

Minutes
NORTHEAST ARIZONA TECHNOLOGICAL INSTITUTE OF VOCATIONAL EDUCATION
(NATIVE)

Regular Governing Board Meeting
Wednesday, November 12, 2009
Governing Board Room, Pinon USD, Pinon, AZ

Meeting

1. The meeting was called to order at 10:44 AM by Board President Margaret Yazzie.
Present – Governing Board: Margaret Yazzie, Sanders Unified School District
Wallace Todacheeny, Red Mesa Unified School District (*arrived at 10:49 AM*)
Theodore Allen, Chinle Unified School District (*arrived at 10:58 AM*)
Lavina Smith, Kayenta Unified School District (*via teleconference*)
Mary Tom, Pinon Unified School District
Shannon Tooke, Tuba City Unified School District (*via teleconference*)
Eugene Kirk, Window Rock Unified School District
Absent – Governing Board: Ambrose Shepherd, Ganado Unified School District

2. Ms. Yazzie led the Pledge of Allegiance for the Board Members and attendees.
3. Larry Wallen, Pinon USD Superintendent, welcomed NATIVE Board Members and meeting attendees. Rose Martinez, newly elected ASBA Apache County Director was introduced by the Board President.
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 CTE teacher, 2 NATIVE site CTE secretaries, 1 NATIVE site Superintendent, 5 NATIVE site CTE students, and 1 NATIVE site Governing Board member, for a total of 25, were in attendance for all or part of the meeting.
5. Superintendent Leshar recommended that the agenda be approved, postponing 6.2.1 travel reports until the December meeting. Motion to approve the meeting agenda without item 6.2.1. was made by Mary Tom, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 5 in favor, 0 opposed, 0 abstained. The motion carried.

Call to the Public: None

6. Presentations and Reports:
 - 6.1. Superintendent's Report
 - 6.1.1. Superintendent Leshar indicated demographics and attendance files are being reported by most of the sites. Monument Valley HS is experiencing attendance extraction issues. NATIVE district continues to plan for the offering of a graphic communications course in January, 2010. Required documentation to ADE is being finalized. NATIVE District is looking into becoming an adult education training vendor for Navajo Nation Workforce Development.
 - 6.1.2. Superintendent Leshar reported that she attended the JTED Superintendent's Association meeting on October 29, 2009 in Prescott. ADE administrators and Arizona representatives were part of the meeting. Attendees receive legislative updates and discuss current JTED CTE issues. The state anticipates a \$5 million deficit over the next 20 months and are looking for ways to cut back and to generate revenue. ADE is anticipating an additional 15% budget cut. Site data for the Legislative Report from NATIVE sites was due October 30, 2009.
 - 6.1.3. Superintendent Leshar presented the results of the Governing Board self evaluation. The self evaluation was completed during the October NATIVE Board meeting.
 - 6.1.4. Superintendent Leshar indicated that meetings with project manager and architects are continuous. The architectural design needs to be finalized. Caissons will not be required as part

of the NATIVE facility construction. As requested by the ONLR, the Kayenta wage determination was forwarded to FCI Constructors and the O'Malley Group.

- 6.1.5. Superintendent Lesher indicated the NATIVE financial auditors, Hafen and Bucker, conducted a complete financial audit during the week of November 2, 2009. The auditors were onsite at the NATIVE district offices.
- 6.1.6. Superintendent Lesher indicated that the Erate 13 application window is open. Superintendent Lesher recommends that NATIVE district continues to apply for Erate funds. The application window is for the July 1, 2010 through June 30, 2011 funding year.
- 6.1.7. Superintendent Lesher presented the Superintendent's calendar.

Motion to approve the Superintendent's report was made by Mary Tom, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 5 in favor, 0 opposed, 2 abstained. The motion carried.

6.2. Board

- 6.2.1. Travel Reports
Deferred to next Board meeting
- 6.2.2. Upcoming Travel

Superintendent Lesher reminded the NATIVE Board of the upcoming approved travel: ASA/ASBA Winter Conference, December 9-11, 2009, Phoenix, Arizona, 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 reminder memo included a detailed breakdown of Board travel budget, expenditures, encumbrance, and balances. The breakdown was thoroughly explained by Business Manager Waite.

6.3. Site Presentation

Jim Lesher, Pinon HS CTE Director/Principal, and Pinon HS CTE students presented on the Pinon HS CTE program activities and goals. Students from the auto, welding, agriculture, and culinary arts programs presented.

Lunch was made available to Board members and meeting attendees.

