

Minutes
NORTHEAST ARIZONA TECHNOLOGICAL INSTITUTE OF VOCATIONAL EDUCATION
(NATIVE)
Regular Governing Board Meeting
Wednesday, February 10, 2010
Governing Board Room, Kayenta USD, Kayenta, AZ

Meeting

1. The meeting was called to order at 10:48 AM by Board President Shannon Tooke.
Present – Governing Board: Shannon Tooke, Tuba City Unified School District
Eugene Kirk, Window Rock Unified School District (*arrived 11:34 AM*)
Ambrose Shepherd, Ganado Unified School District
Theodore Allen, Chinle Unified School District (*via teleconference, left at 10:55 AM*)
Lavina Smith, Kayenta Unified School District (*via teleconference at 11:00 AM, left at 11:35 AM*)
Mary Tom, Pinon Unified School District
Wallace Todacheeny, Red Mesa Unified School District
Absent – Governing Board: Margaret Yazzie, Sanders Unified School District
2. Ms. Tooke led the Pledge of Allegiance for the Board Members and attendees.
3. Mr. Harry Martin, Kayenta USD Superintendent welcomed NATIVE Board Members and meeting attendees.
4. In addition to the seven Governing Board Members, the NATIVE Superintendent, the NATIVE Secretary, the NATIVE Business Manager, the NATIVE CTE Coordinator, 3 NATIVE site CTE Directors, 1 NATIVE site Principal/CTE Director, 1 NATIVE site Superintendent, 1 NATIVE site Administrator, 4 NATIVE site CTE teachers, 1 NATIVE site Career Advisor, 1 NATIVE site school Board member, 1 NATIVE site CTE secretary, and 30 MVHS CTE students and staff, for a total of over 54, were in attendance for all or part of the meeting
5. Superintendent Leshner recommended that the agenda be approved with the Monument Valley HS students' presentation given before the Superintendent's report, so the students could return to class. Board member Allen motioned to accept the agenda without presentations, and to submit presentations in writing. The motion died due to lack of a second. Motion to approve meeting agenda with presentations as recommended by Superintendent Leshner was made by Ambrose Shepherd, seconded by Mary Tom. Board member Allen left the meeting. No action to the motion was taken due to lack of a quorum. Board President Tooke asked the Monument Valley HS students to proceed with their presentation to the Board and attendees.
- 6.3. Under the direction of Monument Valley HS CTE Director Clyde McBride, MVHS CTE students presented on the 11 site CTE programs, demonstrating their skills, and speaking on their CTE program activities and goals. Board member Smith arrived via teleconference during the site presentation, making a quorum. Board Vice President Kirk arrived during the site presentation. Board member Smith left the meeting. Five Board members were in attendance to complete the quorum enabling Board action.
5. Motion to approve meeting agenda as recommended by Superintendent Leshner was made by Ambrose Shepherd, seconded by Mary Tom.
Vote: 4 in favor, 0 opposed, 0 abstained.

Call to the Public: None

6. Presentations and Reports:

6.1. Superintendent's Report

- 6.1.1. Superintendent Leshar indicated the NATIVE status report is included in written format in the Board meeting CD.
- 6.1.2. Superintendent Leshar concurred with Superintendent Martin on the Governor's proposed budget which endangers career technical education funds. The JTED Superintendent Association and the Lobbyist report included in the Board CD provides additional information on current legislative directions.
- 6.1.3. Superintendent Leshar indicated that Board meeting CD has an updated Central Campus drawing. Board member Shepherd concurred that the updated Central Campus drawing is a result of meetings with architects, project manager, project engineer, contractor, and NATIVE administration. Board member Shepherd explained the Navajo rug as it symbolizes the Navajo way of life, and supported the revised drawing and the construction plans. He explained that he was able to participate in the meetings from Ganado using the NATIVE Video Conferencing equipment. He was able to report that everything was coming together, and the construction project looked good and was moving forward.
- 6.1.4. Superintendent Leshar reported on status of the Kayenta township lease. A checklist is included in the Board meeting CD.
- 6.1.5. Superintendent Leshar reported that clarification on Board Policy BDA is included in the Board meeting CD.
- 6.1.7. Superintendent Leshar gave a detailed explanation about the letters to President Obama and to U.S. Representative Ann Kirkpatrick requesting appropriation of federal funds to support the construction of the NATIVE central campus. Approval of the letter and the appropriation request is part of the consent agenda items.

Motion to approve the Superintendent's report was made by Mary Tom, seconded by Ambrose Shepherd.

Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

6.2. Board

6.2.1. Travel Reports

- 6.2.1.1. Board members Todacheeny and Shepherd reported on their attendance to the NIEA Convention, October 20-26, 2009, Milwaukee, Wisconsin.
- 6.2.1.2. Board member Shepherd reported on his attendance to the ASA/ASBA Winter Conference, December 10-11, 2009, Phoenix.
- 6.2.1.3. Board members Tom and Kirk reported on their attendance to the ASBA B.O.L.T.S. Workshop, January 28, 2010, Flagstaff.

