

**FOWLER ELEMENTARY SCHOOL DISTRICT  
MEETING OF THE GOVERNING BOARD**

Tuesday, April 11, 2023 – 4:00 p.m.  
District Office, Board Room  
1617 S. 67<sup>th</sup> Ave., Phoenix, Arizona

**AGENDA**

- A. OPENING OF MEETING Mrs. Eastburn
  - 1. Call to Order ..... Mrs. Eastburn
  - 2. Roll Call ..... Mrs. Eastburn
  - 3. Adoption of Agenda ..... Mrs. Eastburn
  - 4. Pledge of Allegiance ..... Mrs. Eastburn
  - 5. Approval of Minutes ..... Mrs. Eastburn
    - o March 14, 2023 regular meeting
  - 6. Presentation: Auditor General Report on District Spending.....Ms. Ulloa

COMMUNITY COMMENTS/CALL TO THE PUBLIC *{limited to three minutes}*

*This is the time for the public to comment on matters that may be of interest to the Board. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-341.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.*

*Community comments may be submitted electronically to the Board Administrative Assistant, Lisa, at [LHValencia@fesd.org](mailto:LHValencia@fesd.org) or by phone at 623-707-4513. Comments must be received by 4:00 p.m. the day before the Governing Board Meeting. You may call Lisa, if you would like to speak in person (time is limited to three minutes) at the scheduled Governing Board meeting. Request for copies of board documents should be directed to Lisa Valencia. Documentation will be available for pick-up the following business day at the District Office.*

- C. ACTION ITEMS
  - 1. Recommendation to Approve the Intercom Upgrade/Replacement at Tuscano, Sun Canyon and the Western Valley Campus .....Mr. Ostrom
  - 2. Recommendation to Approve the Purchase of Chromebooks from Twotrees Technologies .....Mr. Ostrom
  - 3. Recommendation to Approve the Request for an Exception to Policy GCCA-Professional/Support Staff Sick Leave for Stacie Swartz.....Ms. Ulloa
  - 4. Recommendation to Approve First Reading of a Change to Policy GCCA-Personal Leave.....Mr. Ostrom
- D. CONSENT ITEMS
  - 1. Personnel Actions (New Hires, Separations, Temporary Assignments, Changes, Leave of Absences, Transfers and Addendums) ..... Mr. Gooden
  - 2. Payroll and Expense Vouchers ..... Mr. Gooden
  - 3. Donations..... Mr. Gooden
  - 4. Budget and Expenditure Report..... Mr. Gooden
- E. INFORMATION AND DISCUSSION ITEMS
  - 1. Student Activities and Food Service Reports.....Mr. Gooden
  - 2. Head Start Monthly Report.....Mr. Gooden
  - 3. Information on the Gifted Education Scope and Sequence for SY 2022-2023 and 2023-2024..... Mr. Ruiz

F. REQUEST FOR FUTURE AGENDA ITEMS

- G. REPORTS
  - 1. Summary of Current Events
    - i. Superintendent
    - ii. Governing Board Members

**FOWLER ELEMENTARY SCHOOL DISTRICT  
MEETING OF THE GOVERNING BOARD**

Tuesday, April 11, 2023 – 4:00 p.m.

District Office, Board Room

1617 S. 67<sup>th</sup> Ave., Phoenix, Arizona

**AGENDA**

I. ADJOURNMENT..... Mrs. Eastburn

**Action Item • April 11, 2023**

  X   **Action**

**C.1.** Recommendation to Approve the Intercom Upgrade/Replacement at Tuscano, Sun Canyon and the Western Valley Campus

       **Information/Discussion**

Submitted by Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

The administration recommends the Governing Board approve a contract with Logicalis in the amount of \$92,455.73 for the upgrade/replacement of the intercom systems at Western Valley, Tuscano and Sun Canyon. The 1GPA Contract #22-02PV-12 will be utilized for the purchase and installation of this system.

**BACKGROUND:**

As part of our safety upgrades in the Bond program, we have included intercom systems. Fowler, Sunridge and Santa Maria intercom systems have previously been upgraded. This upgrade will allow emergency messages to be broadcast to individual or multiple sections of the campuses. It will also include the ability for administrators to initiate the intercom message from any phone on campus, instead of having to use a special handset in the front office. The upgrade will also transmit the message into each classroom and in other areas of the campus through speakers in each classroom. Currently, the messages are transmitted through a speaker on the telephones; which, oftentimes are not loud enough to be heard.

These upgrades will bring Tuscano, Sun Canyon, and all three schools at the Western Valley campus to the same standard that has been set for Sunridge, Fowler and Santa Maria.

Our technology department has reviewed several options and found this to be the best technical solution at the least cost to the District. Logicalis is able to utilize much of the existing systems' infrastructure, saving the District money, when compared to replacing the complete systems.

