



# SHONTO PREPARATORY SCHOOLS

Transforming Student Learning • Ūhoo'aah Łahqo Ánáálnííł

PO Box 7900 • East Hwy 160 & Rt. 98 • Shonto AZ 86054-7900 • (928) 672-3500 • [www.shontoprep.org](http://www.shontoprep.org)

## Shonto Governing Board of Education, Inc.

### MINUTES of Regular Board Meeting

November 06, 2012

### Shonto Governing Board Room

- I. CALL TO ORDER: President Larry Goodman called the meeting to order at 6:28 PM
- II. INVOCATION: Administrative Assistant Walsh gave the invocation
- III. ROLL CALL: President Larry Goodman was present; Vice President Kenneth Begishe was present; Board Member Arlene Laughter was present; Board Member Ellen Cooley was present; and Board Member Loretta Hoschain was absent. Vice President Begishe confirmed a quorum.

#### IV. ADOPTION OF REVISED AGENDA

Vice President Begishe made the motion to adopt the revised agenda; Board Member Laughter seconded the motion. Question: AL cautioned that we follow the open meeting laws and that the agenda be posted within the 24 hour period. Caution to get the agenda out and not to go with several versions because it gets confusing.

RESOLVED, that the Governing Board adopted the "revised" agenda.

The motion was approved by a Vote of 4 in favor, 0 opposed, 0 abstained – Chair Voting.

#### V. PUBLIC COMMENTS

Felicia Laughter.

#### VI. PRESENTATIONS

There were no presentations.

#### VII. SUPERINTENDENT'S REPORT

Administrator Todacheene presented her report and distributed an insertion to the board packet just prior to the meeting.

#### VIII. ADOPTION OF MINUTES

- a. Minutes of Regular Board Meeting of October 08, 2012
- b. Minutes of Special Board Meeting of October 15, 2012

Board Member Cooley made the motion to adopt the above minutes; Vice President Begishe seconded the motion. Q: AL the minutes have watermark "draft"; LG let's not have that again!

RESOLVED, that the Governing Board adopted the above minutes.

The motion was approved by Vote: 3 in favor; 1 opposed AL; 0 abstained – Chair Voting.

#### IX. INSTRUCTIONAL SERVICES

##### A. Training:

1. Requested travel for Board Member Hoschain and Business Manager Barlow to attend the 17<sup>th</sup> Annual NAGSA Conference at The Orleans Hotel & Casino, Las Vegas NV Dec13-15, 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC Board Member Hoschain is not here and she is requesting to go on travel; Is that okay? AL We have not seen the budget of the board and their allocated percentage of indirect cost. EC Hoschain should not go; she has to be present; she has been on telephone. Board Member

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Cooley made a substitute motion to remove Board Member Hoschain from attending and to allow just the business manager to attend. No second, motion died.

RESOLVED, that the Governing Board approved that Board Member Hoschain and Business Manager Barlow to attend NAGSA annual conference.

The motion was approved by Vote: 3 in favor; 1 opposed EC; 0 abstained – Chair Voting.

2. Requested retroactive approval for Board Member Laughter to attend NAGSA meeting at Red Lion Gallup New Mexico Nov 02, 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: AL This was not a NAGSA meeting. It was a Controlled School Board Meeting.

RESOLVED, that the Board approved Board Member Laughter to attend a meeting at Red Lion Gallup New Mexico.

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

3. Requested Board Vice President Begishe and Board Member Ellen Cooley to attend Navajo Nation DODE Summit Navajo at Nation Museum, Window Rock, AZ Nov 16-17, 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: [Ø].

RESOLVED, that the Board approved Vice President Begishe and Board Member Cooley's travel to attend Navajo Nation DODE Summit.

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

4. Requested Board Members, Superintendent, and Clerk to attend Roles and Responsibility of Indian School Board Members, Albuquerque NM Jan 24-25, 2013

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: AL Amend to have just the clerk attend and have the board decide later.

RESOLVED, that the Board approved travel to attend Roles and Responsibility of Indian School Board Members.

The motion was approved by Vote: 3 in favor; 0 opposed; 1 abstained EC – Chair Voting.

### **B. Staff Training**

1. Requested K8 Principal Dugi and Coach Scott to attend DODE BIE NWEA training at Many Farms AZ Nov 5 2012

Board Member Laughter made the motion; Vice President Begishe seconded the motion. Q: [Ø].

RESOLVED, that the Board approved staff travel to attend DODE BIE NWEA training.

The motion was approved by Vote: 3 in favor; 0 opposed; 1 abstained EC – Chair Voting.

2. Requested ESS Director Dewakuku and staff to attend Diverse Approaches to Behavior and Behavioral Strategies training in Phoenix AZ Nov 30 – Dec 2, 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC Is it ESS staff? GT It's part of inclusion ESS services.

