

# Naatsis'Aan Community School, Inc.



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## MINUTES OF THE GOVERNING BOARD OF EDUCATION, INC. DECEMBER 18, 2025

### MEETING CALL TO ORDER

Meeting called to order at 5:32 PM by Mr. Harrison Miles

### INVOCATION

Invocation was provided by Ms. Tiya Manheimer

### ROLL CALL

Mr. Harrison Miles, President – Present  
Ms. Tiya Manheimer, Vice President – Present  
Mr. Herman Kinsel, Member – Present

### ADOPTION OF AGENDA

Mr. Herman Kinsel moved to accept the Adoption of the Agenda, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

### RECOGNITION OF GUEST - None

### CALL TO THE PUBLIC (Limited to 3 minutes. No personnel matters)

### ADOPTION OF MINUTES

#### 1. Regular Board Meeting Minutes: November 20, 2025.

Mr. Herman Kinsel moved to accept the Adoption of the Minutes, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

### FINANCIAL REPORT

Mr. Herman Kinsel moved to accept the Vouchers, and the Budget Report submitted by the Business Manager, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

### UNFINISHED BUSINESS

#### 1. Request for use of three remaining days of Annual Corporate Session to finalize NCS policies.

Ms. Tiya Manheimer moved to accept the Request for use of three remaining days of Annual Corporate Session to finalize NCS policies, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

The Governing Board of Education will hold their Annual Corporate Session on January 2 & 3, 2026 at Naatsis'Aan Community School.

### NEW BUSINESS - None

### TRAVEL

#### 1. Consideration and possible approval to approve Interim Principal and (1) teacher to attend the BIE Unified Summative Assessment Administration/Cognia Science training in Albuquerque, NM on January 7-8, 2025. Travel dates: January 6 & 9.

Ms. Tiya Manheimer moved to accept the Consideration and possible approval to approve Interim Principal and (1) teacher to attend the BIE Unified Summative Assessment Administration/Cognia Science training in Albuquerque, NM on January 7-8, 2025, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

#### **PROCUREMENT**

- 1. Ratification. Consideration and possible approval to purchase incentive for positive characteristic display for students in Kindergarten – 8<sup>th</sup> grade using the Student Activity Account with the estimated amount of \$2,500.00.**

Ms. Tiya Manheimer moved to accept the Ratification. Consideration and possible approval to purchase incentive for positive characteristic display for students in Kindergarten – 8<sup>th</sup> grade using the Student Activity Account with the estimated amount of \$2,500.00, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

- 2. Consideration and possible approval to purchase 100 new ASUS Chromebooks from Promovo, LLC., for NCS student in the amount of \$49,539.00.**

ASUS Chromebooks:  $\$451.14 \times 100 = \$45,114.00$

Google Chrome Management Console:  $\$38.00 \times 100 = \$3,800.00$

Zero Touch Enrollment:  $\$5.00 \times 100 = \$500.00$

Liftgate Service: 1 @ 125.00 (as NCS does not have delivery dock)

Total: \$49,539.00

Mr. Herman Kinsel moved to accept the Consideration and possible approval to purchase 100 new ASUS Chromebooks from Promovo, LLC., for NCS student in the amount of \$49,539.00. ASUS Chromebooks:  $\$451.14 \times 100 = \$45,114.00$ . Google Chrome Management Console:  $\$38.00 \times 100 = \$3,800.00$ . Zero Touch Enrollment:  $\$5.00 \times 100 = \$500.00$ . Liftgate Service: 1 @ 125.00 (as NCS does not have delivery dock). Total: \$49,539.00 seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

- 3. Consideration and possible approval to enter in the Memorandum of Agreement between Western Navajo Agency, Office of Facility Management and Naatsis'Aan Community School for Central Crew Services and Administrative Support Services, for the period of October 1, 2025 – September 30, 2026, Including an Open Purchase Order in the amount of \$10,000 for Central Crew and \$5,000 for Administrative Services.**

Ms. Tiya Manheimer moved to accept the Consideration and possible approval to enter in the Memorandum of Agreement between Western Navajo Agency, Office of Facility Management and Naatsis'Aan Community School for Central Crew Services and Administrative Support Services, for the period of October 1, 2025 – September 30, 2026, Including an Open Purchase Order in the amount of \$10,000 for Central Crew and \$5,000 for Administrative Services, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

- 4. Consideration and possible approval for To Den Nas Shai Electric-Plumbing, LLC, to repair water leaks and damaged walls in the kitchen and dining areas for a total cost of \$10,085.10.**

Ms. Tiya Manheimer moved to accept the Consideration and possible approval for To Den Nas Shai Electric-Plumbing, LLC, to repair water leaks and damaged walls in the kitchen and dining areas for a total cost of \$10,085.10, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

- 5. Consideration and possible approval for Millenium Contracting, Inc., to repair the roof of Building 522 for a total cost of \$15,598.04.**

Ms. Tiya Manheimer moved to accept the Consideration and possible approval for Millenium Contracting, Inc., to repair the roof of Building 522 for a total cost of \$15,598.04, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

## PERSONNEL/EXECUTIVE SESSION

Ms. Tiya Manheimer moved to go into executive session at 6:06 PM, seconded by Mr. Harrison Miles. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

Ms. Tiya Manheimer moved to exit executive session at 6:26 PM, seconded by Mr. Harrison Miles. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

### 1. Discussion and consideration for possible action regarding staff incentives.

Mr. Harrison Miles moved to accept the Discussion and consideration for possible action regarding staff incentives, seconded by Ms. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

Certified Teachers and the Business Staff: \$1,500.00

Classified Staff: \$1,000.00

Classified Staff (Breach of Contract/Education Stipulation) - \$500.00

### 2. Discussion and consideration for possible approval to add a stipend position for Testing IT Support in the amount of \$1,250.00 for January 1, 2026 – May 22, 2026.

Mr. Harrison Miles moved to accept the Discussion and consideration for possible approval to add a stipend position for Testing IT Support in the amount of \$1,250.00 for January 1, 2026 – May 22, 2026, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

If no one else has submitted their letter of interest, and Mr. Chrislee Graymountain is the only applicant, Mr. Chrislee Graymountain is approved for the Testing IT Support position. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

### 3. Discussion and consideration for possible approval of proposal regarding education requirements.

This items have been removed from the agenda.

### 4. December 2025 Mid-Year Principal Evaluation for Mrs. Irene Pelt, as Interim Principal.

Ms. Marjorie Nez will conduct Mrs. Irene Pelt's evaluation, since she is the only certified teacher without conflict of interest.

## REPORTS

The Department Heads read their reports into the record and answered any questions the governing board may have.

## NEXT BOARD MEETING

January 23, 2026, at 1:30 PM

## ADJOURNMENT

Ms. Tiya Manheimer moved to adjourn the board meeting at 6:55 PM, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstention.

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Submitted by Ms. Lorena Tomasyo, Administrative Assistant

  
Governing Board Member

1-23-26  
Date

Motioned by: Mr. Harrison Miles

Seconded by: Ms. Tiya Manheimer

Vote: 2 in favor, 0 opposed and 0 abstention.