

**NORTHEAST ARIZONA TECHNOLOGICAL INSTITUTE OF VOCATIONAL EDUCATION DISTRICT
BOARD RETREAT MEETING MINUTES
Twin Arrow Navajo Casino Resort
Conference Room A-D-G**

(Zoom was enabled for Board Members and Public Participation)

NATIVE Board Retreat Monday, June 27, 2022

Generated by Patricia Osif on Thursday, June 30, 2022

1.1 Call to Order

The NATIVE Board Retreat was called to order at 1:07 PM (MST) by Jeremy Curtis, NATIVE Governing Board President.

1.2 Roll Call

Board Members Present:

Jeremy Curtis, Ganado Unified School District
Anderson Jones, Chinle Unified School District
Marie Acothley, Tuba City Unified School District
Eugene Kirk, Window Rock Unified School District
Lee Zhonnie, Red Mesa Unified School District

Board Members Absent:

Michael Bahe, Pinon Unified School District
Lavina Smith, Kayenta Unified School District
Margaret Yazzie, Sanders Unified School District

1.3 1:00 PM - 1:30 PM Technology Support

Mrs. Osif provided hard copies of IES (NATIVE Board members Email account) and BoardDoc's (NATIVE District Board Agenda). Important information was given to NATIVE Board members of their username and password. Board members were able to log into their email accounts and BoardDoc's during presentation. President Curtis informed Board members the importance of being familiar with BoardDoc's, and receive the agenda ahead of time to prepare for the Board meeting. President Curtis mentioned to keep their username and password confidential. Please contact NATIVE District office for more information regarding email and board agenda.

1.4 1:30 PM - 2:30 PM Updates/Information - P. Osif, J. Yazzie, R. Tsosie

Update Information presented by Mrs. Osif:

1. Board Term
2. BCB-E Conflict of Interest Agreement
3. Board Contact Information
4. IJNDB-E Technology Use Agreement

Board member Smith arrived at 1:30 PM (MST)

Travel Procedures

Mrs. Osif presented "Travel" side show through BoardDoc's to NATIVE Board members. Travel procedures have always been an issue with Board members. NATIVE District must comply to Arizona State Law Statutes, guided by Uniform System of Financial Records for Arizona School District (USFR), and State Administrative Accounting Manual (SAAM).

Board member Yazzie arrived at 1:45 PM (MST)

At 2:07 PM (MST) Mr. Jonathan Yazzie, CTE Coordinator presented update information:

Mr. Jonathan Yazzie presented a power point presentation regarding Skills NATIVE, Quality Compliance Monitoring documents to be in compliance in each programs.

There are so many indicators to meet.

1. Standard - Aligned and Integrated Curriculum and Engaging Instruction
 1. Technical Standards
 2. Professional Skills
 3. Work-Based Learning
 4. CTSO Integration
 5. Academics Integration

Mr. Yazzie future goals would like to set up professional development for teachers, and counselors. One future goal is to collaborate Career and Technical Student Organizations (CTSO) binders in September-October and January. To start working on the Quality Compliance Monitoring documents. Mr. Yazzie did mention, CTSO Advisory Program Training is provided by Arizona Department of Education.

Arizona Department of Education will look at reports regarding Quality Compliance standards to determine which programs will be funded.

1.5 2:38 PM - 2:57 PM Break

2:50 PM (MST) Board member Kirk left Board Retreat

1.6 2:45 PM - 4:00 PM Budget Overview, Capital Budget/Fund Balance Planning

Mr. Gabriel Yazzie, NATIVE Board Business Manager presented a slide presentation "Proposed FY23 Budget" explained in detail the Budget of Operations, Capital Budget and Cash Balance for NATIVE District schools. Budget is formula driven by the Average

Daily Membership (ADM) attendance. The ADM report is based on the 40th & 100th Day Report and that is accurately submitted to Arizona Department of Education. Allocations are based on current fiscal year funding from Average Daily Membership.

