrests
- Policy JII Student Concerns, Complaints, and Grievances
- Policy JJE Student Fund-Raising Activities
- Policy KEC Public Concerns/Complaints about Instructional Resources

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

FLOWING WELLS SCHOOL DISTRICT
District Administration Center

MEMORANDUM

TO: Governing Board Members
FROM: Dr. Kevin Stoltzfus, Superintendent
RE: Recommended Policy Revisions
DATE: September 5, 2024

District administration recommends approval of revisions to the policies GDF, JFABC, JFABDA, JIH, JII, JJE, and KEC. Summaries are presented below, and the full revisions are attached, with red strike-through text indicating deletions and blue text indicating additions. These revisions were presented as information items for discussion during the Governing Board Meeting on September 10, 2024. No concerns have been raised regarding the draft policies.

- Policy GDF Support Staff Hiring: Clarifies that candidates for support staff positions must disclose if they have pled guilty, pled no contest, or are awaiting trial. This policy parallels Policy GCF for professional staff.
- Policy JFABC Admission of Transfer Students: Establishes a procedure for evaluating and awarding incoming foster students' credits and determining a graduation plan. Also establishes procedures for transferring the educational records of foster students to ensure timely credit evaluation and awarding.
- Policy JFABDA Admission of Students in Foster Care: Clarifies that when an educational placement is determined to be in the best interest of a child in foster care, the enrolling school must enroll the child within two days and must contact the school of origin within two days to obtain educational records.
- Policy JIH Student Interrogations, Searches, and Arrests: Updates language describing the process for questioning a student when child abuse or abandonment is alleged, changing "child protective services worker" to "child safety worker, child welfare investigator, or peace officer."
- Policy JII Student Concerns, Complaints, and Grievances: Adds language regarding adherence to Title IX procedures regarding cases of alleged sexual discrimination to ensure supportive measures and due process are provided.
- Policy JJE Student Fund-Raising Activities: Clarifies that the Board may establish a list of pre-approved fund-raising activities.
- Policy KEC Public Concerns/Complaints about Instructional Resources: Clarifies the procedures for responding to objections regarding instructional resources, adding that the superintendent shall prepare a report and recommendation to the Board, and the Board and superintendent shall use established criteria to evaluate instructional resources.

GDF ©
SUPPORT STAFF HIRING

It shall be the policy of the District to employ and retain the best qualified personnel. This will be accomplished by considering qualifications and by providing competitive wages within the financial capabilities of the District, adequate facilities, and good working conditions.

Recruitment of support staff personnel is the responsibility of the Superintendent. Other members of the administration and supervisory staff will assist as responsibilities are delegated by the Superintendent.

Before employing a certificated or noncertificated person, school districts and charter schools shall conduct a search of the prospective employee on the educator information system that is maintained by the ~~department~~ Department of ~~education~~ Education.

A school district or charter school may not employ either of the following in a position that requires a valid fingerprint clearance card:

- A. A certificated person whose certificate has been suspended, surrendered or revoked, unless the State Board of Education has subsequently reinstated the person's certificate.
- B. A noncertificated person who has been prohibited from employment at a school district or charter school by the State Board of Education pursuant to subsection b of this section.

Candidates shall disclose whether they have pled guilty, pled no contest, been convicted of or are awaiting trial pursuant to [A.R.S. 15-509](#).

Each school district and charter school shall annually submit to the Department of Education a list of certificated and noncertificated persons who are employed at the school district or charter school. The department shall issue guidance to school districts and charter schools regarding this requirement.

The Board adopts the following general criteria and procedures, which shall be utilized in the selection process for initial employment:

- A. There will be no discrimination in the hiring process due to race, color, religion, sex, age, national origin, or disability of an otherwise qualified individual.
- B. Candidates for all positions shall be physically and mentally able to perform the duties of the position job descriptions for which they have applied.
- C. Each candidate shall be requested to complete a consent-and-release form regarding conduct of a background investigation.
- D. A "background investigation" - consisting of communication with the applicant's (or employee's) former employer that concerns education, training, experience, qualifications, and job performance for the purpose of evaluation for employment - shall be conducted

on each individual to be considered for a recommendation of employment. Forms developed for this purpose are to be used.

Information obtained about an employee or applicant for employment by the District in the performance of a background investigation, including any records indicating that a current or former employee of a school or school district was disciplined for violating policies of the School District Governing Board pursuant to A.R.S. [15-153](#), may be retained by that District and may be provided to any school district or other public school that is performing a background investigation.

