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**HOPI JUNIOR/SENIOR HIGH SCHOOL
INTERIM GOVERNING BOARD REGULAR MEETING
DATE: September 12, 2018 @ 6:00 p.m.
LOCATION: Board Conference Room**

I. PRELIMINARIES

- a. Meeting called to order at 6:12 p.m., by Interim Board Clerk Uberta Mowa, who also took 1st Roll Call: Interim Board member Stewart Nicholas – Absent, Interim Board President Donald Dawasevaya – Absent, Interim Board Vice President Judy Talawyma – Absent, Interim Board Clerk Uberta Mowa – Present and Interim Board member Melvin Pooyouma - Present. Interim Board Clerk U. Mowa declared no quorum, second roll call to be conducted in 15-minutes.

Interim Board Vice President Judy Talawyma present at 6:24 p.m.

2nd Roll Call taken by Interim Board Clerk U. Mowa: Interim Board Vice President Judy Talawyma – present, Interim Board member Melvin Pooyouma – present and Interim Board Clerk Uberta Mowa – present. Absent: Interim Board President Donald Dawasevaya and Interim Board member Stewart Nicholas. Interim Board Vice President Judy Talawyma declared quorum with (3) members present and to proceed with meeting.

OTHERS PRESENT: HJSHS Superintendent Dr. Steven Berbeco, Business Manager Patrick Secakuku, HR Technician Dakota Francis, Bruce Talawyma, Hopi Tribe Chairman’s Assistant, Dr. Noreen Sakiestewa, Hopi Tribe Education Department, SPED Director Pamela Engstrom, HS Principal Lynn Fredericks, JH Principal Alban Naha, and Farron Lomakema, HS Alternative Class Teacher.

- b. Oath of Office conducted for Elected Governing Board Members by Hopi Tribe Education Director Dr. Noreen Sakiestewa to following: Melvin Pooyouma – Moencopi District, Anita Bahnimptewa – Second Mesa District, Laurel Poleyestewa – 1st Mesa District, Sandra Dennis – Hotevilla/Bacavi District and Valerie Kooyaquaptewa – Keams Canyon District.

Interim Governing Board members excused following Oath of Office ceremony.

- c. Roll Call of Newly Seated Hopi Jr. Sr. High School (HJSHS) Governing Board Members by Executive Secretary Vernita Selestewa Present: Anita Bahnimptewa, Melvin Pooyouma, Sandra Dennis, Valerie Kooyaquaptewa and Laurel Poleyestewa. Five (5) members present, quorum to proceed with meeting.

- d. Election of Governing Board Officers conducted by Superintendent Dr. Steven Berbeco.

1 Board member M. Pooyouma nominated Board member V. Kooyaquaptewa for
2 President, seconded by Board member S. Dennis.

3 Board member V. Kooyaquaptewa nominated Board member A. Bahnimptewa for
4 President, seconded by Board member M. Pooyouma.

5 Board member S. Dennis made motion to cease nominations, seconded by Board
6 member A. Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.

7
8 Votes by show of hands:

9 Board member V. Kooyaquaptewa -4 votes

10 Board member A. Bahnimptewa – 1 vote

11 Board member V. Kooyaquaptewa voted in as HJSHS Governing Board President, at
12 this time presided over the meeting.

13
14 Board member M. Pooyouma nominated Board member A. Bahnimptewa as Vice
15 President, seconded by Board member S. Dennis.

16 Board member S. Dennis nominated Board member L. Poleyestewa as Vice President,
17 seconded by Board member A. Bahnimptewa.

18 Board member A. Bahnimptewa made motion to cease nominations, seconded by Board
19 member M. Pooyouma. Vote: 5/yes, 0/no and 0/abstentions.

20
21 Votes by show of hands:

22 Board member A. Bahnimptewa – 1 vote

23 Board member L. Poleyestewa – 3 votes

24 Board member L. Poleyestewa voted in as HJSHS Governing Board Vice President.

25
26 Board member M. Pooyouma nominated Board member S. Dennis for Board Clerk,
27 seconded by Board member A. Bahnimptewa.

28 Board member A. Bahnimptewa made motion to cease nominations, seconded by Board
29 member M. Pooyouma. Vote: 5/yes, 0/no and 0/abstentions.

