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**HOPI JUNIOR/SENIOR HIGH SCHOOL
GOVERNING BOARD REGULAR MEETING**

**DATE: January 9, 2019 @ 6:00 p.m.
LOCATION: Board Conference Room**

I. PRELIMINARIES:

- a. Call to Order - Hopi Jr. Sr. High School Governing Board (HJSHS) meeting called to order at 6:00 p.m., by Board President V. Kooyaquaptewa.
- b. Roll Call for Governing Board Members – Roll call for Governing Board members taken by Board Clerk Sandra Dennis.
Present: Board member Jack Harding Jr., Board member Anita Bahnimptewa, Board Clerk Sandra Dennis, Board President Valerie Kooyaquaptewa and Board Vice President Laurel Poleyestewa. Absent: Board member Melvin Pooyouma Sr. Five (5) Board members present, quorum to proceed with meeting.
Others Present: Superintendent Dr. Steven Berbeco, High School Principal Lynn Fredericks, Junior High Principal Alban Naha, Business Manager Patrick Secakuku, Dean of Students Dr. Jerry Cronin, Teacher Dr. Ronald Carpenter, Acting SPED Director Peter Butler, Federal Programs Director Latoyia Largo, Student Elyse Fredericks, Student Catrina Dashee, Student Allan Paxon, Student Kaleen Joseph and Student Megan Kaye.
- c. Statement of Welcome – By Board President V. Kooyaquaptewa
- d. Recognition of Guests – By Board President V. Kooyaquaptewa

II. APPROVAL OF MINUTES:

- a. December 12, 2018 – Regular Board Meeting Minutes
Board Clerk S. Dennis requested change word me to met on 19, page 8.
Board member J. Harding Jr., motion to approve meeting minutes with minor correction as stated, seconded by Board Vice President L. Poleyestewa.
Vote: 5/yes, 0/no and 0/abstentions.
- b. December 18, 2018 – Special Board Meeting Minutes
Board Clerk S. Dennis made motion to approve, seconded by Board Member J. Harding Jr. Vote: 5/yes, 0/no and 0/abstentions.

III. APPROVAL OF AGENDA:

Superintendent presented agenda with following changes: Section V - Old Business, strike a, b and c, Section VI - New Business, section – m, strike subsection - ii, and request under Section – IX – a – United Planet Project Presentation be moved after approval of agenda, before call to public, in interest of ~~hour~~ our for students.

Board member A. Bahnimptewa made motion to approve Agenda with changes, seconded by Board Clerk S. Dennis. Vote: 5/yes, 0/no and 0/abstentions.

- a. Informational Items – United Planet Project Presentation

1 Presentation by Students, Mrs. Fredericks, and Dr. Carpenter on United Planet Project –
2 reason(s) why they liked the project and benefits from project. Project was started in
3 November 2018. Students: Elyse Fredericks, Catrina Dashee, Allan Paxon, Kaleen Joseph
4 and Megan Kaye.

5
6 Students, Mrs. Fredericks and Dr. Carpenter explained what the program consists
7 of, which are engaging with students of same age from other countries via video
8 conference, exploring and learning about each other's and assisting them with arts
9 & crafts with recyclable materials. Next unit will consist of sharing cultural
10 aspects. This included what the AVID program consists of for students.

11
12 Board members encouraged students on continuation of being involved in program.

13
14 **IV. CALL TO THE PUBLIC:** *(In compliance with the Open Meeting Law, the Governing*
15 *Board will neither discuss nor take action on issues under call to the public. When*
16 *necessary, issues will be taken under advisement.)*

17 Board Clerk S. Dennis reported none received.

18
19
20 **V. OLD BUSINESS/POSSIBLE ACTIONS ITEMS:**

- 21
22 ~~a. Discussion/decision on Governing Board Terms~~
23 ~~b. Request for Approval of Modification to Facilities Budget for SY 2018-2019 – G.~~
24 ~~Navakuku~~
25 ~~c. Request for Approval of Modification of Hourly Wages – G. Navakuku~~
26 ~~1. Chris Perry, Maintenance Worker~~
27 ~~2. Wilson Huma, Maintenance Worker~~
28 ~~3. Rickie Holmes, Custodian~~
29 ~~4. Nate Benoist, Custodian~~
30 ~~5. Lanciseo Omaohoya, Custodian~~
31 ~~6. Carlene Huma, Custodian~~

- 32
33 d. Request for Approval of Facilities Management Annual Report FY 2018 – G.
34 Navakuku

35
36 Superintendent Dr. S. Berbeco presented item, which was tabled from December
37 12, 2018 meeting; however, Mr. Navakuku not present to answer questions.

