



**MINUTES OF THE
GOVERNING BOARD OF EDUCATION, INC.
SEPTEMBER 24, 2025**

MEETING CALL TO ORDER

Ms. Tiya Manheimer called the board meeting to order at 5:08 PM

INVOCATION

Mr. Herman Kinsel provided the invocation.

ROLL CALL

Mr. Harrison Miles, President – Present/Virtual
Ms. Tiya Manheimer, Vice President – Present
Mr. Herman Kinsel, Board Member - Present

ADOPTION OF AGENDA

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

Two additions:

1. Procurement – Consideration and possible action to approve guest speaker Radmilla Cody to conduct an on-site Anti-Bullying Presentation for NCSE Students on October 14, 2025.
2. Executive Session – Discussion of Payroll Audit Conducted by Heinfeld Meech & Co., from July 2025 to August 2025.

RECOGNITION OF GUEST

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

ADOPTION OF MINUTES

1. **Regular Board Meeting Minutes: August 22, 2025.**

Ms. Tiya Manheimer moved to accept Regular Board Meeting Minutes: August 22, 2025, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

FINANCIAL REPORT

Business Manager / Vouchers

Ms. Tiya Manheimer moved to accept the Vouchers for Payroll and Accounts Payable for the period of August 1 – 31, 2025, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions. Mr. Herman Kinsel requested to see the expenditures for the amount in the account.

Business Manager / Budget Report

Ms. Tiya Manheimer moved to accept the verbal budget report presented by the Business Manager, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions. Mr. Herman Kinsel requested to see the Budget Report.

UNFINISHED BUSINESS

1. **Recommending reimplementing the COVID-19 leave policy.**

Ms. Tiya Manheimer moved to accept Recommending reimplementing the COVID-19 leave policy, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions. Board directives: 1) Three (3) days paid sick leave; 2) thereafter, the staff will use their personal leave; 3) Submit Lab Results of COVID-19 from a Health Service.

NEW BUSINESS

1. **Requesting approval for NCS Students in Kindergarten through eighth grade (with good attendance, grade, and good behavior) to travel to Tuba City, Arizona, and participate in the Kids' Day Celebration on October 16, 2025, at the Western Navajo Agency Fair.**

Ms. Tiya Manheimer moved to accept Requesting approval for NCS Students in Kindergarten through eighth grade (with good attendance, grade, and good behavior) to travel to Tuba City, Arizona, and participate in the Kids' Day Celebration on October 16, 2025, at the Western Navajo Agency Fair, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

2. **Consideration and possible approval to change/modify October 10 (Professional Development - No School) to October 24, 2025, due to the Residential Count Week: September 22 through October 10, 2025.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval to change/modify October 10 (Professional Development - No School) to October 24, 2025, due to the Residential Count Week: September 22 through October 10, 2025, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

TRAVEL

1. **Consideration and possible approval for the Administrative Assistant to attend a 2-day live seminar on "How to Communicate with Tact and Professionalism", which will be held in Las Vegas, Nevada, on October 16-17, 2025. Travel dates: October 15 & 18.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval for the Administrative Assistant to attend a 2-day live seminar on "How to Communicate with Tact and Professionalism", which will be held in Las Vegas, Nevada, on October 16-17, 2025. Travel dates: October 15 & 18, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

2. **Consideration and possible approval to ratify travel for the Interim Principal to attend the Navajo District Collaborative Meeting with DODE and Tribally Controlled School Leadership at Shiprock Educational Resource Center on September 23, 2025. Travel date: September 22.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval to ratify travel for the Interim Principal to attend the Navajo District Collaborative Meeting with DODE and Tribally Controlled School Leadership at Shiprock Educational Resource Center on September 23, 2025. Travel date: September 22, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

3. **Consideration and possible approval for the Facility Technician to attend the Safe Drinking Water Act Training in Gallup, NM, on September 29, 2025. Travel dates: September 28 and 29.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval for the Facility Technician to attend the Safe Drinking Water Act Training in Gallup, NM, on September 29, 2025. Travel dates: September 28 and 29, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