Any employee's misstatement of fact that is material to qualifications for employment or the determination of salary shall be considered by the Board to constitute grounds for dismissal.

A district may hire and place a noncertificated employee into service before receiving the results of the mandatory fingerprint check or a fingerprint clearance card has been issued or denied. However, until fingerprint clearance has been received, an applicant who is required or allowed to have unsupervised contact with pupils cannot be hired and placed into service until:

A. The District documents in the applicant's file the necessity for hiring and placing the applicant into service before a fingerprint check can be completed or a fingerprint clearance card is issued or denied.

B. The District obtains from the Department of Public Safety a statewide criminal records information check on the applicant. Subsequent criminal records checks are also required every one hundred twenty (120) days until the date that the fingerprint check is completed or the fingerprint clearance card is issued or denied.

C. The District obtains references from the applicant's current employer and two (2) most recent previous employers, except that for applicants who have been employed for at least five (5) years by the most recent employer, only references from that employer are required.

D. The District provides general supervision of the applicant until the date the fingerprint check is completed or the fingerprint clearance card is issued or denied.

Upon recommendation for employment the District shall confirm employment authorization and employment eligibility verification by participating in the E-Verify program of the Department of Homeland Security's (DHS) U.S. Citizenship and Immigration Services Bureau (USCIS) and the Social Security Administration (SSA). The District will then complete the Form I-9 as required and maintain the form with copies of the necessary documents and documentation of the authorization and verification pending any inquiry.

The District reports to the Superintendent of Public Instruction on June 30 and December 31 the number of applicants hired prior to the completion of a fingerprint check or the issuance of a fingerprint clearance card and the number of applicants for whom fingerprint checks or fingerprint clearance cards have not been received after one hundred twenty (120) days and after one hundred seventy-five (175) days of hire.

The District may provide information received as a result of a fingerprint check required by section [15-512](#) to any other school district if requested to do so by the person who was the subject of the fingerprint check or communicate to any school district if requested to do so by the person who applied for a fingerprint clearance card whether the person has been issued or denied a fingerprint clearance card. A copy of any written communication regarding employment must be sent by the employer providing the information to the former employee's last known address.

Any person who permits unauthorized access to criminal history record information, releases criminal history record information, or procures the release or uses criminal history record information other than in accord with A.R.S. [41-1750](#) is guilty of a class 6 felony.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[13-3716](#)

[15-153](#)

[15-502](#)

[15-505](#)

[15-509](#)

[15-512](#)

[23-211](#)

[23-212](#)

[23-1361](#)

[38-201](#)

[38-481](#)

[41-1756](#)

CROSS REF.:

[GDFA](#) - Support Staff Qualifications and Requirements
(fingerprinting requirements)

JFABC ©
ADMISSION OF TRANSFER STUDENTS
(Academic Credit Transfer)

Academic credit for students who transfer from private or public schools shall be determined on a uniform and consistent basis.

Elementary

Academic credit for placement in the common school subjects and grades shall be based upon teacher recommendations and previous grade level assignments subject to the determination that the student can meet the standards adopted by the State Board of Education for the grade level assignment.

Credit for Graduation Requirements

Core credit for purposes of this policy shall be the units of credit specifically named as required for graduation by the State Board of Education in [R7-2-302.02](#).

The District may evaluate the transcripts of transfer students for the assignment of credit pursuant to Section [15-701.01](#).

The School District shall provide to a pupil who transfers credit from a charter school, school district or Arizona online instruction a list that indicates which credits have been accepted as either elective or core credits by the School District.

Within ten (10) school days after receiving the list, a pupil may request to take an examination in each particular course in which core credit has been denied. The School District shall accept the credit as a core credit for each particular course in which the pupil takes an examination and receives a passing score on a test, aligned to the competency requirements adopted pursuant to ~~this section, designed~~ A.R.S. [15-701.01](#), ~~that is designed~~ and evaluated by a teacher in the School District who teaches the subject matter on which the examination is based.

The School District may not charge a fee to a pupil who takes an examination in a particular course to obtain academic credit, pursuant to section [15-701.01](#), subsection ~~i~~, from the School District if the academic credit for a course was previously earned in an Arizona online instruction course or at any public school in this state. Any test administered pursuant to this subsection shall be an assessment that is aligned to the course relevant state academic standards.

