

# **Central Consolidated School District #22**

Shiprock Administration Office

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## **WORK SESSION**

**Shiprock Board Room, Shiprock, New Mexico**

**June 16, 2011 - 7:00 p.m.**

### **MINUTES**

#### **School Board Members**

Matthew Tso, President *(arrived 7:16 pm)*  
Bernice Benally, Vice-President  
Lupita White, Secretary  
Hoskie Benally, Jr., Member *(arrived 7:15 pm)*  
Randy Manning, Member

#### **Administrators**

Don Levinski, Interim Superintendent  
Tim Kienitz, Assistant Superintendent  
Sharon Jensen, Assistant Superintendent  
Gary Martinez, Director of Accounting

#### **I. ROUTINE MATTERS**

The meeting was called to order at 7:07 p.m. by Bernice Benally, Board Vice-President.

#### **II. COMMENTS FROM THE AUDIENCE**

Donovan Begay, community member commented to have respect for Board members and encourage the Board to do the best they can.

Georgette Howe, community member submitted a letter to the Board concerning the restrooms accessible at Nizhoni Elementary School.

Audrey Nez, parent voiced her concerns on promoting education and graduation requirements.

#### **III. STUDENT, STAFF, AND COMMUNITY RECOGNITION**

No recognition at this time.

#### **IV. REPORTS**

A. Tom Adair, Football Coach presented the Fund Raising request for camp and purchase equipments by selling popcorn and cookie dough. Requested by the Board to add Popcorn and Cookie Sale to the Fund Raising Request Form.

John Sandoval, Head Wrestling Coach, presented the Fund Raising request for Bronco Cards Sale. The purpose is to raise money for wrestling program and will be used to provide wrestling with training equipment and wrestling apparel.

Sharon Jensen, Assistant Superintendent presented the Fund Raising request for Don Hornbecker. The students will be selling pretzels and cookies to local communities to continue making improvements on our community athletic complex and PTO activities and rewards.

Gary Thompson, Athletic Director and Bob with Elite Company, presented the Fund Raising request on Elite Fund Raising to purchase tickets from Athletic budget and tickets will then be sold to programs and to parents and community. This will reduce the cost of meal money budget by 50% and savings will be put into athletic equipment budget.

Sharon Jensen presented the Fund Raising Request for Raul Sanchez. Order forms will be sent home for the students to attain door to door sales during the assembly and via newsletter. Every year we have been able to raise sufficient funds to address all the expenses for the fieldtrips for all grade level during the course of the year. Ms. Jensen will get with Raul Sanchez for more information on Fund Raising Request before approval.

- B. Brock Smith, Student Nutrition Director, presented the bids for Bakery and Dairy. The Dairy Bid is awarded to Creamland. The Bakery Bid only had two bidders Sara Lee and Holsum Bakery; however Holsum Bakery withdrew the bid. The Bakery bid was awarded to Sara Lee.
- C. Alice Ulibarri, Custodial Supervisor presented the Custodial Bid on cleaning supplies. Bernice Benally would like an approximate price on cleaning supplies to be provided on Tuesday at the Regular School Board meeting in Kirtland.
- D. Kristy Stock, Curriculum and Instruction Supervisor, presented the Revised 2011-2012 ESEA Consolidated Application. Last month the application was approved by PED. Ms. Stock reviewed changes made on the application. Page 7 of the application is a carryover of 15% on Title I. Budget Summary decrease by 13.5 % in budget.
- E. Dennis Fieldsted, Construction / Maintenance Director, presented the Facility Master Plan Quarterly Review. Transfer of funds previously approved for design to construction of Nataani Nez to the four schools impacted by closing Nataani Nez. Naschitti Elementary School is the next school on the Master Plan to apply funds for design and construction of a new school. This season Naschitti was ranked at 67 and the cut off was at 60, therefore we will submit for the 2012-2013 cycle.
- F. Dennis Fieldsted also presented the progress on Sewer Tie-In Kirtland. The project is in design phase for the facilities that are presently being serviced by Districts Waste Water Treatment Plant and the project will be ready for bid in July. The Kirtland Elementary School and Kirtland Transportation project was advertised on June 8, 2011 and will be pre-bid conference for interested contractors on June 16, 2011. The District will receive bids on June 21, 2011 at 10:00 am, the bids will be evaluated and the best bid will be presented at the Regular School Board meeting for approval.
- G. Dennis Fieldsted presented the proposal for Shiprock Business Office Generator from Farmington Construction, Inc. a total of \$59,910.72 includes the Labor and Material to complete the following: Install 60 KW Generator 168 AMP-120/208 2 Phase which consist of Transfer switch, 2 year/400 HR (standard rated) warranty, factory set-up, 200 amp disconnect, 200 amp

