



**Minutes of the Board of Trustees Meeting  
Tuesday, September 02, 2025**

Attendees:

<b>Executive Board:</b>	<b>FFO Liaisons:</b>	<b>Committees:</b>
<input checked="" type="checkbox"/> Amy Morales Baum, President	<input type="checkbox"/> Jacqui Clayton-Chinnock, CVES	<input type="checkbox"/> Tanya Buffalo, TOY
<input checked="" type="checkbox"/> Patrycja Lenkin, VP	<input checked="" type="checkbox"/> Jocelin Olivier, CFHS	<input checked="" type="checkbox"/> Marissa Baretich, Tapas Chair
<input checked="" type="checkbox"/> Taylor Rascher, Treasurer	<input type="checkbox"/> Tatiana Johnson, ECMS – <i>resigned 9/1</i>	<input checked="" type="checkbox"/> Kelly Trubett, Giving Chair
<input checked="" type="checkbox"/> Joyce Su, Secretary	<input checked="" type="checkbox"/> Juhie Parnami, MZES FFO	<input checked="" type="checkbox"/> Johanne Ives, Business Partners
	<input checked="" type="checkbox"/> Aditi Gupta, OGMS FFO	<input checked="" type="checkbox"/> Shelly Goode-Burgoyne, Print Media
<b>Ex-Officio District Representatives</b>	<input checked="" type="checkbox"/> Traci Smith Seidel, SDES	<input type="checkbox"/> Tania Brasfield, Email
<input type="checkbox"/> Dr. Bartlett, Superintendent	<input checked="" type="checkbox"/> Caroline Wesnitzer, VVELC	<input checked="" type="checkbox"/> Randi Levin, Social co-chair
<input type="checkbox"/> Julie Farbarik	<input checked="" type="checkbox"/> Bridget Montoya, VV FFO <i>(new)</i>	<input checked="" type="checkbox"/> Camille Rivera, Social Media co-chair
<input checked="" type="checkbox"/> Carole Siegler		<input type="checkbox"/> Melissa Amundsen, CRM (Donor Prefect) – <i>resigned 9/1</i>
<input checked="" type="checkbox"/> Leah Glashow Mandel, Director of Professional Learning		<input checked="" type="checkbox"/> Amy Corrales, Bookkeeper

**I. Amy - Call to order at 5:31 PM PST**

**Overview** - The CFSD Foundation Board Meeting covered several key points.

- The board approved Bridget Montoya as the FFO liaison for Ventana Vista.
- The board discussed the need for new members to replace resigning members, including Melissa Amundsen (CRM, Donor Perfect) and Tatiana Johnson (ECMS FFO Liaison).
- Leah Glashow provided an update on the Great Beginnings program, highlighting a 68% retention rate for new teachers and the addition of a third Learning Support Specialist funded by a state grant. Great Beginnings program hired 43 new teachers with a 32% retention rate for returning educators in Year 2. The program supports new teachers with coaching cycles and professional development. *(see Attachment below)*
- Banking Transition: The organization approved a transition to Vantage West Credit Union due to operational issues with Wells Fargo. Taylor reported on the foundation's banking issues with Wells Fargo due to a 17-year-old technicality.
- Budget Goals: The 2025-26 budget targets \$148,000 gross income with a focus on improving operational efficiency.

## II. Meeting Minutes

- ✓ [August Meeting Minutes](#): Meeting opened with approval of June meeting minutes, motion by Juhie, seconded by Taylor.

## III. District Report - [District Superintendent's Report](#)

## IV. Great Beginnings Update- Leah Glashow-Mandel

### Great Beginnings Program Impact & Metrics - Leah Glashow-Mandel, Director of Professional Learning

Comprehensive teacher support system serving 43 new teachers across CFSD with detailed breakdown by school sites