NATIVE Board Business Manager showed an aerial map of NATIVE Central Campus and recommends improving NATIVE District parking lot, and other proposed projects for central campus. Arizona State General Auditor office recommended NATIVE District to help satellite schools with classrooms that needs to be upgraded and to meet state standards for students to use equipment for learning. Another recommendation is to create a Carry-Over Plan on funds given to satellite schools. The General Auditor office wants to see a plan of how funds will be spent. NATIVE Governing Board members recommends Career and Technical Education (CTE) Directors to be aware of their classroom settings. CTE Directors are encouraged to walk through each CTE classrooms and make recommendations to improve classroom area and upgrade electricity power. CTE Directors will need to work with their School District Superintendent, school site Business Managers, NATIVE District Superintendent, NATIVE District Business Manager and local Utility Entities.

Ron Tsosie, NATIVE Superintendent/Principal Report, legislative session has ended. Upcoming election for District 7, two position will be open.

- Mr. Tsosie received Hopi High school entity number and this will help with Average Daily Membership (ADM) count for NATIVE District. Shonto Prep School will be a partner with NATIVE District Central Campus.
- Information of NATIVE District School Board members terms will be on July's Board meeting.
- IGA's will be presented on upcoming NATIVE Board agenda.
- Capital Budget - NATIVE District needs a formal policy of guidance and guideline to spend the capital budget, this information will be presented at the future NATIVE Governing Board meeting.

1.7 **Adjournment for the Day at 4:08 PM (MST)**

2. **NATIVE Board Retreat Tuesday, June 28, 2022, @ 9:00 AM - 11:00 AM**

2.1 **Call to Order**

The NATIVE Board Retreat was called to order at 9:07 AM (MST) by Jeremy Curtis, NATIVE Governing Board President.

2.2 **Roll Call**

Board Members Present:

Jeremy Curtis, Ganado Unified School District
 Anderson Jones, Chinle Unified School District
 Marie Acothley, Tuba City Unified School District
 Eugene Kirk, Window Rock Unified School District
 Lavina Smith, Kayenta Unified School District
 Margaret Yazzie, Sanders Unified School District
 Lee Zhonnie, Red Mesa Unified School District

Board Members Absent:

Michael Bahe, Pinon Unified School District

2.3 9:10 AM - 10:00 AM **Board Members Duties/Authorities, Brandon J. Kavanagh Mangum, Wall, Stoops & Warden, P.L.L.C.**

Presentation of Power Point from Brandon J. Kavanagh on the topic "Welcome to the Board-Now What??"

Mr. Kavanagh also handed hard copy documents of the power point presentation. Listed are the main focus.

- The main goal is to teach the students.
- What is best for the students?
- Board members are the ones to manage funds to benefit the students.
- For discussion on issues, it should be presented to Superintendent or NATIVE Governing Board President/Board chair to be presented on board agenda.
- Open Meeting Law - all Board actions are to be presented at public meetings.
- Board members are to follow the posted agenda.
- Default Concept - there should be no "side meeting" or email chain.
- Whenever in doubt, disclose, disclose, disclose.
- Board members have Governance, not Management. Superintendent manages the School District.
- Any Board member can address their concerns to NATIVE Board President/Board chair to address a conflict.
- NATIVE staff can address their concern to NATIVE Board President/Board chair.
- A Superintendent's supervisor is the whole Board, not one (1) Board member.
- No one (1) Board member can act for the whole School District. (A Board member cannot act as a one person board.)
- The Board can review Superintendent Evaluation in Board Policy CBI-E.
- Be clear and precise - a stranger should be able to understand the agenda.
- Do not stray from your agenda.
- Be careful in disclosing confidential information (i.e: Sexual Harassment) regarding a person's name. One can write down a person's name regarding hiring, retirement, and resignation.
- Delegated President and Superintendent are the one who contacts school lawyers. Board members can request to contact the school lawyer through the Superintendent or Governing Board President/Board chair.
- Public Meeting Notice should be posted when there is a quorum of the Board members are together anywhere (in person, online, etc.). Beware of community events.
- Offer your opinions and comments at the Board meeting.
- When voting be respectful, especially if a vote goes against you.

- A majority vote controls the actions of the Board.
- If a Board member knows in advance there will be a problem on the agenda, a written memo can be presented from the lawyer to make suggestions.
- There are multiple laws from state, tribal, federal, and township that school districts have to follow.
- Work with legal counsel to try to satisfy all jurisdictions involved.
- Lawyers help the entire Board members as a whole. Not as an individual.