30 Board member S. Dennis voted in as HJSHS Governing Board Clerk.

31
32 e. Selection of HJSHS Representative for Hopi Board of Education

33
34 Board Vice President L. Poleyestewa nominated Board member A. Bahnimptewa as
35 HJSHS Representative for Hopi Board of Education (HBE), seconded by Board
36 member M. Pooyouma. Board member S. Dennis made motion to appoint A.
37 Bahnimptewa as HBE Representative and Board member M. Pooyouma as alternate,
38 seconded by Board Vice President L. Poleyestewa. Vote: 5/yes, 0/no and 0/abstentions.

39
40 f. Statement of Welcome by Governing Board President V. Kooyaquaptewa and each of
41 the Newly elected HJSHS Governing Board members with statements of appreciation
42 to the outgoing Interim Governing Board members.

43
44 g. Recognition of Guests – Governing Board President V. Kooyaquaptewa recognized the
45 Interim Board and all those present.

1
2 **II. APPROVAL OF MINUTES:**
3

- 4 a. Regular Interim Board Meeting Minutes – August 08, 2018
5 b. Special Interim Board Meeting Minutes – August 15, 2018
6

7 Governing Board member M. Pooyouma made motion to approve August 08, 2018
8 Regular Interim Board Meeting Minutes and August 15, 2018 Special Interim Board
9 Meeting Minutes, seconded by Board Clerk S. Dennis. Vote: 5/yes, 0/no and
10 0/abstentions.
11

12 **III. APPROVAL OF AGENDA:**
13

14 Superintendent Dr. S. Berbeco presented the agenda with request for following additions: First
15 under section VI (L) – Offers of Employment – add (xix) – Federal Programs Director Latoyia
16 Largo.

17 Second add-on under section VI add section (M) – Resignations – Althea Poneoma, Lead
18 Custodian, and

19 Third under section VII – EXECUTIVE SESSION– strike from agenda.
20

21 Board member A. Bahnimptewa made motion to approve Agenda with amendments, seconded
22 by Board member M. Pooyouma. Vote: 5/yes, 0/no and 0/abstentions.
23

24 **IV. CALL TO THE PUBLIC:** *(In compliance with the Open Meeting Law, the Governing Board*
25 *will neither discuss nor take action on issues under call to the public. When necessary, issues*
26 *will be taken under advisement.)*
27

- 28 1. Bruce Talawyma – Hopi Tribal Chairman’s Assistant
29

30 a. Request for Governing Board to consider approval of students to attend Hopi Festival
31 at the Smithsonian Museum in Washington D.C., November 14 thru November 19, 2018,
32 all expenses paid by Smithsonian. This also includes HJSHS staff members, Harold
33 Lomayaktewa, presenter and Rick Baker will be presenting the Hopi cultural pertaining to
34 running and showcasing HJSHS Bruins - 27 cross country championships and the HJSHS
35 ROTC to accompany the Hopi Chairman’s Office and post colors. Itinerary will need to
36 be finalized by September 21, 2018 and a meeting is scheduled for September 24, 2018
37 with individuals invited.
38

39 b. Request for Governing Board to consider approval for students to attend the Lower
40 Colorado River Trial and attorneys have informed the Hopi Tribe of a Program from Courts
41 to encourage students to attend judicial processes, for educational purposes. This would
42 also be a good opportunity for students to learn on what Hopi is going through with
43 regarding water legal issues, something that will impact the future of our youth and for
44 them to understand this.
45
46

1
2 **V. OLD BUSINESS/POSSIBLE ACTIONS ITEMS:**
3

4 a. Request for Approval of Attorney Services for SY 2018-2019
5

6 Superintendent Dr. S. Berbeco presented and request approval of Attorney Services for
7 HJSHS for SY 2018-2019. Superintendent Dr. S. Berbeco explained the criteria process
8 and recommendation of (2) Law Firms from (3) RFP's received. The (2) law firms
9 recommended are Magnum Wall Stoops & Warden PLLC Attorneys and Hufford,
10 Horstman, Mongini, Parnell & Tucker PC, both Law Firms scored the same by the Panel
11 Board.

