

**Flowing Wells Schools
Regular Agenda**

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

October 22, 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
 - a. Student representatives will provide a review of events and activities at Flowing Wells Junior High School in academics, sports, and other extracurricular programs. 4
 - 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. 5
- C. Superintendent's Report**
 - 1. Recognition of Building Blocks for Character Students
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the October Building Blocks for Character Student from each school. 6
 - 2. Recognition of Support Staff Employee of the Year
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Support Staff Employee of the Year, Erica Pacheco. 9
 - 3. Recognition of Outstanding Volunteer of the Year
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Outstanding Volunteer of the Year, Athena Stone. 11
 - 4. Recognition of Teacher of the Year
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Teacher of the Year, Emily Northrop. 13
 - 5. Update on District Events and Activities
 - a. Superintendent Dr. Kevin Stoltzfus will provide an update on Flowing Wells School District Events and Activities. 14

BREAK- The brief break provides an opportunity for families and friends to leave the meeting.
- D. Public Comments 15**

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	16
<p>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.</p>	
1. Approval of Agenda for this Meeting	
a. Request approval for the adoption of the agenda for this meeting, October 22, 2024.	17
2. Approval of Minutes of Governing Board Meetings	
a. The following Governing Board meeting minutes are presented for Governing Board approval: October 8, 2024 (Public Hearing Minutes, Open Session Minutes, Executive Session Minutes).	21
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.	27
Expense and payroll vouchers are presented for Board approval: Expense vouchers #7016-25, 7018-25 and 7020-25 and Payroll voucher #2608.	
4. Approval of Requests for Use of District Facilities	
a. District facilities use requests are submitted for approval.	32
5. Approval of Requests for Open Enrollment	
a. Requests for open enrollment students are submitted for approval.	34
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.	36
8. Approval of Personnel Actions	
a. Personnel Actions are submitted for approval.	38
F. New Business	
1. Information and Discussion regarding Open Enrollment	
a. District administration provides information for review and discussion regarding open enrollment for the current year in comparison to the prior three years. Additionally, an updated fortieth day enrollment chart is provided that includes corrected data concerning grade 9 open enrollment numbers.	47
2. Information and Discussion regarding Proposed Policy Revisions	
a. District administration presents for review proposed revisions to the policies listed below, with 53 no action to be taken at this meeting. The attached memo summarizes the revisions, and the accompanying policy drafts include red strike-through text to indicate deletions and blue text to indicate additions.	
• Policy DJE Bidding / Purchasing Procedures	
• Policy GCFC Professional Staff Certification and Credentialing Requirements	
• Policy G DFA Support Staff Qualifications and Requirements	
• Policy IGA Curriculum Development	
• Policy IMG Animals in Schools	
3. Recommend Approval to Establish an Advisory Committee for Possible Bond-Funded Projects	

- a. District administration recommends approval to establish an advisory committee to study projects for potential funding in a possible future bond election. The committee would include representation from parents and/or community members on behalf of each school. 67

G. Business and Finance

- 1. Request Approval to Distribute Instructional Improvement Funds
 - a. District administration recommends approval for the December 2024 teacher compensation payment in the amount of \$250 from the Instructional Improvement Fund. 69
- 2. Recommend Award of the Multifunction Copy/Print Management RFP # 25-02-29 to All Copy Products
 - a. A Request for Proposal for Multifunction Copy/Print Management, RFP # 25-02-29, was issued on July 15, 2024. Proposals were due on August 12, 2024. The proposals were evaluated by a committee, and the committee is recommending award to All Copy Products. The award of this RFP will result in a five (5) year contract for an estimated total cost over the five years of \$608,709. This will be funded from Maintenance & Operations and Unrestricted Capital. Please see the attached Executive Summary for additional information. 71

H. Adjourn

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

B-1	October 22, 2024
Agenda Item Number	Board Meeting Date

Item: Report from Flowing Wells Junior High School Student Representatives

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 2024

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

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

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

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

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

C-1

Agenda Item Number

October 22, 2024

Board Meeting Date

Item: Recognition of Building Blocks for Character Students

Submitted By: Dr. Kevin Stoltzfus

Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Superintendent Dr. Kevin Stoltzfus will recognize the October Building Blocks for Character Student from each school.

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

BUILDING BLOCKS FOR CHARACTER STUDENTS

For the Month of October 2024

School	Student Name	Grade	Nominator
Emily Meschter Early Learning Center	Carlos Sosa Parra	PreK	Pilar Thomas
Centennial Elementary School	Nathaniel Trujillo	3	Tracy Bostic
Davis Elementary School	Mariela Tapia Cuen	4	Laura Pina
Douglas Elementary School	Raul Navarrete Delgado	5	Oziris Macias
Hendricks Elementary School	Lucja Rojek	1	Roxanna Young
Laguna Elementary School	Josue Espinoza Monroy	1	Astin Chavez
Richardson Elementary School	Natalia Esmeralda Gonzalez	K	Jennifer Stretton
Flowing Wells Junior High School	Alyanna Diaz Young	8	John Leigh
Flowing Wells High School	Ella Long	11	A. Frank Thomas
Sentinel Peak High School	Efrain Rodriguez Fuentes	12	Rebecca Hurst



Flowing Wells School District

BUILDING BLOCKS FOR CHARACTER ADULTS

For the Month of October 2024

School: Laguna Elementary School

Support Staff Employee of the Year: Erica Pacheco

Volunteer of the Year: Athena Stone

Teacher of the Year: Emily Northrop

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

C-2
Agenda Item Number

October 22, 2024
Board Meeting Date

Item: Recognition of Support Staff Employee of the Year

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Support Staff Employee of the Year, Erica Pacheco.

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: Dr. Kevin Stoltzfus
Governing Board

FROM: Dr. Tabetha Finchum

RE: **Laguna Elementary School**
Support Staff Employee of the Year – Erica Pacheco

DATE: October 22, 2024

School Site: Laguna Elementary School

Employee Name: Erica Pacheco

Job Title: Administrative Assistant

Number of Years in FW: 7 years

Anytime I think of Erica I think of her thanking the staff for participating in a fire drill by saying, "Thank you for participating in the fire drill, you may return back to class."

The top three things your Employee of the Year is known for:

- Erica is known to come in early on Mondays to ensure that Payroll is submitted on time and help staff with timeclock.
- Erica is always smiling and laughing and always willing to help staff. She keeps the staff together. She knows how to rally the troops and really is the heart and soul of Laguna!
- Erica is a problem solver and is willing to find a solution to any problem. She has lots of opportunities to practice this skill, as problems happen commonly with how frequently the principal has been out on training!

A quote from a student or fellow staff member about your Support Staff Employee of the Year:

"Quick and efficient worker, yeah, that is Erica Pacheco. She is always willing to help, like, Ready-Set-Go!"

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

C-3

Agenda Item Number

October 22, 2024

Board Meeting Date

Item: Recognition of Outstanding Volunteer of the Year

Submitted By: Dr. Kevin Stoltzfus

Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Volunteer of the Year, Athena Stone.

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: Dr. Kevin Stoltzfus
The Governing Board

FROM: Dr. Tabetha Finchum

RE: **Laguna Elementary School**
Outstanding Volunteer of the Year – Athena Stone

DATE: October 22, 2024

School Site: Laguna Elementary

Volunteer Name: Athena Stone

Volunteer Role: PTO President & Classroom Volunteer

Number of Years of service: 2 years

Fun Fact about this Volunteer: Athena is around campus so much that people think she works at Laguna!

Top three contributions your Volunteer is known for:

- Athena has many contributions, and she is always willing to support teachers. For example, she supported kindergarten during their Build-a-Bear Day, and she organized a free catered lunch for the kids!
- Athena assisted in supporting Laguna's pride run and field day. She assisted by coordinating with staff and outside organizations to get the resources needed to make the event a success.
- Athena is instrumental in Laguna's fall festival. Last year, we raised over \$3000 during the event, a 50% increase from the year before. At the fall festival, Athena ran the snack bar and assisted with the baskets.

A quote from a recipient of this volunteer's services that expresses how much their work is valued:

"Laguna's PTO is in safe hands with Athena at the helm. She is the leader of PTO!"

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

C-4 Agenda Item Number	October 22, 2024 Board Meeting Date
Item: <u>Recognition of Teacher of the Year</u>	
Submitted By: <u>Dr. Kevin Stoltzfus</u>	Date: <u>October 17, 2024</u>
Will Be Presented By: <u>Dr. Kevin Stoltzfus</u>	

Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Teacher of the Year, Emily Northrop.

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-5	October 22, 2024
Agenda Item Number	Board Meeting Date
Item: <u>Update on District Events and Activities</u>	
Submitted By: <u>Dr. Kevin Stoltzfus</u>	Date: <u>October 17, 2024</u>
Will Be Presented By: <u>Dr. Kevin Stoltzfus</u>	

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

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

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

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

D	October 22, 2024
Agenda Item Number	Board Meeting Date
Item: <u>Public Comments</u>	
Submitted By: <u>Dr. Kevin Stoltzfus</u>	Date: <u>October 17, 2024</u>
Will Be Presented By: <u>Dr. Kevin Stoltzfus</u>	

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 the agenda. Other than this, any response to public comments will be limited to directing staff to study the matter or scheduling the matter as a future agenda item.

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	October 22, 2024
Agenda Item Number	Board Meeting Date

Item: Consent Agenda for this Meeting

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 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

October 22, 2024
Board Meeting Date

Item: Approval of Agenda for this Meeting

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

Request approval for adoption of the agenda for this meeting, October 22, 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**

October 22, 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
 - 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 Building Blocks for Character Students
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the October Building Blocks for Character Student from each school.
2. Recognition of Support Staff Employee of the Year
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Support Staff Employee of the Year, Erica Pacheco.
3. Recognition of Outstanding Volunteer of the Year
 - a. Superintendent Dr. Kevin Stoltzfus will recognize the Laguna Elementary School Outstanding Volunteer of the Year, Athena Stone.
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5. 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

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E. Consent Agenda

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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, October 22, 2024.
2. Approval of Minutes of Governing Board Meetings
 - a. The following Governing Board meeting minutes are presented for Governing Board approval: October 8, 2024 (Public Hearing Minutes, Open Session Minutes, Executive 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 #7016-25, 7018-25 and 7020-25 and Payroll voucher #2608.
4. Approval of Requests for Use of District Facilities
 - a. District facilities use requests are submitted for approval.
5. Approval of Requests for Open Enrollment
 - 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.

F. New Business

1. Information and Discussion regarding Open Enrollment
 - a. District administration provides information for review and discussion regarding open enrollment for the current year in comparison to the prior three years. Additionally, an updated fortieth day enrollment chart is provided that includes corrected data concerning grade 9 open enrollment numbers.
2. Information and Discussion regarding Proposed Policy Revisions
 - a. District administration presents for review proposed revisions to the policies listed below, with no action to be taken at this meeting. The attached memo summarizes the revisions, and the accompanying policy drafts include red strike-through text to indicate deletions and blue text to indicate additions.
 - Policy DJE Bidding / Purchasing Procedures
 - Policy GCFC Professional Staff Certification and Credentialing Requirements
 - Policy GDFA Support Staff Qualifications and Requirements
 - Policy IGA Curriculum Development
 - Policy IMG Animals in Schools
3. Recommend Approval to Establish an Advisory Committee for Possible Bond-Funded Projects
 - a. District administration recommends approval to establish an advisory committee to study projects for potential funding in a possible future bond election. The committee would include representation from parents and/or community members on behalf of each school.