2.4 10:35 AM - 11:00 AM **District 3 Year Goal Planning - presented by Ron Tsosie, NATIVE Superintendent**

Vision Statement: While supporting cultural identity, NATIVE will provide quality learning experiences to succeed in tomorrow's workforce.

Mission Statement: Provide industry-driven Career Technical Education to empower all NATIVE students with skills and knowledge to access opportunities in local, regional, and global workforce.

3-5 Year Goals:

1. Communication & Collaboration

Continue to develop collaborative working relationships between NATIVE Board, NATIVE administration, satellite site administration and boards, teachers, students, parents and communities.

- Communication should be done continuously with the public.

2. Quality CTE Programs

Continue to develop, upgrade and enhance quality innovative Arizona state approved CTE programs and courses district wide.

- Quality in facility, equipment, professional development, teacher quality in all programs in all areas.

3. Advocate

Continue to advocate for CTE/CTED funding.

- Invite dignitaries to NATIVE Skills and other events held by NATIVE District.

4. Awareness & Education

Continue to advocate for perceptual change toward CTE/CTED by creating an understanding and appreciation for the value of Career Technical Education as integral to a comprehensive education.

- To educate the public of CTE/CTED programs by creating an understanding and appreciation of CTE/CTED programs.

5. Recognition & Thanks

Development of the recognition of achievements in Career Technical Education district wide.

- NATIVE District will and have recognized teachers, and students in CTE programs.
- Add recognition & thanks to NATIVE Board agendas.

6. Development & Growth

Continued development of NATIVE Central Campus facilities and programs.

- Opportunity to make plans with future funding.

Board member Acothley is requesting to schedule a Governing Board Work Session for the 3-5 years strategic goals.

Lunch Break 11:25 AM - 1:00 PM

3. JUNE 28, 2022 at 1:00 PM - 4:00 PM CTE DIRECTOR SESSION

3.1 **Call to Order**

The NATIVE Board Retreat was called to order at 1:00 PM (MST) by Jeremy Curtis, NATIVE Governing Board President.

3.2 **Roll Call**

Board Members Present:

Jeremy Curtis, Ganado Unified School District
 Anderson Jones, Chinle Unified School District
 Marie Acothley, Tuba City Unified School District
 Eugene Kirk, Window Rock Unified School District
 Lavina Smith, Kayenta Unified School District
 Margaret Yazzie, Sanders Unified School District
 Lee Zhonnie, Red Mesa Unified School District

Board Members Absent:

Michael Bahe, Pinon Unified School District

CTE Directors present:

Verlynn Goldtooth, Representing Sanders USD
 Serena Jimmy, Chinle CTE Director
 Raye Lynn McCabe, Tuba City High School Principal
 Clyde McBride, Kayenta CTE Director
 Chris McNabb, Ganado CTE Director/Principal
 Eugenia Sloan, Representing Greyhills Academy
 Dora Speirs, Sanders CTE Director

3.3 1:00 PM- 2:00 PM **NATIVE Business Office Information by Gabriel Yazzie, NATIVE District Business Manager**

NATIVE District Business Manager explained in detail the Budget of Operations, Capital Budget and Cash Balance for school satellite sites.

Mr. Yazzie went over the steps of:

- Capital Equipment (610)
- M & O Account (001)
- Carry-Over Allocation
- For New Vendors to be set up, the required documents of a W9 & NATIVE District New Vendor Form need to be submitted.
- Price Quotes from Vendor
- Items over \$10,000 will require 3 Written Price Quotes
- 3 Written Price Quote will need to be sent to NATIVE District Office
- Purchase Orders will be sent to vendors through NATIVE District office. This binding contract (NATIVE purchase orders) is between NATIVE Central Campus and the vendor, not from the school sites.
- Receiving Copy - school sites will verify items that have been received. If a signed Receiving Copy from school satellite sites are not submitted to NATIVE Central Campus, the items will not be paid.
- Invoice is required to be processed after receiving the "Receiving Copy" from school satellite sites.

Doris Nelson, Former CTE Director from Ganado USD arrived at 1:47 PM (MST).

