

# **Naatsis'Aan Community School, Inc.**



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## **MINUTES OF THE GOVERNING BOARD OF EDUCATION AUGUST 22, 2025**

### **MEETING CALL TO ORDER**

Meeting was called to order by Mr. Harrison Miles at 4:00 PM.

### **INVOCATION**

Invocation was provided by Mrs. Irene Pelt.

### **ROLL CALL**

Mr. Harrison Miles – Present/Virtual  
Ms. Tiya Manheimer – Present  
Mr. Heman Kinsel – Present/Arrived at 4:40 PM

### **ADOPTION OF AGENDA**

Mr. Harrison Miles moved to accept the Adoption of the Agenda, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

### **RECOGNITION OF GUEST**

Mrs. Andre King, Teacher; Ms. Jessica Neztsosie, Parent; Mr. Melvin Holgate, Parent; Ms. Ella Eltsosie, Teacher; Mrs. Irene Pelt, Interim Principal; Ms. Dedra Begay, Business Manager/Human Resource.

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

Mr. Ryan Carlson, Principal, Navajo Mountain High School, stated that the number of students decreased from 24 to 14 this year. And if Naatsis'Aan Community School would possibly consider allowing High School students to board at Naatsis'Aan Community School's Residential Dorm. NCS Administration will respond to their request after careful consideration with the BIE/BIA of Tuba City.

### **ADOPTION OF MINUTES**

Regular Board Meeting Minutes: July 17, 2025

Mr. Harrison Miles moved to accept the Regular Board Meeting Minutes for July 17, 2025, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

### **FINANCIAL REPORT**

Mr. Harrison Miles moved to accept the Vouchers, and the Budget Report submitted by the Business Manager/Human Resource, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

### **NEW BUSINESS**

#### **1. Consideration and possible approval to accept Resolution No. AUG222025.**

Approving and adopting the updated operating documents for Naatsis'Aan Community School for School Year 2025-2026 as follows and hereby attached: Article of Incorporation as "Exhibit A", Board Policies and Procedures as "Exhibit B", Parent Student Handbook as "Exhibit C", NHA Housing Policy as "Exhibit D", BIE Housing Policy as "Exhibit E", Teacher's Handbook as "Exhibit F", Personnel Policies and Procedures as "Exhibit G", Field Trip & Fundraising Policy as "Exhibit H", Residential Handbook as "Exhibit I", Transportation Policy as "Exhibit J", Food Service Policies and Procedures as "Exhibit K", and the Technology Plan as "Exhibit L".

Mr. Harrison Miles moved to accept the Consideration and possible approval of Resolution No. AUG222025.

Approving and adopting the updated operating documents for Naatsis'Aan Community School for School Year 2025-2026 as follows and hereby attached: Article of Incorporation as "Exhibit A", Board Policies and Procedures as "Exhibit B", Parent Student Handbook as "Exhibit C", NHA Housing Policy as "Exhibit D", BIE Housing Policy as "Exhibit E", Teacher's Handbook as "Exhibit F", Personnel Policies and Procedures as "Exhibit G", Field Trip & Fundraising Policy as "Exhibit H", Residential Handbook as "Exhibit I", Transportation Policy as "Exhibit J", Food Service Policies and Procedures as "Exhibit K", and the Technology Plan as "Exhibit L", seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

- 2. Discussion and possible action to delete Mrs. Helena Botone as the cardholder and check signer from Naatsis'Aan Community School's Wells Fargo Bank Account. And add Ms. Roxine Yazzie as the cardholder and check signer to Naatsis'Aan Community School's Wells Fargo Bank Accounts.**

Mr. Harrison Miles moved to accept the Discussion and possible action to delete Mrs. Helena Botone as the cardholder and check signer from Naatsis'Aan Community School's Wells Fargo Bank Account. And add Ms. Roxine Yazzie as the cardholder and check signer to Naatsis'Aan Community School's Wells Fargo Bank Accounts, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

## **TRAVEL**

- 1. Review and approve travel for the Special Education Coordinator, Business Technician, and the 5<sup>th</sup>/6<sup>th</sup> Grade Teacher to attend the NASIS Training at the National Indian Programs Training Center in Albuquerque, New Mexico, on September 9-11, 2025. Travel dates: Sept. 8 & 12.**

Mr. Harrison Miles moved to accept the Review and approve travel for the Special Education Coordinator, Business Technician, and the 5<sup>th</sup>/6<sup>th</sup> Grade Teacher to attend the NASIS Training at the National Indian Programs Training Center in Albuquerque, New Mexico, on September 9-11, 2025. Travel dates: Sept. 8 & 12, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