If a pupil is enrolled in the School District and that pupil also participates in Arizona online instruction between May 1 and July 31, the School District shall not require proof of payment as a condition of the School District accepting credits earned from the online course provider.

All core credit courses must meet the standards adopted by the State Board of Education ~~where such standards exist. Where standards have not been adopted by the State Board of Education, core credit courses must meet the standards established for the school to which the student has requested a transfer of credit.~~

~~Adopted: September 12, 2017~~

~~LEGAL REF.:~~ If the State Board of Education has not adopted standards for an elective subject, the School District Governing Board is responsible for adopting competency requirements for the successful completion of the elective subject.

School Districts Receiving Foster Students Who Transfer Pursuant to a Best Interest Educational Placement Determination in Grades Nine Through Twelve

Pursuant to 15-701.04, each school district governing board will specify the manner in which they will: calculate full and partial academic credits that were earned by the foster child at the school of origin, accept all academic credits earned by a foster child at the school of origin, including partial credits, and determine if these credits will be accepted as core credits or elective credits. Every possible attempt should be made to accept these credits as core credits.

The State Board of Education will develop guidelines for school districts to consider regarding the calculation of academic credits.

A Flowing Wells High School counselor will meet with incoming foster students no later than ten (10) days after receipt of the foster child's educational records and will complete a foster Graduation Tracker on which each students' plan for graduation will be documented. The counselor will award full and partial academic credit from the foster student's school of origin, accepting transfer credits as core credit whenever possible, and documenting them in the foster Graduation Tracker.

No later than ten (10) days after the School District receives the foster child's educational records from the school of origin, the School District must meet with the foster child to review and update the student's graduation plan, including participation in credit recovery programs, if necessary. A written copy of the graduation plan shall be provided to the student, parents who have maintained parental rights, and any guardian, custodian, caregiver or foster parent.

School Districts Transferring Educational Records for Foster Students Who Transfer Pursuant to a Best Interest Educational Placement Determination in Grades Nine Through Twelve

Each school district shall develop and adopt policies concerning the transfer of educational records by a school of origin for a foster child enrolled in grades nine (9) through twelve (12).

These records must include: all earned academic credits, including partial credits; documentation of competencies achieved in a course in which partial credit was not received.

An enrolling school may administer a local competency assessment to award full or partial credit for core competencies identified in a foster child's educational records. A school district may not require that a foster child, enrolled in grades eleven (11) or twelve (12), satisfy graduation requirements that are in addition to or higher than those prescribed by the State Board of Education.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[1-701-](#)

[15-189.03](#)

[15-701.01](#)

[15-701.04](#)

[15-745](#)

[15-808](#)

A.A.C.-

[R7-2-302-02](#)

CROSS REF.:-

[JG](#) - Assignment of Students to Classes

JFABDA ©
ADMISSION OF STUDENTS
IN FOSTER CARE

This policy is intended to direct compliance with Arizona State Laws, Arizona Administrative Code, and the Every Student Succeeds Act (ESSA) Foster Care provisions.

Purpose Statement

The implementation of this policy shall assure that:

- A. Within five (5) days after a child enters foster care or if a child's placement changes, the child, if appropriate, the child's caseworker, the child's parent, guardian, custodian, caregiver, or foster parent and representative from the local education agency or the child's school of origin shall determine if it is in the child's best interest to remain in the child's school of origin;
- B. Children in foster care remain enrolled in their school of origin for the duration of their time in care, unless a determination is made that it is not in such child's best interest to remain in their school of origin, which decision shall be based on all factors relating to the child's best interest, including consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement, among other factors listed in law (See list in JFABDA-R);
- C. If it is determined that a change of educational placement is in the best interest of the child, the educational institution shall enroll the child ~~shall be immediately~~ in a new school within two (2) days. A child shall be immediately enrolled in ~~a~~ the new school, even if the child is unable to produce records normally required for enrollment or owes any outstanding fines or fees to the school of origin; however, the responsible party (i.e. DCS, foster care placement) may be required to provide their Notice to Providers document;
- D. The enrolling school shall ~~immediately~~ contact the school ~~last attended by any such child to~~ of origin within two (2) days to obtain relevant academic and other records. Upon request for records for any such child from another school, every effort shall be made to provide records within two (2) business days.
- E. In collaboration with the state or local Child Welfare Agency, transportation is provided to and from the school of origin or school of placement for the foster child as applicable and found in the law and Policy JFAA. In ensuring a child receives transportation to the educational institution determined to be in the child's best interest, the Department of Child Safety may coordinate with the Department of Education and local education agencies and enter into necessary information sharing, data sharing and financial agreements.

