



FIRST MESA ELEMENTARY SCHOOL  
Special Governing Board Meeting  
Sunday, May 15, 2016  
FMES room#412

**I. Call to Order**

Meeting was called to order at 3:07 p.m. by Lucille Sidney.

**II. Roll Call**

Present: Judy Talawyma, Angeline Joseph, Lucille Sidney and Priscilla Pavatea.

Absent: Rachel Maho

Quorum Present

Staff Member: LaRae Humeyestewa-Administrative Assistant, Alma Siquah-Chief School Administrator and Wallace Youvella Jr., Business Technician

Guests: None

**III. Approval of Agenda**

Move Item VI Personnel to IV along with sub items (A) Governing Board Resignation and (B) Chief School Administrator evaluation and move all items down.

**Motion:**

Angelina Joseph motioned to approve the agenda with changes of the agenda.

Priscilla Pavatea seconds the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Motion carries.

**IV. Personnel**

**A. Governing Board Resignation-**

Priscilla Pavatea motioned to go into executive session at 3:15 p.m.

Judy Talawyma seconds the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Motion carries.

Angeline Joseph motioned out of executive session at 4:19 p.m.

Priscilla Pavatea seconds the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Motion carries.

Angeline Joseph motioned to accept Governing Board Rachel Maho resignation as of May 6, 2016.

Priscilla Pavatea seconds the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Motion carries.

**B. Chief School Administrator evaluation-**

**Priscilla Pavatea motioned to approve the Chief School Administrator's position for the SY 2016-2017 based on the evaluation.**

**Judy Talaywma seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

**V. Old Business**

**A. Approve Food Service Manager position description-**

**Priscilla Pavatea motioned to approve the Food Service Manager Position description with changes.**

**Angeline Joseph seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

**VI. New Business**

**A. Draft Budget for 2016-2017-**

Mr. Youvella Jr. shared a hand out of the anticipated allocations for SY 2016-2017. The budget amount is at about 2.3 million. Mr. Youvella Jr. is currently breaking the accounts down into different departments and line items. Mr. Youvella Jr. needs clarification IDEA Part B Unmet Needs, IDEA Part B, Title I and Title I-A. Mr. Youvella Jr. transferred the funding of IDEA Part B Unmet Needs to IDEA Part B. Mrs. Sidney asked if we received Title 7 this school year.

Ms. Alma Siquah and Mr. Youvella Jr. replied "we should have". Ms. Alma Siquah suggested Mr. Youvella Jr. will need to work with Marlinda Silversmith on funding and drawdowns. Mr. Youvella Jr. stated the former Business Manager needs to take herself off the drawdown account. Mrs. Alma Siquah stated she finished the EASIE grant application. Enhancement funds was received and will be put into the budget. The Focus funding of \$69,060 and the Contingency funding of \$5,100 will also be included in the budget. Mr. Youvella Jr. informed the Governing Board about our accounting software (Sage) freezing up and unable to print reports, therefore he is generating the reports on his own. Mrs. Sidney asked about Marilyn Lomahftewa's comment about setting aside \$400,000 to put into a savings account or did she mean she put that amount aside in the budget. What this amount used or is it still in the budget? Mr. Youvella Jr. replied, \$400,000 is the amount to drawdown from the savings account into the checking account. All funding was put into savings by Marilyn Lomahftewa. Ms. Alma Siquah asked how much carry over will we have. Mr. Youvella informed the Governing Board we will not know the exact amount due to the expenses, but he will have the information by the next meeting. The Budget will be ready by the Annual Governing Board Retreat. Mrs. Sidney informed the Governing Board about the statement that was made by the Bank of America representative about starting an investment account with \$50.00. On June 7, 2016 next Governing Board meeting the SY 2016-2017 budget will be up for approval.

**B. Extended School Year-**

Ms. Alma Siquah is recommending Extended School Year for the students who are required to attend the program for the week of June 6 and ending the week of July 11, 2016. The program will be 3 times a week, Monday, Tuesday and Wednesday. 18 days at \$120.00 per day for the Certified Teacher. 2 One-on-Ones and 2 Teacher Aides who will be working with the program at \$80.00 for 18 days and 1 Bus Driver at \$80.00 for 18 days. Ms. Alma Siquah is also recommending the Librarian to help with the program by reading books to the students for part of the day and also getting the library ready for the upcoming year at \$80.00 for 18 days. Ms. Alma Siquah is recommending Support Services for the students for 6 visits which include Physical Therapy, Speech Therapy, Occupational Therapy and

Counseling. The total amount for the ESY program including support services is \$28,043.34 to service 10 students.

