

**Notice of Governing Board Meeting  
by Videoconference or Telephone Call  
Board of Trustees  
Tuesday, April 23, 2024**

A Governing Board Meeting of the Board of Trustees will be held on Tuesday, April 23, 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. Recognition of FWHS Athletes and Coaches who Qualified for State Playoffs
  - a. Flowing Wells Athletic Director Mark Brunenkant will introduce FWHS athletes and coaches who qualified for state playoffs in Season 2 and 3 sports.
2. Presentation of Flowing Wells Junior High Yearbook for 2023-2024
  - a. Flowing Wells Junior High School Yearbook Advisor Shawna McGlamery and student representatives will present the yearbook for the 2023-2024 school year.
3. Report from Flowing Wells Educational Foundation
  - a. Flowing Wells Educational Foundation (FWEF) President Patrick Burns and other FWEF members will provide a brief update regarding a fundraising initiative.
4. 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, April 23, 2024.

2. Approval of Minutes of Governing Board Meetings

- a. The following Governing Board meeting minutes are presented for Governing Board approval: April 09, 2024 (Open Session Minutes).

3. Approval of District Expense and Payroll Vouchers

- a. Sign vouchers for upcoming check batches (to be reviewed at the next Board Meeting). None for this meeting  
Expense and payroll vouchers are presented for Board approval: Expense vouchers #6869-6872 and Payroll voucher #2307.

4. Approval of Requests for Use of District Facilities

- a. None for this meeting.

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. None for this meeting.

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.

9. Acceptance of Gifts and Donations

- a. None for this meeting.

10. Review of District Financial Statements

- a. None for this meeting.

11. Approval of Asset Retirement and Disposals

- a. Approval is requested for the retirement and disposal of assets no longer used by the district as of April 17, 2024.

12. Approval of District Calendars

- a. The following calendars are submitted for approval, with no significant changes other than dates adjusted for the new year: Summer 2024 Schedule; 2024-2025 Classified Calendar by Group; 2024-2025 Paid Holidays; 2024-2025 Payroll Dates Calendar; 2024-2025 Governing Board Meetings; and 2024-2025 Governing Board and School Visitations Calendar.

**F. New Business**

1. Recommend Approval to Table K-5 Science Curriculum

- a. District administration recommends approval to table the science curriculum for kindergarten through fifth grade to allow for public review and comment prior to a formal request to adopt for use across all District elementary schools. This curriculum was developed internally by District Science Specialist Anna Heyer and a team of teacher leaders working collaboratively to develop,

pilot, and refine the various modules over the course of multiple years. The curriculum engages students in the science and engineering practices across the areas of physical science, earth and space science, and life science, developing the habits of mind necessary for more advanced study of the sciences in upper grades.

## 2. Recommend Approval to Table STEAM Curriculum

- a. District administration recommends approval to table the curriculum for the new K-6 Science Technology Engineering Arts and Math (STEAM) elementary special program to allow for public review and comment prior to a formal request to adopt for use across all District elementary schools. The curriculum was developed by District Science Specialist Anna Heyer and a team of stakeholders that included our STEAM teachers, computer lab technicians, parents, and external scientists and community members. The curriculum includes coding and robotics, art and design, technology tools and typing, and explicit connections to our grade-level science and engineering units.

## 3. Recommend Approval to Table New Literature for High School

- a. District administration recommends approval to table the adoption of a work of literature entitled *Bloodchild and Other Stories*, by Octavia Butler, to allow for public review and comment prior to a formal request to adopt for use in our high school English classes. This collection of science fiction short stories demonstrates appropriate text complexity coupled with engaging and relevant themes related to aliens, humanity, and alternative worlds.

## 4. Information and Discussion regarding Revision to Policy JKD Student Suspension

- a. District Administration presents a revision to Policy JKD Student Suspension for review and discussion, with no action to be taken during the current meeting. The current Policy JKD reads that parents will be notified of a long-term suspension hearing involving their child at least five working days prior to the hearing. The policy states that this notification will take place via certified mail or hand delivery (in-person) of a letter to the parent. The proposed revision seeks to include email as an additional method of formal notification of a long-term hearing for parents. The attached revised policy includes underlined language to indicate the change.

## 5. Information and Discussion regarding Revisions to Sick Leave Policies

- a. District administration presents revisions to the policies summarized below for review and discussion, with no action to be taken at this meeting. The attached memo summarizes the revisions, and the accompanying policy drafts include underlined text to indicate additions and strikethrough text to indicate deletions. Policy GCCA Professional Staff Sick Leave and Policy GDCA Support Staff Sick Leave include revisions providing ten-month employees with flexibility to use any or all of their current-year allocation of ten sick leave days as personal leave. Policy GCQC Resignation of Professional Staff Members and Policy GDQB Resignation of Support Staff Members include revisions that eliminate the current fixed rates for which employees can be compensated for unused sick leave, replacing these with a percentage scale that begins after nine years of employment.

## 6. Recommend Approval to Renew Field Placement Agreement with the University of Arizona

- a. District administration recommends approval to renew the field placement agreement with the University of Arizona for a term of five years, effective from July 1, 2024, through June 30, 2029. This would maintain the current partnership with the University in terms of placing student teachers and other interns in Flowing Wells.

## G. Unfinished Business

### 1. Recommend Approval to Adopt Advanced Placement Statistics Textbook

- a. District administration recommends approval to adopt the textbook and curriculum resource entitled *The Practice of Statistics for the AP Classroom, 7th Edition* to allow for use in the AP

Statistics course at Flowing Wells High School. This resource has been tabled for public review for a sixty-day period, and no public comments or concerns were submitted during this time.

#### **H. Business and Finance**

##### **1. Recommend Approval of Employee Benefit Renewals for FY2024-2025**

a. District administration recommends approval of the following employee benefit contracts for FY2024-2025: Blue Cross Blue Shield of Arizona for health insurance and telehealth (5.0% increase); Health Equity for Health Savings Accounts (no change); Blue Cross Blue Shield of Arizona for PPO dental (no change); EyeMed for vision (no change); Sun Life for short-term disability (no change); Employers Dental Service for pre-paid dental (no change); Minnesota Life for life/AD&D and supplemental life insurance (no change); WEX for Flexible Spending Accounts (no change).

##### **2. Recommend Increase to District Contribution to Employee Health Care for FY2024-2025**

a. District administration recommends increasing the District contribution to employee health insurance for Fiscal Year 2024-2025 by the amount of \$327.00 per participating employee. This increase would cover the cost of the rate increase of 5.0% from Blue Cross Blue Shield of Arizona for an individual employee on the PPO plan. For an individual employee on the High Deductible Health Plan, the increased contribution of \$327.00 would cover the cost of the 5.0% rate increase (\$250.00) and would increase the District contribution to the employee's Health Savings Account by \$77.00 per year. The total increased cost to the District is estimated at \$147,000.00 for FY2024-2025.

##### **3. Recommend Approval of Revisions to Special Activities Compensation (SAC) Schedule for 2024-2025 School Year**

a. District administration recommends approval of revisions to the SAC schedule for the 2024-2025 school year. Revisions are outlined in the attached memo and highlighted in the attached SAC schedule. Most revisions would take effect in the 2024-2025 fiscal year. Compensation increases for high school summer school administrator and teachers would take effect in June, 2024.

#### **I. Executive Session**

1. In accordance with A.R.S. §38-431.03.A.5, an Executive Session may be called for discussion or consultation with designated representative of the public body in order to consider its position and instruct its representative regarding negotiations with employee organizations regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body; concerning salaries and benefits.

#### **J. 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)]

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For the Board of Trustees

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

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|                    |                    |
|--------------------|--------------------|
| B-1                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Report from Flowing Wells Junior High School Student Representatives

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

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

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

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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

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|                    |                    |
|--------------------|--------------------|
| B-2                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Report from Sentinel Peak High School and Flowing Wells Digital Campus Student Representatives

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: SPHS and FWDC Student Representative

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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.

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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

C-1  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Recognition of FWHS Athletes and Coaches who Qualified for State Playoffs

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

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Flowing Wells Athletic Director Mark Brunenkant will introduce FWHS athletes and coaches who qualified for state playoffs in Season 2 and 3 sports.

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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

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C-2 April 23, 2024  
Agenda Item Number Board Meeting Date

Item: Presentation of Flowing Wells Junior High Yearbook for 2023-2024

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

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Flowing Wells Junior High School Yearbook Advisor Shawna McGlamery and student representatives will present the yearbook for the 2023-2024 school year.

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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

C-3  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Report from Flowing Wells Educational Foundation

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Flowing Wells Educational Foundation (FWEF) President Patrick Burns and other FWEF members will provide a brief update regarding a fundraising initiative.

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-4  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Update on District Events and Activities

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

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

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|  |                             |
|--|-----------------------------|
| D  | April 23, 2024              |
| Agenda Item Number                               | Board Meeting Date          |
| Item: <u>Public Comments</u>                     |                             |
| Submitted By: <u>Dr. Kevin Stoltzfus</u>         | Date: <u>April 18, 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

April 23, 2024

Board Meeting Date

Item: Consent Agenda for this Meeting

Submitted By: Dr. Kevin Stoltzfus

Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Information for the Public:

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.

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

April 23, 2024

Board Meeting Date

Item: Approval of Agenda for this Meeting

Submitted By: Dr. Kevin Stoltzfus

Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Request approval for adoption of the agenda for this meeting, April 23, 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**

**April 23, 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**

1. Report from Flowing Wells Junior High School Student Representatives
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**BREAK- The brief break provides an opportunity for families and friends to leave the meeting.**

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**E. Consent Agenda**

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1. Approval of Agenda for this Meeting

**Names, dates and documents relevant to the agenda items are available on the District's website or at the Superintendent's office during normal business hours.**

- a. Request approval for the adoption of the agenda for this meeting, April 23, 2024.
2. Approval of Minutes of Governing Board Meetings
  - a. The following Governing Board meeting minutes are presented for Governing Board approval: April 09, 2024 (Open Session Minutes).
3. Approval of District Expense and Payroll Vouchers
  - a. Sign vouchers for upcoming check batches (to be reviewed at the next Board Meeting). None for this meeting  
Expense and payroll vouchers are presented for Board approval: Expense vouchers #6869-6872 and Payroll voucher #2307.
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  - a. None for this meeting.
7. Approval of Requests for Staff Travel
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8. Approval of Personnel Actions
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  - a. None for this meeting.
10. Review of District Financial Statements
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**J. Adjourn**

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

E-2  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Approval of Minutes of Governing Board Meetings

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

The following Governing Board meeting minutes are presented for Governing Board approval: April 9, 2024 (Open 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.

April 9, 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  
Thomas Jacobs

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

108 additional staff members and guests were in attendance.

## **A. Opening of Meeting**

1. President Kristine Hammar called the meeting to order at 6:01 p.m.
2. The Pledge of Allegiance was observed.

## **B. Student Report**

- B-1. Report from Flowing Wells High School Student Representatives  
Flowing Wells High School student representatives Kayla Kirby and Jacob Bratka, 11<sup>th</sup> grade, presented the FWHS video. The video featured highlights of FWHS for February and March including FWHS Film at the Douglas Color Run, Stagecraft and Theater, NAU Tour, Future Cabs Tour for FWJH 8<sup>th</sup> graders, FWHS Band California Tour, and the Ambassadors trip to Europe.  
*Governing Board President Hammar and Dr. Stoltzfus thanked the students for their hard work.*

## **C. Superintendent's Report**

- B-1. Recognition of Building Blocks for Character Students  
Superintendent Dr. Kevin Stoltzfus recognized the April Building Blocks for Character Students from each school: EMELC – Everlei McHaney, Centennial Elementary – Nathaniel Sanders, Davis Elementary – Nevaeh Ruiz-Felix, Douglas Elementary – Ivana Garcia, Hendricks Elementary – Eva Fabiola Rascon-Braun, Laguna Elementary – Nalanis Valdez-Callejas, Richardson Elementary – Malokai Joyner, Flowing Wells Junior High – Danna Chavira, Flowing Wells High School – Jonathan Ostos, Flowing Wells Digital Campus –Aiden Springer.

- B-2. Recognition of Support Staff Employee of the Year  
Superintendent Dr. Kevin Stoltzfus recognized the Douglas Elementary School Support Staff Employee of the Year, Brittany Ramirez.
- B-3. Recognition of Outstanding Volunteer of the Year  
Superintendent Dr. Kevin Stoltzfus recognized the Douglas Elementary School Support Staff Employee of the Year, Brittany Ramirez.
- B-4. Recognition of Teacher of the Year  
Superintendent Dr. Kevin Stoltzfus recognized the Douglas Elementary School Teacher of the Year, Jillian Powers.
- B-5. Update on District Events and Activities  
Superintendent Dr. Kevin Stoltzfus provided an update on the following current district events and activities:
- FWJH theater production of Into the Woods Jr. was great,
  - FWHS theater production of Beauty and the Beast will take place April 18-20,
  - State testing is currently in progress.

#### **D. Public Comments**

There were no public comments from the audience.

#### **E. Consent Agenda**

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

- E-1. Approval of Agenda for this Meeting  
Approved April 9, 2024 meeting agenda.
- E-2. Approval of Minutes of Governing Board Meeting  
Approved minutes of the Governing Board meeting: March 26, 2024 (Open Session Minutes and Executive Session Minutes).
- E-3. Approval of District Expense and Payroll Vouchers  
Approved expense vouchers #6865-6868.
- 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  
None for this meeting.
- E-6. Approval of Request for Staff Travel  
Approved as recommended staff requests for travel.
- E-7. Approval of Personnel Actions  
Approved as recommended personnel actions.

- E-8. Review of District Financial Statements  
Reviewed Student Activity Balance Sheets and Auxiliary operations Year-to-Date Budget as of March 31, 2024.
- E-9. Acceptance of Gifts and Donations  
Accepted as recommended gifts and donations in the amount of \$3,639.75 for the period of March 1- March 31, 2024
- E-10. Approval of Asset Retirement and Disposals  
Approved as recommended retirement and disposal of assets no longer used by the district as of April 3, 2024.

## **F. Business and Finance**

- F-1. Recommend Approval of Contract with Logicalis to Purchase E-Rate Category 2 Network Electronics  
Approved as recommended to award the contract for E-Rate Category 2 RFP 0536M-24C.1 for network electronics to Logicalis.  
*Motion by Jacobs; second by Effing; 5 ayes; motion carried.*
- F-2. Recommend Approval to Renew the Heinfeld, Meech & Co., P.C. Contract for Auditing Services for FY 2023-2024  
Approved as recommended the renewal of the contract for auditing services with Heinfeld, Meech & Co., P.C. for the 2023-2024 fiscal year audit.  
*Motion by Effing; second by Daily; 5 ayes; motion carried.*
- F-3. Recommend Approval to Renew Multi-Year RFPs and Bids  
Approved as recommended to renew multi-year RFPs and bids for the coming year.  
*Motion by Jacobs; second by Daily; 5 ayes; motion carried.*

## **G. Unfinished Business**

- G-1. Recommend Approval of Revisions to Retention Policies  
Approved as recommended the revisions to retention policies, regulations, and exhibits brought for discussion on March 26, 2024.  
*Motion by Effing; second by Jacobs; 5 ayes; motion carried.*

## **H. New Business**

- H-1. Recommend Approval to Establish New Position: Operations Specialist (Sentinel Peak and Digital Campus)  
Approved as recommended to establish the new position of Operations Specialist for Sentinel Peak and Flowing Wells Digital Campus to begin with the 2024-2025 school year.  
*Motion by Effing; second by Jacobs; 5 ayes; motion carried.*
- H-2. Discussion of Retirement of Governing Board Member Mr. Thomas Jacobs  
*Superintendent Dr. Kevin Stoltzfus thanked Member Tom Jacobs for his time serving as a Governing Board Member. Mr. Jacobs expressed his appreciation for Flowing Wells School District and for the Superintendents and administrators who helped and supported him throughout his tenure on the Governing Board.*

*All board members expressed their thanks to Mr. Jacobs for all he has done for the school district over the years.*

**I. Adjourn**

Meeting was adjourned at 7:05 p.m.

*Motion by Effing; second by Jacobs; 5 ayes; motion carried.*

Signatures:

\_\_\_\_\_  
Kristine Hammar, President

\_\_\_\_\_  
Kevin Daily, Clerk

\_\_\_\_\_  
Wendy Effing

\_\_\_\_\_  
Brianna Hamilton

\_\_\_\_\_  
Thomas Jacobs

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

E-3  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Approval of District Expense and Payroll Vouchers

Submitted By: Patricia Forgach Date: April 18, 2024

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

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

District Vouchers FY 2024 . . . . . None for this meeting



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

Expense Voucher 6869 \$ 82,744.24  
Expense Voucher 6870 \$104,928.85  
Expense Voucher 6871 \$ 63,286.63  
Expense Voucher 6872 \$183,563.47  
  
Payroll Voucher 2307 \$1,841,584.69

Estimated Cost \$ \_\_\_\_\_  See Additional Information Attached

Recommended Action:

Approve       Disapprove       Table       No Action Required

Division Head:  Superintendent: 

Board Action: M: \_\_\_\_\_ S: \_\_\_\_\_ A: \_\_\_\_\_ N: \_\_\_\_\_ C: \_\_\_\_\_

4/8/2024

VOUCHER #6869

EIGHTY-TWO THOUSAND SEVEN HUNDRED FORTY-FOUR DOLLARS & 24/100

\$82,744.24

0010 \$10,302.87

FEDERAL AND STATE PROJECTS

1124 2024 TITLE I \$1,381.95

1664 2024 21ST CENTURY Y5 JH/DAVIS \$769.02

OTHER

5100 FOORD SERVICE \$58,429.53

5112 FS FRESH FRUITS/VEGETABLE P2 \$4,162.69

5150 CIVIC CENTER \$1,052.38

5300 GIFTS AND DONATIONS \$4,152.04

5960 CTED \$1,498.26

6100 UNRESTRICTED CAPITAL OUTLAY \$995.50

4/8/2024

VOUCHER #6870

ONE HUNDRED FOUR THOUSAND NINE HUNDRED TWENTY EIGHT DOLLARS & 85/100

\$104,928.85

0010 \$79,837.85

FEDERAL AND STATE PROJECTS

1124 2024 TITLE I \$132.00

2910 MEDICAID PUBLIC SCHOOL DSC \$141.22

3310 2022 EMPOWER CHILD CARE STABL \$2,401.97

3460 ESSER III \$4,900.00

4724 2024 ARTS CONSUMABLES GRANT \$266.74

OTHER

5100 FOORD SERVICE \$43.82

5960 CTED \$1,254.39

6100 UNRESTRICTED CAPITAL OUTLAY \$10,750.09

6910 BUILDING RENEWAL GRANTS \$4,932.00

9500 WAREHOUSE \$268.77

4/15/2024

VOUCHER #6871

SIXTY-THREE THOUSAND TWO HUNDRED EIGHTY-SIX DOLLARS & 63/100

\$63,286.63

0010

\$11,562.39

FEDERAL AND STATE PROJECTS

1124 2024 TITLE I

\$1,074.54

1654 2024 21ST CENTURY LAGUNA YR 4

\$196.95

1664 2024 21ST CENTURY Y5 JH/DAVIS

\$292.65

1684 2024 21ST CENTURY Y3 DOUGLAS

\$51.52

3414 2024 TSW

\$566.91

3460 ESSER III

\$192.25

3540 2022 ARP HOMELESS II

\$1,909.98

4724 2024 ARTS CONSUMABLES GRANT

\$370.70

4734 2024 MEDICAL SUPPLIES GRANT

\$9,682.45

OTHER

5100 FOORD SERVICE

\$27,760.87

5112 FS FRESH FRUITS/VEGETABLE P2

\$3,341.84

5300 GIFTS AND DONATIONS

\$3,145.93

5960 CTED

\$2,989.79

6100 UNRESTRICTED CAPITAL OUTLAY

\$147.86

4/15/2024

VOUCHER #6872

ONE HUNDRED EIGHTY THREE THOUSAND FIVE HUNDRED SIXTY THREE DOLLARS & 47/100

\$183,563.47

0010

\$152,330.46

FEDERAL AND STATE PROJECTS

1124 2024 TITLE I

\$9.55

3540 2022 ARP HOMELESS II

\$398.15

4724 2024 ARTS CONSUMABLES GRANT

\$1,011.54

OTHER

5300 GIFTS AND DONATIONS

\$97.11

5960 CTED

\$2,126.30

6100 UNRESTRICTED CAPITAL OUTLAY

\$27,590.36

4/3/2024

2520

One Million Eight Hundred Forty One Thousand Five Hundred Eighty Four Dollars and Sixty Nine Cents

