



SHONTO PREPARATORY SCHOOLS

Haleebee Na'nitin Binahji' Da'ólta'í Binitse'kees dóó Bina'nitin Bidziil
Empowering Student Learning Through Quality Education

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Shonto Governing Board of Education, Inc.

MINUTES of Regular Board Meeting February 05, 2013 Shonto Governing Board Room

President Martha A. Tate called the meeting to order at 6:19 PM

I. CALL TO ORDER

Gave the invocation

II. INVOCATION

Vice President Kenneth Begishe called roll: President Martha A. Tate, Vice President Kenneth Begishe, Secretary Royd Lee, and Board Member Kee Mann Yazzie were present. Vice President Begishe confirmed a quorum.

III. ROLL CALL

IV. ADOPTION OF AGENDA

Secretary Royd Lee made the motion to adopt the Agenda; Vice President Kenneth Begishe seconded the motion. Questions ["Q"]: Interim Superintendent Gwen Todacheene ["GT"] instructed the board to remove items from the Agenda - Personnel 12 A (the candidate removed herself) and Instructional Services 5 (the event was cancelled).

RESOLVED, that the Governing Board adopted the agenda with removal of items Personnel 12A and Instructional Services 5.

The motion was approved by Vote: 3 in favor, 1 opposed Kee Yazzie Mann ["KM"], 0 abstained – Chair Voting.

V. BOARD MEMBER INTRODUCTIONS

President Martha A. Tate ["MT"] asked each board member to present a two (2) minute introduction.

VI. PUBLIC COMMENTS

1. Merle Beard
2. Betty Dodson

VII. PRESENTATIONS

None.

VIII. SUPERINTENDENT'S REPORT

Interim Superintendent Todacheene presented her report.

Secretary Royd Lee ["RL"] made the motion to accept Superintendent Todacheene's report; Vice President Kenneth Begishe ["KB"] seconded the motion. Q: None. ["Ø"].

RESOLVED, that the Governing Board accepted Superintendent Todacheene's report.

The motion was approved by Vote: 3 in favor, 0 opposed, 0 abstained – Chair Not Voting ["CNV"].

IX. ADOPTION OF MINUTES

A. Minutes of Regular Board Meeting of January 08, 2013

Secretary Lee made the motion to approve the minutes of the regular board meeting of January 08, 2013; Vice President Begishe seconded the motion. Q: Ø

RESOLVED, that the Governing Board approved the minutes of the regular board meeting of January 08, 2013.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

B. Minutes of Special Board Meeting of January 14, 2013

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Secretary Lee made the motion to approve the minutes of the special board meeting of January 14, 2013; Vice President Begishe seconded the motion. Q: Ø

RESOLVED, that the Governing Board approved the minutes of the special board meeting of January 14, 2013.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

C. Minutes of Special Board Meeting of January 29, 2013

Secretary Lee made the motion to approve the minutes of the special board meeting of January 29, 2013; Board Member Mann seconded the motion. Q: Ø

RESOLVED, that the Governing Board approved the minutes of the special board meeting of January 29, 2013.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

X. INSTRUCTIONAL SERVICES

A. Staff Training:

In-State [Information Only]

1. Veronica Ashley – K12 School Nurse will attend the ADE 2013 PD Institute Annual Coordinated School Health Conference and Nurse's Tea in Tucson, AZ on JAN 31 – FEB 2, 2013
2. Gwen Todacheene – Interim Superintendent, Deana Dugi – K8 Principal, Lola Begaye – K8 Teacher, Leola Secody – K8 Teacher, Rory Hathale – HS Acting Principal and Steven Zientek – HS Teacher will attend the ADE AZ Framework: Summit IV Bridging the Common Core State Standards implementation to Educator Evaluation in Phoenix AZ on FEB 24-25, 2013
3. Melanie Dewakuku – Director of ESS and Elouise Graham – Academic Counselor to attend the Using AzCIS and ECAP for Arizona Educational Initiatives training at PHX AZ on FEB 11-12 2013
4. Merle Beard – ESS HS Teacher to attend the IEP Transition training at Joseph City AZ on FEB 20 2013
5. ~~Melanie Dewakuku – Director of ESS and 1 K8 Teacher to attend the Reading Foundations training in PHX AZ on FEB 26-27 and MAR 12-14 2013~~
6. Melanie Dewakuku – Director of ESS and 3 SPS Administrators and/or SPS staff to attend the Arizona Council of Administrators of Special Education Annual Conference entitled "Guide to Surviving Special Education" at PHX AZ on FEB 28 2013
7. Melanie Dewakuku – Director of ESS and 3 SPS Administrators and/or SPS staff to attend the Arizona Council of Administrators of Special Education Annual Conference at PHX AZ on MAR 1 2013

