



SHONTO PREPARATORY SCHOOLS

Transforming Student Learning • Óhoo'aah káhqo Ánáálnííł

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Shonto Governing Board of Education, Inc.

[Proposed] MINUTES of Regular Board Meeting

August 07, 2012

Shonto Governing Board Room

- I. CALL TO ORDER: President Larry Goodman called the meeting to order at 6:17 PM
- II. INVOCATION: High School Principal Rory Hathale gave the invocation
- III. ROLL CALL: Vice President Kenneth Begishe called roll: Board Member Ellen Cooley was present; Board President Larry Goodman was present; Board Member Arlene Laughter was present; and, Board Member Loretta Hoschain was absent. Vice President Kenneth Begishe was present and confirmed a quorum.

IV. ADOPTION OF AGENDA

Vice President Begishe made a motion to adopt the agenda; Board Member Cooley seconded the motion. Q: EC recommended changes: VII. Minutes, A. Minute date to "June 16, 2012"; and X. Personnel-Administrative Staff, 5. Retroactive Short-Term Contracts, item (c) Rory Hathale, effective date to "7/18/2012".

RESOLVED, that the Governing Board adopted the agenda with the changes.

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

V. PUBLIC COMMENTS

1. Martha Tate
2. Bobby Cooley
3. Daisy Talker

VI. PRESENTATIONS

Using Data Process/Data Team Role & Responsibilities by Calvin Harvey, Educational Data Specialist, Navajo Nation Department of Dine' Education, Office of Math, Science and Technology. This presentation connected use of data to reauthorization, NCA and BIE Native Star. Our school's reauthorization due date is on March 17, 2013.

VII. ACCEPTANCE OF MINUTES

The following minutes were approved and tabled as follows:

1. Approval of Minutes of Special Board Meeting of July 12, 2012
2. Approval of Minutes of Special Board Meeting of July 17, 2012 with revisions as indicated
3. Tabled Minutes of Regular Board Meeting of June 18, 2012

Board Member Laughter made a motion to approve and table minutes; Vice President Begishe seconded the motion. Question(s); Board Member Cooley indicated that she made a telephone appearance during the Special Board Meeting of July 17th and those changes were noted and to be changed as recommended.

RESOLVED that the Governing Board accepted minutes of July 12th and 17th (with recommended changes) and tabled minutes of June 18th.

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

VIII. Administrative Policies, Regulations, and Instructional Services:

A. DELIBERATION ON ORGANIZATIONAL CHART 2012-13

Board Member Laughter made a motion; Board Member Begishe seconded the motion. Questions: Board Member Laughter recommended that the Accounting Technicians III and II should include descriptors such as Payroll, Accounts

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Payable, and Procurement; and, to add switchboard to the K8 area underneath front office staff - Administrative Assistant and Registrar. Those changes were noted and changed as recommended.

RESOLVED, that the Governing Board approved the 2012-2013 Organizational Chart.

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

B. GENERAL STATEMENT OF ASSURANCES

C. ARIZONA DEPARTMENT OF EDUCATION, GRANTS MANAGEMENT OFFICE, CHANGE FORM

- Recommending to add Gwen Todacheene, Acting Superintendent and Felicia Barlow, Business Manager to the General Statement of Assurance for FY 2012-13
- Recommending to delete Sharon Singer, Superintendent from General Statement of Assurance for FY 2012-13

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board approved the addition and deletion of names for the ADE Department of Education, Grants Management Office, Change Form and General Statement of Assurances.

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

D. ADOPTION OF PROGRAMS AT K8 AND HIGH SCHOOL TO THE DISTRICT CURRICULUM

Recommending approval of the following programs at K8 and HS for adoption to District Curriculum:

K-8: Saxon Math, Reading Mastery Signature for K5, DLM Express for Pre K, Scott Foresman Science for K6, Scott Foresman Social Studies K6, The American Journey, Civics, Corrective Reading, Scott Foresman Reading Street Grammar and Writing, Physical Science, Life Science, Earth Science, and Literature Arizona Edition.