1,841,584.69

3/17/2023

3/30/2023

|       |   |              |
|-------|---|--------------|
| 00100 | Regular Ed Programs                     | 1,314,396.65 |
|       | 301 FUNDS                               |              |
| 01100 | 301 Base Pay                            | 129,449.65   |
| 01300 | Prop 301 Menu                           | 9,449.15     |
|       | FEDERAL AND STATE PROJECTS              |              |
| 02000 | Prop 202                                | 9,558.95     |
| 05040 | STEMAZING Teacher Leader Pro            | 215.90       |
| 07100 | SEI Structured English ELD              | 2,347.85     |
| 11241 | 2024 Title I                            | 79,642.70    |
| 16540 | Regular Education                       | 5,275.58     |
| 16640 | 21st Century Cont                       | 7,236.37     |
| 16840 | 21st Century Cont                       | 3,215.99     |
| 19140 | TITLE III- Bilingual Education          | 1,464.15     |
| 22240 | Special Education                       | 45,602.74    |
| 22440 | Special Education                       | 1,058.17     |
| 26240 | JTED                                    | 4,833.68     |
| 28240 | Education for Homeless Children & Youth | 2,524.93     |
| 29000 | Medicaid Reimbursement                  | 9,595.36     |
| 29100 | Medicaid Special Education Admin        | 6,899.87     |
| 31000 | JROTC Instruction                       | 3,401.97     |
| 31240 | Regular Education                       | 10,913.01    |
| 33100 | 2022 Empower Child Care                 | 10,777.82    |
| 34140 | Special Education                       | 6,810.66     |
| 34600 | ESSER III                               | 104,336.11   |
| 35040 | Social Work Services                    | 2,328.07     |
| 35540 | Community Services                      | 3,507.99     |
| 38420 | Pima Early Education Program            | 16,336.12    |
| 45700 | Results- Based Funding                  | 4,567.19     |
| 46240 | School Safety Program Expansion [2024]  | 5,411.73     |
| 46840 | Early Literacy Grant [2024]             | 4,008.71     |
|       | OTHER                                   |              |
| 51000 | Food Service                            | 2,082.36     |
| 52000 | Community Services                      | 11,957.63    |
| 53000 | G&D PDG FY20                            | 77.64        |
| 57000 | Indirect Cost                           | 13,263.62    |
| 59600 | JTED                                    | 9,036.37     |

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

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|                    |                    |
|--------------------|--------------------|
| E-5                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Approval of Requests for Open Enrollment

Submitted By: Lydia Tellez Date: April 19, 2024

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

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Requests for open enrollment students are submitted for approval.

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Estimated Cost \$ \_\_\_\_\_  See Additional Information Attached

Recommended Action:

Approve       Disapprove       Table       No Action Required

Division Head: *Arcuff* Superintendent: *Kevin Stoltzfus*

Board Action: M: \_\_\_\_\_ S: \_\_\_\_\_ A: \_\_\_\_\_ N: \_\_\_\_\_ C: \_\_\_\_\_

## **FLOWING WELLS SCHOOL DISTRICT**

### **Requests for Admission as Non-Resident Students**

**April 23, 2024**

Recommend approval for the following requests:

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

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

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|                    |                    |
|--------------------|--------------------|
| E-7                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Approval of Requests for Staff Travel

Submitted By: Teressa Austin Date: April 18, 2024

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

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Staff travel requests are submitted for approval.

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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

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|                    |                    |
|--------------------|--------------------|
| E-8                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Approval of District Personnel Actions

Submitted By: Stacie Stuart/Jessia Bedoy Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Dr. Kimberley Parkinson

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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.

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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**  
 April 23, 2024

| Name                     | Location   | Action to Approve   | Pay           | FTE/<br>hrs     | Contract<br>Days | Effective<br>Date     | Additional Comments            |
|--------------------------|------------|---|---------------|-----------------|------------------|-----------------------|--------------------------------|
| Abeytia, Jule            | Davis      | Class Coverage  | \$25.00/hr    | 3 hrs           | N/A              | 4/4/2024              |                                |
| Abeytia, Jule            | Davis      | Class Coverage  | \$75.00/day   | 1 day           | N/A              | 4/5/2024              |                                |
| Ascencio, Eva            | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Baker, David             | District   | Planning of Flowing Wells Healthcare Camp   | Hrly Rate     | NTE 20 hrs      | N/A              | 4/4/2024 - 5/31/2024  |                                |
| Baker, David             | District   | Facilitation of Flowing Wells Healthcare Camp                                     | Hrly Rate     | NTE 36 hrs      | N/A              | 5/28/2024 - 5/31/2024 |                                |
| Batsoev, Anastasia       | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Bley, Katrina            | Douglas    | Class Coverage  | \$25.00/hr    | 2 hrs           | N/A              | 3/27/2024             |                                |
| Bostic, Tracy            | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Breckenfeld, Nicolas     | FWHS       | Curriculum Work - Professional Development  | \$20.00/hr    | NTE 2 hrs       | N/A              | 4/4/2024              | Chemistry Curriculum Day       |
| Campbell, Arianna        | FWHS       | Class Coverage  | \$25.00/hr    | 1 hr            | N/A              | 3/28/2024             |                                |
| Campbell, Arianna        | FWHS       | Class Coverage  | \$25.00/hr    | 2 hrs           | N/A              | 4/8/2024              |                                |
| Cardenas Valdez, Cynthia | Douglas    | Resign - 1st Grade Teacher  | N/A           | N/A             | N/A              | 5/24/2024             |                                |
| Castro, Lydda            | Douglas    | Yearbook  | \$740.00      | N/A             | N/A              | 2023-2024             | Split with Annette Luna-Arroyo |
| Crooks, Kristen          | Centennial | Class Coverage  | \$75.00/day   | 0.5 day         | N/A              | 3/27/2024             |                                |
| Crooks, Kristen          | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Dauenhauer, Lindsay      | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Duron, Jamie             | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Easter, Lillian          | FWHS       | Transfer from SEAS Teacher to Intensive Resource Teacher                          | Contract Rate | N/A             | N/A              | 2024-2025             |                                |
| Ellwood, Meagan          | Centennial | Class Coverage  | \$75.00/day   | 0.5 day         | N/A              | 4/4/2024              |                                |
| Ellwood, Meagan          | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Garcia, Adriana          | Douglas    | Admin Leadership Workshop and Additional Administrative Duties and Trainings      | Hrly Rate     | NTE 52 hrs      | N/A              | 6/1/2024 - 6/30/2024  |                                |
| Gutierrez, Alex          | FWHS       | Curriculum Work - Professional Development  | \$20.00/hr    | NTE 2 hrs       | N/A              | 3/26/2024             | Advanced Google Tools          |
| Hales, Christina         | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Hankin, Sally            | FWJH       | Transfer from English Teacher at Sentinel Peak to Permanent Substitute at Jr High | \$165/day     | As Needed       | N/A              | 2024-2025             |                                |
| Heyer, Anna              | District   | Planning of Flowing Wells Healthcare Camp   | Hrly Rate     | NTE 20 hrs      | N/A              | 4/4/2024 - 5/31/2024  |                                |
| Heyer, Anna              | District   | Facilitation of Flowing Wells Healthcare Camp                                     | Hrly Rate     | NTE 30 hrs      | N/A              | 5/28/2024 - 5/31/2024 |                                |
| Hinrichs, Taylor         | Douglas    | Grant Funded Tutoring - Certified Instruction with Students                       | \$25.00/hr    | NTE 4.5 hrs/day | N/A              | 6/3/2024 - 6/27/2024  |                                |
| Kiecolt, Tyler           | Davis      | Class Coverage  | \$75.00/day   | 1 day           | N/A              | 3/26/2024             |                                |
| Laguna, Jasmyne          | Douglas    | Grade Level Chair - 2nd Grade   | \$815.00      | N/A             | N/A              | 2023-2024             |                                |
| Laguna, Jasmyne          | Douglas    | Grant Funded Program Site Supervision   | \$27.50/hr    | NTE 5 hrs/day   | N/A              | 6/3/2024 - 6/27/2024  |                                |
| Lee, Kristina            | JH/SP      | Auto Addendum   | \$550.00      | N/A             | N/A              | 2024-2025             |                                |
| Logsdon, Logan           | Davis      | Class Coverage  | \$25.00/hr    | 1 hr            | N/A              | 3/26/2024             |                                |
| Luna-Arroyo, Annette     | Douglas    | Yearbook  | \$75.00       | N/A             | N/A              | 2023-2024             | Split with Lydda Castro        |
| Luna-Arroyo, Annette     | Douglas    | Grade Level Chair - 4th Grade   | \$815.00      | N/A             | N/A              | 2023-2024             |                                |
| Macias, Camilo           | FWHS       | Class Coverage  | \$25.00/hr    | 1 hr            | N/A              | 3/28/2024             |                                |
| MacMeans, Andrea         | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Mendola, Tiffany         | Centennial | Class Coverage  | \$75.00/day   | 0.5 day         | N/A              | 3/27/2024             |                                |
| Mendola, Tiffany         | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Meyer, Roisin            | FWJH/SPHS  | Transfer from English Teacher at Jr High to English Teacher at Sentinel Peak      | Contract Rate | N/A             | N/A              | 2024-2025             |                                |
| Miranda, Abelardo        | Davis      | Elementary Coach - Boys Basketball  | \$1,000.00    | N/A             | N/A              | 2023-2024             |                                |
| Mitchell, MacKenzie      | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Morgan, Troy             | Douglas    | Grant Funded Tutoring - Certified Instruction with Students                       | \$25.00/hr    | NTE 4.5 hrs/day | N/A              | 6/3/2024 - 6/27/2024  | Summer SKILLS                  |
| Murphy, John             | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Navarro, Ariel           | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Noriega, Lorena          | Davis      | Class Coverage  | \$25.00/hr    | 2 hrs           | N/A              | 4/4/2024              |                                |
| Olander, Jessica         | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Pittman, Angela          | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |
| Pittman, Angela          | Centennial | Lunch Duty  | \$18.46/hr    | NTE 1 hr/day    | N/A              | 2023-2024             |                                |
| Powers, Jillian          | Douglas    | Grant Funded Program Site Supervision   | \$27.50/hr    | NTE 5 hrs/day   | N/A              | 6/3/2024 - 6/27/2024  |                                |
| Powers, Michelle         | Davis      | Class Coverage  | \$75.00/day   | 1 day           | N/A              | 3/26/2024             |                                |
| Quinn, Kelli             | Centennial | Facilitate Math Night   | \$25.00/hr    | NTE 2 hrs       | N/A              | 4/9/2024              |                                |

Flowing Wells School District

Personnel Action Summary

**Certified Staff**

April 23, 2024

|                        |            |   |              |                  |     |                       |                |
|------------------------|------------|---|--------------|------------------|-----|-----------------------|----------------|
| Raboza-Davis, Schreen  | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 2 hrs        | N/A | 4/9/2024              |                |
| Ramakesavan, Ursula    | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 2 hrs        | N/A | 4/9/2024              |                |
| Roberts, Jessica       | Davis      | Class Coverage  | \$25.00/hr   | 3 hrs            | N/A | 3/25/2024             |                |
| Roberts, Jessica       | Davis      | Class Coverage  | \$25.00/hr   | 2 hrs            | N/A | 4/10/2024             |                |
| Romero, Melissa        | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 2 hrs        | N/A | 4/9/2024              |                |
| Salcido, Julie         | Centennial | Class Coverage  | \$75.00/day  | 0.5 day          | N/A | 4/4/2024              |                |
| Salcido, Julie         | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 1 hr         | N/A | 4/9/2024              |                |
| Santillan, Jessica     | FWHS       | Class Coverage  | \$25.00/hr   | 1 hr             | N/A | 4/10/2024             |                |
| Stephens, Lydia        | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 1 hr         | N/A | 4/9/2024              |                |
| Steward, Michael       | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 2 hrs        | N/A | 4/9/2024              |                |
| Thomas, Vanessa        | Laguna     | Resign - ELD Teacher  | N/A          | N/A              | N/A | 5/24/2024             |                |
| Urdahl, Kenneth        | Douglas    | Class Coverage  | \$125.00/day | 1 day            | N/A | 3/27/2024             |                |
| Urquidez, Maricela     | Douglas    | Grant Funded Tutoring - Certified Instruction with Students | \$25.00/hr   | NTE 4.5 hrs/day  | N/A | 6/3/2024 - 6/27/2024  |                |
| Valencia, Shelley      | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 2 hrs        | N/A | 4/9/2024              |                |
| Van Derlaske, Danielle | Davis      | Class Coverage  | \$75.00/day  | 1 day            | N/A | 4/5/2024              |                |
| Van Derlaske, Matthew  | Davis      | Class Coverage  | \$25.00/hr   | 1 hr             | N/A | 3/26/2024             |                |
| Van Derlaske, Matthew  | Davis      | Grant Funded Tutoring - Certified Instruction with Students | \$25.00/hr   | NTE 2.5 hrs/week | N/A | 2023-2024             | SKILLS Teacher |
| Verdiguel Gillet, Anna | FWHS       | Curriculum Work for Flowing Wells Healthcare Camp           | \$20.00/hr   | NTE 30 hrs       | N/A | 3/18/2024 - 6/8/2024  |                |
| Verdiguel Gillet, Anna | FWHS       | Facilitation of Flowing Wells Healthcare Camp               | \$25.00/hr   | NTE 40 hrs       | N/A | 5/28/2024 - 5/31/2024 |                |
| Whatton, Jessica       | Centennial | Facilitate Math Night                                       | \$25.00/hr   | NTE 2 hrs        | N/A | 4/9/2024              |                |
| Willer, Mark           | Davis      | Class Coverage  | \$25.00/hr   | 3 hrs            | N/A | 3/25/2024             |                |
| Willer, Mark           | Davis      | Class Coverage  | \$25.00/hr   | 2 hrs            | N/A | 4/10/2024             |                |

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**  
 April 23, 2024

| Name                         | Location          | Action to Approve  | Pay                             | FTE/<br>hrs     | Contract<br>Days | Effective<br>Date    | Additional Comments                |
|------------------------------|-------------------|--|---------------------------------|-----------------|------------------|----------------------|------------------------------------|
| Aamodt, Andrea               | Richardson        | Additional 35.1 hrs Between April 29th and May 24th to Accommodate Not Working May 28th through June 6th.            | Hrly Rate                       | 35.1 hrs        | N/A              | 4/29/2024            |                                    |
| Allison, Madelyn             | Centennial        | Transfer from Community Schools Instructional Assistant Substitute to Library Technician                             | \$16.59/hr                      | 6.0 hrs/day     | 215              | 2024-2025            |                                    |
| Bratka, Twila                | Hendricks         | Class Coverage   | \$12.50/hr Added to Hourly Rate | 7 hrs           | N/A              | 4/2/2024             |                                    |
| Bush, Kimberly               | Centennial        | Crossing Guard   | \$15.80/hr                      | 1.5 hrs/day     | N/A              | 2023-2024            |                                    |
| Cruz Paiz, Lus               | Douglas           | Transfer from Instructional Assistant to ELL Instructional Assistant   | Differential Increase of \$0.53 | 6.50 hrs/day    | 195              | 2024-2025            |                                    |
| D'Arpino, Dominic            | EMELC             | Transfer from Special Education Teaching Assistant II 28 hrs/wk to Special Education Teaching Assistant II 16 hrs/wk | Hrly Rate                       | 5.60 hrs/day    | 196 (P)          | 4/22/2024            | No pay differential                |
| Dorame, Mariana              | FWHS              | Class Coverage   | \$12.50/hr Added to Hourly Rate | 2 hrs           | N/A              | 4/5/2024             |                                    |
| Downing, Kasey               | Douglas           | Grant Funded Tutoring - Classified Instruction with Students   | \$17.00/hr                      | NTE 4.5 hrs/day | N/A              | 6/3/2024 - 6/27/2024 | Summer SKILLS                      |
| Dunn, Amy                    | Community Schools | Additional Hours - Early Release Day   | Hrly Rate                       | NTE 2 hrs       | N/A              | 5/23/2024            |                                    |
| Godwin, Tiffany              | Hendricks         | Class Coverage   | \$12.50/hr Added to Hourly Rate | 7 hrs           | N/A              | 4/5/2024             |                                    |
| Godwin, Tiffany              | Hendricks         | Class Coverage   | \$12.50/hr Added to Hourly Rate | 7 hrs           | N/A              | 4/9/2024             |                                    |
| Huss, Cecilia                | Douglas           | Grant Funded Tutoring - Classified Instruction with Students   | \$17.00/hr                      | NTE 4.5 hrs/day | N/A              | 6/3/2024 - 6/27/2024 | Summer SKILLS                      |
| Joyner, Holly                | FWHS              | Class Coverage   | \$12.50/hr Added to Hourly Rate | 1 hr            | N/A              | 3/6/2024             |                                    |
| Kays, Sharon                 | FWHS              | Retire as Operations Specialist (Career and Technical Education)   | N/A                             | N/A             | N/A              | 6/30/2024            |                                    |
| Ledesma, Javier              | Maintenance       | Transfer from Utility Maintenance Technician Assistant to HVAC Preventative Maintenance Technician                   | \$19.46/hr                      | 8.0 hrs/day     | 260 (P)          | 3/18/2024            | Differential increase of \$0.78/hr |
| Loney Kelly, Terri-Anne      | Hendricks         | Additional Hours - Assist ILS Student During Concert   | \$17.00/hr                      | NTE 2 hrs       | N/A              | 4/10/2024            |                                    |
| Montano, Leticia             | FWHS              | Class Coverage   | \$12.50/hr Added to Hourly Rate | 1 hr            | N/A              | 3/6/2024             |                                    |
| Naney, Danielle              | Douglas           | Grant Funded Tutoring - Classified Instruction with Students   | \$17.00/hr                      | NTE 4.5 hrs/day | N/A              | 6/3/2024 - 6/27/2024 | Summer SKILLS                      |
| Pasoz, Marlo                 | Centennial        | Resign Crossing Guard Duty   | N/A                             | N/A             | N/A              | 4/19/2024            |                                    |
| Pettijohn, Kayla             | EMELC             | Class Coverage   | \$12.50/hr Added to Hourly Rate | 6 hrs           | N/A              | 4/11/2024            |                                    |
| Pittman, Angela              | Centennial        | Lunch Duty   | \$18.46/hr                      | NTE 1 hr/day    | N/A              | 2023-2024            |                                    |
| Preza Valdez, Luz Del Carmen | Maintenance       | Transfer from Substitute Night Custodian to Gymnasium Technician / Night Custodian                                   | \$16.13/hr                      | 8.0 hrs/day     | 260 (P)          | 4/15/2024            | YOE Granted: 2 years               |
| Preza Valdez, Luz Del Carmen | Maintenance       | Additional Compensation  | \$200.00 (P)                    | N/A             | N/A              | 2023-2024            | SA-2: Shoe Allowance               |
| Reynoso Enciso, Brenda       | Community Schools | Additional Hours - Early Release Day   | Hrly Rate                       | NTE 2 hrs       | N/A              | 5/23/2024            |                                    |
| Rohler, Vanessa              | Community Schools | Additional Hours - Classroom Set Up and Prepare Lesson Plans   | Hrly Rate                       | 8.0 hrs         | N/A              | 4/3/2024             |                                    |
| Rohler, Vanessa              | Community Schools | Additional Hours - Early Release Day   | Hrly Rate                       | NTE 2 hrs       | N/A              | 5/23/2024            |                                    |
| Rohler, Vanessa              | Community Schools | Additional Hours - Coverage for an Absence   | Hrly Rate                       | 1.0 hr/day      | N/A              | 4/3/2024 - 4/5/2024  |                                    |

