



Board of Trustees
MINUTES – Regular Meeting

July 22, 2018 @ 11:00 a.m.

Navajo Preparatory School
Farmington, NM

4 **Board Members Present:** Anderson Yazzie, Charley Long, Sherrick Roanhorse, Matthew Tso
5 **Board Members Absent:** None

6 ***I-III. Call to Order, Roll Call & Invocation***

7 The meeting was called to order at 11:25 a.m. by Board President, Anderson Yazzie, Jr. All elected
8 board members were present. A quorum was present. Ms. Wilson announced roll call in which four
9 board members were present. The student representative was not present. The invocation was
10 provided by Charley Long.

11 ***IV. Approval of Agenda***

12 The agenda for Monday, June 25, 2018 was approved with no changes or additions.

13

14 Motion/Second: Sherrick Roanhorse, Charley Long.

15 **Motion carried 4-0-0.**

16 ***V. Approval of Minutes***

17 The minutes for Monday, June 25, 2018 was approved with no changes or additions.

18

19 Motion/Second: Sherrick Roanhorse/Charley Long

20 **Motion carried 4-0-0.**

21 ***VI. Introduction of Guests, Public Comments & Announcements***

22 Keith Neil introduced himself. The board members introduced themselves.

23 ***VII. Reports***

24 **A. IB Results- Donna Fernandez, IB Coordinator**

25 Ms. Fernandez explained the background of the IB Programme at NPS, how exams are structured,
26 and the break out of students seeking diplomas (9), certificates (6) and junior level testing (3). There
27 were no students who received an IB diploma this year. However, some of the highlights were that
28 there are students who received good scores of 3, 4, and 5. Mr. Fernandez also talked about the
29 marks for the extended essay and stated NPS students were 1 to 2 levels away from where they
30 should be. This is an area to improve in.

31

32 NPS IB Programme will be evaluated this year and IB asked for a self-evaluation and asked for
33 evidence on how we are meeting the standards and procedures due June 1, 2019. They will provide
34 guides on how to collect the evidence.

35

36 Ms. Fernandez went over what areas of IB needed books. There are opportunities to continue the
37 exchange programs with Kokomo High School in Indiana and requested to continue to participate in
38 this. Mr. Roanhorse asked if NPS could pay for students to re-take the test. Ms. Becenti stated NPS
39 has money to pay for re-take tests. MR. Roanhorse suggested hosting a half-day session for
40 students to talk about IB; and to educate them about what IB is and how great it is. Workshops and
41 shared experiences could also be incorporated. Also, to possibly connect with other IB coordinators
42 and colleagues to get best practices. Mr. Yazzie suggested to focus on helping students with their
43 CAS projects and provide examples to them on the whole school approach.

44

1 Math is the hardest subject for students. Ms. Becenti stated short cycle assessments can be created
2 and used to help students in this area and to focus on building skills in middle school before the high
3 school years.

4
5 For informational purposes only.
6

7 **B. Liability Insurance Renewal Review- Sheryl John, Business Manager**

8 Ms. John shared information on insurance and referred to handouts. Mr. Yazzie asked if what is
9 being proposed for salary increase, would it have an effect on this. Ms. John stated yes. The
10 amount would go up next year. Also, the amount would cover settlements and lawsuits.

11
12 Ms. John stated employees are able to use their POV for travel, but it is discourage because it will be
13 a longer procedure to process.

14
15 For informational purposes only.
16

17 **C. 2018-2019 Budget Review- Sheryl John, Business Manager**

18 Ms. John reviewed the Budget as presented. Mr. Yazzie asked what the change would look like from
19 this year vs. next year. Ms. Becenti stated we are trying to increase the number of day students and
20 non-native students from this year to next year to increase funding. Also in the plan is to focus on
21 retention of students.

22
23 Ms. John stated some of the Title I funding would need to be used for the health program since
24 there is no funding for the TOP program and Natural Helpers. Ms. Becenti stated she is working
25 with NM Natural Helpers and is looking into how to get funding restored. Mr. Yazzie has requested
26 for Ms. Tso to provide updates on the all grants applied for and what the status is of each.

27
28 Ms. Becenti stated BIE will select 15 schools to monitor and a date would come out in the next 2
29 months. We need to be prepare like we are going to get monitored.

30
31 Ms. Becenti will meet with the Dine Soaring Grant Administrator to learn about the systems and
32 make sure we are in compliance. Ms. Becenti will add an update on the grant at the next board
33 meeting.

34
35 For information purposes only.

36 **VIII. New Business**

37 **A. Approving Resolution: Amending Organization Chart from June 25, 2018**

38 Ms. Becenti read the resolution. Ms. Becenti explained reasons to relocate the DOE Grant
39 Administrator position under the Dean of Instruction's supervision from under the Development
40 Director. Also, she explained relocation of the Print Manager position from under the Development
41 Director's supervision to the Network Administrator. There is currently a floater position that will be
42 changed to be more specific to the retention of students. This position will be supervised by the
43 Dean of Instruction.

44
45 Mr. Roanhorse suggested to show on the organizational chart that the Ad-Hoc Member is a non-
46 voter. Also, to include Navajo Nation at the top of the chart to specify that board members are
47 working on their behalf with NPS.

