



FIRST MESA ELEMENTARY SCHOOL
Special Governing Board Meeting
Monday, July 27, 2015
3:00 p.m. – FMES Library

I. Call to Order/Roll call

President Lucille Sidney called meeting to order at 3:10 p.m.

Present: Lucille Sidney, Carmen Honyouti, Priscilla Pavatea, Angeline Joseph

Absent: Judy Talawyma, Rachel Maho (3:24 p.m.)

Quorum Present

Staff Member: LaRae Humeyestewa, Administrative Assistant; Marilyn Lomahaftewa, Business Manager; Darryl James, Business Technician; Dione Naha, Registrar; Samuel Tenakhongva, Teacher

Guests: None

II. Announcements & Correspondence

-Tuesday, July 28, 2015 at 5:00 p.m.- Gregg Fendley meeting regarding benefits.

-100-297 training rescheduled to October 2015.

-August 15-16, 2015 Gehl Tucker's policy review in Flagstaff, Arizona. Travel date will be August 14, 2015 and meeting will began at 8:00 a.m. at Mr. Tucker's office.

-LaRae Humeyestewa emailed the model Policy to the Governing Board. Alma Siquah recommends the Board to review and mark up policy.

-August 5, 2015 Back to school bash 4:30 p.m. to 8:00 p.m.

will include Zumba hour, healthy snacks, line dancing, Studio 11 free hair cuts, student enrollment, wall of positivity, balloon release, face painting, meet the Teachers and Staff, school tours, flyers was created by Samatha Antone, Special Diabetes not able to do the Zumba due to short staff our new PE Technician will assist in the event, Tribal Era will do on site screen printing, and National Relief supplies will be distributed.

-Alma Siquah would like the Governing Board to welcome the staff back on Monday, August 3, 2015.

-Friday, August 7, 2015 FMES will join Hopi Jr./Sr. High School on the Suspected Child Abuse/Neglect training and all staff will be introduced.

Rachel Maho arrived at 3:24 p.m.

III. Approval of Agenda

Motion:

Angeline Joseph motioned to approve agenda as is
Pricilla Pavatea second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

IV. Call to the Public

Samuel Tenhongva suggested contacting the Hopi Chairman to greet our students on the first day of school and to open the school year for us.

Lucille Sidney supports Sam Tenhongva's suggestion and asked him to contact the Chairman by letter.

Bernita Duwahoyeoma expressed her concern on how slow the BIA is getting the Teacher housing ready for the tenants. Alma Siquah talked to Marlinda Silversmith about the Teacher housing not being ready, Marlinda Silversmith will forward the information to Jim Hastings. As of today we still have not received the list of assigned Teacher housing.

V. New Business

A. 2015-2016 Staff Handbook

Alma Siquah reviewed the Staff Handbook with the Governing Board. Staffs who were employed in July proof read the Staff Handbook.

The Governing Board made suggested corrections on:

- 1) Recording requirements: cum folders to cumulative folders (spell out cum)
- 2) Change title of Principal to Chief School Administrator.
- 3) Films/Video: change P to PG
- 4) Page 3: change Facilitie to Facility
- 5) Add CPS phone number 928-737-1800 to page 16

Alma Siquah used the Public school guide as a reference for the "discipline matrix".

Emergency procedures were already in place. Alma Siquah created the active shooter and intruder procedures.

Motion:

Carmen Honyouti motioned to approve the Staff Handbook with editing for school year 2015-2016.

Priscilla Pavatea second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

B. 2015-2016 Student & Parent Handbook:

Alma Siquah reviewed the Student & Parent Handbook with the Governing Board.

The Governing Board made suggestion corrections on:

- 1) A child must be 5 years of age by September 1.
- 2) Page 10: add telephone call under the tardy section.

Dione Naha, Registrar will put up flyers for Kindergarten eligibility.

Motion:

Carmen Honyouti motioned to approve the Student & Parent Handbook with editing for school year 2015-2016.

Angeline Joseph second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

C. Health Benefits with Keams Canyon Elementary School:

Alma Siquah is recommending sharing First Mesa Elementary School Health Benefits with Keams Canyon Elementary School (KCES). KCES currently has 15 employees they are not able to get Health Benefits on their own due to their employee size. Alma Siquah wants to help out KCES because they service our children and we need to collaborate more. FMES will invite KCES Board to the Health Benefits presentation.

Motion:

Angeline Joseph motioned to combine the Health Benefits with Keams Canyon Elementary School.

Carmen Honyouti second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

VI. Personnel

A. Recommendation to hire new staff:

Darryl James presents the Interview Panel's recommendation to the Governing Board. The Stacie Tsinginie also interviewed for the position, the Governing Board would like Darryl James to contact her to see if she is interested in the Parent Liaison position due to her credentials. Interview Panel recommends Scott Means for the Intervention Educator position. Interview panel recommends Elnora Monongye for the Teacher Aide position and Roxane Smith for the Special Education Teacher Aide position. Interview panel recommends interviewing more Receptionist applicants.

Executive Session:

Angeline Joseph motioned to go into executive session at 5:02 p.m.

Priscilla Pavatea second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Priscilla Pavatea motioned out of executive session at 5:16 p.m.

Angeline Joseph second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Motion:

Priscilla Pavatea motioned to accept Scott Means for the Intervention Educator position and to be supervised by the Counselor, Elnora Monongye for the Teacher Aide position and Roxane Smith for the Special Education Teacher Aide.

Angeline Joseph second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

B. Early employment for Teachers:

Tentative schedule was mailed out to staff for orientation week. Orientation will be filled with training for Teachers. Alma Siquah recommends bringing all Teachers in on s short-term contract to set up their classrooms starting Wednesday, July 29-31, 2015 at \$80.00 per day. Teachers will not receive benefits. This will be optional for Teachers.

Motion:

Angeline Joseph motioned to approve the optional early employment for Teachers from July 29-31, 2015 at \$80.00 per day for a total of \$3,000 to set up their classrooms.

Rachel Maho second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

C. Staff Concerns:

Executive Session:

Angeline Joseph motioned to go into executive session at 5:30 p.m.

Priscilla Pavatea second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Priscilla Pavatea motioned out of executive session at 6:01 p.m.

Rachel Maho second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

No action needed.

D. Discussion with Attorney: Attorney not available. Reschedule him on the next Board meeting 8/4/15.

VI. **Adjournment**

Priscilla Pavatea motioned to adjourn at 6:05 p.m.

Carmen Honyouti second the motion.

Vote: 4 Approved 0 Abstained 0 Opposed

Prepared by: LaRae Humeystewa, Board Secretary

L. Humeystewa

GOVERNING BOARD APPROVAL

Approved minutes: Special Governing Board Meeting 7/27/15

Motion to approve minutes: Angeline Joseph

Date: 9-1-15

Second by: Carmen Honyouti

Vote: 5 Approved 0 Abstained 0 Opposed

Lucille A. Ay 10/8/15