6.4. Financial Report

Business Manager Waite presented the 2009/2010 monthly financial reports that included the cash balance, revenue, and the monthly Board reports. The cash balance report includes in fund 310-Erate reimbursement, and in fund 001-Maintenance & Operations stimulus funding. All financial records have been reconciled with the county school superintendent's and county treasurer's offices. Mr. Waite presented the M&O, unrestricted and soft capital budgets, expenditures, and unencumbered balances. Business Manager Waite reported that the state is experiencing a significant budget shortfall that may impact the soft capital fund. Superintendent Lesher recommended approval of the financial report as presented by Mr. Waite.

Motion to approve the financial report as recommended by Superintendent Lesher was made by Theodore Allen, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 5 in favor, 0 opposed, 1 abstained. The motion carried.

7. Consent Agenda

Superintendent Lesher recommended approval of consent agenda items:

- 7.1. Minutes of the NATIVE Governing Board meeting, and the minutes of the NATIVE Governing Board work session on October 14, 2009
- 7.2. NATIVE Superintendent to apply for Erate funds for NATIVE for Funding Year July 1, 2010 through June 30, 2011, and be the authorized signatory
- 7.3. WestMec IGA for lobbyists' services
- 7.4. Expenditures for meeting meal services
- 7.5. Accounts payable vouchers #1011, #1012, #1013, #1014, and payroll vouchers #8, #9

Motion to approve consent agenda items 7.1. through 7.5. as recommended by Superintendent Lesher was made by Theodore Allen, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 5 in favor, 0 opposed, 1 abstained. The motion carried.

8. Unfinished Business

8.1. None

9. New Business

9.1. FY09 carryover budgets/FY09 carryover revision budgets/FY10 new budget requests

9.1.1. Catherine Begay, Window Rock HS CTE Director presented the FY10 NATIVE budget request utilizing FY09 carryover amounts and FY10 new money. The presented budget request allocated funds in instruction-salaries, employee benefits, purchased property services, and supplies of \$231,000, support services-salaries, employee benefits, purchased professional services, purchased property services, other purchased services, supplies, and other expenses of \$78,299.74, for a total budget amount for M&O of \$309,299.74, unrestricted capital of \$182,055 and soft capital of \$59,150, for a grand total FY09 carryover budget and FY10 new money budget of \$550,504.74. Superintendent Leshner and Business Manager Waite advised that the rental of backhoe and skid steer loader cost be moved from 610 to 001 to align with USFR guidelines. Business Manager Waite recommended items budgeted with FY10 soft capital new money be moved into unrestricted capital to avoid journal entries if soft capital is cut by the legislature. Only FY09 soft capital carryover amounts can be budgeted under fund 625. Superintendent Leshner, with concurrence from the NATIVE staff, recommended approval of the presented budget.

Motion to approve the FY10 budget request with the recommended change for Window Rock HS as presented by C. Begay and recommended by Superintendent Leshner was made by Eugene Kirk, seconded by Mary Tom. Board secretary recorded member votes with a roll call vote.

Vote: 6 in favor, 0 opposed, 0 abstained. The motion carried.

9.1.2. Doris Nelson, Ganado HS CTE Director presented the FY10 NATIVE budget request utilizing FY09 carryover amounts and FY10 new money. The presented budget allocated funds in instruction-salaries, employee benefits, supplies, and other expenses of \$176,711.62, support services-purchased professional services, purchased property services, other purchased services, and supplies of \$46,167.29, support services-admin—salaries, employee benefits, purchased professional services, other purchased services, and supplies of \$23,227.26 for a total budget amount for M&O of \$246,106.17, unrestricted capital of \$102,985 and soft capital of \$21,218, for a grand total FY09 carryover budget and FY10 new money budget of \$370,309.17. Business Manager Waite recommended items budgeted with FY10 soft capital new money be moved into unrestricted capital to avoid journal entries if soft capital is cut by the legislature. Only FY09 soft capital carryover amounts can be budgeted under fund 625. Superintendent Leshner, with concurrence from the NATIVE staff, recommended approval of the presented budget.

Motion to approve the FY10 budget request with the recommended change for Ganado HS as presented by D. Nelson and recommended by Superintendent Leshner was made by Theodore Allen, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 7 in favor, 0 opposed, 0 abstained. The motion carried.

9.1.3. Clyde McBride, Monument Valley HS CTE director presented the FY10 NATIVE budget request utilizing FY09 carryover amounts and FY10 new money. The presented budget allocated funds in instruction-purchased professional services, purchased property services, other purchased services and supplies of \$57,314.46, support services-salaries, employee benefits, purchased professional services, other purchased services, and supplies of \$120,070, support services-admin—purchased professional services, purchased property services, other purchased services, supplies, and other expenses of \$10,200 for a total budget amount for M&O of \$187,584.46, unrestricted capital of \$230,297.32 and soft capital of \$6,540, for a grand total FY09 carryover budget and FY10 new money budget of \$424,421.78. Business Manager Waite recommended items budgeted with FY10 soft capital new money be moved into unrestricted capital to avoid journal entries later if soft capital is cut by the legislature. Only FY09 soft capital carryover amounts can be budgeted under fund 625. Superintendent Leshner, with concurrence from the NATIVE staff, recommended approval of the presented budget.

