



# CENTRAL CONSOLIDATED SCHOOL DISTRICT

District Administration Complex  
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*A Community of Learners Dedicated to Building Lives*

## WORK SESSION

Shiprock Board Room, Shiprock, New Mexico  
October 13, 2016 – 6:30 p.m.

### MINUTES

#### School Board Members

Randy Manning, *President*  
Adam J. Begaye, *Vice-President*  
Christina J. Aspaas, *Secretary*  
Ruthda W. Thomas, *Member*  
Charlie T. Jones, Jr., *Member*

#### Administrators

Dr. Colleen W. Bowman, Interim Superintendent  
Dr. Rebecca Benedict, Director of Curriculum & Instruction  
Amanda Sutherland, Director of EPO  
Eric James, Director of Facilities  
Dr. Pandora Mike, Director of Support Services  
Violet Kelley, Director of Human Resources  
Herbie Clichee, Director of Finance

#### I. ROUTINE MATTERS

A. Board President, Randy Manning the meeting to order at 6:50 p.m.

#### II. COMMENTS FROM THE AUDIENCE

Dr. Dave Goldtooth, Naschitti Elementary School Principal expressed gratitude on coordinating the School Community Meeting at Newcomb High School for the memorial for Tammy Shirley. Dr. Goldtooth also announced the Navajo Nation upcoming event for the 23<sup>rd</sup> Council Fall Session.

Danielle Jim, teacher at Mesa Elementary School shared on behalf of Dr. Goldtooth on promoting Navajo Nation Expo 2016 in November.

#### III. REPORTS

##### A. Unique Trip Requests

1. Pedro Larribas, KCHS JROTC presented the JROTC Tour Olympic Training Center and Rifle Competition in Colorado Springs, CO on December 2-3, 2016.
2. Pedro Larribas also presented the JROTC Cadet Leadership Course in Flagstaff, AZ on April 27-30, 2017.
3. Jeffrey Hammons of Mesa Elementary School presented the First Lego League Robotics Qualifying Tournament in Durango, CO.
4. The trip for Naschitti Elementary School for Navajo Nation Fall Session in Window Rock, AZ on October 18, 2016 is ratified for approval by the Interim Superintendent.

- B. Fundraising Requests
1. Pedro Larribas also presented the JROTC Grant request for National Rifle Association for October 19, 2016 to November 15, 2016. The donation will be used for equipment.
  2. Dr. Dave Goldtooth presented the fundraising for Naabaahii Bi Style Bee Hazaanii MMXVI, requesting support on donation letters to business owners. The Expo will be at the Naschitti Elementary School on November 17, 2016. The board had a few concerns with the budget, such as mileage rate, Student Services Account, percentage Donation to School Plan A, B, C, monitoring Value on Plan B and Plan C, also need the booth fees to review. The expenditure breakdown will be reported on Tuesday, October 18<sup>th</sup>.
  3. Shawn Miller, Athletic Director of Newcomb Middle and High School presented the fundraising request for Fan Cloth Sales and the funds will be used for travel and meals.
  4. Shawn Miller also presented the Fan Cloth Sales for Newcomb High School for Fan Cloth Sales.
  5. Dr. Colleen W. Bowman, Interim Superintendent requested to remove off the agenda.
- C. Well Fargo Teacher Grant Application requested to be removed from the agenda due to late deadline submission per Hanni Collyer of Newcomb High School.
- D. John Tohtsoni, Jr., Shiprock High School Principal presented the Donation from KuKulski Brothers Inc. T-Shirt Company. The KuKulski Brothers, Inc. contributed a check in the amount of \$621.00 payable to Cross Country.
- E. Ben Tensay, Athletic and Activities Coordinator presented the Donation from New Mexico Athletic Association of \$750.00 for the Newcomb High School athletic program, and Dusty Young, NMAA Foundation Board Member visited Newcomb High School in August and recognized the athletic program with a donation from NMAA.
- F. Amanda Sutherland, Exceptional Program Director presented the Medicaid School Based Services Program. Completed a Medicaid audit and discussed the results and Cheryl Jones and Lucille Adams was recognized by Ms. Sutherland for preparing the documentation for the audit. The audit finding letter will be reported to the board.
- G. Amanda Sutherland also presented the 504 Grievance Procedures, the only changes added to the procedures is "This applies to complaints alleging discrimination by employees, other students, or third parties.
- H. Amanda Sutherland explained the After the Fact for hotel room payment for conference travel and purchasing card.
- I. Rick Edwards, Principal explained the After the Fact for past invoices for concession supplies. Mr. Edwards investigated After the Fact for Shiprock High School concessions invoices for B & H Wholesale for SY 2015-16. Herbie Clichee commented the bank and the district is under review of dividing the loss of \$600.00. Adam Begaye suggested to have Herbie Clichee give an update on the process. Dr. Bowman will take the process under advisement with the attorneys.
- J. Ben Tensay and Jennifer Kaskalla presented the Official School Logos and Colors, Standardizing Pricing for Athletic Passes and the board recommended Proposal 1 with all sports passes one price for students at \$40.00 and also indicate Basketball on the proposal. Ms. Kaskalla also presented the new floor proposed for Shiprock High School, two half weeks to finished the floor, use the official school logo for Shiprock High School. Mr. Tensay presented the Athletic and Activities Handbook with changes recommended by NMAA, including the approval date to October 18, 2016.