Out-of-State [Board Approval Required]

1. Marion Calamity – HS Registrar will attend the NAU Technology Education Consortium – Infinite Campus (student records) in Laughlin NV on FEB 6-8, 2013 KB:RL Q:None V:3 in favor 1 Opposed, CV
2. Gwen Todacheene – Interim Superintendent will attend the Winter Leadership School Board Training in Laughlin NV on FEB 13-15, 2013 RL:KB Q:None 3, 0 CNV
3. Rory Hathale – SPTHs Art Teacher/Principal will attend the National Art Education Association National Conference in Fort Worth TX on MAR 7-10 2013 KB:RL Q:RL is TX the nearest conference. RH: it is the national. RL: No elementary Teacher. RH: None. RL: Where is the funding source, where is the money coming out of? FB: We just got approved yesterday for title I and title II. We are going to take it out of Title 1. MT: If we do have the funds for these programs, I ask that we look at the funds for ESS programs because they serve students across the board. V:2 in favor, 2 opposed. Called for the vote again. 3 approved 1 opposed. CV

Secretary Lee motioned for the approval of staff travel out-of-state; Vice President Begishe seconded the motion. Q: Ø

RESOLVED, that the Governing Board approved staff travel out-of-state.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

B. Student Travel:

1. Shadow Bears Club – student travel to Pow Wow in Denver CO on MAR 20-24 2013
2. ASDB student sponsored travel to Junior Blind Olympics in Los Angeles CA on MAY 4 2013
3. Shonto Prep Tech High School Athletics – Wrestling Team to attend State Tournament at Prescott Valley AZ FEB 7-9 2013
4. Shonto Middle School – Girls and Boys Varsity Basketball Team to attend Arizona small school Jr. High

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Basketball Championship at Clarksdale AZ on FEB 7 2013

5. 2 ESS Students to attend Junior Blind Olympics at Los Angeles CA on MAY 7 2013

Secretary Lee motioned for approval of student travel; Vice President Begishe seconded the motion. Q: Ø

RESOLVED, that the Governing Board approved student travel.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

C. Parent Training:

1. Parent Advisory Committee (PAC) parent to attend Visionary Leadership school board training at Aquarius Resort Laughlin NV on FEB 12-15 2013

Secretary Lee made a motion to approve parent training at the Visionary Leadership School Board training at the Aquarius Resort, Laughlin NV on FEB 12-15 2013; Vice President Begishe seconded the motion. Q: Ø

RESOLVED, that the Governing Board approved parent travel.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

2. 2 – 5 ESS parents and 1 ESS staff to attend the Family Leadership Conference at Santa Fe NM on MAR 19-24 2013

Secretary Lee made a motion to approve parent training at the Family Leadership Conference at Santa Fe NM on MAR 19-24 2013; Vice President Begishe seconded the motion. Q: MT: Are parents K12? ESS Director Melanie Dewakuku: Only K8 MT: That will need to be distinguished as K8.

