



# SHONTO PREPARATORY SCHOOLS

Haleebée Na'nitin Binahjí' Da'ólta'í Binitisékees dóó Bina'nitin Bidziil  
Empowering Student Learning Through Quality Education

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## Shonto Governing Board of Education, Inc.

### REGULAR BOARD MEETING MINUTES

March 4, 2016

CALL TO ORDER: Ms. Martha Tate, Board President, called the meeting to order at 5:40 PM.  
INVOCATION: Mr. Royd Lee gave the invocation.  
MEMBERS PRESENT: Mr. Royd Lee, Mr. Kee Yazzie Mann, & Ms. Martha Tate. Mr. Kenneth Y. Begishe arrived at 5:55 pm.

#4813

ADOPTION OF AGENDA

Mr. Royd Lee moved and Mr. Kee Yazzie Mann seconded a motion to approve the following item:

That the Governing Board adopts the agenda as presented.

The motion was approved by a vote of (4, 0, 0) CV

#4814

APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 12, 2016

Mr. Royd Lee moved and Mr. Kee Yazzie Mann seconded a motion to approve the following item:

That the Governing Board approves the minutes of the February 12, 2016 Regular Board Meeting as presented.

The motion was approved by a vote of (4, 0, 0) CV

Mr. Royd Lee moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following items:

#4815

RATIFICATION OF THE FEBRUARY 2016 BOARD EXPENDITURE REPORT

That the Governing Board accepts and ratifies the February 2016 Board Expenditure Report as presented.

#4816

RATIFICATION OF THE FEBRUARY 2016 MONTHLY EXPENDITURE REPORT

That the Governing Board accepts and ratifies the February 2016 Monthly Expenditure Report as presented.

#4817

RATIFICATION OF THE FEBRUARY 2016, FY 2015-16 ACCOUNTS PAYABLE VOUCHERS

That the Governing Board accepts and ratifies the FY 2015-16 February 2016 Accounts Payable Vouchers #1095, 1096, 1097, & 1101 in the amount of \$193,132.45.

#4818

RATIFICATION OF THE FEBRUARY 2016, FY 2015-16 PAYROLL VOUCHERS

That the Governing Board accepts and ratifies the FY 2015-16 February 2016 Payroll Vouchers #30, 1093, 1094, 31, 1098, 1099, 32 & 1100 in the amount of \$582,815.81.

# Shonto Preparatory Schools

Regular Board Meeting Minutes of March 4, 2016

The motion was approved by a vote of (4, 0, 0) CV

#4819  
APPROVAL OF THE THIRD & FINAL READING OF  
THE PERSONNEL MANUAL LEAVE POLICIES ON  
BEREAVEMENT LEAVE

Mr. Royd Lee moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following item:

That the Governing Board approves the third & final reading of the Personnel Manual Leave Policies on Bereavement Leave as presented.

The motion was approved by a vote of (4, 0, 0) CV

#4820  
APPROVAL LOCAL EDUCATION AGENCY (LEA)  
SCHOOL IDEA 2004, PART B ASSURANCES

Mr. Kee Yazzie Mann moved and Mr. Royd Lee seconded a motion to approve the following item:

That the Governing Board approves the Local Education Agency (LEA) School IDEA 2001, Part B Assurances for SY 2016-17.

The motion was approved by a vote of (4, 0, 0) CV

#4821  
APPROVAL OF REAUTHORIZATION TERM OF  
AMENDED RESOLUTION

Mr. Royd Lee moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following item:

That the Governing Board approves the ECF-12-10 Application Content (A-Q) and Amendment to Current Reauthorization Resolution of grantees as presented.

The motion was approved by a vote of (4, 0, 0) CV

Mr. Royd Lee moved and Mr. Kee Yazzie Mann seconded a motion to approve the following items:

#4822  
CERTIFICATION THAT RESIDENTIAL STANDARDS  
WILL BE IN CONCORDANCE WITH 25 CFR PART 36  
SUBPART H

That the Governing Board certifies that Residential Standards Will Be In Concordance with 25 CFR Part 36 Subpart H and shall report to OIEP with respect to instances of non-compliance with space and privacy requirements due to inadequate facilities.

