



FIRST MESA ELEMENTARY SCHOOL
Special Governing Board Meeting
Thursday, July 9, 2015 @ 4:30 pm
FMES Library

I. Call to Order/Roll call

Meeting was called to order at 4:41 p.m. by Vice President Rachel Maho.

Present: Rachel Maho, Carmen Honyouti, Judy Talawyma, Angeline Joseph

Absent: Lucille Sidney, Priscilla Pavatea

Quorum Present

Staff Member: Darryl James, Business Technician; LaRae Humeyestewa, Administrative Assistant
Guests: None

II. Announcements and Correspondence

None

III. Approval of Agenda

Motion:

Angelina Joseph motioned to approve the agenda.

Judy Talawyma second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

Angelina Joseph rescinds her motion.

Carmen Honyouti second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

Alma Siquah adds to Unfinished Business: (G) update pay scale for Counselor, Nurse and Administrative Assistant positions.

Motion:

Carmen Honyouti motioned to approve the agenda with the addition to include Unfinished Business (G) update pay scale for Counselor, Nurse and Administrative Assistant positions.

Angeline Joseph second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

IV. Call to the Public

(3 minute limit)

None.

V. **Unfinished Business**

A. Approve Physical Therapy services:

Rachel Maho recommends licenses and required credentials attached to bids.

Northland Rural Therapy Associates and Dine Professional Service Providers bids are reviewed by the Governing Board.

Motion:

Carmen Honyouti motioned to approve Dine Professional Service Providers for Physical Therapy Services for school year 2015-2016.

Judy Talawyma second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

A. Approve Occupational Therapy services:

Northland Rural Therapy Associates bid was reviewed by the Governing Board.

Motion:

Carmen Honyouti motioned to approve Northland Rural Therapy Associates for Occupational Therapy services for school year 2015-2016 and eliminate the Extended School Year (ESY) for 2014.

Angelina Joseph second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

B. Approve Counseling services:

Counselors were only for the Special Education students last school year. Governing Board suggested using Behavioral Health services for additional Counselors to service other students who are referred. Governing Board has concerns on the workload of having one full time Counselor.

Dine Professional Service Providers bid was reviewed by the Governing Board.

Motion:

Angeline Joseph motioned to table the Counseling Service until we receive Michael Gerner's bid on Counseling Service.

Carmen Honyouti second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

C. Approve Speech services:

The Governing Board review Northland Rural Therapy Associate's bid. The cost summary includes 8 days per month for speech services, Alma Sinquah recommends 4 days per month. The 4 days will reduce cost per month.

Motion:

Carmen Honyouti motioned to approve the Northland Rural Therapy Associates for Speech Therapy for 4 visits per month. Eliminate 4 days for the extended school year visits to reduce cost.

Angeline Joseph second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

D. Approve Receptionist position description:

Governing Board reviewed the position description.

Motion:

Carmen Honyouti motioned to approve the Receptionist position description as presented.

Angeline Joseph second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

E. Approve Physical Education Technician/Health Educator position description:
Governing Board reviewed the position description.

Motion:

Angeline Joseph motioned to approve the Physical Education Technician/Health Educator position description with changes: remove "o" on bullet 6 and add "must be able to obtain a Substitute Teacher Certification" under the Education section.

Judy Talawyma second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

F. Update Administrative Assistant position description:

Alma Sinquah informed the Board the only change was the title from Administrative Clerk to Administrative Assistant and the position will be exempt.

Motion:

Angeline Joseph motioned to approve the Administrative Assistant position description.

Carmen Joseph second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

G. Update pay scale for Nurse, Counselor and Administrative Assistant:

Alma Sinquah made a recommendation to place the Counselor position with the Nurse pay column and the Administrative Assistant with the Business Manager pay column. Judy Talawyma suggested developing a category for Administrative Assistant based on education. The Board recommended to put the Nurse and Counselor on the certified pay scale and place the Administrative Assistant on the Nurse pay column on the Administrative salary scale.

Motion:

Carmen Honyouti motioned to put the Administrative Assistant position on the Administrative pay scale on the last pay column replacing the Nurse and move the Nurse and Counselor positions to the certified pay scale.

Angeline Joseph second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

VI. **New Business**

None

VII. **Personnel**

A. Short-Term employee recommendation:

Alma Sinquah made a recommendation to bring on 4 staff members to complete the curriculum inventory, set up testing and student data, get materials ready for Teachers, ensure the smart boards are working, prepare report cards and order supplies for classrooms. Francelia Tom will set up the testing and schedule the in-service training for the staff.

Motion:

Judy Talawyma motioned to approve Francelia Tom, Rachael Talayumptewa, MacKenzi Navenma and Bernita Duwahoyeoma for a short-term contract beginning June 13, 2015 to July 31, 2015 at \$80.00 per day.

Carmen Honyouti second the motion.

Vote: 3 Approved 0 Abstained 0 Opposed

VIII. Adjournment

Rachel Maho motioned to adjourn at 5:42 pm
Angeline Joseph second the motion.

Prepared by: LaRae Humeyestewa, Board Secretary Humeyestewa

GOVERNING BOARD APPROVAL

Approved minutes: Special Governing Board Meeting 7/9/15	
Motion to approve minutes: <u>Angeline Joseph</u>	Date: <u>8-4-15</u>
Second by: <u>Judy Talawyma</u>	
Vote: <u>3</u> Approved <u>0</u> Abstained <u>0</u> Opposed	Motion carried: <u>yes</u>
Governing Board President Signature: <u>Lucille Sidney</u>	