

August 9, 2023 Board Meeting
Meeting Location: District Office and Virtual
Meeting Date: Wednesday, August 9, 2023

Members present

Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black (virtual), Nan Barton

Members absent

Colleen Benally

Others present

Superintendent Christine Fitzgerald, Assistant Superintendent Julie Holt, Human Resources Director Laura Palmer, Business Administrator Tyrel Pemberton, Virtual guests from MHTN and BDK, Jeff Winget, Aaron Brewer

Meeting called to order at 3:00 PM

A. Approval of Agenda

1. Approve Agenda

Motion to approve the Agenda.

Motion by Merri B Shumway, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Nan Barton

B. SJ Quest Update

1. Spotlight Report- Leadership Development - Christy Fitzgerald- 3 min

Superintendent Christine Fitzgerald shared an overview of the recent Leadership Development theme "Monumental Purpose", which focused on our purpose and what we hope to accomplish. She emphasized our purpose to Unite, Educate, and Empower and create learning environments of belonging. She noted that the training also emphasized empowerment of leadership so they may further empower students. Perspectives from directors, administrators, educators and students to gain further understanding of how to unite, educate and empower our scholars.

C. Board Discussion Items *(Note, discussion items not discussed before 5PM break will be discussed later in the agenda at the board's discretion)*

1. Constitutional Oath of Office - Christine Fitzgerald - 5 min

Human Resources Director guided newly appointed Superintendent of Schools, Christine Fitzgerald, in the Oath of Office for her contract tenure 2023-2025.

2. SJSJ Early Learning Plan 2023-2024- Julie Holt & Jeff Winget - 5 min

Assistant Superintendent Julie Holt and Curriculum Director Jeff Winget shared celebrations and acknowledgement of K-3 Teachers, District Support, Paraprofessional Support, Administrator and students for the work they have done and noted this year they accomplished their 3rd year in consecutively meeting their Early Learning goals. 2023-24 Proposed Early Learning Plan has been pre-approved by the State Office of Education. She noted that there is emphasis on Tier 2 & 3 Intervention Supports, and that one of the major changes that was made as a team, based off the goals, was to change from Sub-measure increase, to Overall composite increases. Mr. Winget shared the emphasis points on the Professional Development in both Literacy and Math to increase support in the LETTERS development plans, including collaboration, training and observation. He noted that they would return at the end of the year to report to the board.

3. Spend Plans 2023-24 - MVHS Esports, Cheer, Girls' Basketball 1st public viewing; MHS History Fair & MHS Manhattan Project- 2nd public viewing - Derek Begay & Julie Holt - 5 min

Julie Holt presented spend plans for MHS second, and possibly final, review; and MVHS first review. Board members requested a review of the MVHS Cheer Team spend plan to discuss the higher expense, despite being a smaller school. Assistant Superintendent noted that it is a start up estimate, travel is a huge factor, and that each spend plan is reviewed line by line in work session. Business Administrator Tyrel Pemberton noted that while the spend plans have a target amount, the schools have and will likely be under budget, which is taken into consideration when the next year's spend plan is drafted.

4. BES Follow-up and Committee Discussion- Tyrel Pemberton - 30 min

Business Administrator Tyrel Pemberton noted the project schedule of the \$47 million project. He noted that the schedule is vital to maintain the current cost, and the project cost increases approximately \$2 million for every 6 months the project is pushed back. He noted that MHTN and BDK support has been instrumental in staying on track to complete the project as close to budget as possible. Both agencies were present virtually to address any questions from the board on the project and the timeline. Superintendent Fitzgerald commented regarding stakeholder input and the process involved in gathering stakeholder insight. She noted that there would be a

committee organized and comment invitation periods throughout the process. Business Administrator noted that while there is input encouraged, there is also a need for consistency in design and a starting point from the MHTN and BDK design teams would be a good starting point. BDK shared that it would be important to share with the public that the current plan outline is very much in early form and not decided or set in stone.