- 2. Discussion and possible action to approve travel for the Business Manager and Business Technician to travel to Albuquerque, NM, to attend the Native American Schools Health and Welfare Trust on September 22, 2025.**

Mr. Harrison Miles moved to accept the Discussion and possible action to approve travel for the Business Manager and Business Technician to travel to Albuquerque, NM, to attend the Native American Schools Health and Welfare Trust on September 22, 2025, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

- 3. Ratification for travel: Consideration and possible approval for the Navajo Language & Culture teacher who traveled to Window Rock, Arizona, to attend the Diné Language Proficiency Assessment (DPLA) training on August 11 – 12, 2025. Travel date: Aug. 10.**

Mr. Harrison Miles moved to accept the Ratification for travel: Consideration and possible approval for the Navajo Language & Culture teacher who traveled to Window Rock, Arizona, to attend the Diné Language Proficiency Assessment (DPLA) training on August 11 – 12, 2025. Travel date: Aug. 10, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

- 4. Discussion and possible action to approve travel for the Business Manager and the Business Technician to travel to Flagstaff, AZ., on September 25, 2025, with the registration fee of \$400.00 to table at the NAU Career & Graduate School Fair.**

Mr. Harrison Miles moved to accept the Discussion and possible action to approve travel for the Business Manager and the Business Technician to travel to Flagstaff, AZ., on September 25, 2025, with the registration fee of \$400.00 to table at

the NAU Career & Graduate School Fair, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**5. Discussion and possible action to approve travel for the Residential Department to travel to Farmington, NM, to attend the 2025—25 Code of Federal Regulations – Part 36 on September 26-27, 2025.**

Mr. Harrison Miles moved to accept the Discussion and possible action to approve travel for the Residential Department to travel to Farmington, NM, to attend the 2025—25 Code of Federal Regulations – Part 36 on September 26-27, 2025, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention. All residential staff will travel if the April 2025 training has expired.

**PROCUREMENT**

**1. Discussion and possible action to accept Edgewater IT for RFP # 2026-004 for FY 2025-2026 Information Technology Services. Award for FY 2025-2026 in the amount of \$32,400.00 (with travel and per diem costs included). Vendor is selected on a point-based scoring system.**

Mr. Harrison Miles moved to accept the Discussion and possible action to accept Edgewater IT for RFP # 2026-004 for FY 2025-2026 Information Technology Services. Award for FY 2025-2026 in the amount of \$32,400.00 (with travel and per diem costs included). Vendor is selected on a point-based scoring system, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**2. Consideration and possible approval for Personnel Safety Enterprises to service:**

- **Annual Fire Alarm Inspection/Service, Semi-Annual Kitchen System Inspection, Annual Sprinkler/Riser Inspection, Extinguisher Inspection, and Fire Pump Inspection. Fire hydrants are also included.** Cost: \$7,084.00.
- **Personnel Safety will replace all First Aid Kits in each building. GSA vehicle, school-owned vehicle, and buses that are mandated for school safety.** Cost: \$6,443.69.  
**Total Cost: \$13,527.69**

Mr. Harrison Miles moved to accept the Consideration and possible approval for Personnel Safety Enterprises to service: Annual Fire Alarm Inspection/Service, Semi-Annual Kitchen System Inspection, Annual Sprinkler/Riser Inspection, Extinguisher Inspection, and Fire Pump Inspection. Cost: \$7,084.00. Personnel Safety will replace all First Aid Kits in each building. GSA vehicles, school-owned vehicles, and buses are mandated for school safety. Cost: \$6,443.69. Total Cost: \$13,527.69. Seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**3. Consideration and possible approval to hire Toh Den Nas Shai Electric–Plumbing to install a new HVAC unit for NCS Subdivision #5 for \$8,406.92, and NCS Quarter #525-2 for \$8,406.92. Total cost: \$16,813.84**

Mr. Harrison Miles moved to accept the Consideration and possible approval to hire Toh Den Nas Shai Electric–Plumbing to install a new HVAC unit for NCS Subdivision #5 for \$8,406.92, and NCS Quarter #525-2 for \$8,406.92. Total cost: \$16,813.84, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**PERSONNEL/EXECUTIVE SESSION**

**1. Discussion and possible action to authorize education leave for the employee (#007953NS) scheduled to take the NES exam. Date of leave requested: October 14-16, 2025.**

Mr. Harrison Miles moved to accept the Discussion and possible action to authorize education leave for the employee (#007953NS) scheduled to take the NES exam. Date of leave requested: October 14-16, 2025, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**2. Discussion and possible action to modify contracts to remove the education stipulation for staff #132882LT, #132902EH, and #020330RY who meet the minimum requirements of their Position Description.**

Mr. Harrison Miles moved to accept the Discussion and possible action to modify contracts to remove the education stipulation for staff #132882LT, #132902EH, and #020330RY who meet the minimum requirements of their Position Description, seconded by Ms. Tiya Manheimer.