G. Business and Finance

1. Request Approval to Distribute Instructional Improvement Funds
 - a. District administration recommends approval for the December 2024 teacher compensation payment in the amount of \$250 from the Instructional Improvement Fund.
2. Recommend Award of the Multifunction Copy/Print Management RFP # 25-02-29 to All Copy Products
 - a. A Request for Proposal for Multifunction Copy/Print Management, RFP # 25-02-29, was issued on July 15, 2024. Proposals were due on August 12, 2024. The proposals were evaluated by a committee, and the committee is recommending award to All Copy Products. The award of this RFP will result in a five (5) year contract for an estimated total cost over the five years of \$608,709. This will be funded from Maintenance & Operations and Unrestricted Capital. Please see the attached Executive Summary for additional information.

H. Adjourn

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-2
Agenda Item Number

October 22, 2024
Board Meeting Date

Item: Approval of Minutes of Governing Board Meetings

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

The following Governing Board meeting minutes are presented for Governing Board approval: October 8, 2024 (Public Hearing Minutes, Open Session Minutes, Executive Session Minutes).

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

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

**Flowing Wells Unified School District
Governing Board Public Hearing Minutes**

6:00 p.m.

October 8, 2024

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

Attendance

Governing Board Members:

Kristine Hammar, President (absent)

Kevin Daily, Clerk (absent)

Wendy Effing

Brianna Hamilton

Stephanie Miller

Administrative Personnel:

Dr. Kevin Stoltzfus, Superintendent

Dr. Audrey Reff, Associate Superintendent

Dr. Tabetha Finchum, Assistant Superintendent

Stacy Trueblood, Chief Financial Officer

No additional staff members or guests were in attendance.

A. Opening of Meeting

1. Board Member Wendy Effing called the meeting to order at 6:04 p.m.
2. A Public Hearing was called pursuant to A.R.S. §15-711 regarding the Glencoe *Health 2022* textbook and curriculum, which includes an opt-in family life unit, that is currently tabled for consideration as a resource in grades 9-12. There were no public comments.

B. Adjourn

Public Hearing was adjourned at 6:06 p.m.

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

Signatures:

Kristine Hammar, President

Kevin Daily, Clerk

Wendy Effing

Brianna Hamilton

Stephanie Miller

Flowing Wells Unified School District Governing Board Meeting Minutes

6:05 p.m.

October 8, 2024

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

Attendance

Governing Board Members:	Administrative Personnel:
Kristine Hammar, President (absent)	Dr. Kevin Stoltzfus, Superintendent
Kevin Daily, Clerk (absent)	Dr. Audrey Reff, Associate Superintendent
Wendy Effing	Dr. Tabettha Finchum, Assistant Superintendent
Brianna Hamilton	Stacy Trueblood, Chief Financial Officer
Stephanie Miller	

No additional staff members or guests were in attendance.

A. Opening of Meeting

1. Board Member Wendy Effing called the meeting to order at 6:06 p.m.

B. Superintendent's Report

- C-1. Update on District Events and Activities
Superintendent Dr. Kevin Stoltzfus provided an update on the following current district events and activities:
- FWHS Athletics events are taking place over Fall Break;
 - The ASBA Pima County Meeting will take place October 15;
 - The AEF Teacher of the Year Recognition will take place October 19;
 - The Governing Board and Conference room area has been painted and the artifacts and photos on display will be updated, with Board Member input.

C. Public Comments

No public comments

D. Consent Agenda

The following items were reviewed and approved as recommended with one motion.
Motion by Hamilton; second by Miller; 3 ayes; motion carried.

- D-1. Approval of Agenda for this Meeting
Approved October 8, 2024 meeting agenda.

- D-2. Approval of Minutes of Governing Board Meeting
Approved minutes of the Governing Board meeting: September 24, 2024 (Open Session Minutes).
- D-3. Approval of District Expense and Payroll Vouchers
Approved as recommended expense vouchers #7014-25, 7015-25, and 7017-25 and payroll voucher #2307
- D-4. Approval of Requests for Use of District Facilities
None for this meeting.
- D-5. Approval of Requests for Student Trips
None for this meeting.
- D-6. Approval of Requests for Staff Travel
Approved as recommended staff requests to travel.
- D-7. Approval of Personnel Actions
Approved as recommended personnel actions.
- D-8. Acceptance of Gifts and Donations
Accepted as recommended gifts and donations of \$5,927.53 for the period of September 1-30, 2024.
- D-9. Review of District Financial Statements
Reviewed Student Activity Balance Sheets and Auxiliary Operations Year-to-Date Budget as of September 30, 2024.
- D-10. Approval of Asset Retirement and Disposals
Approved as requested retirement and disposal of assets no longer used by the district as of October 3, 2024.

E. Business and Finance

- E-1. Recommend Approval of Fiscal Year 2023-2024 Annual Financial Report and School Level Reporting
Chief Financial Officer Stacy Trueblood gave an overview of the annual financial report. Superintendent Dr. Kevin Stoltzfus thanked her for the enormous amount of work and attention to detail that went into the report. Board Member Wendy Effing thanked Mrs. Trueblood for her work.
No action taken.

F. Unfinished Business

- F-1. Recommend Approval of Revisions to Policy IKA Grading / Assessment Systems
Approved as recommended the revisions to Policy IKA Grading /Assessment Systems.
Motion by Hamilton; second by Miller; 3 ayes; motion carried.

G. New Business

- G-1. Information and Discussion regarding Fortieth Day Enrollment Trends
Superintendent Dr. Kevin Stoltzfus and Assistant Superintendent Dr. Tabettha Finchum gave an overview of the five-year fortieth day enrollment trends. Enrollment is down from last year across the district, with variations from school to school.
No action taken.
- G-2. Recommend Approval of Revisions to Proposition 301 Performance Pay Plan for 2024-2025
Approved as recommended the revisions to the Proposition 301 Performance Pay Plan for 2024-2025.
Motion by Hamilton; second by Miller; 3 ayes; motion carried.
- G-3. Recommend Approval of Field Placement Agreement with Grand Canyon University
Approved as recommended to approve the Field Placement Agreement with GCU to host student teachers and other educational interns through October 8, 2027.
Motion by Miller; second by Hamilton; 3 ayes; motion carried.
In response to a question from Member Hamilton, Assistant Superintendent Tabettha Finchum stated there is currently one GCU student hoping to student teach in Flowing Wells and that Flowing Wells currently hosts student teachers from the UA, ASU, and NAU.
- G-4. Recommend Approval of Revisions to Position Descriptions
Approved as recommended the changes to the position descriptions of the Human Resources staff, based on a shift in responsibilities among the staff members.
Motion by Miller; second by Hamilton; 3 ayes; motion carried.
- G-5. Discussion and Possible Action regarding Changes to the Bylaws of the Arizona School Boards Association (ASBA)
Superintendent Dr. Kevin Stoltzfus gave an overview of the proposed changes to the bylaws. There were no questions. Direction was given to Paula Alden to vote on behalf of the Board.
Board members voted to approve the ASBA proposed bylaw changes.
Motion by Hamilton; second by Miller; 3 ayes; motion carried.

H. Executive Session

- H-1. In accordance with A.R.S. §38-431.03.A.1, an Executive Session may be called for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, termination, or resignation of a public officer or district employees; concerning preliminary notices of inadequacy of classroom performance.
Motion by Hamilton; second by Miller; 3 ayes; motion carried.

I. Adjourn

Meeting was adjourned at 7:39 p.m.

Motion by Miller; second by Hamilton; 3 ayes; motion carried.

Signatures:

Kristine Hammar, President

Kevin Daily, Clerk

Wendy Effing

Brianna Hamilton

Stephanie Miller

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-3
Agenda Item Number

October 22, 2024
Board Meeting Date

Item: Approval of District Expense and Payroll Vouchers

Submitted By: Patricia Forgach Date: October 18, 2024

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

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

Expense Vouchers FY 2025 None for this meeting.

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

Expense Voucher 7016-25 \$ 94,730.20
Expense Voucher 7018-25 \$ 84,467.19
Expense Voucher 7020-25 \$168,228.20

Payroll Voucher 2608 \$1,692,216.67

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: _____
27

10/7/2024

VOUCHER #7016-25

NINETY-FOUR THOUSAND SEVEN HUNDRED THIRTY DOLLARS & 20/100

\$94,730.20

<u>0010</u>		<u>\$14,800.50</u>
	FEDERAL AND STATE PROJECTS	
<u>1125</u>	<u>2025 TITLE I</u>	<u>\$2,343.43</u>
<u>1655</u>	<u>2025 21ST CENTURY LAGUNA YR 5</u>	<u>\$687.89</u>
<u>2244</u>	<u>2024 IDEA PRESCHOOL</u>	<u>\$6,106.57</u>
	OTHER	
<u>5100</u>	<u>FOOD SERVICE</u>	<u>\$50,700.74</u>
<u>5150</u>	<u>CIVIC CENTER</u>	<u>\$286.00</u>
<u>5200</u>	<u>COMMUNITY SERVICE-STAFF DEV</u>	<u>\$1,548.00</u>
<u>5300</u>	<u>GIFTS AND DONATIONS</u>	<u>\$5,200.34</u>
<u>5310</u>	<u>FAMILY RESOURCE CENTER</u>	<u>\$150.75</u>
<u>5960</u>	<u>CTED</u>	<u>\$12,094.50</u>
<u>6100</u>	<u>UNRESTRICTED CAPITAL OUTLAY</u>	<u>\$811.48</u>

10/7/2024

VOUCHER #7018-25

EIGHTY FOUR THOUSAND FOUR HUNDRED SIXTY SEVEN DOLLARS & 19/100

\$84,467.19

0010

FEDERAL AND STATE PROJECTS

OTHER

5300 GIFTS AND DONATIONS

\$2,440.50

6100 UNRESTRICTED CAPITAL OUTLAY

\$82,026.69

10/15/2024

VOUCHER #7020-25

ONE HUNDRED SIXTY EIGHT THOUSAND TWO HUNDRED TWENTY EIGHT DOLLARS & 20/100

\$168,228.20

0010		\$57,369.22
	FEDERAL AND STATE PROJECTS	
3415	2025 TSW	\$66.50
3460	ESSER III	\$74,414.70
4025	2025 CTE PRIORITY	\$260.00
	OTHER	
5300	GIFTS AND DONATIONS	\$719.28
5960	CTED	\$6,217.44
6100	UNRESTRICTED CAPITAL OUTLAY	\$26,093.14
9500	WAREHOUSE	\$3,087.92

10/16/2024

2608

One Million Six Hundred Ninety Two Thousand Two Hundred Sixteen Dollars and Sixty Seven Cents