38
39 Board Clerk S. Dennis asked how long it takes for an Emergency Funding request.
40 Superintendent Dr. S. Berbeco and Business Manager P. Secakuku explained
41 process on emergency funding process.

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

- 45
46 e. Request for Approval of Canine Search and Training Policy - (2nd/Final Reading)
47 - J. Cronin

1
2 Superintendent Dr. S. Berbeco presented 2nd/Final reading of Policy; however, BIA
3 Law Enforcement no longer has canine unit and Governing Board can consider at
4 a later time for amendment to include HRES or another Law Enforcement agency.
5 Understanding that BIA is focusing on detention services now.
6

7 Board member J. Harding Jr., recommended policy should not state specific
8 agency, so we can also utilize neighboring law enforcement for services. He also
9 recommended to get advice from School attorney.
10

11 Superintendent Dr. S. Berbeco will have policy re-drafted and will put language in
12 to indicate Tribal, County or any agency with canine services and bring back to
13 Board for review and approval.
14

15 Board member J. Harding Jr., recommended item remain tabled, until
16 recommended changes are made. All Board members in agreement by consensus.
17

- 18 f. Request for Approval of Policy Regarding the Interpretation and Application of
19 References to Arizona Law, Policy and Procedure in HJSHS Policies and
20 Procedures Manual - (2nd/Final Reading) - Dr. S. Berbeco
21

22 Board Clerk S. Dennis made motion to approve, seconded by Board Member J.
23 Harding Jr. Vote: 5/yes, 0/no and 0/abstentions.
24

25 **VI. NEW BUSINESS/POSSIBLE ACTIONS ITEMS:**
26

- 27 a. Request for Approval of LEA Assurance for SY 2018-2019 – L. Largo
28

29 Superintendent Dr. S. Berbeco presented document for approval, which was due
30 couple of months ago.
31

32 Board member J. Harding Jr., made motion to approve, seconded by Board Vice
33 President L. Poleyestewa. Vote: 5/yes, 0/no and 0/abstentions.
34

- 35 b. Discussion/Decision on Amendment to the By-Laws (1996)
36

37 Superintendent Dr. S. Berbeco presented and explained that the Open Meeting Law
38 has some benefits and limitations.
39

40 Board President V. Kooyaquaptewa explained the Open Meeting laws, like posting
41 of meetings of Governing Board and how they hold their meetings. HJSHS at one
42 time was a Charter School and had to follow the Open Meeting Law, which has
43 strict guidelines. It also references how to do the agenda. This is an Arizona Law,
44 we don't have to comply with them, unless we want to.
45

1 Superintendent Dr. S. Berbeco commented that if not in compliance, not clear on
2 consequences, if not followed. It is good to follow Open Meeting Law for good
3 practice.
4

5 Board member J. Harding Jr., commented it is a good law to follow for good
6 practice, but makes it tedious when three (3) or more members are attending an
7 event and notice has to be posted. HJSHS is not a charter school anymore, so we
8 can still utilize parts of it for good practice. He recommended to formalize through
9 policy to include parts that are needed. Request to include in working sessions on
10 policies. He explained process of amendments to By-Laws, which has to be posted
11 for feedback from public for 30-days.
12

13 Board Vice President L. Poleyestewa made motion to leave amendment as is,
14 seconded by Board member A. Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.
15

- 16 c. Request for Approval of Department Staff Coaching Policy – (1st Reading) – Dr. S.
17 Berbeco
18

19 Superintendent Dr. S. Berbeco presented and read policy, drafted per directive of
20 Governing board, pertaining to department staff coaching. Dr. Berbeco commented
21 policy may not have the effect that Board is looking for and is very general in
22 reference to departments and what expectations Board have for staff.
23

24 No Action – Tabled - Governing Board in consensus that the policy needs further
25 discussion.
26

- 27 d. Request for Approval of Governing Board Membership – Student Representative
28 Policy - (1st Reading) - Dr. S. Berbeco
29

30 Superintendent Dr. S. Berbeco presented policy, 1st Reading.
31

32 HS and JH Principals stated their reason(s) on involvement of students in
33 Governing Board meetings would be a benefit for students in seeing how
34 Governing Board functions on decision making; however, with recent Board
35 incident cautious for students on exposure, and consideration on time of meetings
36 (late). They would recommend a Youth Council to have their own meetings, to get
37 youth perspective on issues.

