

**Minutes of Regular Meeting  
The Board of Education  
Gallup McKinley County Schools  
November 20, 2017**

A Regular meeting of the Board of Education of Gallup McKinley County Schools was held November 20, 2017, beginning at 6:00 PM in the Board Room of the Student Support Center, 640 Boardman, Gallup, NM 87301.

**BOARD MEMBERS PRESENT:**

Charles Long, President  
Christopher Mortensen, Vice President - Absent  
Michael W. Schaaf, Secretary  
Kevin Mitchell, Member  
Priscilla Manuelito, Member

**NEWS MEDIA PRESENT:**

Shaquana Desiderio, Gallup Independent

**GUESTS**

Sandra Freeland	Angel Begaye	Charlene Benally
Cash Spencer	Carlos Wilson	Gabriel Sorrel
Lerra Joe	Patrice Yazzie	Jason Carlisle
Danaher Dempsey	Juliana Teller	Georgene Dimas

**STAFF MEMBERS PRESENT:**

Mike Hyatt, Superintendent  
Pauletta White, Assistant Superintendent of Student Services  
Jvanna Hanks, Assistant Superintendent of Business Services  
Tim Bond, Assistant Superintendent of Support Services - Absent  
Gerald Horacek, Assistant Superintendent of Curriculum and Instruction  
Joan Nez, Recording Secretary

**CALL TO ORDER – PLEDGE OF ALLEGIANCE - ROLL CALL**

Charles Long called the Board of Education meeting to order at 6:00 p.m. on Monday, November 20, 2017, in the boardroom of the Student Support Center, 640 Boardman, Gallup, New Mexico. (Four board members were present for roll call: Charles Long, Michael Schaaf, Priscilla Manuelito and Kevin Mitchell)

**APPROVAL OF AGENDA**

Michael Schaaf moved the agenda be approved amended to insert NM in item New Business (7.b.). Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

- a. Recognition (Student, Staff and Other) - none

**APPROVAL OF MINUTES**

Michael Schaaf moved the minutes of the Board of Education regular meeting of November 6, 2017 be approved as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

**APPROVAL OF CONSENT AGENDA ITEMS**

Michael Schaaf moved the consent agenda items be approved as presented. (4a, 4b, 4c, 4d) Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

Priscilla Manuelito commended the students attending the conference using JOM funds. She is also thankful for the career pathway program visit in Las Cruces.

- A. Approval of Student Activity Travel: CONSENT
  1. Turpen Elementary, 66 students, 13 chaperons, Grand Canyon, AZ, December 1, 2017 for Dine Culture Standards - able to retell stories related to the elements of nature.(JOM) Trip 16885
  2. Navajo Pine High, 24 students, 2 chaperons, Isleta, NM, December 1-2, 2017 to attend NNJOM Native Youth Empowerment. (JOM) Trip 16985

3. Tse Yi Gai High, 24 students, 4 chaperons, Albuquerque, NM, December 1-2, 2017 to NNJOM Native Youth Empowerment Conference. (JOM) Trip 16697
  4. Thoreau High, 24 students, 4 chaperons, Albuquerque, NM, December 1-2, 2017 to attend NNJOM Native Youth Empowerment Conference. (JOM) Trip 17001
  5. Miyamura High, 24 students, 2 chaperons, Isleta Pueblo, NM, December 1-2, 2017 to attend NNJOM Native Youth Empowerment Conference. (JOM) Trip 16996
  6. Gallup Central High, 7 students, 2 chaperons, Albuquerque, NM, December 1-2, 2017 to attend NNJOM Native Youth Empowerment Conference. (JOM) Trip 16698
  7. Gallup High JROTC, 18 students, 2 chaperons, Mesa, AZ, January 26-27, 2018 for participating at Water Trailhead. (Operational) Trip 16994
  8. Gallup High JROTC, 18 students, 2 chaperons, Wickenburg, AZ, February 23-24, 2018, to participate in Sophies Flat Trailhead. (Operational) Trip 16995
  9. Tse Yi Gai High, 85 students, 5 chaperons, Durango, CO, February 16, 2018 to attend Fort Lewis College Career Day (Perkins) Trip 16923
  10. Navajo Pine High, 40 students, 3 chaperons, Flagstaff, AZ, March 30, 2018 to allow students to take the ACT for admission and focus on college and career readiness. (JOM) Trip 16999
  11. Gallup High School, 30 students, 3 chaperons, Ft. Lewis, CO, December 14, 2017, to tour the college campus and gain entrance information (JOM) Trip 17011
- B. Approval of Out-of-State/In-State Travel: CONSENT Board Policy D-3150 (10.8.1-10.8.8) - Travel Approved by Superintendent
1. Superintendent, SSC, Las Cruces, NM, November 27-28, 2017 to visit Middle College/Career Pathways Program. (Operational)
- C. Financial Section - CONSENT
1. 2017-2018 Budget Decrease
  2. 2017-2018 Budget Increase
  3. 2017-2018 Budget Adjustment Requests (Intra-Transfer)
  4. 2017-2018 Budget Adjustment Requests (Inter-Transfers)
  5. Current Bills - Operational, Federal Projects, Food Services, Other
- D. Approval of Real Property Use Permit between GMCS and McKinley County - CONSENT