HS: Art: Images & Ideas, A World of Image, Art through the Ages, World History, US Government, American: A Concise History, American Vision, Grammar for Writing 9, 10, 11 & 12, Writer's Choice: Grammar & Composition 9, 10, 11, & 12, Algebra I & II, Entrepreneurship: Owning your Future, Learning Microsoft Office 2010, Learning Web Design with Adobe CS5, Learning Media Design with Adobe CS5, Earth Science, Environmental Science, health-Skills to Wellness, Fitness for Life, Voices Reading Theme 1, 2, 3, 4, 5, & 6, Literature 9, 10, 11 & 12, Rediscovering the Navajo Language, Navajo History to 1846 – The Land and the People and The Navajo Political Experience.

Intervention & Summer Programs: Summer reading for K8, Rewards, Phonics for Reading, Read Naturally, Read for Real, Imagination Station, Breakaway Math, Number Pals and Skill Bridge

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board adopted the programs at K8 and High School to District Curriculum.

The motion was approved by a Vote of 3 in favor, 0 opposed, 1 abstention by Board Member Cooley – Chair Voting. Motion carried.

E. STIPENDS FOR K8 & HIGH SCHOOL CERTIFIED TEACHERS TO ATTEND THE COMMON CORE AND CURRICULUM TRAININGS

Recommending approval for all K8 & HS Certified Teachers to receive a stipend in the amount of \$100 per day (1 Saturday per month for 3 months – August, September and October). Certified Staff will be working on Introduction to Common Core, Unwrapping the Standards, Mapping a Curriculum, and Depth of Knowledge - For a total cost in the amount of \$10,800.

Vice President Begishe made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board approved stipends for K8 and High School certified teachers to attend common core and curriculum trainings.

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

**F. ARIZONA DIRECTORS INSTITUTE AT WIGWAM
LITCHFIELD PARK AZ AUGUST 27-29, 2012**

Recommending ESS Director’s attendance at the ADE Directors Institute at Wigwam, Litchfield Park, AZ, August 27-29, 2012 for a projected total costs in the amount of \$1118.61.

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board approved ESS Directors travel to ADE Directors Institute.

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

IX. Business Services / Maintenance & Operations

A. RATIFICATION OF SUMMARY OF MONTHLY FINANCIAL REPORT

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board ratified the summary of monthly financial expenditure report for July 2012.

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

B. RATIFICATION OF JULY FY 12/13 PAYROLL VOUCHER NOS. 1000-1003, 1005-1007, AND 1009-1010 IN THE AMOUNT OF \$152,364.59

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board ratified the July FY 12/13 payroll vouchers 100-1003, 1005-1007, 1009-1010 in the amount of \$152,364.59.

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

C. RATIFICATION OF JUNE FY 11/12 ACCOUNTS PAYABLE VOUCHER NOS. 2097 IN THE AMOUNT OF \$59,249.83

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board ratified the June 11/12 accounts payable voucher 2097 in the amount of \$59,249.83.

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

D. RATIFICATION OF JULY 12/13 ACCOUNTS PAYABLE VOUCHER NOS. 1004, 1011 AND 1012 IN THE AMOUNT OF \$202,068.92

Board Member Laughter made a motion; Vice President Hoschain seconded the motion.

RESOLVED, that the Governing Board ratified the July 12/13 accounts payable vouchers 1004, 1011, and 1012 in the amount of \$202,068.92.

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

E. CONSIDERATION OF ADDING/DELETING AUTHORIZED WELLS FARGO BANK ACCOUNTS SIGNATORIES FOR FY 12/13

Recommending approval to update authorized bank signatories on Wells Fargo Bank accounts FY 2012-2013. Listed below are authorized signatories to be added to the respective bank accounts. Also, Sharon H. Singer is to be deleted from all bank accounts.

To be added as bank signatories:

- Gwen Todacheene, Acting Superintendent

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- Felicia Barlow, Business Manager
- Leonard Chee, Jr.
- Larry Goodman, Board President
- Arlene Laughter, Board Member

To be deleted as bank authorized signer from all bank accounts:

- Sharon Singer, (Former) Superintendent

Bank Accounts:

- 4616101887 Auxiliary Account
- 3472404883 Charter Account
- 9351902883 Insurance Account
- 4616201888 Master Account
- 4616001886 Payroll
- 4616601881 Student Activities Account
- 5423013449 Business Market Rate Account
- 6773019564 Main Account

Member Laughter made a motion; Vice-President Begishe seconded the motion. Q: Member Laughter: We are updating bank signatories and also deleting former superintendent; we are putting you on but not for signing checks; Business Manger Barlow: Yes, to be able to access the CEO; we have another meeting with them (WFB) because of the overdrafts that are happening lately. I would like to meet with them but they will not talk with me unless I am an authorized signer. RESOLVED, that the Governing Board approved the additions and deletion of authorized signatories of the Wells Fargo Bank accounts as indicated.