Virginia Tsosie, Red Mesa CTE Director arrived at 1:47 PM (MST).

Superintendent Ron Tsosie, spoke in regards to the Intergovernmental Agreement (IGA) which are currently in process with school district satellite sites. The IGA will determine if funds will be given to Site District Business Managers or stay with NATIVE Central Campus.

- A recommendation of Site District Managers, NATIVE District Business Manager and CTE Directors to set up a meeting to go over the budget.

3.4 1:50 PM - 3:00 PM ADE **CTE Quality & Compliance Monitoring Results (Central Campus & Satellite Sites) - by Ron Tsosie, NATIVE District Superintendent**

Mr. Tsosie presented ADE Monitoring Results as of June 8, 2022, from Cindy Gutierrez, CTE Program Services for all school district satellite sites for Chinle USD, Ganado USD, Kayenta USD, Northeast Arizona Technological Institute of Vocational Education, Pinon USD, Red Mesa USD, Sanders USD, Window Rock USD. CTE Directors saw the Compliance Results and Quality Level from Arizona Department of Education.

Arizona Department of Education, Quality and Compliance Monitoring Document

1. Standards-Aligned and Integrated Curriculum and Engaging Instruction
2. Prepared and Effective Program Staff
3. Access and Equity
4. Facilities, Equipment, Technology and Materials
5. Business and Community Partnerships
6. Student Career Development
7. Career and Technical Student Organizations
8. Work-Based Learning
9. Data and Program Improvement at District Level

3.5 3:00 PM - 3:15 PM 15 Minute **Break**

3.6 3:20 PM - 3:35 PM **CTE Professional Development Teacher Needs - by Ron Tsosie, NATIVE District Superintendent**

ACTEaz Premier Teacher Series training sessions from EVIT, Pima JTED Professional Development Hub, West MEC Professional Development Circle. To receive certifications.

A recommendation was presented to use qualified teachers who are teachers on the reservation to provide professional development training sessions.

For example: Sherri Brown from Ganado can conduct Home Health Aide professional development sessions

Jonathan Yazzie for Welding

Elissa McBride for CTSO

Tyrell Harvey for Marketing

Clyde McBride for Work Base Learning

It would be best to provide trainers/certification through school district satellite sites. If you have a teacher in mind to provide training, please contact Superintendent Tsosie or NATIVE CTE Coordinator Jonathan Yazzie.

Serena Jimmy, Chinle USD - CTE Director. Two problems: with Chinle Advisory Committees are not effective, and Chinle teachers have no knowledge of CTSO. Ms. Jimmy has scheduled training for CTE teachers on

July 25, 2022 - CTSO Training for CTE teachers at Chinle USD

July 27, 2022 - Premier Series to help Advisory Counsel

Virginia Tsosie, Red Mesa - CTE Director, need curriculum mapping with teachers and Welding Certification from Jonathan Yazzie, NATIVE CTE Coordinator.

Training will be provided for in-house Central Campus & Satellite School Sites.

3.7 3:35 PM - 4:00 PM **CTE Data Portal, Performance Metrix - by Ron Tsosie, NATIVE District Superintendent**

All the following information is presented on the Career & Technical Education CTE Data Portal Report

- Student Industry Credentials Information

- Student Enrollment Information
- Placement Survey Report
- Enrollment Reporting
- Participant Concentrator Reporting
- Coherent Sequence

Need to provide supporting documents for Quality Compliance Report.

3.8 **Adjournment for the Day at 4:08 PM (MST)**

NATIVE Board Retreat Wednesday, June 29, 2022, @ 9:00 AM - 11:00 AM

4.1 **Call to Order**

The NATIVE Board Retreat was called to order at 9:04 PM (MST) by Jeremy Curtis, NATIVE Governing Board President.

4.2 **Roll Call**

Board Members Present:

Jeremy Curtis, Ganado Unified School District
 Anderson Jones, Chinle Unified School District
 Marie Acothley, Tuba City Unified School District
 Lavina Smith, Kayenta Unified School District
 Margaret Yazzie, Sanders Unified School District
 Lee Zhonnie, Red Mesa Unified School District

Board Members Absent:

Michael Bahe, Pinon Unified School District
 Eugene Kirk, Window Rock Unified School District

Guest Mr. Leroy Shingoitewa, former NATIVE Governing Board member who represented Tuba City spoke to NATIVE Board members, staff and CTE Directors.