38 Explained Student Council with representative from each grade level, but not
39 familiar on how to conduct their meetings, and their need of training on leadership.
40

41 Board President V. Kooyaquaptewa stated 1st reading, no action.
42

- 43 e. Request for Approval of Policy Section A “Foundations and Basic Commitments”
44 - (1st Reading) – Dr. Berbeco
45

46 1st Reading – No Action, for review by Board members.
47

1 f. Request for Approval of JH SY 2018-2019 Budget Modification – A. Naha

2
3 Superintendent Dr. S. Berbeco presented and referred to JH Principal Mr. A. Naha.

4
5 JH Principal Mr. A. Naha explained proposal for JH Academic Counselor, in
6 addition will need two (2) GATE coordinators and assistants, reason for budget
7 modification.

8
9 Board member J. Harding Jr., made motion approve JH SY 2018-2019 Budget
10 Modification as presented by Mr. Naha, seconded Board Clerk S. Dennis. Vote:
11 5/yes, 0/no and 0/abstentions.

12
13 g. Request to Advertise JH Academic Counseling Position – A. Naha

14
15 Superintendent Dr. S. Berbeco presented item.

16
17 Board member J. Harding Jr., made motion to approve, seconded by Board member
18 A. Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.

19
20 h. Request for Approval of Out of State Travel/Training for (2) HS Teachers – L.
21 Fredericks

22
23 Superintendent Dr. S. Berbeco presented item, with change from (3) to (2) HS
24 Teachers on budget cost estimate, meals/Per diem.

25
26 HS Principal L. Fredericks explained main purpose for enrich/re-teach training for
27 English Teachers, who are being utilized as trainers.

28
29 HS Teacher Dr. Ron Carpenter stated reason for training is for development of
30 reading skills for students and to teach Teachers on how to utilize in classrooms.

31
32 Board Clerk S. Dennis made motion to approve out of state travel/training,
33 seconded by Board member A. Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.

34
35 i. Request for Approval of Out of State Travel for Close-Up Students/Teacher - L.
36 Fredericks

37
38 Superintendent Dr. S. Berbeco presented item for Close-Up Program Students and
39 Teacher for travel.

40
41 HS Principal L. Fredericks explained the Close-Up Program, recruitment, screening
42 of students, application process, and the interview and essay
43 (government/community), presentation, from which students are selected. The
44 program is within Social Studies realm and Mr. James Lomakema will take on
45 program, along with Mr. Benjamin Lawrence.

46
47 Would like to attend during April 28th includes American Indian Issues Focus
program relating to Native American Government issues during this time period.

1 There will be (2) teachers included on cost.
2 Estimated total cost of travel will be about \$22,000.

3
4 Board member J. Harding Jr., made motion to approve out of state travel for
5 students and teachers, seconded by Board Vice President L. Poleyestewa. Vote:
6 5/yes, 0/no and 0/abstentions.

- 7
8 j. Request for Approval of Addition of Counselor to Bruin Performance Pay Plan –
9 L. Fredericks

10
11 Superintendent Dr. S. Berbeco presented addition on performance pay plan
12 approved previously. Request for this to begin second semester or retro to start of
13 school year, if approved.

14
15 HS Principal L. Fredericks stated this will include all Academic Counselors that
16 are hired, but for now for Ms. Ellsworth. At time performance pay plan was
17 approved by Governing board, Academic Counselors were under Dean of Students.
18 Ms. Ellsworth doing a lot of work for students after school; therefore, request retro
19 for Ms. Loretia Ellsworth.

20
21 HS Principal L. Fredericks explained reason for Performance Pay Plan and
22 accountability of extra work for work that needs to be done for Board Member J.
23 Harding Jr.

24
25 Board Vice President L. Poleyestewa made motion to approve addition to be
26 retroactive to last semester, seconded by Board Clerk S. Dennis. Vote: 5/yes, 0/no
27 and 0/abstentions.

- 28
29 k. Request for Approval of SPED SY 2018-2019 Budget Modification – P. Butler

30
31 Superintendent Dr. S. Berbeco presented request for SPED SY 2018-2019 Budget
32 Modification.

33
34 Superintendent Dr. S. Berbeco and Acting SPED Director P. Butler explained
35 budget Modification documents provided to Board members.