1,692,216.67

9/29/2024

10/12/2024

00100	Regular Ed Programs	1,290,075.78
	301 FUNDS	
01100	301 Base Pay	136,989.06
01300	Prop 301 Menu	7,048.56
	FEDERAL AND STATE PROJECTS	
02000	Prop 202	10,036.66
07100	SEI Structured English ELD	2,034.52
11241	2024 Title I	922.52
11251	2024 Title I	65,440.71
16530	Regular Education	1,385.90
1655	Regular Education	2,448.72
16640	21st Century Cont	3,229.82
1915	TITLE III- Bilingual Education	1,124.34
22250	Special Education	42,093.87
22450	Special Education	562.19
22730	2023 IDEA Preschool	539.61
26250	JTED	3,237.48
28250	Education for Homeless Children & Youth	2,322.53
29000	Medicaid Reimbursement	12,776.21
29100	Medicaid Special Education Admin	6,220.60
31000	JROTC Instruction	3,708.28
34150	Special Education	6,524.32
34600	ESSER III	4,040.39
35540	Community Services	20.70
38420	Pima Early Education Program	13,418.45
4570	Bilingual Education	7,830.52
46240	School Safety Program Expansion [2024]	4,953.39
46600	FTF Pre-K Scholarship	-
4685	Early Literacy Grant [2024]	3,042.47
	OTHER	
51000	Food Service	2,186.32
51500	Civic Center	-
52000	Community Services	25,603.05
53000	G&D PDG FY20	1,198.21
53100	Family Resource District	1,219.17
57000	Indirect Cost	21,160.01
59600	JTED	8,822.31

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-4	October 22, 2024
Agenda Item Number	Board Meeting Date

Item: Approval of Requests for Use of District Facilities

Submitted By: Teressa Austin Date: October 18, 2024

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

Requests for use of district facilities are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

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

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

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-5
Agenda Item Number

October 22, 2024
Board Meeting Date

Item: Approval of Requests for Open Enrollment

Submitted By: Danielle Rubio Date: October 17, 2024



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

Requests for open enrollment students are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head:  Superintendent: 

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

FLOWING WELLS SCHOOL DISTRICT

Requests for Admission as Non-Resident Students

October 22, 2024

Recommend approval for the following requests:

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

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-7 October 22, 2024

Agenda Item Number Board Meeting Date

Item: Approval of Requests for Staff Travel

Submitted By: Teresa Austin Date: October 17, 2024

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

Staff travel requests are submitted for approval.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

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

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

Flowing Wells School District

Request To Travel

Recommend approval of the following travel requests:

October 22, 2024

Name Last, First	School / Dept	Request for Travel / What	Travel to:	Dates
Bettcher, Lindsey	HS CTE Culinary	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Brenton, Jesse	HS CTE Auto	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Donaldson, Angus	HS CTE VOAG	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Fishman, Tristan	HS CTE Stagecraft	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Golden, William	HS Engineering Teacher	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Hatch, Courtney	HS CTE Fashion	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Montoya, Bridget	HS CTE Ed Prof	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Nistas, Josh	HS CTE Photo	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Reynolds, Caitlin	HS CTE VOAG	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024 37
Verdiguel Gillet, Anna	HS CTE Science	CTSO Officer Training w/Students	FWHS/Portal	10/15/2024
Marcott, Holly	HS CTE office	Water Festival with Students	Mission Manor Park Tucson	10/21/2024
Verdiguel Gillet, Anna	HS CTE Science	Water Festival with Students	Mission Manor Park Tucson	10/21/2024
Daily, Kevin	Board	2024 Raythoen Leaders in Education Celebration	TCC/Tucson, AZ	11/7/2024
Hamilton, Brianna	Board	2024 Raythoen Leaders in Education Celebration	TCC/Tucson, AZ	11/7/2024
Hammar, Kristie	Board	2024 Raythoen Leaders in Education Celebration	TCC/Tucson, AZ	11/7/2024
Miller, Stephanie	Board	2024 Raythoen Leaders in Education Celebration	TCC/Tucson, AZ	11/7/2024
Stoltzfus, Kevin	Superintendent	2024 Raythoen Leaders in Education Celebration	TCC/Tucson, AZ	11/7/2024

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

E-8
Agenda Item Number

October 22, 2024
Board Meeting Date

Item: Approval of District Personnel Actions

Submitted By: Stacie Stuart/KaraLynn Miller Date: October 17, 2024



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

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

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head:  Superintendent: 

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

Flowing Wells School District
Personnel Action Summary
Certified Staff
October 22, 2024

Name	Location	Action to Approve	Pay	FTE/ hrs	Contract Days	Effective Date	Additional Comments
Amezquita, Dania	Laguna	Training Teachers on Supporting Students @ EMELC	\$20.00/hr	NTE 5.0 hrs	N/A	10/2/2024	
Andersen, Hanne	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Anguiz, Teresa	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
August, Stuart	FWJH	Soccer Assistant Girls	\$2,556.32	N/A	N/A	2024-2025	
Barber, Brie	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Batsford, Emily	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Bejarano, Gabrielle	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Bley, Katrina	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Brenton, Caitlin	FWJH	Google Fundamentals	\$250.00	N/A	N/A	11/21/2024	
Camero, Jaime	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Castro, Lydda	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Cline, Samantha	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Close, Ashley	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Condon, Morgen	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Davila, Alexia	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Donaldson, Angus	FWHS	Probationary Teacher Instructional Coaching Stipend Year 3	\$350.00	N/A	N/A	2024-2025	
Graf, Marcy	Davis	Facilitate Amira Extended Day Program	\$25.00/hr	NTE 1.0 hr/day	N/A	2024-2025	
Hinrichs, Taylor	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Hinrichs, Taylor	Douglas	Probationary Teacher Instructional Coaching Stipend Year 3	\$350.00	N/A	N/A	2024-2025	39
Jacobson, Kristyn	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Jewett, Justin	FWJH	Basketball Head Coach Boys	\$2,736.00	N/A	N/A	2024-2025	
Knipe, Molly	EMELC	Writing IR Progress Reports for Quarter One	Hrly Rate	NTE 10 hrs	N/A	9/30/2024	
Laguna, Jasmyne	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Lewis, Justin	FWJH	Golf Head Coach	\$2,736.00	N/A	N/A	2024-2025	
Luna-Arroyo, Annette	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Macias, Oziris	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Mendivil, Samantha	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Miranda Salinas, Abelardo	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Morgan, Troy	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Neria, Sophia	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Peterson, Claire	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Powers, Jillian	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Powers, Michelle	Davis	Grade Level Chair - 1st Grade	\$815.00	N/A	N/A	2024-2025	
Ramos, Brooke	Hendricks	Kindergarten Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	11/14/2024	
Rios, Veronica	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Rodriguez, Ginger	Hendricks	Kindergarten Parent Night	\$25.00/hr	NTE 2.0 hrs	N/A	11/14/2024	
Ruiz, Mario	FWJH	Basketball Assistant Boys	\$2,556.32	N/A	N/A	2024-2025	
Russell, Jennifer	EMELC	Provided IR SPED Services	\$25.00/hr	NTE 4.0 hrs/week	N/A	9/24/2024	Provided until a new teacher is hired
Spiece, Sean	FWHS	Announcer Football	\$40.00/game	1 game	N/A	9/27/2024	
Switalski, Ashley	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Thomson, Arianna	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Tornberg, Erika	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Tovar, Martha	Douglas	Class Coverage	\$50.00/day	1 day	N/A	10/14/2024	Split between 3 teachers
Tovar, Martha	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	

Flowing Wells School District

Personnel Action Summary

Certified Staff

October 22, 2024

Trausch, Matthew	FWJH	Soccer Head Coach Girls	\$3,036.96	N/A	N/A	2024-2025	
Turner, Lucy	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Urquidez, Maricela	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Villalobos, Ellen	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	
Whelan, Tara	Hendricks	Fellows Stipend - Fall 2024 Mid	\$400.00	N/A	N/A	9/30/2024	
Wilson, Amanda	Douglas	Parent Engagement Night	\$25.00/hr	NTE 3.0 hrs	N/A	10/23/2024	

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
 YOY: 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
October 22, 2024

Name	Location	Action to Approve	Pay	FTE/ hrs	Contract Days	Effective Date	Additional Comments
Aamodt, Andrea	Richardson	Class Coverage	\$12.50/hr added to hourly rate	3.5 hrs	N/A	10/15/2024	
Ackerman, Marcelina	Transportation	Retiring - School Bus Driver	N/A	N/A	N/A	12/20/2024	
Autenreith, Todd	Davis	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/14/2024	
Bailey, Jessica	EMELC	Additional Hours - CCEI Classes	Hrly Rate	NTE 9.0 hrs	N/A	9/30/2024	
Bittner, Orion	District	Transfer from Computer Technician HS to IT Systems Specialist	\$22.87/hr	8.0 hrs/day	261 (P)	10/14/2024	
Bittner, Orion	District	Additional Compensation	\$1,650.00 (P)	N/A	N/A	2024-2025	A-CT-1: Auto Allowance
Bittner, Orion	District	Additional Compensation	\$500.00 (P)	N/A	N/A	2024-2025	CP-2: Cell Phone Allowance
Bratka, Twila	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/15/2024	
Bravin, Dylan	FWJH	Class Coverage	\$12.50/hr added to hourly rate	1.17 hrs	N/A	10/1/2024	
Cardenas, Ashley	FWHS	Ticket Taker	\$15.00/hr	NTE 5.0 hrs/night	N/A	2024-2025	
Courtney, Matthew	Laguna	Class Coverage	\$12.50/hr added to hourly rate	1.50 hrs	N/A	10/1/2024	
Cruz Paiz, Lus	Douglas	Translating	\$17.00/hr	NTE 20 hrs	N/A	2024-2025	
Emery, Alyssa	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/15/2024	
Flores, Melissa	EMELC	Additional Hours - CCEI Classes	Hrly Rate	NTE 9.0 hrs	N/A	9/30/2024	
Flores, Melissa	EMELC	Additional Hours - Extend Work Hours	Hrly Rate	NTE 2.0 hrs/day	N/A	10/01/2024 - 10/04/2024	
Gilmore, April	FWJH	Class Coverage	\$12.50/hr added to hourly rate	1.90 hrs	N/A	9/30/2024	41
Godwin, Tiffany	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/14/2024	
Hernandez, Eva	Laguna	Translating	\$17.00/hr	NTE 5.0 hrs/week	N/A	2024-2025	
Hinton, Melanie	FWHS	Ticket Taker	\$15.00/hr	NTE 5.0 hrs/night	N/A	2024-2025	
Jaimez, Maria	Transportation	Resign - School Bus Driver	N/A	N/A	N/A	10/18/2024	
Ledesma, Aileen	EMELC	Additional Hours - CCEI Classes	Hrly Rate	NTE 9.0 hrs	N/A	9/30/2024	
Naney, Danielle	Douglas	Additional Hours - Amira Reading Assistant	\$17.00/hr	NTE 10 hrs/week	N/A	2024-2025	
Nielsen, Laura	FWJH	Class Coverage	\$12.50/hr added to hourly rate	1.17 hrs	N/A	10/1/2024	
Olvera, Blanca	Laguna	Increase Daily Hours on Current Position by 0.5/hr	Hrly Rate	7.0 hrs/day	N/A	10/14/2024	
Oswald, Jennifer	Davis	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/15/2024	
Oswald, Jennifer	Davis	Additional Hours - Book Fair	Hrly Rate	NTE 5.0 hrs/week	N/A	10/14/2024 - 10/18/2024	
Palacios-Cadena, Miriam	Davis	Translating	Hrly Rate	NTE 5.0 hrs/week	N/A	2024-2025	
Picos, Maria	Laguna	Translating	\$17.00/hr	NTE 5.0 hrs/week	N/A	2024-2025	
Rath, Ashly	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	6.5 hrs	N/A	9/30/2024	
Rath, Ashly	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	NTE 6.5 hrs	N/A	10/3/2024	
Rath, Ashly	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	4.0 hrs	N/A	10/15/2024	
Salazar Rubio, Marycarmen	Davis	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/15/2024	
Salazar Rubio, Marycarmen	Davis	Additional Hours - Facilitate Amira Extended Day Program	\$17.00/hr	NTE 1.0 hr/day	N/A	2024-2025	
Schnelle, Linda	Centennial	Class Coverage	\$12.50/hr added to hourly rate	6.0 hrs	N/A	9/19/2024	
Sweepe, Elizabeth	Hendricks	Class Coverage	\$12.50/hr added to hourly rate	7.0 hrs	N/A	10/15/2024	
Torres Estrada, Scarlett	Community Schools	Additional Hours - Early Release	Hrly Rate	NTE 2.0 hrs	N/A	10/4/2024	
Valencia, Maria	Laguna	Translating	Hrly Rate	NTE 5.0 hrs/week	N/A	2024-2025	
Vaughan, Luke	Maintenance	New Hire - HVAC Electrical Technician	\$20.67/hr	8.0 hrs/day	261 (P)	10/14/2024	Highest Degree: Bachelors