6.2.2. Upcoming Travel

Superintendent Leshar reminded the NATIVE Board of the upcoming approved travel: ASBA Spring Legal Seminar, March 5, 2010, Flagstaff, Arizona, and Microcomputers in Education Conference, March 15-17, 2010, Tempe, Arizona, and travel information is included in the Board CD. Board members interested in attending the specified travel should notify Board Secretary to initiate travel arrangements. The upcoming travel memo included a detailed breakdown of Board travel budget, expenditures, encumbrances, and balances.

6.3. Site Presentation

This was moved to the beginning of the meeting.

6.4. Financial Report

Business Manager Waite presented the 2009/2010 monthly financial report that included the cash balance, revenue, monthly Board report, site reports, and usage of credit cards by school district and Board members. Business Manager Waite explained the usage and limits of credit cards. Mr. Waite reported that District Governing Boards may authorize usage of credit cards by employees, not Boards, which follow an established Governing Board procedure. Credit cards should be strictly limited to expenditures that require immediate payment, reservations, and for vendors who do not accept purchase orders. The auditor general has numerous audit findings on inadequate procedures and improperly monitored credit card usage. Board member Shepherd said credit cards for Board members is "bad business" which can lead to abuse. He felt NATIVE should leave credit card usage by Board members alone. Superintendent Leshar recommended approval of financial report as presented by Mr. Waite.

Motion to approve financial report as recommended by Superintendent Leshar was made by Wallace Todacheeny, seconded by Ambrose Shepherd.

Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

7. Consent Agenda

Superintendent Leshar recommended approval of consent agenda items:

- 7.1. Minutes of the NATIVE Governing Board meeting on January 13, 2010
- 7.2. Funding request letter to President Obama
- 7.3. Funding application letter for federal appropriation to U.S. Representative Ann Kirkpatrick
- 7.4. Expenditures for meeting meal services
- 7.5. Accounts payable vouchers #1019, #1020, #1021, #1022, and payroll vouchers #16, #17

Motion to approve consent agenda items as recommended by Superintendent Leshar was made by Wallace Todacheeny, seconded by Ambrose Shepherd.

Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

The meeting recessed for lunch.

The meeting resumed.

8. Unfinished Business

- 8.1. Superintendent Leshar presented the first reading of Policy BBB—Board Member Oath of Office, BIE—Board Member Insurance/Liability, CBA—Qualifications and Duties of the Superintendent, CBI—Evaluation of the Superintendent, DBF—Budget Hearings and Review/Adoption Process, DBJ—Budget Transfers, DFF—Income from School Sales and Services, DIA—Accounting System, DIE-R—Audits/Financial Monitoring, DJE-R—Bidding/Purchasing Procedures, GCB—Professional Staff Compensation and Contracts, GCBA—Professional Staff Salary Schedules, GCCE—Professional/Support Staff Conferences/Visitations/Workshops, GCF—Professional Staff Hiring, GCMF—Professional Staff Duties and Responsibilities, GCO—Evaluation of Professional Staff Members, GCO-RA—Evaluation of Professional Staff Members, GCQA—Professional Staff Reduction in Force, GCQF—Discipline, Suspension, and Dismissal of Professional Staff Members, IKFA—Early Graduation, JEB—Entrance Age Requirements, JII—Student Concerns, Complaints and Grievances, JII-R—Student Concerns, Complaints and Grievances, JII-EB—Student Concerns, Complaints and Grievances, JK---Student Discipline, JKE—Expulsion of Students, JLCD—Medicines/Administering Medicines to Students, JLCD-R—Medicines/Administering Medicines to Students, KHB—Advertising in Schools. No action is required.
- 8.2. Superintendent Leshar presented the first reading of Policy IHB—Special Instructional Programs. No action is required.

9. New Business

- 9.1. FY10 budget requests and budget amendments
 - 9.1.1. Virginia Tsosie, Red Mesa CTE Director presented the FY10 NATIVE budget revision request utilizing FY09 carryover amounts and FY10 new money. The presented budget request allocated \$152,000.00 in M&O, \$176,897.45 in unrestricted capital, \$19,929.38 in soft capital for a total of \$348,826.83. Superintendent Leshar indicated that the FY09 M&O site carryover is unverified and subject to change. Superintendent Leshar, with concurrence from the NATIVE staff, recommended approval of the presented budget.

Motion to approve the FY10 budget request as presented by V. Tsosie and recommended by Superintendent Leshar was made by Ambrose Shepherd, seconded by Eugene Kirk.

Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

- 9.2. Superintendent Leshar presented service providers Evaluation Summary for Erate 13 FCC for Form 471 and the recommended vendors Navajo Frontier Communications for telephone and long distance service, Conterra Broadband for microwave WAN connectivity and WAN internet access, BNI Solutions, Inc. for basic maintenance for WAN, LAN, and VCDL carts, Harmonix, Inc. for Central Campus basic maintenance, Smith Bagley, Inc. for cellular service, Interactive

Educational Services, Inc. for web hosting. Superintendent Leshar recommended approval of presented Service Providers for Erate 13 FCC for form 471.

Motion to approve service providers for Erate 13 FCC for form 471 as presented and recommended by Superintendent Leshar was made by Wallace Todacheeny, seconded by Mary Tom.

Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

- 9.3. Superintendent Leshar presented out-of-state Board travel to attend the 70th Annual National Schools Boards Association Conference, April 10-12, 2010, Chicago, Illinois.

Motion to approve the presented out-of-state Board travel to attend the 70th Annual National Schools Boards Association Conference, April 10-12, 2010, Chicago, Illinois, pending available Board member budget was made by Ambrose Shepherd, seconded by Eugene Kirk.

Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

- 9.4. Superintendent Leshar presented out-of-state Board travel to attend the 30th Annual National Association of Career Technical Education Information Conference, May 11-13, 2010, St. Louis, Missouri. Additional Board approval will be required for those Board members requesting to attend a second out-of-state travel. Superintendent recommended approval of out-of state Board travel to attend the 30th Annual National Association of Career Technical Education Information Conference, May 11-13, 2010, St. Louis, Missouri as presented.

Motion to approve the presented out-of-state Board travel to attend the 30th Annual National Association of Career Technical Education Information Conference, May 11-13, 2010, St. Louis, Missouri as presented and recommended by Superintendent Leshar was made by Shannon Tooke, seconded by Ambrose Shepherd. Board member Todacheeny inquired which airport will be used if the out-of-state travel is approved.

Vote: 4 in favor, 1 opposed, 0 abstained. The motion carried.

10. Next meeting agenda items: None
11. Announcements: None
12. The next regular Board meeting is scheduled for Wednesday, March 10, 2010, at 10:00 AM at Red Mesa USD.
13. Motion to adjourn meeting was made by Ambrose Shepherd, seconded by Eugene Kirk at 1:53 PM.
- Vote: 4 in favor, 0 opposed, 0 abstained. The motion carried.

Dated this 16th day of February, 2010

Northeast Arizona Technological Institute of Vocational Education

By 

Karen Leshar, Superintendent

Minutes
NORTHEAST ARIZONA TECHNOLOGICAL INSTITUTE OF VOCATIONAL EDUCATION
(NATIVE)
Work Session
Wednesday, February 10, 2010
Governing Board Room, Kayenta USD, Kayenta, AZ

I. Call to order

Superintendent Leshar called the work session to order at 2:04 PM.

The following Board members were present:

Shannon Tooke
Eugene Kirk
Ambrose Shepherd
Wallace Todacheeny
Mary Tom

In addition to the five Governing Board Members, the NATIVE superintendent, the NATIVE secretary, and the NATIVE business manager, for a total of 8, were in attendance for all or part of the work session.

II. NATIVE Technology Plan

Superintendent Leshar presented the current NATIVE technology plan. School districts applying for Erate funds are required to have a current technology plan explaining the use and need for district technology. Erate funds from \$1.5 million to \$2.5 million are awarded to the NATIVE District every year. Superintendent Leshar indicated that she will update the technology plan to include central campus technology, so it will align with the Erate applications. Board members are requested to read the document and provide feedback to the Superintendent on the District technology plan. After the updates have been made and input included in the NATIVE District Technology Plan, it will be presented to the Governing Board for their consideration for approval..

III. NATIVE 5 Year Goals

Superintendent Leshar presented the NATIVE 5 year goals. Superintendent Leshar reported that funds are needed to build the central campus. The NATIVE website was displayed and navigated by Board secretary. Professional development is ongoing at all sites. The NATIVE Board is commended for offering quality CTE distance learning courses. NATIVE district is operating at 91% of eligible state funding. Superintendent Leshar specified that the central campus is beneficial to all the NATIVE sites. A NATIVE District TV station FCC license application will be submitted to the FCC once it is complete and the application window opens, probably in July, 2010.

IV. Technology Training

Superintendent Leshar provided handouts that gave detailed instructions on how Board members can utilize their NATIVE email accounts. Board President Tooke indicated that she is using her account and has tied the messages to her cell phone. Board member Shepherd's account was set up and he reads his messages when in signal area. Superintendent Leshar offered individual training support for interested members and suggested they set up a time with the Board secretary or Superintendent.

V. Adjournment

The work session adjourned 2:33 PM.