F. The District will work with the Department of Child Safety (or tribal agency) to ensure that the provisions of ESSA relating to foster children are implemented, including assigning a District employee to serve as a Point of Contact (POC) to work in collaboration with the applicable child welfare agency and notify the Arizona Department of Education of the assigned POC.

Definitions

The term "children in foster care" means children who are under twenty-four (24) hour substitute care while placed away from their parents or guardians and for whom the Child Welfare Agency (Department of Child Safety [DCS] or tribal) has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, childcare institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed, and payments are made by the state, tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is federal matching of any payments that are made. (45 C.F.R. § 1355.20(a)) In Arizona, if DCS has received placement care and responsibility, then the child is in "foster care" even if the parent or guardian is permitted to live in the home of placement, such as a kinship home.

The term "school of origin" means the school in which a child is enrolled at the time of placement in foster care, including preschool. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

Point of Contact (POC) for Children in Foster Care - Responsibilities

The Superintendent will designate an appropriate staff person of authority as Point of Contact (POC) for children in foster care who will carry out duties as assigned and notify Arizona Department of Education's (ADE's) Statewide Foster Care Education Coordinator of the designated POC. Among those duties will be the responsibility to coordinate activities and programs to work in collaboration with the respective child welfare agency (either DCS or tribal), in the best interest of foster children that will include procedures to:

- A. Continue the student's education in the school of origin or placement;
- B. Collaborate with the Child Welfare Agency to implement the educational stability plan;
- C. Ensure the best interest is determined regarding school enrollment;
- D. Ensure necessary transportation is provided, funded, and arranged in collaboration with the Child Welfare Agency;
- E. Ensure immediate enrollment and transfer of records occurs when the student moves schools; and
- F. Ensure school staff are trained on the provisions and educational needs of children in foster care.

Other Relevant Policies and Procedures

Implementation of the Every Student Succeeds Act (ESSA) Foster Care provisions requires the coordination with a number of policies and procedures. These policies and procedures are listed below as cross references and are incorporated in this policy and these procedures by such reference.

Enrollment preference may be given to children who are in foster care.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

~~158-530.04~~

[15-816](#) through [15-816.07](#)

[15-821](#)

[15-823](#) through [15-825](#)

42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act of 2001,
as amended by the Every Student Succeeds Act (ESSA) of 2015
(Foster Care Provisions)

CROSS REF.:

[EEAA](#) - Walkers and Riders

[IKEB](#) - Acceleration

[JF](#) - Student Admissions

[JFAA](#) - Admission of Resident Students

[JFAB](#) - Admission of Nonresident Students

[JFABD](#) - Admission of Homeless Students

[JFB](#) - Open Enrollment

[JG](#) - Assignment of Students to Classes and Grade Levels

[JLCB](#) - Immunizations of Students

[JLH](#) - Missing Students

[JR](#) - Student Records

[JRCA](#) - Request for Transfer of Records

JIH ©
STUDENT INTERROGATIONS,
SEARCHES, AND ARRESTS

Interviews

School officials may question students regarding matters incident to school without limitation. The parent will be contacted if a student interviewed is then subject to discipline for a serious offense. A student may decline at any time to be interviewed by the School Resource Officer (SRO) or another peace officer.

When child abuse or abandonment of a student is alleged.

If a child ~~protective services worker~~ safety worker, a child welfare investigator, or peace officer enters the campus requesting to interview a student attending the school, the school administrator shall be notified. Access to interview shall be granted when the child to be interviewed is the subject of or is the sibling of or is living with the child who is the subject of an abuse or abandonment investigation. The personnel of the District shall cooperate with the investigating child ~~protective services worker~~ safety worker, a child welfare investigator, or peace officer. If a student is taken into temporary custody in accordance with A.R.S. [8-821](#), the child ~~protective services~~ safety worker or peace officer may be reminded to notify the student's parent of the custody, pursuant to A.R.S. [8-823](#). The child ~~protective services worker~~ safety worker, a child welfare investigator, or peace officer shall be requested to establish proper identification and complete and sign a "Form for Signature of Interviewing Officer." Six (6) hours following the relinquishment of custody by the school, school personnel may respond to inquiries about the temporary custody of the child and may, if considered necessary, call the parent.