Flowing Wells School District  
 Personnel Action Summary  
**Support Staff**  
 April 23, 2024

|                           |                   |   |                                 |                 |     |                       |                                    |
|---------------------------|-------------------|---|---------------------------------|-----------------|-----|-----------------------|------------------------------------|
| Salazar Rubio, Marycarmen | Davis             | Additional Hours - Snack Pack Coordinator   | Hrly Rate                       | NTE 4 hrs/week  | N/A | 2024-2025             |                                    |
| Schnelle, Linda           | Centennial        | Class Coverage  | \$12.50/hr Added to Hourly Rate | 6 hrs           | N/A | 3/27/2024             |                                    |
| Schnelle, Linda           | Centennial        | Class Coverage  | \$12.50/hr Added to Hourly Rate | 6 hrs           | N/A | 4/10/2024             |                                    |
| Shackelford, Andrea       | Douglas           | Grant Funded Tutoring - Classified Instruction with Students                                    | \$17.00/hr                      | NTE 4.5 hrs/day | N/A | 6/3/2024 - 6/27/2024  | Summer SKILLS                      |
| Tadeo, Karla              | Douglas           | Transfer from ELL Instructional Assistant to Instructional Assistant                            | Differential Decrease of \$0.53 | 4.25 hrs/day    | 195 | 2024-2025             |                                    |
| Thompson, Desiray         | Community Schools | Additional Hours - Early Release Day  | Hrly Rate                       | NTE 2 hrs       | N/A | 5/23/2024             |                                    |
| Torres Estrada, Scarlett  | Community Schools | Additional Hours - Early Release Day  | Hrly Rate                       | NTE 2 hrs       | N/A | 5/23/2024             |                                    |
| Torres Estrada, Scarlett  | Community Schools | Additional Hours - Coverage for an Absence  | Hrly Rate                       | NTE 3 hrs       | N/A | 4/3/2024 - 4/5/2024   |                                    |
| Usher, Maria              | Douglas           | Grant Funded Tutoring - Classified Instruction with Students                                    | \$17.00/hr                      | NTE 4.5 hrs/day | N/A | 6/3/2024 - 6/27/2024  | Summer SKILLS                      |
| Villandry, Debbie         | Community Schools | Additional Hours - Early Release Day  | Hrly Rate                       | NTE 2 hrs       | N/A | 5/23/2024             |                                    |
| Vuke-Fernandez, Dante     | FWJH              | Transfer from Special Education Teaching Assistant II to Special Education Teaching Assistant I | \$15.44/hr                      | 7.50 hrs/day    | 195 | 2024-2025             | Differential decrease of \$0.28/hr |
| Worcester, Twyla          | Community Schools | Additional Hours - Early Release Day and Preparation of Classroom for Summer Reading Program    | Hrly Rate                       | NTE 4 hrs       | N/A | 5/23/2024 & 5/24/2024 |                                    |
| Zapien, Blanca            | FWHS              | Class Coverage  | \$12.50/hr Added to Hourly Rate | 4 hrs           | N/A | 4/5/2024              |                                    |

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

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|                    |                    |
|--------------------|--------------------|
| E-11               | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Approval of Asset Retirement and Disposals

Submitted By: Monique Mata Date: April 18, 2024

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

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Approval is requested for the retirement and disposal of assets no longer used by the district as of April 17, 2024.

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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: \_\_\_\_\_

**Board Agenda 04/23/24**

| ASSET   | DESCRIPTION                                 | SERIAL/PARCEL | SITE        | ACQUIRE    | ACQ COST | CODE | PURCHASING ACCT 1                | Auction Lot | Listing date |
|---------|---|---------------|-------------|------------|----------|------|----------------------------------|-------------|--------------|
| N/A     | EQ-ROBO EQI Kit (28)                        |               | 130A        |            |          | 5    |                                  | 3504246     |              |
| N/A     | Epson powerlite 83+                         |               | 170A        |            |          | 5    |                                  | 3504246     |              |
| N/A     | Panasonic wall phone                        |               | 170A        |            |          | 5    |                                  | 3504246     |              |
| N/A     | Dell Monitor                                |               | 170A        |            |          | 5    |                                  | 3504246     |              |
| 1005443 | DELL OPTIPLEX 3020 SM FORM 363915           | HJG5GB2       | 170A        | 5/26/2016  | 549.06   | 5    | 6100.100.5000.6832.575.0000.000. | 3504246     |              |
| N/A     | LEGO Mindstorms education 437 pcs set (11)  |               | 130A        |            |          | 5    |                                  | 3504807     |              |
| N/A     | LEGO Mindstorms education CD software V.21. |               | 130A        |            |          | 5    |                                  | 3504807     |              |
| N/A     | Broken chairs (5)                           |               | 210A        |            |          | B    |                                  | N/A         |              |
| 1002108 | SB-680 - 77" DIAGONAL SMART BOARD 281605    |               | 313436 210A | 10/15/2007 | 1,510.22 | B    | 2627.270.1160.6737.210.0000.000. | N/A         | N/A          |
| 1004601 | MAC MINI WITH OS X SERVER 250176            | CO7MN08UDWYN  | 210A        | 8/6/2014   | 1,137.72 | M    | 6100.100.2580.6737.575.0000.000. | 3504807     | 4/24/2024    |
| N/A     | Office chair                                |               | 210A        |            |          | B    |                                  | N/A         | N/A          |
| N/A     | Yellow bookshelf                            |               | 160A        |            |          | B    |                                  | N/A         | N/A          |
| N/A     | Desk/chair                                  |               | 160A        |            |          | B    |                                  | N/A         | N/A          |
| N/A     | Boom box radio                              |               | 160A        |            |          | B    |                                  | N/A         | N/A          |
| N/A     | Blue mail box                               |               | 160A        |            |          | 5    |                                  | 3504834     | 4/24/2024    |
| N/A     | Small desks (2)                             |               | 160A        |            |          | 5    |                                  | 3504834     | 4/24/2024    |
| N/A     | book storage                                |               | 160A        |            |          | 5    |                                  | 3504834     | 4/24/2024    |
| N/A     | Microscope (4)                              |               | 160A        |            |          | 5    |                                  | 3504834     | 4/24/2024    |
| N/A     | kodo wall Magnets (chutes and tubes)        |               | 160A        |            |          | 5    |                                  | 3504834     | 4/24/2024    |
| N/A     | Wheel Balancer (red)                        |               | 210A        |            |          | 5    |                                  | 3504845     | 4/24/2024    |

| Disposal | DESCRIPTION              | Disposal | DESCRIPTION                    |
|----------|--------------------------|----------|--------------------------------|
| S        | AUCTION/OBSELETE         | M        | MISPLACED                      |
| A        | ADMINSTRATIVE ADJUSTMENT | N        | NOT COST EFFECTIVE, NEEDED, SR |
| B        | PHYSICAL DAMAGE/BROKEN   | O        | OTHER                          |
| C        | CASUALTY LOSS            | P        | PARTED OUT                     |
| D        | <\$1000 SO DELETED       | R        | RETURNED MERCHANDISE           |
| DM       | DEMOLITION               | S        | SOLD/SALVAGED                  |
| E        | EXCHANGED MERCHANDISE    | T        | TRADE IN                       |
| I        | INSURANCE COMPENSATED    | V        | VANDALISM OR THEFT             |
| J        | TRANFER TO OTHER CTED    | W        | WARRANTY/REPLACEMENT           |
| L        | LOAN RECALLED            | Y        | RECYCLE / SCRAPPED             |

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

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|                    |                    |
|--------------------|--------------------|
| E-12               | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Approval of District Calendars

Submitted By: Dr. Kevin Stoltzfus Date: April 18, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

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The following calendars are submitted for approval, with no significant changes other than dates adjusted for the new year: Summer 2024 Schedule; 2024-2025 Classified Calendar by Group; 2024-2025 Paid Holidays; 2024-2025 Payroll Dates Calendar; 2024-2025 Governing Board Meetings; and 2024-2025 Governing Board and School Visitations Calendar.

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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 SCHOOLS DISTRICT ADMINISTRATION CENTER

## MEMORANDUM

TO: Governing Board, 12-month Employees (except District Maintenance and District Grounds)  
 FROM: Dr. Kevin Stoltzfus, superintendent  
 RE: Summer Hours  
 DATE: April 24, 2024

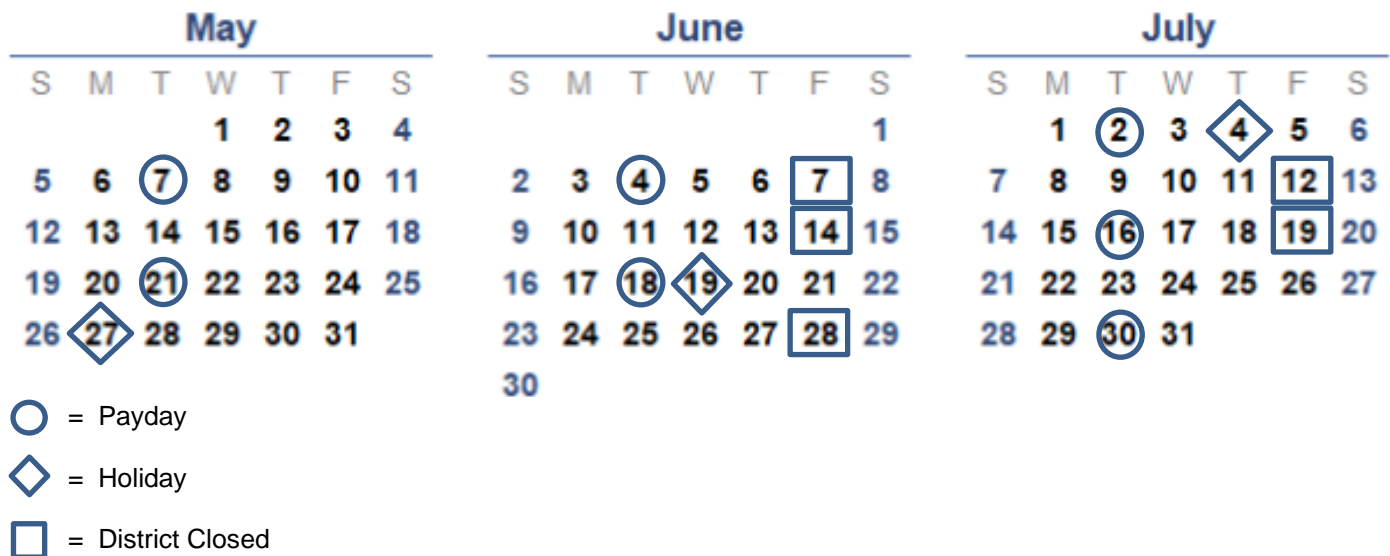
As we approach the end of the school year, it is helpful to review the summer work schedule for twelve-month employees.

The transition to a four/ten schedule (ten-hour days on Monday through Thursday and District closure on Friday) begins the week of Monday, June 3 and ends the week of Monday, July 15 (with Friday, July 19 the last Friday that the District will be closed). Note that three weeks over the summer will consist of standard eight-hour days for four days out of the week with the fifth day a holiday for eligible employees.

Following is a week-by-week explanation:

- May 27 - 31: Memorial Day holiday on Monday, May 27; Tuesday, May 28 through Friday, May 31 are eight-hour days
- June 3 – 7: Four/ten schedule; District is closed on Friday, June 7
- June 10 – 14: Four/ten schedule; District is closed on Friday, June 14
- June 17 – 21: Juneteenth holiday on Wednesday, June 19; Monday and Tuesday, June 17 and 18 and Thursday and Friday, June 20 and 21 are eight-hour days
- June 24 – 28: Four/ten schedule; District is closed on Friday, June 28
- July 1 – 5: Independence Day holiday on Thursday, July 4; Monday, July 1 through Wednesday, July 3 and Friday, July 5 are eight-hour days
- July 8 – 12: Four/ten schedule; District is closed on Friday, July 12
- July 15 – 19: Four/ten schedule; District is closed on Friday, July 19
- July 22 – 26: Return to standard eight-hour daily schedule Monday through Friday

Note: Employees with regular work days less than eight hours should work their total weekly hours over four days during the four/ten weeks. For example, an employee who works six hours per day would work 30 hours over four days (7.5 hours per day).



## 2024-2025 Classified Calendar by Group

| POSITION(S)  | WORK YEAR                    | TOTAL WORKDAYS | PAID HOLIDAYS | TOTAL PAID DAYS |
|--|------------------------------|----------------|---------------|-----------------|
| <b>Group A</b><br>All 12-month positions   | July 1, 2024 – June 30, 2025 | 246            | 15            | 261             |
| <b>Group B</b><br>English Language Learner (ELL) Instructional Assistant<br>Instructional Assistant<br>Math Instructional Assistant<br>Music Technician<br>Parent Involvement Coordinator<br>Program Assistant – Specialized Programs<br>Reading Instructional Assistant<br>Special Education Teaching Assistant I | July 31, 2024 – May 22, 2025 | 183            | 12            | 195             |
| <b>Group C</b><br>Computer Lab Technician<br>Operations Specialist (Family Resource Center)<br>Family Resource Center Assistant  | July 29, 2024 – May 23, 2025 | 186            | 12            | 198             |
| <b>Group D</b><br>Administrative Assistant to Elementary School Principal<br>District Health Coordinator   | July 8, 2024 – May 30, 2025  | 211            | 13            | 224             |
| <b>Group E<sup>1</sup></b><br>Administrative Assistant to Guidance Services<br>Resource Support Assistant  | July 17, 2024 – May 29, 2025 | 202            | 13            | 215             |
| <b>Group F<sup>2</sup></b><br>Attendance Office Clerk (10 Month)<br>Certified Occupational Therapist Assistant (COTA)<br>District Substitute Coordinator   | July 18, 2024 – May 30, 2025 | 196            | 13            | 209             |
| <b>Group G<sup>3</sup></b><br>Health Office Assistant (Elementary and Secondary)   | July 18, 2024 – May 28, 2025 | 194            | 13            | 207             |
| <b>Group H<sup>4</sup></b><br>Instructional Media Center (IMC) Assistant<br>Library Technician (Elementary and Secondary)<br>Medicaid in the Schools (MIPS Coordinator)  | July 17, 2024 – June 5, 2025 | 202            | 13            | 215             |
| <b>Group I</b><br>Special Education Teaching Assistant II  | July 30, 2024 – May 22, 2025 | 184            | 12            | 196             |
| <b>Group J</b><br>Crossing Guard<br>District Van Driver<br>Recourse Supervisor<br>School Bus Driver<br>School Bus Monitor  | July 30, 2024 – May 22, 2025 | 181            | 12            | 193             |

<sup>1</sup>Group E: Work 8 hours on 7/17 and 8 hours on 7/18

<sup>2</sup>Group F: Work 8 hours on 7/18

<sup>3</sup>Group G: Work 7.5 hours on 7/18

<sup>4</sup>Group H: Work 2 days 7/17 and 7/18 normal daily hours; Work equivalent of 5 days (normal daily hours) between 6/2 to 6/5

| School Breaks / Holidays / Unpaid Holidays / Student Records Days | A    | B<br>C<br>I | D<br>E | F<br>G<br>H | J    |
|---|------|-------------|--------|-------------|------|
| 7/4/24 – Independence Day   | H    |             |        |             |      |
| 9/2/24 – Labor Day  | H    | H           | H      | H           | H    |
| 10/4/24 – Student Records Day                                     | Work | Work        | Work   | Work        | Work |
| 10/7/24 – 10/11/24 – Fall Break                                   | Work | Off         | Work   | Off         | Off  |
| 11/11/24 – Veterans’ Day  | H    | H           | H      | H           | H    |
| 11/28/24 & 11/29/24 - Thanksgiving                                | H    | H           | H      | H           | H    |
| 12/20/24 – Student Records Day                                    | Work | Work        | Work   | Work        | Off  |
| 12/23/24 – Winter Break   | Work | Off         | Off    | Off         | Off  |
| 12/24/24 & 12/25/24 – Winter Break                                | H    | H           | H      | H           | H    |
| 12/26/24 & 12/27/24 – Winter Break                                | Work | Off         | Off    | Off         | Off  |
| 12/30/24 – Winter Break   | Work | Off         | Off    | Off         | Off  |
| 12/31/24 & 1/1/25 – Winter Break                                  | H    | H           | H      | H           | H    |
| 1/2/25 & 1/3/25 – Winter Break                                    | Work | Off         | Off    | Off         | Off  |
| 1/20/25 – Civil Rights Day  | H    | H           | H      | H           | H    |
| 2/20/25 – Rodeo Break   | Work | Off         | Work   | Off         | Off  |
| 2/21/25 – Rodeo Break   | H    | H           | H      | H           | H    |
| 3/7/25 – Student Records Day                                      | Work | Work        | Work   | Work        | Off  |
| 3/17/25 – 3/21/25 – Spring Break                                  | Work | Off         | Off    | Off         | Off  |
| 4/18/25 & 4/21/25 – Spring Holiday                                | H    | H           | H      | H           | H    |
| 5/26/25 – Memorial Day  | H    |             | H      | H           |      |
| 6/19/25 – Juneteenth  | H    |             |        |             |      |

**H = Paid Holiday    Work = Scheduled Workday    Off = Unpaid Day**

# Flowing Wells School District



## Calendar for Office, Operations, and Administrative Personnel School Year 2024-2025

| Month     | Holiday                     | Date               | # of Paid Holidays |
|-----------|-----------------------------|--------------------|--------------------|
| July      | Independence Day            | July 4             | 1                  |
| August    | -                           | -                  | 0                  |
| September | Labor Day                   | September 2        | 1                  |
| October   | -                           | -                  | 0                  |
| November  | Veterans Day                | November 11        | 1                  |
|           | Thanksgiving                | November 28-29     | 2                  |
| December  | Christmas Break             | December 24 and 25 | 2                  |
|           | New Year's Break            | December 31        | 1                  |
| January   | New Year's Break, continued | January 1          | 1                  |
|           | Civil Rights Day            | January 20         | 1                  |
| February  | Rodeo Break                 | February 20*-21    | 1                  |
| March     | -                           | -                  | 0                  |
| April     | Spring Holiday              | April 18, 21       | 2                  |
| May       | Memorial Day                | May 26             | 1                  |
| June      | Juneteenth                  | June 19            | 1                  |
| Totals    |                             |                    | 15                 |

\*Employees have the option to either work on February 20 or use a vacation day.

