

# **Central Consolidated School District #22**

Shiprock Administration Office

P.O. Box 1199, Shiprock, New Mexico 87420

Voice: (505) 368-4984 / 598-9684

Fax: (505) 368-5232

## **WORK SESSION**

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

**May 12, 2011 - 7:00 p.m.**

### **MINUTES**

#### **School Board Members**

Matthew Tso, President  
Bernice Benally, Vice-President  
Lupita White, Secretary (*absent*)  
Hoskie Benally, Jr., Member  
Randy Manning, Member (*absent*)

#### **Administrators**

Gregg Epperson, Superintendent  
Tim Kienitz, Assistant Superintendent  
Sharon Jensen, Assistant Superintendent  
Byron Manning, Exec. Dir. of Finance  
Gary Martinez, Director of Accounting  
Olivia Kien, Interim Director of SPED

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

The meeting was called to order at 7:11 p.m. by Matthew Tso, Board President.

Motion by Bernice Benally, second Hoskie Benally, Jr. to move Section V – Discussion before agenda Section IV – Reports and renumber accordingly as Section “IV – Discussion” and Section “V – Reports”. Addition to pull Item F – Items for May 17, 2011 Regular School Board Meeting” as a separate agenda Section “VI – Items for May 27, 2011 Regular School Board Meeting” with the remaining agenda sections renumbered accordingly as VI, VII, IX, and X. Move Section IV-Reports items “R, S, and T after Item J – Open Meetings Act Resolution and Regular School Board and Work Session Meeting Schedule for SY 2011-2012 with the remaining agenda items re-lettered accordingly.  
*Motion carried, 3-0.*

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

- A. Colleen Bowman who represented Kirtland Business Office voiced her concerns and discussion on the consolidation of Kirtland Business Office with Shiprock Administration Office.
- B. Donovan Begay, community member supported the movement of Kirtland Business Office with Shiprock Administration Office.

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

- A. Hoskie Benally, Jr. presented the New Mexico Student Achievement Award Recipient to Carmelita Lowe.

- B. Gary Everett, Kirtland Central High School Principal presented a certificate of recognition to Rachel Williams and she was also recognized for Distinguished Young Women of New Mexico.

#### IV. DISCUSSION

- A. Pros and Cons for One Year Construction Freeze were discussed by the Board. The Board had questions on the list of construction projects for one year and the amount of the projects for exiting and projected projects. Byron Manning commented on the Board's question on future projects. Two action plans were discussed which include upgrading all fire alarms, intrusion alarms, security cameras and card key systems to secondary schools for better control and access to our buildings. Projects on hold this year is the drop off and pick up at Newcomb Elementary School, moving the bus drop off on the back side of the school and parents pick up on the front side of the school and conditions of parking lots in the district. Construction funds the state pays it directly. Construction Maintenance funds out of operational funds about \$4 million a year; \$1.25 million for Technology upgrades, \$750,000 to Teacher Housing Bond Payment fixed for 10 years; \$2 million for small maintenance construction projects. Gregg Epperson will work with Byron Manning and Dennis Fieldsted to present proposed projects to the Board.
- B. The Board discussed the possibility of moving Kirtland Business Office to Shiprock Administration Office. The Board would like to consolidate both business offices for cost savings. Gregg Epperson requesting to have feasibility study. Mr. Epperson asked the Board for clarification to continue with a feasibility study. The Board commented that they asked for a feasibility study in the past. Board President Matthew Tso proposed two different items for action; first proposal to do the feasibility study and to be presented to the Board as an Action Item and second a topic of discussion. The Board would like to proceed by taking action with specific deadline for movement of KBO. The Board would like to see any previous data to move Kirtland Business Office to Shiprock Administration Office.
- C. The Organizational Chart was discussed with the Board. The Board would like to see an updated organizational chart that reflects the budget, vacant positions, retirements, and resignations. Gregg Epperson shared the Newcomb High School and Newcomb Middle School will have one Principal and one Assistant Principal; Board President Matthew Tso commented that he would not approve the draft Budget without the Organizational Chart. Mr. Epperson will give the Board an updated draft with final chart to be completed during the summer.
- D. The Board is requesting a Personnel Report on a monthly basis to provide certified and non-certified new hires, retirements, and transfers updates, to be provided by Nancy Frazzini, Director of Human Resources. This will be provided monthly.
- E. The Board would like to revise the Nepotism Policies on B-0800 and G-0700. The Board had concerns in the policies regarding brother, brother-in-law, sister, or sister-in-law and employment of close relatives. The Board is requesting to make revision on the policy B-0800 Board Member Conflict of Interest to be read under Nepotism "A local superintendent shall not renew the contract nor offer continued employment to an employee under the local superintendent's direct supervision whose employment contact will expire on or after adoption by the Board that meets the criteria provided for in NMSA 1978, §22-5-6(A)". Vice-President Bernice Benally is requesting the State Attorney General Gary King to comment on where they stand on Nepotism policy as stated in the state statute.