**\*4. 2017-2018 BUDGET INCREASE**

I. It is recommended that the following 2017-2018 Budget Increase be approved.

Fund	11000 Present Budget	Increase	Adjusted Budget	JUSTIFICATION/PURPOSE
Description	Operational \$ 102,735,184	\$1,718,905	\$ 104,454,089	2017-2018 Increase

**\*4.2017-2018 BUDGET ADJUSTMENT REQUESTS (INTRA-TRANSFERS)-Same Function**

FROM ACCOUNT	TO ACCOUNT	AMOUNT	LOCATION	JUSTIFICATION/PURPOSE OF TRANSFER
<b><u>Operational-Site Base(11000)</u></b>				
General Supplies & Materials	Professional Development	\$ 295	Del Norte Elem.	To provide funding to pay for invoice.
Supply Assets <\$5,000	Software	\$ 900	Catherine A. Miller Elem.	To provide funding to purchase software for smartboards.
<b>Total:</b>		<b>\$ 1,195</b>		
<b><u>Operational-Fine Arts(11000)</u></b>				
Supply Assets <\$5,000	General Supplies & Materials	\$ 240	David Skeet	To provide funding to purchase music supplies.
<b>Total:</b>		<b>\$ 240</b>		
<b><u>Operational-School Departmental(11000)</u></b>				
General Supplies & Materials	Professional Development	\$ 1,000	Personnel	To provide funding to pay for a conference/training for department.
M&R Furn/Fix/Equip.	Supply Assets <\$5,000	\$ 10,000	SSS	To provide funding to purchase new laptops computers for Director's of Ins
<b>Total:</b>		<b>\$ 11,000</b>		
<b><u>Operational-Athletic/Activity(11000)</u></b>				
Student Travel	Other Contract Services	\$ 500	Ramah High	To provide funding for Girls Basketball tournament fees.
Other Contract Services	General Supplies & Materials	\$ 50	Tse Yi Gai High	To provide funding to purchase medical bag for athletic teams.
General Supplies & Materials	Other Contract Services	\$ 2,130	Navajo Pine High	To provide funding for tournament/entry fees.
General Supplies & Materials	Other Contract Services	\$ 50	Chief Manuelito Mid	To provide funding to pay for Cross Country meet.