Flowing Wells School District
 Personnel Action Summary
Support Staff
 October 22, 2024

Vaughan, Luke	Maintenance	Additional Compensation	\$200.00 (P)	N/A	N/A	2024-2025	SA-2: Shoe Allowance
Warner, Amelia	FWJH	Class Coverage	\$12.50/hr added to hourly rate	1.17 hrs	N/A	10/1/2024	
Welch, Alton	JH	Soccer Assistant Girls	\$2,556.32	N/A	N/A	2024-2025	

LEGEND:

Pay: Total compensation minus Performance Pay

The Additional Comments section detail additional compensation.

NTE: Not To Exceed

BOY: Balance of Year

FTE: Full Time Equivalent

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

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

CEIP: College Credit by Exam Incentive Program

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

F-1
Agenda Item Number

October 22, 2024
Board Meeting Date

Item: Information and Discussion regarding Open Enrollment

Submitted By: Dr. Kevin Stoltzfus/Dr. Tabettha Finchum Date: October 17, 2024

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

District administration provides information for review and discussion regarding open enrollment for the current year in comparison to the prior three years. Additionally, an updated fortieth day enrollment chart is provided that includes corrected data concerning grade 9 open enrollment numbers.

Estimated Cost \$ _____ See Additional Information Attached

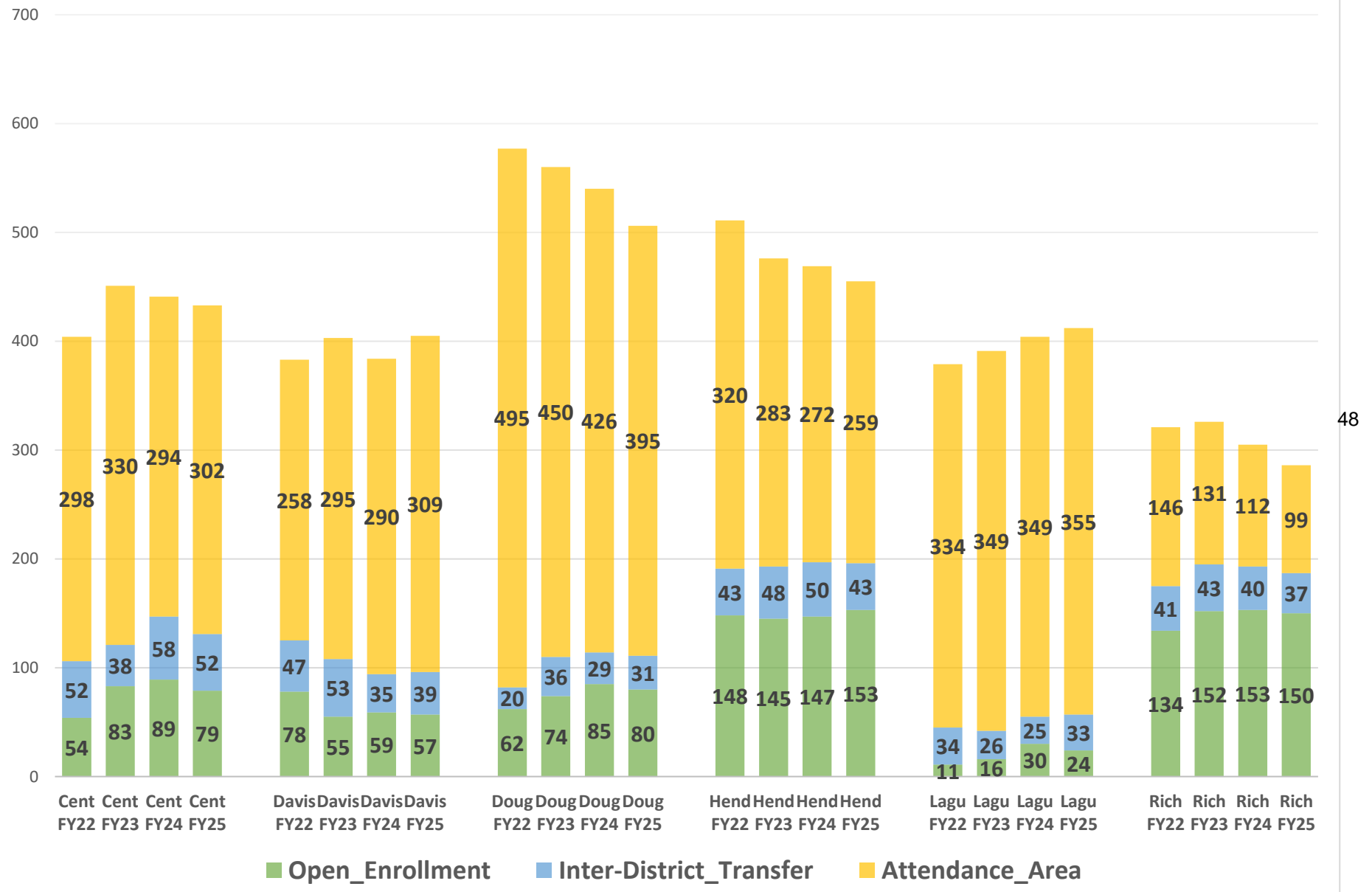
Recommended Action:

Approve Disapprove Table No Action Required

Division Head:  Superintendent: 

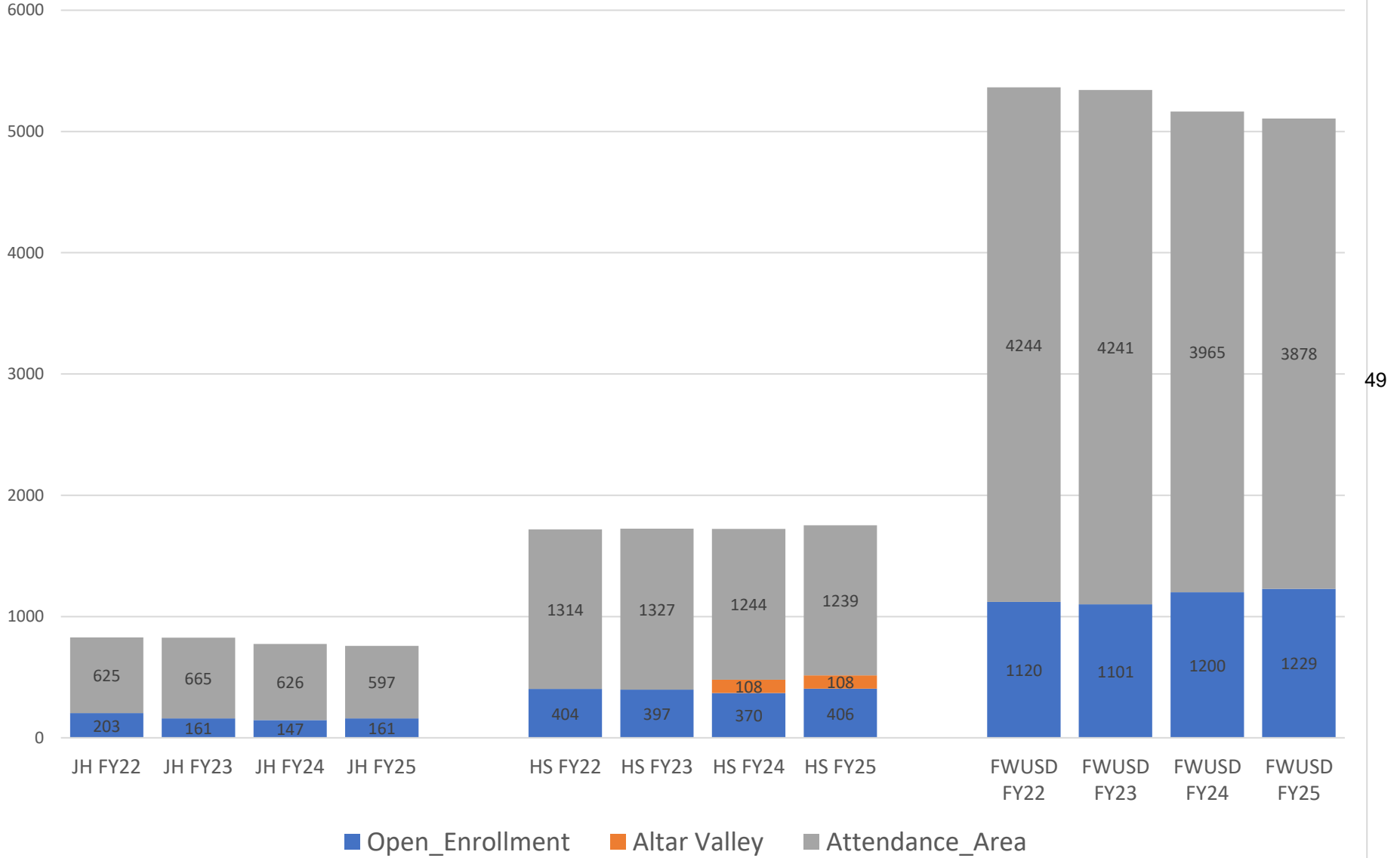
Board Action: M: _____ S: _____ A: _____ N: _____ C: _____

