

Naa Tsis' Aan Community School, Inc.



Naatsis' Aan Community School, Inc.
P.O. Box 10010
Tonalea, Arizona 86044
Telephone: (928) 672-2335
Fax: (928) 672-2609

1 **Willie Grayeyes**
2 Board President

3 **Clarita Stevens**
4 Board Vice President

5 **Annie Johnson**
6 Secretary

7 **Louise Smallcanyon**
8 Member

9 **Lillian Benallie-Rock**
10 Acting Principal

11
12 **REGULAR BOARD MEETING MINUTES**
13 **GOVERNING BOARD OF EDUCATION MEETING**
14 **MARCH 22, 2022**

15 **1. MEETING CALL TO ORDER**

16 Mr. Willie Grayeyes called the meeting to order at 1:07 PM.

17 **2. INVOCATION**

18 Mr. Willie Grayeyes provided the invocation.

19 **3. ROLL CALL**

20 Mr. Willie Grayeyes, President – Present
21 Ms. Clarita Stevens, Vice President – Present/Virtual
22 Mrs. Annie Johnson, Secretary – Present/Virtual
23 Mrs. Louise Smallcanyon, Member – Present/Virtual

24 **4. ADOPTION OF AGENDA**

25 Motion made by Mrs. Annie Johnson to approve the Adoption of Agenda, second by Ms. Clarita Stevens.
26 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

27 **5. RECOGNITION OF GUEST**

28 Mrs. Lillian Benallie-Rock, Principal; Mrs. Frances Stevens, Business Technician; Ms. Lorena Tomasyo, Administrative
29 Assistant; Mrs. Karen Begay, Parent Coordinator; Roxine Yazzie, Facility Clerk; Murphy Chief, Facility Supervisor; Andrea King,
30 Teacher; Mr. Jake MacFarland, Teacher; Ms. Rachelle Tallman, Parent; Kendra King, Acting Residential Supervisor; Ms.
31 Chelsea Graymountain, RA; Roxanna Yazzie, RA; Mrs. Ella Badoni, Teacher; Ms. Sharon Welch, Teacher; Ms. Charmayne
32 Begay, IT; Ms. Barbara Fuller, Teacher; Mrs. Geraldine King, Teacher; (928) ***-**51, Community Member; Mr. Randall
33 Tomasyo, Support Staff.

34 **6. COMMUNITY COMMENTS – None**

35 **7. ADOPTION OF MINUTES**

36 **Special Board Meeting Minutes: January 5, 2022**

37 Motion made by Ms. Clarita Stevens to approve the Special Board Meeting Minutes: January 5, 2022, second by Mrs. Annie
38 Johnson. Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

39 **Regular Board Meeting Minutes: February 23, 2022**

40 Motion made by Ms. Clarita Stevens to approve the Regular Board Meeting Minutes: February 23, 2022, second by Mrs. Annie
41 Johnson. Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

42 **Special Board Meeting Minutes: March 3, 2022**

43 Motion made by Ms. Clarita Stevens to approve Special Board Meeting Minutes: March 3, 2022, second by Mrs. Annie Johnson.
44 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

45 **8. REPORTS**

46 Business Technician / Vouchers & Budget Report

47 Motion made by Mrs. Annie Johnson to approve Business Technician / Vouchers & Budget Report, second by Mrs. Louise
48 Smallcanyon.

1 The Business Office processed expenses vouchers for payroll and accounts payable for the period of February 1 – 28, 2022,
2 totaling \$224,871.63. Accounts payable vouchers total \$54,633.24 and Payroll vouchers total \$170,238.39.