**V. REPORTS**

- A. Herbert Frazier, Director of Bilingual presented the 2011-2012 Title III Application which is submitted every year.
- B. Herbert Frazier presented the 2011-2012 State Bilingual Multicultural Education Funding Application.
- C. Gary Everett, Kirtland Central High School Principal and Ms. Bryant, Attendance Clerk presented a power point presentation seeking approval on proposed Attendance Pilot at Kirtland Central High School.
- D. Sharon Jensen, Assistant Superintendent presented the 2011-2012 ESEA Consolidated Application. The application is submitted each year to receive funding.
- E. Sharon Jensen also presented the 2011-2012 Funding Renewal Application for Elementary Arts Program.
- F. Colleen Bowman, Human Resources Coordinator presented the LETQP Request for Sabbatical Leave – Cohort #2. Ms. Bowman also introduced Ms. Linn Johnson, Reading Coach at Kirtland Middle School; Mr. Jeorj Moralez, Teacher at Grace B. Wilson Elementary School; Terrian Benn teacher at Kirtland Early Childhood Center. Ms. Roz Ulibarri read a letter from teachers who participated with the Sabbatical Leave.
- G. Olivia Kien, Interim Director of Special Education provided a overview of the Special Education Instructional Program.
- H. Rick Edwards, District Quality Coordinator presented the Alternative Governance Plans for Kirtland Elementary School, Ojo Amarillo Elementary School, and Eva B. Stokely Elementary School. The purpose of the AGP is for schools to improve its ability to teach all children and achieve annual academic performance targets.
- I. Tim Kienitz, Assistant Superintendent presented the Graduation Report.
- J. Gregg Epperson informed the Board that the Open Meetings Act Resolution and Regular School Board and Work Session Meeting Schedule for SY 2011-2012 will be on Tuesday night's agenda for vote.
- K. Gary Martinez, Director of Accounting presented the Insurance Waiver for Part-Time Employees.
- L. Gary Martinez revised the Cash Transfer Request for Athletic Grant.
- M. Gary Martinez revised the Cash Transfer Request for Operational Grant.

- N. Charles Hayes, Director of School Improvement gave a report on the Academic Coaching Program. Mr. Hayes reported the Coaching Survey Statistical Summary dated 2008-09 and 2009-10, mCLASS DIBELS in percentages of Students at Benchmark, and AYP Report.

Motion by Bernice Benally, second Hoskie Benally, Jr. to move Section V - Items O-Newcomb Elementary School AYP Strategies; P-Pending / Upcoming Litigations and Expenditures by Law Firm; Q-2011-2012 Budget; R-Payment of Bills; S-Budget Adjustments and Increases; T-Monthly Fiscal Report. Section VII – Convene in Executive Session and Section VIII – Reconvene in Open Session to Tuesday, May 17, 2011 Regular School Board Meeting. *Motion carried, 3-0.*

VI. Items for May 17, 2011 Regular School Board Meeting

VII. **CONVENE IN EXECUTIVE SESSION**

(Move to Tuesday, Regular School Board Meeting on May 17, 2011)

VIII. **RECONVENE IN OPEN SESSION**

IX. **PLUS / DELTA**

Strengths (+):

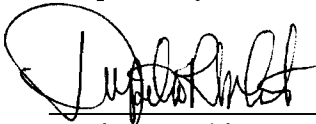
Changes (Δ):

Good Discussion  
Public Comments  
NM Student Achievement Award to Carmelita Lowe  
Recognition to Rachel Williams for Distinguished Young Women of NM

X. **ADJOURNMENT**

Matthew Tso adjourned the Work Session meeting at 12:40 a.m.

Respectfully Submitted,



\_\_\_\_\_  
Lupita R. White  
Board Secretary