#4823  
CERTIFICATION THAT THE BOARD HAS READ &  
UNDERSTANDS CRIMINAL ACTIVITIES 25 USC  
450D

That the Governing Board certifies that the Board has read and understands 23 USC 450D - Criminal Activities involving Grants, Contracts, etc.; Penalties.

#4824  
CERTIFICATION THAT THE BOARD HAS READ &  
UNDERSTANDS OMB A-87  
ALLOWABLE/UNALLOWABLE COST

That the Governing Board certifies that they have read and understand OMB A-87 - particularly those sections that pertain to allowable and unallowable cost.

#4825  
CERTIFICATION THAT WE DO BACKGROUND INVESTIGATIONS IN CONFORMANCE WITH 25 CFR PART 63.11

That the Governing Board certifies that all employees will receive a background investigation and that the employees will meet the minimum requirements for character and suitability required in 25 CFR Part 63.11. School Board members, in compliance with Navajo Law (including Navajo Election Law) and Federal laws, will also receive criminal background investigations. The criminal background check will include federal, state, and tribal convictions or Nolo Contendere pleas on child related convictions. No individuals convicted of any child related crimes may serve on the school board.

#4826  
CERTIFICATION THAT FUNDS RECEIVED MUST BE DEPOSITED INTO INSURED ACCOUNTS

That the Governing Board certifies that they understand that all funds received must be deposited in accounts that are insured by an agency or instrumentally of the United States.

#4827  
CERTIFICATION THAT THE BOARD HAS READ & UNDERSTANDS THE INDIAN CHILD PROTECTION & FAMILY VIOLENCE PREVENTION ACT OF 1990

That the Governing Board certifies that that we have read and understand the “*Indian Child Protection and Family Violence Prevention Act of 1990*” requiring child abuse reporting procedures plan and background investigation requirement procedures.

#4828  
CERTIFICATION THAT THE BOARD HAS READ & UNDERSTANDS THE BOARD MEMBER CODE OF ETHICS

That the Governing Board certifies that the Board has read, understands, and will abide by the Board Member Code of Ethics as follows:

- Represent the interests of all people served by this school and not favor special interest inside or outside school.
- Not use my membership on this board for my own personal advantage or for the advantage of my friends, relatives or supporters.
- Keep confidential information confidential
- Support decisions of the board
- Do nothing to violate the trust of those who elected me to the Board or of those we serve.
- Focus my efforts on the mission of this school and not on my personal goals.
- Work with and through the designated administrators of this school to ensure that the school is well run.
- Not use nor condone the misuse of alcohol or illegal substances while involved with school business or activities.
- Refrain from participating in any manner which comes before the board which involves an interest to myself or any relative including but not limited to: Parents, spouse, children, mother or father- in-laws, siblings, aunt, uncle, grandparents, first cousin, step-children, step-parents, half brothers and sisters, or other individuals where a significant emotional or financial bond exists.
- Consider myself a "trustee" of this school and do my best to ensure that it is well maintained, financially secure, growing and always operating in the best interests of those we serve.

#4829  
CERTIFICATION THAT THE BOARD HAS RECEIVED TRAINING IN THE REQUIREMENTS FOR REAUTHORIZATION

That the Governing Board certifies that the Board has received training in the Requirements for Reauthorization.

The motion was approved by a vote of (4, 0, 0) CV

# Shonto Preparatory Schools

Regular Board Meeting Minutes of March 4, 2016

#4830  
APPROVAL OF BOARD SUPPORT OF “GROW YOUR OWN” CLASSROOM ASSISTANTS

Mr. Royd Lee moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following item:

That the Governing Board approves the Shonto Preparatory School Administrator’s Plan to “Grow Your Own” human capital as presented.

The motion was approved by a vote of (4, 0, 0) CV

#4831  
APPROVAL OF CONTRACT WITH NATIVE ENVIRONMENTAL, LLC. FOR ASBESTOS ABATEMENT SERVICES

Mr. Kee Yazzie Mann moved and Mr. Royd Lee seconded a motion to approve the following item:

That the Governing Board approves a contract with Native Environmental, LLC of Phoenix, AZ for Asbestos Abatement Services for the Bear’s Den Renovation in the amount of \$32,560.00.

The motion was approved by a vote of (4, 0, 0) CV

Mr. Royd Lee moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following items:

#4832  
APPROVAL OF ACQUISITION OF MODULAR BUILDINGS WITH WILLIAMS SCOTSMAN, INC TO REPLACE OLD BUILDINGS

That the Governing Board approves the acquisition of a modular building for the enrichment program and childcare/Baby FACE Program from Williams Scotsman, Inc. of Phoenix, AZ in the amount of \$63,666.24.