5. Payroll Distribution - Tyrel Pemberton - 10 min

Business Administrator Tyrel Pemberton stated that a request to review the pay period policy of once a month payroll. Noting that a survey was sent to districts state-wide to gather data on how other districts process their payroll cycle. Thirty LEA's replied to the survey, of the 30, 24 pay monthly, 6 pay semimonthly. He noted some significant concerns about changing the current payroll cycle, including the personnel burden, as the average number of employees processed on payroll is 615-700 individuals monthly; with just one employee tasked to payroll, and the variants in timecards, reports, accounting, extra pay and individual exceptions, etc. duplicating the entire process is a huge labor increase. Based on these variables, he strongly encouraged the board to support the current practice.

Board Member Nelson Yellowman noted that the request was brought by him from concerns from constituents that it is a financial burden on some in his area. He supports the idea of bi-weekly payroll to assist families in financial hardship. He noted that he is in favor of hiring personnel or purchasing additional software if needed. His belief is that it would motivate employees to work if they got paid twice a month. Board Member Merri Shumway noted that providing financial planning courses may be helpful to the issues causing hardship. Board Member Steve Black commented that technology may be a good place to consider bolstering the system to pay in more real-time, rather than the month behind that the district currently follows. Board Member MariAnell Barton stated that she understands the restraints of the district, as well as the hardship of monthly payments on a delayed month schedule. Business Administrator Tyrel Pemberton suggests that the business office take the feedback and consider recommendations from the board and work on a long-term proposal to present to the board at the end of the fiscal year. Board President Lori Maughan suggested Mr. Pemberton conduct a cost comparison and analysis to evaluate the impact payroll distribution changes would incur.

6. USBA Delegate - Merri Shumway - 5 min

Board Member Merri Shumway shared the dates and times for the upcoming August 26th, with the Pre-delegate Assembly held on the 25th. She noted that she will be in Salt Lake City for another commitment on those dates and offered to attend on behalf of the District. She noted that all board members are invited to attend, as well as administration, however each district receives one vote at the assembly regardless of numbers in attendance. Board President Maughan approved her commitment to attend on behalf of the district and advised that if any others wished to attend they can reach out to District Executive Assistant Eva Ewald for assistance on travel accommodations.

7. Possible Remote Work Policy Discussion- Christy Fitzgerald- 10 min

Superintendent Christine Fitzgerald opened the discussion with an overview of the current status of one district employee who is currently working remotely on a provisional basis. Administration has noted the qualifications and positive impact the particular employee has had in this provisional accommodation, but it has become requested to review the current district policy to explore more specific and/or permeant potential for remote employment with the district, and potential extension of the current employee's remote status.

Board Member Nelson Yellowman commented that he feels in-person employment is the best approach. Board President Maughan commented that remote employment should only be considered on an exceptional basis and that hybrid or in-person employment is the ideal expectation for personnel. Board Member Merri Shumway agreed with Yellowman and Maughan and that it is a benefit to the community economy to bring employment on location. Board Member Steve Black noted that in his personal experience he has the option work remotely. He noted that he seemed to be much more productive when he was present in the office, but also understands that there may be opportunities to consider exceptions as well. Board Member Barton agreed with Mr. Black's comment, noting that the exception currently under consideration was in the best interest of the district, but agreed that it should only be considered on an exception, and not expectation.

Superintendent Fitzgerald proposed that in the best interest of the district, the current employee contract be extended to meet the needs of the district for technology, to allow the new year to stabilize and to allow the district time to consider a replacement and give appropriate time for the employee to find other employment at the closure of the temporary exception, should they choose.

It was recommended by Board Member Black that the discussion thus far has focused on a particular employee, and he feels it should be an administrative discussion. If the Board chooses to discuss a Policy districtwide, then it can be considered, but as a Policy discussion and not an employee discussion. Former Superintendent Ron Nielson shared comment regarding the process to the current decision. Board President Maughan stated that should the board choose not to take action on this item it would default to administrative discretion for this specific case.

D. School/Director - Board Reflection Opportunity 4:00 p.m.

No reports scheduled at this time.

