

**CEDAR UNIFIED SCHOOL DISTRICT NO. 25  
REGULAR SCHOOL BOARD MEETING  
JEDITO SCHOOL BOARD ROOM  
JUNE 28, 2016**

**PUBLIC HEARING**

The public hearing started at 5:31 p.m.

Bonnie Haven, Business Manager stated that the first thing to explain is there is a large drop in funding. She stated that we lost 24.13 students this year versus the year before. Because of that our general budget limit is going to drop by 305,000. She explained the general budget limit is the Maintenance and Operation part which is a critical part of our budget. With that and along with a reminder from Mr. Kenny that we needed to lower the budget so that we make it through the year without extreme expenses we had at the end of this year, that was how this budget was brought together. Bonnie Haven went through each page and explained it to those in attendance. She stated that the only increase in the M&O section is under instruction, that is because more money is going in for the teachers instead of from Impact Aid. She explained that there is a decrease in general administrative cost and decrease in school administrative cost. Special education also shows a decrease because we are not funding a position. Pupil transportation is going to have a 28% decrease also. Overall the M&O budget will have a 14.3% decrease from last year. The whole budget reflects the new figure per student. Bonnie Haven also informed the board and those in attendance that she included the last page which is a budget for Impact Aid. Impact Aid will go down because of the number of students, she is anticipating that we will get \$990,000 which is a decrease from last year of \$1,035,000. She also stated that she has budgeted out of Impact Aid \$300,000 to be used to repay the state back this year. She also included with her report a last sheet so you can see where we are going. That is cash balances that she has right now. Civic center has 129.00, community school has 485.00, fingerprint fees 110.00, textbook has 3,000.00 and indirect cost is based on what we have available. She did mention that she shows the amount owed for the Impact Aid revenue bonds last year, on July 1<sup>st</sup> of this year we will make a payment, when we make a payment of what is due, that money is already in the bank, our final payment for July 1, 2017 is also in the bank and will be paid out at that time, which is the way it was structured. Mr. Kenny asked if it could be prepaid, Bonnie stated that she asked and it is a bond and is scheduled to come out on July 1, 2017. Bonnie Haven stated that the budget for the M & O is \$1,834,117 plus the carryover of \$5,000.00. After the presentation on the budget, Bonnie Haven informed the board and those in attendance that the average daily membership (classroom seat time) is a large factor in the budget, that's why its important to keep a student coming to class as much as possible.

Mr. Kenny asked about the reimbursement program for parents in transportation and if that funding will be claimed this year. Bonnie stated that we have put in the paperwork and are hoping that we will get that.

The public hearing ended at 5:57 p.m.

**MINUTES**

**CALL TO ORDER**

The Cedar Unified Regular School Board Meeting was called to order by Danny Sage, Board Clerk at 5:58 p.m.

**STATEMENT OF WELCOME** Danny Sage welcomed all in attendance.

**ROLL CALL** Francis Ambrose called roll. Those present were Danny Sage, Francis Ambrose and Iris Yessilth (telephonically). Ladybird Jack and Karen Charley were absent.

**APPROVAL OF AGENDA** Francis Ambrose motioned to approve the agenda. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**APPROVAL OF MINUTES** Iris Yessilth motioned to approve the minutes of May 17 and May 24, 2016 as is. Motion seconded by Francis Ambrose. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**CALL TO THE PUBLIC  
(STUDENT & COMMUNITY  
RESPONSE)** None

**BOARD MEMBER/  
ADMINISTRATOR  
COMMENT** None

**SUPERINTENDENT’S  
REPORT** **1. Board Policy Compliance Review**

Mr. Noggle introduced Mrs. Noble to the board and stated that she was in charge of summer school and would like to share with the board a summary. Mrs. Noble provided the board with a written report of the summer school program with highlights of a Youth Conference being held on June 16, 2016 which the students were able to participate in. She informed the board that it Vice-President Jonathan Nez was also present during the Youth Conference. There were 34 students enrolled in summer school in grades K-7. Students were instructed in whole group and small group settings. Students needing one on one were provided the help. The students were selected based on their diebels score, bottom 25 percent at each grade level. She did inform the board that they did not have a great number as was anticipated, but despite the low enrollment we started as scheduled. She thanked the teachers and paraprofessionals who worked summer school for a job well done.