#4833  
APPROVAL OF ACQUISITION OF 1000 GALLON FIRE PUMPER WITH JON’S MID AMERICA FIRE APPARATUS, INC.

That the Governing Board approves the acquisition of a 1000 gallon Fire Pumper Engine from Jon’s Mid America Fire Apparatus, Inc. of Rogersville, MO in the amount of \$52,500.00.

#4834  
APPROVAL OF ACQUISITION OF FIVE (5) FIREFIGHTERS SAFETY GEAR WITH FDC RESCUE PRODUCTS

That the Governing Board approves the acquisition of Five Firefighters Safety Gear from FDC Rescue Products of Phoenix, AZ in the amount of \$48,243.45.

#4835  
APPROVAL FOR SECURITY FENCING FOR TRANSPORTATION AND SPS VEHICLES

That the Governing Board approves the acquisition of perimeter security fencing to expand parking for the Shonto Prep School vehicles and buses adjacent to Dorm 2.

The motion was approved by a vote of (4, 0, 0) CV

## Shonto Preparatory Schools

Regular Board Meeting Minutes of March 4, 2016

Mr. Kee Yazzie Mann moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following items:

#4836  
APPROVAL OF SY 2016-17 ADMINISTRATIVE  
CONTRACT

That the Governing Board approves the SY 2016-17 Administrative Contract as presented.

#4837  
APPROVAL OF SY 2016-17 CERTIFIED CONTRACT

That the Governing Board approves the SY 2016-17 Certified Contract as presented.

#4838  
APPROVAL OF SY 2016-17 SPECIALIZED  
CONTRACT

That the Governing Board approves the SY 2016-17 Specialized Contract as presented.

#4839  
APPROVAL OF SY 2016-17 CLASSIFIED CONTRACT

That the Governing Board approves the SY 2016-17 Classified Contract as presented.

The motion was approved by a vote of (4, 0, 0) CV

Mr. Royd Lee moved and Mr. Kee Yazzie Mann seconded a motion to approve the following items:

#4840  
APPROVAL OF REMOVAL OF READING, MATH, &  
EARLY CHILDHOOD INTERVENTIONISTS FROM  
THE ORG CHART SY16-17

That the Governing Board approves the removal of the Reading, Math and Early Childhood Interventionist Positions from the 2016-17 Organizational Chart as presented.

#4841  
APPROVAL OF ADDITION OF 4 INTERVENTION  
TEACHERS TO THE ORG CHART & SPECIALIZED  
SALARY SCHED SY 16-17

That the Governing Board approves the addition of four (4) Intervention Teacher Positions to the 2016-17 Organizational Chart & Specialized Salary Schedule as presented.

#4842  
APPROVAL OF REMOVAL OF READING & MATH  
COACH FROM THE ORG CHART & SPECIALIZED  
SALARY SCHED SY 16-17

That the Governing Board approves the removal of the Reading and Math Coach Positions from the 2016-17 Organizational Chart & Specialized Salary Schedule as presented.

#4843  
APPROVAL OF ADDITION OF 3 LEAD TEACHERS  
TO THE ORG CHART & SPECIALIZED SALARY  
SCHEDULE FOR SY 16-17

That the Governing Board approves the addition of three (3) lead teacher Positions to the 2016-17 Organizational Chart & Specialized Salary Schedule as presented.

## Shonto Preparatory Schools

Regular Board Meeting Minutes of March 4, 2016

#4844

APPROVAL OF MODIFICATION TO ORG CHART & SALARY SCHEDULE FOR CERTIFIED NURSE ASSISTANT FOR SY 16-17

That the Governing Board approves the modification of the 2016-17 Organizational Chart and Salary Schedule for Certified Nurse Assistant as presented.

#4845

APPROVAL OF MODIFICATION TO ORG CHART & SALARY SCHEDULE FOR DINE STUDIES & LANG SPECIALIST SY 16-17

That the Governing Board approves the modification of the 2016-17 Organizational Chart and Salary Schedule for Dine Studies & Language Specialist as presented.