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

F. CONSIDERATION OF RENOVATION HOUSING UNITS RECALCULATION TO HOLD 10% OF EAST VALLEY DISASTER SERVICES CONTRACT AND CHANGE ORDERS

After further review of the TCP contract between East Valley Disaster Services and Shonto Preparatory School for renovation project of six (6) housing units, raised several concerns regarding compliance of good standard of practice of construction and proper process of request for payment of invoices between the two parties. Therefore the following recommendations were presented to the board for approval which concerns this project and future similar projects.

1. Ensure Contract agreement set in place with a scope of work and signed agreement by Superintendent and Governing School Board and a start date and ending for contractor to commence work.
2. Issuing of a Notice to Proceed or using purchase order will need to indicate dates required.
3. Any Change Orders will require a cost and pre-approved by owner and governing school board depending on the amount.
4. Pre-construction meeting prior to construction date and invitation to all local entities.
5. Contractor to provide owner with updated progress reports and inspection reports regarding projects.

There was no agreement set in place for control of invoice review and payments. Therefore, recommending holding ten percent (10%) of total amount of the East Valley Disaster Services, Inc. contract in the amount of \$29,818 and \$2,078.90.

Board Member Laughter made a motion; Vice-President Begishe seconded the motion.

RESOLVED, that the Governing Board approved a ten percent (10%) hold of East Valley Disaster total contract payout to satisfy change orders and completion of final inspection.

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

G. PROPOSITION 301 PAY-OUTS FOR SHONTO PREPARATORY HIGH SCHOOL

Recommending approval of Proposition 301 payout for eligible certified staff met the Individual Performance Pay of SPTHS 2011-12 Prop 301 Plan. Pursuant to PL 15-977, CSF monies are to be recorded for revenues and expenditures.

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board approved proposition 301 payouts for Shonto Preparatory Technology High School.

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

H. CONSIDERATION OF SOLE SOURCES (NTUA AND FRONTIER) UTILITIES FOR FY 2012-2013

Recommending approval of the following sole source vendors:

1. Navajo Tribal Utility Authority (NTUA) – This is the only utility company currently authorized to provide water service to our school district on the Navajo Nation. NTUA is a non-profit enterprise established by the Navajo Nation Council to provide multi-utility services to the people of the Navajo Nation.
2. Frontier – This is the only telephone company authorized to provide land line telephone services to our school district on the Navajo Nation.

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

RESOLVED, that the Governing Board approve sole source utility providers: NTUA and Frontier telecommunication.

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

X. Personnel: A. DELIBERATION OF ADMINISTRATIVE STAFF PERSONNEL REPORT

1. APPOINTMENT FOR SCHOOL YEAR 2012-2013:

The Acting Administrator recommends the approval of the following appointment for School Year 2012-2013:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective Date</u>
a.	Melanie Dewakuku Polacca, AZ	Director of ESS	Central Building	Special Education	\$46,046.51@ 198 days	8/8/12-6/7/13

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board approved the appointment of Melanie Dewakuku, Director of Exceptional Student Services.

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

2. RECLASSIFICATION OF POSITION:

The Acting Administrator recommends the approval of the following reclassification of position:

	<u>Approved Position</u>	<u>Proposed Position</u>	<u>Location</u>	<u>Funding Source</u>	<u>Effective Date</u>
a.	Director of Residential Services/Safe Schools, FTE 1.0, Exempt, 12-months, \$68,000	Director of Support Services, FTE 1.0, Exempt, 12-months, \$65,000-\$70,000	Central Building	Residential/ISEP/ M&O/Impact Aid	8/8/12

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board reclassified the position of Director of Support Services.