RESOLVED, that the Board approved staff travel to attend Diverse Approaches to Behavior and Behavioral Strategies training.

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

3. Requested ESS Director Dewakuku and staff to attend Collaboration and Differentiation Training in Phoenix AZ Nov 15-17, 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC Did the ESS Specialist select these individuals? I think another individual should go.

RESOLVED, that the Board approved the above travel.

The motion was approved by Vote: 3 in favor; 1 opposed EC; 0 abstained – Chair Voting.

4. Requested Board Clerk to attend Robert's Rules of Order for the Recording Tribal Secretary training in Las

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Vegas NV Nov 28-30, 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC Did you say board secretary or board clerk? AL Stick with official title which is Administrative Assistant to the Superintendent.

RESOLVED, that the Board approved Administrative Assistant to the Superintendent travel to attend Robert's Rules of Order training.

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

5. Requested K8 Principal Dugi and Coordinator CAPD Thinn to attend National Staff Development Council Conference Boston MA Dec 2-5 2012

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: AL Is this only for admin? What is the possibility of sending a couple of teachers? When we reviewed the budget didn't we have some title funding? I think we need to send some teachers as well. Can this training be held here? This is something that the teachers need to be involved in as well. ET We can add teachers if we need to. The main purpose of this travel is we wanted to implement teacher learning communities. If we hire a consultant we would be spending thousands of dollars. TLC and the common cores – we notice that there are a lot of text books and resources here in AZ, however they don't actually have the rigor. If you look at NY, like WestEd, one of the main purpose since it is national, staff can see initiatives. If you want we can add three staff. AL Do we have a budget? GT Yes we can send 3 teachers. AL Teachers need to be exposed to that, they in turn can teach. FB They will be from K8; HS as far as Title II has already been spent. EC HS does not have enough money? Didn't we approve Title I and VII? FB Spending is limited depending on how the grant was written. Title II is roughly 6K. There is not a lot of money. Title VII is driven by how the grant is written. AL This is a question for acting HS Principal. Is there a need to send a high school teacher to this training? Or do you get a lot of technical assistance. RH Yes because we are going to implement it. AL Recommend we use interest funds for the HS. V: 3, 0 opposed, 1 abstained EC. AL Clarification so are we are using interest funds? GT: Clarification did the board approve 3 K8 teachers and 1 HS teacher to attend?

RESOLVED, that the Board approved staff travel to attend National Staff Development Council Conference.

The motion was approved by Vote: 3 in favor; 0 opposed; 1 abstained EC – Chair Voting.

**At this time, Board President Goodman excused himself due to health reasons. Vice President Begishe took charge and then asked Board Member Laughter to chair the rest of the meeting for him.**

- C. PreK8 Principal Dugi recommended Black Belt Common Core Certification for Teachers, Coaches and Principal through the Navajo Nation Department of Dine Education.

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC Is this local or away? GT On line and on site. EC Is this all day? GT There are four sessions; not during instructional time. It is kind of like self-paced. They can read the materials and are given an exam. Navajo Nation recommended black belt. They are not providing assistance, so they suggested for schools this is the best way to go about it. EC The \$250? ET That's tuition. KB When I attended NIEA they stressed this new method common core. I asked Evereta to really focus on teachers on getting training in this area. We attended one of the sessions.

RESOLVED, that the Board approved Black Belt Common Core Certification.

The motion was approved by Vote: 2 in favor; 1 opposed EC; 0 abstained – Chair Voting.

- D. PreK8 Principal Dugi recommended hiring five general education teachers and one special education teacher who will provide intervention services for special education students.

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC How many ESS teachers do you have? GT One right now. FB We are trying to get creative because it is inclusion; we are trying to incorporate gen ed teachers servicing all kids. We want to go after that funding to use it. Enhance our special ed program. EC Speaking of a lot of money are you using some of it to upgrade the ramp, fix the restroom, fix one classroom and special furniture? FB Yes that would be part of our capital plan. EC Is someone going to be monitoring these tutoring? Last ten years, all they are doing is homework. GT That would be Ms. Dugi. AL During our budget work session, we were told that we have a lot of ESS funds that need to be utilized, we did turn some back that was not used. KB I really support afterschool tutoring. This is the area we really need tutoring with some homework.

RESOLVED, that the Board approved hiring five general education and one special education teacher to provide intervention.

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

- E. PreK8 Principal Dugi recommended publishers to be added to the curriculum list for intervention purposes (Triumph Learning/Book Jam, Houghton, Mifflin, Harcourt/Great Source, Math Steps, Great Source/iSucceed, and Skills Tutor).

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board approved the above list of publishers to be added to the curriculum program and resource list.