12
13 Discussion on pending litigation process and other cost(s) by Board, process explained
14 by Superintendent Dr. S. Berbeco.
15

16 Board Clerk S. Dennis made motion to table approval of law firm and take under
17 advisement, until next School Board meeting, seconded by Board member A.
18 Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.
19

20 b. Request for Approval of Student Harassment, Intimidation, and Bullying Policy -
21 2nd/Final Reading
22

23 Superintendent Dr. S. Berbeco presented policy, which was developed in spring, with
24 feedback from Administrative Team members.
25

26 Superintendent Dr. S. Berbeco will make new Administration aware of Policy to
27 enforce.
28

29 Board Clerk S. Dennis made motion to approve Student Harassment, Intimidation and
30 Bullying Policy, seconded by Board member M. Pooyouma. Vote: 5/yes, 0/no and
31 0/abstentions.
32

33 c. Request for Approval of Use of Technology in Official Business Policy - 2nd/Final
34 Reading
35

36 Superintendent Dr. S. Berbeco presented Policy, which only pertains to staff and School
37 Board members only.
38

39 Governing Board request for table of penalties established for misuse of technology.
40

41 Board member M. Pooyouma made motion to approve policy, seconded by Board Vice
42 President L. Poleyestewa. Vote: 5/yes, 0/no and 0/abstentions.
43

44 d. Request for Approval of Delegated Authority for Hiring Policy - 2nd/Final Reading
45

1 Superintendent Dr. S. Berbeco presented policy for approval, with explanation of reason
2 on hiring authority by Board and not the Superintendent.
3

4 Board President V. Kooyaquaptewa explained reasoning for delegating authority of
5 hiring teachers to Superintendent with Board ratification. Policy would still be good
6 practice to utilize on emergency basis or case by case basis. Request to review policy
7 to make it more suitable for Superintendent, with input from HR and Business Manager.
8

9 Board member A. Bahnimptewa made motion to table policy to have Superintendent
10 and staff work on modified language version, seconded by Board member M.
11 Pooyouma. Vote: 5/yes, 0/no and 0/abstentions.
12

13 VI. NEW BUSINESS/POSSIBLE ACTIONS ITEMS:

14 a. Request for Approval of SY 2018-2019 Organizational Chart

15 Superintendent Dr. S. Berbeco presented SY 2018-2019 Organizational Chart with few
16 changes in discussions with staff on benefits and challenges, which were not considered
17 a year ago on current Organizational Chart. It includes significant supervisory changes
18 and was consensus among staff on changes, for benefit of students.
19

20 Discussion on clear distinctions on where departments need to be placed and would like
21 to hear from Facility Manager on how everything working with Dean of Students on
22 Security under supervision of Facility Manager.
23

24 Board would like to see the Academic Counselors under the Principals.
25

26 The Governing Board supervises Executive Secretary, whom serves interest of Board,
27 but Superintendent supervises day to day work, responsible for evaluation. The Board
28 would like to see dash lines on Organizational Chart for Executive Secretary, to show
29 supervision from Superintendent.
30

31 Board Vice President L. Poleyestewa made motion to approve the organizational chart
32 with notation for further review by Governing Board, for any needed changes to be
33 addressed in October 2018 meeting, with second by Board member A. Bahnimptewa.
34 Vote: 5/yes, 0/no and 0/abstentions.
35

36 b. Request for Approval of SY 2018-2019 Departmental Budgets:

37 Superintendent Dr. S. Berbeco presented SY 2018-2019 Departmental Budgets by
38 departments, with updated information that HJSHS is 90% staffed overall. Each budget
39 includes stipend amounts, only amount approved by Interim Governing Board.
40

- 41 i. High School
- 42 ii. District Administration
- 43 iii. Transportation
- 44
- 45
- 46

- iv. Special Education
- v. Federal Programs
- vi. Junior High School
- vii. Food Services
- viii. Educational Technology
- ix. School Climate
- x. Facilities
- xi. Athletics

Governing Board members in agreement to approve all department budgets as a group.

Board Clerk S. Dennis made motion approve all department budgets as presented, seconded by Board member M. Pooyouma. Vote: 5/yes, 0/no and 0/abstentions.

c. Request for Approval of SY 2018-2019 Coaches' Salary Schedule

Superintendent Dr. S. Berbeco presented SY 2018-2019 Coaches' Salary Schedule, which is aligned with stipends with other school districts and has been reviewed and discussed with Athletic Coordinator. The stipend amounts are similar, if not the same as previously approved amounts.

