



**REGULAR BOARD MEETING MINUTES  
TO'NANEES'DIZI II SCHOOL  
JULY 18, 2024**

1. **MEETING CALL TO ORDER** Meeting was called to order by Mr. Matthew Tso at 2:02 PM (DST).
2. **INVOCATION** Invocation was provided by Mr. Cal Bennett.
3. **ROLL CALL**  
Mr. Willie Grayeyes, Board Member, Present  
Mr. Stanley Yazzie, Board Member, Present  
Mrs. Angie Williams, Board Member, Present  
Mr. Matthew Tso, DODE Representative
4. **ADOPTION OF AGENDA**  
Mrs. Angie Williams moved to accept the Adoption of Agenda, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.
5. **RECOGNITION OF GUEST**  
Ms. Helena Botone, Principal; Mrs. Frances Stevens, Business Technician / HR; Ms. Lorena Tomasyo, Admin. Assistant.
6. **CALL TO THE PUBLIC** (Limited to 3 minutes. No personnel matters) - None
7. **ADOPTION OF MINUTES**  
**Approve Regular Board Meeting Minutes for June 20, 2024.**  
Mrs. Angie Williams moved to accept the Regular Board Meeting Minutes for June 20, 2024, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.
8. **REPORTS**  
Mrs. Angie Williams moved to accept the department head report submitted by the principal, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.
9. **FINANCIAL REPORT**  
Business Technician: Vouchers / Budget Report  
Mrs. Angie Williams moved to accept the Vouchers for June 1 – 30, 2024, and the Budget Report as of June 30 – June 30, 2024, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.
10. **UNFINISHED BUSINESS** - None
11. **NEW BUSINESS**
  - A. **Consideration and possible approval to accept the changes in the 2024-2025 Personnel Policies and Procedures.**
    1. 4:19 Business Travel Expenses - Addition: No. 6. School will not be responsible for fees associated with pets, extra persons, or beds.
    2. 4:20 Credit Cards – A. The school will have no more than one **two** credit cards, if any, at a time.
    3. 4:20 Credit Cards – B. Authorized users include only full-time School employees and **Principals** who have a legitimate need for the credit card.

4. 4:20 Credit Cards – C. The school credit card shall remain in the physical possession of the Business Technician, with ~~and Principal having access when the Business Technician is unavailable until checked out by an authorized user.~~
5. 5:04 Annual Leave and Undesignated Leave – B. Accrual of Annual Leave **Payout Fifty Percent (50%) upon Leaving the Organization.**  
Full-Time Employees: Twelve (12) months employees are eligible to receive 6 hours of Annual Leave per pay period. If the available Annual Leave is not used by the end of the contract year; subject to contract renewal, employees may carry unused time forward to the next contract year. The total amount of unused Annual Leave is capped at 200 hours. When the employee uses paid Annual Leave time and brings the available amount below the cap, Annual Leave accrual will begin again. Upon termination of employment, employees shall be paid **fifty percent (50%)** for unused Annual Leave upon ~~request termination of annual leave in excess of 40 hours~~ **fifty percent (50%) may be paid to the employee at the end of their contract.**
6. 5:04 Annual Leave and Undesignated Leave – C. Accrual of Undesignated Leave – All Full-Time employees shall receive ninety-six (96) hours of Undesignated Leave per contract year. Employees may ~~not~~ carry over any unused Undesignated Leave into the new contract year. ~~If employees do not use the leave available to them within the contract year, upon request, they may be paid fifty (50) percent of accumulated unused hours in excess of forty (40) hours. Forty (40) hours may be carried over to the new contract year.~~ Part-time and temporary employees are not eligible to earn Undesignated Leave time. Full-time employees may donate undesignated leave to a full-time employee. Upon termination of employment, individuals **shall be paid fifty (50) percent of unused accumulated undesignated leave hours.**

Mrs. Angie Williams moved to accept Consideration and possible approval to accept the changes in the 2024-2025 Personnel Policies and Procedures., second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

**B. Consideration and possible approval for six (6) teachers to attend the Virtual (online) SIOP Course for English Learner Institute I & II, from 9:00 AM – 3:30 PM on July 24 – 25, 2024.**

Mrs. Angie Williams moved to accept Consideration and possible approval for six (6) teachers to attend the Virtual (online) SIOP Course for English Learner Institute I & II, from 9:00 AM – 3:30 PM on July 24 – 25, 2024, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

**C. Consideration and possible approval to have two key staff members work on the 2024-2025 BIE One Plan and the Fiscal Review Corrective Action Plan (FRCAP) findings for 80 hrs.**