During Fall Break and Spring Break, school and district offices will be closed on the Thursday and Friday of each week. Twelve-month employees may use vacation time on these days or may work their regular daily schedules.



# 2024-2025 School Year Payroll Calendar

| PAY PERIOD |          | PAY DATE |
|------------|----------|----------|
| Begin Date | End Date | Pay Date |
| 06/23/24   | 07/06/24 | 07/16/24 |
| 07/07/24   | 07/20/24 | 07/30/24 |
| 07/21/24   | 08/03/24 | 08/13/24 |
| 08/04/24   | 08/17/24 | 08/27/24 |
| 08/18/24   | 08/31/24 | 09/10/24 |
| 09/01/24   | 09/14/24 | 09/24/24 |
| 09/15/24   | 09/28/24 | 10/08/24 |
| 09/29/24   | 10/12/24 | 10/22/24 |
| 10/13/24   | 10/26/24 | 11/05/24 |
| 10/27/24   | 11/09/24 | 11/19/24 |
| 11/10/24   | 11/23/24 | 12/03/24 |
| 11/24/24   | 12/07/24 | 12/17/24 |
| 12/08/24   | 12/21/24 | 12/31/24 |
| 12/22/24   | 01/04/25 | 01/14/25 |
| 01/05/25   | 01/18/25 | 01/28/25 |
| 01/19/25   | 02/01/25 | 02/11/25 |
| 02/02/25   | 02/15/25 | 02/25/25 |
| 02/16/25   | 03/01/25 | 03/11/25 |
| 03/02/25   | 03/15/25 | 03/25/25 |
| 03/16/25   | 03/29/25 | 04/08/25 |
| 03/30/25   | 04/12/25 | 04/22/25 |
| 04/13/25   | 04/26/25 | 05/06/25 |
| 04/27/25   | 05/10/25 | 05/20/25 |
| 05/11/25   | 05/24/25 | 06/03/25 |
| 05/25/25   | 06/07/25 | 06/17/25 |
| 06/08/25   | 06/21/25 | 07/01/25 |
| 06/22/25   | 07/05/25 | 07/15/25 |

**FLOWING WELLS SCHOOLS  
District Administration Center**

**MEMORANDUM**

**TO:** Pima County School Superintendent, Pima County Board of Supervisors, Governing Board Members, District Administration & Staff, Community Members, and News Media

**FROM:** Dr. Kevin Stoltzfus

**RE:** **Schedule of Governing Board Meetings for School Year 2024-2025**

**DATE:** April 24, 2024

The public is hereby notified of the regular meetings with possible Executive Sessions of the Flowing Wells School District Governing Board. Meetings are scheduled on the second and fourth Tuesday (except December and July) at **6:00 p.m.** in the District Board Room, 1556 West Prince Road, on the following dates:

|                           |   |
|---------------------------|---|
| July 23, 2024             | <b>February 11, 2025</b>                      |
| August 13, 2024           | February 25, 2025                             |
| August 27, 2024           | <b>March 11, 2025</b>                         |
| <b>September 10, 2024</b> | March 25, 2025                                |
| September 24, 2024        | <b>April 8, 2025</b>                          |
| October 8, 2024           | April 22, 2025                                |
| <b>October 22, 2024</b>   | <b>May 13, 2025</b>                           |
| <b>November 12, 2024</b>  | May 27, 2025                                  |
| November 26, 2024         | June 10, 2025                                 |
| <b>December 10, 2024</b>  | June 24, 2025                                 |
| <b>January 14, 2025</b>   | Only One Regular Meeting in July and December |
| January 28, 2025          |   |

**Building Blocks for Character Recognition Dates**

KMS/pa

**FLOWING WELLS SCHOOLS  
District Administration Center**

**MEMORANDUM**

TO: Governing Board Members and District Administrators

FROM: Dr. Kevin Stoltzfus

RE: **School Visitations for Board Luncheons for School Year 2024-2025**

DATE: April 24, 2024

The following schedule will be in effect during the 2024-2025 school year for visitations by the Governing Board and District Administrators. Lunches are scheduled for 11:30 a.m. unless indicated otherwise, on the following days:

|                    |   |
|--------------------|---|
| August 15, 2024    | Douglas Elementary School                     |
| September 12, 2024 | Homer Davis Elementary School                 |
| October 3, 2024    | Flowing Wells Junior High School              |
| November 14, 2024  | Robert Richardson Elementary School           |
| December 12, 2024  | Laguna Elementary School                      |
| January 16, 2025   | Centennial Elementary School                  |
| February 13, 2025  | Flowing Wells High School                     |
| March 27, 2025     | J. Robert Hendricks Elementary School         |
| April 17, 2025     | Sentinel Peak and Digital Campus – 12:30 p.m. |

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

F-1  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Recommend Approval to Table K-5 Science Curriculum

Submitted By: Dr. Kevin Stoltzfus/Dr. Audrey Reff Date: April 18, 2024



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

District administration recommends approval to table the science curriculum for kindergarten through fifth grade to allow for public review and comment prior to a formal request to adopt for use across all District elementary schools. This curriculum was developed internally by District Science Specialist Anna Heyer and a team of teacher leaders working collaboratively to develop, pilot, and refine the various modules over the course of multiple years. The curriculum engages students in the science and engineering practices across the areas of physical science, earth and space science, and life science, developing the habits of mind necessary for more advanced study of the sciences in upper grades.

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**  
**District Administration Center**

**MEMORANDUM**

**TO:** Governing Board Members  
Dr. Kevin Stoltzfus, Superintendent

**FROM:** Dr. Audrey Reff, Assistant Superintendent

**RE:** Kindergarten – Fifth Grade Science Curriculum – Request to Table

**DATE:** April 17, 2024

The District administration recommends a sixty-day table of the kindergarten through grade five science curriculum developed by Ms. Anna Heyer and the elementary STEMaZing teacher leader team to allow for public review and comment prior to a formal request to adopt for use across all district elementary schools.

The kindergarten through grade five science curriculum is organized into three to six week modules that are aligned to the 2018 Arizona Science Standards and 3-Dimensional Learning which integrates Science and Engineering Practices (SEPs); Core Ideas (CIs); and Crosscutting Concepts (CCCs) to emphasize sense making; making thinking visible; and engaging all students. Specifically, the curriculum is designed to engage students in observing and asking questions about phenomena; planning and carrying out investigations; gathering and interpreting data; making claims using data as evidence; arguing for and against claims using evidence; and elaborating understanding of what causes phenomena using scientific principles. Throughout the modules students use cross-cutting concepts to establish underlying causality to make sense of phenomena; develop understanding of systems; and recognize and use patterns as evidence to support explanations and arguments.

The process that led to this formal recommendation of the curriculum included extensive professional learning for science teacher leaders; ongoing curriculum writing and review; and ongoing support with implementation across all grades in all schools over the past five years. Partnerships with the Pima County School Superintendent’s Office; the Brown Foundation; the Arizona Sonora Desert Museum; the Arizona Department of Education; and others were critical in ensuring the highest quality products for student engagement.

Ultimately, the curriculum enables our students to study physical science, earth and space science, and life science while developing the habits of mind and disciplinary skills of scientists that provide a foundation for advanced study within these sciences in grades six through twelve.

The kindergarten through grade five science curriculum development and adoption process was led by Ms. Anna Heyer, District Science Specialist, who worked with our elementary STEMaZing leaders including Ms. Andrea Aamodt, Ms. Schreen Raboza Davis; Ms. Ty Kiecolt, Mr. Derek Brown; Ms. Danielle VanDerLaske, Ms. Sarah Hitchings, Ms. Jessica Wendt, Ms. Erica Wofford, Ms. Jennifer Stretton, and Ms. Lydia Carlson. Kevin Stoltzfus and I coordinated the process and worked closely with Ms. Heyer throughout the five year process and 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  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Recommend Approval to Table STEAM Curriculum

Submitted By: Dr. Kevin Stoltzfus/Dr. Audrey Reff Date: April 18, 2024

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

District administration recommends approval to table the curriculum for the new K-6 Science Technology Engineering Arts and Math (STEAM) elementary special program to allow for public review and comment prior to a formal request to adopt for use across all District elementary schools. The curriculum was developed by District Science Specialist Anna Heyer and a team of stakeholders that included our STEAM teachers, computer lab technicians, parents, and external scientists and community members. The curriculum includes coding and robotics, art and design, technology tools and typing, and explicit connections to our grade-level science and engineering units.

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: \_\_\_\_\_

**FLOWING WELLS SCHOOL DISTRICT**  
**District Administration Center**

**MEMORANDUM**

**TO:** Governing Board Members  
Dr. Kevin Stoltzfus, Superintendent

**FROM:** Dr. Audrey Reff, Assistant Superintendent

**RE:** Elementary STEAM Curriculum – Request to Table

**DATE:** April 17, 2024

The District administration recommends a sixty-day table of the Elementary Science Technology Engineering Arts and Math (STEAM) special curriculum developed by Ms. Anna Heyer and the elementary STEAM teacher team to allow for public review and comment prior to a formal request to adopt for use across all district elementary schools.

The elementary STEAM special curriculum is designed to engage and develop student skills with technology tools; coding and robotics; art and design; and integrated science and engineering units that supplement classroom learning. The curriculum work was grounded in the values and vision statement for the new special; articulated within a process that included the STEAM teachers; computer lab technicians; special area teachers; the professional development team; administrators; parents; artists; scientists; and other community members. Ultimately, the shared vision of the program around celebrating curiosity and creativity and empowering all students to make meaningful connections in the STEAM classroom by fueling opportunities to think flexibly and persevere is captured in each of the four quarterly units for each grade level.

For example, students will develop curiosity and creativity as they design and build nests, solar ovens, and parachute systems; make mobiles, murals, and mosaics that incorporate line, shape, color, texture, value, form, and space; and program carnival games and amusement park attractions. Toward these outcomes, students will learn to click, drag, and drop; keyboard; and create Google Docs and Slides; develop digital citizenship as they work through Common Sense Media open source units and habits of mind as they listen to stories like *Flexible Thinking Ninja*, *Problem Solving Ninja*, and *Communication Ninja* within the Ninja Life Hacks series.

The process that led to this formal recommendation of the curriculum included three open meetings to explore Lego Robotics; seven elements of design with Ms. Shauna McGlamery; open source platforms for digital citizenry; Ninja Life Hack books; and time to develop and organize the units. The elementary process was led by Ms. Anna Heyer, District Science Specialist, who worked with our elementary STEAM teachers; Ms. Schreen Raboza Davis; Mr. Matthew VanDerLaske; Ms. Jaime Camero; Ms. Lydia Carlson; Ms. Angela Molina; and Ms. Emily Clardy. I coordinated the process and worked closely with Ms. Heyer throughout the process and 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-3  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Recommend Approval to Table New Literature for High School

Submitted By: Dr. Kevin Stoltzfus/Dr. Audrey Reff Date: April 18, 2024

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

District administration recommends approval to table the adoption of a work of literature entitled Bloodchild and Other Stories, by Octavia Butler, to allow for public review and comment prior to a formal request to adopt for use in our high school English classes. This collection of science fiction short stories demonstrates appropriate text complexity coupled with engaging and relevant themes related to aliens, humanity, and alternative worlds.

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, Assistant Superintendent

**RE:** Tabling Adoption of Literature for High School

**DATE:** April 17, 2024

The District administration recommends tabling the adoption of *Blood Child and Other Stories* written by Octavia Butler, for use in our High School English classes, to allow for public review and comment prior to a formal request to adopt the book for use in our high school English courses.

*Blood Child and Other Stories* is specifically proposed for use as a new literature selection to add to our list of currently approved novels for the science fiction genre. *Blood Child* meets all established criteria for new texts, ensuring that books read in high school English classes are high quality literature with the appropriate level of complexity; present engaging and relevant themes and content for student consideration; and offer ample opportunity for literary analysis in accordance with the Arizona State Standards for English Language Arts. *Blood Child and Other Stories* also meets our criteria that all newly proposed texts contribute to a varied selection of authorship and provide “windows and mirrors” that allow our students to see, understand, and respect other perspectives; alternatively allow them to see themselves in the literature; or offer opportunity for both.

The process that led to the recommendation to adopt *Blood Child and Other Stories* included the following steps:

1. Recommendation by Mr. Cary Kelly, Flowing Wells High School English Teacher; Mr. David Nguyen, Flowing Wells High School English Department Chair; and Mr. Jim Brunenkant, Flowing Wells High School Principal.
2. Development of curriculum framework, reviewed by Ms. Jennifer DeFilippis, District Reading Specialist, that illustrates the opportunity for literary analysis and perspective (argument) writing around an engaging essential question along with a final research project for the unit.
3. Holding an open meeting to review and discuss the book and proposed curriculum framework against a district created rubric to include all criteria listed above as well as student feedback.

I oversaw the entire process and 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-4  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Information and Discussion regarding Revision to Policy JKD Student Suspension

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

Will Be Presented By: Dr. Kevin Stoltzfus

District Administration presents a revision to Policy JKD Student Suspension for review and discussion, with no action to be taken during the current meeting. The current Policy JKD reads that parents will be notified of a long-term suspension hearing involving their child at least five working days prior to the hearing. The policy states that this notification will take place via certified mail or hand delivery (in-person) of a letter to the parent. The proposed revision seeks to include email as an additional method of formal notification of a long-term hearing for parents. The attached revised policy includes underlined language to indicate the change.

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**  
**Memorandum**

TO: Governing Board Members  
Dr. Kevin Stoltzfus, Superintendent

FROM: Dr. Kim Parkinson, Associate Superintendent

RE: Review of Revision to Policy JKD Student Suspension

DATE: April 16, 2024

District Administration presents a revision to Policy JKD Student Suspension for review and discussion, with no action to be taken during the current meeting.

The current Policy JKD reads that parents will be notified of a long-term suspension hearing involving their child at least five working days prior to the hearing. The policy states that this notification will take place via certified mail or hand delivery (in-person) of a letter to the parent. The proposed revision seeks to include email as an additional method of formal notification of a long-term hearing for parents.

The attached revised policy includes underlined language to indicate the change.

**JKD ©**  
**STUDENT SUSPENSION**

A student may be removed from contact with other students as a temporary measure.

The authority to suspend a student for up to ten (10) days, after an informal hearing is held, rests with the Superintendent, principal, or other school officials granted this power by the Governing Board of the School District. If a danger to students or staff members is present, the Superintendent may immediately remove the student from school, with prior contact with the parents and with a notice and hearing following as soon as practicable. Each suspension shall be reported to the Governing Board, within five (5) days, by the person imposing it. [A.R.S. [15-843](#)]

In all cases, except summary suspension where a clear and present danger is evident, the student shall remain in school until applicable due process procedures are instituted. In *no* instance shall students be released early from school unless parents have been notified.

Suspension of pupils in a kindergarten program and grades one (1) through four (4) must comply with A.R.S. [15-843](#)(K), as follows:

Unless required by A.R.S. [15-841](#)(G), bringing a firearm to school, which may be modified on a case-by-case basis, a school district or charter school may out-of-school suspend or expel a pupil who is enrolled in kindergarten through fourth grade (K-4) only if all of the following apply:

- A. The pupil is seven (7) years of age or older.
- B. The pupil engaged in conduct on school grounds that meets one (1) of the following criteria:
  1. Involves the possession of a dangerous weapon without authorization from the school.
  2. Involves the possession, use or sale of a dangerous drug as defined in A.R.S. [13-3401](#) or a narcotic drug as defined in A.R.S. [13-3401](#) or a violation of A.R.S. [13-3411](#).
  3. Immediately endangers the health or safety of others.
  4. The pupil's behavior is determined by the School District Governing Board or Charter School Governing Body to qualify as aggravating circumstances and that all of the following apply:
    - a. The pupil is engaged in persistent behavior that has been documented by the school and that prevents other pupils from learning or prevents the teacher from maintaining control of the classroom environment.
    - b. The pupil's ongoing behavior is unresponsive to targeted interventions as documented through an established intervention process that includes consultation with a school counselor, school psychologist or other mental

health professional or social worker if available within the School District or Charter School or through a state sponsored program.

c. The pupil's parent or guardian was notified and consulted about the ongoing behavior.

d. Before a long-term suspension or expulsion, the school provides the pupil with a disability screening and the screening finds that the behavioral issues were not the result of a disability.

C. Failing to remove the pupil from the school building would create a safety threat that cannot otherwise reasonably be addressed or qualifies as "aggravating circumstances."

D. Before suspending or expelling the pupil, the School District or Charter School considers and, if feasible while maintaining the health and safety of others, in consultation with the pupil's parent or guardian to the extent possible, employs alternative behavioral and disciplinary interventions that are available to the School District or Charter School, that are appropriate to the circumstances and that are considerate of health and safety. The School District or Charter School shall document the alternative behavioral and disciplinary interventions it considers and employs.

E. The School District or Charter School, by policy, provides for both:

1. A readmission procedure for pupils who are in kindergarten through fourth grade (K-4) and who have served at least five (5) school days of a suspension from the school that exceeds ten (10) school days to be considered for readmission on appeal of the pupil's parent or guardian.

2. A readmission procedure for pupils who are in kindergarten through fourth grade (K-4) and who are expelled from or subject to alternative reassignment at the school to be considered for readmission on appeal of the pupil's parent or guardian at least twenty (20) school days after the effective date of the expulsion or alternative reassignment.

A school district or charter school is exempt from having to meet the prescribed criteria for the suspension of a student in kindergarten (K) or the first through fourth (1st – 4th) grades if either:

A. Expulsion is required pursuant to A.R.S. [15-841](#)(G) due to a student's possession of a firearm at school.

B. The suspension does not exceed two (2) days and the aggregate suspensions for the pupil do not exceed ten (10) days within a school year.

"Aggravating circumstances" means the pupil is engaged in persistent behavior that:

A. Has been documented by the school.

B. Prevents other students from learning or prevents the teacher from maintaining control of the classroom environment.

C. Is unresponsive to targeted interventions as documented through an established intervention process.

The Superintendent may designate a hearing officer for suspension hearings.

### **Regular Education Students**

#### ***Suspension for ten days or less:***

A. *Step 1:* The student will receive notice, written or oral, of the reason for suspension and the evidence the school authorities have of the alleged misconduct.

1. After having received notice, the student will be asked for an explanation of the situation.
2. The authorized District personnel shall make reasonable efforts to verify facts and statements prior to making a judgment.