Board member A. Bahnimptewa made motion to approve SY 2018-2019 Coaches Salary Schedule, seconded by Board Vice President L. Poleyestewa. Vote: 4/yes, 0/no and 0/abstentions. (Board member M. Pooyouma had stepped out during this time)

d. Request for Approval of Out of State Field Trip – Cross-Country Mount SAC National Invitational – October 18-20, 2018

Superintendent presented request for Approval of out of State Field trip. According to policy the Superintendent can approve travel to adjoining states; however, Athletics Coordinator requested to bring before Governing Board for approval.

Board member A. Bahnimptewa made motion approve, seconded by Board Vice President L. Poleyestewa. Vote: 4/yes, 0/no and 0/abstentions. (Board member M. Pooyouma had stepped out during time)

e. Request for Approval of Out of State Training – Cognitive Behavioral Therapy Certificate Course in Denver, CO – November 27-30, 2018 – Dempsey Davis, ASA Counselor

Superintendent Dr. S. Berbeco presented request for approval of training for out of state. Dean of Students in support of request to invest in staff.

1 Board members discussed request and request for Mr. Dempsey Davis' presence at
2 October meeting to explain reason for training and how it will be for benefit of students.

3
4 Board Vice President L. Poleyestewa made motion to table decision on training request
5 for October Regular Board meeting, with a report from Mr. Davis on how training will
6 benefit the students, seconded by Board Clerk S. Dennis. Vote: 5/yes, 0/no and
7 0/abstentions.

- 8
9 f. Request for Approval of Change in the Weighting of Grades for NPC Dual Enrollment,
10 NPC Talon Courses, and English and Math Honors Courses

11
12 Superintendent Dr. S. Berbeco presented and explained request for each course.

13
14 Board member M. Pooyouma made motion to approve, seconded by Board Vice
15 President L. Poleyestewa. Vote: 5/yes, 0/no and 0/abstentions.

- 16
17 g. Request for Approval of HJSHS Interim Assessment Transition from NWEA MAP to
18 Galileo

19
20 Superintendent Dr. S. Berbeco presented and explained purpose of request.
21 Superintendent Dr. S. Berbeco stated NWEA MAP has not been a beneficial as an
22 assessment tool. The JH Principal is very familiar with Galileo and has been teaching
23 staff in utilizing the Galileo assessment tool.

24
25 Governing Board Vice President L. Poleyestewa expressed her concerns in reference to
26 NWEA MAP and Galileo and teacher buy-in on these assessment tools, in assisting
27 students improve on their test scores.

28
29 Math Teacher Mrs. LaVerne Lomakema explained the process of Galileo and the
30 Principals are doing a good job in support of Teachers.

31
32 Board Vice President L. Poleyestewa made motion to approve HJSHS' assessment
33 transition from NWEA MAP to Galileo, seconded by Board member M. Pooyouma.
34 Vote: 5/yes, 0/no and 0/abstentions.

- 35
36 h. Request for Approval of HJSHS Arizona Department of Education Assessment
37 Transition from AZ MERIT to ACT

38
39 Superintendent Dr. S. Berbeco presented and explained recent legislation in Arizona,
40 which permits schools to choose assessment tools and BIE requires to follow State
41 policies. ACT and SAT are widely used as part of their application process and the
42 ACT has a clear benefit that would prepare college readiness for students.

43
44 Board member A. Bahnimptewa made motion to approve, seconded by Board member
45 M. Pooyouma. Vote: 5/yes, 0/no and 0/abstentions.

1 Governing Board - five (5) minute recess at 8:26 p.m. to 8:31 p.m.
2

3 i. Request for Approval of On-Call Substitute Teachers and Educational Aides Policy –
4 1st Reading
5

6 Superintendent Dr. S. Berbeco presented policy and request approval to clarify work for
7 staff members.
8

9 Human Resource Technician D. Francis explained that there is no protocol in place for
10 On-Call Substitute Teachers and Educational Aides and in discussion with Principals
11 consideration was on how many hours the employees are entitled to and accountability.
12 There are some substitutes that work only 2-3 hours/day and get the full daily rate of
13 \$105.00. The hourly rate of \$13.12/per hour will be the rate and ensure the substitutes
14

15 HS Principal L. Fredericks explained they want to ensure these employees are not
16 exceeding the 32 hours, where they are considered full time and benefits will have to be
17 paid. The hours will be kept track of by the JH and HS Secretaries.
18