Mrs. Angie Williams moved to accept Consideration and possible approval to have two key staff members work on the 2024-2025 BIE One Plan and the Fiscal Review Corrective Action Plan (FRCAP) findings for 80 hrs., second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

**D. Consideration and possible approval for two (2) parents to work on the Family Engagement policy for two (2) days stipends. 2 parent x \$150/day x 2 days. Total amount: \$600. BIE requires their involvement.**

Mrs. Angie Williams moved to accept Consideration and possible approval for two (2) parents to work on the Family Engagement policy for two (2) days stipends. 2 parent x \$150/day x 2 days. Total amount: \$600. BIE is requiring their involvement, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

**12. TRAVEL**

**E. Consideration and possible approval for one (1) board member, and two (2) parents to attend the NAGSA Summer Conference at Little American Hotel, Flagstaff, on August 9 – 10, 2024.**

Mrs. Angie Williams moved to accept Consideration and possible approval for one (1) board member, and two (2) parents to attend the NAGSA Summer Conference at Little American Hotel, Flagstaff, on August 9 – 10, 2024, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

**F. Consideration and possible approval of one (1) board member, and two (2) staff to attend The Navajo Education Research Symposium at the Northern Arizona University, High Country Conference Center, Flagstaff, Ariz. On July 25, 2024.**

Mrs. Angie Williams moved to accept Consideration and possible approval of one (1) board member, and two (2) staff to attend The Navajo Education Research Symposium at the Northern Arizona University, High Country Conference Center, Flagstaff, Ariz. On July 25, 2024, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

### 13. PROCUREMENT

- G. Consideration and possible approval to purchase \$15,928.74 Tennant company T3650 Rider from Hillyard.  
\$14,589.30 + 1,339.44 (tax) = \$15,928.74.**

Mrs. Angie Williams moved to accept Consideration and possible approval to purchase \$15,928.74 Tennant company T3650 Rider from Hillyard.

\$14,589.30 + 1,339.44 (tax) = \$15,928.74, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

- H. Consideration and possible approval to purchase a Trident EX20 Extractor from Hillyard in the amount of \$9,485.53.**

Mrs. Angie Williams moved to accept Consideration and possible approval to purchase a Trident EX20 Extractor from Hillyard in the amount of \$9,485.53, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

- I. Consideration and possible approval to purchase a New Kubot L3902 HST – 4WD from Swag Inc. in the amount of \$28,000 + (AG tires) \$6,500 = \$34,500 + (New landpride rear blade) \$1,700 = \$36,200.**

Mrs. Angie Williams moved to accept Consideration and possible approval to purchase a New Kubot L3902 HST – 4WD from Swag Inc. in the amount of \$28,000 + (AG tires) \$6,500 = \$34,500 + (New landpride rear blade) \$1,700 = \$36,200, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

- J. Consideration and possible approval to purchase playground tiles from Rubbermulch in the amount of \$50,640.00.**

Mrs. Angie Williams moved to accept Consideration and possible approval to purchase playground tiles from Rubbermulch in the amount of \$50,640.00, second by Mr. Willie Grayeyes. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

### 14. PERSONNEL / EXECUTIVE SESSION

Mr. Stanley Yazzie moved to go into executive session at 2:54 PM, second by Mrs. Angie Williams. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

Mrs. Angie Williams moved to exit the executive session at 3:07 PM, second by Mr. Stanley Yazzie. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

- K. Consideration and possible approval of available Stipend Positions and amounts for FY 2024-2025.**

Mrs. Angie Williams moved to accept Consideration and possible approval of available Stipend Positions and amounts for FY 2024-2025, second by Mr. Stanley Yazzie.

This item will be moved to the next board meeting. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

- L. Consideration and possible approval for the Business Technician position to change to Business Technician/Human Resource position.**

Mrs. Angie Williams moved to accept Consideration and possible approval for the Business Technician position to change to Business Technician/Human Resource position, second by Mr. Willie Grayeyes.

No action was taken. Keep it as is. The motion carried by a vote of 3 in favor, 0 opposed, and 1 abstention.

**15. INFORMATION AND ANNOUNCEMENTS – None**


**16. NEXT BOARD MEETING** August 15, 2024, at Little Singer Community School at 11:00 AM

**17. ADJOURNMENT** Meeting adjourned at 3:17 PM.

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Submitted by Ms. Lorena Tomasyo, Admin. Assistant

Concurred by:

  
\_\_\_\_\_  
To'Nanees'Dizi' II School Board Member

9/19/24  
\_\_\_\_\_  
Date

Motioned by: Mrs. Angie Williams

Seconded by: Ms. Helen Webster

Vote: 2 in favor, 0 opposed, and 1 abstained.