B. *Step 2:* Following Step 1:

1. Provided that a written record of the action taken is kept on file, authorized District personnel may:
  - a. Suspend the student for up to ten (10) days.
  - b. Choose other disciplinary alternatives.
  - c. Exonerate the student.
  - d. Suspend the student for ten (10) days pending a recommendation that the student be given a long-term suspension or expulsion or both.
2. When suspension is involved:
  - a. A parent must be notified before the student is allowed to leave campus. If no parent contact can be made, the student may be isolated until dismissal time and then given a written message to the parents.
  - b. A letter to the parents will be written within a reasonable time to explain the terms (including the possibility that a long-term suspension and/or expulsion is being recommended) and reasons for the suspension and to request a meeting to solicit their help.
3. No appeal is available from a short-term suspension.

#### ***Suspension for over ten days:***

A. *Step 3:* If the offense is one that could result in a suspension of over ten (10) days, in addition to Step 1 and Step 2 a formal hearing will be arranged and conducted by a hearing officer or by the Superintendent.

B. *Step 4:* A formal letter to the responsible parent or guardian will be mailed by certified mail with return receipt requested, emailed to the parent, or delivered by

hand (with an adult witness present) at least five (5) working days prior to the formal hearing. A copy of this letter will remain on file, and the letter should contain the following information:

1. The charges and the rule or regulation violated.
2. The extent of the punishment to be considered.
3. The date, time, and place of the formal hearing.
4. A designation of the District's witnesses.
5. That the student may present witnesses.
6. That the student may be represented by counsel at student's expense.
7. If a hearing officer has been designated, the name of the hearing officer.

C. *Step 5*: A formal hearing will be held, during which the student will be informed of the following:

1. Nothing in these procedures shall be construed to prevent the students who are subject to the action and their parents or legal guardians and legal counsel from attending any executive (closed) session pertaining to the proposed disciplinary action, or from having access to the minutes and testimony of such session or from recording such a session at the parent's or legal guardian's expense.
2. The student is entitled to a statement of the charges and the rule or regulation violated.
3. The student may be represented by counsel, without bias to the student.
4. The student may present witnesses.
5. The student or counsel may cross-examine witnesses presented by the District.
6. The burden of proof of the offense lies with the District.
7. Either the hearing must be recorded on tape or an official record must be kept in some other appropriate manner. In addition, parents are to be allowed to tape-record the hearing at their own expense.
8. The District has the right to cross-examine witnesses, and may be represented by an attorney.

D. *Step 6*: The decision and appeal procedure, if applicable, upon the conclusion of the hearing will be as follows:

1. Upon the conclusion of a hearing by a hearing officer in which a decision of long-term suspension is made, the decision may be appealed to the Board. To arrange such an appeal, the parent(s) of the suspended student or the student

must deliver to the Superintendent a letter directed to the Board within five (5) days after receiving written notice of the long-term suspension. The letter must describe in detail any objections to the hearing or the decision rendered.

2. The appeal to the Board will be on the record of the hearing held by the hearing officer. If the Board determines that the student was not afforded due process rights or that this policy was not followed in all substantive respects, the student shall be given another hearing. If the Board determines that the punishment was not reasonable, they may modify the punishment.

3. The decision of the Board is final.

### **Special Education Students**

***Suspension for ten days or less.*** Short-term suspension (ten [10] days or less) may be used for special education students for disciplinary reasons on the same basis as for a regular education student. (It is not considered a change of placement.)

A. *Step 1:* The student will receive notice, written or oral, of the reason for suspension and the evidence the school authorities have of the alleged misconduct.

1. After having received notice, the student will be asked for an explanation of the situation.

2. The authorized District personnel involved shall make reasonable efforts to verify facts and statements prior to making a judgment.

B. *Step 2:* Following Step 1:

1. Provided that a written record of the action taken is kept on file, authorized District personnel may:

a. Suspend the student for up to ten (10) days.

b. Choose other disciplinary alternatives.

c. Exonerate the student.

d. Suspend the student for ten (10) days pending a recommendation that the student be given a long-term suspension or expulsion or both.

2. When suspension is involved:

a. A parent must be notified before the student is allowed to leave campus. If no parent contact can be made, the student may be isolated until dismissal time and then given a written message to the parents.

b. A letter to the parents will be written within a reasonable time to explain the terms (including the possibility that a long-term suspension and/or expulsion is being recommended) and reasons for the suspension and to request a meeting to solicit their help.

3. No appeal is available from a short-term suspension.

## ***Suspension for over ten days***

If a special education student is recommended for a suspension of more than ten (10) days during the school year (a possible change in placement), a manifestation determination conference must be held.

A. *Step 3:* A recommended suspension of a special education student for more than ten (10) consecutive days, or a series of suspensions totaling more than ten (10) days, may constitute a change of placement and shall require a manifestation determination conference. Such a conference shall be for the purpose of determining whether or not the offense is a manifestation of the student's disability.

B. *Step 4:* If the offense is not a manifestation of the disability of the student, the student may be suspended by following the District policies for students in general, provided that educational services are continued during the period of disciplinary removal for a student with a disability qualified under the Individuals with Disabilities Education Act (IDEA). A student with a disability qualified for educational services under the Americans with Disabilities Act or Section 504 of the Rehabilitation Act of 1973, and not qualified under IDEA, may be suspended or expelled from school, and educational services may be ceased, if nondisabled students in similar circumstances do not continue to receive educational services.

C. *Step 5:* If the behaviors are a manifestation of the disability of the student, the District may not extend the suspension of the student beyond the initial ten (10) school days.

An exception to the above allows for an IDEA qualified student to be given a change in placement to an interim alternative educational setting for not more than forty-five (45) days, in accord with federal law and regulation, if the removal is for IDEA defined drug or weapons offenses or is based upon a due process hearing officer's determination that injury to the child or another is substantially likely if current placement is maintained.

Any interim alternative educational setting must be selected so as to enable the child to continue to progress in the general curriculum, although in another setting, and to continue to receive those services and modifications, including those described in the child's current IEP; and include services and modifications which are designed to prevent the behaviors for which the placement was made from recurring. (*Caution:* refer to IDEA statutes and regulations before implementing the exception.)

### **Alternative to Suspension**

Students meeting the following requirements may participate in an alternative to suspension program described below at the determination of the Superintendent:

- A. Suspension from school has been determined as the punishment for an offense and any appeal has been denied.
- B. The immediate suspension was not due to:
  - 1. Fighting or engaging in violent behavior
  - 2. Threatening an educational institution

3. Selling, using or possessing weapons, firearms, explosives, or dangerous instruments
4. Making a bomb threat
5. Engaging in arson

C. The student has not served more than one (1) short-term suspension or alternative to suspension of ten (10) days or less during the current academic year.

D. The student has admitted to or taken responsibility for the act upon which suspension was imposed in a written statement signed by the student and attested to by the student's parent or guardian.

E. The student and parent or guardian has received a written admonition that the suspension as originally determined will be imposed summarily and in its entirety should the student violate the conditions or requirements of the Alternative to Suspension Program. (*Note: Follow appropriate dismissal procedures.*)

F. Parent(s) or guardian(s) shall agree to participate by:

1. Providing transportation as necessary to and from the program location.
2. Furnishing meals prepackaged or purchasing same for the student.
3. Establishing and monitoring in consultation with the school a supervisory routine limiting the student's contact to that which is necessary with other students and friends during the program.

The Alternative to Suspension Program is to be one of social isolation. It shall be discipline intensive, requiring academic work and as determined may involve community service, groundskeeping, and litter control. Parents will participate by providing support and supervision.

A. Students will be isolated from others by means of barriers or distance at a location determined by the District. No participation in any school sponsored activity will be permitted during the program.

B. Communication by students with others will be limited to adult District staff or as directed by the adult supervisor on duty.

C. Ordered study time will be established for each student consistent with the number of classes in which the student is enrolled, divided proportionately through the academic day.

D. Students are confined to their assigned areas and seats except as designated by the supervisor. All personal maintenance will be planned and approved by the supervisor.

E. Students are to bring all books, workbooks, paper and necessary instruments for each class in which they are enrolled to the program daily and take the same material home each day of the program.

F. Protocols for implementation of the Alternative to Suspension Program following the requirements above may be established by the administrator at each location.

## **Procedures and Conditions for Readmission of Students Suspended for More Than Ten Days**

### ***Early readmission procedures***

The Superintendent may authorize early readmission of a student suspended for more than ten (10) days. The student shall be considered for readmission only upon completion of the major portion of the suspension (usually one [1] day more than half [1/2] with consideration for the grading period or academic division as necessary). The following conditions must be met:

- A. A written request must be submitted to the Superintendent on behalf of the student by the student's parent or guardian asking for readmission and requesting a meeting to determine any requirements.
- B. Accompanying the written request shall be a summary of the student's activities and accomplishments during the suspension period written and signed by the student and signed and attested to by the parent or guardian. (Parents of elementary grade students may prepare the summary.)
- C. The request shall include a signed statement from local law enforcement officials that there have been no infractions of local or state codes for which the student could have been charged during the period of the suspension.
- D. At the time of the meeting to review the request the student may be required to explain the incident or incidents leading up to the suspension.
- E. The determination to allow readmission may be based on, but not limited to, the following elements:
  - 1. The age of the student.
  - 2. The frequency, type, and relative magnitude of previous misbehavior by the student.
  - 3. The relative severity of the event(s).
  - 4. Whether the student's behavior violated civil or criminal laws.
  - 5. The degree to which the incident(s) interfered with the educational process.
  - 6. The extent to which the event created endangerment to the student, others or property.
  - 7. Special intellectual, psychological, emotional, environmental and physical characteristics of the student.
  - 8. The student's attitude concerning the event(s).

9. The expressed intent concerning the student's future behavior.

F. Should early readmission be granted, the student, with parent or guardian affirmation, shall agree to the following conditions:

1. Regular attendance—no unexcused absences.
2. No violation of school rules or policies.
3. Attendance at after school events for the remaining term of suspension only with prior approval of the administration.
4. Completion of all class tasks in timely fashion, as directed.
5. Student will receive supervision before and after school by parental arrangement, travel directly to school and from school, and report immediately to a supervisor for the balance of the term of the suspension.

G. The student and parent or guardian shall receive a written admonition that failure in the conditions required for early readmission will mean summary imposition of the remainder of the suspension, and additional punishment if indicated by the disciplinary policies and procedures of the District.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

13-3401

13-3411

15-342

15-766

15-767

15-841

15-842

15-843

A.A.C.

R7-2-401

R7-2-405

A.G.O.

I78-103

I78-218

I80-055

I84-036

20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act

20 U.S.C. 7151 *et seq.*, The Gun-Free School Act of 1990

29 U.S.C. 794 Rehabilitation Act of 1973, (Section 504)

CROSS REF.:

IHB - Special Instructional Programs

JK - Student Discipline

JR - Student Records

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

F-5  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Information and Discussion regarding Revisions to Sick Leave Policies

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

Will Be Presented By: Dr. Kevin Stoltzfus

District administration presents revisions to the policies summarized below for review and discussion, with no action to be taken at this meeting. The attached memo summarizes the revisions, and the accompanying policy drafts include underlined text to indicate additions and strikethrough text to indicate deletions. Policy GCCA Professional Staff Sick Leave and Policy GDCA Support Staff Sick Leave include revisions providing ten-month employees with flexibility to use any or all of their current-year allocation of ten sick leave days as personal leave. Policy GCQC Resignation of Professional Staff Members and Policy GDQB Resignation of Support Staff Members include revisions that eliminate the current fixed rates for which employees can be compensated for unused sick leave, replacing these with a percentage scale that begins after nine years of employment.

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: \_\_\_\_\_

## **GCCA PROFESSIONAL STAFF SICK AND PERSONAL LEAVE**

All professional staff employees shall accrue and may use paid sick and personal leave as set forth in this policy. Accrued paid sick leave may be used when, as the result of personal or family illness, injury or other reason as set forth in this policy below, an employee reasonably needs to be absent from work. A portion of sick leave may be used as personal leave as set forth in this policy below.

### **Accrual and Carry Over of Paid Sick Leave**

Professional staff employees, including regular and substitute teachers, accrue paid sick leave as follows:

#### *Twelve (12)-month employees:*

Professional staff employees who work on a year around basis—i.e., twelve (12)-month employees—shall receive four (4) paid sick leave days on the first day of each fiscal year and shall accrue an additional eight (8) paid sick leave days on a proportional basis over the remainder of the fiscal year, for a total of twelve (12) paid sick leave days per fiscal year.

#### *Ten (10)-month employees (other than substitute teachers):*

Professional staff employees (other than substitute teachers) who work on a ten (10) month per fiscal year basis, including teachers other than substitute teachers, shall receive four (4) paid sick leave days on the first day of their employment each fiscal year and shall accrue an additional six (6) paid sick leave days on a proportional basis over the remaining ten (10) months of their employment for that fiscal year, for a total of ten (10) paid sick leave days per fiscal year.

#### *Permanent substitute teachers:*

Permanent substitute teachers accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked. A permanent substitute's accrued paid sick leave that is not used prior to the end of the fiscal year shall be carried forward to the following fiscal year.

#### *Substitute teachers:*

Substitute teachers accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked, up to a maximum accrual of forty (40) hours per fiscal year, inclusive of any paid sick leave hours carried forward from the prior fiscal year. Substitute teachers may neither accrue nor use more than forty (40) hours of paid sick leave in any fiscal year (these limits do not apply to permanent substitutes).

For a professional staff employee (other than a substitute teacher), the number of paid sick leave hours that are included in a "day" of accrued paid sick leave is determined by dividing that employee's regularly scheduled weekly work hours by five (5). *For example*, for an employee who typically works eight (8) hours per day, five (5) days a week, a "day" of

accrued paid sick leave equates to eight (8) hours of paid sick leave for that employee (eight [8] *times* five [5] *divided* by five [5] *equals* eight [8]). For an employee who normally works four (4) hours per day, four (4) days a week, a "day" of accrued paid sick leave equates to three and two tenths (3.2) hours of paid sick leave for that employee (four [4] *times* four [4] *divided* by five [5] *equals* three and two-tenths [3.2.]). This paragraph does not apply to substitute teachers because substitute teachers accrue and use paid sick leave on an hourly rather than daily basis.

For accrual purposes, an "exempt" professional staff employee other than a substitute teacher will be assumed to work forty (40) hours each work week unless that employee's normal work week is less than forty (40) hours, in which case accrual of paid sick time shall be based on the hours in that employee's normal work week. Substitute teachers accrue (and use) paid sick leave time on an hourly basis, with accrual of paid sick leave based upon the time clocked in the District time management software. An employee's accrued paid sick leave that is not used prior to the end of the fiscal year shall be carried forward to the following fiscal year.

### **Use of Paid Sick Leave**

Paid sick time may be used, and shall be apportioned, in quarter hour increments, up to an employee's regularly scheduled daily hours.

A permanent substitute or other substitute teacher who uses paid sick leave on a day when he or she was scheduled or asked to work shall be paid for either (8) hours, or the number of paid sick leave hours the substitute teacher has available, whichever is less.

Accrued paid sick leave may be used for any of the following reasons:

- A. An employee's mental or physical illness, injury or health condition; an employee's need for medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; an employee's need for preventive medical care;
- B. Care of a family member with a mental or physical illness, injury or health condition; care of a family member who needs medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; care of a family member who needs preventive medical care;
- C. Reasons related to child care, domestic violence, sexual violence, abuse or stalking, and legal services as described in A.R.S. [23-373](#).

In addition to the above and subject to the restrictions and limitations on the use of personal leave set out in Policy GCCB, an employee may use a portion of his or her paid sick leave as personal leave, as follows:

- A. For twelve (12)-month employees who have completed less than ~~Prior to having completed~~ ten (10) years of employment in the District, up to four (4) paid sick leave days per fiscal year may be used as personal leave.
- B. For twelve (12)-month employees who have completed ten (10) or more ~~After having completed ten (10)~~ years of employment in the District, up to five (5) paid sick leave days per fiscal year may be used as personal leave.

C. For ten (10)-month employees other than substitute teachers, up to ten (10) paid sick leave days per fiscal year may be used as personal leave. These personal leave days only may be used from the current year's allocation of available sick leave and may not be used from accrued sick leave from prior years.

Personal leave days used are deducted from the employee's accrued paid sick leave, except that after having completed fifteen (15) years of employment in the District, the employee's first day of personal leave in any given fiscal year will not be deducted from the employee's accrued paid sick leave.

### **Notice, Scheduling and Documentation of Use of Paid Sick Leave**

Whenever reasonably possible, an employee shall give the District advance notice of the need to use paid sick leave and shall include in such notice the expected duration of the absence.

When the need to use paid sick leave is foreseeable, the employee shall make reasonable good faith efforts to:

- A. Provide to the District as much advance notice of the need to use leave as is reasonably possible; and
- B. Schedule the use of such leave in a manner that does not unduly disrupt District operations.

If an employee uses three (3) or more consecutive work days of paid sick leave that is not used as personal leave, the District may require the employee to provide reasonable documentation that the paid sick leave has been used for an authorized purpose, as set out above. Documentation signed by a health care professional indicating that the employee's use of paid sick leave is necessary shall be considered reasonable documentation for purposes of this section.

### **Definition of Family Member**

For the purpose of this policy and as defined in A.R.S. [§23-371](#), "family member" means:

- A. Regardless of age, a biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner, a child to whom the employee stands *in loco parentis*, or an individual to whom the employee stood *in loco parentis* when the individual was a minor;
- B. A biological, foster, stepparent or adoptive parent or legal guardian of an employee or an employee's spouse or domestic partner or a person who stood *in loco parentis* when the employee or employee's spouse or domestic partner was a minor child;
- C. A person to whom the employee is legally married under the laws of any state, or a domestic partner of an employee as registered under the laws of any state or political subdivision;
- D. A grandparent, grandchild or sibling (whether of a biological, foster, adoptive or step relationship) of the employee or the employee's spouse or domestic partner; or

E. Any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

### **Miscellaneous Provisions**

If an employee exhausts all paid and Family and Medical Leave Act (FMLA) leave that the employee has available, the employee must request an unpaid leave of absence pursuant to District policy.

If an employee is medically able to return, but does not wish to return, to her duties following childbirth, an extended leave of absence must be requested, consistent with existing District policy.

When there is a separation from employment and the employee is rehired by the District within nine (9) months thereafter, previously accrued but unused paid leave shall be reinstated.

The District shall not retaliate against an employee for the employee's proper use of paid sick leave as set out in this policy.

An employee is not required to be compensated for accrued but unused paid sick leave upon the employee's termination, resignation, retirement or other separation from employment unless such compensation is expressly provided for in a separate Governing Board policy and the employee qualifies for such payment.

Adopted: ~~March 26, 2024~~ **TBD**

#### LEGAL REF.:

A.R.S.  
[15-187](#)  
[15-502](#)  
[23-363](#)  
[23-364](#)  
[23-371](#)  
[23-372](#)  
[23-373](#)  
[23-374](#)  
[23-375](#)

#### CROSS REF.:

[GCBA](#) - Professional Staff Salary Schedules

## GDCA SUPPORT STAFF SICK AND PERSONAL LEAVE

All support staff employees shall accrue and may use paid sick and personal leave as set forth in this policy. Accrued paid sick leave may be used when, as the result of personal or family illness, injury or other reason as set forth in this policy below, an employee reasonably needs to be absent from work. A portion of sick leave may be used as personal leave as set forth in this policy below.