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

- F. PreK8 Principal Dugi recommended a K-12 supplemental program known as Northern Arizona University's Talent Search.

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC Why not at the high school too? GT It will be at the HS too. There is no cost to this. GT Middle school 5<sup>th</sup> grade to 12<sup>th</sup> grade. AL High should have been added to the agenda. AL Is this the first year this is being implemented? GT To my knowledge this is the first year.

RESOLVED, that the Board approved the NAU Talent Search as a supplemental program.

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

## X. BUSINESS SERVICES & MAINTENANCE & OPERATIONS

### A. Requested Ratification of Summary of Monthly Financial Report October 2012

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Admin is in the negative. FB We did not have time to get it on the agenda. We had to pay out E-rate. We should discuss it in executive session. FB: Title I and II are allocations I just got this evening. AL At the next meeting, are you going to do a budget amendment?

RESOLVED, that the Board ratified October 2012 summary of monthly financial report.

The motion was approved by Vote: 2 in favor; 0 opposed; 1 abstained EC – Chair Voting.

### B. Requested Ratification of Monthly Student Activities Summary Report for October 2012

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Item 7036 is in the negative. FB These were managed by someone last year that allowed the cost in the negative. It was rolled over. I did talk to the HS we had a meeting on it and we discussed the negatives and how to get these into the positives. AL Why would you want to pass on the negatives? FB It was a lack of management, that's all. It is going to be a work in progress. This is something you will see on a monthly basis.

RESOLVED, that the Board ratified October 2012 monthly student activities summary report.

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

### C. Requested Ratification of Auxiliary Reports for July, August, September and October 2012

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Is this the same? FB It supports athletics.

RESOLVED, that the Board ratified July, August, September and October Auxiliary Reports.

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

### D. Requested Ratification of October 2012 for FY12/13 Payroll Vouchers 1053-1054, 1057, 1059, and 1061-1062 in the amount of \$415,355.16

### E. Requested Ratification of October 2012 FY12/13 Accounts Payable Vouchers 1049-1052, 1055-1056, 1058, 1060 and 1063 in the amount of \$380,450.28

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board ratified the October 2012 FY 12/13 payroll and accounts payable vouchers.

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

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### F. Requested approval of First Reading of Shonto Preparatory School District Policy & Procedure Manual

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: EC what happened to the items from the work session? [note: the parking list was included by Karin Smith.]

RESOLVED, that the Board approved the first reading of Shonto Preparatory School District Policy & Procedure Manual.

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

### G. Requested Proposals to bid for Internet Services SY 2012-2013

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Is this the same internet services? FB Last year the process from beginning to end was not completed. This is why we have to go out and bid.

RESOLVED, that the Board approved the above student travel.

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

### H. Requested Appointment of Magnum, Wall, Stoops & Wardon, PLLC, RFP1213-001 for legal services for FY 2012-2013

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Was this the only company that placed a bid? FB It was the only response to our RFP. EC This is the one we had before. Are their fees less than the one before? FB Yes. EC Is this the attorney you called? FB We have PO under the threshold. EC I thought they would only do it after approval. GT The previous attorney was under the same agreement. AL Right now they are using the procurement code under 5000.

RESOLVED, that the Board approved the appointment of Magnum, Wall, Stoops & Wardon for legal services for FY 2012-2013.

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

### I. Requested approval of updated SPS Safe School Manual SY 2012-2013

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC What was updated? LC Lock down, shelter in place, school personnel, does not require first, second, and third reading – these are just minor small changes.

RESOLVED, that the Board approved the updated SPS Safe School Manual SY 2012-2013.

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

### J. Requested approval of SPS Housing Policy SY 2012-2013

Vice President Begishe made the motion; Board Member Laughter seconded the motion. Q: [Ø].

RESOLVED, that the Board approved SPS Housing Policy SY 2012-2013.

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

### K. Requested approval of SPS Housing Committee SY2012-13

Board Member Laughter made the motion; Vice President Begishe seconded the motion. Q: EC shouldn't there be a maintenance worker or operations staff. LC: there is a management team already in place. [Director Chee introduced the committee.]

RESOLVED, that the Governing Board approved SPS Housing Committee SY2012-2013..

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

## XI. PERSONNEL

### A. Deliberation on the Personnel Report for Certified Staff

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## 1. CONTRACT OFFER FOR 2012-2013 SCHOOL YEAR:

The Acting Administrator recommended the approval of the following contract:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a. Tso, Terry Shonto, AZ	Substitute Teacher, On-Call Basis	District Wide	Charter/ISEP/ESS	\$85/day for ≥ 4 hrs/day; or \$42.50/day for < 4 hrs/day, Not to exceed 120 days per school.	11/07/12-05/24/13

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Governing Board approved certified staff contract offer to Terry Tso, substitute teacher.

