



# **FOUNTAIN HILLS**

## UNIFIED SCHOOL DISTRICT

### **MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD FOUNTAIN HILLS UNIFIED SCHOOL DISTRICT NO. 98**

*"We Achieve and Celebrate Educational Excellence"*

**Wednesday, March 10, 2021**

**Regular Board Meeting**

**6:30 p.m.**

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I. Call to Order

Time: 6:31 p.m.

II. Roll Call

Board members present are Nadya Jenkins, President, Judith Rutkowski, Vice President, Jill Reed, Member, Wendy Barnard, Member and Dana Saar, Member.

III. Approval of Agenda

Motion: Nadya Jenkins

Second: Jill Reed

The board approved unanimously 5-0

IV. Pledge of Allegiance

Mrs. Jenkins called upon Mrs. Pinto to lead the audience in the Pledge of Allegiance.

V. Informational Reports

a. Superintendent's Comments

- Celebrations – Teachers & Students
- Rotary celebrated Kelly being inducted into the Rotary and honored James Curtis as the teacher of the month.
- Town of Fountain Hills Stellar Students for January and February
  - FHHS - January - DeShawn Rivera and Bella Garman. February - Colton Marshall and Kayla Thorn
  - FHMS - January - Zoe Jagodzinski and Jacob Markel. February - Kensie Jibbin and Alex, Paige & Gia Ivie

- MMES - January - Lilliana Perla and Henry Good. February - Kaycee Dehaan and Kellen Bryan
  - Gifts and Donations – 500 laptops are being donated by Scottsdale Bible Church. They are brand new and delivered to us in the next three to four weeks.
  - Ms. Glass thanked the staff from every department as all are working very hard and she feels fortunate to have them. She hopes they all have a great Spring break.
  - Audit Results – Henry and Horne conducted the audit. Overall we had no internal control issues with our financial reporting and we were compliant with all of our financial statements. We did have one finding of not properly collecting all our documentation for federal awards for the hours that people are working in the federal guidelines and the money they get paid. This was resolved rather quickly. New processes have been put in place to eliminate future issues.
- b. STUGO
- Presented via paper report to the Board. The board is appreciative of the report and happy they are working on different activities and are able to find things to be active as a student community but still maintaining social distancing.
- c. Unaudited Financial Report
- Mr. Saar asked why we have some negative balances on the report. It was explained that Dr. Allen will not budget items such as impact aid and at the end of the year he would journal entry any excess M&O expenses into those funds.
  - Next year we will properly allocate money from all of our funds and alleviate the amount of journal entries currently taking place.
- d. Site Council Minutes
- e. Current Enrollment and Withdrawals
- 1327 Total students
  - 360 total at MMES with 17 new enrollments and 6 withdrawals
  - 462 total at FHMS with 8 new enrollments and 6 withdrawals
  - 505 total at FHHS with 6 new enrollments and 8 withdrawals

VI. Public Comments

VII. Consent Agenda

- a. Donations
- Home Depot on 90<sup>th</sup> and Shea donated 100 five gallon buckets and lids to be used for our classroom emergency buckets.
- b. Accounts Payable Vouchers
- February 1, 2021 – February 28, 2021
- c. Payroll Vouchers
- February 16, 2021
  - March 2, 2021
- d. Personnel Action Report
- e. Approval of Minutes for February 10, 2021 Regular Board Meeting
- f. Approval of Minutes for February 24, 2021 Work Study Session
- g. Sole Source Providers