Abuse or abandonment is not alleged.

No issue of student population safety is presented. If a peace officer enters the campus requesting to interview a student attending the school on an issue other than upon request of the school or for abuse or abandonment, the school administrator shall be notified. If the officer directs that parents are not to be contacted because the interview is related to criminal activity of the parent(s)/guardian, the school official shall comply with the request. Unless these circumstances exist the parent will be contacted and will be asked if they wish the student to be interviewed. If the parent consents the parent will be requested to be present or to authorize the interview in their absence within the school day of the request. Where an attempt was made and the parent(s) could not be reached or did not consent within the school day of the request, the peace officer will then be requested to contact the parent(s) and make arrangements to question the student at another time and place.

Safety of the student population is of concern. When a peace officer is present on the campus to interview students at the request of school authorities due to concerns for the safety of the students in the school population, parent contact shall only be made if a student is taken into custody or following the determination that the student may be subject to discipline for a serious offense. The SRO, present at the request of the school for the continues maintenance of safety and order, may interview students as necessary regarding school related issues as determined by school officials and parents will be contacted if the student is to be taken into custody or if the student is subject to discipline for a serious offense.

Staff members are to report any suspected crime against a person or property that is a serious offense, involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury and any conduct that poses a threat of death or serious physical injury to employees, students or others on school property. All such reports shall be documented and

communicated to the Superintendent who shall be responsible for reporting to local law enforcement. Conduct that is considered to be bullying, harassment or intimidation shall be addressed according to Policy JICK as required in A.R.S. [15-341](#)(A)(36).

The District is to notify the parent or guardian of each student who is involved in a suspected crime or any conduct that is described above, subject to the requirements of federal law.

Searches

School officials have the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to health, safety, and welfare of the student(s) exists. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District counsel.

Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectancy of privacy, and lockers, desks, storage areas, et cetera, may be inspected at any time with or without reason, or with or without notice, by school personnel.

Arrest

When a peace officer enters a campus providing a warrant or subpoena or expressing an intent to take a student into custody, the office staff shall request the peace officer establish proper identification, complete, and sign a form for signature of an arresting officer or interviewing officer. The school staff shall cooperate with the officer in locating the child within the school. School officials may respond to parental inquiries about the arrest or may, if necessary, explain the relinquishment of custody by the school and the location of the student, if known, upon contact by the parent.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[1-215](#)

[8-303](#)

[8-304](#)

[8-802](#)

[8-821](#)

[8-823](#)

[13-3881](#)

[13-3883](#)

[15-153](#)

[15-341](#)

[15-342](#)

A.G.O.

104-003

177-211

182-094

188-062

191-035

JII ©
STUDENT CONCERNS, COMPLAINTS,-
AND GRIEVANCES

The Superintendent is directed to establish procedures whereby students with sufficient concern may present a complaint or grievance regarding a violation of their constitutional rights, equal access to programs, discrimination, or personal safety provided that:

- A. The topic is not the subject of disciplinary or other proceedings under other policies and regulations of the District, and
- B. The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

A complaint or grievance may be raised regarding ~~one (1) or more~~ any of the following:

- A. Violation of the student's constitutional rights.
- B. Denial of an equal opportunity to participate in any program or activity for which the student qualifies, not related to the student's individual capabilities.
- C. Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.

In cases of alleged sex discrimination, this grievance procedure should provide supportive measures to complainants and respondents affected by the alleged sex discrimination conduct, must require adequate notice, must provide an equal opportunity to present and access evidence, and provide a reasonable opportunity for response by each party.

- D. Concern for the student's personal safety.

Refer to Board Policy JICK for procedures applying to a complaint or grievance that alleges incidences of student violence, harassment, intimidation, or bullying.

The ~~accusation-complaint~~ or grievance must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint or grievance. The initial complaint or grievance should be made using form JII-EA; however, a verbal complaint or grievance may be made to any school staff member. The receiving staff member shall immediately inform an administrator of the complaint or grievance.

When the initial complaint or grievance is submitted in a manner other than on the prescribed form, the administrator shall obtain from the student the particulars of the accusation and complete form JII-EA immediately thereafter. The administrator shall especially note all student-provided particulars determined by the Superintendent to be necessary for the

complaint or grievance to be investigated. Any question concerning whether a complaint or grievance falls within this policy shall be determined by the Superintendent.