### Accrual and Carry Over of Paid Sick Leave

Support staff employees accrue paid sick leave as follows:

#### *Twelve (12)-month employees:*

Support staff employees who work on a year around basis—i.e., twelve (12)-month employees—shall receive four (4) days of paid sick leave on the first day of each fiscal year and shall accrue an additional eight (8) days of paid sick leave on a proportional basis over the remainder of the fiscal year, for a total of twelve (12) paid sick leave days per fiscal year.

#### *Ten (10)-month employees (other than student workers):*

Support staff employees (other than student workers) who work on a ten (10) month per fiscal year basis shall receive four (4) days of paid sick leave on the first day of their employment each fiscal year and shall accrue an additional six (6) days of paid sick leave on a proportional basis over the remaining ten months of their employment during that fiscal year, for a total of ten (10) paid sick leave days per fiscal year.

#### *Student workers:*

Student workers accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked, up to a maximum accrual of forty (40) hours of paid sick leave per fiscal year, inclusive of any paid sick leave hours carried forward from a prior fiscal year. Student workers may neither accrue nor use more than forty (40) hours of sick leave in any fiscal year.

For a support staff employee (other than a student worker), the number of paid sick leave hours that are included in a "day" of accrued paid sick leave is determined by dividing that employee's regularly scheduled weekly work hours by five (5). For example, for an employee who typically works seven (7) hours per day, five (5) days a week, a "day" of accrued paid sick leave equates to seven (7) hours of paid sick leave for that employee (seven [7] times [5] divided by five [5] equals seven [7]). For an employee who normally works four (4) hours per day, four (4) days a week, a "day" of accrued paid sick leave equates to three and two tenths (3.2) hours of paid sick leave for that employee (four [4] times four [4] divided by five [5] equals three and two tenths [3.2]). This paragraph does not apply to student workers because student workers use and accrue paid sick leave on any hourly rather than daily basis.

For accrual purposes, an "exempt" support staff employee will be assumed to work forty (40) hours each work week unless that employee's normal work week is less than forty (40)

hours, in which case accrual of paid sick time shall be based on the hours in that employee's normal work week.

An employee's accrued paid sick leave that is not used prior to the end of the fiscal year shall be carried forward to the following fiscal year.

### **Use of Paid Sick Leave**

Paid sick time may be used, and shall be apportioned, in quarter hour increments.

Accrued paid sick leave may be used for any of the following reasons:

- A. An employee's mental or physical illness, injury or health condition; an employee's need for medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; an employee's need for preventive medical care;
- B. Care of a family member with a mental or physical illness, injury or health condition; care of a family member who needs medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; care of a family member who needs preventive medical care;
- C. Reasons related to child care, domestic violence, sexual violence, abuse or stalking, and legal services as described in A.R.S. [§23-373](#).

In addition to the above and subject to the restrictions and limitations on the use of personal leave set out in Policy GDCB, an employee may use a portion of his or her paid sick leave as personal leave, as follows:

- A. For twelve (12)-month employees who have completed less than ~~Prior to having completed~~ ten (10) years of employment in the District, up to four (4) paid sick leave days per fiscal year may be used as personal leave.
- B. For twelve (12)-month employees who have completed ten (10) or more ~~After having completed ten (10)~~ years of employment in the District, up to five (5) paid sick leave days per fiscal year may be used as personal leave.
- C. For ten (10)-month employees other than student workers, up to ten (10) paid sick leave days per fiscal year may be used as personal leave. These personal leave days only may be used from the current year's allocation of available sick leave and may not be used from accrued sick leave from prior years.

Personal leave days used are deducted from the employee's accrued paid sick leave, except that after having completed fifteen (15) years of employment in the District, the employee's first day of professional leave in any given fiscal year will not be deducted from the employee's accrued paid sick leave.

### **Notice, Scheduling and Documentation of Use of Paid Sick Leave**

Whenever reasonably possible, an employee shall give the District advance notice of the need to use paid sick leave and shall include in such notice the expected duration of the absence.

When the need to use paid sick leave is foreseeable, the employee shall make reasonable good faith efforts to:

- A. Provide to the District as much advance notice of the need to use leave as is reasonably possible; and
- B. Schedule the use of such leave in a manner that does not unduly disrupt District operations.

If an employee uses three (3) or more consecutive work days of paid sick leave that is not used as personal leave, the District may require the employee to provide reasonable documentation that the paid sick leave has been used for an authorized purpose, as set out above. Documentation signed by a health care professional indicating that the employee's use of paid sick leave is necessary shall be considered reasonable documentation for purposes of this section.

### **Definition of Family Member**

For the purpose of this policy and as defined in A.R.S. [§23-371](#), "family member" means:

- A. Regardless of age, a biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner, a child to whom the employee stands *in loco parentis*, or an individual to whom the employee stood *in loco parentis* when the individual was a minor;
- B. A biological, foster, stepparent or adoptive parent or legal guardian of an employee or an employee's spouse or domestic partner or a person who stood *in loco parentis* when the employee or employee's spouse or domestic partner was a minor child;
- C. A person to whom the employee is legally married under the laws of any state, or a domestic partner of an employee as registered under the laws of any state or political subdivision;
- D. A grandparent, grandchild or sibling (whether of a biological, foster, adoptive or step relationship) of the employee or the employee's spouse or domestic partner; or
- E. Any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

### **Miscellaneous Provisions**

If an employee exhausts all paid and Family and Medical Leave Act (FMLA) leave that the employee has available, the employee must request an unpaid leave of absence pursuant to District policy.

If an employee is medically able to return, but does not wish to return, to her duties following childbirth, an extended leave of absence must be requested, consistent with existing District policy.

When there is a separation from employment and the employee is rehired by the District within nine (9) months thereafter, previously accrued but unused paid leave shall be reinstated.

The District shall not retaliate against an employee for the employee's proper use of paid sick leave as set out in this policy.

An employee is not required to be compensated for accrued but unused paid sick leave upon the employee's termination, resignation, retirement or other separation from employment unless such compensation is expressly provided for in a separate Governing Board policy and the employee qualifies for such payment.

Adopted: ~~June 27, 2018~~ [TBD](#)

LEGAL REF.:

A.R.S.

[15-187](#)

[15-502](#)

[23-363](#)

[23-364](#)

[23-371](#)

[23-372](#)

[23-373](#)

[23-374](#)

[23-375](#)

CROSS REF.:

[GCBA](#) - Professional Staff Salary Schedules

## **GCQC RESIGNATION OF PROFESSIONAL STAFF MEMBERS**

All resignations or requests to be released from contract shall be presented in writing to the Board for approval. A release from an uncompleted contract may be granted contingent upon the availability of a well-qualified, certificated teacher as a replacement.

A teacher who resigns contrary to this policy shall be deemed to have committed an unprofessional act and shall be subject to the penalty as provided under Arizona statutes and State Board of Education regulations.

When an employee resigns, the separation date is the last day the employee works.

If an employee gives notice of a resignation then becomes ill, the Superintendent has the discretion to allow an employee to use accrued sick leave through to the resignation date originally indicated.

If an employee is exhausting approved sick leave for medical reasons and then resigns or dies before returning to work, the separation date is the date of resignation or death.

### **Compensation for Unused Sick Leave**

#### **Professional/Exempt/Administrative Staff Members**

For calculations of compensation for unused sick leave, daily rate is based on the employee's contract or employment agreement in the final year of employment prior to resignation or retirement and is defined as the sum of base salary and override divided by the number of paid days listed on the contract or employment agreement.

Upon voluntary termination of employment with Flowing Wells Schools after ~~ten (10)~~ nine (9) or more years of service, a professional/exempt/administrative employee shall be compensated for each day of personal illness leave accrued up to a maximum of two hundred (200) days, according to the following schedule (one [1] day is defined as eight [8] hours.):

~~A. Ten (10) or more years of employment = \$35.80 per day.~~

~~B. Twenty (20) or more years of employment = \$44.78 per day.~~

~~C. Thirty (30) or more years of employment = \$59.71 per day.~~

A. Nine (9) or more years of employment: sixteen percent (16%) of daily rate or \$35.80 per day, whichever is greater.

B. Twelve (12) or more years of employment: seventeen percent (17%) of daily rate or \$35.80 per day, whichever is greater.

C. Fifteen (15) or more years of employment: eighteen percent (18%) of daily rate or \$35.80 per day, whichever is greater.

D. Seventeen (17) or more years of employment: nineteen percent (19%) of daily rate or \$35.80 per day, whichever is greater.

E. Twenty (20) or more years of employment: twenty percent (20%) of daily rate or \$44.78 per day, whichever is greater.

F. Twenty-three (23) or more years of employment: twenty-five percent (25%) of daily rate or \$44.78 per day, whichever is greater.

G. Twenty-six (26) or more years of employment: thirty percent (30%) of daily rate or \$44.78 per day, whichever is greater.

H. Thirty (30) or more years of employment: thirty percent (30%) of daily rate or \$59.71 per day, whichever is greater.

The above paragraph does not apply to administrative staff members hired as an administrator prior to January 1, 2021.

Upon voluntary termination of employment with Flowing Wells Schools, an administrative employee shall be compensated for each day of personal illness leave accrued in an administrative assignment up to a maximum of two hundred (200) days, according to the following schedule (one [1] day is defined as eight [8] hours.):

A. Five (5) or more years of employment: twenty-five percent (25%) of base daily rate.

B. Six (6) through eight (8) years of employment: thirty-five percent (35%) of daily rate.

C. Nine (9) through fourteen (14) years of employment: fifty percent (50%) of daily rate.

D. Fifteen plus (15+) years of employment: seventy-five percent (75%) of daily rate.

Administrators who have worked as professional or exempt non-administrative employees in the Flowing Wells District will be compensated at the appropriate rate for the portion of unused sick leave days accumulated in each category (administrative, professional, exempt, non-administrative, support). (See "*Professional/Exempt/Administrative Staff Members*" immediately preceding this section.)

Adopted: ~~June 22, 2021~~ TBD

LEGAL REF.:

A.R.S.

[15-545](#)

[23-353](#)

A.A.C.

[R7-2-205](#)

## GDQB RESIGNATION OF SUPPORT STAFF MEMBERS

Employees voluntarily terminating their service with the District are expected to give advance notice of not less than ten (10) working days. This notice should be submitted to the supervisor in writing and should specify both the last day of work and the reason for terminating. Authorized unused vacation credit will be paid to employees with the last paycheck.

When an employee resigns, the separation date is the last day the employee works.

If an employee gives notice of a resignation then becomes ill, the Superintendent has the discretion to allow an employee to use accrued sick leave through to the resignation date originally indicated.

If an employee is exhausting approved sick leave for medical reasons and then resigns or dies before returning to work, the separation date is the date of resignation or death.

### Compensation for Unused Sick Leave

For calculations of compensation for unused sick leave, daily rate is based on the employee's SPAR in the final year of employment prior to resignation or retirement and is defined as the sum of base hourly wage and override hourly wage multiplied by eight hours.

Upon voluntary termination of employment with Flowing Wells Schools after ~~ten (10)~~ nine (9) or more years of service, a support staff employee shall be compensated for each day of personal illness leave accrued up to a maximum of two hundred (200) days, according to the following schedule: (one [1] day is defined as eight [8] hours):

- ~~Ten (10) or more years of employment = \$31.96 per day~~
- ~~Fifteen (15) or more years of employment = \$36.37 per day~~
- ~~Twenty (20) or more years of employment = \$40.78 per day~~

A. Nine (9) or more years of employment: sixteen percent (16%) of daily rate or \$31.96 per day, whichever is greater.

B. Twelve (12) or more years of employment: seventeen percent (17%) of daily rate or \$31.96 per day, whichever is greater.

C. Fifteen (15) or more years of employment: eighteen percent (18%) of daily rate or \$36.37 per day, whichever is greater.

D. Seventeen (17) or more years of employment: nineteen percent (19%) of daily rate or \$36.37 per day, whichever is greater.

E. Twenty (20) or more years of employment: twenty percent (20%) of daily rate or \$40.78 per day, whichever is greater.

F. Twenty-three (23) or more years of employment: twenty-five percent (25%) of daily rate or \$40.78 per day, whichever is greater.

G: Twenty-six (26) or more years of employment: thirty percent (30%) of daily rate or \$40.78 per day, whichever is greater.

A support staff member who intends to resign shall present written notice to the District a minimum of two (2) weeks prior to the effective date of the resignation.

Adopted: June 27, 2017 LEGAL REF.:

A.R.S.

[23-352](#)

[23-353](#)

CROSS REF.:

[GDL](#) - Support Staff Workload

DRAFT

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

F-6  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Recommend Approval to Renew Field Placement Agreement with the University of Arizona

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

Will Be Presented By: Dr. Kevin Stoltzfus

District administration recommends approval to renew the field placement agreement with the University of Arizona for a term of five years, effective from July 1, 2024, through June 30, 2029. This would maintain the current partnership with the University in terms of placing student teachers and other interns in Flowing Wells.

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: \_\_\_\_\_

FIELD PLACEMENT AGREEMENT  
BETWEEN THE ARIZONA BOARD OF REGENTS, THE UNIVERSITY OF ARIZONA  
AND  
FLOWING WELLS UNIFIED SCHOOL DISTRICT #8

This Agreement entered into this 1<sup>st</sup> day of July, 2024, by and between the Arizona Board of Regents, for and on behalf of The University of Arizona (hereinafter referred to as the “University”) and Flowing Wells Unified School District (hereinafter referred to as the “AGENCY”), and herein referred to as “Party” or “Parties.”

**Purpose**

The purpose of this Agreement is to establish a relationship between the AGENCY and University to enable an educational experience for the University’s students at AGENCY sites, which may qualify the students for University academic credit as determined by the University.

Now, therefore, it is mutually agreed between the Parties hereto as follows:

**Term**

The initial term of this Agreement shall be for five years, from July 1, 2024 to June 30, 2029 with the option to renew for up to an additional five years, except that either Party may, at any time, with or without cause, terminate this Agreement by providing the other Party with ninety (90) days advance written notice.

**Definitions**

1. “Student Practitioner” as used herein means the University student active in participation in the duties and functions of professional practice under the direct supervision and instruction of employees of AGENCY (“Supervising Practitioners”).
2. “Session of student practice” as used herein is considered to be all or part of the following:
  - a. Observations in classrooms and field practice settings ranging from several hours to several weeks within a given semester;
  - b. Assisting an experienced practitioner with routine classroom or field work, or other work that is routine professional practice;
  - c. Instructing one or more students or interacting with one or more clients in the field setting;
  - d. Assuming responsibility for planning and implementing instruction for a large group (including an entire classroom) of students;
  - e. Assuming responsibility for counseling clients;
  - f. Conducting client assessments and developing appropriate intervention strategies;
  - g. Assisting with enrichment activities including, but not limited to, community engagements, field trips, exhibits, and fairs;

The nature and length of student practice activities will be determined by the University program. University program staff will provide a description of program and programmatic expectations to all Supervising Practitioners.

3. "Supervising Practitioner" as used herein means employees of AGENCY who hold valid credentials issued by the State of Arizona authorizing them to serve in the schools in which the Student Practitioner is placed. Supervising Practitioners shall have completed a minimum of three (3) years satisfactory or effective work experience in the field in which they are supervising.

### **Program Terms**

1. University and AGENCY will agree on schedules for Student Practitioners performing services with AGENCY.
2. Neither University nor AGENCY is obligated to provide transportation to any Student Practitioner to or from AGENCY.
3. Representatives of University and AGENCY will participate in a meeting or telephone conference at least one time each semester to evaluate, among other things, program objectives, changes or enhancements thereto, and the performance of Student Practitioners.
4. AGENCY will not impair its existing contracts for service with any work performed by Student Practitioners.

### **University Obligations**

1. The University will be responsible for developing and carrying out procedures for Student Practitioner selection and admission to University programs.
2. The University will provide to Agency, supervising practitioner, or building administrator a handbook or other documentation of program requirements and expectations.
3. The University will be responsible for verifying that each Student Practitioner has current, valid, IVP Arizona State level one fingerprint clearance and that such record is kept on file.
4. The University will designate an individual to serve as the primary liaison to AGENCY for purposes of this Agreement.

### **Agency Obligations**

1. AGENCY shall retain ultimate control and authority over all on-site aspects of educational services relating to its students, including training of Student Practitioners. AGENCY will provide orientation to Student Practitioners with regard to hours of participation, place of duties, conditions of its premises, standards of conduct, confidentiality, and facility safety procedures and operations. AGENCY will provide Student Practitioners with at least the same safety instruction it provides to its regular employees working under similar conditions. AGENCY will alert each Student Practitioner and the University of any non-obvious dangers associated with facilities, activities and

the surrounding locales of which it is aware and as to which Student Practitioners may be assigned.

2. AGENCY shall provide an appropriate student practice experience by assigning a qualified supervising practitioner who is appropriately certified in the field of practice and who will provide opportunities for Student Practitioners to satisfy program requirements.
3. AGENCY shall grant Student Practitioners access to AGENCY student records, under the supervision of AGENCY Supervising Practitioner, for the sole purpose of Student Practitioners' education and training, in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g; 34 CFR Part 99. This includes student Individual Educational Plans (IEPs).
4. AGENCY shall provide adequate supervision and shall hire a certified/qualified substitute supervisor teacher in the event that the employee serving as the Supervising Practitioner is absent during a session of student practice, for Student Practitioners who do not hold a substitute certificate, unless there are extenuating circumstances.
5. AGENCY may hire Student Practitioner as a substitute teacher for AGENCY Supervising Practitioner during a session of student practice only if the Student Practitioner holds a valid Arizona Substitute K-12 Certificate.
6. AGENCY agrees that AGENCY Supervising Practitioners will submit to the University evaluations of each Student Practitioner's progress, in a format and at such times as directed by the University.
7. AGENCY acknowledges that Student Practitioners' educational records are protected by FERPA. Accordingly, AGENCY must obtain express written permission from any Student Practitioner before University may release any data pertaining to such student. The University will provide guidance to AGENCY, as needed, with respect to complying with the release of Student Practitioners' educational records in accordance with FERPA.
8. Each Student Practitioner shall perform and comply with all written policies, regulations and directives of AGENCY. AGENCY shall provide all applicable written policies, regulations and directives to Student Practitioner and to University. AGENCY may relieve a Student Practitioner from further participation in the Program if, in its sole discretion, it believes that such Student Practitioner has violated AGENCY's policies, regulations and/or directives.

### **Refusal or Dismissal of Student Practitioner**

1. AGENCY may, for good cause and in compliance with state and federal regulations, refuse to accept the placement of a Student Practitioner. During a placement, either party may, at their sole discretion, immediately dismiss any Student Practitioner whose performance or conduct is not in accordance with AGENCY or University policies, procedures, rules, codes of conduct, violates the applicable laws of the State of Arizona or the state where the placement is conducted, or is otherwise detrimental to the health & welfare of the AGENCY's students or faculty. If such action is required, the Party initiating the dismissal will notify the other within one (1) business day of

the dismissal, to follow with written notification (email acceptable) within ten (10) business days of the dismissal. The written notification shall identify the specific violation(s) of policy, procedure, rule, code of conduct, or law that resulted in the dismissal. University will be responsible for any disciplinary action of the Student Practitioner.