Motion to approve the FY10 budget request with the recommended change for Monument Valley HS as presented by C. McBride and recommended by Superintendent Leshner was made by Theodore Allen, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 6 in favor, 0 opposed, 0 abstained. The motion carried.

- 9.1.4. Mary Goy, Chinle HS CTE Director presented the FY10 NATIVE budget request utilizing FY09 carryover amounts and FY10 new money. The presented budget allocated funds in instruction-salaries, employee benefits, purchased professional services, purchased property services, other purchased services, supplies, technology-related, and other expenses of \$405,356, support services-salaries, employee benefits, purchased professional services, purchased property services, other purchased services, supplies, and other expenses of \$162,646, support services-admin—salaries, employee benefits, purchased professional services, and purchased property services \$54,045 for a total budget amount for M&O of \$622,047, unrestricted capital of \$310,490.72 and soft capital of \$104,918.25, for a grand total FY09 carryover budget and FY10 new money budget of \$1,037,450.97. Business Manager Waite recommended items budgeted with FY10 soft capital new money be moved into unrestricted capital to avoid journal entries later if soft capital is cut by the legislature.. Only FY09 soft capital carryover amounts can be budgeted under fund 625. Superintendent Leshner, with concurrence from the NATIVE staff, recommended approval of the presented budget.

Motion to approve the FY10 budget request with the recommended change for Chinle HS as presented by M. Goy and recommended by Superintendent Leshner was made by Theodore Allen, seconded by Eugene Kirk. Board secretary recorded member votes with a roll call vote.

Vote: 6 in favor, 0 opposed, 0 abstained. The motion carried.

- 9.1.5. Jim Leshner, Pinon HS CTE Director presented the FY10 NATIVE budget request utilizing FY09 carryover amounts and FY10 new money. The presented budget allocated funds in instruction-salaries, employee benefits, purchased professional services, other purchased services, and supplies of \$189,902.12, support services-purchased property services, and supplies of \$6,500, support services-admin—purchased property services and supplies of \$4,110.70 for a total budget amount for M&O of \$200,512.82, unrestricted capital of \$37,795 and soft capital of \$3,000, for a grand total FY09 carryover budget and FY10 new money budget of \$241,307.82. Business Manager Waite recommended items budgeted with FY10 soft capital new money be moved into unrestricted capital to avoid journal entries later if soft capital is cut by the legislature.. Only FY09 soft capital carryover amounts can be budgeted under fund 625. Superintendent Leshner, with concurrence from the NATIVE staff, recommended approval of the presented budget.

Motion to approve the FY10 budget request with the recommended change for Pinon HS as presented by J. Leshner and recommended by Superintendent Leshner was made by Mary Tom, seconded by Wallace Todacheeny. Board secretary recorded member votes with a roll call vote.

Vote: 6 in favor, 0 opposed, 0 abstained. The motion carried.

- 9.2. Superintendent Leshner presented the first reading of Policy BIBA Board Member Conference, Conventions, and Workshops. This is the first reading and requires no action.
- 9.3. Superintendent Leshner presented information to appoint a NATIVE Board member as ASA/ASBA Annual Conference NATIVE delegate, Arizona Biltmore Resort, December 10-12, 2009. Superintendent Leshner recommended that the NATIVE Board appoint a NATIVE Board member to serve as ASA/ASBA Annual Conference delegate. Board member Allen questioned Business Manager Waite, on previous agenda item regarding Policy BIBA.

Motion to approve to appoint NATIVE Board member Eugene Kirk as NATIVE delegate during the ASA/ASBA Annual Conference, Arizona Biltmore Resort, December 10-12, 2009, seconded by Mary Tom. Board secretary recorded member votes with a roll call vote.

Vote: 6 in favor, 0 opposed, 0 abstained. The motion carried.

Board member Tooke requested for Navajo to English language translations of questions and presentations made in Navajo during the Board meetings.

10. Next meeting agenda items: None

11. Announcements: None

12. The next regular Board meeting is scheduled for Wednesday, December 9, 2009, 10:00 AM at Ganado USD. The next regular Board meeting was not announced.

13. Motion to adjourn meeting was made by Theodore Allen, seconded by Eugene Kirk at 2:03 PM. Board secretary recorded member votes with a roll call vote.
Vote: 6 in favor, 0 opposed, 0 abstained. The motion carried.

Dated this 17th day of November, 2009

Northeast Arizona Technological Institute of Vocational Education

By 

Karen Lesher, Superintendent