Mr. Noggle reported to the board that a draft of the administrative compliance review that he and the business consultant is in their board packet for their review. This is something that he would like to go over with the board during their board retreat.

Francis Ambrose asked that at the first part of the month of May the board received notice that all of a sudden we had to pay back for some departments. It was stated in the audit report. Bonnie Haven replied that we are currently paying the state back for being over budget and the bond is being paid back and also over expenditure for the White Cone High School. Francis Ambrose stated that under receivership, people were getting in line,

not in compliance with different organizations, the school is already in such a situation with the budget and receivership, and here we end up paying back double than what the budget is. He heard on the telephone why the receivership doesn't question this, why can't we just pay the whole thing back right now, I thought they wrote those policies. Danny Sage replied that they did this compliance report and once we go over it, it will shed a lot of light on it and the sooner the better we do this retreat. Francis Ambrose stated that he wanted to put that out and make sure we have an update on that to clarify some questions down the road. What is our school doing, attaching to some organization and paying them. Danny Sage asked Mr. Noggle to get with board members to schedule a best time for a retreat to go over the review.

## **OLD BUSINESS**

**A.**

## **NEW BUSINESS**

### **A. Discussion and Possible Action for First Reading of Policy GBECB, Alcohol Use by Staff Members**

Mr. Noggle stated that in the policy manual, part of the compliance review, he needs to address some issues. Policy says that staff members can drink alcohol in their own residence, however, Navajo and Hopi law stated no alcohol. He is recommending that policy states no intoxicating alcohol in school housing or on school grounds whatsoever.

Iris Yessilth motioned to have this the first official reading of Policy GBECB, Alcohol Use by Staff Members. Motion seconded by Francis Ambrose. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

### **B. Discussion and Possible Action for First Reading of Policy GCCG, GCCG-RA and GCCG-RB – Professional Staff Voluntary Transfer of Accrued Sick Leave; GCQE – Retirement of Professional Staff Members; and GDCG – Support Staff Voluntary Transfer of Accrued Sick Leave**

Francis Ambrose motioned to have this the first official reading of Policy GCCG, GCCG-RA and GCCG-RB – Professional Staff Voluntary Transfer of Accrued Sick Leave; GCQE – Retirement of Professional Staff Members; and GDCG – Support Staff Voluntary Transfer of Accrued Sick Leave. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

### **C. Discussion and Possible Action on Revised SY2016-2017 School Calendar**

Mr. Noggle informed the board that we've added into the calendar the quarter ending dates, parent/teacher conference dates, professional development days and open house date. There were no changes made to the actual school days.

Francis Ambrose motioned to approve the revised SY2016-2017 School Calendar as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

## **INFORMATION/REPORTS**

- A. Travel Authorization Log**
- B. Maintenance/Transportation, Security and Food Service Reports**

Mr. Noggle informed the board that we had a break in over the weekend. There was considerable damage done to the school, broken windows, 25 iPads were stolen as well as two projectors. We do have some good leads and we fully expect to prosecute to the full extent of the law. Francis Ambrose asked what time it happened. Mr. Noggle replied that it happened after midnight or thereabout. Francis Ambrose asked where was security.