- K. Eric James, Director of Facilities presented the Resolution for TBA Blacktop Shared Funding and Shiprock Administration area and Resolution of Sponsorship for a Farmington MPO Application and Maintenance.
- L. Herbie Clichee, Director of Finance presented the Permanent Cash Transfer to support athletic program for student travel and purchase of general supplies and to support non-instructional fund projects and activities for students and transfer SB-9 cash balances.
- M. Herbie Clichee also presented the Request to Change Vendor for Investment from Wells Fargo Investments to Moreton Capital Markets, previous representative Larry Lundberg is now with Moreton Capital Markets, Wells Fargo Investment location in Salt Lake City is now closed and account representative is now in Seattle, WA, the representative has changed three times in the last year, last location was in California, Moreton Capital Markets is located in Salt Lake City and Larry Lundberg makes visits to the Four Corners area and easy to contact via phone or email. Received the same investment options services, continue to be FDIC insured and also can continue to invest with Wells Fargo Money Market Fund.
- N. Herbie Clichee presented the Audit Update. FY 15-16 Audit Status on site review September 6-8. Reviewed payroll data, including HR contracts, deposit data, purchasing data, RHCA reports, list of RFRs from OBMS July 1, 2016 to current, compensated absences, 941 2<sup>nd</sup> Quarter, Board Minutes from May to current, this is needed every month until the audit report is issued, AP list paid in July and August for items received and services rendered by before June 30, 2016, do not include pre-paid, pledged collateral, DD total information on a spreadsheet, salaries payable, compliance testing for AP, JEs, and PR. Goal is to meet November 15 deadline to submit audit report to State Auditor's Office. Keep Randy Manning and Ruthda Thomas updated with audit as they are submitted.
- O. Herbie Clichee, Director of Finance presented the Deposited Not Processed within 24 Hours for Operational and Activity.
- P. Herbie Clichee presented the Payment of Bills on Outstanding Checks, Check Listings, Vendor Listings, and Purchasing Cards.
- Q. Herbie Clichee presented the Budget Adjustments and Journal Entries and explained each BARs Report.
- R. Herbie Clichee presented the Items Over \$60,000.
- S. Herbie Clichee presented the Monthly Fiscal Report on Expenditures and Revenues.
- T. Violet Kelley, Director of Human Resources presented the First Reading of J-3100 – Weapons in School. No questions from the Board on the policy.
- U. Violet Kelley also presented the changes on the Second Reading of Section D – Fiscal Management.
- V. Violet Kelley presented the Second Reading of Section G-050 – Staff Standards of Conduct Policy. No changes were made on the policy.

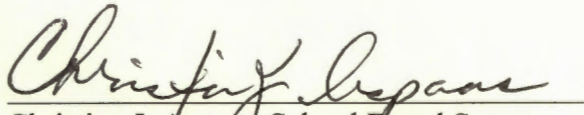
**IV. DISCUSSION****A. Items for the October 18, 2016 Regular School Board Meeting**

- Title VII and JOM Funding Budget
- San Juan College High School for November Board Meeting
- Gov. Martinez signed a bill from Special Session for November Board Meeting

**V. ADJOURNMENT**

Motion by Adam J. Begaye, second by Charlie T. Jones, Jr. to adjourn the Work Session meeting at 11:34 p.m. *Motion carried, 5-0.*

Respectfully Submitted,

  
Christina J. Aspaas, School Board Secretary