EM Panel, Concrete slab, Generator 6" skids, Gas and Electrical service lines, and 6' fence enclosure.

- H. Don Levinski, Interim Superintendent stated that the Personnel Report that includes new hires, transfers, resignations, and retirements will be discussed in Executive Session if necessary.
- I. Rick Edwards, District Quality Coordinator presented the Policy Services Advisory for Board Committee and Advisory Committee, the outline on deletion are strike through and underlines are additions. Bernice Benally asked if the Advisory Committee will be selecting a financial auditor. Randy Manning commented that they recommend not select. Matthew Tso asked if there have been any problems with the policy, Mr. Edwards answered no problems on the policy.
- J. Gary Martinez, Director of Accounting gave a brief report on the move from Kirtland Business Office to Shiprock Administration Office. In A-building carpets are being installed, paint are applied in all offices, and the transition will meet deadline June 30 for all parties including Human Resources unless an agreement to be moved by July 15 with Payroll. Dennis Fieldsted praised his maintenance and warehouse employees for their dedication in helping with the move and keeping up with work orders. Bernice Benally commend Mr. Flack with Farmington Construction for doing a wonderful job and compliments from Navajo contractors for doing a good job for being a wonderful supervisor and assigning work. Matthew Tso asked who is doing the paint job, Mr. Fieldsted responded that a contractor named Hastings is doing the paint job.
- K. Gary Martinez presented the 2011-2012 Budget. A few changes on the Budget Summary in the two months receiving allocation changes in the grant funds, when received we added in the initial budget. Operational funds remain the same. Matthew Tso asked the comparison to last year's budget, Mr. Martinez commented that last year's budget was \$55,537,041 and revenues \$940,000 higher this year. Randy Manning asked when was the budget advertise for approval, according to State statues the budget has to be advertise for two weeks before approval with date, time, and place.
- L. Gary Martinez presented the Payment of Bills. Board members asked questions on a few vendor names and check amounts.
- M. Gary Martinez presented the Budget Adjustments and Increases. Mr. Martinez explained the FY11-FY12 Budget Adjustments. A Budget Adjustment listing was given to the Board for review for each fund description. Two budget adjustments are presented for approval transferring \$1.3 million out of the 4000 function to fund some educational teachers and SLP. Additionally the Operational fund of \$200,000 represents to hire additional teachers. Mr. Levinski explained the additional teachers which consist of eleven (11) teachers, eleven (11) Special Education teachers, one (1) Psychologist, and one (1) Speech and Language Pathologist, with additional eight (8) Teacher Aides.
- N. Gary Martinez presented the Monthly Fiscal Report. The debt services on bonds are \$10.4 million outstanding on 4100 bonds. Viewpoint budget by month is viewed by funds and functions.

**V. DISCUSSION**

A. Items for June 21, 2011 Regular School Board Meeting

- Report on Curriculum changes and concerns
- Leases Update
- Personnel Report by numbers

**VI. PLUS / DELTA**

Strengths (+):

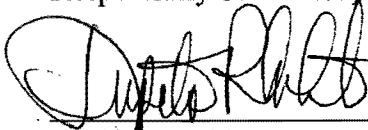
Changes (Δ):

Gary Martinez - Budget Report  
Comments from the Audience

**VII. ADJOURNMENT**

Motion by Bernice Benally, second by Hoskie Benally, Jr. to adjourn the Work Session meeting at 9:27 p.m. *Motion carried, 5-0.*

Respectfully Submitted,



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Lupita R. White  
Board Secretary