36
37 Board member J. Harding Jr., recommended to table to clean up and get correct
38 numbers for budget modification request, stipend pay needed in event to improve
39 department.

40
41 Board member J. Harding Jr., made motion to table request for SPED SY 2018-
42 2019 budget modification, seconded by Board member A. Bahnimptewa. Vote:
43 5/yes, 0/no and 0/abstentions.

- 44
45 l. Request for Approval of Stipend Schedule for SPED – P. Butler

46
47 (Decision on item (k) connected to this item.)

1
2 Board member J. Harding Jr., made motion to table, seconded by Board member
3 A. Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.
4

5 **m. OFFERS or RATIFICATION OF EMPLOYMENT, or PROBATIONARY**
6 **TO PERMANENT STATUS**
7

8 i. Terissa Josytewa, On-Call Substitute Teacher
9

10 Superintendent Dr. S. Berbeco presented recommendation for On-Call
11 Substitute Teacher, Human Resource Tech not present.
12

13 Board member J. Harding Jr., reiterated from last month's meeting,
14 Principals did advise there is shortage on substitutes.
15

16 Board member J. Harding Jr., made motion to approve the employment
17 recommendation, seconded by Board Clerk S. Dennis. Vote: 5/yes, 0/no
18 and 0/abstentions.
19

20 ~~ii. TBD, SPED Director~~
21

22 **n. RESIGNATIONS and/or TERMINATIONS**
23

24 i. Pamela Engstrom, SPED Director – Resignation
25

26 Board Clerk S. Dennis made motion to accept, seconded by Board member
27 A. Bahnimptewa. Vote: 5/yes, 0/no and 0/abstentions.
28

29 ii. Terri Honani, Federal Programs Secretary/Parent Liaison – Resignation
30

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

34 **VII. EXECUTIVE SESSION:**
35

36 a. Quarterly evaluation and assessment of the Superintendent. The Board may enter
37 into executive session to discuss employee matters or for legal advice from its
38 attorneys.
39

40 Board Vice President L. Poleyestewa made motion to go into Executive Session at
41 8:55 p.m., seconded by Board member A. Bahnimptewa. Vote: 5/yes, 0/no and
42 0/abstentions.
43

44 Board member A. Bahnimptewa made motion to come out of Executive Session at
45 9:43 p.m., seconded by Board Vice President L. Poleyestewa. Vote: 5/yes, 0/no
46 and 0/abstentions.

1
2 Board Vice President L. Poleyestewa made motion to accept Superintendent Dr. S.
3 Berbeco's Evaluation, seconded by Board member A. Bahnimptewa. Vote: 4/yes,
4 0/no and 1/abstention
5

6 **VIII. REPORTS: (Written Reports)**
7

- 8 a. Superintendent – Dr. S. Berbeco
9 b. High School/Jr High School Principals – L. Fredericks and A. Naha
10 c. Business Manager – P. Secakuku
11 d. Dean of Students – J. Cronin - (No Report) – **Handed out at meeting.**
12 HS Principal L. Fredericks went over what procedures being followed for each re-
13 instatement and other types of student incidents.
14 Board request a report from Climate Coach for next month's meeting.
15 e. Acting SPED Director – P. Butler - (No Report)
16 f. Federal Programs Director – L. Largo
17 Governing Board request for Procedures on cash in filing cabinets.
18

19 **IX. INFORMATIONAL ITEMS:**
20

- 21 a. United Planet Project Presentation – L. Fredericks and Dr. Carpenter – **moved**
22 **before call to public.**
23
24 b. Naviance Program Proposal for HJSHS – L. Fredericks
25
26 Recommended by Loretta to get students to be career ready. Hopi Foundation
27 may be able to fund.
28
29 c. HJSHS Framework – A. Naha
30
31 JH Principal A. Naha explained each section of framework. Request for feedback
32 from Governing Board on what may have not be included.
33
34 d. Transportation Report – SY 2018-2019
35
36 e. HJSHS BIE Annual Report – SY 2017-2018
37
38 Report was due in September
39
40 f. Achieve3000 Performance Report
41


42 **X. ADJOURNMENT:**
43

44 Board Clerk S. Dennis made motion to adjourn, seconded by Board Vice President L.
45 Poleyestewa. Meeting adjourned at 10:10 p.m. Vote: 5/yes, 0/no and 0/abstentions.
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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, Superintendent
Hopi Jr. Sr. High School



Valerie Kooyaquaptewa, President
HJSHS Governing Board

2/13/19
Date: