

**Minutes of Regular Meeting  
The Board of Education  
Gallup McKinley County Schools  
March 30, 2020**

A Regular meeting of the Board of Education of Gallup McKinley County Schools was held March 30, 2020, beginning at 1:00 PM in the board room, Student Support Center, 640 Boardman, Gallup, NM 87301.

**BOARD MEMBERS PRESENT:**

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

**NEWS MEDIA PRESENT: NONE**

**STAFF MEMBERS PRESENT:**

Mike Hyatt, Superintendent  
Pauletta White, Assistant Superintendent of Student Services  
Jvana Hanks, Assistant Superintendent of Business Services  
Tim Bond, Assistant Superintendent of Support Services  
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 1:00 p.m. on Monday, March 30, 2020, in the boardroom of the Student Support Center, 640 Boardman, Gallup, New Mexico. (Four board members were present for roll call: Charles Long, Christopher Mortensen, Michael Schaaf, Kevin Mitchell)

**APPROVAL OF AGENDA**

Christopher Mortensen move and Michael Schaaf second to approve the agenda with amendments to remove item 4.c. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Michael Schaaf-yes, Christopher Mortensen-yes, Charles Long-yes)

**APPROVAL OF MINUTES**

Michael Schaaf move and Christopher Mortensen second the minutes of the Board of Education regular meeting of March 9, 2020 be approve as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Michael Schaaf-yes, Christopher Mortensen-yes, Charles Long-yes)

Michael Schaaf move and Kevin Mitchell second the minutes of the Board of Education special meeting of March 23, 2020 be approve as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Michael Schaaf-yes, Christopher Mortensen-yes, Charles Long-yes)

**APPROVAL OF CONSENT AGENDA ITEMS**

Christopher Mortensen move and Michael Schaaf second the consent agenda items be approve as presented. (4a, 4b, 4e, 4d, 4e) Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Michael Schaaf-yes, Christopher Mortensen-yes, Charles Long-yes)

- A. Financial Section - CONSENT
  - 1. 2019-2020 Budget Decrease
  - 2. 2019-2020 Budget Increase
  - 3. 2019-2020 Budget Adjustment Requests (Intra-Transfers)
  - 4. 2019-2020 Budget Adjustment Requests (Inter-Transfers)
  - 5. Current Bills - Operational, Federal Projects, Food Services, Other
- B. Approval to accept the recommendation of the superintendent to change the boundaries between Lincoln Elementary and Stagecoach Elementary Schools - CONSENT
- C. Approval to accept the recommendation of the superintendent to change the boundaries between Rocky View Elementary and Jefferson Elementary Schools - CONSENT (REMOVE OFF AGENDA)
- D. Approve the Memorandum of Understanding between Navajo Department of Health and Gallup McKinley County Schools for Health Education and HIV Prevention - CONSENT
- E. Approval of GMCS adopting textbooks and instructional materials for Math for 2020-2021 - CONSENT

FROM ACCOUNT	TO ACCOUNT	AMOUNT	LOCATION	JUSTIFICATION/PURPOSE OF TRANSFER
<b><u>Operational -Site Base (1000)</u></b>				
Software	Supply Assets <\$5,000	\$ 1,600	Business	Crownpoint Elementary transfer of funds to purchase software program.
General Supplies & Materials	Professional Development	\$ 846	Business	Red Rock Elementary transfer of funds to Administration to attend Kagan training
<b>Total:</b>		<b>\$ 2,446</b>		
<b><u>Operational-Departmental (1000)</u></b>				
Other Contract Services	General Supplies & Materials	\$ 4,000	Personnel	Transfer to adjust budget to actual.
General Supplies & Materials	Software	\$ 1,500	SSS	Funds will be used to purchase software for the print shop.
<b>Total:</b>		<b>\$ 5,500</b>		
<b><u>Operational -Vocational (1000)</u></b>				
Supply Assets <\$5,000	General Supplies & Materials	\$ 7,000	Business	Miyamaura High transfer of funds to purchase additional supplies.
<b>Total:</b>		<b>\$ 7,000</b>		
<b><u>Title I (24101)</u></b>				
Professional Development	Supply Assets <\$5,000	\$ 1,388	Business	Tohatchi High transfer of funds to purchase netbook/laptop cart.
Software	Supply Assets <\$5,000	\$ 487	Business	Tohatchi High transfer of funds to purchase netbook/laptop cart.
Student Travel	Supply Assets <\$5,000	\$ 200	Business	Tohatchi High transfer of funds to purchase netbook/laptop cart.
Additional Compensation	General Supplies & Materials	\$ 10,000	Business	Transfer of funds to purchase manipulatives for English, Math and summer school for St. Bonaventure.
General Supplies & Materials	Supply Assets <\$5,000	\$ 2,350	Business	Indian Hills transfer of funds to purchase laptops.
ERA Retiree Health	Dental	\$ 263	Business	Adjusting budget to actual.
ERA Retiree Health	Additional Compensation	\$ 3	Business	Adjusting budget to actual.
Base Salaries	Additional Compensation	\$ 83	Business	Adjusting budget to actual.
Assets <\$5,000	Additional Compensation	\$ 261	Business	Adjusting budget to actual.
Supply Assets <\$5,000	Visions	\$ 3	Business	Adjusting budget to actual.
Health/Medical Premium	Professional Development	\$ 462	Business	Adjusting budget to actual.
Base Salaries	Additional Compensation	\$ 7,757	Business	Adjusting budget to actual.
Education Retirement	Additional Compensation	\$ 2,456	Business	Adjusting budget to actual.
ERA Retiree Health	Additional Compensation	\$ 302	Business	Adjusting budget to actual.
FICA	Additional Compensation	\$ 549	Business	Adjusting budget to actual.
FICA	Professional Development	\$ 2,501	Business	Adjusting budget to actual.
Health/Medical Premium	Professional Development	\$ 430	Business	Adjusting budget to actual.
Medicare Payments	Professional Development	\$ 69	Business	Adjusting budget to actual.
<b>Total:</b>		<b>\$ 29,564</b>		
<b><u>Student /Support &amp; Academic Enrichment Program Title IV(24189)</u></b>				
Professional Development	Supply Assets <\$5,000	\$ 162,008	Business	To provide funds to purchase one to one laptops.
<b>Total:</b>		<b>\$62,008</b>		
<b><u>Comprehensive Support&amp; Improvement(24190)</u></b>				
Additional Compensation	Student Travel	\$ 6,000	Business	Gallup Central High transfer of funds for adjusting budget and student travel.
<b>Total:</b>		<b>\$ 6,000</b>		

**\*4,2019-2020 BUDGET ADJUSTMENT REQUESTS (INTER-TRANSFERS)-Different Function**

FROM ACCOUNT	TO ACCOUNT	AMOUNT	LOCATION	JUSTIFICATION/PURPOSE OF TRANSFER
<b><u>Operational-Site Base (1000)</u></b>				
Supply Assets <\$5,000(2400)	Student Travel(1000)	\$ 4,398	Business	Thoreau High transfer of funds for student upcoming field trips.
General Supplies & Mats.(1000)	General Supplies & Mats.(2200)	\$ 4	Business	Gallup Central High transfer of funds to adjust budget to actual.
Travel non teacher(2100)	General Supplies & Materials (1000)	\$ 140	Business	Gallup Central High transfer of funds to adjust budget to actual.
ERA Retiree Health(1000)	General Supplies & Materials(1000)	\$ 16	Business	David Skeet Elementary transfer of funds to purchase supplies.
Overtime(1000)	General Supplies & Materials(1000)	\$ 755	Business	David Skeet Elementary transfer of funds to purchase supplies.
Education Retirement(1000)	General Supplies & Materials(1000)	\$ 105	Business	David Skeet Elementary transfer of funds to purchase supplies.
FICA (1000)	General Supplies &	\$ 47	Business	David Skeet Elementary transfer of funds to purchase supplies.