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<b>Total:</b>		<b>\$</b>	<b>2,730</b>		
<b><u>Transportation(13000)</u></b>					
Base Salaries	Additional Compensation	\$	46,323	Transportation	To provide funding to adjust estimated budget to actual.
Base Salaries	Health/Medical Premiums	\$	31,638	Transportation	To provide funding to adjust estimated budget to actual.
Base Salaries	Dental	\$	300	Transportation	To provide funding to adjust estimated budget to actual.
Base Salaries	Maint & Repair/Build&Grnds	\$	20,000	Transportation	To provide funding to adjust estimated budget to actual.
Base Salaries	Software	\$	10,000	Transportation	To provide funding to adjust estimated budget to actual.
Base Salaries	General Supplies & Materials	\$	30,000	Transportation	To provide funding to adjust estimated budget to actual.
Base Salaries	Lubricants/Anti Freeze	\$	1,432	Transportation	To provide funding to adjust estimated budget to actual.
Sick Leave/Prs	Lubricants/Anti Freeze	\$	5,000	Transportation	To provide funding to adjust estimated budget to actual.
Sick Leave/Prs	Maint Supplies & Parts	\$	5,000	Transportation	To provide funding to adjust estimated budget to actual.
Education Retirement	Maint Supplies & Parts	\$	20,000	Transportation	To provide funding to adjust estimated budget to actual.
Education Retirement	Supply Assets <\$5,000	\$	20,000	Transportation	To provide funding to adjust estimated budget to actual.
<b>Total:</b>		<b>\$</b>	<b>189,693</b>		
<b><u>Title I (24101)</u></b>					
Software	Supply Assets <\$5,000	\$	35,234	Navajo Mid	To provide funding to purchase computers for the Language Arts
Base Salaries	Health/Medical Premiums	\$	1,569	Business	To provide funding to adjust estimated to actual.
Base Salaries	Dental	\$	64	Business	To provide funding to adjust estimated to actual.
Base Salaries	Visions	\$	48	Business	To provide funding to adjust estimated to actual.
Base Salaries	General Supplies & Materials	\$	3,259	Business	To provide funding to purchase manipulatives in the classroom.
Education Retirement	General Supplies & Materials	\$	1,347	Business	To provide funding to purchase manipulatives in the classroom.
ERA-Retiree Health	General Supplies & Materials	\$	99	Business	To provide funding to purchase manipulatives in the classroom.
FICA	General Supplies & Materials	\$	700	Business	To provide funding to purchase manipulatives in the classroom.
Medicare Payments	General Supplies & Materials	\$	166	Business	To provide funding to purchase manipulatives in the classroom.
Software	Supply Assets <\$5,000	\$	6,542	Turpen	To provide funding to purchase computers for the classrooms.
Other Text Books	Health/Medical Premiums	\$	2,000	Thoreau Mid	To provide funding to adjust estimated to actual.
Software	Health/Medical Premiums	\$	901	Thoreau Mid	To provide funding to adjust estimated to actual.
Software	Dental	\$	196	Thoreau Mid	To provide funding to adjust estimated to actual.
Software	General Supplies & Materials	\$	565	Thoreau Mid	To provide funding to adjust estimated to actual.
M&R Furn/Fix/Equip.	General Supplies & Materials	\$	913	Roosevelt Elem.	To provide funding to purchase supplies for students use.
Other Text Books	General Supplies & Materials	\$	131	Roosevelt Elem.	To provide funding to purchase supplies for students use.
Professional Development	General Supplies & Materials	\$	3,000	Roosevelt Elem.	To provide funding to purchase supplies for students use.
Supply Assets <\$5,000	General Supplies & Materials	\$	65	Roosevelt Elem.	To provide funding to purchase supplies for students use.
Other Contract Services	Software	\$	2,000	Navajo Elem.	To provide funding to purchase software for students use.
Professional Development	General Supplies & Materials	\$	121	Del Norte Elem.	To provide funding to purchase supplies for students use.
General Supplies & Materials	Other Contract Services	\$	3,000	Thoreau Elem.	To provide funding to pay for a storyteller who will be presenting
Additional Compensation	General Supplies & Materials	\$	19,780	Business	To provide funding to purchase manipulatives and classroom mat
Education Retirement	Health/Medical Premiums	\$	220	Business	To adjust estimated budget to actual.
Education Retirement	Health/Medical Premiums	\$	3,600	Business	To adjust estimated budget to actual.
Additional Compensation	Health/Medical Premiums	\$	4,181	Catherine A. Miller Elem.	To adjust estimated budget to actual.
Additional Compensation	Dental	\$	395	Catherine A. Miller Elem.	To adjust estimated budget to actual.
Additional Compensation	Education Retirement	\$	389	Catherine A. Miller Elem.	To adjust estimated budget to actual.
M&R Furn/Fix/Equip.	ERA Retiree Health	\$	21	Catherine A. Miller Elem.	To adjust estimated budget to actual.
M&R Furn/Fix/Equip.	General Supplies & Materials	\$	1,179	Catherine A. Miller Elem.	To provide funding to purchase materials for Math and ELA Centers.
Other Text Books	General Supplies & Materials	\$	1,781	Catherine A. Miller Elem.	To provide funding to purchase materials for Math and ELA Centers.
Other Text Books	Life	\$	85	Catherine A. Miller Elem.	To adjust estimated budget to actual.
Other Text Books	Visions	\$	169	Catherine A. Miller Elem.	To adjust estimated budget to actual.