ELEMENTARY OPEN ENROLLMENT COMPARISON FY22-FY25

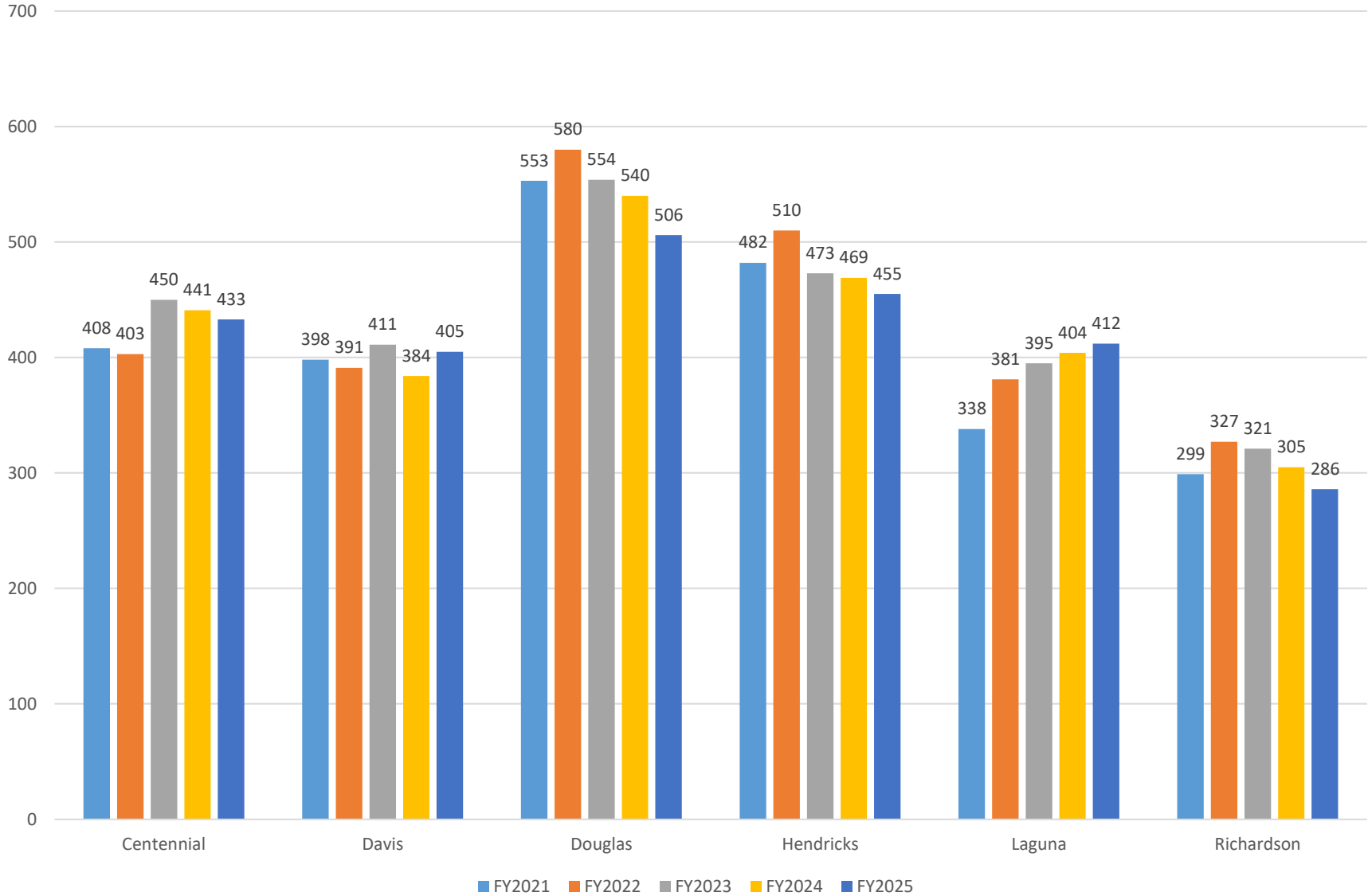


48

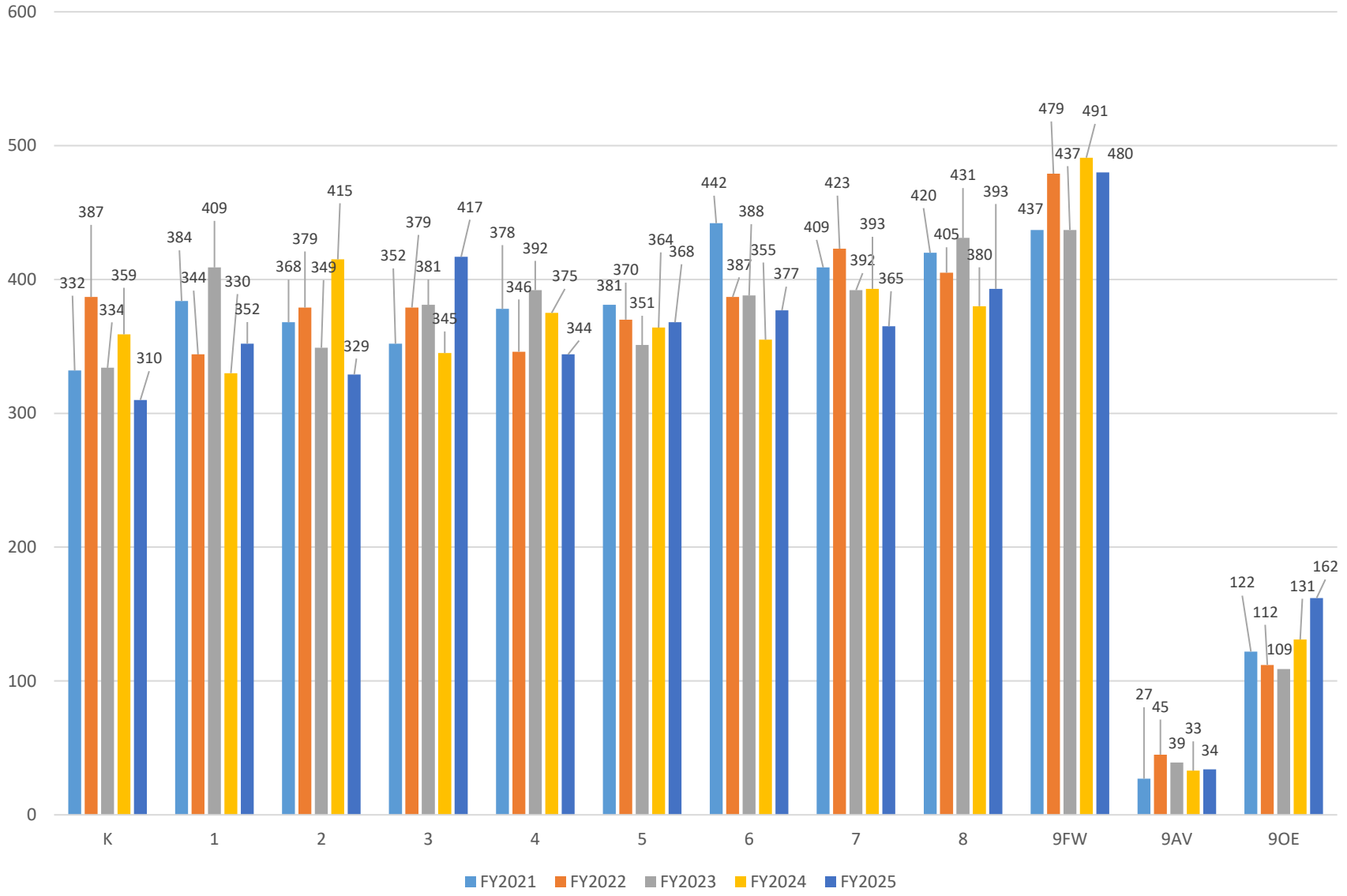
FWJH, FWHS, and District Open Enrollment Comparison, FY22 - FY25



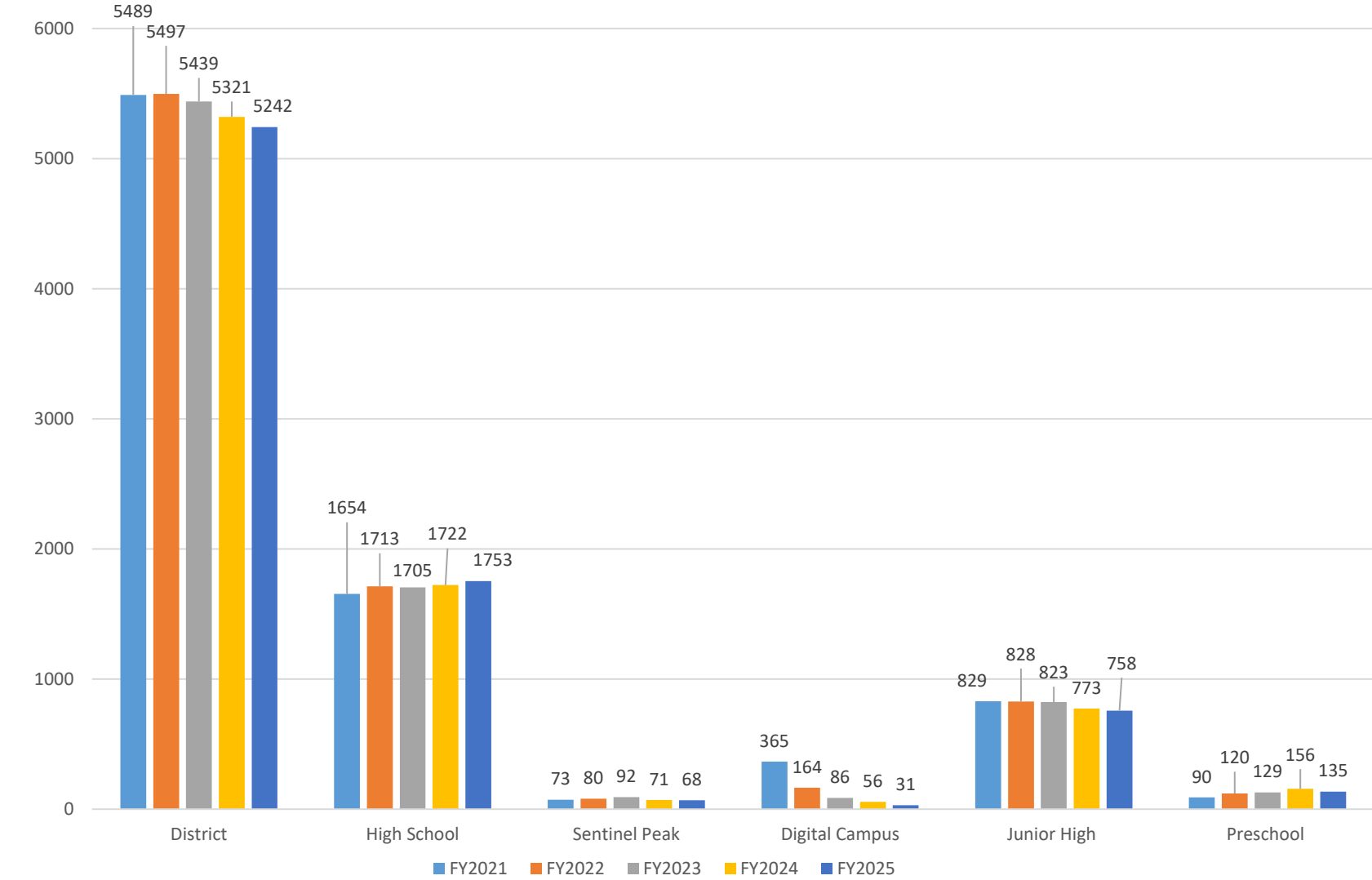
ENROLLMENT - 40TH DAY COMPARISON



ENROLLMENT - 40TH DAY - GRADE LEVEL



ENROLLMENT - 40TH DAY COMPARISON



FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

F-2	October 22, 2024
Agenda Item Number	Board Meeting Date

Item: Information and Discussion regarding Proposed Revisions

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

District administration presents for review proposed revisions to the policies listed below, with no action to be taken at this meeting. The attached memo summarizes the revisions, and the accompanying policy drafts include red strike-through text to indicate deletions and blue text to indicate additions.