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

3. AMENDMENT OF POSITION TITLES:

The Acting Administrator recommends the approval of the following amendment of titles:

	<u>Approved Position</u>	<u>Proposed Position</u>	<u>Location</u>	<u>Source</u>	<u>Effective Date</u>
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- a. **Assistant High School Principal**, FTE 1.0, Exempt, 11-months, \$60,000-65,000 **High School Principal**, FTE 1.0, Exempt, 11-months, \$60,000-65,000 High School Charter 8/8/12
- b. **Assistant PreK-8 Principal**, FTE 1.0, Exempt, 11-months, \$65,000-70,000 **PreK-8 Principal**, FTE 1.0, Exempt, 11-months, \$65,000-70,000 PreK-8 School ISEP 8/8/12

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board approved amendment of titles for High School Principal and PreK-8 Principal.

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

4. AMENDMENT TO 2012-2013 SCHOOL YEAR CONTRACT:

The Acting Director of Human Resources recommends the approval of the following contract amendment:

<u>Name</u>	<u>Approved Position</u>	<u>Proposed Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a. Todacheene, Gwen Kayenta, AZ	Assistant High School Principal	High School Principal	High School	Charter	No change	8/8/12

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

RESOLVED, that the Governing Board amended the 2012-2013 School Year contract of Gwen Todacheene as the High School Principal.

The motion was approved by a Vote of 3 in favor, 0 opposed, 1 abstention by Board Member Laughter – Chair Voting. Motion carried.

5. SHORT-TERM CONTRACTS:

The Acting Administrator approved the following short-term contracts:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a. Chee, Jr., Leonard Lupton, AZ	Director of Residential Services/Safe Schools	Dorms	ISEP	\$218.78/day Administrative	7/23/12- 9/4/12
b. Dewakuku, Melanie Polacca, AZ	Director of ESS	Central Building	Special Education	\$232.56/day Administrative	7/19/12- 8/7/12
c. Hathale, Rory Kayenta, AZ	Acting Assistant High School Principal	High School	Charter	\$254.32/day L5-G13	7/17/12- 7/27/12
d. Haviland, Marlita Shonto, AZ	Acting Assistant K-8 School Principal	Elementary	ISEP	\$292.81/day L8-G15	7/17/12- 7/27/12
e. Dugi, Deana Tuba City, AZ	Acting Director of Human Resources	Central Building	ISEP/Charter	No salary change	7/17/12- Until Position Filled

Vice President Begishe made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board accepted the approval of the above short term contracts for Leonard Chee, Jr., Melanie Dewakuku, Rory Hathale, Marlita Haviland, and Deana Dugi.

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

B. DELIBERATION ON PERSONNEL REPORT FOR CERTIFIED STAFF

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**1. ACCEPTANCE OF RESIGNATIONS:
No Governing Board action is required.**

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date(s):</u>
a.	Vandever, Gerald Kayenta, AZ	Secondary Teacher	High School	7/20/12
b.	Williams, Connie	Academic Counselor	High School	7/17/12

**2. NON-ACCEPTANCE OF 2012-2013 CONTRACT:
No Governing Board action is required.**

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date(s):</u>
a.	Sam, Alvino Shonto, AZ	Instructional Technology Specialist/Coordinator	Central Building	7/9/12
b.	Wilson, Erin Shonto, AZ	Library Media Specialist	High School	7/9/12

3. RECLASSIFICATION OF POSITION:

The Acting Administrator recommends the approval of the following reclassification of position:

	<u>Approved Position</u>	<u>Proposed Position</u>	<u>Location</u>	<u>Funding Source</u>	<u>Effective Date</u>
a.	Social Worker , FTE 1.0, \$30,000-50,000, Exempt, 11- months, Specialized Salary Schedule	Licensed Social Worker , FTE 1.0, \$40,000-55,000, Exempt, 11-Months, Specialized Salary Schedule	K-8 School	ISEP	8/8/12

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board reclassified the Licensed Social Worker position.

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

4. WAIVER OF NAVAJO PREFERENCE:

The Acting Administrator recommends the approval of the following waiver of Navajo Preference:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective Dates:</u>
a.	Scales, Warren Peoria, AZ	K-8 Teacher	K-8 School	ISEP	\$46,793.20 @ 188 days L8-G6	8/8/12-5/24/13

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board waived of Navajo preference for Warren Scales.