- High school consistently largest cohort due to faculty size and subject area diversity
- 32 second-year teachers returning demonstrating program effectiveness and retention success
- Retention rates at or above state average for first three years, exceptional performance given Arizona's challenging education landscape
- Program addresses critical teacher shortage with alternative certification pathway support
- Enhanced coaching infrastructure with three learning support specialists providing intensive mentorship
- Third position secured through state grant then sustained by district funding commitment
- Recommended coaching ratios achieved allowing one monthly cycle (planning, observation, reflection) for high-need teachers
- Differentiated support model: zero-year teachers receive most intensive coaching, experienced teachers get semester-based support
- Professional learning seminars address classroom management, student-centered learning, and adolescent development challenges
- Alternative teaching certification reality presenting growing operational challenges – B.A. degree required but not Education Certifications. Online program hours and classroom observations required w/ learning support specialist (minimum 1 year).
- Nine teachers with zero classroom experience pursuing certification while teaching full-time
- Six teachers bringing 10+ years external experience requiring different support approach
- Alternative programs deemed insufficient compared to traditional preparation, creating additional coaching demands
- Certification completion deadlines enforced with non-renewal consequences for incomplete programs

## V. New Business (Possible Action)

### a) Ventana Vista FFO Liaison

- ✓ The board approved Bridget Montoya as the FFO liaison for Ventana Vista, motion by Juhie, seconded by Camille, and passed.
  - Two new vacant positions are ECMS FFO liaison, and CRM due to new resignations.

## VI. Reports and Updates

### a) Financial Report - Taylor Rascher, Treasurer

- a. Bank
- b. [Draft 25-26 Budget](#)

- c. June 2025 [Standard Balance Sheet](#)
- d. [24-25 Variance Report](#)
- e. Endowment Committee Update

Wells Fargo banking error challenges operational continuity due to account discrepancies error.

Internal system flagging prevents any signer modifications without triggering 30-day account closure  
As a new treasurer, Taylor is unable to access check-signing privileges preventing operational transactions. Extensive escalation efforts with Wells Fargo management yielded no resolution options over the years.

- ✓ Vantage West Credit Union partnership approved by Board as comprehensive banking solution to replace Wells Fargo. Traci motioned to approve and Aditi seconded motion, which was passed by the Board.

### Strategic Budget Planning

- ✓ [Draft 25-26 Budget](#) - 2025-26 budget approval targeting \$148,000 gross income with realistic growth projections
  - i. Caroline & Johanne motioned to approve, passed by the Board.
  - ii. Amy Corales, Bookkeeper. Move to Quickbooks.
    - QuickBooks online implementation planned to modernize bookkeeping and reduce Amy Corrales' manual reconciliation burden. Current manual processes create time inefficiency and error potential. Automated linking will streamline financial reporting and budget tracking. Integration supports improved donor management and contribution tracking systems.
- ✓ June 2025 [Standard Balance Sheet](#)
- ✓ [24-25 Variance Report](#)
  - i. Motion to accept 24-25 reports (balance sheets and variance report)
  - ii. Taylor & Juhie approved to accept financial report, passed by the Board.

### Endowment Restructuring

Endowment Committee Update (Tracie and Johanne): 2025-2026 Endowment review & recommendations ([handout](#)). Discussions ensued with the following two (2) motions:

- Motion #1: Dissolution of the Annual Fund Endowment (#1) and Combine it with the Educational Excellence Endowment (EE, #2). Aditi made the motion, Juhie seconded. Motion carried.
  - Discussion included: Literacy and Fine Arts Endowment maintained as restricted funding source with expanded utilization potential. Education Excellence yield: \$15,674 and Literacy/Fine Arts yield: \$10,702 totaling \$26,376 annual district contribution. Annual Fund Endowment dissolution due to never-implemented 10% set-aside policy from higher fundraising era
- Motion #2: For the CFSD Foundation to utilize a flat 4% payout policy annually for the EE Endowment and the Literacy & Fine Arts Endowment to simplify administration and provide greater predictability to CFSD.
  - Motion made by Juhie, seconded by Randi. Motion passed.
  - Discussion included Brian - fund manager at Millenium. Plan to take 4% of earnings to give to district. Earning about 7%, safe # to give 4%, more the \$5k from previous

donations.

b) Secured Partner Updates                      Johanne Ives                      Business Partners (BP)

Current partnership portfolio generating diversified revenue through six active business sponsors.