3
4 The Governing Board approves the payroll and accounts payable expense vouchers for the period of February 1 - 28, 2022.
5 The vouchers are listed below:

6
7 Accounts Payable FY 2021-2022

Voucher No.	Voucher Amount	Voucher No.	Voucher Amount
1126	\$ 45,516.39	1133	\$ 9,116.85
			Total A/P 21-22: \$ 54,633.24

11 Payroll FY 2021-2022

Voucher No.	Voucher Amount	Voucher No.	Voucher Amount
1122	\$ 48,040.14	1128	\$ 14,246.55
1123	\$ 14,354.82	1129	\$ 526.52
1124	\$ 547.52	1130	\$ 20,967.10
1125	\$ 20,857.40	32	\$ 956.82
31	\$ 996.82	1131	\$ 893.48
1127	\$ 47,668.18	1132	\$ 183.04
			Total Payroll 21-22: \$ 170,238.39

20
21
22 Grand Total A/P & Payroll 21-22 \$ 224,871.63

23
24 The Governing Board should take prompt action to approve the expenses for the period of February 1 – 28, 2022. A delay of
25 this action could cause a major problem or audit finding for the school.

26
27 The Business Technician prepared this action item and will respond to any questions the Board may ask.

28
29 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

30
31 **9. UNFINISHED BUSINESS**

32 **A. Consideration and possible approval to allow NCS employee who must isolate because they have tested positive**
33 **for COVID-19 virus a maximum extra 15 days of paid leave for one time only.**

34 Motion made by Ms. Clarita Stevens to approve allow NCS employee who must isolate because they have tested positive
35 for COVID-19 virus a maximum extra 15 days of paid leave for one time only, second by Mrs. Louise Smallcanyon.

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37 Motion carried by a vote of 2 in favor, 1 opposed, and 1 abstained. Chair not voting.

38
39 **10. NEW BUSINESS**

40 **B. Consideration and possible approval to return to full time face to face instruction, eliminating the virtual**
41 **Wednesday, Starting March 28, 2022, to the remainder of the SY 2021-2022.**

42 Motion made by Ms. Clarita Stevens to approve Consideration and possible approval to return to full time face to face
43 instruction, eliminating the virtual Wednesday, Starting March 28, 2022, to the remainder of the SY 2021-2022, second by
44 Mrs. Annie Johnson.

45
46 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

47
48 **11. TRAVEL - None**

49
50 **12. PROCUREMENT**

51 **C. Consideration and possible approval to purchase five (5) bottle filling stations @ \$1,894.50 = \$9,472.50, and eleven**
52 **(11) Water Cooler with Bottle Filling Station @ \$1,054.50 = 11,599.50 from Pittsburg Water Cooler Services, Inc.**
53 **Total amount \$21,072.00.**

1 Motion made by Ms. Clarita Stevens to approve Consideration and possible approval to purchase five (5) bottle filling
2 stations @ \$1,894.50 = \$9,472.50, and eleven (11) Water Cooler with Bottle Filling Station @ \$1,054.50 = 11,599.50 from
3 Pittsburg Water Cooler Services, Inc. Total amount \$21,072.00, second by Mrs. Annie Johnson.
4 The principal stated the school will purchase water bottle for the student.

5
6 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

- 7
8 **D. Consideration and possible approval to use KFM Design to purchase Package A (photographic products) at \$25.00**
9 **each. Session Fee & Travel: \$200.00, 91 students @ \$25.00/Package = \$2,275.00, 35 staff @ \$25.00 = \$875.00, 4**
10 **Board Member @ \$25.00 = \$100.00. Total amount: \$3,450.00.**

11 Motion made by Mrs. Annie Johnson to approve Consideration and possible approval to use KFM Design to purchase
12 Package A (photographic products) at \$25.00 each. Session Fee & Travel: \$200.00, 91 students @ \$25.00/Package =
13 \$2,275.00, 35 staff @ \$25.00 = \$875.00, 4 Board Member @ \$25.00 = \$100.00. Total amount: \$3,450.00, second by Mrs.
14 Louise Smallcanyon.

15
16 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

- 17
18 **E. Consideration and approval to pay Infinite Visions Annual Fees for iVisions Web Portal and Human Resources in**
19 **the amount of \$4,353.17.**

20 Motion made by Ms. Clarita Stevens to approve Consideration and approval to pay Infinite Visions Annual Fees for iVisions
21 Web Portal and Human Resources in the amount of \$4,353.17, second by Mrs. Annie Johnson.