RESOLVED, that the Governing Board approved parent travel to attend parent training at the Family Leadership Conference at Santa Fe NM on MAR 19-24 2013.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

XI. SUPPORT SERVICES

A. Budget Information for board travel for the month of January 2013

Secretary Lee motioned for the acceptance of board travel report for the month of January 2013; Vice President Begishe seconded the motion. Q: Ø

RESOLVED, that the Governing Board accepted the January 2013 board travel report by Business Manager Felicia Barlow.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

B. Budget Information for PAC and IEC for FY 2012-2013

Vice President Begishe motioned to for the acceptance of FY 2012-2013 PAC and IEC Budget Information; Secretary Lee seconded the motion. Q: FB budget for PAC is 1 % of the total budget. IEC is determined through the JOM budget. MT: What are the budget amounts for previous years? FB: I called Shirlene Norris who indicated 1 percent of total funding is allocated for the year. MT: My concern is in our application for federal funds there is a mandate for parental involvement. We should have these funds set aside continuously. Committees are being revitalized and are now meeting again. Parents your concerns are to be brought up to the committee officers who will in turn bring those up to the board. The PAC president is Velma Laughter; IEC members? GT: Felicia Laughter, Jeanette Brown, Jaime Nodestine. MT: And Marie Tate is representing from our area. Representatives must have a resolutions form their respective chapters.

RESOLVED, that the Governing Board approved FY 2012-2013 PAC and IEC Budget Information report by Business Manager Felicia Barlow.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

C. Ratification of monthly expenditure reports for December 2012 and January 2013;

Secretary Lee motioned for approval of student travel; Board Member Mann seconded the motion. Q: KM: I have quite a few questions on these. "Ratification?" What I want or would like to see is a work session on the budget. FB: Ratification where you are approving expenses for the month of December and month of January. At the end of the board meeting we will give you vouchers to sign. MT: Ms. Arlene Laughter could you explain "Ratification" in laymen's term? AL: You already have a budget approved at the beginning of the year. These vouchers are for expenditures that occurred in December and February.

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There are no changes. Changes happen only if she comes before you and says budget modification. KM: What we are doing is after the fact. AL: We are doing after the fact. KM: How do I know that it's being done right? We need to get together and show us the budget. Ratification means you are doing the whole thing over and over again. Look it up in the dictionary. You might want to use a different word. Secretary Lee called for the vote.

RESOLVED, that the Governing Board ratified monthly expenditure reports for December 2012 and January 2013.

The motion was approved by Vote: 3 in favor; 1 opposed KM; 0 abstained – Chair Voting [“CV”].

- D. Ratification of January 2013 for FY12 – 13 Payroll Vouchers 1101, 1102, 1103, 1104, 1106, 1108, and 1109 in the amount of \$425,594.31.

Vice President Begishe motioned to ratify January 2013 for FY12 – 13 Payroll Vouchers 1101, 1102, 1103, 1104, 1106, 1108, and 1109 in the amount of \$425,594.31; Secretary Lee seconded the motion. Q: RL when you label them can you define the specific item. Define what we are going to be paying for. FB: for each payroll run has a specific voucher number in the system. KM: When you say payroll; when I want to say payroll I would be thinking of people who will be working for me. Stipend. Next time I will have to oppose. FB: we try to have a process in place for stipends, contracts, payroll, there are guidelines to follow. We do have the documentation. When we get audited those are the documents they look for – i.e., board approval. The only thing that doesn't get board approved is OT. If it doesn't get board approved we won't pay it.

RESOLVED, that the Governing Board ratified January 2013 for FY12 – 13 Payroll Vouchers 1101, 1102, 1103, 1104, 1106, 1108, and 1109 in the amount of \$425,594.31

The motion was approved by Vote: 3 in favor; 1 opposed KM; 0 abstained – CV.

- E. Ratification of January 2013 for FY12 – 13 Accounts Payable Vouchers 1099, 1105, 1107, 1110, and 1111 in the amount of \$223,318.90

Vice President Begishe motioned for approval of student travel; Secretary Lee seconded the motion. Q: KB I am really careful about spending for the wrong things. I have been asking questions about our finance director. I heard that she is real strict. That's good. I heard that certain payments were put before you and you had refused. That is the reason why I don't have much question on how you handle things. That you don't just go along with every payment. That you follow policy and procedure with the government. I did have the same questions as Board Member Mann. It is good to hear that you are very strict.

RESOLVED, that the Governing Board motioned to ratify January 2013 for FY12 – 13 Accounts Payable Vouchers 1099, 1105, 1107, 1110, and 1111 in the amount of \$223,318.90

The motion was approved by Vote: 3 in favor; 1 opposed KM; 0 abstained – CV.