4. **Consideration and possible approval for three (3) board members and four (4) Administrators to attend a two-day School Board Training with Mrs. Claire DeChambre of Gust Rosenfeld, P.L.C., at Flagstaff, Ariz., on October 29-30, 2025. Travel date: October 28.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval for three (3) board members and four (4) Administrators to attend a two-day School Board Training with Mrs. Claire DeChambre of Gust Rosenfeld, P.L.C., at Flagstaff, Ariz., on October 29-30, 2025. Travel date: October 28, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

5. **Consideration and possible approval to ratify travel for Ms. Ella Eltsosie. Ms. Eltsosie traveled to Window Rock, Arizona, on September 19, 2025, to submit the Diné Language Proficiency Assessment at the Department of Diné Education.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval to ratify travel for Ms. Ella Eltsosie. Ms. Eltsosie traveled to Window Rock, Arizona, on September 19, 2025, to submit the Diné Language Proficiency Assessment at the Department of Diné Education, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

6. **Consideration and possible approval for three (3) Residential staff to attend the 2025-25 Code of Federal Regulations - Part 36: Required Residential Training, on September 26-27, 2025, at Farmington, New Mexico. Travel dates: Sept. 25 and 27.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval for three (3) Residential staff to attend the 2025-25 Code of Federal Regulations - Part 36: Required Residential Training, on September 26-27, 2025, at Farmington, New Mexico. Travel dates: Sept. 25 and 27, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

PROCUREMENT

1. **Add a transit bus to the 2025-2026 GSA Contract.**

Ms. Tiya Manheimer moved to accept Add a transit bus to the 2025-2026 GSA Contract, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

2. **Consideration and possible action to approve guest speaker Radmilla Cody to conduct an on-site Anti-Bullying Presentation for NCSE Students on October 14, 2025.**

Ms. Tiya Manheimer moved to accept Consideration and possible action to approve guest speaker Radmilla Cody to conduct an on-site Anti-Bullying Presentation for NCSE Students on October 14, 2025, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

PERSONNEL/EXECUTIVE SESSION

Ms. Tiya Manheimer moved to go into executive session at 6:08 PM, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

Ms. Tiya Manheimer moved to exit the executive session at 6:48 PM, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

1. **Consideration and possible approval to hire Ms. Barbara Fuller as a full-time teacher for the first-grade teacher position for the school year 2025-2026.**

Ms. Tiya Manheimer moved to accept Consideration and possible approval to hire Ms. Barbara Fuller as a full-time teacher for the first-grade position for the 2025-2026 school year, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

2. **Educational Leave request for SY 2025-2026 from Kendra King and request to re-distribute 8 leave hours taken from the last cohort meeting back to the employee's accrued leave.**

Ms. Tiya Manheimer moved to accept the Educational Leave request for SY 2025-2026 from Kendra King and request to re-distribute 8 leave hours taken from the last cohort meeting back to the employee's accrued leave, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

3. Ms. Ella Eltsosie requested to speak with the board members. The information was not shared due to confidentiality.

4. Discussion of Payroll Audit Conducted by Heinfeld Meech & Co. from July 2025 to August 2025.

Ms. Tiya Manheimer moved to accept the Discussion of Payroll Audit Conducted by Heinfeld Meech & Co. from July 2025 to August 2025, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

REPORTS

Ms. Tiya Manheimer moved to accept the written and verbal department head reports, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

NEXT BOARD MEETING

October 29, 2025, at 5:30 PM at Flagstaff, Arizona

ADJOURNMENT

Ms. Tiya Manheimer moved to adjourn the board meeting at 7:05 PM, seconded by Mr. Herman Kinsel. Motion carried by a vote of 3 in favor, 0 opposed, and 0 abstentions.

Submitted by Ms. Lorena Tomasyo, Administrative Assistant

Concurred by:



School Board Member

10.29.25
Date

Motioned by: Mr. Herman Kinsel

Seconded by: Ms. Tiya Manheimer

Vote: 3 in favor, 0 opposed, and 0 abstentions