If the receiving school administrator is included in the allegation, the complaint or grievance shall be transmitted to the next higher administrative supervisor. Failure by the staff member to timely inform a school administrator or next higher administrative supervisor of a student's allegation may subject the staff member to disciplinary action. The staff member shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

A student or student's parent or guardian may initiate the complaint process by completing Exhibit JII-EA.

A complaint or grievance may be withdrawn at any time. Once withdrawn, the process cannot be reopened if the resubmission is longer than thirty (30) calendar days from the date of the occurrence of the alleged incident.

Retaliatory or intimidating acts against any student who has made a complaint under this policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

To assure that students and staff are aware of its content and intent, a notice of this policy and procedure shall be [posted conspicuously in each school building and shall be](#) made a part of the rights and responsibilities section of the student handbook. Forms for submitting complaints are to be available to students, staff and parents or guardians in the school offices.

Disposition of all complaints or grievances shall be reported to the Superintendent and the compliance officer for discrimination if other than the Superintendent. The Superintendent will determine if the policies of the District have been appropriately implemented and will make such reports and/or referrals to the Board as may be necessary.

The Superintendent shall develop procedures for the maintenance and confidentiality of documentation related to the receipt of a student's complaint or grievance, findings of the investigation, and disposition of the matter. The documentation shall not be used to impose disciplinary action unless the appropriate school official has investigated and determined there was an actual occurrence of the alleged incident.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

Adopted: ~~August 23, 2011~~[<-- z2AdoptionDate -->](#)

LEGAL REF.:
A.R.S.
[15-341](#)

[20 U.S.C. 1681, Education Amendments of 1972, Title IX,](#)
[as amended in 2024, Title IX](#)

CROSS REF.:

[AC](#) - Nondiscrimination/Equal Opportunity

[ACA](#) - Sexual Harassment

[GBEB](#) - Staff Conduct

[JB](#) - Equal Educational Opportunities

[JIC](#) - Student Conduct

[JICFA](#) - Hazing

[JICK](#) - Student ~~Violence~~Bullying/Harassment/Intimidation/~~Bullying~~

[JK](#) - Student Discipline

[JKD](#) - Student Suspension

[JKE](#) - Expulsion of Students

[KE](#) - Public Concerns and Complaints

JJE ©
STUDENT FUND - RAISING ACTIVITIES

~~Fund~~The Governing Board shall approve fund-raising activities by students on school premises or elsewhere as representatives of the school ~~will be permitted only for the types of fund-raising activities approved by the Governing Board and when connected with specific school activities approved by the Governing Board.~~ The Governing Board may create a list of pre-approved fundraising activities the Superintendent may approve upon written request.

Participation in contests or fund-raising activities shall be governed by the following criteria:

- ~~The~~A. The aim of the activity shall benefit youth in educational, civic, social, and ethical development.

- ~~The~~B. The activity shall not be detrimental to the regularly planned instruction.

The proceeds of all fund-raising activities shall be deposited in the Student Activity Fund, and funds from such activities shall be used only as specified in the Uniform System of Financial Records.

Adopted: ~~August 23, 2011~~~~<-- z2AdoptionDate -->~~

LEGAL REF.:-

A.R.S.-

[15-1121](#) through [1123](#)

CROSS REF.:-

[DIC](#) - Financial Reports and Statements

[JJE](#) - Student Activities Funds

KEC ©
PUBLIC CONCERNS / COMPLAINTS
ABOUT INSTRUCTIONAL RESOURCES

Occasional objections to the selection of instructional materials may be made by the public despite the care taken to select materials most valuable for the student and the teacher. The complainant will be asked to complete the form "Citizen's Request for Reconsideration of Instructional Material." Upon receipt of a request for reconsideration, the Superintendent will review the work in question [and prepare a report](#). After review by the Superintendent, copies of the request form and the report will be sent to the principal and the citizen.

If not satisfied with the decision contained in the report, the citizen may appeal the decision to the Board.

Should a complaint reach the Board, the Board may refer the matter back to the Superintendent for further review, or the Board may review the materials in question in the light of its policy establishing criteria for the selection of materials, [utilizing the criteria for selection established in Regulation IJJ-R as a guide](#).

Adopted: ~~date of Manual adoption~~[<-- z2AdoptionDate -->](#)

LEGAL REF.:

A.R.S.

[15-341](#)

[15-721](#)

CROSS REF.:

[IJJ-R](#)