- Policy DJE Bidding / Purchasing Procedures
- Policy GCFC Professional Staff Certification and Credentialing Requirements
- Policy GDFA Support Staff Qualifications and Requirements
- Policy IGA Curriculum Development
- Policy IMG Animals in Schools

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

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

FLOWING WELLS SCHOOL DISTRICT
District Administration Center

MEMORANDUM

TO: Governing Board Members
FROM: Dr. Kevin Stoltzfus, Superintendent
RE: Review of Proposed Policy Revisions
DATE: October 17, 2024

Proposed policy revisions are presented for review, with no action to be taken at this meeting. Summaries are presented below, and the full revisions are attached, with red strike-through text indicating deletions and blue text indicating additions.

- Policy DJE Bidding / Purchasing Procedures: Adds a statement that purchasing must comply with federal regulations in addition to state regulations.
- Policy GCFC Professional Staff Certification and Credentialing Requirements: Adds new language regarding required notification by candidates of convictions or charges regarding crimes against children.
- Policy GDFA Support Staff Qualifications and Requirements: Adds new language regarding required notification by candidates of convictions or charges regarding crimes against children.
- Policy IGA Curriculum Development: Removes poorly worded language implying that certificated personnel are obligated to serve on curriculum committees.
- Policy IMG Animals in Schools: Clarifies expectations regarding the care for and control of service animals on school grounds.

DJE ©
BIDDING / PURCHASING PROCEDURES

The Superintendent shall be responsible for all purchasing, contracting, competitive bidding, and receiving and processing of all bid protests, in accordance with the Arizona school district procurement rules, including A.A.C. [R7-2-1141](#) *et seq.* A contract shall not be awarded to an entity that does not verify employment eligibility of each employee through the E-verify program in compliance with A.R.S. [23-214](#) subsection A. Each contract shall contain the warranties required by A.R.S. [41-4401](#) relative to the E-verify requirements. [District purchases shall also be in accordance with 2 C.F.R. 200.214 \(Code of Federal Regulations Title 2\).](#)

The Superintendent shall ensure that all aspects of bidding and purchasing procedures conform to federal and state laws, rules and regulations. Administrative regulations shall be established to assure the District is in full compliance, including contracting with small and minority businesses, women's business enterprises, and labor surplus area firms. (2 C.F.R. 200.321).

Purchases Not Requiring Bidding

Purchases of less than ten thousand dollars (\$10,000) may be made at the discretion of the Superintendent. Such procurements are not subject to competitive purchasing requirements, however reasonable judgment should be used to ensure the purchases are advantageous to the District.

Written price quotations will be requested from at least three (3) vendors for transactions of at least ten thousand dollars (\$10,000) and less than one hundred thousand dollars (\$100,000). If three (3) written price quotations cannot be obtained, documentation showing the vendors contacted that did not offer written price quotations, or explaining why written price quotations were not obtained, shall be maintained on file in the District office.

The District is not required to engage in competitive bidding in order to place a student in a private school that provides special education services if such placement is prescribed in the student's individualized education program and the private school has been approved by the Department of Education Division of Special Education pursuant to A.R.S. [15-765](#). The placement is not subject to rules adopted by the State Board of Education before November 24, 2009 pursuant to A.R.S. [15-213](#).

The District may, without competitive bidding, purchase or contract for any products, materials and services directly from Arizona Industries for the Blind, certified nonprofit agencies that serve individuals with disabilities and Arizona Correctional Industries if the delivery and quality of the goods, materials or services meet the District's reasonable requirements.

Intergovernmental agreements and contracts between school districts or between the District and other governing bodies as provided in A.R.S. [11-952](#) are exempt from competitive bidding under the procurement rules adopted by the State Board of Education pursuant to A.R.S. [15-213](#).

The District is not required to engage in competitive bidding to make a decision to participate in insurance programs authorized by A.R.S. [15-382](#).

The District is not required to obtain bid security for the construction-manager-at-risk method of project delivery.

Unless otherwise provided by law, contracts for materials or services and contracts for job-order-contracting construction services may be entered into if the duration of the contract and the conditions of renewal or extension, if any, are included in the invitation for bids or the request for proposals and if monies are available for the first fiscal period at the time the contract is executed. The duration of contracts for materials or services and contracts for job-order-contracting construction services shall be limited to no more than five (5) years unless the Board determines that a contract of longer duration would be advantageous to the District. Once determined, the decision should be memorialized in meeting minutes and in the contract/bid file. Payment and performance obligations for succeeding fiscal periods are subject to the availability and appropriation of monies. The maximum dollar amount of an individual job order for a job-order-contracting construction service shall be one million dollars (\$1,000,000) or as determined by the Board.

Online Bidding

Until such time as the State Board of Education adopts rules for the procurement of goods and information services by school districts and charter schools using electronic, online bidding, the District may procure goods and information services pursuant to A.R.S. [41-2671](#) through [2673](#) using the rules adopted by the Department of Administration in implementing [41-2671](#) through [2673](#).

Purchases Requiring Bidding

Sealed bids and proposals shall be requested for transactions to purchase construction, materials, or services costing more than one hundred thousand dollars (\$100,000). All transactions must comply with the requirements of the Arizona Administrative Code and the Uniform System of Financial Records.

Public Inspection and Rationale for Awarding a Contract

The Governing Board shall make available, for public inspection, all information, all bids, proposals and qualifications submitted, and all findings and other information considered in determining whose bid conforms to the District's invitation for bids. Documentation provided will include information regarding the most advantageous, with respect to price, conformity to the specifications, and other factors, or whose proposal for qualifications are to be used to select and award the bid. Included in this information will be the rationale for awarding a contract for any specified professional services, construction, construction service or materials to an entity selected from a qualified select bidders list or through a school purchasing cooperative. The invitation for bids, request for proposals or request for qualifications shall include a notice that all information and bids, proposals and qualifications submitted will be made available for public inspection.-

Registered Sex Offender Prohibition

All purchase orders, agreements to purchase, and contracts for services to be provided by personnel other than District employees must include the following statement on the document:

Registered Sex Offender Restriction. Pursuant to this order, the named vendor agrees by acceptance of this order that no employee or subcontractor of the vendor, who is required to register as a sex offender, pursuant to A.R.S. [13-3821](#), will perform work on District premises or equipment at any time when District students are, or are reasonably expected to be, present. The vendor further agrees by acceptance of this order that a violation of this condition shall be considered a material breach and may result in a cancellation of the order at the District's discretion.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[11-952](#)

[15-213](#)

[15-213.01](#)

[15-213.02](#)

[15-239](#)

[15-323](#)

[15-342](#)

[15-382](#)

[15-765](#)

[15-910.02](#)

[23-214](#)

[34-101](#) et seq.

[35-391](#) et seq.

[35-393](#) et seq.

[38-503](#)

[38-511](#)

[39-121](#)

[41-2632](#)

[41-2636](#)

[41-4401](#)

A.A.C.

[R7-2-1001](#) et seq.

A.G.O.

183-136

187-035

106-002

USFR: VI-G-8 et seq.

2 C.F.R. 200.321

[2 C.F.R. 200.214](#)

CROSS REF.:

[BCB](#) - Board Member Conflict of Interest

[DJ](#) - Purchasing

[DJG](#) - Vendor/Contractor Relations

[GBEAA](#) - Staff Conflict of Interest

[JLIF](#) - Sex Offender Notification

GCFC ©
PROFESSIONAL STAFF CERTIFICATION
AND CREDENTIALING REQUIREMENTS

(Fingerprinting Requirements)

New Hires

All certificated personnel to be hired by the District shall be fingerprinted as a condition of employment, except for personnel who, as a condition of certification are required to have a valid fingerprint clearance card.

The candidate's fingerprints shall be submitted, along with the form presented as an exhibit to this policy, immediately upon being notified of possible employment. The form shall be considered a part of the application for employment.

An expired fingerprint clearance card may be used to satisfy the fingerprint requirements of section [15-183](#), [15-503](#), [15-512](#), [15-534](#), [15-782.02](#), [15-1330](#) or [15-1881](#) if the person signs an affidavit stating both of the following:

- A. The person submitted a completed application to the Finger Printing Division of the Department of Public Safety for a new fingerprint clearance card within ninety (90) days before the expiration date on the person's current fingerprint clearance card.
- B. The person is not awaiting trial on and has not been convicted of a criminal offense that would make the person ineligible for a fingerprint clearance card.

This does not apply to a fingerprint clearance card that has been denied, suspended or revoked or to a person who has requested a good cause exception hearing.

Candidates shall certify on the prescribed notarized forms whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:

- A. Sexual abuse of a minor.
- B. Incest.
- C. First- or second-degree murder.
- D. Kidnapping.
- E. Arson.

- F. Sexual assault.
- G. Sexual exploitation of a minor.
- H. Felony offenses involving contributing to the delinquency of a minor.
- I. Commercial sexual exploitation of a minor.
- J. Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.
- K. Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.
- L. Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs.
- M. Burglary in the first degree.
- N. Burglary in the second or third degree.
- O. Aggravated or armed robbery.
- P. Robbery.
- Q. A dangerous crime against children as defined in A.R.S. [13-705](#).
- R. Child abuse.
- S. Sexual conduct with a minor.
- T. Molestation of a child.
- U. Manslaughter.
- V. Aggravated assault.
- W. Assault.
- X. Exploitation of minors involving drug offenses.
- Y. Sexual abuse under A.R.S. [13-1404](#) or sexual assault under [13-1406](#) in which the victim was a minor.
- Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.
- AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. [13-3821](#).
- AB. A preparatory offense as prescribed in A.R.S. [13-1001](#) of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

A person who makes a false statement, representation, or certification in any application for employment with the School District is guilty of a class 3 misdemeanor.