**Cost by Campus**

WV	\$29,178.18
DMLCC	\$19,502.35
Tuscano	\$21,887.60
Sun Canyon	\$21,887.60
<b>Total</b>	<b>\$92,455.73</b>



**Action Item • April 11, 2023**

  X   **Action**

C.2. Recommendation to Approve the Purchase of Chromebooks from Twotrees Technologies

           **Information/Discussion**

Submitted by Chad Ostrom, Assistant Superintendent for Business Services

**RECOMMENDATION:**

The administration recommends the Governing approve a contract with Twotrees Technologies in the amount of \$175,443.30 for 450 Chromebooks. That total includes all taxes and delivery fees. The Mohave contract #22L-2TREES-0121 will be utilized for this purchase.

**BACKGROUND:**

This purchase is for Chromebooks to be used by students to replace older Chromebook models. The cost of maintaining these Chromebooks is exceeding the cost of replacing them with a newer model. This is part of our annual refresh cycle to replace outdated Chromebooks. Capital funding will be used to purchase the Chromebooks.

The long-term Chromebook replenishment cycle is based on a five (5) year rotation. Within 5 years, the Chromebook laptops typically have been used enough that it is more cost effective to replace the device than to continue to repair the Chromebook. After five (5) years Chromebooks are typically not supported by the manufacturer and it is in the best interest of the user and the District to replace the device. When possible, we continue to use Chromebooks that are in good working condition beyond the five (5) year cycle. District needs are reassessed annually to ensure that our students and staff have access to functional and reliable high-quality functional devices.



**Action Item • April 11, 2023**

  X   **Action**

C.3. Recommendation to Approve the Request for an Exception to Policy GCCA-Professional/Support Staff Sick Leave for Stacie Swartz

           **Information/Discussion**

Submitted by Nora Ulloa, Superintendent

**RECOMMENDATION:**

The administration recommends that the Governing Board approve an exception to Policy GCCA Professional/Support Staff Sick Leave, allowing Ms. Stacie Swartz to use personal leave on May 5, 2023.

**BACKGROUND:**

Ms. Stacie Swartz is a kindergarten teacher at Sunridge Elementary. She has been very conscientious about the use of personal and sick leave, and currently has a balance of over ninety (90) days of leave time accrued. She is requesting to use a personal day on May 5, 2023 to travel to Pennsylvania to attend a college graduation ceremony for her nephew. Ms. Swartz has been in contact with administration and has shared her plans well in advance for this request. She is requesting to use a personal day on May 5 which is the Friday prior to the District holiday on May 8, 2023. Policy GCCA states that "Such leave may not be contiguous to or consecutive with, either preceding or following holidays or intersessions". Administration requests that Ms. Swartz is allowed to use personal leave on May 5, 2023 with pay. This request is contingent upon Ms. Swartz having sufficient personal leave prior to May 5, 2023.

This recommendation is being made because in any other year Monday, May 8, would have been a school day. However, this year in order to balance instructional days, optimal testing days, and work calendars, Monday, May 8, 2023 is a nonstudent, nonwork day, thereby creating a "holiday break."

**Policy GCCA - Professional/Support Staff Sick Leave states:**

Requests shall be acted upon in order of receipt, and the availability of substitutes, if necessary, may limit the number of requests granted at any time.

Personal leave will not be granted during the following periods:

- A. During the first ten (10) student days and the last ten (10) student days of school; or
- B. While the employee is on an unpaid suspension.

Such leave may not be contiguous to or consecutive with, either preceding or following holidays or intersessions. No more than three (3) days in a row may be used for personal leave.





Action Item • April 11, 2023

  X   Action

C.4. Recommendation to Approve the First Reading of a  
Change to Policy GCCA- Personal Leave

           Information/Discussion

Submitted by Chad Ostrom, Assistant Superintendent for Business Services

### RECOMMENDATION:

The administration recommends that the Governing Board approve updating the language in Policy GCCA to allow the Superintendent or Superintendent's designee to approve personal leave requests without pay wherein it would violate Policy GCCA - Personal Leave. The suggested language would state, "*With due consideration of the immediately preceding paragraph, the Superintendent or designee will have discretion to approve leave without pay.*"

### BACKGROUND:

This change would allow the Superintendent or Superintendent's designee to approve and or deny requests, *without pay*, that violate Policy GCCA. This would reduce the amount of Policy GCCA requests that require Board approval.

**Policy GCCA - Personal Leave**, states:

Each staff member will be allowed the use of personal leave not to exceed four (4) days per year. The days used will be deducted from accumulated sick leave. Requests for the leave shall be provided to the principal in writing at least forty-eight (48) hours in advance of the time the leave is requested. In case of emergency, this requirement may be waived by the principal. No more than two (2) certificated and one (1) non-certificated individuals per site shall be granted such leave on the same day. Such leave may not be used to extend a holiday or intersession and is not cumulative.

Requests shall be acted upon in order of receipt, and the availability of substitutes, if necessary, may limit the number of requests granted at any time.

Personal leave will not be granted during the following periods:

- A. During the first ten (10) student days and the last ten (10) student days of school; or
- B. While the employee is on an unpaid suspension.