General Supplies & Materials	Student Travel	\$	4,500	Kennedy Mid	To provide funding to purchase projectors for classroom
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**Title I (2410) cont.**

FROM ACCOUNT	TO ACCOUNT	AMOUNT	LOCATION	JUSTIFICATION/PURPOSE OF TRANSFER
General Supplies & Materials	Supply Assets <\$5,000	\$ 21,588	Kennedy Mid	To provide funding to purchase projectors for classrooms.
<b>Total:</b>		<b>\$ 119,808</b>		

**Pre K Initiative (27149)**

General Supplies & Materials	Supply Assets <\$5,000	\$	4,675	Turpen	To provide funding to purchase furniture for Pre K.
General Supplies & Materials	Supply Assets <\$5,000	\$	402	Red Rock	To provide funding to purchase furniture for Pre K.
General Supplies & Materials	Supply Assets <\$5,000	\$	3,329	Indian Hills	To provide funding to purchase furniture for Pre K and rubber m
<b>Total:</b>		<b>\$</b>	<b>8,406</b>		

**Capital Improvement-SB-9-Site Base(31701)**

M&R Bldg & Grounds	Supply Assets <\$5,000	\$	48	Del Norte Elem.	To Adjust estimated budget to actual.
General Supplies & Materials	Supply Assets <\$5,000	\$	32	Del Norte Elem.	To Adjust estimated budget to actual.
Assets >\$5,000	M&R bldg & grounds	\$	1,000	Tohatchi Elem.	To provide funding to repair vacuum cleaner.
Construction Services	General Supplies & Materials	\$	500,000	M&O Dept.	To provide funding to continue the operations of M&O.
Construction Services	M&R Supplies-SB-9	\$	300,000	M&O Dept.	To provide funding to continue the operations of M&O.
<b>Total:</b>		<b>\$</b>	<b>801,080</b>		

**\*4.2017-2018 BUDGET ADJUSTMENT REQUESTS (INTER-TRANSFERS)-Different Function**

FROM ACCOUNT	TO ACCOUNT	AMOUNT	LOCATION	JUSTIFICATION/PURPOSE OF TRANSFER	
<b>Operational-Site Base(11000)</b>					
Supply Assets <\$5,000 (1000)	General Supplies & Materials(2600)	\$	13,774	Tohatchi Mid	To provide funding to purchase needed custodial supplies.
<b>Total:</b>		<b>\$</b>	<b>13,774</b>		

**STUDY CIRCLE**

A. Public Comment

Juliana Teller: son discipline on dress Code at MHS, spirit day, no apparel and suffocating students.

B. Reports

1. Superintendent Report

- Mike Hyatt reported on discipline, within the past week a committee was established to review the discipline policy, how expectations are used in classrooms and consequences in a range, the different situations and how it can be fixed.

Priscilla Manuelito stated dress code incidents are happening in the district. There needs to be some changes made as the dress codes are unique to their area. It was also recommended to include SNAPSA to participate in board policy revision.

- The Academy for all students through NTU and UNM-Gallup, there will be opportunities for students to participate in an AA Pathway programs. The programs will be advertised.

Kevin Mitchell and Priscilla Manuelito are excited about the Academy and fully support the program. There are questions on transportation and recommend bringing dual credit to the school sites.

- Appreciated and thanked the board, the administration and the facilitators for participation in the Strategic Session on November 3, 2017, a lot of work has been done. The next strategic session will be on Saturday, December 9, 2017.
- Announced the Teacher Pursuing Excellence for Gallup High School and Navajo Pine High School has been approved.
- The Payout as Pay for Performance was paid-out from the State of New Mexico to Onate Elementary and Ramah Elementary School for increasing their grade a whole letter grade. They will be recognized at the next board meeting.