22
23 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

- 24
25 **F. Consideration and possible approval for purchase of 18,000-gallon propane for Naatsis'Aan Community School**
26 **from Chief Propane in the amount of \$1.97 x 18,000 gal. = \$35,460 + \$2,127.60 (6% Navajo Nation tax). Total amount**
27 **\$37,587.60. Price is subject to change due to vendor range of delivery.**

28 Motion made by Ms. Clarita Stevens to approve Consideration and possible approval for purchase of 18,000-gallon propane
29 for Naatsis'Aan Community School from Chief Propane in the amount of \$1.97 x 18,000 gal. = \$35,460 + \$2,127.60 (6%
30 Navajo Nation tax). Total amount \$37,587.60. Price is subject to change due to vendor range of delivery, second by Mrs.
31 Annie Johnson.

32
33 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

- 34
35 **G. Consideration and possible approval for purchase of 5,040-gallon propane for Naatsis'Aan Community School**
36 **Quarter Housing from Chief Propane in the amount of \$2.68 x 5,040 = \$13,507.20 + \$810.43 (6% Navajo Nation Tax).**
37 **Total amount \$14,317.63. Price is subject to change due to vendor range of delivery.**

38 Motion made by Ms. Clarita Stevens to approve Consideration and possible approval for purchase of 5,040-gallon propane
39 for Naatsis'Aan Community School Quarter Housing from Chief Propane in the amount of \$2.68 x 5,040 = \$13,507.20 +
40 \$810.43 (6% Navajo Nation Tax). Total amount \$14,317.63, second by Mrs. Annie Johnson.

41
42 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

43 **13. PERSONNEL / EXECUTIVE SESSION**

44 Motion made by Ms. Clarita Stevens to go into executive session at 3:20 PM, second by Mrs. Louise Smallcanyon.

45 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

46 Discussion

47 Motion made by Mrs. Annie Johnson to exit executive session at 4:31 PM, second by Mrs. Louise Smallcanyon.

48 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

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51 **H. Consideration and possible approval for applicant MK to be hired for Business/Human Resource Clerk position.**

52 Motion made by Ms. Clarita Stevens to approve Consideration and possible approval for applicant MK to be hired for
53 Business/Human Resource Clerk position, second by Mrs. Annie Johnson.

1 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

2
3 **I. Consideration and possible approval to accept the Letter of Intent for Certified Staff Employment for School-Year 2022-2023.**

4 Motion made by Ms. Clarita Stevens to approve Consideration and possible approval to accept the Letter of Intent for
5 Certified Staff Employment for School-Year 2022-2023, second by Mrs. Annie Johnson.

6
7 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

8
9
10 **J. Consideration and approval to address letter to Bureau of Indian Education, Dr. Edie Morris, EPA, requesting prior
11 written approval of use of school's funds.**

12 Motion made by Mrs. Annie Johnson to approve Consideration and approval to address letter to Bureau of Indian
13 Education, Dr. Edie Morris, EPA, requesting prior written approval of use of school's funds, second by Ms. Clarita Stevens.

14
15 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

16
17 **14. INFORMATION AND ANNOUNCEMENTS - None**

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19 **15. NEXT BOARD MEETING** April 18, 2022. Time: 10:00 AM

20
21 **16. ADJOURNMENT**

22 Motion made by Ms. Clarita Stevens to adjourn the meeting at 4:43 PM, second by Mrs. Annie Johnson.

23 Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstained. Chair not voting.

24
25 Submitted by: Ms. Lorena Tomasyo, Administrative Assistant

26
27 Concurred by:

28
29 
30 _____
31 Mrs. Annie Johnson, Secretary

32
33 4.19.22
34 _____
35 Date

36
37 Motion by: Mrs. Annie Johnson
38 Second by: Mrs. Louise Smallcanyon
39 Vote: 2 in favor, 0 opposed, and 1 abstained.