## **PERSONNEL**

- A. Discussion and Possible Action on Resignation of Genevieve Olson, Food Service Director**

Francis Ambrose motioned to approve the resignation of Genevieve Olson effective June 30, 2016. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

- B. Discussion and Possible Action on Extra Duty Pay Schedule for SY2016-2017**

Francis Ambrose motioned to approve the Extra Duty Pay Schedule for SY2016-2017 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

- C. \*Discussion and Possible Action to Approve Contract for Superintendent (possible Executive Session per A.R.S. §38.431.03(A)(1), personnel and (A)(3) advice from legal counsel)**

Patrice Horstman stated that on May 22, 2016, you voted to extend the principal/superintendent contract to Duane Noggle for the remainder of this fiscal year and beginning of next fiscal year. It was approved by the majority of the board, and directive made to legal counsel to draft an appropriate contract which is before you tonight. This culminates the hiring of the Superintendent/Principal, the contract is very similar in the past, fairly straight forward. If you accept the contract, members of the board will sign and the superintendent/principal sign the contract and include that as part of the personnel file.

Iris Yessilth motioned to approve the Contract for Superintendent/Principal as submitted. Motion seconded by Francis Ambrose. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

- D. \*Discussion and Possible Action to Review Independent Investigator's Report Regarding Harassment Complaint (possible**

**Executive Session per A.R.S. §38.431.03(A)(1), personnel and (A)(3) advice from legal counsel)**

Iris Yessilth motioned to go into executive session. Motion seconded by Francis Ambrose. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions. The board went into executive session at 6:30 p.m. and resumed regular session at 7:10 p.m.

Patrice Horstman stated that the district received a sexual harassment complaint by an employee here against an administrator. In accordance with policy ACA and ACA-R, when such a complaint formally is provided, the district has no choice but to proceed and investigate that complaint. The compliance officer you have according to policy is the superintendent or his designee. Since the superintendent had just come on board and getting feet wet on district matters, he requested an outside independent investigator and the governing board accepted that request and hired through her office. They did a complete investigation and 15 employees were interviewed from numerous departments. The investigator made his finding report on the review of this and has made some recommendation. She is there to share with you the summary of those findings and conclusions. There is a number of people this investigation pertains to and obviously not everybody had an opportunity to request this in open meeting so to protect the confidentiality I will not refer to names.

The investigator revealed this is a small district and has found that this district is plagued by gossip, factions, nepotism and a need for effective communication with district employees, administrative staff who are an essential part of the schools. This finding goes against requirement of policies. Other findings were key decision makers and others have lost focus which is the very first policy in the district manual, this school is for children. Instead, the investigation found that the adults in charge to ensure the district is for children did not do their job, matters got bogged down, gossip, children were not first in this school. Basically, the important issues by complaint was sexual harassment, adult yelling at students, misuse of funds, were found most of the grievance set forth were not really set forth in large areas. There wasn't any evidence of harassment, intimidation or wrong doing, violation of policy could not be found. Because in fact, people were afraid to come forward, and were not fully forthcoming. There is a distrust and miscommunication within the school. He found the districts present working condition under the leadership of the principal who showed self-motivation, well educated, however the problems within the school and the gossip and mistrust and lack of communication and vision in the school this individual took part of. Rather than being an educated leader to gain the trust and respect within the environment, this individual did not do that and help to deviate this polarization and factualization observed in this school and also related to the factualization and polarization here on this board. This appeared to be a systemic problem, and believe this problems needs to be addressed by this board and you need to set the standards and you need leadership for the school. What has been done has been done, a new school year is coming up and he is

highly recommending that there needs to be significant changes in district day to day operations of your school district. It has to come from the top, needs to be reflected in positive leadership with your superintendent/principal and it requires strong leadership that persuades rather than coerces on all levels. Move together for success with children, that is the number one priority in school. Given the declining enrollment, it directly affects the budget and getting this school in a cooperative environment with the board and getting that strong leader in place it will trickle down into the school. Quite frankly, for the survival of this school district. Recommendations that were made, given the problems we are seeing, the district needs to keep and employees needs to keep personal and family issues at home, the factualization that starts in the community cannot be played out in the school district. People here in the work environment need to treat people respectfully. She highly recommended that this district undertake a lot of training with new staff and make it really clear what your expectations are with staff members, making students number one. Follow the chain of command, exhibit professionalism, refrain from gossip and no retaliation. It is recommended that you really take a look at your organizational chart and make sure you do not have a chart or policy allowed for nepotism.