19 Board President recommended to change title to appropriately address On-Call
20 Substitute pay rate change.
21

22 Board Clerk S. Dennis made motion to approve, seconded by Board member M.
23 Pooyouma. Vote: 5/yes, 0/no and 0/abstentions
24

25 j. Request for Approval of School Board Legal Status Policy – 1st Reading
26

27 Superintendent Dr. S. Berbeco presented policy to replace Section BB, which was
28 developed per concern from a community member, to clarify status of HJSHS as a
29 Charter School.
30

31 Board member M. Pooyouma made motion to approve, seconded by Board member A.
32 Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.
33

34 k. Request for Approval of Common-Law Spouse Policy – 1st Reading
35

36 Superintendent Dr. S. Berbeco presented policy, which was developed in response to
37 concern from a community member.
38

39 Board Clerk S. Dennis request to table item for Legal review.
40

41 Board Clerk S. Dennis made motion to table item, seconded by Board member A.
42 Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.
43

44 1. OFFERS AND/OR RATIFICATION OF EMPLOYMENT
45

46 i. Clerk/Parent Liaison – Probationary to Permanent – Terri Honani

- 1 ii. Facilities Manager – Garlyn Navakuku
- 2 iii. Maintenance Foreman – Ernest Villa
- 3 iv. Maintenance Worker – Randolph Adams
- 4 v. Maintenance Worker – Wilson Huma
- 5 vi. Maintenance Worker – Christopher Perry
- 6 vii. Laborer – Fernando Batala
- 7 viii. Athletics Field Technician – Terrance Morgan
- 8 ix. Groundskeeper – Cecil Nahsonhoya
- 9 x. Night Watchman – Barry Honyouti
- 10 xi. Custodian – Nate Benoist
- 11 xii. Custodian – Brent Charlie
- 12 xiii. Custodian – Rickey Holmes
- 13 xiv. Custodian – Lester Honie
- 14 xv. Custodian – Carlene Huma
- 15 xvi. Custodian – Robert Lomabalaquihoya
- 16 xvii. Custodian – Lancisco Omaohoya
- 17 xviii. Chess Coach (Volunteer) – Dempsey Davis
- 18 xix. **Latoyia Largo – Federal Programs Director**

20 Board Clerk S. Dennis made motion to offer and/or ratify employment for
 21 named individuals, seconded by Board member A. Bahnimptewa. Vote: 5/yes,
 22 0/no and 0/abstentions.

24 **m. RESIGNATIONS**

26 i. **Althea Poneoma, Lead Custodian**

28 Board member M. Pooyouma made motion to accept resignation from Althea
 29 Poneoma, Lead Custodian with effective date of 9/10/18, seconded by Board
 30 Vice President L. Poleyestewa. Vote: 5/yes, 0/no and 0/abstentions.

32 **VII. EXECUTIVE SESSION:**

34 a. ~~TBD~~

36 **VIII. REPORTS: (Written Reports)**

- 38 a. Superintendent – Dr. S. Berbeco
- 39 b. High School/Jr High School Principals – L. Fredericks and A. Naha (August 2018) -
 40 September report on website, not submitted in a timely manner, will be in October
 41 packet.
- 42 c. Business Manager – P. Secakuku
- 43 d. Dean of Students – J. Cronin (No Report)
- 44 e. SPED Director – P. Engstrom
- 45 Introduced herself and did a verbal report on SPED.
- 46 f. Federal Programs Director – (No Report)

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IX. INFORMATIONAL ITEMS:

- a. Bruin School Improvement Pay (Draft) -
- b. Learning Tech E-Rate Executive Summary
- c. Results of School Climate Survey – Beginning of School Year
- d. Attendance/Membership Summary Report – lower than last year.
- e. Strategic Planning Retreat Agenda – Sept. 14-15, 2018

X. **ADJOURNMENT:** Board member M. Pooyouma made motion to adjourn, seconded by Board Clerk S. Dennis. Vote: 5/yes, 0/no and 0/abstentions. Meeting adjourned at 9:07 p.m.

DURING THE COURSE OF THE MEETING, THE BOARD MAY GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. 38-431.03 (A) (1) OR WHEN SPECIFICALLY IDENTIFIED UNDER PERSONNEL OR ELSEWHERE ON THE AGENDA.

Respectfully Submitted By:



Dr. Steven Berbeco
HJSHS Superintendent

 

Valerie Kooyaquaptewa Date:
President – HJSHS Governing Board