- F. Bank Signatories – removals and additions

Board Member Mann motioned for approval removals and additions of bank signatories. Secretary Lee seconded the motion.

Q: Ø

RESOLVED, that the Governing Board approved removals and additions of bank signatories.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

- G. Dine Bi Olta School Board Association (“DBOSBA”) Membership Agreement

Secretary Lee made the motion for Shonto Governing Board of Education, Inc. to enter into an agreement with Dine Bi Olta School Boards Association for membership; Vice President Begishe seconded the motion. Q: MT The membership agreement they sent is basically for BIE schools. We just need to confirm that we are to pay their membership fee and are not sending money for fees. I had asked them to send another one specifically for grant schools. We will not sign this one and write them a letter that we are only paying the membership fee and are not agreeing to the whole contract. Hold it in abate.

RESOLVED, that the Governing Board approved that the Shonto Governing Board of Education, Inc. to apply for membership with Dine Bi Olta School Board Association.

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

XII. PERSONNEL

A. Deliberation of Personnel Report of Administrative Staff

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1. Contract Offer for 2012-2013 School Year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Funding Source</u>	<u>Salary</u>	<u>Effective</u>
a. Maloney, Dellanna	Federal Programs & Data Coord	Central Bldg	ISEP Impact Aid Admin	Admin	2/6/13-6/30/13

B. Deliberation on the Personnel Report for Certified Staff

1. Position Amendments:

	<u>Approved Position</u>	<u>Proposed Position</u>	<u>Location</u>	<u>Source</u>	<u>Effective</u>
a.	K12 Athletic Director FTE 1.0, 2012-2013 K-12 Teacher Salary Schedule , Exempt, 10-month	K-12 Athletic Director, FTE 1.0, \$35,000-\$55,000, Specialized Salary Schedule , Exempt, 10-mo	District-wide	ISEP/Charter	2/6/13
b.	School Improvement Coordinator, FTE 1.0, Exempt, 10-months, \$55,000-70,000, Specialized	School Improvement Coordinator, FTE 1.0, Exempt, 10-months, \$45,000-50,000, Specialized	High School	School Improvement Grant	2/6/13

2. Correction of 2012-2013 School Year Contract:

	<u>Name</u>	<u>Position</u>	<u>Approved</u>	<u>Proposed</u>	<u>Source</u>	<u>Effective Dates:</u>
a.	Miles, Harrison	PK-8 Tchr Math 6-	L5-G10	L5-G10*	ISEP	1/9/2013-5/24/13

*The level/grade provides a different total salary amount to be paid, a difference of \$1,000.

3. Contract Addenda:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective Dates:</u>
a.	Allison, Shannon	Leadership Team Member	HS	SIG	\$1,200	2/6/13-5/24/13
b.	Beard, Merle	Leadership Team Member	HS	SIG	\$1,200	2/6/13-5/24/13
c.	Begaye, Belinda	Leadership Team Member	HS	SIG	\$2,000	2/6/13-5/24/13
d.	Begaye, Lena	Academic Tutor, Certified	PK8	ISEP	\$25/hr	2/6/13-3/29/13
e.	Boles, Carol	Academic Tutor, ESS Cert	PK8	ISEP	\$25/hr	2/6/13-3/29/13
f.	Boutang, Simone	Academic Tutor, Certified	PK8	ISEP	\$25/hr	2/6/13-3/29/13
g.	El-Hajj, Carmelita	Academic Tutor, Certified	PK8	ISEP	\$25/hr	2/6/13-3/29/13
h.	Graham, Elouise	Leadership Team Member	HS	SIG	\$1,200	2/6/13-5/24/13
i.	Haviland, Marlita	Academic Tutor, Certified	PK8	ISEP	\$25/hr	2/6/13-3/29/13
j.	Henrikson, Amanda	Leadership Team Member	HS	SIG	\$1,200	2/6/13-5/24/13
k.	Zientek, Steven	Leadership Team Member	HS	SIG	\$1,200	2/6/13-5/24/13

4. 2012-2013 School Year Contract Amendment:

	<u>Name</u>	<u>Position</u>	<u>Approved</u>	<u>Proposed</u>	<u>Source</u>	<u>Effective</u>
a.	Albanese, Luann	K12 Ath Director	L7-14*	Specialized Salary*	ISEP/Impact ADE	12/12/12-5/24/13

*The Amendment of Position does not affect the salary amount or term.