2. The refusal or dismissal of a Student Practitioner in accordance with the provisions of this Agreement shall not affect continuation of this Agreement or the continued training of other Student Practitioners by AGENCY pursuant to this Agreement.

## **General Provisions**

1. The University shall inform each participating Student Practitioner of federal and state laws governing the confidentiality of AGENCY client or student information, including FERPA. Any breach of confidentiality by a participating Student Practitioner shall be grounds for immediate termination.
2. Nothing in this Agreement shall be construed as establishing a partnership, joint venture, or similar relationship between the University and AGENCY. Nothing in this Agreement shall be construed to authorize either Party to act as agent for the other, and neither Party shall be liable for the wrongful acts or negligence of the other while acting in the course or scope of their employment while performing the duties undertaken pursuant to this Agreement. Nothing expressed herein shall create any rights or duties in favor of any potential third party beneficiary or other person, agency or organization.
3. The University maintains insurance coverage through the State of Arizona's Risk Management Division self-insurance program to cover liabilities arising from the acts and omissions of the University's employees, students, and agents participating under this Agreement. The AGENCY shall maintain adequate insurance, as determined by the University (which may include a bona fide self-insurance program) to cover any liability arising from the acts and omissions of the AGENCY's employees and agents. University students are not deemed to be employees of AGENCY by virtue of this Agreement.
4. The Parties agree to comply with all applicable state and federal laws, rules, regulations and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act, as amended.
5. This Agreement is subject to the provisions of A.R.S. § 38-511 regarding Conflict of Interest.
6. In the event of litigation, as required by A.R.S. § 12-1518, the Parties agree to make use of arbitration in all contracts that are subject to mandatory arbitration pursuant to rules adopted under A.R.S. § 12-133.
7. The performance of both Parties may be dependent upon the appropriation of funds by each Party's governing, legislative authority. Should the Legislature in the case of the University or the Flowing Wells School District in the case of AGENCY fail to appropriate the necessary funds or if either Party's applicable appropriation is reduced during the fiscal year, the Party that is subject to the

reduced or eliminated funding may reduce the scope of this Agreement if appropriate or cancel this Agreement without further duty or obligation. Each Party agrees to notify the other Party as soon as reasonably possible after the unavailability of said funds comes to its attention.

8. Notices:

To University:

Contracts Manager  
Sponsored Projects & Contracting Services  
University of Arizona  
P.O. Box 210158, Rm 515  
Tucson AZ 85721-0158

To AGENCY:

Superintendent Dr. Kevin Stoltzfus  
Flowing Wells Unified School District  
1556 W. Prince Road  
Tucson, AZ 85705-3087

- 9. If any provision of this Agreement is held invalid or unenforceable, the remaining provisions will continue valid and enforceable to the full extent permitted by law.
- 10. No waiver of any provision of this Agreement shall affect the right of any Party thereafter to enforce such provision or to exercise any right or remedy available to it in the event of any other default.
- 11. This Agreement shall be governed by the laws of Arizona.
- 12. This Agreement may be executed in several counterparts, each of which shall be an original, but all of which together shall constitute one and the same Agreement. The Parties agree that any xerographically or electronically reproduced copy of this Agreement will have the same legal force and effect as any copy bearing original signatures of the Parties.
- 13. This document constitutes the entire Agreement between the Parties and any prior or contemporaneous representations, either oral or written are hereby superseded. This Agreement may not be modified, amended, altered or extended except through a written amendment signed by each Party.

IN WITNESS HEREOF, the Parties hereto have executed this Agreement by properly authorized persons.

ARIZONA BOARD OF REGENTS,  
UNIVERSITY OF ARIZONA

AGENCY

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Printed Name: Kevin Stoltzfus  
Title: Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

For any questions or comments regarding the terms and conditions of this agreement please contact:  
Office of Research Contracts, University of Arizona [contracting@email.arizona.edu](mailto:contracting@email.arizona.edu)

### COMPLETION INSTRUCTIONS

Be sure to enter the applicable information in the blank spaces throughout the agreement as follows:

- ✓ Agency's legal name (replace in lieu of [AGENCY NAME]) in the title and first paragraph on page 1.
- ✓ The effective and termination dates in the Term paragraph on page 1 (e.g. July 1, 2019 to June 30, 2024).
- ✓ Name of the state issuing the valid credentials for Agency's employees in Definitions Paragraph 3 at the top of page 2.
- ✓ Name of the legislative or governing body of the Agency in General Provisions Paragraph 7 at the bottom of page 4.
- ✓ The contact name, title, and mailing address to forward written notice to in General Provisions Paragraph 8 at the top of page 5.
- ✓ Printed name and title of person signing on behalf of the Agency at the bottom of page 5.

When the agreement is ready for signature by the University of Arizona, if your agency can accept scanned signatures, please forward by email to Patty Stowers, [pstowers@arizona.edu](mailto:pstowers@arizona.edu) .

If original signatures are required by your agency, it is strongly recommended to email the Contract Officer above to arrange for original signatures.

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

G-1  
Agenda Item Number

April 23, 2024  
Board Meeting Date

Item: Recommend Approval to Adopt Advanced Placement Statistics Textbook

Submitted By: Dr. Kevin Stoltzfus/Dr. Audrey Reff Date: April 18 2024

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

District administration recommends approval to adopt the textbook and curriculum resource entitled The Practice of Statistics for the AP Classroom, 7th Edition to allow for use in the AP Statistics course at Flowing Wells High School. This resource has been tabled for public review for a sixty-day period, and no public comments or concerns were submitted during this time.

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, Assistant Superintendent

**RE:** AP Statistics Textbook – Request to Adopt

**DATE:** April 17, 2024

The District administration recommends adoption of the Bedford, Freeman and Worth (BFW) *The Practice of Statistics for the AP Classroom, 7<sup>th</sup> Edition* textbook by Daren Starnes and Josh Tabor. The textbook has been tabled for public review for a sixty-day period, and no public comments or concerns were submitted during this time. If the Governing Board approves this adoption request, the District would move forward with purchasing the resource for use in the AP Statistics classroom beginning in the 2024-2025 school year.

The BFW textbook meets all College Board AP curricular and resource requirements including well-developed units on Exploring One-Variable Data; Exploring Two-Variable Data; Collecting Data; Probability, Random Variables, and Probability Distributions; Sampling Distributions; Inference for Categorical Data: Proportions; Inference for Quantitative Data: Means; Inference for Categorical Data: Chi-Square; and Inference for Quantitative Data: Slopes.

The process that led to the identification and recommendation of the BFW *The Practice of Statistics for the AP Classroom, 7<sup>th</sup> Edition* textbook included an instructor led review of the AP course and exam description; review of the textbook list provided on the College Board website; and an evaluation of the BFW textbook. In her recommendation, Flowing Wells High School AP Statistics instructor, Ms. Corynn Lodge noted that this 7<sup>th</sup> Edition textbook is the newest version of our current textbook and is one of the highest rated AP Statistics textbooks on the market. The authors teach the Summer AP Institute course for AP Statistics and have been involved in the grading, writing and evaluation of the AP Statistics exams for many years. Ms. Lodge also noted that the textbook is easy to follow and progresses in a way that aligns nicely with the AP Statistics Course and Exam Description. It is replete with examples and references that are varied and relevant to our students and includes AP exam tips along with warnings about common mistakes to help students as they prepare for their exam.

Ultimately, the BFW textbook has been found to be exemplary in meeting all criteria established by the College Board and the course instructor, Ms. Corynn Lodge.

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

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|                    |                    |
|--------------------|--------------------|
| H-1                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Recommend Approval of Employee Benefit Renewals for FY2024-2025

Submitted By: Stacy Trueblood Date: April 19, 2024

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

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District administration recommends approval of the following employee benefit contracts for FY2024-2025: Blue Cross Blue Shield of Arizona for health insurance and telehealth (5.0% increase); Health Equity for Health Savings Accounts (no change); Blue Cross Blue Shield of Arizona for PPO dental (no change); EyeMed for vision (no change); Sun Life for short-term disability (no change); Employers Dental Service for pre-paid dental (no change); Minnesota Life for life/AD&D and supplemental life insurance (no change); WEX for Flexible Spending Accounts (no change).

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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:** Dr. Kimberley Parkinson  
Stacy Trueblood

**DATE:** April 19, 2024

**SUBJECT:** Recommendation for Renewal of Employee Benefits

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The District worked with Valley Schools Management Group to review employee benefit contracts. Administration is recommending approval of the following benefit contracts:

RFP 21-01-25

- **Blue Cross Blue Shield of Arizona** for Health Insurance & telehealth – 5.0 % rate increase
- **Health Equity** for the Health Savings Account – no change
- **Blue Cross Blue Shield of Arizona** for PPO Dental – no change
- **Eye Med** for Vision Insurance – no change

RFP 22-04-26

- **Sun Life** for short-term disability – no change

Renew utilizing pricing through Valley Schools Employee Benefits Group

- **Employers Dental Service** for Prepaid Dental – no change
- **Minnesota Life** for Life/AD&D Insurance and Supplemental Life - no change
- **WEX** for Flexible Spending Accounts – no change

There are no plan changes being requested.

District administration recommends renewal of all employee benefit contracts listed above for fiscal year 2024-2025.

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

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|                    |                    |
|--------------------|--------------------|
| H-2                | April 23, 2024     |
| Agenda Item Number | Board Meeting Date |

Item: Recommend Increase to District Contribution to Employee Health Care for FY2024-2025

Submitted By: Stacy Trueblood Date: April 19, 2024

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

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District administration recommends increasing the District contribution to employee health insurance for Fiscal Year 2024-2025 by the amount of \$327.00 per participating employee. This increase would cover the cost of the rate increase of 5.0% from Blue Cross Blue Shield of Arizona for an individual employee on the PPO plan. For an individual employee on the High Deductible Health Plan, the increased contribution of \$327.00 would cover the cost of the 5.0% rate increase (\$250.00) and would increase the District contribution to the employee's Health Savings Account by \$77.00 per year. The total increased cost to the District is estimated at \$147,000.00 for FY2024-2025.

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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

H-3

Agenda Item Number

April 23, 2024

Board Meeting Date

Item: Recommend Approval of Revisions to Special Activities Compensation (SAC)  
Schedule for 2024-2025 School Year

Submitted By: Dr. Kimberley Parkinson Date: April 19, 2024

Will Be Presented By: Dr. Kevin Stoltzfus/Dr. Kimberley Parkinson

District administration recommends approval of revisions to the SAC schedule for the 2024-2025 school year. Revisions are outlined in the attached memo and highlighted in the attached SAC schedule. Most revisions would take effect in the 2024-2025 fiscal year. Compensation increases for high school summer school administrator and teachers would take effect in June, 2024.

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**  
**Memorandum**

TO: Governing Board Members  
Dr. Kevin Stoltzfus, Superintendent

FROM: Dr. Kim Parkinson, Associate Superintendent

RE: Special Activity and Compensation (SAC) Schedule 24-25

DATE: April 18, 2024

District Administration recommends the approval of the following revisions to the Special Activities Compensation (SAC) schedule for the 2024-2025 school year:

The SAC committee, including Kim Parkinson, associate superintendent, Frank Thomas, FWHS assistant principal, Mark Brunenkant, FW athletic director, Ariana Brown, FWHS dance teacher, Erin Kearney, FWJH principal, Thomas Alcaraz, FWJH athletic director, Justin Lewis, FWJH teacher, Tabetha Finchum, elementary principal is recommending the following revisions to the 23-24 SAC schedule for the 24-25 school year.

Please note: We are recommending the two summer school increases to go into effect immediately, while all other changes would become effective July 1, 2024.

**ATHLETICS**

- Increase JH Track Head coach from \$2736 to \$2986 to account for hosting 2-day track invitational
- Addition of Intensive Resource Sports Program Head Coach (2 positions – Laguna and Hendricks) at \$1224
- Addition of Intensive Resource Sports Program Assistant Coach (2 positions – Laguna and Hendricks) at \$739
- Addition of District 7-12 Athletic Coordinator for soccer at \$674
- Addition of JH Wrestling Tournament Hospitality Room Supervisor at \$200

**CO-CURRICULAR**

- Revision and increase of FWHS Flag Line stipend (\$2079) to Color Guard and Winter Guard at \$3700 to account for whole school year of practice, performances, and competitions
- Increase Marching Band Assistant Director (2 positions) from \$2080 to \$2250
- Increase Musical Stipend for Guest Musicians from \$270 to \$350
- Increase Percussion Assistant from \$2080 to \$2250
- Increase Pom Line from \$2080 to \$2250
- Separate FWHS Teacher Assistance Team/504 Coordinator into two positions. Divide current stipend of \$1642 into two stipends of \$821.
- Addition of FWJH Senators Trip Coordinator at \$1798
- Addition of FWJH Social Media Coordinator at \$1003
- Addition of Elementary Social Media Coordinator (6 positions) at \$489
- Addition of EMELC Science Fair Coordinator at \$887

**ADDENDUMS**

- Increase FWHS Summer School Administrator from \$5500 to \$6050 (\$3025 per session)
- Increase FWHS Summer School Teacher from \$4000 to \$4500 (\$2250 per session)

The total cost for SAC revisions and additions is \$15,103

The revisions to the SAC document attachment are indicated with yellow highlighting for your review.

**FWSD SPECIAL ACTIVITY COMPENSATION LEVELS**

**2024-2025**

**ATHLETIC**

| <b>ACTIVITY</b>                                     |    | <b>SY 24-25</b> |
|---|----|-----------------|
| <b>FLOWING WELLS HIGH SCHOOL</b>                    |    |                 |
| Athletic Supervisor (3 positions)                   | \$ | 2,428           |
| Baseball Assistant Varsity                          | \$ | 3,700           |
| Baseball Head Freshmen                              | \$ | 3,634           |
| Baseball Head JV                                    | \$ | 3,634           |
| Baseball Head Varsity                               | \$ | 4,900           |
| Basketball Assistant Varsity Boys                   | \$ | 3,744           |
| Basketball Assistant Varsity Girls                  | \$ | 3,744           |
| Basketball Head Freshmen Boys                       | \$ | 3,651           |
| Basketball Head Freshmen Girls                      | \$ | 3,651           |
| Basketball Head JV Boys                             | \$ | 3,650           |
| Basketball Head JV Girls                            | \$ | 3,651           |
| Basketball Head Varsity Boys                        | \$ | 5,077           |
| Basketball Head Varsity Girls                       | \$ | 5,077           |
| Chess Head Varsity                                  | \$ | 3,744           |
| Cross Country Assistant Varsity Boys and Girls      | \$ | 3,579           |
| Cross Country Head Varsity Boys                     | \$ | 4,074           |
| Cross Country Head Varsity Girls                    | \$ | 4,074           |
| Esports Head Varsity (2 stipends: One per semester) | \$ | 1,872           |
| Football Assistant JV                               | \$ | 3,744           |
| Football Assistant Varsity (4)                      | \$ | 4,019           |
| Football Assistant, Freshmen                        | \$ | 3,743           |
| Football Head Freshmen                              | \$ | 3,986           |
| Football Head JV                                    | \$ | 3,986           |
| Football Head Varsity                               | \$ | 5,506           |
| Golf Head Varsity Boys                              | \$ | 3,744           |
| Golf Head Varsity Girls                             | \$ | 3,744           |
| Intramural Director (Annual)                        | \$ | 2,505           |
| Raiders Coach                                       | \$ | 3,579           |
| Raiders Coach JV                                    | \$ | 2,505           |
| Rifle Team High School (Annual)                     | \$ | 4,047           |
| Soccer Head Freshmen Boys                           | \$ | 3,634           |
| Soccer Head Freshmen Girls                          | \$ | 3,634           |
| Soccer Head JV Boys                                 | \$ | 3,634           |
| Soccer Head JV Girls                                | \$ | 3,634           |
| Soccer Head Varsity Boys                            | \$ | 4,515           |
| Soccer Head Varsity Girls                           | \$ | 4,515           |
| Soccer Varsity Assistant Boys                       | \$ | 3,700           |
| Soccer Varsity Assistant Girls                      | \$ | 3,700           |
| Softball Assistant Varsity                          | \$ | 3,700           |
| Softball Head Freshmen                              | \$ | 3,634           |
| Softball Head JV                                    | \$ | 3,634           |
| Softball Head Varsity                               | \$ | 4,900           |
| Spirit Line Assistant Varsity Fall/Winter           | \$ | 2,323           |
| Spirit Line Head Varsity Fall/Winter                | \$ | 3,094           |

|  |          |
|--|----------|
| Spirit Line Junior Varsity Fall/Winter                                 | \$ 1,547 |
| Summer Weight Training Instructor (2)                                  | \$ 3,750 |
| Swimming Head Varsity Boys   | \$ 4,531 |
| Swimming Head Varsity Girls  | \$ 4,531 |
| Tennis Head Varsity Boys   | \$ 4,173 |
| Tennis Head Varsity Girls  | \$ 4,174 |
| Track Assistant Boys (2)   | \$ 3,579 |
| Track Assistant Girls (2)  | \$ 3,579 |
| Track Head Varsity Boys  | \$ 4,790 |
| Track Head Varsity Girls   | \$ 4,790 |
| Varsity Summer Programs (8)  | \$ 613   |
| Volleyball Head Freshmen Boys  | \$ 3,634 |
| Volleyball Head Freshmen Girls   | \$ 3,634 |
| Volleyball Head JV Boys  | \$ 3,634 |
| Volleyball Head JV Girls   | \$ 3,634 |
| Volleyball Head Varsity Boys   | \$ 4,790 |
| Volleyball Head Varsity Girls  | \$ 4,790 |
| Volleyball Varsity Assistant Boys                                      | \$ 3,700 |
| Volleyball Varsity Assistant Girls                                     | \$ 3,700 |
| Weight Training Instructor After School (2 stipends: One per semester) | \$ 1,476 |
| Wrestling Head Freshmen  | \$ 3,634 |
| Wrestling Head JV  | \$ 3,634 |
| Wrestling Head Varsity Boys  | \$ 4,955 |
| Wrestling Head Varsity Girls   | \$ 4,955 |
| Wrestling Varsity Assistant  | \$ 3,744 |

|   |          |
|---|----------|
| <b>FLOWING WELLS JUNIOR HIGH SCHOOL</b> |          |
| Athletic Prep (4 seasons)               | \$ 506   |
| Baseball Assistant (3)                  | \$ 2,312 |
| Baseball Head Coach                     | \$ 2,736 |
| Basketball Assistant Boys (3)           | \$ 2,312 |
| Basketball Assistant Girls (3)          | \$ 2,312 |
| Basketball Head Coach Boys              | \$ 2,736 |
| Basketball Head Coach Girls             | \$ 2,736 |
| Cross Country Head Coach Boys           | \$ 2,736 |
| Cross Country Head Coach Girls          | \$ 2,736 |
| Flag Football Head Coach                | \$ 2,736 |
| Football Assistant (6)                  | \$ 2,571 |
| Golf Head Coach (Co-Ed)                 | \$ 2,736 |
| Soccer Assistant Boys (2)               | \$ 2,312 |
| Soccer Assistant Girls (3)              | \$ 2,312 |
| Soccer Head Coach Boys                  | \$ 2,736 |
| Soccer Head Coach Girls                 | \$ 2,736 |
| Softball Assistant (2)                  | \$ 2,312 |
| Softball Head Coach                     | \$ 2,736 |
| Tackle Football Head Coach              | \$ 3,248 |
| Tennis Head Coach Girls                 | \$ 2,736 |
| Track Assistant (3)                     | \$ 2,312 |
| Track Head Coach                        | \$ 2,986 |
| Volleyball Assistant Boys               | \$ 2,312 |

|                                |    |       |
|--------------------------------|----|-------|
| Volleyball Assistant Girls (3) | \$ | 2,312 |
| Volleyball Head Coach Boys     | \$ | 2,736 |
| Volleyball Head Coach Girls    | \$ | 2,736 |
| Wrestling Assistant (2)        | \$ | 2,571 |
| Wrestling Head Coach           | \$ | 3,248 |

| <b>ELEMENTARY SCHOOL ATHLETICS</b>  |    |       |
|---|----|-------|
| Elementary Athletic Special Event Director  | \$ | 193   |
| Elementary Coach (each of 6 sports)   | \$ | 1,000 |
| Elementary Intramural Coordinator<br>(Before school sports) (1 per site per semester) | \$ | 837   |
| Intensive Resource Sports Program Head Coach (2)                                      | \$ | 1,224 |
| Intensive Resource Sports Program Assistant Coach (2)                                 | \$ | 739   |

| <b>DISTRICT ATHLETIC POSITIONS</b>   |    |     |
|--|----|-----|
| District 7 -12 Athletic Coordinator (Football, Boys and Girls Basketball, Wrestling, Baseball, Softball, Volleyball, Soccer) | \$ | 674 |
| District Elementary Sport Coordinator (One position for each of 6 sports)  | \$ | 336 |

**NOTES:**

Varsity Summer Programs include: Football, Baseball, Wrestling, Cross Country, Basketball (B and G), and Volleyball (B and G).