**Judy Talawyma motioned to approve the Extended School Year for 2015-2016 school year.**

**Priscilla Pavatea seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

**C. Short-Term employment for “school improvement teams”**

Ms. Alma Siquah is proposing summer work for First Mesa Elementary School Teachers on the week of June 6-9, 2016 to work on Data, NWEA, DIBELS, AIMSWEB, AZ Merit writing, report cards, RTI, yearly assessment schedule and daily schedule for Special area classes. June 13-17, 2016 work on reading, RTI groups, Mapping and Staff Development. June 20-24, 2016 work on Mathematics, mapping and staff development. June 27-July 1, 2016 work on behavior, interventions, support, update behavior matrix. Ms. Siquah will contact the presenter from May 3<sup>rd</sup> Special Education workshop at NAU to present to our staff on the positive behavior program. Ms. Alma Siquah would like to set up the behavior forms with a check list to start tracking our data.

First year we will focus on Reading RTI and next year we will focus on Math RTI.

Ms. Alma Siquah is also proposing AdvancED work from July 6-8, 2016 and July 11-15, 2016 to work on the Continuous Improvement Plan, student performance diagnostic, start executive summary and schedule stakeholder survey. The recommendations of 7 Teachers at \$110.00 for 19 days for the school improvement team and 2 Teachers for AdvancED at \$110.00 for 8 days for a total of \$16,390.00. The funding will be taken out from Title 1, ISEP and Enhancement funds.

**Angeline Joseph motioned to approve the short-term employment for school Improvement and AdvancED summer work proposals for FMES staff and budget correction change.**

**Judy Talawyma seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

**D. Contracted services:**

- Occupational Service-

Ms. Alma Siquah recommended continuing OT services with Northland Rural Therapy Association for the 2016-2017 school year with a price reduction.

**Judy Talawyma motioned to approve Occupational Therapy and Speech Services from Northland Rural Therapy Association for SY 2016-2017.**

**Priscilla Pavatea seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

- Physical Therapy Service-

Ms. Alma Siquah recommended continuing PT services with Dine Professional Services for the 2016-2017 school year with a price reduction due to ½ day services.

**Priscilla Pavatea motioned to approve Physical Therapy with Dine Professional Services for SY 2016-2017.**

**Judy Talawyma seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

- Speech (approved with Northland Rural Therapy Association)

- **Counseling Service-**  
Ms. Alma Siquah recommended continuing Counseling services with Michael Gerner for the 2016-2017 school year. We have an option with price structure and condition to lock in for 2 years and the price will remain the same. Judy Talawyma stated we should stick with 1 year we might change the following year. Mrs. Sidney pointed out the request for 2 Counselors, 1 for Special Education and 1 for General Education. Ms. Alma Siquah informed the Governing Board if we did not get a School Counselor when school starts we will utilize their service for an additional Counselor. Mrs. Sidney asked, "If the proposal is approved will the price be adjusted if we don't need an additional Counselor". Page 8 indicates 2 options for the additional Counselor. Ms. Alma Siquah suggested they include their option in their motion.

**Judy Talawyma motioned to approve Michael Gerner for Counseling Service for SY 2016-2017.**

**Angelina Joseph seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

**\*\*motion did not include option for Counselor therefore Ms. Alma Siquah will inform him of the decision of Special Education Counseling only.**

- **School Psychologist-**  
Ms. Alma Siquah recommended continuing Psychologist service with Warrior Psychological Consulting for the 2016-2017 school year with a price reduction in some services. Ms. Siquah likes the consultant's quick response and flexibility to service our students. Mrs. Sidney questioned if the Consultant still does Counseling this might be an option for our students. Ms. Alma Siquah will ask him if he still does Counseling.

**Angelina Joseph motioned to approve Warrior Psychological Consulting for SY 2016-2017.**

**Priscilla Pavatea seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

**E. Food Service contract for SY 2016-2017**

Emily Mutz proposed Shamrock Food Service for SY 2016-2017.

**Judy Talawyma motioned to approve Shamrock Foods for SY 2016-2017.**

**Angeline Joseph seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

LaRae Humeyestewa is directed by the Governing Board to advertise for the Governing Board vacancy. Letter of interest deadline will be on June 1, 2016. On June 7, 2016 the Governing Board will appoint an individual to fill the Governing Board Membership position.

**VII. Adjournment**

**Judy Talawyma motioned to adjourn at 5:59 p.m.**

**Priscilla Pavatea seconds the motion.**

**Vote: 4 Approved 0 Abstained 0 Opposed**

**Motion carries.**

Prepared by: LaRae Humeyestewa, Board Secretary Humeyestewa 6/15/16

GOVERNING BOARD APPROVAL: Luella Sidney Date: 6.14.16

Approved minutes: Special Governing Board Meeting 5/15/16

Motion to approve minutes: Priscilla Pavatea Date: June 14, 2016

Second by: Angeline Joseph

Vote: 3 Approved 0 Abstained 0 Opposed