Motion: Judith Rutkowski

Second: Wendy Barnard  
The board approved unanimously 5-0

VIII. Information/Discussion Items

a. AVID Committee Progress

- The AVID site committee consists of four teachers and four parents.
- We currently have 16 students combined 9-12 grades in one class
- Next year we would like to offer two classes with freshman/sophomore and junior/senior with a long term goal of four separate classes with one for each grade.
- We plan to be more aggressive and strategic in recruitment of students for incoming ninth graders as well as current students that could benefit from the program all the while retaining the current kids that are in the program.
- We have a targeted enrollment size of 20 kids per class to be able to offer one class per grade.
- We will begin a formal process where students are initially identified for AVID. This process needs to be clearly communicated to the community.
- The program best serves middle to upper middle academic students. Students with the potential for honors, pre A/P or A/P but need academic and emotional support paired with rigor as AVID is not an at risk program. It is not a study hall. It is not for a student that consistently receives D's and F's or for unmotivated students.
- The committee set goals on the elective class as well as professional development. Goal 1 - Selection and recruitment of AVID students and communication. Goal 2 - Organizational skills. Goal 3 - Writing and reading to learn. Goal 4 - Inquiring and collaboration. Goals 2-4 will site wide - school wide goals in which elective teachers and/or team leads will be included on PD's to be part of the AVID support system.
- First step for recruitment is to get out to the community and market and explain what AVID is about. Possibly making an AVID wing to emphasize the importance on campus
- They don't want to push kids just to 4-year colleges but also want to include certifications and vocational schools. Include career days for exposure to school wide professional options.
- It was shared that we shouldn't overlook kids with D-F's that are not getting home support and could use the on campus support of AVID to reach their potential. These kiddos may be waitlisted and given support to raise grades so that once they have completed them they can be accepted into the program.
- It was asked why kids are not sticking with AVID? Possibly not fitting in their schedule with one offering and maybe being able to offer more course offerings will open up the availability for kiddos involved in many aspects of high school.
- We feel fortunate as a small district to be able to offer AVID and are grateful for the support of the community.
- Metrics will be put in place to see how the program overall is doing.

b. Customer Service Training Committee Progress

- The district is shifting the focus from customer service to customer experience for all stakeholders including parents, students and staff.
  - In January Ms. Glass held a training for all district staff, principals and office staff.
  - We created a FAQ button on the home page for the district and site webpages.
  - Future projects include marketing portfolios, district wide standards for school tours, district wide training, improving the annual roll out of chromebooks, conduct a website makeover and facility walkthroughs, to name a few.
- c. Review of Administrator Contract
- This is the existing contract and no changes were made.
- d. Review of Certified Teacher Contract
- The teacher contract needed adjustment for verbiage relating to federal programs or grants.
- e. Review and Discussion of Job Descriptions
- CTE Director – required by CTE grant and ADE to have someone manage the CTE classes. Funded by Cal Perkins and other funds as well as about \$200,000 left over from prior CTE grants.
  - CTE teaching positions are based on the pathway offerings.
  - We will post positions but will wait to hire until we know the amount of students registered into the classes.
  - AD/Dean of Students – AD is a ¾ day position and we will fill the remainder with the Dean of Student position and be more involved within the students in the classrooms and behavior needs.
  - Executive Director of Student Services will focus more on academics and instruction as well as partner with Ms. Glass on district and community events.
- f. Work Study Session for March
- o Add an additional meeting for the month of March. Thursday, March 25, 2021 at 5:00 p.m.

## IX. Action Items

- a. Approval of School Level Administrators for 21-22
- Pursuant to A.R.S. 15-503 (D) on or before May 15 each year, the governing board shall offer a contract for the next school year to each certified administrator and certificated school psychologist who is in the last year of the person's contract unless, on or before April 15, the governing board, a member of the board acting on behalf of the governing board or the superintendent of the school district gives notice to the administrator or certificated school psychologist of the governing board's intention not to offer a new contract

Motion: Nadya Jenkins

Second: Jill Reed

The board approved unanimously 5-0

- b. Approval of Certified Teaching Staff for 21-22
- Pursuant to 15-538.01 Offer of contract to continuing teacher, A. The governing board shall offer to each continuing teacher a contract renewal for the next ensuing school year unless the

governing board, a member of the board acting on behalf of the board or the superintendent of the school district gives notice to the teacher of the board's intent not to offer a contract and to dismiss the teacher as provided in section 15-539. B. The teacher's acceptance of the contract must be indicated within fifteen business days from the date of the teacher's receipt of the written contract or the offer of a contract is revoked. Receipt under this subsection will be deemed to have occurred when the written contract is personally delivered, placed in the teacher's school provided mailbox, including electronic mail, or two days after being placed in a United States postal service mailbox. The teacher accepts the contract by signing the contract and returning it to the governing board or by making a written instrument which accepts the terms of the contract and delivering it to the governing board. If the written instrument includes terms in addition to the terms of the contract offered by the board, the teacher fails to accept the contract.