For Elementary and Flowing Wells Junior High: If more than 60 athletes, add a second coach for the season.

All athletic compensation is for the season unless noted as Annual.

Coaches who serve as head coach for separate boys and girls sports will earn the regular stipend times 1.5.

For example: Head Coach for both high school girls and boys track: Stipend for one sport = \$4790 x 1.5 = \$7185 for both sports.

**THE FOLLOWING MUST BE SUBMITTED ON A PAR:**

10 years of coaching experience in FW in same assignment: 11% of stipend amount.

Coaching Stipend for State Playoffs (varsity teams only): 5% of stipend amount after team qualifies.

Head Coach - Football Spring Practice: 5% of stipend amount.

**FWSD SPECIAL ACTIVITY COMPENSATION LEVELS  
2024-2025**

| <b>FLOWING WELLS ATHLETIC DEPARTMENT COMPENSATION RATES</b> |               |                      |
|---|---------------|----------------------|
| <b>FLOWING WELLS HIGH SCHOOL</b>                            | <b>Amount</b> | <b>Per Game/Meet</b> |
| Announcer Baseball/Softball                                 |               | \$30.00              |
| Announcer Basketball  |               | \$30.00              |
| Announcer Football  |               | \$40.00              |
| Basketball Scorekeeper                                      |               | \$20.00              |
| Basketball Shot Clock Operator                              |               | \$20.00              |
| Cross Country Invitational Tournament Director              | \$ 150        |                      |
| Flowing Wells Shootout Tournament Director                  | \$ 250        |                      |
| Football Chain Gang   |               | \$40.00              |
| Football Timer  |               | \$35.00              |
| Lifeguard   | Minimum Wage  |                      |
| Soccer Timer  |               | \$20.00              |
| Statistician Football                                       |               | \$30.00              |
| Throwers Invitational Tournament Director                   | \$ 150        |                      |
| Ticket Taker  | \$15.00/hour  |                      |
| Tournament of Champions Boys Golf Tournament Director       | \$ 150        |                      |
| Tournament of Champions Girls Golf Tournament Director      | \$ 150        |                      |
| Track Clerk   |               | \$75.00              |
| Track Starter   |               | \$75.00              |
| Track Worker  |               | \$40.00              |
| Videographer Football                                       |               | \$40.00              |
| Visiting Team Host Football                                 | \$15.00/hour  |                      |
| Volleyball Invitational Tournament Director                 | \$ 250        |                      |
| Volleyball Scorekeeper                                      |               | \$20.00              |
| Wrestling Meet Timer/Scorer                                 | \$15.00/hour  |                      |
| Wrestling Tournament Announcer Boys                         | \$ 400        |                      |
| Wrestling Tournament Announcer Girls                        | \$ 400        |                      |
| Wrestling Tournament Athletic Trainer                       | \$30.00/hour  |                      |
| Wrestling Tournament Bracket Writer                         | \$ 300        |                      |
| Wrestling Tournament Computer Operator                      | \$ 600        |                      |
| Wrestling Tournament Co-Director Boys (2)                   | \$ 700        |                      |
| Wrestling Tournament Director Girls                         | \$ 700        |                      |
| Wrestling Tournament Hospitality Room Supervisor            | \$ 200        |                      |
| Wrestling Tournament Table Worker                           | \$ 150        |                      |
| <b>FLOWING WELLS JUNIOR HIGH SCHOOL</b>                     |               |                      |
| Football Chain Gang   |               | \$35.00              |
| Scorekeeper   |               | \$15.00              |
| Ticket Taker  | \$15.00/hour  |                      |
| Track Athletic Trainer                                      | \$25.00/hour  |                      |
| Track Clerk   |               | \$75.00              |
| Track Invitational Tournament Director                      | \$ 250        |                      |
| Track Security  | \$15.00/hour  |                      |

|  |              |         |
|--|--------------|---------|
| Track Starter                                    |              | \$75.00 |
| Wrestling Tournament Announcer                   | \$ 250       |         |
| Wrestling Tournament Athletic Trainer            | \$25.00/hour |         |
| Wrestling Tournament Bracket Writer              | \$ 50        |         |
| Wrestling Tournament Custodians                  | Hourly Rate  |         |
| Wrestling Tournament Director                    | \$ 600       |         |
| Wrestling Tournament Hospitality Room Supervisor | \$ 200       |         |
| Wrestling Tournament Mat Director                | \$ 150       |         |
| Wrestling Tournament Off-Duty Deputy             | \$37.00/hour |         |
| Wrestling Tournament Score Tables Director       | \$ 150       |         |
| Wrestling Tournament Security                    | \$15.00/hour |         |

**NOTE: If no hourly rate is listed, Support Staff are paid minimum wage with overtime based on a weighted average.**

**FWSD SPECIAL ACTIVITY COMPENSATION LEVELS  
2024-2025**

| <b>CO-CURRICULAR</b>   |                 |
|--|-----------------|
| <b>ACTIVITY</b>  | <b>SY 24-25</b> |
| <b>FLOWING WELLS HIGH SCHOOL</b>   |                 |
| 504 Coordinator  |                 |
| Up to 25 504 students  | \$ 821          |
| Per student over 25  | \$ 30           |
| Academic Decathlon   | \$ 3,086        |
| Ambassadors Trip Coordinators (4 stipends)   | \$ 1,351        |
| Ambassadors Trip Chaperone (Up to 4 stipends)  | \$ 300          |
| AP/Honors Coordinator  | \$ 2,204        |
| Biliteracy Testing Coordinator   | \$ 1,182        |
| Challenge Testing Coordinators (one stipend each: english, math, science and social studies) | \$ 122          |
| Challenge Testing Coordinator - Spanish Only   | \$ 1,182        |
| College 101  | \$ 2,079        |
| Dance Sponsor (2)  | \$ 3,752        |
| Department Chair:  |                 |
| 5-10 Classes   | \$ 1,629        |
| 11-20 Classes  | \$ 1,735        |
| 21-30 Classes  | \$ 1,849        |
| 31-40 Classes  | \$ 1,959        |
| 41-50 Classes  | \$ 2,461        |
| 51 or More Classes   | \$ 2,571        |
| Theatre  | \$ 3,752        |
| Drill Team/Honor Guard   | \$ 3,752        |
| Color Guard and Winter Guard   | \$ 3,700        |
| Grad Night Coordinator   | \$ 3,570        |
| Instrumental Music/Band  | \$ 4,221        |
| Interact Club Advisor  | \$ 2,794        |
| Leadership Retreat Coordinator   | \$ 1,351        |
| Link Crew Advisor  | \$ 2,220        |
| Marching Band Assistant Director (2 positions)   | \$ 2,250        |
| Marching Band Drill Writer   | \$ 510          |
| MESA   | \$ 2,079        |
| Musical at Flowing Wells High School (Biennial):   |                 |
| Musical Stipend - Producer   | \$ 673          |
| Musical Stipend - Conductor  | \$ 673          |
| Musical Stipend - Costume Design   | \$ 673          |
| Musical Stipend - Set Design   | \$ 673          |
| Musical Stipend - Vocal Music  | \$ 673          |
| Musical Stipend - Drama Director   | \$ 673          |
| Musical Stipend - Dance (2)  | \$ 673          |
| Musical Stipend - Musician (2)   | \$ 350          |

|  |          |
|--|----------|
| National Honor Society                               | \$ 2,079 |
| Orchestra  | \$ 3,752 |
| Percussion Assistant (Entire School Year)            | \$ 2,250 |
| Pom Line (Entire School Year)                        | \$ 2,250 |
| Prom Advisor   | \$ 3,364 |
| Scholarship Coordinator                              | \$ 1,635 |
| Sky School Trip Coordinator                          | \$ 1,798 |
| Social Media Coordinator                             | \$ 1,672 |
| Special Olympics - Assistant                         | \$ 739   |
| Special Olympics - Coach I Coordinator at one site   | \$ 1,224 |
| Special Olympics - Coach II Coordinator at two sites | \$ 1,731 |
| Student Council                                      | \$ 2,942 |
| Student Council (Sentinel Peak)                      | \$ 1,224 |
| Teacher Assistance Team (TAT)                        |          |
| Up to 25 TAT meetings                                | \$ 821   |
| Per TAT meeting over 25                              | \$ 30    |
| Choral Music   | \$ 3,752 |
| Choral Music Accompanist                             | \$ 2,338 |
| Winter Pep Band                                      | \$ 2,080 |
| Yearbook   | \$ 2,794 |

| <b>FLOWING WELLS JUNIOR HIGH SCHOOL</b>                |          |
|--|----------|
| Cadet Teacher Coordinator                              | \$ 974   |
| Cadet Teacher Driver (Per Semester) 1 Gold /1 Blue     | \$ 649   |
| Department Chair                                       | \$ 1,098 |
| Theatre  | \$ 2,313 |
| Honor Society  | \$ 1,605 |
| Instrumental Music/Band                                | \$ 3,086 |
| Leadership Retreat Coordinator                         | \$ 1,351 |
| MathCounts Competition Coach                           | \$ 2,736 |
| Media Arts   | \$ 1,299 |
| MESA   | \$ 2,079 |
| Musical Theater Director                               | \$ 1,605 |
| Orchestra  | \$ 2,794 |
| Science Travel Coordinator (1 stipend for all 3 trips) | \$ 3,284 |
| Science Trip Coordinator ( 3 stipends/1 per trip)      | \$ 1,798 |
| Senators Trip Coordinator                              | \$ 1,798 |
| Social Media Coordinator                               | \$ 1,003 |
| Special Olympics - Assistant                           | \$ 739   |
| Special Olympics - Coach I Coordinator at one site     | \$ 1,224 |
| Special Olympics - Coach II Coordinator at two sites   | \$ 1,731 |
| Spelling Bee Coordinator                               | \$ 693   |
| Student Council  | \$ 2,220 |
| TAT Coordinator (up to 25 meetings)                    | \$ 821   |
| Per TAT meeting over 25                                | \$ 30    |
| Choral Music   | \$ 2,267 |
| Choral Music Accompanist                               | \$ 1,434 |
| Yearbook   | \$ 1,672 |

| <b>ELEMENTARY</b>                                    |               |
|--|---------------|
| Band (all hires on or before 7/1/15 see #NOTE)       | \$ 886        |
| Choir  | \$ 1,224      |
| Grade Level Chair (K-6)                              | \$ 815        |
| Grand Canyon Trip Coordinator                        | \$ 1,351      |
| Head Teacher includes LEA Rep (K-6)                  | \$ 1,396      |
| Orchestra (all hires on or after 7/1/15 see #NOTE)   | \$ 886        |
| Science Fair Coordinator                             | \$ 887        |
| <b>Social Media Coordinator</b>                      | <b>\$ 489</b> |
| Special Olympics - Assistant                         | \$ 739        |
| Special Olympics - Coach I Coordinator at one site   | \$ 1,224      |
| Special Olympics - Coach II Coordinator at two sites | \$ 1,731      |
| Student Council                                      | \$ 1,224      |
| TAT Coordinator up to 25 meetings                    | \$ 814        |
| Per TAT meeting above 25                             | \$ 30         |
| Yearbook   | \$ 815        |

| <b>PRESCHOOL</b>                        |               |
|---|---------------|
| Head Teacher (2 stipends)               | \$ 2,500      |
| <b>Science Fair Coordinator</b>         | <b>\$ 887</b> |
| <b>DISTRICT CO-CURRICULAR POSITIONS</b> |               |
| A+/National Award Writer                | \$ 1,642      |
| District Choir Coordinator              | \$ 1,346      |
| District Instrumental Music Coordinator | \$ 2,794      |
| School Improvement Team Co-chairs       | \$ 1,642      |

**#NOTE: For hires before July 1, 2015, see Addendum List**

| <b>HOURLY RATES</b>  |         |
|--|---------|
| Crossing Guard Duty  | \$15.80 |
| Grant Funded Tutoring - Certified Instruction with Students  | \$25.00 |
| Grant Funded Tutoring - Classified Instruction with Students | \$17.00 |
| Grant Funded Program Site Supervision                        | \$27.50 |
| Certified Instruction with Students                          | \$25.00 |
| Curriculum Work - Professional Development                   | \$20.00 |
| ESY - Certified instruction with students                    | \$30.00 |
| ESY - Classified instruction with students                   | \$17.00 |
| File Monitoring  | \$40.00 |
| Homebound - After School Certified Instruction with Students | \$25.00 |
| Homebound - Classified Instruction with Students             | \$17.00 |
| Homebound - During Planning Period                           | \$25.00 |
| Lunch Duty   | \$18.46 |
| Professional Development Presenter/Trainer                   | \$30.00 |
| Support Staff Additional Duty                                | \$17.00 |
| Translating (Use this or hourly rate, whichever is greater)  | \$15.00 |
| Tutoring - Certified Instruction with students               | \$25.00 |
| Tutoring - Classified Instruction with students              | \$17.00 |

| <b>TRANSPORTATION SAC DIFFERENTIAL PAY</b> |                        |
|--|------------------------|
| Afterschool Route                          | Additional \$2.00/hour |
| Field Trips                                | Additional \$1.25/hour |
| Special Education Rate (Non-Sped Drivers)  | Additional \$0.45/hour |
| Trainer                                    | Additional \$1.50/hour |

**NOTE: A meal allowance is allowed for overnight trips paid through travel reimbursement.**

**ADDENDUMS LIST (MUST SUBMIT PAR)**

|  |                               |
|--|-------------------------------|
| A+ Award Principal   | \$1,610                       |
| Accreditation Completion   | \$500                         |
| American Board of School Neuropsychology Certification                 | \$2,000                       |
| Best Interest Determination (BID) Meeting Coordinator                  | \$3,000                       |
| Elementary Band (all hires before July 1, 2015)                        | \$2,237                       |
| Elementary Orchestra (all hires before July 1, 2015)                   | \$2,237                       |
| High School Math Section   | \$400/section up to \$2,000   |
| High School Science Section  | \$400/section up to \$2,000   |
| IEPPro Coordinator   | \$1,500                       |
| Instructional Coach  | \$45/contact                  |
| LEA Representative Stipend for IEP Coordinator                         | \$250                         |
| Mentor Teacher   | \$500                         |
| National Board Certified Teacher                                       | \$2,500                       |
| National Board Candidate Support Provider (2)                          | \$1,600                       |
| National Certified School Nurse  | \$2,500                       |
| New Principal Mentor   | \$1,200                       |
| Probationary Teacher Instructional Coaching Stipend Year 2             | \$500                         |
| Probationary Teacher Instructional Coaching Stipend Year 3             | \$350                         |
| Professional Development New 1 Day Workshop or Online Facilitator      | \$500                         |
| Professional Development Existing 1 Day Workshop or Online Facilitator | \$250                         |
| Professional Development New 2 Day Workshop or Online Facilitator      | \$750                         |
| Professional Development Existing 2 Day Workshop or Online Facilitator | \$500                         |
| Psychology Intern Supervisor   | \$1,500                       |
| Psychology Mentor  | \$1,000                       |
| Secondary Core Content (7-12) Teaching Resource Sections               | \$300/section                 |
| Special Education Benchmark Assessment Coordinator                     | \$1,000                       |
| Speech-Language Pathology Assistant Supervisor                         | \$500 per SLPA                |
| Speech-Language Pathologist CFY Year Supervisor                        | \$200 per SLP-CFY             |
| Student Teacher Intern Certificate Supervising Practitioner            | \$1,500                       |
| Summer School Administrator (FWHS)                                     | \$6050 (\$3025 per session)   |
| Summer School Teacher (FWHS)   | \$4500 (\$2250 per session)   |
| Teaching Additional Section High School (1/5th)                        | Base+Override+Experience ÷ 5  |
| Teaching Additional Section Junior High (1/8th)                        | Base+Override+Experience ÷ 8  |
| Teaching Apprentice  | Semester 1A \$950             |
|  | Semester 1B \$1,050           |
|  | Semester 2A \$1,150           |
|  | Semester 2B \$1,250           |
|  | Semester 3A \$1,350           |
| Teaching Apprentice Mentor   | Semester 1A \$400             |
|  | Semester 1B \$400             |
|  | Semester 2A \$500             |
|  | Semester 2B \$500             |
|  | Semester 3A \$600             |
|  | Semester 3B \$750             |
| Teacher of Record for FW Online and CTE Courses                        | 1-10 students: \$250/quarter  |
|  | 11-20 students: \$350/quarter |
|  | 21-30 students: \$450/quarter |
|  | 31+ students: \$550/quarter   |

FLOWING WELLS SCHOOL DISTRICT  
Board Agenda Item

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|                           |                                      |
|---------------------------|--------------------------------------|
| I-1<br>Agenda Item Number | April 23, 2024<br>Board Meeting Date |
|---------------------------|--------------------------------------|

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Item: Executive Session

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

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Will Be Presented By: Dr. Kevin Stoltzfus

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In accordance with A.R.S. §38-431.03.A.5, an Executive Session may be called for discussion or consultation with designated representative of the public body in order to consider its position and instruct its representative regarding negotiations with employee organizations regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body; concerning salaries and benefits.

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Estimated Cost \$ \_\_\_\_\_  See Additional Information Attached

Recommended Action, if needed:

Approve       Disapprove       Table       No Action Required

Division Head: \_\_\_\_\_ Superintendent: Kevin Stoltzfus

Board Action: M: \_\_\_\_\_ S: \_\_\_\_\_ A: \_\_\_\_\_ N: \_\_\_\_\_ C: \_\_\_\_\_