Now that the report has been presented, this will assist your superintendent to provide appropriate notice to the individual that was filed by and against and others that was part of the process that no finding of substantiation, this complaint is being dismissed. It really doesn't require any action unless you want to make a directive to the superintendent. Francis Ambrose stated that maybe we need to sweep everybody out and let everybody apply again, like Hopi did. Danny Sage stated that during the retreat when we are doing the policy compliance review we can have most board members here and give him our expectation on what we want at that point. Patrice Horstman stated that a retreat is very important to sit down with the superintendent and make it very clear on what needs to be done.

**E. \*Discussion and Possible Action to Buy Back Prep Period from Amour Drummond for SY2015-2016**

Francis Ambrose motioned to approve to buy back the Prep Period from Amour Drummond in the amount of \$2,447.32 for SY2015-2016. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**F. \*Discussion and Possible Action to Hire Merlinda Gonnig and Marcia John as Full Time Custodians and Ray Kooyaquaptewa and Gary Yazzie as Full Time Maintenance for SY2016-2017**

Iris Yessilth motioned to approve to hire Merlinda Gonnig and Marcia John as full time Custodians and Ray Kooyaquaptewa and Gary Yazzie as full time Maintenance for SY2016-2017 as presented. Motion seconded by Francis Ambrose. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**G. \*Discussion and Possible Action to Hire Dorinda Bahe and Kayla Nelson as ESS Paraprofessionals and Corrine Goldtooth, Regular Paraprofessional fro SY2016-2017**

Iris Yessilth motioned to approve to hire Dorinda Bahe and Kayla Nelson as ESS Paraprofessionals and Corrine Goldtooth as a Regular Paraprofessional for SY2016-2017. Motion seconded by Francis Ambrose. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**FINANCE**

**A. Discussion and Possible Action on Budget/Expenditure Report through June 23, 2016**

Francis Ambrose motioned to approve the budget/expenditure report through June 23, 2016 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**B. Discussion and Possible Action on Proposed FY2015-2016 Annual Expenditure Budget Revision #2 with an Increase of \$32,506.00**

Francis Ambrose motioned to approve the Proposed FY2015-2016 Annual Expenditure Budget Revision #2 with an increase of \$32,506 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**C. Discussion and Possible Action on FY2016-2017 Renewal of The Trust (Arizona School Risk Retention Trust) for Liability and Property Indemnity Coverage for \$78,287**

Francis Ambrose motioned to approve the Renewal of The Trust for Liability and Property Indemnity Coverage for \$78,287 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**D. Discussion and Possible Action on FY2016-2017 Renewal of The Alliance (Arizona School Alliance for Worker's Compensation, Inc.) for Workers' Compensation Coverage for \$10,600**

Francis Ambrose motioned to approve the renewal of The Alliance for Workers' Compensation Coverage for \$10,600 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**E. Discussion and Possible Action of Renewal of Nicely Done Consulting, E-Rate Consultants for SY2016-2017**

Francis Ambrose motioned to approve the renewal of Nicely Done Consulting, E-Rate Consultants for SY2016-2017 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**F. Discussion and Possible Action of Proposed Expenditure Budget for SY2016-2017**

Francis Ambrose motioned to approve the proposed expenditure budget for SY2016-2017 as presented. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**CONSENT AGENDA**

**A. Approval of Expense & Payroll Voucher**

Francis Ambrose motioned to approve the Expense voucher in the amount of \$113,984.69 and the Payroll voucher in the amount of \$251,691.02. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions.

**ADJOURNMENT**

**A. Next Regular School Board Meeting will be held on July 21, 2016, Jeddito School Board Room, 5:30 p.m.**

Iris Yessilth motioned to adjourn the meeting. Motion seconded by Iris Yessilth. Motion carried with 3 votes in favor, 0 opposed and 0 abstentions. Meeting adjourned at 7:35 p.m.

---

**Iris Yessilth, Board President**

---

**Danny Sage, Board Clerk**