	Materials(1000)			
Medicare Payments (1000)	General Supplies & Materials(1000)	\$	11	Business
				David Skeet Elementary transfer of funds to purchase supplies.
Unemployment Ins. Prem(1000)	General Supplies & Materials(1000)	\$	51	Business
				David Skeet Elementary transfer of funds to purchase supplies.
Workers Comp. Emp Fee (1000)	General Supplies & Materials(1000)	\$	10	Business
				David Skeet Elementary transfer of funds to purchase supplies.
<b>Total:</b>		\$	<b>5,537</b>	
<b><u>Student /Support &amp; Academic Enrichment Program Title IV(24189)</u></b>				
Indirect Cost(2300)	Supply Assets <\$5,000(1000)	\$	4,059	Business
				To provide funding to purchase equipment.
<b>Total:</b>		\$	<b>4,059</b>	

**STUDY CIRCLE**

A. Reports

1. Superintendent Report

Mike Hyatt send his appreciation to the board, staff, community, parents and students for the added level of patience given during the school closure. Be assured Education will continue. The school buildings are closed for the remainder of the school year. Issues on Graduation and grading are being addressed and will be determined in coming weeks, we are seeking equitably for all students.

The Assistant Superintendents spoke of their areas as school buildings being disinfected(supplies has been delivered) and meals being delivered to school sites and adding the bus stops, Special Education program and IEP's, from the business services are vendors, payroll, receiving warehouse, communications (website, Facebook, Instagram, radio, print, media connection) and serving meals to all that need it. The priority is how we help our students. Distance Learning for K-8, work books will be mailed to parents, for 9-12, seniors are offered credit recovery, scholarship opportunities, students may work to improve their grades.

Christopher Mortensen appreciated the hard work from Superintendent and his staff during the extraordinary times.

Mike Hyatt added a question and answer page on the website is being created to help staff, students and parents.

2. Notices and Communication

a. April 20, 2020 - BOE Meeting

b. April 27, 2020 - Navajo Sovereignty Day (School in Session) No School

Charles Long announced that any future board meetings will be held at 1:00 p.m. during the challenging time.

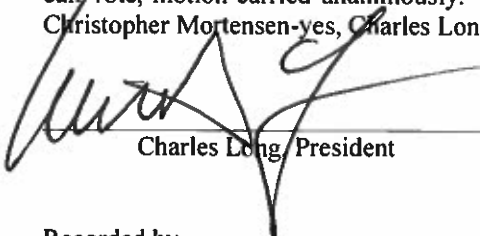
**NEW BUSINESS**

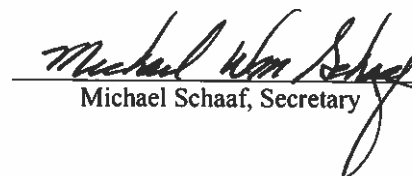
- A. Approval of a Delegation of Authority to Superintendent Hyatt for donations of items totally \$20,000.00 or less from GMCS to other Governmental Agencies during the Public Health Emergency as declared by Governor Lujan-Grisham on March 13, 2020 – ACTION

Christopher Mortensen move and Michael Schaaf second to approve the Approval of a Delegation of Authority to Superintendent Hyatt for donations of items totally \$20,000.00 or less from GMCS to other Governmental Agencies during the Public Health Emergency as declared by Governor Lujan-Grisham on March 13, 2020 as presented. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Michael Schaaf-yes, Christopher Mortensen-yes, Charles Long-yes)

**ADJOURN**

There being no further business Michael Schaaf move and Christopher Mortensen second the meeting be adjourn. Upon roll call vote, motion carried unanimously. (Four board members present and voting: Kevin Mitchell-yes, Michael Schaaf-yes, Christopher Mortensen-yes, Charles Long-yes) Meeting adjourned on Monday, March 30, 2020, at 1:54 p.m.

  
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 Charles Long, President

  
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 Michael Schaaf, Secretary

Recorded by  
 Joan Nez  
 March 30, 2020