#4846

APPROVAL OF MODIFICATION TO ORG CHART FOR HS DINE STUDIES & LANGUAGE TEACHER FOR SY 16-17

That the Governing Board approves the modification of the 2016-17 Organizational Chart for High School Dine Studies & Language Teacher as presented.

#4847

APPROVAL OF REMOVAL OF LICENSED SOCIAL WORKER FROM THE ORG CHART & SPEC.SALARY SCHEDULE SY 16-17

That the Governing Board approves the removal of the Licensed Social Worker Position from the 2016-17 Organizational Chart and Specialized Salary Schedule as presented.

#4848

APPROVAL OF ADDITION OF LICENSED PROF COUNSELOR TO THE ORG CHART & SPEC SALARY SCHEDULE SY 16-17

That the Governing Board approves the addition of Licensed Professional Counselor Position to the 2016-17 Organizational Chart & Specialized Salary Schedule as presented.

#4849

APPROVAL OF REMOVAL OF 4 FOOD SERVICE WORKERS FROM THE ORG CHART & SALARY SCHEDULE FOR SY 16-17

That the Governing Board approves the removal of four (4) Food Service Worker Positions from the 2016-17 Organizational Chart & Salary Schedule as presented.

#4850

APPROVAL OF MODIFICATION TO ORG CHART & SALARY SCHEDULE FOR 2 FOOD SERVICE COOKS FOR SY 16-17

That the Governing Board approves the modification of the 2016-17 Organizational Chart and Salary Schedule for two (2) Food Service Cook positions as presented.

#4851

APPROVAL OF REMOVAL OF INSTRUCTIONAL TECH SPECIALIST FROM THE ORG CHART & SALARY SCHEDULE SY 16-17

That the Governing Board approves the removal of the Instructional Technology Specialist Position from the 2016-17 Organizational Chart & Salary Schedule as presented.

## Shonto Preparatory Schools

Regular Board Meeting Minutes of March 4, 2016

#4852  
APPROVAL OF MODIFICATION TO ORG CHART  
FOR 1 COMPUTER MAINTENANCE TECHNICIAN II  
FOR SY 2015-16

That the Governing Board approves the modification of the 2015-16 Organizational Chart for one (1) Computer Maintenance Technician II as presented.

#4853  
APPROVAL OF MODIFICATION TO ORG CHART  
FOR 1 COMPUTER MAINTENANCE TECHNICIAN I  
FOR SY 2015-16

That the Governing Board approves the modification of the 2015-16 Organizational Chart for one (1) Computer Maintenance Technician I as presented.

#4854  
APPROVAL OF ADDITION TO ORG CHART & SPEC  
SALARY SCHED FOR INFORMATION TECH  
SUPERVISOR FOR SY 15-16

That the Governing Board approves the addition of Information Technology Supervisor Position to the 2015-16 Organizational Chart & Salary Schedule as presented.

#4855  
APPROVAL OF REMOVAL OF PROPERTY  
INVENTORY CLERK FROM THE ORG CHART &  
SALARY SCHEDULE FOR SY 16-17

That the Governing Board approves the removal of Property Inventory Clerk Position from the 2016-17 Organizational Chart & Salary Schedule as presented.

#4856  
APPROVAL OF ADDITION OF 1 ACCOUNTING  
CLERK – RECEIVING TO THE ORG CHART &  
SALARY SCHEDULE SY 16-17

That the Governing Board approves the addition of one (1) Accounting Clerk – Receiving Position to the 2016-17 Organizational Chart & Salary Schedule as presented.

#4857  
APPROVAL OF MODIFICATION TO  
SUPPLEMENTAL POSITION ON ORG CHART FOR 5  
ENRICHMENT TUTORS FOR SY 15-16

That the Governing Board approves the modification of the 2015-16 Organizational Chart and Salary Schedule for Supplemental Positions for five (5) Enrichment Tutors as presented.

The motion was approved by a vote of (4, 0, 0) CV

Mr. Royd Lee moved and Mr. Kee Yazzie Mann seconded a motion to approve the following items:

#4858  
APPROVAL OF STUDENT TRAVEL TO THE  
NAVAJO NATION SPELLING BEE IN CROWN  
POINT, NM ON MARCH 16-17, 2016

That the Governing Board approves travel for three (3) students and a chaperone to attend the Navajo Nation Spelling Bee in Crown Point, NM on March 16-17, 2016.