Mr. Shingoitewa encourages all NATIVE Board members to follow the goals and objective set before them. "Remember our former goal was to grow and expand CTE programs and it has. NATIVE District has been an impact on student achievements. The efforts from NATIVE Governing Board members have helped all CTE programs and it has expanded to Hopi High School. Remember to re-evaluate the goals every year and aim for these goals that are set and achieve them. Preform your duties. First priority are the students, then the teachers and community. Board members, you are a guiding light. I appreciate all the work you have done. We are family. Have a blessed day and stay well."

4.3 9:00 AM - 9:30 AM **SkillsNATIVE 2022/23 Planning- by Jonathan Yazzie, NATIVE CTE Coordinator**

2020 was the last SkillsNATIVE Competition. Mr. Jonathan Yazzie went through 18 competition categories that was done at 2020 competition. There was a lot of scholarship given out from University Technical Schools. Judges were from Tulsa Welding and other school entities. For the grand championship team winner, we took the percentage of competitors divided by number of place and got the result of total scores.

For 2023 SkillsNATIVE competition will be at Window Rock USD, Mr. Yazzie will send a proposal to Superintendent Tsoisie to consider SkillsNATIVE to be in Early February or Mid-February. It will be scheduled sooner from previous years, which was held in March. Categories will be less than 18 events. Prizes will be scholarships and metals.

A recommendation from Mr. Clyde McBride, Monument Valley CTE Director: Don't allow students to do a grade check for the events, due to competition is an intra-curricular activity. This event is part of your curriculum. Also, February is a time of basketball playoffs, this needs to be considered.

4.4 9:30 AM - 10:30 AM **School Site CTE Directors Plans for Upcoming School Year**

Superintendent Ron Tsoisie requested representative from respective schools to provide the following information: Upcoming Programs for FY23; Staff Situation; Equipment

Chris McNabb, Ganado CTE Director

- Program - remains the same
- Staffing - Need Welding Teacher
- Equipment - Vehicle
- Repairs/Upgrade - Repairs for tractors and upgrade CTE classroom is needed

Raye Lynn McCabe, Tuba City High School Principal

- Program - will provide a survey from students, which programs will continue
- Staffing - Need a CTE Director, Early Childhood Education Teacher, Graphic Arts Teacher
- Equipment - Upgrade CTE classrooms is needed

Eugenia Sloan, Representing Greyhills Academy

- Program - 6 CTE Courses
- Staffing - Teachers in all area
- Equipment - Not aware of any equipment needed

Clyde McBride, Monument Valley CTE Director

- Program - remains the same

- Staffing - good
- Equipment - is coming from Perkins
- Career Fair set for October 19, 2022

Serena Jimmy, Chinle CTE Director

- Program - 12 programs
- Staffing - All Certified
- Equipment - Home Health Aide Hospital bed, Auto Virtual Reality Program

Virginia Tsosie, Red Mesa CTE Director

- Program - 6 Programs
- Staffing - Need Welding and Home Health Aide Teachers
- Equipment -
- Repairs/Upgrade CTE classrooms is needed

Dora Speirs, Sanders CTE Director

- Program - 6 Programs
- Staffing - All coming back
- Equipment - First aid kits for Agri-Science, Home Health Aide needs Hospital bed
- Repairs/Upgrade CTE classrooms is needed

A recommendation from President Curtis to Superintendent Tsosie to follow up with Sanders USD CTE classroom needs.

4.5 10:30 am - 11:00 AM **School Site Allocations - by Gabriel Yazzie, NATIVE Business Manager**

Average Daily Membership (ADE) will determine your allocation. Students attendance matters.

NATIVE District Business Manager went over each satellite school budget for upcoming fiscal year.

Most of CTE Directors would like NATIVE District to handle Capital Budget funds for FY2023, for school satellite sites.

4.6 **Adjournment of NATIVE Board Retreat at 11:42 AM (MST)**