The board motion to sustain current SY 2025-2026 contract in place. Business Manager asked for clarification if CEU credits are sufficient for the three employees listed and the board confirmed that CEU credits will be accepted specifically for the three employees listed. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**3. Possible action to approve adding 1:1 Paraprofessional to the Organizational Chart and adding Facilities Supervisor back onto the Organizational Chart.**

Mr. Harrison Miles moved to accept the Possible action to approve adding 1:1 Paraprofessional to the Organizational Chart and adding Facilities Supervisor back onto the Organizational Chart, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**4. Recommendation to hire Mr. Chrislee Graymountain as a Teacher for the 2025-2026 School Year on a pro-rated contract, as the school year has begun.**

Mr. Harrison Miles moved to accept the Recommendation to hire Mr. Chrislee Graymountain as a Teacher for the 2025-2026 School Year on a pro-rated contract, as the school year has begun, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**5. Recommendation to approve staff #137201MN contract for SPED Teacher/Coordinator for the start date of July 28, 2025, as she had unforeseen circumstances that affected her availability to begin her contract, which was dated July 21, 2025.**

Mr. Harrison Miles moved to accept the Recommendation to approve staff #137201MN contract for SPED Teacher/Coordinator for the start date of July 28, 2025, as she had unforeseen circumstances that affected her availability to begin her contract, which was dated July 21, 2025, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**6. Consideration and possible approval to increase the Homeless Liaison Stipends from \$2,000.00 to \$3,500 for SY 2025-2026.**

Ms. Tiya Manheimer moved to accept the Consideration and possible approval to increase the Homeless Liaison Stipends from \$2,000.00 to \$3,500 for SY 2025-2026, seconded by Mr. Harrison Miles. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**7. Recommending re-implementing the COVID leave policy.**

The boards recommended that the administrative staff present the old policy at the September 2025 board meeting. Mr. Herman Kinsel stated that COVID-19 is going to stay, and how are we going to treat it? Ms. Tiya Manheimer recommended giving them three days' leave with a positive slip indication.

**8. Consideration and possible approval to increase academic tutoring at the hourly rate \$40.00 per hour for SY 2025-2026.**

This item was tabled for the next September 2025 board meeting.

**9. Consideration and possible approval for a Supplemental Contract set rate per pay period at \$150.00 every pay period for additional duties for Mrs. Irene Pelt until a new Principal is hired.**

Mr. Harrison Miles moved to accept the Consideration and possible approval for a Supplemental Contract set rate per pay period at \$150.00 every pay period for additional duties for Mrs. Irene Pelt until a new Principal is hired, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

*Ms. Tiya Manheimer moved to go into executive session at 5:03 PM, seconded by Mr. Harrison Miles. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.*

*Mr. Harrison Miles moved to exit the executive session at 5:51 PM, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.*

**10. Discussion and possible action to modify terminology in the employee's contract.**

Mr. Harrison Miles moved to accept the Discussion and possible action to modify terminology in the employee's contract, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

Mr. Harrison Miles moved to accept the Consideration and possible approval to increase the Homeless Liaison Stipends from \$2,000.00 to \$3,500 for SY 2025-2026, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**REPORTS**

Mr. Harrison Miles moved to accept all the oral and written reports that were submitted, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

**NEXT BOARD MEETING** September 24, 2025, at 5:00 PM

**ADJOURNMENT**

Mr. Harrison Miles moved to adjourn the board meeting at 6:09 PM, seconded by Ms. Tiya Manheimer. Motion carried by a vote of 2 in favor, 0 opposed, and 1 abstention.

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Submitted by Ms. Lorena Tomasyo, Administrative Assistant

Concurred by:

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Governing Board Member

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Date

Motioned to approve: Mr. Herman Kinsel  
Seconded: Ms. Tiya Manheimer  
Vote: 3 in favor, 0 opposed, 0 abstention