Such leave may not be contiguous to or consecutive with, either preceding or following holidays or intersessions. No more than three (3) days in a row may be used for personal leave. *With due consideration of the immediately preceding paragraph, the Superintendent or designee will have discretion to approve leave without pay.*

Updating this statement is intended to reduce the amount of Policy GCCA Personal Leave requests that require Board approval.



**Consent Item • April 11, 2023**

  X   Action

D.1. Recommendation to Approve Personnel Actions

       Information / Discussion

Submitted by Christopher Gooden, Finance Director

**NEW HIRE**

EMPLOYEE NAME	POSITION	BOARD APPROVAL DATE
Scott Wyne Flinchbaugh	Assistant Diesel Mechanic	4/11/2023
Karyna Rodriguez	Instructional Assistant	4/11/2023

**SEPARATIONS**

EMPLOYEE NAME	SEPARATION DATE	BOARD APPROVAL DATE
Yeilymar Guzman-Carrasquillo	3/2/2023	4/11/2023
Nancy Vargas	3/10/2023	4/11/2023

**TEMPORARY ASSIGNMENT**

EMPLOYEE NAME	POSITION	BOARD APPROVAL DATE
Julia Cortez	ELL Tester	4/11/2023
Sadia Ibrahim	Instructional Aide	4/11/2023
Dainely Martinez	Instructional Assistant -Tuscano	4/11/2023

**TRANSFER**

EMPLOYEE NAME	POSITION	BOARD APPROVAL DATE
Martha Siqueiros	Evening Custodian TRANSFER to an IA	4/11/2023

**FMLA /LEAVE**

EMPLOYEE NAME	POSITION	BOARD APPROVAL DATE
Patricia Partida	FMLA INTERMITTENT	4/11/2023
Martha Alvarado	Cross guard / Lunch Monitor	4/11/2023

**CHANGES**

EMPLOYEE NAME	POSITION	BOARD APPROVAL DATE
---------------	----------	---------------------







**Consent Item • April 11, 2023**

  X   **Action**

D.3. Recommendation to Accept Donations to the District

       **Information/Discussion**

Submitted by Christopher Gooden, Finance Director

**RECOMMENDATION:**

It is recommended that the Governing Board accept the following donation:

- DonorsChoose – Books, Instructional Technology, Educational Kits & Games
- DonorsChoose – Instructional technology & Books

**BACKGROUND:**

DonorsChoose - Donated \$915.56 to Fowler Elementary School.

DonorsChoose - Donated \$433.79 to Western Valley Elementary School.





**Consent Item • April 11, 2023**

  X   **Action**

D.4. Recommendation to Approve Budget and Expenditure Report

           **Information/Discussion**

Submitted by Christopher Gooden, Finance Director

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Budget and Expenditure Report

This report is included as a consent item for approval at each regular board meeting. By approving the report monthly, the Board is approving any minor changes between programs that may be made by the Finance Department as need arises. The “bottom line” budget amounts for M&O and Unrestricted Capital will always remain the same.

If revisions to the total amounts in these funds are required, a formal budget revision will be properly presented to the public and the Governing Board per the requirements of A.R.S. §905.



**Information and Discussion Item • April 11, 2023**

       **Action**

E.1. Student Activities and Food Service Reports

  X   **Information/Discussion**

Submitted by Christopher Gooden, Finance Director

**INFORMATION/DISCUSSION:**

The student activities ledger and food service report include activity through March 2023. Both are included for informational purposes.



**Information and Discussion Item • April 11, 2023**

\_\_\_\_\_ **Action**

E.2. Fowler Elementary School District Head Start Monthly Report

  X   **Information/Discussion**

Submitted by Christopher Gooden, Finance Director

**INFORMATION/DISCUSSION:**

The Fowler Elementary School District Head Start Monthly Report for March 2023 is presented for informational purposes only.



**Information Item • April 11, 2023**

  X   **Action**

**E.3.** Information on the Gifted Education  
Scope and Sequence for SY 2022-2023 and 2023-2024

           **Information/Discussion**

Submitted by Marco Antonio Ruiz, Assistant Superintendent for Educational Services

**RECOMMENDATION:**

The Gifted Education Scope and Sequence is being revised as required by the Arizona Department of Education (ADE) for SY 2022-2023 and 2023-2024.

**BACKGROUND:**

Arizona Revised Statute §15-770 requires Arizona school districts to provide services to students who have been identified as gifted through an approved assessment.

This year, we have continued to have a Gifted Education District Committee that meets quarterly; and is facilitated by Mrs. Angela Krenkel, Sun Canyon Principal. The committee is composed of a teacher representative from each school. Our school district has maintained a Gifted Education Scope and Sequence. Our school district has also been compliant with using the ADE approved assessment to identify gifted students.

Additionally, over the past two years, ADE has provided funding to test all 2<sup>nd</sup> grade students in our district, using the online CogAT (Cognitive Abilities Test). This year, we will be testing all 2<sup>nd</sup> graders (with the exception of parents that opt out of testing) in late April. The results are used to identify students for the program and services.