48
49 Motion/Second: Charley Long/Matthew Tso

50 **Motion carried 4-0-0.**

1
2 **B. Approving Resolution: Salary Increase for Navajo Preparatory School Employees**

3 Ms. Becenti stated there is a new breakdown in the budget due to incorrect figures that didn't
4 include 401k. Ms. Becenti read the resolution. Ms. John explained the increase difference with
5 401k contributions. Not very many employees pay into their 401k plan.
6

7 Mr. Roanhorse expressed the salary increase is a little high. Ms. Becenti explained the rationale of
8 the increase in that there hasn't been a salary increase since at least 2013. Will there be a holiday
9 incentive? Ms. Becenti recommended to bring it up at the next board meeting to look at the cost
10 and what it does to salaries. Mr. Yazzie stated that the holiday incentive has been disclosed to
11 employees already that the incentive is contingent upon funding. Ms. Becenti wants to stay
12 competitive with the local area and also worth to the employees.
13

14 Mr. Tso suggested increases can come from Title I funding for performance pay/incentive pay. Mr.
15 Yazzie stated he wanted to make sure the teachers are comfortable in pay so that they return and
16 he hasn't seen a big push on the academic side as far as salary. Mr. Tso stated that being a grant
17 school, there is a lot of flexibility with teacher pay. Mr. Roanhorse requested from Mr. Neil a report
18 on IB teacher evaluations, performance evaluations and best practices or changes to the process.
19

20 Motion/Second: Matthew Tso/Sherrick Roanhorse

21 **Motion carried 4-0-0.**

22 **IX. Personnel**

23 **A. Approval: New Job Description: Student Success Specialist**

24 Ms. Becenti explained why this position was created: intervention and retention purposes. She read
25 duties of the position. This position will be re-classified to utilize skills of the specific person.
26

27 Motion/Second: Matthew Tso/Charley Long

28 **Motion carried 4-0-0.**

29
30 **B. Approval: Reassignment of Duties**

31 Ms. Becenti stated the Student Success Specialist position was created for Fredina Tapaha-Van
32 Winkle. Ms. Tapaha-Van Winkle does not have a BA degree. Ms. Becenti asked if we could give her
33 a stipulation to obtain BA in 4 months and maintain same rate of pay. When she obtains the degree,
34 her salary will be negotiated. The board agrees. This position will start on Monday, 23, 2018 and
35 the degree will need to be obtained by November 30, 2018. Ms. Becenti stated Ms. Tapaha-Van
36 Winkle will continue with her current rate of pay, upon completion in 4 months we will re-negotiate
37 her contract.
38

39 Motion/Second: Sherrick Roanhorse/Charley Long

40 **Motion carried 4-0-0.**

41
42 **C. Approval: Contract Amendments**

43 Ms. Wilson read memo written for approval.
44

45 Motion/Second: Matthew Tso/Charley Long

46 **Motion carried 4-0-0.**

47
48 **D. Approval: Contract Renewals- Substitutes**

1 Ms. Wilson read the memo written for approval. Ms. John questioned Ms. Bissonette as a
2 substitute. She is already a full time employee. Mr. Roanhorse suggested to research if it is
3 acceptable for her to be a substitute and a full time employee.
4

5 This motion will be table until next meeting. It will be brought back to the board, if needed. Ms.
6 Becenti stated she will not be able to be a substitute at this time.
7

8 Motion/Second: Sherrick Roanhorse/Matthew Tso
9 **Motion carried 4-0-0.**

10
11 ***E. Approval: Salary Re-Negotiations***

12
13 Ms. Becenti read the memo from Ms. Wilson.
14

15 Executive Session starts at 1:02 p.m.

16 Executive Session ends at 1:46 p.m. (Motion/Second: Matthew Tso/Charley 4:0:0)
17

18 A. Director of Human Resources- Ada Wilson
19

20 Salary re-negotiation to \$60,000/annually.
21

22 Motion/Second: Sherrick Roanhorse/Charley Long
23 **Motion carried 4-0-0.**
24

25 B. Network and Technology Specialist- Lander Morris
26

27 Motion to table the discussion surrounding the Network and Technology Specialist to the August
28 board meeting pending further details from CamNet contract.
29

30 Motion/Second: Sherrick Roanhorse/Charley Long
31 **Motion carried 4-0-0.**
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33
34 ***F. Salary Adjustment- Payroll/Travel Specialist***

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36 A. Payroll/Travel Specialist- Sheryl John
37

38 Salary Adjustment to \$43,500/annually.
39

40 Motion/Second: Sherrick Roanhorse/Matthew Tso
41 **Motion carried 4-0-0.**

42 ***XII. Future Business, Next Meeting Date & Adjournment***

43 The next regular meeting is scheduled for Thursday, August 30, 2018 at 3:00 a.m. at Navajo Prep.
44

45 Mr. Roanhorse suggested press release on Shawn Becenti- vision on where to go.

46 Mr. Tso asked about athletic passes.
47

48 Meeting adjourned at 2:00 p.m.
49

50 Motion/Second: Matthew Tso/Charley Long

1 **Motion Carried 4-0-0**

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4 **Minutes approved on _____.**

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8 _____
9 *Anderson Yazzie, Jr., President*
 Board of Trustees

10 **Minutes prepared by: Ada J. Wilson, Director of HR**