#4859  
APPROVAL OF STUDENT TRAVEL TO THE  
ARIZONA SCIENCE & ENGINEERING FAIR IN  
PHOENIX, AZ ON APRIL 6-8, 2016

# Shonto Preparatory Schools

Regular Board Meeting Minutes of March 4, 2016

That the Governing Board approves travel for two (2) students and a chaperone to attend the Arizona Science & Engineering Fair in Phoenix, AZ on April 7-8, 2016.

#4860  
APPROVAL OF STUDENT TRAVEL FOR THE ESS  
6<sup>TH</sup> & 7<sup>TH</sup> GRADE FIELD TRIP TO PHOENIX, AZ ON  
APRIL 22-25, 2016

That the Governing Board approves travel for ESS 6<sup>th</sup> & 7<sup>th</sup> grade students and chaperones to attend the ESS Field Trip to Phoenix, AZ on April 22-25, 2016.

#4861  
APPROVAL OF TRAVEL TO THE DEVELOPING  
CULTURALLY RELEVANT TEACHING IN SANTA  
FE, NM ON MARCH 28-30, 2016

That the Governing Board approves travel for Peter Thomas, Laverne Tsosie, Shirley Herder, Alice Graymountain, and Carlotta Yazzie to attend the Developing Culturally Relevant Teaching Guides, Activities & Assessment in Santa Fe, NM on March 28-30, 2016.

#4862  
APPROVAL OF TRAVEL TO THE NCTM LINKING  
RESEARCH TO PRACTICE IN SAN FRANCISCO, CA  
ON APRIL 11-13, 2016

That the Governing Board approves travel for Harrison Miles, MS Math Teacher/Interventionist to attend the National Council of Teacher of Mathematics (NCTM) Linking Research to Practice in San Francisco, CA on April 11-13, 2016.

The motion was approved by a vote of (4, 0, 0) CV

#4863  
APPROVAL OF THE PERSONNEL REPORT FOR  
CLASSIFIED STAFF

## 1. CONTRACT OFFER FOR SY 2015-16:

Mr. Kenneth Y. Begishe moved and Mr. Kee Yazzie Mann seconded a motion to approve the following Contract Offer:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Funding Source</u>	<u>Salary</u>	<u>Effective Dates:</u>
a. Begay, Curven	Lead Security Officer	Shonto Preparatory School	District	Specialized Salary	03/07/2016 – 06/30/2016

The motion was approved by a vote of (4, 0, 0) CV

## 2. ESTABLISHMENT OF SHORT-TERM CONTRACT:

Mr. Royd Lee moved and Mr. Kenneth Y. Begishe seconded a motion to approve the following Position Transfer:

<u>Position</u>	<u>Purpose</u>	<u>Location</u>	<u>Funding Source</u>	<u>Salary</u>	<u>Effective Dates:</u>
a. Student Worker (10)	Spring Break Student Employment SPTHs Students	Shonto Preparatory School	District	8 hours per day; 5 days	03/21/2016 – 03/25/2016
b. Supervisor of Student Worker (2)	Spring Break Student Worker Supervisor	Shonto Preparatory School	District	8 hours per day; 5 days	03/21/2016 – 03/25/2016

The motion was approved by a vote of (4, 0, 0) CV



#4864  
ADJOURNMENT

Mr. Kenneth Y. Begishe moved and Mr. Royd Lee seconded a motion for adjournment:

RESOLVED, that the Governing Board adjourn the Regular Meeting at 6:50 PM.

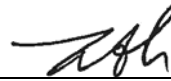
The motion was approved by a vote of (4, 0, 0) CV

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**CERTIFICATION**

*RECORDED BY:*

*CONCURRED BY:*



\_\_\_\_\_  
Ms. Cassandra Burtel, Administrative Assistant  
Office of the Superintendent

\_\_\_\_\_  
Mr. Lemual Adson, Superintendent  
Shonto Preparatory Schools

*APPROVED BY:*



\_\_\_\_\_  
Ms. Martha Tate, Board President  
Shonto Governing Board of Education, Inc.

\_\_\_\_\_  
April 1, 2016

Date

Motion: \_\_\_\_\_ Mr. Royd Lee

Second: \_\_\_\_\_ Mr. Kenneth Y. Begishe

VOTE: 4 in favor, 0 opposed and 0 abstained.