E. Break - @ 5:00 p.m.

F. Welcome and Recognition of Guests - 6:00 p.m.

G. SJ-2 Recognition Awards

1. San Juan Sweet Job Award: Jeff Winget - Curriculum Specialist

2. San Juan Sweet Job Award: Ron Nielson

H. Citizen Comments

1. Citizens' Comments

District employee Mason Lyman commented in support of the remote work policy as it applies to the specific employee on remote contract, and hopes to see the board move forward with policy or accommodations to allow the employee to continue. He noted that he has had no issues or delays communicating with the employee and that their work has been consistent and efficient.

I. Closed Session *(At Board Discretion, Closed Session may be moved)*

1. Purchase, exchange or lease of real property

No closed session needed for Purchase, Exchange or Lease of Real Property.

2. Litigation

Motion to go into Closed Session to discuss potential Litigation.

Motion by Merri B Shumway, second by Nelson Yellowman.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Nan Barton

3. Personnel

Motion to go into Closed Session to discuss Personnel.

Motion by Nelson Yellowman, second by Merri B Shumway.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Nan Barton

J. Consent Agenda

- 1. Minutes**
- 2. Revenue Reports**
- 3. Expenditure Reports**
- 4. School Expenditure Reports**
- 5. Monthly Checks**
- 6. Board Travel Reports**
- 7. Personnel Report(s) and Information**
- 8. Home School Requests**
- 9. Student Hearings**
- 10. School Land Trust Amendments**
- 11. SJSJSD Revised School Spend Plans**
- 12. Fall 2023 Activity Reports and 150 Mile Forms**
- 13. Approval of all Consent Agenda Items**

Motion to approve the Consent Agenda.

Motion by Merri B Shumway, second by Nelson Yellowman.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Nan Barton

K. Possible Action Items

1. SJSJSD Early Learning Plan 2023-2024

Motion to accept the SJSJSD Early Learning Plan 2023-24.

Motion by Merri B Shumway, second by Steve Black.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Nan Barton

2. Capital Project Recommendations BES

No motion needed at this time.

3. 2023 Navajo Youth Risk Behavior Survey (NYRBS)

Motion to approve the 2023 Navajo Youth Risk Behavior Survey (NYRBS).

Motion by Steve Black, second by Nelson Yellowman.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Lori Maughan, Steve Black, Nan Barton

Nay: Merri B Shumway

4. Remote Work Policy

No motion made.

L. Information Items

1. Next Board Meeting Sept 13th, 2023 @DO/Virtual

2. First Day of School - August 16, 2023

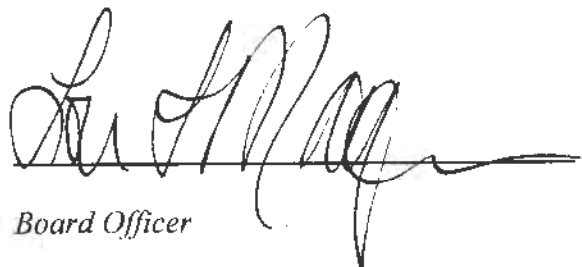
3. USBA Leadership Academy Sept 7th-9th, 2023

4. USBA Pre-Delegate & Delegate Assembly Aug 25th & 26th, 2023

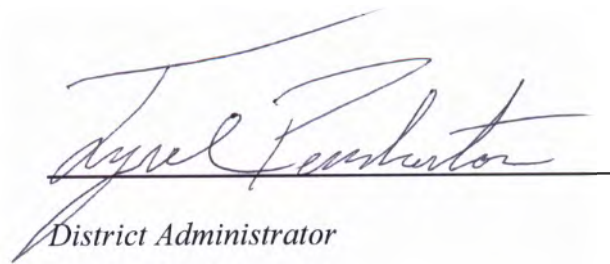
5. NAFIS Fall Conference - Sept 17th-19th, 2023

M. Adjournment

1. Adjournment



Board Officer



District Administrator