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

5. APPOINTMENTS FOR SCHOOL YEAR 2012-2013:

The Acting Administrator recommends the approval of the following appointments:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Funding Source</u>	<u>Salary</u>	<u>Effective</u>
a.	Beard, Merle	ESS Teacher	High School	Special	\$42,491.76 @ 188 days	8/8/12-5/24/13

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	Cameron, AZ			Education	L5-G5	
b.	Begay, Lola Tuba City, AZ	K-8 Teacher	K-8 School	ISEP	\$44,760.92 @ 188 days L5-G10	8/8/12-5/24/13
c.	Benale, Wanda Tuba City, AZ	K-8 Teacher	K-8 School	ISEP	\$49,727.88 @ 188 days L6-G13	8/8/12-5/24/13
d.	Black, Kimberlin Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$34,161.48 @ 188 days L1-G4	8/8/12-5/24/13
e.	Boutang, Simone Page, AZ	Substitute Teacher	District Wide	Charter/ISEP	\$95/day for ≥ 4 hrs/day; or \$47.50/day for < 4 hrs/day	8/8/12-5/24/13
f.	Brown, Kimberly Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$48,708.92 @ 188 days L6-G12	8/8/12-5/24/13
g.	El-Hajj, Carmelita Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$52,925.76 @ 188 days L7-G15	8/8/12-5/24/13
h.	Scales, Warren Peoria, AZ	K-8 Teacher	K-8 School	ISEP	\$46,793.20 @ 188 days L8-G6	8/8/12-5/24/13
i.	Secody, Leola Page, AZ	K-8 Teacher	K-8 School	ISEP	\$38,840.80 @ 188 days L1-G10	8/8/12-5/24/13
j.	Slick, Ethel Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$37,464.64 @ 188 days L2-G7	8/8/12-5/24/13
k.	Valdo, Emma Tonalea, AZ	K-8 Teacher	K-8 School	ISEP	\$44,760.92 @ 188 days L5-G10	8/8/12-5/24/13
l.	Williams, Diana Kayenta, AZ	K-8 Teacher	K-8 School	ISEP	\$42,726.76 @ 188 days L5-G8	8/8/12-5/24/13
m.	Yazzie, Angela Shonto, AZ	Substitute Teacher	District Wide	Charter/ISEP	\$85/day for ≥ 4 hrs/day; or \$42.50 for < 4 hrs/day	8/8/12-5/24/13

Vice President Begishe made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board approved the above appointments.

The motion was approved by a Vote of 3 in favor, 0 opposed, 1 abstention by Board Member Cooley – Chair Voting. Motion carried.

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6. SHORT-TERM CONTRACTS:

The Acting Administrator approved the following short-term contracts:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a.	Beard, Merle Cameron, AZ	Curriculum Planning	K-8 School	ISEP	\$150/day	7/18/12- 7/24/12
b.	Beard, Merle Cameron, AZ	ESS Teacher	High School	Charter	\$226.02/day L5-G5	7/30/12- 8/7/12
c.	Begay, Lola Tuba City, AZ	K-8 Teacher	K-8 School	ISEP	\$238.09/day L5-G10	7/30/12- 8/7/12
d.	Benale, Wanda Tuba City, AZ	K-8 Teacher	K-8 School	ISEP	\$264.51/day L6-G13	7/30/12- 8/7/12
e.	Black, Kimberlin Shonto, AZ	New Employee Orientation	K-8 School	ISEP	\$150/day	7/26/12- 7/27/12
f.	Black, Kimberlin Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$181.71/day L1-G4	7/30/12- 8/7/12
g.	Boutang, Simone Page, AZ	New Employee Orientation	District Wide	Charter/ISEP	\$150/day	7/26/12- 7/27/12
h.	Boutang, Simone Page, AZ	Substitute Teacher	District Wide	Charter/ISEP	\$95/day for ≥ 4 hrs/day; or \$47.50/day for < 4 hrs/day	7/30/12- 8/7/12
i.	Brown, Kimberly Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$259.09/day L6-G12	7/30/12- 8/7/12
j.	El-Hajj, Carmelita Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$281.52/day L7-G15	7/30/12- 8/7/12
k.	Scales, Warren Peoria, AZ	New Employee Orientation	K-8 School	ISEP	\$150/day	7/25/12- 7/27/12
l.	Scales, Warren Peoria, AZ	K-8 Teacher	K-8 School	ISEP	\$248.90/day L8-G6	7/30/12- 8/7/12
m.	Secody, Leola Page, AZ	Curriculum Planning	K-8 School	ISEP	\$150/day	7/17/12- 7/24/12
n.	Secody, Leola Page, AZ	K-8 Teacher	K-8 School	ISEP	\$206.60/day L1-G10	7/30/12- 8/7/12
o.	Slick, Ethel Shonto, AZ	K-8 Teacher	K-8 School	ISEP	\$199.28/day L2-G7	7/30/12- 8/7/12
p.	Valdo, Emma Tonalea, AZ	K-8 Teacher	K-8 School	ISEP	\$238.09/day L5-G10	7/30/12- 8/7/12
q.	Williams, Diana Kayenta, AZ	K-8 Teacher	K-8 School	ISEP	\$227.27/day L5-G8	7/30/12- 9/4/12