Motion: Jill Reed  
Second: Judith Rutkowski  
The board approved unanimously 5-0

- c. Approval of Job Description for CTE – Director
- The CTE Director will supervise the staff involved in the CTE programs, as well as assist in the development and effectiveness of the programs.

Motion: Wendy Barnard  
Second: Nadya Jenkins  
The board approved unanimously 5-0

- d. Approval of Job Description for CTE – Teacher – Culinary Arts
- The CTE Culinary Arts Teacher will guide and assist students in learning subject matter and skills that will contribute to their development as mature, able and responsible citizens.

Motion: Nadya Jenkins  
Second: Judith Rutkowski  
The board approved unanimously 5-0

- e. Approval of Job Description for CTE – Teacher – Business Management
- The CTE Business Management Teacher will guide and assist students in learning subject matter and skills that will contribute to their development as mature, able and responsible citizens.

Motion: Wendy Barnard  
Second: Nadya Jenkins  
The board approved unanimously 5-0

- f. Approval of Job Description for CTE – Teacher – Sports Medicine
- The CTE Sports Medicine Teacher will guide and assist students in learning subject matter and skills that will contribute to their development as mature, able and responsible citizens.

Motion: Judith Rutkowski

Second: Jill Reed

The board approved unanimously 5-0

- g. Approval of Job Description for Athletic Director/Dean of Students
- The Athletic Director/Dean of Students will assist in providing a safe and effective school environment by providing preventative and disciplinary services for students, supervising student activities, scheduling school events and supporting the staff of the school. The Dean of Students/Athletic Director will also serve as the athletic and activities director for the school.

Motion: Jill Reed

Second: Judith Rutkowski

The board approved unanimously 5-0

- h. Approval of Job Description for Executive Director of Student Services
- The Executive Director of Student Services will effectively supervise and support the student services specialist, assist principals in evaluation and supervision of special needs staff, evaluate psychologists, district nurse and occupational, physical and vision therapists as well as provide support for appropriate instruction for special needs students.

Motion: Judith Rutkowski

Second: Nadya Jenkins

The board approved unanimously 5-0

## X. Governing Board Reports

- Wendy Barnard – Dr. Barnard shared Varsity boys are up 32-14 at the game taking place right now. Our teachers have done such a great job this year. It's been really challenging and she really appreciates it as a parent. She is very excited sports are continuing and AIA has taken away the mask mandate for players. She also attended the ASBA BOLTS training and learned so much from it. PTO Gala was great. Falcon Fiesta is madly organizing.
- Judith Rutkowski – Mrs. Rutkowski shared she will be the bingo boss for the Falcon Fiesta.
- Nadya Jenkins – Mrs. Jenkins shared that she was trying to catch up on ASBA webinars and completed an Equity series this weekend that she

really enjoyed. She thanked our teachers and staff and hope they enjoy their Spring break.

- Jill Reed - Mrs. Reed shared that golf started. They are practicing three days a week at the local courses which is a great opportunity and wished to thank the local courses for partnering with the schools. PTO gala made over \$18,000 after their fees which is a huge success with the economy in the state it is in. She thanked the teachers for showing up to school every day.
- Dana Saar - Mr. Saar shared that he is on a committee that is designing a suicide app so that people in need will have a place to go. They hope to have it done in the Fall.

XI. Future Action

XII. Dates of Upcoming Meetings

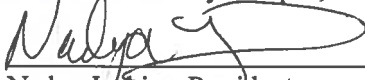
Thursday, March 25, 2021 at 5:00 p.m. - Work Study Session, Wednesday, April 14, 2021 - Board Meeting @ 6:30 p.m. and April 28, 2021 - Work Study Session @ 6:30 p.m. in the FHUSD Learning Center

XIII. Adjournment


Time: 7:38 p.m.

Motion: Dana Saar  
Second: Wendy Barnard  
The board approved unanimously 5-0

Dated this 14<sup>th</sup> day of April, 2021

  
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Nadya Jenkins, President

  
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Judith Rutkowski, Vice President

  
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Jill Reed

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Wendy Barnard

  
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Dana Saar