The District may refuse to hire or may review or terminate personnel who have been convicted of or admitted committing any of the criminal offenses above or a similar offense in another jurisdiction. In conducting a review, the Governing Board shall utilize the guidelines, including the list of offenses that are not subject to review, as prescribed by the State Board of Education pursuant to A.R.S. [15-534](#). In considering whether to hire or terminate the employment of a person, the Governing Board shall take into account the factors listed in A.R.S. [15-512](#).

When considering termination of an employee pursuant to A.R.S. [15-512](#), a hearing shall be held to determine whether a person already employed shall be terminated.

The Superintendent shall develop and implement procedures that include the following in the employment process:

- A. Provide for fingerprinting of employees covered under this policy and A.R.S. [15-512](#).
- B. Provide for fingerprint checks pursuant to A.R.S. [41-1750](#).

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[13-705](#)

[15-183](#)

[15-503](#)

[15-509](#)

[15-512](#)

[15-534](#)

[15-782.02](#)

[15-1330](#)

[15-1881](#)

[23-1361](#)

[41-1750](#)

[41-1758.07](#)

CROSS REF.:

[GCF](#) - Professional Staff Hiring

[GCG](#) - Part-Time and Substitute Professional Staff Employment

[JOC](#) - School Volunteers

G DFA ©
SUPPORT STAFF ~~QUALIFICATIONS~~ QUALIFICATIONS
AND REQUIREMENTS

(Fingerprinting Requirements)

All newly hired noncertificated District personnel - and personnel who are not paid employees of the District and who are not either the parents or the guardians of students who attend school in the District but who are required or allowed to provide services directly to students without the supervision of a certificated employee - shall be fingerprinted as a condition of employment, except for the following:

- A. Personnel who are required as a condition of licensing to be fingerprinted if the license is required for employment.
- B. Personnel who were previously employed by the District and who reestablished employment with the District within one (1) year after the date that the employee terminated employment with the District.

The School District may require noncertificated personnel and personnel who are not paid employees of the School District and who are not either the parent or the guardian of a pupil who attends school in the School District but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee to obtain a fingerprint clearance card as a condition of employment.

For the purposes of this policy, *supervision* means under the direction of and, except for brief periods of time during a school day or a school activity, within sight of a certificated employee when providing direct services to students.

If the School District does not require a fingerprint clearance card as a condition of employment, noncertificated personnel and personnel who are not paid employees of the School District and who are not either the parent or the guardian of a pupil who attends school in the School District but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee may apply for a fingerprint clearance card. A school district may release the results of a background check or communicate whether the person has been issued or denied a fingerprint clearance card to another school district for employment purposes.

The District may fingerprint or require any other employee of the District to obtain a fingerprint clearance card, whether paid or not, or any other applicant for employment with the School District not otherwise required by law. The District may not charge the costs of the fingerprint check or fingerprint clearance card to the fingerprinted applicant or nonpaid employee.

The candidate's fingerprints shall be submitted, along with the form prescribed in GDFA-E, within twenty (20) days after being selected. ~~The~~ The form shall be considered a part of the

application for employment. The District may terminate an employee if the information on the affidavit required by A.R.S. [15-512](#) is inconsistent with information received from the fingerprint check or the information received in connection with a fingerprint clearance card application.

School Bus Drivers – An applicant shall submit an Identity Verified Fingerprint Card as described in A.R.S. [15-106](#) that the Department of Public Safety shall use to process the fingerprint clearance card as outlined in A.R.S. [15-106](#). A person who is issued a school bus driver certificate shall maintain a valid Identity Verified Fingerprint Clearance Card for the duration of any school bus driver certification period.–

The District will assume the cost of fingerprint checks or fingerprint clearance card applications but will assess the employee for charges incurred. Personnel who are not paid employees will not be charged for fingerprint costs.

Individuals shall certify on the prescribed notarized forms whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:

- A. Sexual abuse of a minor.
- B. Incest.
- C. First- or second-degree murder.
- D. Kidnapping.
- E. Arson.
- F. Sexual assault.
- G. Sexual exploitation of a minor.
- H. Felony offenses involving contributing to the delinquency of a minor.
- I. ~~Commercial~~ Commercial sexual exploitation of a minor.
- J. Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.
- K. Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.
- L. Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs.
- M. Burglary in the first degree.
- N. Burglary in the second or third degree.
- O. Aggravated or armed robbery.
- P. Robbery.
- Q. A dangerous crime against children as defined in A.R.S. [13-705](#).

- R. Child abuse.
- S. Sexual conduct with a minor.
- T. Molestation of a child.
- U. Manslaughter.
- V. Aggravated assault.
- W. Assault.
- X. Exploitation of minors involving drug offenses.
- Y. [Sexual abuse under A.R.S. 13-1404](#) or sexual assault under [13-1406](#) in which the victim was a minor.
- Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.
- AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. [13-3821](#).
- AB. A preparatory offense as prescribed in A.R.S. [13-1001](#) of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

A person who makes a false statement, representation, or certification in any application for employment with the School District is guilty of a class 3 misdemeanor.

The District may refuse to hire or may review or terminate personnel who have been convicted of or admitted committing any of the criminal offenses above or a similar offense in another jurisdiction. In conducting a review, the Governing Board shall utilize the guidelines, including the list of offenses that are not subject to review, as prescribed by the State Board of Education pursuant to A.R.S. [15-534](#). In considering whether to hire or terminate the employment of a person, the Governing Board shall take into account the factors listed in A.R.S. [15-512](#).

When considering termination of an employee pursuant to A.R.S. [15-512](#), a hearing shall be held to determine whether a person already employed shall be terminated.

The Superintendent shall develop and implement procedures that include the following in the employment process:

- A. Provide for fingerprinting of employees covered under this policy and A.R.S. [15-512](#).
- B. Provide for fingerprint checks pursuant to A.R.S. [41-1750](#).
- C. Provide for properly assessing employees for fingerprint checks and depositing said funds with the county treasurer.

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.
[13-705](#)
[15-106](#)
[15-509](#)

[15-512](#)

[15-534](#)

[23-1361](#)

[41-1750](#)

CROSS REF.:

[EEAEA](#) — Bus Driver Requirements, Training, and Responsibilities

[GDF](#) - Support Staff Hiring

[GDG](#) - Part-Time and Substitute Support Staff Employment

[JLIA](#) - Supervision of Students

IGA ©
CURRICULUM DEVELOPMENT

The need and value of a systematic, ongoing program of curriculum development and evaluation involving students, parents, teachers, and administrators are recognized. It is essential that the school system continually develop and modify its curriculum to meet changing needs. The Board authorizes the Superintendent to develop the curriculum for the school system and to organize committees to review the curriculum. Meetings of authorized textbook selection committees shall comply with open meeting law requirements (A.R.S. [15-721\(F\)](#) or [15-722\(B\)](#)). All curriculum changes shall be approved by the Governing Board.

It shall be the responsibility of the Superintendent to develop proposals relating to curriculum modifications and additions that, in the opinion of the professional staff and consultants, are essential to the maintenance of a high-quality program of education from prekindergarten (PK) through grade twelve (12).

~~All certificated personnel have professional obligations to the school program beyond regular classroom duties, and these obligations will include work on curriculum committees.~~

Adopted: <-- z2AdoptionDate -->

LEGAL REF.:

A.R.S.

[15-203](#)

[15-341](#)

[15-701](#)

[15-701.01](#)

[15-721](#)

[15-722](#)

[38-431](#)

[38-431.09](#)

IMG ©
ANIMALS IN SCHOOLS

The Superintendent may establish procedures for appropriately and humanely bringing live animals into a classroom. Such procedures shall forbid the transporting of live animals [on school buses](#) that are not service animals ~~on school buses unless the animal is present for an educational purpose by written approval from the Superintendent or school principal~~ as defined at A.R.S. [11-1024](#).

Service animal means any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Service animal does not include other species of animals, whether wild or domestic or trained or untrained.

Per the Americans with Disabilities Act (ADA), service animals must be under the control of the handler at all times. In most instances, the handler will be the individual with a disability or a third party who accompanies the individual with a disability. The District may need to provide some assistance to enable a particular student to handle his or her service animal. The service animal must be harnessed, leashed, or tethered while in public places unless these devices interfere with the service animal's work or the person's disability prevents use of these devices.

In that case, the person must use voice, signal, or other effective means to maintain control of the animal. If a service animal is out of control and the handler does not take effective action to control it, staff may request that the animal be removed from the premises.

Any person or entity that operates a public place shall not discriminate against individuals with disabilities who use service animals if the work or tasks performed by the service animal are directly related to the individual's disability. Work or tasks include assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities and helping individuals with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort or companionship do not constitute work or tasks.

Adopted: ~~October 22, 2013~~[<-- z2AdoptionDate -->](#)

LEGAL REF.:

A.R.S.

[11-1024](#)

[11-1025](#)

A.A.C.

~~R17R13-913-102104~~

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

F-3	October 22, 2024
Agenda Item Number	Board Meeting Date

Item: Recommend Approval to Establish an Advisory Committee for Possible Bond-Funded Projects

Submitted By: Dr. Kevin Stoltzfus Date: October 17, 2024

Will Be Presented By: Dr. Kevin Stoltzfus

District administration recommends approval to establish an advisory committee to study projects for potential funding in a possible future bond election. The committee would include representation from parents and/or community members on behalf of each school.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:

Approve Disapprove Table No Action Required

Division Head: _____ Superintendent: Kevin Stoltzfus

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

FLOWING WELLS SCHOOL DISTRICT
District Administration Center

MEMORANDUM

TO: Governing Board Members
FROM: Dr. Kevin Stoltzfus, Superintendent
RE: Bond Advisory Committee
DATE: October 18, 2024

District administration recommends approval to establish an advisory committee to study projects for potential funding in a possible future bond election. This committee would adhere to open meeting law, including provision of 24-hour notices of agendas prior to meetings and a prohibition against forming quorums outside of scheduled meetings.

Preliminary feedback gathered from stakeholders around the District, including administrators, teachers, staff, and parents, indicates significant unmet capital demands. Although the legislature has increased District Additional Assistance (DAA) funding the past few years, it is important to note that our total annual capital funding still falls significantly below levels from 19 years ago. Our current DAA funding is approximately \$500,000 less than in FY2007. Some of this loss is due to declining enrollment; however, in FY2007, the average per pupil amount was approximately \$608, whereas the average per pupil amount in FY2025 is approximately \$599. The recent increases to the formula neither fully restore capital funding nor make up for the tens of millions of dollars of lost funding. In some years, the District's capital funding was slashed by 90%.

The initial themes from stakeholder feedback include safety concerns, replacing prefabricated "portable" buildings, student transportation, and technology for instruction and communication. The Bond Advisory Committee would include representatives, ideally parents or guardians, from each school, who would meet with principals and employees to refine the list of needs for the given site. For example, safety considerations may include upgraded wrought iron fencing, secure entry points, internal door locking hardware, and shatter-resistant window laminate. Portable buildings include before- and after-school YES buildings, FWJH and Centennial classrooms, and the Sierra School building at Richardson. Additional new classroom space may be considered for a third EMELC location consisting of two preschool classrooms on the Richardson campus. Technology items include flat panel displays at FWJH and FWHS and digital marquees at several schools.