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r.	Yazzie, Angela Shonto, AZ	Substitute Teacher	District Wide	Charter/ISEP	\$85/day for ≥ 4 hrs/day; or \$42.50 for < 4 hrs/day	7/30/12- 8/7/12
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Vice President Begishe made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board accepted the approval of the above short term contracts.

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

7. ELIMINATION OF POSITIONS:

The Acting Administrator recommends the approval of the elimination of the following positions:

<u>Position</u>	<u>Location</u>	<u>Effective</u>
a. K-8 Teachers: FTE 1.0 PreK, FTE 1.0 First Grade, FTE 1.0 Third Grade, FTE 1.0 Fourth Grade, FTE 1.0 Sixth Grade, FTE 1.0 Math Interventionist, FTE 1.0 Health, FTE 1.0 Computers K-5, FTE 1.0 Navajo Studies	K-8 School	8/8/12
b. Reading Specialist	High School	8/8/12
c. Secondary Teachers: FTE 1.0 Language Arts, FTE 1.0 Welding, FTE 1.0 Physical Education, FTE 1.0 Business Technology	High School	8/8/12
d. Speech Language Pathologist	K-8 School/High School	8/8/12

Board Member Laughter made a motion; Vice President Begishe seconded the motion.

RESOLVED, that the Governing Board eliminated the above positions.

The motion was approved by a Vote of 3 in favor, 0 opposed, 0 abstained – Chair Voting. Motion carried. *[Note: Vice President Begishe momentarily stepped out and did not vote on this item. He shortly returned.]*

C. **DELIBERATION ON THE PERSONNEL REPORT FOR CLASSIFIED STAFF**

1. RECLASSIFICATION OF POSITIONS:

The Acting Administrator recommends the approval of the following reclassification of positions:

<u>Approved Position</u>	<u>Proposed Position</u>	<u>Location</u>	<u>Funding Source</u>	<u>Effective Date</u>
a. Administrative Assistant II - Instruction , FTE 1.0, Non-Exempt, 12-Month, Classified Salary Schedule, Position VIII	Administrative Assistant II, FTE 1.0, Non-Exempt, 12-month, Classified Salary Schedule, Position VIII	Central Building	ISEP/Impact Aid/ Indirect/Dorms	8/8/12
b. Maintenance & Operations Manager , FTE 1.0, \$50,000-60,000, Exempt, 12-months, Specialized Salary Schedule	Facilities Manager , FTE 1.0, \$45,000-55,000, Exempt, 12-Months, Specialized Salary Schedule	Central Building	Residential/ISEP/ M&O/Impact Aid	8/8/12
c. Mechanic , FTE 1.0, Non-Exempt, 12-month, Classified Salary Schedule, Position VIII	Fleet Maintenance/Safety Officer , FTE 1.0, Non-exempt, 12-month, Classified Salary Schedule, Position VI	Central Building	M & O	8/8/12

Board Member Laughter made a motion; Board Member Cooley seconded the motion.

RESOLVED, that the Governing Board reclassified the above positions.

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

2. SHORT-TERM CONTRACT:

The Acting Administrator approved the following short-term contract:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a.	Greyhat, Mary Shonto, AZ	Switchboard/Receptionist	K-8 School	ISEP	\$17.61/hour P5-S16	7/23/12-8/7/12

Vice President Begishe made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board accepted the short term contract of Mary Greyhat.