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

## 2. ADDENDA TO CONTRACT:

The Acting Administrator recommended the approval of the following contract addenda:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a. Beard, Merle Cameron, AZ	Residential Academic Tutor	Dorms	ISEP	\$20/hr, 2 hrs/day, 4 days/wk	11/07/12-05/17/13
b. Brown, Kimberly Shonto, AZ	Residential Academic Tutor	Dorms	ISEP	\$20/hr, 2 hrs/day, 4 days/wk	11/07/12-05/17/13
c. Grass, Cheryl Shonto, AZ	Child Study Team Chair	PreK-8 School	ISEP	\$3,000	11/07/12-05/24/13

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Are they getting paid before they start? IT They will start tomorrow. EC Item C says chair. Is she the only one? GT There will be other members on that.

RESOLVED, that the Board approved the above contract addenda.

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

## 3. RESIGNATION:

The following person resigned from employment:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Effective</u>
a. Benally, Delsey Shonto, AZ	PreK-8 Teacher, Social Studies 6-8	PreK-8 School	ISEP	10/5/2012

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board accepted the resignation of Delsey Benally, PreK-8 Teacher, Social Studies 6-8.

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

### C. Deliberation On The Personnel Report For Classified Staff

## 1. VOLUNTARY TRANSFER OF POSITION:

G. The Acting Administrator recommended the approval of the following transfer of position:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a. Clitso, Florentia Shonto, AZ	Residential Assistant	Dorms	ISEP	125 days L2- G1	11/07/12-05/24/13

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board approved the position transfer of Florentia Clitso, Residential Assistant.

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

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## 2. SUPPLEMENTAL AGREEMENT:

The Acting Administrator recommended the approval of the following supplemental agreement:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a.	Dayzie, Evelyn Shonto, AZ	Assistant Girls Basketball Coach	High School	Charter	\$1,000	11/05/12-02/09/13

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board approved the supplemental agreement for Evelyn Dayzie, Assistant Girls Basketball Coach.

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

## 3. RESIGNATION:

The following person resigned from employment:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
a.	Dodson-Slick, Ella Shonto, AZ	Accounting Technician III, Payroll	Central Office	11/01/2012

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: EC Did this individual have a choice to go to executive session? Did she have the option to file a grievance? IT She voluntarily resigned and that changed the grievance piece.

RESOLVED, that the Board accepted the resignation of Ella Dodson-Slick, Accounting Technician III.

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

## 4. TERMINATION:

The following contract was rendered automatically null and void resulting in termination of employment:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Reason</u>
a.	Clitso, Roberto Shonto, AZ	Fleet Maintenance/Safety Inspector	Safe Schools	10/16/2012	Contract Automatically Null and Void Upon Failure to Complete Pre-employment Requirements.

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board approved the termination of contract of Roberto Clitso, Fleet Maintenance/Safety Inspector.

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

## **XII. Executive Session for Legal Advice regarding Navajo Preference in Employment Act Claims pending before the ONLR. The Board may vote to enter into an executive session pursuant to A.R.S. §38-431.03(A)(3) and (4) and 10 N.N.C. §106(C) for discussion or consultation with the attorneys for the school for legal advice regarding claims against SPS pending before the Office of Navajo Labor Relations. Legal advice may be received by telephone**

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board entered executive session at 8:51 PM.

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

Vice President Begishe made the motion; Board Member Cooley seconded the motion. Q: [Ø].

RESOLVED, that the Board exited executive session at 9:25 PM.

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

## **XIII. BOARD MEMBER CONCERNS**

Each Board Member expressed their comments and concerns.

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**XIV. NEXT BOARD MEETING – December 4, 2012**

**XV. ADJOURNMENT AT 9:48 PM**

Board Member Cooley made the motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board adjourned the meeting at 9:48 PM.

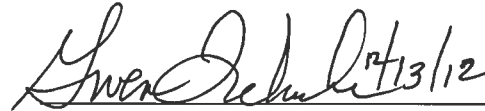
The motion was approved by Vote: 3 in favor; 0 opposed; 0 abstained – Chair Voting.

\* \* \* \* \*

**CERTIFICATION**

RECORDED BY:

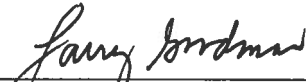
CONCURRED BY:



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

Gwen Todacheene, *Acting Administrator*  
Office of the Superintendent

APPROVED BY:



Larry Goodman, *President*  
Shonto Governing Board of Education, Inc.

December 11, 2012

Date

Motion: Ellen Cooley

Second: Renata Begishe

VOTE: 3 in favor; 0 opposed; and 0 abstained.