District administration would chair the Bond Advisory Committee and would regularly report the committee's findings and recommendations to other stakeholder groups through PAC, SCAF, and STAF meetings and periodically to the Governing Board through study sessions in the spring of 2025. District administration also would work with advisors to determine the District's bonding capacity and to evaluate strategies to minimize the impact on residents' secondary tax rates.

The committee's work ultimately would significantly shape a potential recommendation to the Governing Board regarding a bond election to occur in November of 2025. If the Board were to support this recommendation, it would need to call for the election by mid-June, 2025.

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

G-1 Agenda Item Number	October 22, 2024 Board Meeting Date
---------------------------	--

Item: Request Approval to Distribute Instructional Improvement Funds

Submitted By: Dr. Kevin Stoltzfus/Stacy Trueblood Date: October 18, 2024

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

District administration recommends approval for the December 2024 teacher compensation payment in the amount of \$250 from the Instructional Improvement Fund.

Estimated Cost \$ _____ See Additional Information Attached

Recommended Action:
 Approve Disapprove Table No Action Required

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

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

FLOWING WELLS SCHOOLS
District Administration Center

MEMORANDUM

TO: Governing Board Members
Dr. Kevin Stoltzfus

FROM: Stacy Trueblood

DATE: October 18, 2024

SUBJECT: Additional Teacher Compensation from Instructional Improvement Fund

In November 2002 Arizona voters passed Proposition 202 Indian Gaming Preservation and Self Reliance Act. A portion of the gaming revenues related to this proposition are deposited in the “Instructional Improvement Fund” for use by school districts for classroom size reduction, teacher salary increases, dropout prevention and instructional improvement programs. The District utilizes the maximum allowable amount of the funds for teacher compensation. The funds are distributed each December and May. Based upon the available funds, the December 2024 amount is calculated to be \$250 per certified teacher.

FLOWING WELLS SCHOOL DISTRICT
Board Agenda Item

G-2 October 22, 2024
Agenda Item Number Board Meeting Date

Item: Recommend Award of the Multifunction Copy/Print Management RFP # 25-02-29 to All Copy Products

Submitted By: Dr. Kevin Stoltzfus/Stacy Trueblood Date: October 21, 2024

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

A Request for Proposal for Multifunction Copy/Print Management, RFP # 25-02-29, was issued on July 15, 2024. Proposals were due on August 12, 2024. The proposals were evaluated by a committee, and the committee is recommending award to All Copy Products. The award of this RFP will result in a five (5) year contract for an estimated total cost over the five years of \$608,709. This will be funded from Maintenance & Operations and Unrestricted Capital. Please see the attached Executive Summary for additional information.

Estimated Cost \$ 608,709 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 Unified School District

Executive Summary

RFP #25-02-29

Overview

Description	Objectives
RFP #25-02-29 – Copier/Printer/Software	<ul style="list-style-type: none"> To replace devices that have leases ending. To establish a service/supplies contract for all networked printer/MFPs To gather pricing for device management and usage tracking software.

Team

A team consisting of Stacy Trueblood, Teresa Austin, Jake Arndt, and Monique Mata was formed to evaluate the current requirements, develop a sourcing strategy, and to evaluate vendor responses. Optimizon assisted the District with the creation and distribution of the RFP to interested vendors.

Vendors

The RFP was posted on the AZ Purchasing and advertised as per District and State requirements. RFP invitation packets and access to the Optimizon online bidding tool were emailed to the following vendors, and responses were as noted.

Vendor	RFP #25-02-29	Vendor	RFP #25-02-29
All Copy Products	complete	Konica Minolta Business Solutions	complete
Canon Solutions America	complete	Kyocera Document Solutions	non-responsive
Digital Imaging Systems	non-responsive	Pacific Office Automation	complete
Flex Technology Group	non-responsive	Ricoh USA	non-responsive
Fruth Group	non-responsive	Sharp Business Systems	complete
Future Business Solutions	non-responsive	Toshiba Business Solutions	complete
Gha Technologies Inc	non-responsive	Valley Imaging Solutions	complete
Hewlett Packard	non-responsive	Xerox Business Solutions Southwest	complete
Imagine Technology Group	complete	Zones Inc.	non-responsive
JTF Gov	non-responsive		

RFP Process

The RFP evaluation included two rounds of scoring.

Round 1:

Analysis was conducted based on each vendor’s response to the terms and conditions, pricing for a period of (5) years, and equipment configurations.

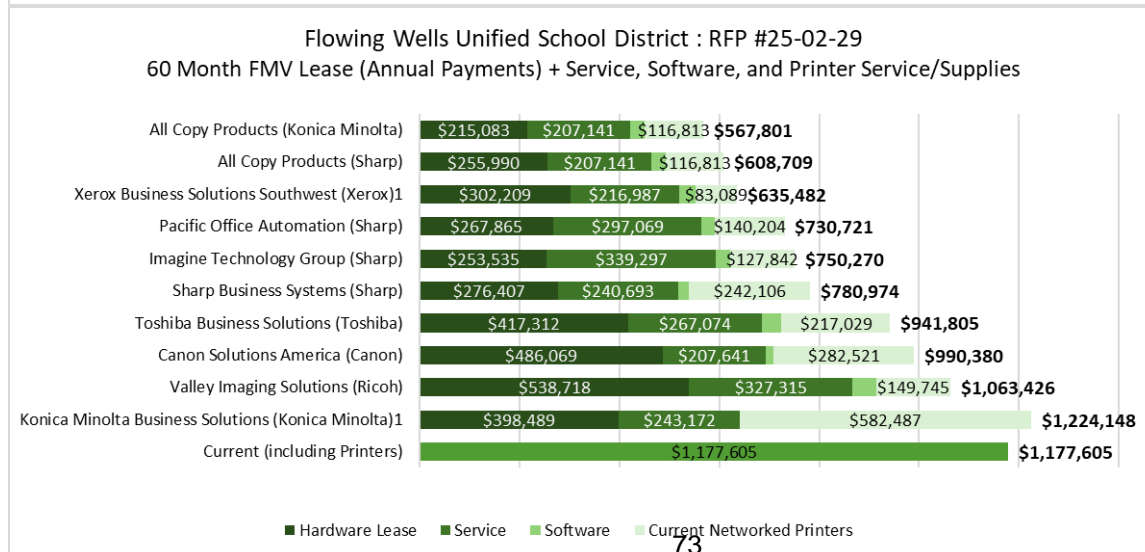
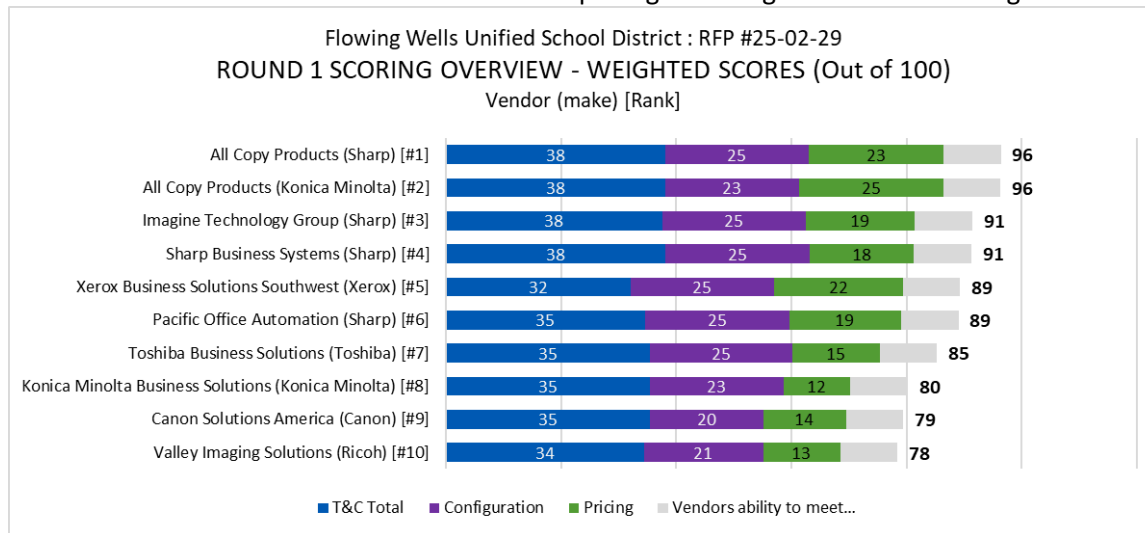
The scoring criteria was shared with the vendors, and the proposals were scored as follows:

Each question in the RFP was assigned a rank according to importance, and each category was assigned an overall percentage of importance. Flowing Wells Unified School District and Optimizon carefully analyzed each proposal and assigned a score to each vendor’s response in each area.

The total weighted scores and ranking for each proposal were as follows. The District evaluation team chose the top 3 vendors (top 4 responses) to be the finalists.

RFP 25-02-29	Round 1: Total Score	Rank	Round 1 Outcome
All Copy Products (Sharp)	96	1	Finalist
All Copy Products (Konica Minolta)	96	2	
Image Technology Group (Sharp)	91	3	Finalist
Sharp Business Systems (Sharp)	91	4	Finalist
Xerox Business Solutions Southwest (Xerox)	89	5	
Pacific Office Automation (Sharp)	89	6	
Toshiba Business Solutions (Toshiba)	85	7	
Konica Minolta Business Solutions (Konica Minolta)	80	8	
Canon Solutions America (Canon)	79	9	
Valley Imaging Solutions (Ricoh)	79	10	
Total Possible	100		

The charts below show the vendors' scores and pricing following the Round 1 scoring.



Round 2:

The finalists were invited to participate in a virtual interview and demonstration. The scoring criteria for the interviews was shared with the vendors. The finalists were provided with a set of questions and were asked to prepare a presentation to address the questions along with a brief demonstration of their proposed high-speed devices and a demonstration of the software tool proposed. The District evaluation team consisted of Stacy Trueblood, Teresa Austin, Jake Arndt, Monique Mata, Susan Brindley, and Kim Richert.

The scores following the interviews were as follows:

RFP 25-02-29	Total Score	Rank
All Copy Products	95	1
Image Technology Group	90	2
Sharp Business Systems	83	3
Total Possible	100	

Following the interviews, All Copy Products, the highest scoring vendor, was invited to conduct onsite acceptance testing for their Sharp proposal.

RFP Result/Award

The highest scoring vendor for RFP #25-02-29 is All Copy Products (Sharp). All Copy Products offered strong terms and conditions and competitive pricing.

Based on the above criteria and the RFP evaluation process, the recommendation is to award RFP #25-02-29 to All Copy Products.

Financial Summary:

The current and new costs are listed in the table below. The District can expect to save approximately \$113,780 per year for the next 5 years for a total of \$568,900 over the term of the contract.

Component	Current Annual Costs	New Annual Cost
RFP #25-02-29: Includes Copier/MFD hardware, service, supplies and PaperCut MF, and desktop printer service and supplies.	\$235,521	\$121,742
Annual Savings	\$113,779	
60 Month Contract Savings	\$568,895	