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

3. APPOINTMENT FOR SCHOOL YEAR 2012-2013:

The Acting Administrator recommends the approval of the following appointment:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Effective</u>
a.	Greyhat, Mary Shonto, AZ	Switchboard/Receptionist	K-8 School	ISEP	\$32,825.04 @ 233 days P5-S16	8/8/12-6/30/13

Board Member Cooley made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board approved the appointment of Mary Greyhat as the Switchboard/Receptionist.

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

4. VOLUNTARY TRANSFER OF POSITIONS FOR 2012-2013 SCHOOL YEAR:

The Acting Administrator recommends the approval of the following voluntary transfer of positions:

	<u>Position</u>	<u>Approved Position</u>	<u>Proposed Position</u>	<u>Proposed Salary</u>	<u>Location</u>	<u>Funding Source</u>	<u>Effective Date(s)</u>
a.	Bedoni, Esther Shonto, AZ	Administrative Assistant I, Operations	Accounting Technician II, Accounts Payable	\$35,397.36 @ 233 days P6-S16	Central Building	Indirect	8/8/12-6/30/13
b.	Greymountain, Delight Shonto, AZ	Property Inventory Clerk	Accounting Technician II, Procurement	\$30,700.08 @ 233 days P6-S9	Central Building	Indirect	8/8/12-6/30/13

Board Member Cooley made a motion; Board Member Laughter seconded the motion.

RESOLVED, that the Governing Board approved the transfer of positions for Esther Bedoni as Accounting Technician II, Accounts Payable and Delight Greymountain as Accounting Technician II, Procurement.

The motion was approved by a Vote of 3 in favor, 0 opposed, 1abstention by Vice President Begishe – Chair Voting. Motion carried.

5. CORRECTION OF 2012-2013 CONTRACT:

The Acting Administrator recommends the approval of the following contract correction:

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Source</u>	<u>Salary</u>	<u>Pre-Approved</u>	<u>Correct Effective</u>
a.	Watson, Elroy Shonto, AZ	No change	Dorms	ISEP	No Change	7/30/12-5/24/13	7/1/12-6/30/13

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Board Member Laughter made a motion; Board Member Cooley seconded the motion.

RESOLVED, that the Governing Board approved the corrected contract of Elroy Watson.

The motion was approved by a Vote of 3 in favor, 0 opposed, 1 abstention by Vice President Begishe – Chair Voting. Motion carried.

6. ELIMINATION OF POSITIONS:

The Acting Administrator recommends the approval of the elimination of the following positions:

<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
a. Administrative Assistant I, FTE 1.0	Residential	8/8/12
b. Administrative Assistant II, Support Services, FTE 1.0	Central Office	8/8/12
c. Part-time Cafeteria Worker, FTE 0.8	Cafeteria	8/8/12
d. Playground Monitors, FTE 3-0.5	K-8 School	8/8/12
e. Public Relations/Community Outreach Coordinator, FTE 1.0	Central Office	8/8/12
f. Residential Assistant, FTE 3.0	Dorms	8/8/12
g. Teacher Assistants: FTE 2.0 PreK-2, FTE 1.0 Kindergarten, FTE 2.0 First Grade, FTE 2.0 Second Grade	K-8 School	8/8/12
h. Teacher Assistants: FTE 5.0 ESS	PreK-8 School/High School	8/8/12
i. USDA Clerk/Food Service Worker, FTE 1.0	Cafeteria	8/8/12

Board Member Cooley made a motion; Board Member Begishe seconded the motion.

RESOLVED, that the Governing Board eliminated the above positions.

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

XI. BOARD MEMBER CONCERNS

XII. NEXT REGULAR BOARD MEETING – September 4, 2012

XIII. ADJOURNMENT AT 9:08 PM

Board Member Laughter made a motion; Board Member Begishe seconded the motion.

RESOLVED, that the Governing Board adjourned the meeting at 9:08 PM.

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

* * * * *

CERTIFICATION

RECORDED BY:

CONCURRED BY:

Pat Walsh, Administrative Assistant II/Board Clerk
Office of the Superintendent

Gwen Todacheene, Acting Administrator
Shonto Preparatory Schools
Shonto Preparatory Technology High School

APPROVED BY:

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

Date

Motion: _____ Second: _____

VOTE: ____ in favor, ____ opposed and ____ abstained.

DRAFT