- TCI Wealth Advisors, Katie Hicks Dentistry, Pro Cleaners, Arizona Pest Control providing consistent support
- Millennium Wealth and OOROO Auto demonstrating multi-level engagement approaches
- OOROO Auto innovative structure: \$1,500 total split across Tapas for Teachers (\$500), Giving Week match (\$500), Teacher of the Year (\$500)
- Vantage West Credit Union identified as prime partnership candidate given community investment philosophy
- \$40,000 annual business partnership goal requiring strategic outreach expansion

Board member network leveraging essential for lead generation and relationship building  
Sponsorship materials available in shared folder for member distribution and prospecting  
Partnership benefits beyond funding including community visibility and educational mission alignment.

- Reminder: connect with Johanne before reaching out to BPs and check [25-26 Business Partners Outreach tracking](#) spreadsheet on Google Drive.

c) Campaign Updates                              Kelly Trubett                      Giving Chair

d) Tapas for Teachers Updates                      Marissa Baretich                      Committee Chair

Tapas for Teachers Event Execution - November 13th signature event from 5:30-8:30 PM

- Strategic date selection avoiding conflict with Tucson Values Teachers event, enabling district staff participation
- Three pillar management: silent auction procurement, events/logistics coordination, marketing/ticket sales execution
- Early ticket sales launched with positive initial response indicating strong community interest
- Silent auction expansion strategy targeting three donations per board member significantly exceeding previous year goals
- Business and personal donation categories accepted including themed baskets and premium items
- Donation tracking spreadsheet operational for inventory management and coordination
- Enhanced fundraising potential through increased auction volume and variety
- Board member engagement essential for procurement success and event revenue maximization

e) Teacher of the Year Updates                      Tanya Buffalo                      Committee Chair- N/A

f) Communications Updates                      Randi Levin,  
Camille Rivera                      Social Media Co-Chairs

Communications & Donor Engagement Strategy

- Multi-channel donor outreach combining direct mail, digital engagement, and event integration
  - Tapas for Teachers:

- Social Media Graphics produced/created
  - Postcard printed and sent to 500+ active donors with save the date
  - Social media posts being made with graphics
  - Silver/Copper Shout Out Graphics for social media
  - o Working on Financial Report Brochure
  - o Shout Out/ Blurbs done
  - o E-Blasts in progress, some done.
  - o Billboard started
- Direct ask mailing campaign planned as strategic follow-up for enhanced donor conversion
  - Parent Square social media integration pending Julie's return for district communication compliance
  - QR code contest concepts and raffle incentives identified for meet-the-teacher event engagement
  - Donor portfolio analysis revealing mixed individual and corporate contribution patterns
  - \$10,000 annual major donor provides significant recurring foundation support base
  - Individual donor acquisition essential given business partnership variability year-over-year
  - Great Beginnings program data enhances donor stewardship calls with concrete impact metrics and teacher testimonials
  - 68% retention rate and teacher quotes provide compelling donor appreciation and cultivation content

g) FFO Liaison Updates by respective FFO school representatives

h) President's Updates Amy Morales-Baum President

- Amy's Book recommendation: A More Beautiful Question by Warren Berger - [Home - A More Beautiful Question](#).

### III. Announcements

- Next meeting: September 30, 2025, at new time of 5:15 PM at Valley View (in-person with virtual option).
- Board members directed to engage with committees and fulfill individual roles between meetings.
- Emphasis on 'All for one, one for all' collaborative approach for the year.

### IV. Meeting Adjournment at 6:40 PM PST

### V. Action items:

#### New Action Items from 09/02/2025

- Joyce: Send out conflict of interest and acknowledgement of receipt forms for everyone to sign.
- Amy: Find someone to fill the Esperero treasurer/liaison role.
- Amy: Find someone to fill the Canyon View liaison role.
- Amy: Reach out to Leah to get more details on the Great Beginnings program to share with potential donors
- Donor/Partners: Explore options for the foundation to help fund the additional learning support specialist position.