2. Transportation Update

Mike Hyatt reported the suburbans have been purchase and will be delivered December 15, 2017. A district decal will be placed, and then prepared for use to cross the bridges in the school district.

Jeff Bond updated the board; 8-inch lettering is required by the State which will be done here at the district. The bus replacement from 12-years is now 15-years, most of the district buses have met the replacement age. Cameras, GPS's and harness have been installed in the buses.

### 3. Staffing Update

Sandra Lee updated the board on the number of openings in the district. There are (673) open positions across the state in the education field. Our school district has (8) teacher positions open in the core field. Recruitment will be in New Mexico and surrounding areas, on-line advertisements, local newspapers and job fairs. Teacher referrals and incentives were successful this year. Recommends pipeline of teachers, growing our own teachers.

Priscilla Manuelito is not to enthuse about another year of substitute teachers in the classroom. If possible, move teachers around so that all core classes are taught by licensed teachers.

Charles Long thanked Sandra Lee for the report, awhile back the Navajo Nation provided funding for students entering schools in the educational field that can be recommended to the Navajo Nation officials.

Mike Hyatt reminded the board that some long termed teachers are licensed teachers who have retired and return to work.

### 4. Notices and Communication

- a. November 21, 2017 ~ Indian Education Summit (Gallup)
- b. November 20-24, 2017 ~ Thanksgiving Break (Students)
- c. December 1-2, 2017 ~ NMSBA Conference
- d. December 4, 2017 ~ BOE Meeting
- e. December 16, 2017 ~ IEC Meeting (Boardroom-9:00 a.m.)
- f. December 18, 2017 ~ BOE Meeting
- g. December 25-29, 2017 ~ Winter Break (Students)
- h. November 29, 2017 ~ IEC Meeting 6PM

### **OLD BUSINESS** - NONE

### **NEW BUSINESS**

- A. Approval of Land Lease/Use Agreement between Gallup McKinley County School and McKinley County, a political subdivision of the State of New Mexico - ACTION

Michael Schaaf moved the Approval of Land Lease/Use Agreement between Gallup McKinley County School and McKinley County, a political subdivision of the State of New Mexico be approved as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

- B. Approval to Delegate Authority to the Superintendent to approve all overnight trips and travel in the four corner states (UT, AZ, CO, NM) - ACTION

Priscilla Manuelito moved the Approval to Delegate Authority to the Superintendent to approve all overnight trips and travel in the four corner states (UT, AZ, CO, NM) be approved as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

- C. Approval of selecting two board members to serve on the Legislative Committee – ACTION

Charles Long and Priscilla Manuelito are nominated.

Kevin Mitchell moved the Approval of selecting two board (Charles Long and Priscilla Manuelito) members to serve on the Legislative Committee be approved as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

- D. Approval to reschedule the December 2017 and January 2018 Board of Education Meeting Dates - ACTION

Jvanna Hanks position is as long as there is enough notice; there should not be any problems for Business Department.

Following a brief discussion, it was recommended to move the December 4, 2017 to December 11, 2017 board meeting and no meeting on December 18, 2017, and move the January 3, 2018 to January 8, 2018 board meeting and no meeting on January 16, 2018.

Michael Schaaf moved the Approval of the schedule to December 11, 2017 and January 8, 2018 Board of Education Meeting Dates be approved as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes)

E. Board reports on the agenda – DISCUSSION

The board discussed and recommend to placing the board reports back on the agenda in the next board meeting.

Charles Long thanked the board members, the superintendent, assistant superintendents and all of the staff members for doing an outstanding job. He wished them all “Happy Thanksgiving”.

**ADJOURN**

There being no further business Michael Schaaf moved the meeting be adjourned. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Priscilla Manuelito-yes, Michael Schaaf-yes, Charles Long-yes) Meeting adjourned Monday, November 20, 2017 at 7:29 p.m.

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Charles Long, President

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Michael Schaaf, Secretary

Recorded by  
Joan Nez  
November 20, 2017