5. Completion of Probationary Periods:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Evaluation Dates:</u>
a.	Belinte-Dougi, Elrena	K-8 Teacher, LA 6-	PreK-8 School	10/22/12-1/29/13
b.	Tso, Terry	Substitute Teacher	PreK-8 School	11/7/12-2/5/13

Secretary Lee made a motion to approve the Personnel Report for Certified Staff; Vice President Begishe seconded the motion.
Q: Ø

RESOLVED, that the Governing Board approved the Personnel Report for Certified Staff.

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The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

C. Deliberation on Personnel Report for Classified Staff

1. Completion of Probationary Period:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Evaluation Dates</u>
a.	Black, Phyllis	Property Inventory Clerk	Central Building	10/9/12-1/6/13

2. Establishment of Position:

	<u>Position</u>	<u>Salary</u>	<u>Location</u>	<u>Source</u>	<u>Effective</u>
a.	Bus Driver FTE 1.0 NE 10 mo	Classified Salary Schedule Position III	Transportation	Transportation	2/6/13

3. Retroactive Contract Addendum:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective Dates</u>
a.	Bedoni, Esther	Payroll Processor	Central Bldg	Admin	\$2,500	10/1/11-Until Position is Filled

Vice President Begishe made a motion to approve the Personnel Report for Classified Staff; Secretary Lee seconded the motion. Question(s): Ø

RESOLVED, that the Governing Board approved completion of probationary period of Deana Dugi, PreK-8 Principal

The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – CNV.

XIII. EXECUTIVE SESSION

Executive Session for Legal Advice Regarding in general discussion of ONLR issues. [The Board may vote to discuss this item in an executive session pursuant to A.R.S. §38-431.03(A)(3) and 10 N.N.C. §106(C) Executive Session for legal advice and consultation with the attorneys for the school. Legal advice may be obtained by telephone].

ENTER: Secretary Lee made the motion; Vice President Begishe seconded the motion. Question(s): Ø

RESOLVED, that the Governing Board entered executive session at 7:25 PM

The motion was approved by Vote: 4 in favor; 0 opposed; 0 abstained – CV.

EXIT: Secretary Lee made the motion; Vice President Begishe seconded the motion. Question(s): Ø

RESOLVED, that the Governing Board exited executive session at 8:35 PM

The motion was approved by Vote: 4 in favor; 0 opposed; 0 abstained – CV.

XIV. BOARD REPORTS

Received reports are located in Board Binder

Secretary Lee made a motion to approve the Personnel Report for Classified Staff; Vice President Begishe seconded the motion. Question(s): MT You are doing the data for the MOY's. We would like to have a copy of the data of all the assessments that were done.

RESOLVED, that the Governing Board approved administrators' board reports.

The motion was approved by Vote: 4 in favor; 0 opposed; 0 abstained – CV.

XV. BOARD MEMBER CONCERNS

Each Board Member expressed their comments and concerns.

XVI. UPCOMING CALENDAR EVENT(S)

NEXT BOARD MEETING – February 05, 2013

XVII. ADJOURNMENT AT 9:04 PM

Secretary Lee motioned to adjourn; Vice President seconded the motion.

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RESOLVED, that the Governing Board adjourned the meeting at 9:04 PM.

The motion was approved by Vote: 4 in favor; 0 opposed; 0 abstained – CV.

* * * * *

CERTIFICATION

RECORDED BY:

CONCURRED BY:

Pat Agustinez-Walsh, *Administrative Assistant II*
Office of the Superintendent

Gwen Todacheene, *Interim Superintendent*
Office of the Superintendent

APPROVED BY:

Martha A. Tate, *President*
Shonto Governing Board of Education, Inc.

March 05, 2013
Date

Motioned by: _____

Seconded by: _____

VOTE: ____ in favor; ____ opposed; and ____ abstained; ____ Chair Voting ____ Chair Not Voting