#### Previous Action Items:

Responsible	Action Item Description	Status	Date Completed
Amy Morales	1. Meet with Joyce Su for orientation on bylaws,	Completed	8/6/2025

<b>Baum</b>	<p>conflict of interest, and other board materials</p> <ol style="list-style-type: none"> <li>2. Schedule presentation at district leadership meeting with all principals about Great Beginnings program</li> <li>3. Connect with Kelly Turbett to provide checklist of giving chair responsibilities before September meeting</li> <li>4. Work on filling Ventana Vista FFO liaison position</li> <li>5. Ask Julie about average household income data for CFSD families to inform ticket pricing decisions</li> </ol>	<p><b>In Progress</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p>	<p><b>8/29/2025</b></p> <p><b>8/29/2025</b></p> <p><b>8/29/2025</b></p>
<b>Joyce Su</b>	<ol style="list-style-type: none"> <li>6. Take meeting notes as board secretary during meetings – next meeting 02Sep25</li> </ol>	<b>Completed</b>	<b>9/2/2025</b>
<b>Tapas Committee</b>	<ol style="list-style-type: none"> <li>7. Make recommendation on ticket pricing for 2025 event via email vote within one week</li> <li>8. Negotiate with Contigo restaurant regarding food donations or better pricing deals</li> <li>9. Plan for increased attendance capacity and weather considerations</li> </ol>	<b>Completed</b>	<b>9/2/2025</b>
<b>Communications Committee</b>	<ol style="list-style-type: none"> <li>10. Coordinate meeting to organize business partner logos and promotional materials for social media and email use</li> <li>11. Ensure unified messaging across all platforms using established templates</li> </ol>	<b>Completed</b>	<b>9/2/2025</b>
<b>Johanne Ives</b>	<ol style="list-style-type: none"> <li>12. Coordinate business partner logo organization and promotional content with communications team</li> <li>13. Follow up with potential business partners who haven't declined but haven't confirmed</li> </ol>	<p><b>Completed</b></p> <p><b>On-going</b></p>	<b>9/2/2025</b>
<b>All Board Members</b>	<ol style="list-style-type: none"> <li>14. Participate actively in assigned committees and own individual roles between meetings</li> <li>15. Attend September 2nd meeting at Valley View, 5:30 PM</li> </ol>	<b>Completed</b>	<b>9/2/2025</b>

Attachments: From: **Glashow Mandel, Leah** <[lglashowmandel@cfcd16.org](mailto:lglashowmandel@cfcd16.org)>

- [digital copy of the infographic](#)

# GREAT BEGINNINGS: systems for success

FALL 2025 - BY THE NUMBERS



43

## NEW-TO-CFSD TEACHERS

- 17 CFHS • 4 MZE
- 3 ECMS • 3 SDE
- 6 OGMS • 3 VVE
- 6 CVE • 1 VVELC

32

## RETURNING TEACHERS IN YEAR 2

6

## TRADITIONALLY CERTIFIED YEAR 1 TEACHERS WITH NO PREVIOUS TEACHING EXPERIENCE

3

## LEARNING SUPPORT SPECIALISTS

Providing Differentiated  
Support for Teachers in  
years 1-3

3

## GOALS FOR GREAT BEGINNINGS

1. Increase Retention of Excellent Teachers in Years 1-3
2. Increase Teacher Self-Efficacy
3. Improve Instructional Practices to Enhance Student learning

2

## YEAR 1 TEACHERS WHO ARE CFSD GRADUATES

6

## YEAR 1 TEACHERS WITH 10+ YEARS OF PRIOR EXPERIENCE

40

## EXPERIENCED TEACHER MENTORS SUPPORTING NEW-TO-CFSD TEACHERS

3

## YEARS OF SUPPORT FOR OUR TEACHERS WHO NEED IT MOST

9

## YEAR 1 ALTERNATIVELY CERTIFIED TEACHERS WITH NO PREVIOUS TEACHING EXPERIENCE

3

## SUPPORT PATHWAYS FOR YEAR 2 TEACHERS

1. Collegial (peer) Coaching
2. Learning Seminars & Follow-up Instructional Coaching 1x Per Semester
3. Instructional Coaching 2x Per Semester